



**Minutes of Linlithgow and Linlithgow Bridge Community Council  
Meeting  
on  
Tuesday 25<sup>th</sup> February 2020 in the Burgh Halls at 19.30.**

**Present:** Chair Gordon Smith (GS), Martin Crook (MC), Fraser Falconer (FF), Ian Kelly (IK), John Kelly (JK), Des Martin (DM), Paula Ryans Stokes (PRS), Mike Vickers (MV), Provost Tom Kerr (TK), Councillor David Tait (DT) Liam Maguire (BID) and 8 members of the public.

**Apologies:**, Pamela Barnes (PB), Sue Friel (SF), Joyce Hartley (JH), Maire McCormack (MMcC), Scott Oliver (SO), Ron Smith (RS) Councillor Tom Conn (TC), Police Scotland - Andrew Murray (AM) and Peter Robertson (PR).

**Declarations of interest:** No new declarations of interest noted

**1. Minutes of Linlithgow and Linlithgow Bridge Community Council Meeting Tuesday 28<sup>th</sup> January 2020.** The minutes were accepted as a true record of the meeting; proposed by GS and seconded by MV.

**2. Matters arising.** All matters arising are included in the agenda.

**3. Linlithgow Peace Garden Consultation.** GS reported that a consultation event will take place on 4th March 2020 from 7pm to 8pm in the Burgh Halls. The event will be followed by a two-week period where comments can be left at the Burgh Halls or made online via the Peace Garden Facebook page. GS confirmed that the Community Council has consistently taken a neutral stance offering help only to facilitate engagement. It is proposed that the Community Council maintains its neutral position leaving individual members of the Community Council to make their own individual comments. It was agreed that the Community Council does not respond to the consultation.

**4. Local Place Plans.** JK summarised the current position by stating that the Planning (Scotland) Act 2019 was passed by the Scottish Parliament on 20 June 2019 and received Royal Assent on 25 July 2019. West Lothian Council is required to invite each community's "community-controlled body" to prepare a Place Plan. A community-controlled body is defined as a Community Council or a body within the definition given in section 19 of the Community Empowerment (Scotland) Act 2015. JK introduced a local place plans briefing note compiled following a meeting of the Joint Forum of West Lothian Community Councils Planning Forum and amended following a meeting of representatives of Falkirk Community Councils. The Joint Forum has suggested that Linlithgow be the pilot for the preparation of a Place Plan. Following a brief discussion on the updated and recently published draft Plan for the Future it was agreed that this suggestion be accepted. The next meeting of the West

Lothian Planning Forum is on Wednesday 25<sup>th</sup> March at 7pm at Bathgate Partnership Centre.

**5. New Parking Study.** JK introduced the new parking study by referring to the West Lothian Council executive meeting on 8 October 2019 which determined that they would consider new initiatives to allow greater control over parking (on and off street) and discourage car commuting. This could include the introduction of charging for parking where space is in strong demand and introduction of more limited waiting times in town centre areas to ensure that shoppers and businesses can park conveniently while commuter parking is discouraged. On 5 February 2019 the executive ruled out introducing car parking charges in West Lothian until after 2022/23 the exception being the Vennel car park Linlithgow. In a paper to the Environment PDSP the head of operational services announced in a paper dated 11 February 2020 that Peter Brett Associates LLP, who are part of Stanec, will carry out a review of parking in West Lothian.

In the ensuing discussion it was proposed that as Linlithgow is the exception regarding parking charges that the Linlithgow be the exception in subsidising the L1 bus service to operate from early morning until early evening paid from the Vennel lease charge. The point was made that the reason for parking charges is, amongst other things, to encourage the use of public transport. TK stated that there is no reason why a different set of rules cannot apply to Linlithgow; if there is a justifiable case then it is a matter of following due process; there is nothing to stop these things from happening. In response to a query on where the money from the lease of the Vennel Park car park is going. TK stated that this would be a contribution to the revenue budget. It was confirmed that the lease deal has been done. The number of past parking studies was raised highlighting the question of why this study was commissioned. It was the view of the number of people at the meeting that this was leading to the decriminalisation of parking. It was agreed to write to Graham Hope to suggest that the income from the Vennel car park be used to subsidised an increased L1 service.

**Action JK**

MV asked for the cost of the SYSTRA report. DT stated that the SYSTRA report was commissioned to determine the level of developer contribution to road infrastructure resulting from the infrastructure requirements implied by the 2018 local development plan. MV asked that we submit a Freedom of Information request to determine the cost of the SYSTRA report.

**6. Vennel Development.** JK referred to the notes accompanying the agenda confirming that the paper to be presented to West Lothian Council executive meeting on the morning of 25<sup>th</sup> of February 2020 entitled “planning guidance: the Vennel Linlithgow” had been withdrawn as it was recognised that the revised proposals had not been resubmitted to a PDSP. The resubmission was a condition of the participation request agreed between the Community Council and West Lothian Council. Further action was referred to the planning forum.

**Action Planning Forum**

**7. Community Councils Scheme Review.** JK reported that he had received an email from Lorraine McGrorty informing community councils of the forthcoming community councils

scheme review. Any suggested changes to the current scheme should be forwarded to Lorraine McGrorty by Friday, 10 April 2020. The review will encompass current Community Council boundaries and the suite of documents which support the scheme, all of which are available on the Community Council website. Comments will be referred to a working group comprising three council officers and three representatives from the Joint Forum of West Lothian Community Councils. It was agreed that all comments be submitted to JK for collation.

**Action All**

**8. Chairman's Report** - GS gave a brief report including the following:

- it was with great sadness that GS reported the death of Mary Shelton who was active in many parts of the Linlithgow community and a member of the embryo visitors information centre group.
- GS reported on a change to the timetable for the town centre fund. New dates have been agreed effectively moving the spending deadline by 12 months. There had been meeting held on the afternoon of 25<sup>th</sup> February attended by 10 representatives of various organisations who suggested ways to spend the £10,000 of extra grant. Stuart Ness and GS are to have a further meeting. All purchases will be undertaken through Visit West Lothian.
- GS reported on a very successful outing of the visitor centre volunteers to Linlithgow Palace.
- Following an approach by Laura Kearney of HcL Transport, GS confirmed that the Community Council will receive a presentation on the Dial a Ride and Dial a Bus services in West Lothian at the May meeting.

**9. Secretary's Report** – JK referred the meeting to the written report circulated prior to the meeting. There were two points mentioned:

- Joint Forum of West Lothian Community Councils. For newsletters etc. see [westlothiancc.com/downloads](http://westlothiancc.com/downloads).
- The difficulty of accessing consultations was once again raised. The new West Lothian Council consultations page makes it increasingly difficult to quickly access new open consultations. There are now 15 subdivisions under which consultations can be lodged and unlike other councils it is not possible to register to be notified of a new consultation.

**10. Treasurer's Report** – IK stated that there had been no change in the bank position. The free funds available were reported as £2185.33 and restricted funds available as £3500. IK also reminded everyone that as the year end was 31 March it would be helpful if all expenses claims were lodged prior to that date.

**11. Planning Report** – JK referred the meeting to the written report prepared by JH and circulated prior to the meeting.

**11a Wilcoxholm.** Further information awaited to address issues raised by consultees. The case officer, Ross Burton is retiring, the identity of the new case officer is not known.

**11b Delegated Powers.** MV asked for an explanation of what was covered by delegated powers.

**11c Preston Farm** - application for an EIA Screening Opinion - 0060/EIA/20. It is the applicant's view that in terms of the relevant regulations, an Environmental Impact Assessment is not necessary. Should this view be accepted by the Council, it is vital that the application is accompanied by thorough assessments of the impact of development on the landscape setting of the site, wildlife/protected species, the historic environment.

**11d. Annet House** - planning application - 1268/FUL/19 Change of use from museum (class 10) to house (class 9) and alterations, including formation of vehicular access. Access is through the wall to the south of the property. It does not appear to impact on the form of the Rigg itself, nor to encroach into too much of the garden area. It is understood there are burdens which prevent the new owner and subsequent owners from developing the property at the rear of the garden. It was decided not to object to the planning application.

**12. Police Report** - there being no police representatives present there was no police report. The Community Council is referred to the police report included in the local area committee papers. A query was made about the sexual assault outside the Old Post Office.

**13 AOB** - the following were raised under any other business:

**13a** Liam Maguire made a brief statement on behalf of One Linlithgow BID:

- the hard wiring problems of the current CCTV installation will be resolved shortly. A second phase of CCTV installation will be wireless and therefore not prone to hard wiring problems.
- The BID will be contributing to the myLinlithgow webpage..
- Market research is underway to determine whether it is feasible to reintroduce the farmers market.

**13b.** Tom Byrne made a brief statement about the proposal for a third pharmacy in Linlithgow. The proposal will be subject to a public consultation. A unit has been secured in the Vennel for the proposed pharmacy which will take a more clinical approach to dispensing. The Community Council will participate in the consultation.

**13c** In response to a question on whether anything was happening to the Victoria Hall gap site it was reported that the two or three developers who were interested in the site have withdrawn. It is likely that the site is to be put up for sale.

**14.** There being no other business the meeting closed at 20.41

**15. Next Meeting** - The next meeting of the Community Council is Tuesday, 24 March 2020

John Kelly, Secretary,  
20<sup>th</sup> March 2020