

**Minutes of the meeting of the Fa’side Area Partnership**

**8th March, 7-9pm, Trevelyan Hall, Pencaitland**

**Chair**

Bill Laird, Chairperson of the Fa’side Area Partnership (BL)

**Members and substitute members present**

E Hutchison, Vice- Chair, (EH)

Cllr Jim Gillies (JG)

Cllr Shamin Akhtar (SA)

Cllr Donald Grant (DG)

Cllr Kenny MacLeod (KM)

Maureen Allan, Tranent & Elphinstone Community Council (MA)

Robert McNeill, Tranent & Elphinstone Community Council (RM)

Cathy Jess, Ormiston Community Council (CJ)

Maureen Cuthill, Macmerry & Gladsmuir Community Council (MC)

Phil Summerfield, Pencaitland Community Council (PS)

Roger Powell, Ross High Parent Council (RP)

Mark Ormiston, Ormiston West TRA (MO)

Margaret Scott, Tranent West TRA (MS)

Paul MacGregor, Tranent & District Community Sports Club (PM)

Debbie Middlemass, Support from the Start (DM)

**Others in attendance**

Simon Davie, Area Manager – Fa’side, ELC (SD)

Lorna Maclennan, Business Support Administrator, ELC (LMac)

Alan Bell, Recharge, (AB)

**Apologies**

Pauline Megson, Ormiston Community Council

Stuart Mackenzie, Elphinstone Community Association

Joan Ramsay, Tranent & Elphinstone Community Council

Ralph Averbuch, Pencaitland Community Council

Lorraine Congalton, Community Development Officer

Rev Erica Wishart

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|  |  | **Key discussion points** | **Action** |
| **1** | **Welcome** | BL welcomed everyone to the meeting. As there were some new faces, introductions were given round the table  Reminder to members:  If a member or substitute cannot attend and in exceptional cases the group wishes to send another stand in to the meeting then, prior notice and the relevant persons details needs to be given the Chair, Vice Chair or Area Manager.  Extract of Standing Orders -   * 1. Only the named member, or their named substitute, are entitled to act on behalf of a member organisation in Area Partnership decisions.   2. It is the responsibility of the member organisation to identify a replacement if their named member or substitute becomes unable to fulfil their role. | **Action: All** |
| **2** | **Apologies** | These were noted |  |
| **3** | **Approval of Minutes** | The minutes of the last meeting were approved by Cllr Gillies and seconded by Robert McNeill |  |
| **4** | **Matters Arising** | * **Town Centre Regeneration Sub Group**   Paul Zochowski (PZ), Planning is going to take forward a new Tranent Town Centre Strategy. The existing Town Centre Regeneration group will be asked to reform as Tranent Town Centre Strategy group. If there are members/group representatives who are interested in being involved please contact SD. PZ will seek to constitute the group by the end of the year and move things forward.  RM is concerned about the time scale. DG noted that PZ has other tasks and therefore we need to be realistic about timescales. SD reassured RM that although the group is not up and running that work is ongoing to progress and deliver some of the recommendations in the Sub groups report. Some of the progress made is not insignificant, such as George Thomson securing a long term home for Recharge etc.  It was noted that PZ has all the information about resources and time scales. | **Action: All**  Noted |
|  |  | * **Tranent Business Association**   SD aware of action point and noted that progress on the Association would be provided through ongoing Area Manager reports. The aspect of food waste would be picked up once the Association was established. | **Noted** |
|  |  | * **Traffic Survey**   BL stated that a full traffic survey has been carried out in April/May. There was another undertaken in light of Asda and Aldi opening. There is concern about the volume and movement of traffic. The survey is with the consultant at present. The actions which are identified within the Charrette will hopefully be taken forward upon receipt of the consultants report. BL hopes that the traffic report would be available at the meeting in June. | **Action: BL** |
|  |  | * **Community Facilities Sub Group**   SD is to arrange a meeting of the sub group. As he has little or no background information to the group SD asked members if the had any information on previous meetings to contact SD. SD would invite all members of the previous sub group to attend and contact members from all communities to ensure each was represented. | **Action: SD** |
|  |  | * Boundary Commission   BL stated that a letter had been received however no clear progress is evident. There would be a review in 2018.  RM raised concerns that Pencaitland and Ormiston would be taken out of the Fa’side area – this was not what the Area Partnership would want. All agreed however, we like others would need to wait until more information was received. | Noted |
|  |  | * **Health Inequalities Sub Group**   SD noted that an email had been circulated seeking to agree a date when this sub group could meet. SD noted that those invited were those involved in the previous sub group meetings.  MA asked for the email to be recirculated? SD agreed to do so. CJ asked that it was also sent to Pauline Megson. SD agreed to do so.  SD asked members and groups to consider representatives and to ensure they responded to enable the meeting to be organised.  PM noted that Tranent Colts have started a walking football team for older males, in an effort to tackle health inequalities and it is hoped that it can be kept going with support from the local community. | **Action: SD**  **Action: All**  Noted |
|  |  | * **Pro-forma for funding Requests**   These should be ready for the next meeting.  BL advised the meeting that he has been in discussions with ELC’s Corporate Policy and Improvement team seeking assistance on obtaining a Matrix that we could apply to all our projects/initiatives. This would assist us prioritise projects/initiatives and give us an audit trail for our decision making process. BL will update members at our next meeting on this matter. | **Action: SD**  **Action: BL** |

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|  |  | * **Muirpark Allotments Association (now Tranent Allotment Association)**   Tranent Allotment Association was constituted on the 4th February 2016 and their committee formed. Nick Pollard is Chair for this Association. BL asked that we send our congratulations to the Association on constituting and wish them every success in the future.  SD noted that the he, LMac and some ELC colleagues still working with the Association in order to assist them finalise their paperwork. | **Action: SD**  Noted |
|  |  | * **STRiVE**   SD advised the meeting that he had contacted Linda McNeill and she would arrange for a member of her Well being team to attend our June meeting. At that time, we will receive information on the role of Strive and their services. There will the opportunity for questions.  MA expressed a concerned about the content of the previous minutes and noted that she works with Strive all the time and stated that they do some very good work.  SD noted that some members were unclear on the role of Strive and this was an opportunity to address the confusion and a chance to clarify any concerns. | Noted |
|  |  | * There was a discussion around the type of recycling boxes that are used with East Lothian and a campaign on Facebook re trying to get different types. BL noted that the service manager responsible for Waste Services had a discussion with the lady and everything had been resolved. * There was a discussion around recycling; the fact that not everyone does it and the feeling that some education on this issue would be helpful. It was reported that Kinwegar Recycling Centre is being used by people more than ever. * SD would ask Waste Services manager if he can attend a future meeting to talk about recycling and also take questions. * DG stated that we must recycle rather than landfill. | **Action: SD** |

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| **5** | **Area Manager’s Report** | Update on ongoing Projects   * **Gateway Signage**   These are being installed, as well as the red banners on the road, sculptures and cairns. Once these are all installed we will get pictures and seek publicity.  RM asked if SD could send on plans and information to all members relating to the positions of new signage, cairns, speed reactive signs and new landscaping. | **Action: SD** |
|  |  | * **Forrester Park**   This is on hold at present and SD will provide an update at our next meeting. | **Action: SD** |
|  |  | * **Budget 15/16**   SD is seeking updates from ELC teams on existing projects which are ongoing. Papers were tabled and circulated. Although the costs have been given these are estimated costs and could increase/decrease in some instances.  SD noted that funding for projects already approved by the partnership can be carried forward into the next financial year for completion.  SD hopes to provide a final budget statement at our next meeting. | **Action: SD** |
|  |  | * **Children’s Parliament – Streets Ahead Tranent**   SD is working alongside the Children’s Parliament and a range of ELC colleagues to assist this project. The basis of the project is to seek the views of primary school children on the past, present and possible future of Tranent High Street. It is hoped that the partnership and decision makers will take on board the suggestions and recommendations of the children. Primary 5/6 children will be selected from all Tranent Primary Schools, Ormiston and Elphinstone primaries.  There are various strands of the project work that is already embedded in our area plan and SD highlighted that there may be a request from the project team to seek financial assistance from the partnership (next financial year).  SD to update the partnership at our next meeting of the progress of the project and any budget requests. | Noted  **Action: SD** |
|  |  | * **East Lothian on the Move – active travel sub group**   SD noted there was a meeting last week. The complete budget for this project is £20,000. This comprises of £10,000 from Smarter Places, Smarter Choices funding (Scottish Government) which has been match funded by our partnership. The additional £10,000 relates to the unused element offered to Dunbar and East Linton Area Partnership (£5,000) and the funding we agreed to provide Recharge for the Bike project (£5,000 - which directly ties into the active travel and East Lothian on the move project). The Smarter Choices, Smarter Places element must be spent by 31st March 2016. Our contribution is committed and approved by the partnership and therefore this element will be delivered in the Autumn of 2016.  This project will deliver a comprehensive core path audit within the Fa’side Area. This will provide the partnership with baseline data and information on the condition of our core paths (largest amount of core paths in the county) – which is something we asked for previously however this was unavailable – and allow us to prioritise our actions, based on evidence and develop a short, medium and long term strategy on how to improve and encourage active travel in the Fa’side area. SD noted this is a really exciting and innovative project.  RP noted that equipment will be purchased to assist all those involved in the project, primary school children, young people from Recharge, path wardens and other volunteers to help carry out minor improvements to the paths and aid their learning.  SD noted that once the audit is over the equipment will be available for local groups to use. There is also be some money set aside that will be used for the improvement of paths or any remedial work identified as part of the audit.  SA expressed her thanks to the sub group for this excellent piece of work and was really pleased that local primary school children were getting involved through the Countryside Rangers team.  The sub group will provide updates to the partnership as the project progresses. | Noted  Noted  **Action: SD** |
|  |  | * **Community ‘What’s on event site’ – working group (East Lothian wide)**   Ralph Averbuch (RA) has joined the group as Fa’side AP representative. SD noted his thanks to Ralph for representing FAP and advised the meeting that his input has already been recognised and is of great benefit to the group.  More information will be available on this by the next meeting | **Action: SD/RA** |

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|  |  | * **Research on Older Men**   Kari-Ann Johnstone is carrying out research on this subject is having face to face meeting with local residents.  SD proposed that Kari-Ann update our Health Inequalities sub group following the completion of her report. Kari-Ann or her placement supervisor will attend a future sub group meeting to present her findings and answer questions. | **Action: SD** |
|  |  | * **Patron’s Lunch**   The Area Partnership has been given £1,000 to distribute to community groups to celebrate the Queen’s Birthday in June. Please send any notes of interest to the Area Partnership email box for funding. The closing date for this is the 31st March 2016. | **Action: All** |
| **6** | **Area Plan** | * BL explained that there had been some work undertaken on the plan to make it more ‘readable’ to everyone. There are three plans. The ‘Whole Plan with all the descriptions, a second which contains only the key priority headings and projects and the third which is our ‘Annual Working Plan’. * These have been distributed for comments and we received no feedback, as a result the have been adopted as our working documents. This means that should members or groups wish to add in new projects/initiatives then they must evidence the need and seek approval from the partnership prior to any changes being made to the plan. * It is recognised that the plan is a living document and further work is needed to refine and explore some of the projects in the plan however, this work will be carried out by members as we progress. * As requested LMac and SD have simplified the wording, to make it more readable and coloured coded the projects into short, medium and long term priorities. | Noted |
| **7** | **Budget Up-date** | * This year’s budgets 2016-17   £50K general funding – built into the Council’s base budget.  £100K amenities budget (more inkind support through existing staff and resources within this team than money)  £50K Roads Budget – last year of funding.  £100K Educational Initiatives – built into the Council’s base budget. |  |
| **8** | **Twinning** | * BL asked the meeting to look at documents which he had received from Economic Development, re a town Trebsen, in Germany who were looking for a ‘Twinning’ opportunity in Scotland. * DG noted that Tranent is one of the biggest Towns in East Lothian but it is not twinned.      * PS asked if there was an opportunity to consider a twinning opportunity for the whole of Fa’side rather than just Tranent? * PM stated that existing arrangements were already in place through sporting clubs throughout the county. He noted that various clubs already had arrangements in place however, these in the main were contained within Britain. * There was also a discussion around the fact that Ross High did exchange visits previously and hoped to do so again.   BL asked members to take the information away and think about what they would want from a ‘twinning’ arrangement, their preferences around where this could be and clarity on what links and benefits there could be for Fa’side or Tranent – depending on the view expressed by members.  AB offered to investigate more into the connections between Trebsen and Fa’side/Tranent. He also advised that he would make contact with Ross High to see if they have plans for future exchange visits. | **Action: All**  **Action: AB** |
| **9** | **AOCB** | SD noted that one of the projects in our Annual Plan 2016/17 was the creation of a ‘Youth Reference group’ 9.10 or sub group. He noted that he had had some informal discussions with AB about how we could work in partnership with Recharge to explore this project. AB talked about Recharge and wondered if members would find it useful for them to receive a presentation from Recharge Youth Managers on their involvement and how we could work in partnership to help create a Fa’side wide ‘Youth Reference group’?  SA welcomed this proposal, she has visited the project on a number of occasions and the young people have volunteered at a number of community events. SA felt that the young people were a credit to Fa’side and would be a great asset we could use to create a new youth focused sub group.  The partnership agreed that Recharge Youth managers would be invited to provide a presentation to members at our next meeting.  JG asked whether Recharge had a sole focus in Tranent only, whether kids came from other areas in the ward and whether they offered outreach services in other villages? AB noted that Recharge was a Fa’side wide youth and community facility that welcomed kids from all areas of Fa’side. AB noted that at present the majority of those who used the facility were from Tranent and that they did provide outreach services and was hoping to increase this service (funding permitting). | **Action: AB** |

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|  |  | * **Community Football Club**   PM requested that the club was offered an opportunity to provide members with a presentation on their successful legacy award and clarification of how the club and partnership could work together. The club are in the process of completing a development plan for the coming years and hoped that some of it may fit into the Area Plan. PM noted that there are a mixture of groups involved in the club from youth sections, to ladies, gents and Colts (between youth section and adult). He also noted that they are hoping to start a disabled football team.  BL indicated that the partnership would welcome a presentation from the Community Football Club once they had a draft development plan. BL highlighted that it would be really helpful if the club could contact SD once they were ready to present and he would seek a slot at a future meeting for the club. BL reminded PM that due to the amount of business we need to cover the slots are limited to 30 minute periods. So if the presentation could be circulated prior to the meeting with questions that the club would like to pose to members this would make the best use of time for all those involved. | **Action: PM** |
|  |  | * **Apogi**   The opening of the Apogi entrance will take place on Saturday 30th April 2016. Tom Shearer will be opening the event. There will be stalls for community groups to promote their organisations. | **Action: All** |
|  |  | * **Pavilion, Polson Park**   PM provided an update on project number 4.10. He would be attending a meeting with planners this week on behalf of Tranent District Community Sports Clubs on the re-development of the pavilion.  PM to update members at the next meeting on the outcome. | Noted  **Action: PM** |
| **10** | **Date of Next Meeting** | The next meeting will be held on Tuesday 14th June 2016 at Macmerry Hall, Macmerry from 7.00pm. |  |

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