

Musselburgh Area Partnership

Minutes of Musselburgh Area Partnership Meeting

Monday 25th August 2025, 7pm – 9pm

Musselburgh East Community Learning Centre

Members (and substitute members) present:

Gaynor Allen, Chair (GA)
Alister Hadden, Vice Chair (AH)
Cllr. Andy Forrest, Elected Member (AF)
Cllr. Cher Cassini (CC)
Cllr. Ruairh Bennett (RB)
Margaret Stewart, Musselburgh & Inveresk CC (MS)
Beryl Stevenson, Wallyford Community Council (BS)
Irene Tait, Musselburgh & Inveresk CC (IT)
Janice MacLeod, Health & Wellbeing (JM)
Christine Shaffer, Levenhall TRA (CS)
Mandy Harrington, Volunteer Centre East Lothian (MH)
Richard Munro, Campie Primary School Parent Council (RM)
Cathy McArthur, Health & Wellbeing (CMcA)
Natasha McInninie, Bridges Project (NM)
Laura Munro, Musselburgh Grammar School Parent Council (LM)
Pauline Crerar, Sustainability sub group (PC)
Linda Finlayson, Beach Lane TRA (LF)
Tanya Morrison, Whitecraig Community Council (TM)

Others in attendance:

Shirley Gillie, ELC (SG)
Scott McKail, ELC Connected Communities Manager (SMK)
Billy Steedman, Wallyford Community Council

Apologies:

Cllr. Kenny McLeod (KM)
Cllr. Fiona Dugdale (FD)
Cllr. Shona McIntosh (SM)
Tina Pollock, First Step (TP)
Cllr. Lee-anne Menzies (LMe)
Callum Maguire, Queen Margaret University (CM)

AGENDA ITEM	KEY DISCUSSION POINTS	ACTION
1. Welcome, Introductions and Apologies		
	GA welcomed everyone to the meeting. Introductions were made and apologies were noted.	
2. Conflict of Interest		
	GA reminded everyone this is a standing item on the agenda. Please declare if you have any conflict of interests now and then there will be another chance to declare any conflicts when voting happens later in the meeting if there are any applications being decided on tonight.	
3. Approval of Minutes		
	Minutes from meeting 16 th June 2025 were approved by MA and RM	
4. Matters Arising		
	None	
5. Governance matters outstanding		
	<ul style="list-style-type: none"> New Funding Guidance – GA advised the Governance group have been working on new guidelines for a few months now and apologies that they haven't been sent out yet. GA hoping to send theses out tomorrow so people have time to look over them and come back with any questions or suggested changes. Members will have two weeks to look over them. Voting Scoring Matrix – GA advised this had been talked about previously and that other Area Partnerships use this. SMK advised this was a direct recommendation from audit. There was a good discussion and general support. It was agreed to try this over the next few meetings and review it after 6 months. Members unanimously voted to try this scoring matrix. GA highlighted she will let everyone know at each meeting how much we have left in the budget. At the moment we have £75,790.18 to spend. We have 1 new application from Pennypit and are waiting on 3 more coming in. Live meeting voting – SMK will discuss this during his Managers report. 	
6. Open Discussion of draft Area Plan		
	GA advised this has been on going for a while. 1 st discussed 2 years ago when all the Chairs got together to share their ideas. 3 themes (LOIP) now decided H&W, Safe and Poverty. GA advised draft priorities will slot into these themes. There has been a lot of work already done for this. Survey, Community engagement, collecting responses at Communities Day last year. GA has sat down with all the information and is trying to pull it all together. GA asked Members tonight to use green dots if they agree that the priority should be in the Musselburgh Area Plan. If they can use red dots for anything that they think should NOT be in the Area Plan. Post it pads are available for everyone to write any suggestions. GA advised she will also gather information at the Communities Day and the Musselburgh AGM meeting. GA is looking at November to have a completed draft to go forward to the ELP Governance group, publish by March 2026. GA had a concern from the feedback - one thing that had changed significantly is how safe people feel. A good discussion took place regarding complaints to community councils (CC advised everyone to report any incidents to the police so they can be formally recorded) anti social behaviour, youths, perception versus reality, data from CAPP, TACG. AF advised he thinks a priority for the Musselburgh Area Plan should be promoting	

AGENDA ITEM	KEY DISCUSSION POINTS	ACTION
	<p>the positives that happen in Musselburgh and gave some great examples. Other Members had similar stories. AH added Lord Lieutenant face book promoting positive groups in the Musselburgh ward and added these groups put a great amount of effort in. CS advised need to reframe peoples perceptions. SMK added that Musselburgh Grammar School awards are also coming up shortly – another example of all the positives that could be better publicised. GA gave members time to review, discuss and decide on the draft priorities.</p>	
7. Connected Communities Managers Report		
	<p>SMK shared his presentation.</p> <p>SMK advised he would like to see a push on new funding applications from any group. A discussion took place re the pro and cons of deadline dates. JM added we need to have new dates for 2026 in place soon to help with timescales for applications. The new guidelines mention applications up to £7,000 but in special cases this can be increased. SMK reminded everyone that a discussion with the manager is vital at the earliest opportunity so he can navigate and help explain everything.</p> <p>SMK explained the Roads Budget Influence and the suggested 4 projects from ELC Roads. A discussion took place. Members do not feel they are in a position to comment on the projects. Don't have the knowledge or experience. AF asked SMK to send him the list of the suggested Roads project and he will go through them and feed back. SMK mentioned Amenities and the planters not being watered in the high street outside businesses. SMK outlined suggested Amenities projects, costs app. But tbc. Silver arrow sign needing replaced. IT Mark McGrath is very proud of Musselburgh and if he suggest this then it is worth doing.</p> <p>Projects discussed</p> <ul style="list-style-type: none"> • Goose Green Slipway improvement £500 - £1000 tbc • General wild flower planting - £1,000 <p>Members voted Yes 18 Against 0</p> <p>SMK thanked Members and will take this forward.</p> <p>Rosehill High school social transition was delivered by Connected Communities team successfully – school happy and can see working more closely in future.</p> <p>SMK shared the audit report and talked through some of the recommendations.</p> <p>SMK mentioned the guidance document and JM said it was amazing. Its such a helpful guide for anyone applying for the 1st time. This has been really needed.</p> <p>SMK advised audit and voting. Looking at an interactive on line live voting platform which is easy to use. It was suggested we trial this at the next funding meeting which will be into the new year.</p> <p>SMK mentioned the Musselburgh Library Garden event next week 1.9.25 from 10am till noon. Would be great to see as many people along as possible. This will be shared again with Members.</p> <p>SMK highlighted the amazing work LM has done with keeping communications up to date with presentations and posts through social media. LM explained she is restricted to using certain graphics etc on Canva buy not having the paid version which offers more. GA added that LM is happy to help others using canva etc.</p> <p>Members voted to pay £90 for the Canva Pro. YES 17 Against 0</p>	

AGENDA ITEM	KEY DISCUSSION POINTS	ACTION
	CS suggested this could be paid from the Communities Day Subgroup as the Canva Pro is really helpful in promoting the event and designing posters etc. Everyone was in agreement.	
8. Sub Groups		
	<p>Ending Poverty Subgroup CS advised the group have been working on funding applications and Area Plan priorities. CS updated Members on the Pantry at Newbiggin. It is a great location and have had to do a fair amount of work. CS thanked Members for their funding award for the rent and also advised they had received money from Common Good fund which was great. The new space is larger and will be able to have a fridge and freezer. Also hoping to have tables where people can sit and have a chat and a cup of tea. The aim is to have the pantry at MECCA open Monday and Tuesday and the Newbiggin pantry open Thursday 2-4 then 6-7pm and Friday morning. CA advised they have been given slots at Aldi and Lidl for surplus food which is great. CS highlighted the need for more volunteers and if anyone is interested, please let us know. CS also advised they are hoping to use the new pantry space for customer consultations and hoping to progress funding applications to the Robertson Trust or National Lottery. It is not sustainable to rely on volunteers and they are keen to look at funding for a paid member of staff. SMK highlighted he had shared the pantries details with the Syrians who will hopefully be in touch. AH wanted to congratulate CS and GA on all their time spent on the pantry. Giving up family and social time to volunteer. Well done.</p> <p>Health & Well-being Subgroup JM advised the group have not met yet. There was a date arranged but unfortunately this had to be rescheduled. The Hollies close at 3pm and they are a crucial member of the H&W group so looking at how we can have them at the meetings. Looking at a joint meeting with meeting centre and day centre. Wallyford 2 days a week looking at other venue. Wanting transport and looking at fundraising maybe. There is a lot going on.</p> <p>Children & Youth Network JM advised a meeting will be arranged with SMK to home down on plan for C&Y. There are no youth projects in Musselburgh and there should be. The youths need somewhere they can go. Still a lot of work to be done. SMK wanted to mention the Bridges Project and the great work they do with young people. NM advised the centre does not have capacity to open their doors in the evening. JM mentioned support from the start, meetings but no longer allocated budget. Council no longer funding SFTS. We are talking from day 1 right the way through. AF added if there are volunteers to help then the youth room in MECCA is available with a pool table etc. If you get volunteers the room is there.</p> <p>Active Travel Subgroup SMK advised there have been no meetings. AF asked if the Roads Project could be discussed. SMK advised it would come up in the Connected Communities Managers report.</p> <p>Communities Day Subgroup</p>	

AGENDA ITEM	KEY DISCUSSION POINTS	ACTION
	<p>AH submitted this report prior to the meeting:- MAP Communities Day 2025 Notes form communities day sub group meeting held on Wednesday 20th August 2025 @ Musselburgh Grammar School Attending Alister Hadden (AH) Gaynor Allen (GA) Chistine Shaffer (CS) Margaret Stewart (MS) Jade Hall (JH) Apologies Scott McKail, (SMcK) Lorrane Congalton (LC) Anna Potter (AP) Jane Ogden Smith (JOS) Maria Lyle (ML) (Copy) Shirley Gillie, Laura Munro, Aiden Reiss,manager@Fisherrowntrust.com, Buildings Manager Fisherrow centre</p> <p>Items arising</p> <ol style="list-style-type: none"> 1) Fisherrow Centre confirmed booking off Saturday 4th October between 11am & 3pm for MAP Communities Day 2025. 2) (AH) Received copy of Fisherrow Centre's Risk Assessment & Method Statement and has updated it for Communities Day 2025 Please advise any additions required (all) such as do sports groups carry their own First Aid Kits with them?. 3) A sum of £1.500 was paid into Communities Day bank account on 16th June to allow payment transactions for the event by Communities Day treasure (CS). 4) MAP have received copy of Fisherrow Centres Public Liability Insurance, 5) Does MAP Communities Day require having Public Liability Insurance for Communities Day? (SMcK advised (don't think so as we are booking to Fisherrow centre so will fall under their policies. <p>Review of Invitees</p> <ol style="list-style-type: none"> a) (CS) Has updated reports/list on 30/7/25 on those who have received funding from MAP + Music & entertainment/Children/Sports/Outside (see attached) b) Entertainment Clark Concert Party, Clark Choir, Warblers, Ukellels (all Confirmed) (CS) to check with Tutti Orchestra how many musicians would be playing + confirm timings of entertainment within Atrium c) Children's Room, Library Services Book Bug 11am to 11.30am, Face Painting 11am to 3pm, Red Elephant Balloon Modelling 11am to 3pm, Circus Skills 1pm to 3pm within Gym Hall d) Sports Jade Hall updated sports groups taking tables in Room G1 + sports tasters in Gym Hall <p>Musselburgh Area Club and Community Sports Hub Musselburgh Tennis Club Active Schools Ageing Well Musselburgh Cricket Club Musselburgh District Athletics Club Musselburgh Rugby Football Club Eskmuthe Rowing Club Enjoy Leisure</p> <p>The following will also be providing a taster session in the annex gym hall Musselburgh Rugby Football Club 11:30 – 12:15 Musselburgh Cricket Club 12:15 – 1pm.</p>	

AGENDA ITEM	KEY DISCUSSION POINTS	ACTION
	<p>e) Externally Eskmouthe Rowing Boat, Fire Engine, Community Garden open, In Tandem demonstrating their activities, Beach Wheel Chairs (GA confirmed)/ Beyond Boundaries (confirmed)</p> <p>f) (SG) has sent out invites on 7th May to Dementia Friendly groups, Cost of Living, Arts & Crafts, Clubs/Groups/organisations. (see invites list for those confirmed)</p> <p>g) Rooms available for clubs/groups/organisations requiring tables within Main Building (Room G1-9 Tables) (Room G2-9 Tables) (Room G3-9 Tables) (Room G4 Scrap Store) (Room G5- not available) (Room G6-15 + Tables.</p> <p>h) Corridor in Fisherrow centre (Puppy Development for Blind dogs, MAP table for Area Plan consultation.</p> <p>i) Jane Ogden Smith to confirm re advisory groups will be attending/ NHS Information Hub/ Housing Financial Inclusion/Change Works home Energy Advice.</p> <p>j) (AH) To contact Jim Mclean for his availability for his sound system within Atrium for entertainment (Jim McLean confirmed available to attend).</p> <p>k) (AH) has confirmed Army Cadets, Police Cadets will attend to help steward the event on the 4th October 2025 /Air Cadets/ Sea Cadets pending.</p> <p>l) (AH) Lorrane Congalton advised that a Gazebo is available for use on Communities Day if required</p> <p>Annex Building</p> <p>a) Annex Lounge with Kitchen facilities to be used as Cafe area. Margaret Stewart has agreed to serve/manage the Cafe area (GA) to ask Pauline Crerar if available to assist Margaret within Cafe.</p> <p>b) (CS) Confirmed the Leslie Milton and the Cook Club will be attending and provide soup for the Communities Day event</p> <p>c) F.F.L Woodworking Room upstairs in Annex Building Aiden Reiss advised would be open for Communities Day.</p> <p>a)</p> <p>Food Donations</p> <p>a) (GA) & (CS) will approach businesses within the Town early September for the event</p> <p>b) (MS) has organised a donation from Nairns Biscuits (AH) to collect</p> <p>Welcome packs</p> <p>(LC) Welcome packs will be put together for visitors. Think to leave off Treasure Hunt</p> <p>Lorrane to investigate QR code for PowerPoint presentation showing all activities on Communities Day that (AH) will make available</p> <p>Advertising</p> <p>Laura Munro has produced A4 Poster and proposed Banner</p> <p>AOB</p> <p>(GA) will co- ordinate with Laura for a star design to advise how much funding was received by organisations too have displayed on their table at Communities Day</p> <p>(AH) A meeting with Communities Day Group (GA) (CS) was arranged with Fisherrow Centre for to review external layout, this will need tweaking on the day</p> <p>(GA) To contact Barry Turner re Petanque.</p> <p>(AH) Contacted Fisherrow Centre who advised that Community Wi-Fi is available within the building password required,</p>	

AGENDA ITEM	KEY DISCUSSION POINTS	ACTION
	<p>Printing Printing of Posters for Communities Day =50 required Barrers = 4 Required Information Leaflets =250</p> <p>Publicity Gaynor to arrange an article for the Musselburgh Courier with reporter Avril Cambell</p> <p>Gaynors, Christine's, Jades invitees lists - they will take responsibility for all correspondence of their groups when confirmed attendance as will NOT get the general correspondence and recording.</p> <p>Date of next meeting Monday 1st September @ 4.30pm MGS.</p> <p>GA asked if anyone available to volunteer on the day to please let us know. It would be great to have the extra help.</p> <p>Sustaining Musselburgh Subgroup GA advised they have not had a meeting yet. PC requested a change of use in relation to funding. Instead of raised beds proposal for a forest garden with path and seating area. AF/GA/PC declared a conflict. Members agreed to the change. There were No objections to the change of use of funds. PC also added that they also didn't want to go ahead with the shed at £300 but use this to buy more plants. GA asked if everyone was ok with this. All ok.</p> <p>Governance Scrutiny Subgroup GA advised this has already been discussed under Item 5.</p>	
9. Chair's Report		
	GA Chairs report contained in other sections of the meeting.	
10. Consultations		
	<p>East Lothian Council - Citizen Space (eastlothianconsultations.co.uk) 775GA encouraged everyone to have a look. GA also mentioned the consultation to look at having the Bruntonhall as a listed building. GA asked everyone to be aware that if Brunton Hall was listed it would be very difficult to make changes including demolition and rebuilding. The cost would also go up and there may not be enough money to make any changes. GA just wanted to make people aware. GA also mentioned unpaid carers x 2. East Lothian youth vision. GA will send out the link again.</p>	
11. A.O.C.B.		
	<p>GA added we will get the draft 2026 meeting dates out as soon as possible</p> <p>CC mentioned an Art Event on 28.8.25 - Celebrating good things that are happening.</p> <p>CS asked if anyone had any surplus garden vegetables, there is a fundraising event on Saturday morning at St Andrews Church if you would like to donate any garden produce. Just let us know. GA added it would be great to see as many people as possible coming along.</p> <p>Thank you – meeting finished 9.08pm</p>	

AGENDA ITEM	KEY DISCUSSION POINTS	ACTION
12. 2025 Meeting Dates		
17/11/2025 AGM		Apologies to be sent to Musselburgh-ap@eastlothian.gov.uk