

North Berwick Coastal Area Partnership

MINUTES

**Meeting of the North Berwick Coastal Area Partnership
Tuesday 10th November 2015 7-9pm at Aberlady Primary School, Aberlady**

Meeting Chaired by:

Lesley Kay, Co Chair (LK)

Members (and substitute members) present:

Voting Members/Substitutes

Sue Northrop, Co Chair (SN)

Cllr. Jim Goodfellow, Elected Member (JG)

Sheila Sinclair, North Berwick Community Council (SS)

Elma Danks, North Berwick Community Council (ED)

Deborah Ritchie, North Berwick Community Council (DR)

Rosanne Ainslie, Gullane Area Community Council (RA)

Donald McDonald, Gullane Area Community Council (DM)

Gordon Gray, Dunpender Community Council (GG)

Tim Harding, Lime Grove TRA (TH)

Irene Galloway, Law Residents' Association (IG)

Ian Watson, NB Area Youth & Children's Network (IW)

Nicky Fox, NB Community Centre Mgt Comm (NF)

Others in attendance:

Stephanie Kerr, Local Community Planning Officer, East Lothian Council (SKerr)

Katie Nevans, Community Development Officer, East Lothian Council (KN)

Sandra King, Area Manager, East Lothian Council (SK)

Carolyne Murray, Business Support Administrator, East Lothian Council (CM)

Apologies:

Cllr. Tim Day, Elected Member

Hilary Smith, North Berwick Community Council

Jeremy Findlay, Gullane Area Community Council

Niall Bradley, Aberlady Primary School Parent Council

Eric March, Association of East Lothian Day Centres

Ian Donald, Association of East Lothian Day Centres

AGENDA ITEM	KEY DISCUSSION POINTS	ACTION/ DECISION
1. Welcome , Introductions and Apologies		
	LK welcomed everyone to the meeting and apologies were recorded. LK noted that this meeting was quorate. Carolyne Murray was introduced to the meeting as the new business support administrator for the Area Partnership.	
2. Minutes		
	LK asked the members present to approve the minutes of 30 June 2015, meeting notes of 8 September 2015 and notes of 22 September 2015. DM proposed acceptance and IW seconded.	Approved

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3. Matters Arising		
	<p>RA asked how the quorum was reached. SKerr explained that current standing orders state the quorum is 50%+1 with 1 vote attributed to each member.</p> <p>JG suggested that the quorum should be discussed by the area partnership before the next annual meeting and changes to the standing orders put forward for approval then.</p>	<p>LK/SN/SK/ SKerr</p>
4. Area Manager's Report		
<p>Budget Priorities Update (Area Mgr report attached to minutes)</p>	<p>SK presented her report and reviewed progress of the agreed budget priorities. Discussion ensued and the following items had actions/decisions agreed as noted:</p> <p>Minibus Drivers – SK has requested details from the interested drivers to confirm with Transportation. However clarity is needed from the Area Partnership as to where the administration of the drivers should sit and how to ensure a commitment from the individuals due to the cost of per person. SK will contact existing groups to seek advice regarding their procedures re new drivers. It was agreed that an agreement for the drivers to sign would be a good idea.</p> <p>JG reminded the meeting that the North Berwick Area Community Minibus parked at the High School is for the area not just the High School. It can be booked through the school office.</p> <p>Outdoor Shower on east/west beach – will not go ahead as costs are formidable, Portobello recently installed one and it cost £20,000. It was agreed that this priority will remain on the plan with a view of revisiting in the future.</p> <p>Tourist Information Map/Leaflet – SK asked if the Community Council would be interested in getting involved. North Berwick Business Association has already confirmed their involvement. SS confirmed she would be happy to work on this priority.</p> <p>Traffic Calming Measures Gullane – A site visit had recently taken place in Gullane and suggestions had been put forward by Colin Baird of East Lothian Council's transportation department. It was agreed that the measures suggested would be paid for from the Area Partnership funds although final approval is awaited from Gullane Primary School Parent Council.</p> <p>Traffic Calming Measures across the ward – following discussion of the Gullane traffic calming it was apparent that there are needs within the rest of the ward. SK requested that any specific areas of concern should be sent to her for further discussion with C Baird, she was aware of concerns in Aberlady (C Baird has suggested an additional NAL socket at the entrance to the RSPB centre). GG suggested a socket be installed at Whitekirk. It was agreed that the installation of additional NAL sockets and the purchase of more speed reactive signs should be actioned.</p> <p>There was discussion around the process for getting speed limit signs</p>	<p>SK</p> <p>SK/SS</p> <p>SK</p> <p>ALL/SK</p>

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	<p>installed e.g. 40 sign on approach then 30 at Gullane and Aberlady and that clarification should be sought from C Baird.</p> <p>Dirleton Toilets – It was agreed that the current allocation of funds was not sufficient. However it is unclear if the work required can be carried out via the Amenities budget as it consists of man hours and equipment only. SK to clarify with S Pryde and will contact Dirleton Village Association and arrange a meeting including JG to discuss further.</p> <p>Amenities Budget – Discussion ensued following a question from DM seeking clarification of the total noted on SK's report and following the discussion regarding work required for Dirleton Toilets. SK informed the meeting that the Amenities budget was man hours and equipment only and actually reduces each month and that this was the same across all the Area Partnerships. There was unanimous disquiet among the partnership members present regarding this situation, as the partnership had not been notified of any change in allocation. It was agreed that LK would seek clarification.</p>	<p style="text-align: center;">SK</p> <p style="text-align: center;">SK</p> <p style="text-align: center;">LK</p>
Seagull Proof Bins	<p>LK reminded the meeting that agreement had not been reached on this item at the last meeting. SS spoke to the meeting with regard to possible locations for the 'big belly' bins and how there would be a manpower saving as the bins report when they need emptied or not.</p> <p>Following discussion it was agreed however that these weren't a priority at this time as locations had still not been specifically identified by Amenity Services. This will be reviewed again next year though. As a result of this decision it was agreed that the £2,000 from the outdoor shower allocation and the £8,000 for this item would be reallocated to the Dirleton toilets upgrade making a total allocation of £15,000.</p> <p>SK will talk to Amenity Services to renegotiate spend if this is possible within the Amenity Services budget and establish the extent of works required for a satisfactory refurbishment of the Dirleton toilets.</p> <p>LK thanked SK for her efforts on the partnership's behalf.</p>	<p style="text-align: center;">SK</p>
5. Sub Groups Update		
EL on the Move	<p>LK attended the action planning workshop on the 2nd November 2015 to ensure that EL On The Move was aligned with the work of the partnership priorities. An action plan specific to the North Berwick Coastal area partnership will be pulled together by Peter Brett Consultants and presented to the partnership.</p> <p>SK advised that £5,000 match funding would be available through this group which when added to the partnership's Paths for All allocation would mean £10,000 in total available. However, at the moment it was unclear how this would work.</p> <p>LK suggested that a sub-group be created to look at the allocation of the money allocated to paths, to ensure it was coordinated with the On the Move consultation and to look at other sustainable transport issues. This</p>	

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	was agreed. LK stated she was happy to chair the sub group and DM advised he would contact Dirleton Village Association and ask them to contact the partnership re their involvement. GG and TH confirmed they would be part of the sub-group and JG suggested Niall Bradley would be a good addition.	DM LK
Older Peoples Working Group	<p>SN stressed the need to use this group to make recommendations and provide advice re the 3 wishes priorities.</p> <p>SKerr will advise the date of next meeting in January 2016 after discussion with service providers. SN asked if anyone else is interested in coming along to the meeting to let SKerr know.</p> <p>SN informed the meeting that this forum will become a working group which she is discussing with I Donald at the moment and it will be the mechanism for working out allocations in the partnership budget with regard to older people.</p>	SKerr SN
6. Membership		
Review Current Membership	<p>LK advised that this item had been on the agenda at the last meeting but discussion had to be postponed as it was not quorate. LK commented that it was important that the right people were included. She asked the meeting to consider if there were other people/groups that should be included.</p> <p>NF stated that she had been speaking to North Berwick High School with regard to mental health issues and they were interested in coming along. SK advised that the North Berwick Area Children & Youth Network and High School Parent Council were members of the partnership and issues such as these should be directed to them initially although there are concerns re non-attendance from the Parent Council.</p> <p>SK will contact those member groups with low attendance at area partnership and establish if they still wish to be included.</p> <p>She advised the meeting that the North Berwick Business Association and Support from the Start had expressed an interest in becoming members. It was agreed that SK should approach these organisation to formally invite them to attend.</p>	ALL SK SK
Youth Representative Nominations	LK advised the meeting that there were 2 young people at the Youth Project who were interested in attending the Area Partnership meetings and taking up the current vacancies in the membership. LK will pass their details to SK and SKerr for inclusion.	LK
7. Our Process		
	<p>LK opened the discussion by expressing her concerns regarding the Area Partnership process. The partnership has worked very hard to get priorities in place in a short timescale. LK asked the partnership for suggestions to improve the process for next year.</p> <p>It was suggested at the meeting that perhaps the remit was too large and</p>	ALL

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	<p>that meetings could be themed to attract different groups/people and working groups set up on a geographical basis. These sub- groups could complete the ground work behind the individual priorities and present back to the area partnership meeting for final approval.</p> <p>Several members raised concerns about the massive changes planned for the ward with increased housing developments and the impact on health centres, schools etc.</p> <p>The area plan was discussed and SKerr advised that she is working on this now as a priority to ensure amalgamation of the 3 wishes priorities etc. Concerns were stated regarding the size of the area plans available currently on East Lothian Council's website and the NHS and it was agreed that a snapshot version is needed with the backup of the detailed plan.</p> <p>It was agreed that the Area Plan should be an item on the agenda for discussion at the next meeting. LK stressed that it was important that the Area Partnership keeps dialogue open with community groups and that meetings are open to all.</p>	<p style="text-align: center;">SKerr</p>
8. AOCB		
	<p>Disabled Go - Short term priorities have been allocated for this year therefore the Disabled Go funding request will be held for consideration next year.</p> <p>No items were raised in addition to those previously discussed due to time restraints.</p>	
9. 2016 Meetings		
	<p>Due to time restraints the frequency of 2016 meetings wasn't discussed.</p> <p>Please let us know if you have any other items you would like to add to the agenda.</p>	