

## **Minutes of Linlithgow and Linlithgow Bridge Community Council Meeting Tuesday, 26<sup>th</sup> November 2013 held in the Burgh Halls**

**Present:** Chair – Bruce McCallum (BM), Lyn Aitken (LA), Aileen Boyle (AB), Debbie Day (DD), Clive Dyson (CD), Brenda Galloway (BG), Ian Kelly (IK), John Kelly (JK), Fiona Low (FL), Ron Smith (RS), David Tait (DT), Jack Thompson (JT), Verena Throp (VT), Mike Vickers (MV), Councillor Tom Conn (TC) and 1 observer (Nick Davis).

**Apologies:** Councillor Martyn Day (MD), Councillor Tom Kerr (TK)

**Minutes of Previous Meeting:** Previously circulated. Acceptance of the minutes was proposed by LA and seconded by CD. And unanimously approved as a true record of the meeting of Tuesday 29<sup>th</sup> October 2013

### **1. Matters Arising**

Minute 1 - The Lord Lyon had replied stating that the Grant of Arms procedure can commence upon receipt of £200 and the completion of a form (enclosed with the letter). The total cost was estimated to be in the order of £1500. It was agreed that an application would be made to the WLC Special Projects Fund for a sum to top up the contribution to be made by the Town Management Group. In parallel, advice would be sought on the use of the Common Good Fund. LLBCC preferred to use the Common Good Fund if it is available for the Grant of Arms.

**Action RS/JK**

Minute 2 - JK stated that no police report had been invited for the November meeting. Inspector Jocelyn O'Connor has agreed to address the Community Council on the topic of Community Policing in Linlithgow at the meeting on 17<sup>th</sup> December. It was suggested that this meeting may be of particular interest to members of the public and therefore action recommended to engage with Inspector O'Connor to discuss this option and if agreeable then advertise the meeting widely within the Linlithgow community.

**Action JK**

### **3. Development and Planning**

- a) Chris Norman has been contacted regarding the disabled access at the Old Post Office. Information on the action to be taken is awaited.

It was requested by JT and agreed that any future correspondence referencing LLBCC decisions should refrain, where possible, naming individual councillors and reflect the agreed LLBCC decisions/actions.

- b) The Main Issues Report has been further delayed and is now likely to be issued for consultation in February 2014. It will be considered by a WLC Policy Development and Scrutiny Panel (either Partnership & Resources or Development & Transport) before submission to the WLC Council Executive for

approval and release for consultation. The document in a draft state should be in the public domain 5 days before the relevant PDSP meeting.

- c) The application for a housing development at Burghmuir was refused at a meeting of WLC planning committee on 13<sup>th</sup> November.

#### **4. Health and Social Provision**

CD advised that a report of a meeting had been circulated. JT reported briefly on a West Lothian Community Health Care Partnership meeting at which changes to care for the over 75's was discussed. It was reported that, over the next 10 years, those over 75 would have an individual care plan prepared by the GP and involving a pharmacist. As care becomes more focused on health centres, space and facilities in Linlithgow will be challenged requiring possible temporary buildings. With an increasing population another doctor will be required.

#### **5. Housing and Social Housing**

IK reported on a meeting with Jim McEwan Development Manager Housing, WLC, Grant Walker, WLC on 13<sup>th</sup> November 2013. IK will circulate notes of the meeting and discuss them in more detail at the Community Council meeting on 17<sup>th</sup> December.

**Action IK**

#### **6. Youth Facilities, Youth Groups and Education**

FL gave a report of a meeting on 25/11/2013 with David Mackenzie of Linlithgow Academy in which a number of points raised pertaining to the minuted report in section 6 of the October minutes were enthusiastically considered. FL stated that she had made a link with Dawn Fleming from the Careers Department at the Academy and a meeting was to be arranged. FL had made arrangements to meet Ken Mackenzie, the Rotary Interact Officer on 29/11/13 to investigate the potential of taking forward the Interact group.

**Action FL**

#### **7. Communications Group**

No report.

## 8. Events

- a) Remembrance Day parade 10<sup>th</sup> November: BM reported over 300 people had taken part. Low Port is being considered as a possible venue for the post parade hospitality in 2014. BM suggested a de-brief meeting in January
- b) Advent Fayre 30<sup>th</sup> November: BM reported that all arrangements were in place. Help was required on Friday 29<sup>th</sup> for the assembly of torches. Also at 8am on Saturday to ensure barriers are correctly positioned and banners are displayed and finally at 4.30pm at Low Port School to distribute torches and to steward the parade. A number of members volunteered their services.
- c) BM advised that the Events Group would be reformed at the December meeting to take responsibility for all events planned for 2014. Strict budgeting would be required to achieve our desired objectives.

## 9. Treasurer's Report

Expenses in conjunction with the Remembrance Day parade were:

Flowers	£25.00
Longcroft Hall	£50.00
Reed Band	£50.00
Pies	£177.60

In addition BM had incurred expenses in getting the laptop repaired and sundry expenses for milk, tea, coffee, biscuits, etc for the Remembrance Day Parade.

FL proposed that all listed payments should be made. The proposal was seconded by AB and unanimously approved.

IK reported that after the above expenses the savings account stood at £5.57 and the current account at £1407.31. BM advised that various cheques would be required for payment to the bands at the Advent Fayre.

## 10. AOB

- a) BM gave a short address and proposed a vote of thanks to Nick Davis for 5 years of gratefully acknowledged service, exemplified by his work in steering the Community Council through the merger.
- b) CD stated that the TMG has funding for an ambitious list of projects. Further that the CDT has proposed action in the areas of supporting Young People, Housing Provision and Leisure & Recreation. The Community Council is invited to consider ways in which it might contribute to these initiatives.
- c) Consultation re Community Empowerment Bill - JK stated that the consultation document had been received. BG will assemble notes of the main points to be discussed at the next meeting on 17<sup>th</sup> December

**Action BG**

There being no other business the meeting closed at 21.14.

John Kelly  
Minute Secretary  
28<sup>th</sup> November 2013

**Note 1. Diary Dates**

The dates of Community Council meetings for 2013-14 are:

**2013**

17<sup>th</sup> December

**2014**

28<sup>th</sup> January

25<sup>th</sup> February

**2014**

25<sup>th</sup> March

29<sup>th</sup> April - AGM

27<sup>th</sup> May

24<sup>th</sup> June

26<sup>th</sup> August

**2014**

23<sup>rd</sup> September

28<sup>th</sup> October

25<sup>th</sup> November

16<sup>th</sup> December

## **APPENDIX 1**

### **Minutes of a meeting of LLBCC Health and Social Care group, 7.30 pm, Monday 18<sup>th</sup> November 2013**

Present: Lyn Aitken, Clive Dyson, Verena Throp

Apologies: Jack Thompson

We discussed what might be the objectives of the group. The following suggestions were proposed and provisionally agreed:

- Act as a monitor of provision in Linlithgow. Identify any shortcomings and look to catalyse solutions. Praise good practice.
- Review transport to and from St. Johns. Possibly put information on our web site as to the options.
- Liaise with the health centre and investigate the concerns expressed by Dr Boyle as to space constraints. Link to planning.
- Represent Linlithgow on the PPF.

#### **1. Current situation – links to the services and the Public Partnership Forum**

We agreed that one of us should attend each meeting of the PPF as a representative of LLBCC. Verena will be our lead representative but Lyn and Clive will attend when Verena cannot. (Verena attended last week's meeting.)

**Action:** Lyn to arrange this with Julie Cassidy.

#### **2. How to work with the Linlithgow practices?**

**Action:** Clive to write to Dr. Boyle and Dr. Cochran inviting them to send an attendee to a meeting of the working group.

We agreed that our next meetings will be held on the 9<sup>th</sup> or 16<sup>th</sup> December and the 3<sup>rd</sup> or 10<sup>th</sup> February. There will be no meeting in January.

#### **3. Getting on the appropriate circulation lists**

**Action:** Lyn to ask Julie Cassidy to add us to her circulation list.

#### **4. A 'chair' for the working group**

Clive agreed to act as 'convener' for the immediate future.