

Musselburgh Area Partnership

**Minutes of the meeting of the Musselburgh Area Partnership
Monday 26th October 2015, 7-9pm
Musselburgh East Community Learning Centre, Haddington Road, Musselburgh**

Meeting Chaired by:

Chris Knights (CK)

Members (and substitute members) present:

Cllr Andy Forrest, Elected Member (AF)
 Cllr. Fraser McAllister, Elected Member (FM)
 Irene Tait, Musselburgh & Inveresk CC (IT)
 Margaret Stewart, Musselburgh & Inveresk CC (MS)
 Alistair Hadden, Wallyford CC (AH)
 Tanya Morrison, Whitecraig CC (TM)
 Cathy McArthur, Windsor Park TRA (CMc) Jeanette Boyd, Windsor Park TRA (JB)
 Stuart Thomson, Old Craighall RTA (ST)
 Sharlene Miller, Musselburgh GS Parent Council (SM)
 Iain Clark, Pinkie St Peter's PS Parent Council (IC)
 Callum Maguire, Queen Margaret University (CM)
 Fiona Langskaill, Bridges Project (FL)
 Barry Turner, Musselburgh Conservation Soc. (BT) Alan Stevens, Musselburgh Conservation Soc. (AS)
 Janice MacLeod, Support from the Start (JM)

Others in attendance:

Angela Leitch, Chief Executive, East Lothian Council (AL)
 Stuart Baxter, Area Manager, East Lothian Council (SB)
 David Dalgleish, CLDS, East Lothian Council (DD)
 Kaela Scott, Local Community Planning Officer (KS)
 Neil Watson, Student Minister, Church of Scotland
 Carlyne Murray, Business Support Administrator, East Lothian Council

Apologies:

Cllr. John Caldwell, Elected Member
 Cllr. Stuart Currie, Elected Member
 Cllr. John McNeil, Elected Member
 Cllr. John Williamson, Elected Member
 Scott Allan, Wallyford CC
 Gaynor Allen, Musselburgh Grammar School Parent Council
 Nadine Lowrey, Campie Primary School Parent Council
 Emma Stewart, Musselburgh Council of Churches
 Sharon Saunders, Head of Service – Children's Wellbeing, East Lothian Council
 Caroline Davis, Dialogue Youth Co-ordinator, East Lothian Council

AGENDA ITEM	KEY DISCUSSION POINTS	ACTION
1. Welcome , Introductions and Apologies		
	<p>CK welcomed Angela Leitch, Chief Executive of East Lothian Council to the meeting and introduced Carlyne Murray, newly appointed Business Support Administrator for the Area Partnership. Apologies were noted.</p> <p>CK reminded everyone that this would be Kaela Scott's last meeting of the Area Partnership and thanked her for all her work on its behalf.</p>	

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2. Approval of Minutes		
	Minutes of the Area Partnership meeting on 24 th August 2015 were approved, FM proposed and MS seconded.	Approved
3. Matters Arising		
East Lothian on the Move	<p>KS advised the meeting that the open consultation was finished and the consultants were now pulling together an active travel improvement plan. The purpose of the action planning workshops scheduled for the beginning of November is to create prioritised action plans. There is match funding available and SB will cover the provision in the area partnership budget in his area manager's report.</p> <p>CMc asked if Harbour Road was included. SB advised that this was a separate issue which would be dealt with by means of a traffic order.</p> <p>CK will be attending the Preston/Seton/Gosford action planning workshop and will report back at the next meeting.</p>	CK
Boundary Commission Response	<p>CK confirmed he had submitted a response on behalf of the Musselburgh Area Partnership in opposition to the proposals.</p> <p>AL advised that East Lothian Council has asked for clarification of next steps/outcome and the response when received will be distributed to all the area partnerships.</p>	SB
Community Police Officers in Schools	<p>IC raised concerns about the role of Community Police Officers in schools. At Pinkie St Peters the role had become so diluted that it was practically non-existent and having a negative effect as a result. Only when there are issues do the Police appear and therefore no positive relationships are being built which impacts on the original aims of such relationships ie increasing attendance, reducing offending etc.</p> <p>IC advised that he was drafting a paper for Police Scotland to highlight the issues being created by this dilution of the role. Following discussion among the Area Partnership it was clear that there was unanimous support for the paper and that IC had their full backing. IC will distribute the paper to the Area Partnership following submission to Police Scotland.</p>	IC
Safe Road Crossing at Tesco	<p>SM had asked for this item to be put on the agenda and was aware that it had been discussed previously but school pupils had highlighted the issue to her again. A survey had been carried out by the pupil council at Musselburgh Grammar and it had established that 1/3 of pupils use this route to and from school.</p> <p>CK updated the meeting on the site visit he had attended last week with FM. FM mentioned there had been an incident while they were on site when a pupil on crutches was nearly hit by a vehicle while crossing the road. CK advised the Area Partnership that the Council are aware of the issue and intend to take action and indeed have suggested a couple of options but there are various issues to consider before a final solution can be proposed.</p>	

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	It was also agreed that there is an issue regarding pupil's lack of awareness of road safety as pedestrians using the route. SB agreed to feedback the Area Partnership's views to Colin Baird, Senior Roads Officer at East Lothian Council and will ensure that the members are kept informed as to proposals and timescales.	SB
Musselburgh Reads Together	<p>SB informed the members of a new reading initiative that had been run successfully already in Dunbar. Lindsay Barley, Deputy Head Teacher is leading the project in Musselburgh with suggested dates being 1 March to June 2016. The aim of the initiative is to encourage reading amongst school pupils and the community. A series of initiatives are being considered including putting facilities such as books and bookcases into the community eg GP's surgeries There are rewards for the children taking part eg 5 weeks reading a lanyard, followed by a wristband. Approval has been given to use the 'Oor Wullie' image on promotional items and there would be an end of year party with invitations to participants. The BBC has expressed an interest in the project and will be filming a segment for Reporting Scotland at Luca's in the near future. SB suggested that perhaps the Area Partnership could pay for the lanyards. JM asked when the next meeting was and JB advised it was 12 Nov at 7.30pm in the Burgh Primary School and she was attending.</p> <p>CK noted that he would hope the Area Partnership would agree to fund.</p>	
Any Other Matters Arising	No other matters arising.	
4. Election of a Vice Chairperson		
	CK advised that following the last meeting a nomination for the position of Vice Chair had been received from Iain Clark. There was unanimous agreement from those present of the nomination and following a proposal from CM and seconded by CMc, Iain Clark was appointed.	
5. Agreeing the Plan and the priorities and spend for this year		
Integrating our draft Area Plan with feedback from the Annual Public Meeting	<p>SB showed the meeting a detailed spreadsheet of approved spend and estimated costs for other projects and advised that each item would be covered in his Area Manager's report in more detail and if any members had any issues with the content or questions to ask then.</p> <p>The budget allocation for Musselburgh Area Partnership is split into three basic headings - Roads £50,000, Amenity Services £100,000 and General £100,000. If all spend was agreed at this meeting there would be a minimum spend of £125,000 in General Services, £15,000-£20,000 in Amenity Services and £50,000 in Roads. However, SB highlighted that these were basic estimates and that the costs could rise once a design had been carried out. SB has therefore included within his spending profile a risk assessment and expenditure could go up to £156,000 however SB will manage the budget accordingly and it may be that some projects would need to be carried over into next financial year. SB indicated that a flood study is being carried out and could impact on the proposed footway at Eskside East but currently this footway was programmed to start in January 2016.</p>	SB
Allocating	SB took the meeting through the short term deliverable projects which	

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<p>further funding to key projects</p>	<p>had been prioritised for consideration this financial year. The paper had been distributed prior to the meeting.</p> <p>The list of already allocated funds were noted and the following Short term deliverable projects prioritised for consideration for 2015/2016:</p> <p>1 Capital Projects (As indicated above these are based on preliminary estimates</p> <p>(a) Bin Storage on Newbigging £1,000 approved.</p> <p>(b) Paving slabs at The Hollies garden £300 approved. CK noted that this would be a nice gesture from the Area Partnership in memory of Ann Proudfoot.</p> <p>(c) Repairs to Gracefield Car Park £3,000 – following recommendation from SB it was agreed to not progress with this priority at the moment.</p> <p>(d) Design planning and feasibility study at Fisherrow Harbour and foreshore £12,000 - £15,000 approved. The Area Partnership asked to be kept in the loop with regard to recommendations.</p> <p>(e) Stonework repairs to the War memorial £4,200 to £8,500 – SB is working with the community council to make a bid for funding from the Memorial Trust. It was indicated that no funds should be allocated at this time until the outcome of the bid was known but may still be required approved.</p> <p>(f) Speed reactive sign to be shared between Wallyford and Whitecraig £5,000 approved. Project is easily achievable this year and SB will work with the Roads to establish suitable locations.</p> <p>(g) Speed reactive sign for use in Old Craighall £5,000 approved. FMcA asked if these signs could be placed in permanent positions but SB advised it has been proven that driver behaviour is affected more positively by temporary signs. SB asked the Area Partnership to raise any further traffic issues with him and he would take it up with Roads in the first instance.</p> <p>(h) Stonework and railing repairs to Macbeth Moir statue £2,800 approved.</p> <p>(i) Installing exercise/outdoor gym equipment appropriate for teens/adults at Fisherrow Links c. £34,000 (could be part funded). Following discussion it was agreed to put this on hold for the moment. IT noted the area is currently well used and perhaps there are other areas that are worth looking at. CK noted that the Area Partnership would keep it under consideration pending more information/research. SB has 2 studies of similar projects that he will forward to members for information.</p> <p>(j) Environmental improvements to small green spaces in Windsor Park and Pinkie areas £3,000 approved. JB noted that areas in Windsor Park had been identified, SB hasn't seen the report as yet but he has concerns that the Wimpys do not have an active community group or strong TRA presence and that it was important that this area also see some benefit this year. CK recommended that suggestions for other areas could be kept in mind for next year.</p> <p>2 Community Projects</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p>SB \\Fisherrow Waterfront Group</p> <p>SB</p> <p>SB</p> <p>SB</p>

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	<p>(a) Increasing the opportunities for young people to achieve accredited awards outside of the school curriculum c. £3,500 approved. CK noted that it was important that the Area Partnership funding is acknowledged by the projects. JM noted that the Area Partnership needed individual branding for projects that have been allocated funding. AL asked how the Area Partnership measured outcomes of funding allocations. KS responded that organisations granted funding complete grant/funding forms which outline outcomes/actions/how delivered/cost etc which is fed back to the Area Partnership. CK noted that the Area Partnership is only in year 1 at the moment so many projects are still ongoing however for this particular project 1 measure could be how many youngsters achieved awards and the level of interest for similar funding in year 2.</p> <p>(b) Develop and promote free and accessible walking activity trails for families c. £6,000- £8,000 approved. SB noted that this item fits in with Active Travel. CM queried as to whether this could be tied in with the reading initiative, on a recent holiday in USA he saw bespoke 'libraries' which looked like large bird houses along paths/cycling routes which were well used by families. It was agreed that DD would take this project forward.</p> <p>(c) Combined 'Get into Sport' leaflet c. £1,000 approved.</p> <p>(d) Supporting the Disabled Go website £1,000 approved.</p> <p>(e) Together We Read c. £6,000 approved.</p> <p>(f) Active Travel £5,000 approved. East Lothian On the Move project will match fund this amount for seed projects.</p> <p>IC asked for clarification regarding 2.1 Attendance Matters, a year ago the partnership discussed awards for schools achieving their targets. SB advised that although all Primary Schools were taking part in the initiative not all were participating in awards for attendance.</p>	DD
Proposal to allocate funding for Disabled Go East Lothian	SB advised the meeting that this funding request is listed in the short term deliverable projects just agreed but is included as a separate agenda item as a new request and provides the background information to the proposal.	Agreed
6. Area Manager's Report		
	<p>SB presented his report and reviewed progress of the agreed budget priorities. Discussion ensued and the following items had actions/decisions agreed as noted:</p> <p>Bus Stop in High Street – Approval has been given for the redevelopment of the space, the plan is now available for SB to speak to other stakeholders. SB thanked Amenity Services who drew up the plan originally.</p> <p>BT commented that this was a very busy bus stop and the timetables in the shelter can be difficult to get to. Is it possible for space to be allocated within the open seating area for further timetable displays? IT stated this had been included in original plan and JB highlighted that not every bus is shown on indicator board. SB will speak to the bus companies involved to see about additional displays.</p> <p>Car Parking Signage - SB advised that the car park names were allocated</p>	SB SB

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	<p>by Lothian Regional Council and the community would need to agree names of the car parks before signage could be updated.</p> <p>Musselburgh Business Association – Two local business owners have approached SB with a view to restarting the business association. SB is arranging to make contact with as many local businesses as possible to judge interest. SB will report back at the next meeting.</p> <p>CK thanked SB for his report and on behalf on the members expressed their gratitude for our extraordinarily hardworking Area Manager.</p>	<p>APship</p> <p>SB</p>
7. AOCB		
Out of Hospital Cardiac Arrest – A Strategy for Scotland	<p>CMc advised the meeting that she had recently attended a conference organised by the Scottish Government which highlighted that only 1 in 20 heart attack patients get to hospital in time to minimise damage to the heart. The conference was discussing locating defibrillators throughout communities. North Berwick has already implemented this and there are 2 in the Musselburgh area – one in the MECLC and one in The Hollies. CMc thought there may be scope to have a machine in every school in East Lothian and wondered if this was something that East Lothian Council would consider funding. JM suggested that leisure centres might be good venues also.</p> <p>KS advised that this matter had been discussed at other Area Partnership meetings. It was agreed that SB would take this back to the other Area Managers for future consideration. CMc to forward information she has regarding this to SB. It was noted that the local Rotary Club was currently fundraising to purchase a defibrillator to be located in Wilson’s Greengrocers.</p>	<p>SB CMc</p>
	<p>CK advised the members present that he was happy to come and listen and talk to local organisations and this was an open offer which he would like them to pass on to their individual organisations.</p> <p>AL thanked the members for all their hard work and stated that it was fantastic what had been achieved by the Musselburgh Area Partnership and she was pleased to see so many members of the community round the table. The Area Partnerships are a model that will take us beyond where we are now working as an engagement exercise. AL noted that East Lothian have four exceptional Area Managers and thanked CK and SB for their efforts.</p> <p>CK noted that he believed that community involvement was a major strength of the Musselburgh Area Partnership. Members are concerned about everything that is presented to the meeting rather than being specifically focussed on the constituency they represent.</p> <p>AL confirmed that because of the level of community commitment from the Musselburgh Area Partnership the ‘Attendance Matters’ pilot and the ‘Total Place’ pilot are both now up and running.</p>	<p>CK/APship</p>

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8. 2016 Meetings		
	<p>CK proposed that the area partnership should meet more frequently next year. A meeting every 3 months is not enough but every 2 months could be seen as excessive. KS advised the meeting that standing orders state there should be a minimum of 4 meetings a year and 2 extra could be called. BT noted agreement with more frequent meetings as these would be important in order for the Area Partnership to react quickly eg local development plan. IC noted that more frequent meetings would be useful for measuring outcomes and/or projects.</p> <p>It was agreed that in 2016 there would 6 Area Partnership Meetings.</p> <p>The proposed date for the next meeting is 25th January 2016, 7pm til 9pm in the Musselburgh East Community Learning Centre, Haddington Road, Musselburgh.</p>	<p>Apologies to be sent to Musselburgh-ap@eastlothian.gov.uk</p>