



Minutes of Linlithgow and Linlithgow Bridge Community Council Meeting on Tuesday 24th May in the Burgh Halls at 7.30pm.

Present: Chair Martin Crook (MC), , Aileen Boyle (AB), Ron Smith (RS), Verena Throp (VT), Lyn Aitken (LA), Mike Vickers (MV), Scott Oliver (SO), Fiona Low (FL), Pamela Barnes (PB), Councillor Tom Kerr (TK), Councillor David Tait (DT), Councillor Tom Conn, Police Scotland – Andrew Murray (PB) and 2 members of the public

Apologies: John Kelly (JK), Ian Kelly (IK), Fraser Falconer (FF)

Declarations of interest – no new declarations of interest noted.

(1) **Minutes of previous meeting on Tuesday 24th March 2016.** These were approved and proposed by MC and seconded by SO. **Minutes of the AGM on 26th April 2016** – although these need to be formally approved at the next AGM – given the timescale of a year – AB asked if these could be proposed and seconded at this meeting too. DT pointed out one change in the minutes on point 8(iv) and advised that for the Wifi boxes at the Star & Garter – discussion are continuing between BT and WLC – not the owner. AB will circulate amended version with these minutes. With the change agreed – minutes were proposed by RS and seconded by SO.

(2) Actions from previous meetings not covered elsewhere on the agenda

Number	Owner	Action detail	Current status
05/005	AB	Discussions about the governance of the sub-groups to be carried forward to September meeting. AB to check completion of governance form from all sub-groups and engage where there are any gaps.	March update – meeting has taken place - see full details in Advent Fayre update below. MC to organise a new template for the new group. May update – carry forward as new committee is to be set up for Advent Fayre and MC needs to link with TC.
09/002	MC	Contact WLC about any activity on traffic regulation orders or reviews of the High Street	March Update – As single yellow lines are being abused so regularly – put forward a motion for double yellow lines. May update –MC has reviewed. It was recommended that MC contact Kevin Hamilton or Graham Malcolm at WLC. Carry forward.
1601/05	IK	Groups to indicate funding requirements for 2016/2016	To be discussed at March meeting. This was discussed and some funding agreed at the meeting however all to provide suggestions to IK by 31 st March 2016. May update - This action was completed and is now a business as usual activity. Closed
1602/02	JK	JK to ascertain progress on The Town Seal.	JK advised that the artist has a number of commissions to complete therefore the activity on the seal is still progressing. Clarification has been requested on potential timings however in the meantime LLBCC has been advised that we can use the seal. May update – as JK on holiday – carry forward to next meeting.
1603/01	JK	JK suggested applying for a ‘Special Project Grant’ for West Lothian Council to support the cost of the survey – Action 1603/001.	Special Project Grant has been submitted to Lorraine McGrorty. May update – no information received as yet therefore keep action option.
1603/02	All	All working groups and Chair to provide content to Secretary by 8 th April. Treasurer	Completed

	to submit accounts by Friday 15 th April at the latest.	
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(3) Spotlight Sessions – Consultations

Processions – there was concern raised about some of the existing wording – no matter the changes that were being proposed and that there could be challenges with compliance for Advent Fayre or Gala Day. TK advised that the guidance is not for marches such as Brownies or Gala Days. It was agreed that MC would prepare a draft response and circulate round by email and then submit to WLC within the deadline of 31 May. **(Action 1605/001 - MC)**

Community Empowerment Act – Participation Requests. PB had circulated a paper in advance of the meeting. The consultation is focusing on Participation Requests legislation. This is a new process which will allow a community body to enter into dialogue with public authorities about local issues and local services on their terms. Where a community body believes it could help to improve an outcome it will be able to request that the public body takes part in the process to improve that outcome. There are a number of questions to be addressed and it was agreed that the in essence the recommended answers from PB were correct however the following amendments/inclusions were discussed. Q8 – confirmation of calendar days rather than working days and whether 28 days was too long for a response. Consider it mandatory for inclusion of a rationale for a ‘no’ answer from the public body to a request. PB will recirculate the paper to LLBCC members and will request any further changes/amendments to enable a response from LLBCC to be submitted within the deadline of 15h June. **(Action 1605/002 - PB)**

Licensed Metal Dealers – this was discussed and it was noted by FL that local businesses are concerned with this proposal and the need to use cheques or electronic transfers to pay sellers for goods. It was also noted that use of cheques is slowing down and that there could be costs for small businesses for electronic transfers. It was agreed that LLBCC was not in opposition with the proposal but in our response we would reflect the concerns for small businesses. AB to submit the response within the deadline of 31 May 2016. **(Action 1605/003 - AB)**

Dechmont Survey – Ian Ferrel has written to all Community Councils concerning the **lack of the Association of Community Councils for West Lothian**. It was noted that there is a challenge with being able to represent the views of 35 different Community Councils and that there is no access to communicate. 6 questions were raised and it was agreed at the meeting that the LLBCC response would be as follows and AB will submit these **(Action 1605/004 - AB)**:

1. Does your CC support the idea of an Association of West Lothian Community Councils -Yes
2. Would your CC like to see the Association starting again - Yes
3. Would a representative from your CC be willing to attend meetings of the Association - Yes
4. Would any C Councillor from your CC consider being an office bearer on the Association? - Tentative yes but not as Chair.
5. Would any C Councillor from your CC be willing to sit on a WLC PDSP - Possibly
6. Does your CC feel WLC supports your Community Council - Irrelevant. It was noted that we have good support from Councillors attending our meetings. However there is no current mechanism to communicate to CPPs.

It was noted by TK that PDSPs are not decision making bodies.

Interim Election – AB raised awareness again of the impending Interim Election which will run until **21st June 2016** and the paper that had been circulated prior to the meeting. Current full members who wish to continue do not need to do anything. Existing co-opted members will be sent a form by Lorraine McGrorty for completion to transition themselves to Full Members. AB is stepping down from LLBCC and therefore a new Secretary will be required. AB to share the form with PB to transition from

Associate member. All members to communicate with potential Community Councillors to enable us to increase the number of full time members.

(4) Working Group Updates

- **Planning** – no update as JK on holiday.
- **Health & Social Care** – VT summarised the key points from her previously circulated update. She reflected on the previous report and addendum relating to the consultation with the public in LLBCC area. A short term programme on Eating Disorders is being trialled in September and October and a poster was distributed to all LLBCC members.. It was noted that the Public Partnership Forum is not being held at the moment. There is also some concerns that VT will be discussing with MC and AB that may require public disclosure of issues and lack of conclusive action being taken. **(Action 1605/005 – VT, MC and AB to agree next steps re these concerns).**
- **Transport** – Bus Group – TK noted that meetings are currently taking place between WLC and bus companies. PB has met with Derek Haldane who has been conducting the survey and the survey is now closed. £1000 has already been raised and support has been provided by Councillors Kerr and Tait. PB will be engaging with Councillor Conn (TC) to seek support.
- **Youth facilities, youth groups and education** – FL advised that she has linkages with Sports Development Trust and a member from there may wish to join LLBCC (**Action 1605/006 – AB to share Community Councillor Form**). It was recommended that FL link with FF who has taken over from Gill Fawcitt as an Associate on LLBCC. FL noted that there is still a challenge with Linlithgow Academy and their involvement in work experience for children. A member of public suggested it may be useful to link with Linlithgow Academy Parent Council and it would be beneficial if they joined LLBCC to link up activity.
- **Police Scotland Update** – There is still a focus on parking issues and WLC are repainting lines. Radar gun will continue to be used at key spots. It was noted that Linlithgow Bridge Primary School are promoting a Park and Stride campaign to relieve pressure. Linlithgow is now under Air Quality Management and it is hoped that this might improve traffic pollution. We need an update from Paul Couper, WLC on the progress of the Air Quality Management action. AB to progress **(Action 1605/007 – AB)**. There was a raid for drugs in the town with successful recovery of drugs and money. It was noted that there is concern by resident of the Vennel with activity that is progressing there. Police Scotland are aware of ASBOs and tenancy warnings that are in place. DT raised concern about Housing Allocation policy and that local management policy is important. He mentioned about people being placed in Linlithgow with no connection or support available within LLBCC area. He suggested that this should be an agenda item at a future LLBCC meeting and to invite the Housing department to explain the Housing policy. There was a discussion about the recent Travelling Community who had been in Linlithgow but who have now moved on.
- **TMG** – MC raised awareness of the previously circulated paper about a Black Bitch themed sculpture by Andy Scott which has been suggested on the back of the success of The Kelpies miniatures being popular when visiting Linlithgow Cross. It was agreed that MC should revert back to TMG with the following comments:
 - TMG should not be putting forward the lion share of funding
 - There needs to be more discussion on this proposal and a benefits analysis is required.
 - This should be followed by a proper funding proposal with tender/procurement information.
- **Treasurer** – IK was not able to attend the meeting but prior to the meeting had circulated the up to date accounts. AB will circulate a copy with the minutes.

(4) Any Other Business and questions from the floor.

A member of the public raised a question about toxic chemicals and the banned use of Glyphosate and that she had submitted an FOI request relating to this. It was acknowledged by LLBCC that, to date, LLBCC has not received any feedback or concerns from LLBCC community. However it was recommended that Transition Linlithgow may be an appropriate body to progress this further.

Meeting closed at 9.15 pm. Secretary – LLBCC – 29 May 2016.