



**Minutes of Linlithgow and Linlithgow Bridge Community Council Meeting on
Tuesday 26th January 2016 in the Burgh Halls at 7.30pm.**

Present: Chair Martin Crook (MC), John Kelly (JK), Aileen Boyle (AB), Fiona Low (FL), Ron Smith (RS), Verena Throp (VT), Gill Fawcitt (GF), Scott Oliver (SO), Councillor Tom Kerr (TK), Councillor David Tait (DT), Police Scotland – PC Neil Gordon

Apologies: Ian Kelly (IK), Lyn Aitken (LA), Mike Vickers (MV)

No declarations of interest at the start.

1. Minutes of previous meeting on 15th December. These were approved and proposed by SO and seconded by JK.
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.	Completion of sub-groups has been undertaken however a template is required for the Advent Fayre group. Carry forward to Jan 16 meeting where Advent Fayre is to be an agenda item. January update - Action for all - updated templates for all groups to be provided to Secretary by Friday 12th February.
08/011	MC	Footpath at Cricket Ground – LA advised that a car had travelled from the car park past the cricket ground into town. There were families in the area and although no-one was injured – there is concern about the dangers of this. Options for resolution could include signage and bollards. It was agreed that MC would contact TK about this. September update – MC spoke to TK. He has spoken to a WLC officer and discuss options eg bollards. Police Scotland interested in the outcome. Carry forward to October as TK on holiday	TK advised that he has visited the area and there are 3 or 4 places where cars could get through. There is a further site visit scheduled for Monday 21 Dec. It is noted that the bollards to the Sports Club appear to be down. A further update will be given at January meeting. PC Gordon will also review the situation. Carry forward to January 2016. January 16 update – TK advised that drawings are made up, plan in place for bollards and consultation is beginning with utilities companies. Meeting agreed to close this action.
09/002	MC	Contact WLC about any activity on traffic regulation orders or reviews of the High Street	Carry forward to November. Carry forward to December. Carry forward to 26 th January 16 meeting. Carry forward to February 16 meeting as there is still concern about the limited parking and opportunities for parking/no parking options.
11/01	MC	TK discussed the Vennel car park and MC took an action to check that the old signs had been removed. (Action 11/01 – TK/MC)	Old signs have been removed. MC noted that there is no mention of no charge for disabled. TK to check what the previous arrangement was. C/F to 26 Jan 16. January 16 update - TK provided a response to Secretary at LLBCC in December and this has not been previously circulated. AB circulated the information on 31 January to inform members that the Council's lease to Smart Parking does not require the lease to provide the 4 designated spaces free of charge to disabled drivers.
11/02	JK	TK also asked who runs the Advent Fayre – is it a separate standalone committee or LLBCC. JK advised that it is a committee with a separate bank account but there is no separate constitution.	A post implementation review of the Advent Fayre is to take place and an agenda item will be included in January meeting to discuss this.

		Governance arrangements to be detailed. TK has offered to be involved	
11/04	TK	AB raised a concern raised by a member of the community about the lack of support to people in their houses when individuals have left hospital. It is believed that is known that there is a challenge in LLBCC area but there is no challenge in Livingston. One concern raised to AB is that carers are not paid for travel therefore using carers from Livingston is not a viable solution to the lack of resource in LLBCC area. TK will look into this situation re 'in house' care options and challenges	This action is to be carried forward. - January 16 update - TK provided a response to Secretary at LLBCC in December and this has not been previously circulated. AB will circulate this out to all attendees.
11/05	TK	IK noted that parking for visitors and out patients during the week is a real problem at St John's – the same problem does not exist during the weekend. IK asked what WLC are doing about this	This action is to be carried forward to January 2016. January 16 update - TK provided a response to Secretary at LLBCC in December and this has not been previously circulated. AB circulated on 31 January 2016 to inform members that St John's has a traffic management group who meet monthly and are considering ways to improve parking for visitors and especially outpatients.
12/001	DT	Meeting at WLC in December 2015 It was noted that advice from officers was given to the other CC who presented the 'petition' which was directed to the WLC Policy & Scrutiny panel . DT to check if the motion was given clearance by officers	Agenda item
12/002	JK	MC says LLBCC wants to be heard by WLC. There is a statutory period for consultation. TK suggested writing to Fiona McBrierty formally asking if possible for an update on representation from LLBCC and Planning Forum.	Agenda item
12/003	TK	Overflowing bins at Sainsbury's - TK queried whether WLC empty the bins. TK to investigate responsibility of WLC re this	January 16 update - TK advised that message has been sent to Sainsbury's and he will chase them up.

3. Reports from working groups

Health & Social Provision –

- VT provided confirmation about the **pan Lothian review on Paediatric services** at St John's Hospital. Hard copies of a report by the West Lothian Council SNP Group were available to attendees and AB advised that she would circulate an e-copy (completed on 31 January 16). There is an open survey available and MC **recommended for all attendees to email input so that a response from LLBCC could be provided to meet the deadline. (Action 1601/01 - All)**
- **Health & Social Care Integration Report** – VT advised that this report appears disjointed, muddled with no clear strategies, plans or budget allocations. There appears to be conflicts of interest and lacks substances with a concern that chaos may arise. These thoughts are similar to a response by Ian Buchanan and there appears limited opportunity for anything further.
- The first **Health & Social Care drop** in will be held at 7 pm on 23 February 2016 and the drop in will run for 30 minutes ahead of the following 2 CC meetings. MC advised that he will be there to support from 7pm. DT also offered to support.
- **Homecare and care in the community** – VT advised that WLC has awarded a contract to Homecare for Linlithgow. Wages are £8 per hour of £8.50 per hour if they clock in or out. No costs are payable for travel. VT was unsure how this aligned to the Living Wage standard.
- VT proposed that a community family eating disorders group be set up. The committee were in agreement with the idea for this proposal and asked VT to work up the details and circulate (see Action 16/00).

Advent Fayre JK advised that he met with Stewart Ness. Final financial situation is awaited but it appears likely that the 2015 Advent Fayre will be £182 in credit. If everything goes to plan – there should be £1653.48 left in the Advent Fayre account when finalised. This will then enable a decision on whether to retain or disburse the funds. As JK is stepping down from the Advent Fayre, MC advised TK has offered to help progress activity. MC will liaise with Round Table. TK was asked what worked better – whether being run by WLC or LLBCC. TK advised that it has worked well under both regimes but a key decision is whether LLBCC wants to remain involved or stand back. Everyone's premise is that we don't want to lose the Advent Fayre. However additional bodies are required. JK advised that the key differential is that others have not been partners in the deal – they helped out. An option is to wrap up the current organisation. The new format would need a new constitution. Currently TC is Chair of Advent Fayre committee and TC and JK are signatories on the bank account.

MC to organise a meeting with JK, TC and Stewart Ness. TK advised that he is happy to join this meeting. **MC to consider engagement with Round Table, Rotary and Deacons Court to discuss the way forward and options. (Action 1601/02 - MC). FL advised that she can raise this at the Rotary meeting on 8 February (Action 1601/03 - FL).**

Communications

SO advised that unfortunately MV has not been available over the last couple of weeks however there are items ready to go on the Facebook site but needs agreement from MV. This includes a video featuring the Advent Fayre, A video about the Community Council is being developed. Notices about future meetings and drop-in sessions have been prepared. There was a discussion about the current LLBCC website and email addresses. **MC will pick up with MV about options for LLBCC webmaster role (Action 1601/04 - MC).**

Update on Kettilstoun Mains

GF advised that the building plan has been accepted and asset transfer from WLC may take 12-14 weeks for a response, which would be April/May however discussions will be ongoing between now and then. Funding applications have also been submitted. All details including the masterplan are on the Linlithgow Community Development Trust website <http://trust-linlithgow.org.uk>. A further £114k-£120k needs to be raised in the next 6/8 months over and above other contributions. Fraser Falconer is now on board and will be the new Chair of LCDT in April. Pre-planning starts next week and the Community Council will be a consultee. Main planning then follows. GF advised that February will be her last meeting as an Associate of LLBCC. She is unable to attend in March and will be stepping down in April. She advised that it has been very valuable to link LCDT and LLBCC. Fraser will attend the LLBCC meeting in February and it is hoped that he will become an Associate member of LLBCC. GF provided a reminder of what would be included at Kettilstoun Mains. FL asked about roads access – GF advised that discussions are ongoing and this may be the main issue at the planning stage. Some of the parking needed by LCDT has already been used by the Leisure Centre. RS queries about lighting and pedestrian access and GF advised that all that is already in place and that the athletics tracks will have lighting.

Planning Report

JK talked about the key elements from his previously circulated planning report.

- A recent update is that the judgement on the Cala Homes appeal for a development at Springfield has been refused. It was noted by the Reporter that: (a) there is insufficient secondary school infrastructure – even though it is recognised that developer funds will be provided the amount will not be sufficient to resolve the current problem. (b) Reference was made to the current proposed local development plan which offers no solution. (c) He agreed that Linlithgow is stagnating and that this is a matter for WLC to resolve.
- RS highlighted a population number in the West Lothian Council SNP Group Pan Lothian review of Paediatric Services, which indicates 12976, which reflects the point that the town is stagnating. JK advised that this should be included in the local development plan and that the comments were

helpful from the Reporter but it is recognised that these comments are different from other reporters commenting on earlier appeals.

- JK advised that an email was sent to Lorraine McBrierty about the question about settlement boundary and agreement of masterplan and this closes off actions 12/001 and 12/002. JK advised that there is a forthcoming Linlithgow Area Committee meeting. TK advised that TC is the Chair of this committee and LLBCC should make a case for inclusion on the agenda.
- **Westfield** – it was mentioned that a spade has been put in the ground securing the planning permission in perpetuity but it is unlikely that any further activity will take place there in the short to medium term. A new gas main for Westfield is sized only for the existing settlement. JK advised that “in perpetuity” legislation should be a consideration for Scottish Government in its root and branch review of planning. JK advised that he is attending a round table discussion on planning in Glasgow on 25th Feb. FL questioned about Winchburgh and impact on schools – she was advised that 500 houses had to be built before a secondary school had to be developed and the figure for primary was 350. It was felt that Winchburgh was almost reaching these levels.
- **Victoria Halls applications** – 21 or 22 February is the closing date and then in the hands of officers. Westerlee is an agenda for the planning forum on Thursday.

Youth & Education

FL advised that there has been a challenge with all of the initiatives initiated last year as Linlithgow Academy does not appear keen to progress and believes this is for LLBCC alone rather than a collaborative approach. It was discussed at the meeting that the approach for 2016 should be to engage with LYPP. PC Neil Gordon advised that he would be keen to support. It was noted that LYPP was having a fund raising dinner on 26 February in the Burgh Halls. FL was encouraged to make contact with Pam at LYPP. FL noted that the Christmas lights looked really good.

Remembrance Sunday:

JK advised that the 2nd West Lothian Scout Group have offered to serve the pies. There is also an opportunity to submit an early application to Greggs to provide hot pies from their Linlithgow shop.

Treasurers Report

IK had circulated the accounts in advance and it was noted that there is £1567.90 left to spend this year, which ends in April. JK updated that the Town Seal is at the final piece of work stage and should be available soon. TK asked if LLBCC was thinking of applying for special grant. A discussion then continued about possible options to progress eg Eating Disorders Family Support Group; tourist leaflet to promote Linlithgow.

Action 1601/05 (All) – Everyone to come back to the February meeting with ideas/proposals for expenditure.

AOB

Football & Cricketers Licensing Application – AB advised that comments are needed before Thursday.

Ineos meeting – MC may be interested in attending but if others interested – please confirm to MC. The meeting is at INEOS at Grangemouth on 29th February. (Action 1601/06 – All)

Major Incident Planning – AB advised that Nick Davies had provided information about major incident planning with a suggestion that LLBCC be involved locally within Linlithgow. This was discussed and concluded that WLC has a full procedure for major incident and that no further action was required.

DT advised that approval had been given to Far from the Madding Crowd for dutch canopies against the officer’s recommendation.

Police Scotland – PC Gordon advised that 5 vehicles were vandalised at New Year near the Braehead area. There have been 2 break-ins. There have a number of call outs at WLC Cricket Club but no-one

there when Police Scotland arrived. One drunk driver was caught in Linlithgow over the festive season. There have been 37 parking complaints. He advised that the Community Inspector will attend the February meeting of LLBCC. FL asked about oil spillage near the scrap metal company. PC Gordon advised that PC Murray is compiling a report on this. FL also noted that there has been speeding in Kettilstoun and the speed reducing measures sign is turned round the wrong way. It was noted that the barrier at Kettilstoun is down about 11 pm but the problems appear to arise about 9.30 pm.

No other business. Meeting closed at 9.07 pm