

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

**8th November 2016, 7-9pm, Loch Centre, Tranent**

Quorum 8

**Chair**

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

**Members and substitute members present**

Cllr Jim Gillies (JG)

Cllr Shamin Akhtar (SA)

Cllr Donald Grant (DG)

Cllr Kenny McLeod (KM)

Elizabeth Hutchison, Vice- Chair, (EH)

Robert McNeill, Tranent & Elphinstone Community Council (RM)

Debbie Middlemass, Support from the Start (DM)

Nikki Neighbour, Ross High School Parent Council (NN)

**Others in attendance**

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

Lorna Maclennan, Business Support Administrator, ELC (LMac)

Lorraine Congalton, Community Development Officer (LC)

**Apologies**

Joan Ramsay, Tranent & Elphinstone Community Council (JR)

Ralph Averbuch, Pencaitland Community Council (RA)

Maureen Cuthill, Macmerry & Gladsmuir Community Council (MC)

Douglas Neill, Macmerry & Gladsmuir Community Council (DN)

Mark Ormiston (Ormiston West TRA)

Phil Summerfield, Pencaitland Community Council (PS)

Pauline Megson, Ormiston Community Council (PM)

Stuart Mackenzie, Elphinstone Community Association (SM)

Scott Glynn, Tranent and District Sport Clubs (SG)

Alan Bell, Recharge Manager (AB)

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|  |  | **Key discussion points** | **Action** |
| **1** | **Welcome** | BL stated that the meeting was not quorate. The requirement is for 8 members to be present before decisions could be taken (this does not include the Chair and Vice Chair although they have voting rights). Although NN was at the meeting, there was a requirement from the Ross High Parent Council to let the area partnership know their named person. After discussion it was agreed to go ahead with the meeting.BL welcomed everyone to the Loch Centre. Given a range of new faces round the table BL asked everyone to introduce themselves. |  |
| **2** | **Apologies** | These were noted |  |
| **3** | **Minutes** | Minutes were discussed but not approved. It was agreed that we would seek to clarify if these were an accurate record at our next meeting. | **All** |
| **4** | **Matters Arising** | Page 5:- SD met with the Youth Managers. The Youth Managers thanked members for their positive feedback and welcomed the decision to devolve £1,000 annually to a youth reference forum. As agreed, they will assist AB in completing an application to apply for funds from Educational attainment budget to carry out outreach work and help form the new youth forum.Page 6:- Young People from Recharge are delighted that we have taken this forward. The youth reference forum will be given a funding totally £1,000 annually and can seek additional funds on a project by project basis.Page 7:- Boundary Commission – RM asked what was happening with ELC regarding the proposed boundary changes. DG stated that ELC were looking into challenging the boundary commission’s decision. At the moment our legal advisors are reviewing the case and will provide ELC with advice on what steps we should take. RM asked how the proposed changes affected the Area Partnership. BL noted that no answer could be given at this stage. As soon as more information was available BL/SD will inform the partnership.BL noted that ELC roads services have a new traffic modelling system. The model is now in place and used at different sites. At the moment thought is being given to how Roads engage with communities to provide them with an update on the new system. BL suggested it would be good to have a presentation at a future AP meeting. BL to do a small presentation in 2017. **Action:- BL**Annual Public Meeting – everyone was thanked for all the hard work in putting together the meeting and those who presented and showed how the Area Partnership had help with their particular project. The feedback was very positive. Angela Leitch seemed to be impressed at the evening and the turn out. SD in particular thanked the organising group of JG, JR, BL, LH and LMac. SD to provide an update once he has evaluated all the direct feedback received.Twinning – no progress has been made on this matter. The Area Partnership had been contacted by a former Ross High student who lived in France and gave details of a region which could twin with Tranent/Fa’side Area. SD would action this.Mural – the Streets Ahead mural is at Waverley Station for the whole of November. It was in the Scottish Parliament for the start of Scotland’s Towns Week on Monday 7th November. Local Government and Housing Minister, Kevin Stewart MSP along with Phil Prentice (STP) and James Ledgerwood (Abellio) opened the display. Information on this can be found at <http://www.scotlandstowns.org/in_photos_towns_minister_launches_scotland_s_towns_week_at_the_capital_s_waverley_station>A question was asked about when the next meeting of the Health and Wellbeing group would take place. SD stated unfortunately due to his lack of capacity he had been unable to organise and support this sub group and indeed all of the sub groups of the partnership. SD has confirmed that papers will be sent out from previous meetings and additional meetings would be organised however this would not take place until 2017. Action:- SDPolston Park – RM stated that there was problem with the plans for the pavilion and there would have to be a mining survey. RM will speak to Paul MacGregor and seek an update for the next meeting.Jennifer Lothian had spoken to BL re the Bank Farm Road, Macmerry. This is private land which makes accessing the core path to carry out some of our proposed improvement works tricky. The liability for this road is with the owner although if the council was approached this could become a joint project. Jennifer will look into this and get back to BL/FAT. Core Path Audit – the audit is underway through Fa’side Active Travel group. | **Action: SD/BL****Action BL****Action:- SD****Action:- SD****Action: SD****Action: RM/PMacG** |
| **5** | **General Meeting** | All members who attended this meeting were given a membership handbook.There was some general discussion on the handbook, which was welcomed by members. Given that we were not quorate SD agreed to issue a separate discussion paper setting out what members required to feedback to their groups and bring back their responses and or decisions to our next meeting. Action: SD then All membersThere was a discussion about membership/substitutes. Each member organisation needs to inform the partnership annually who their member and substitute are for that year. This will form part of the discussion paper or email to all members, seeking to encourage at least one representative from each group to attend meetings. **Action:- SD**The feedback from the Annual Meeting was very positive. The format of the meeting had worked well and members present thought this is an approach we should take next year. This is a matter that will be put to our next meeting for a decision. Action: AllThe roles of the Chair and Vice Chair run for 2 years before elections are required. Anyone can put themselves forward for the positions. SD noted that the partnership could consider extending the terms of these posts however this would require a change in our standing orders. SD to add to the discussion paper for consideration.SD took members present through the Standing Orders. As we were not quorate so no changes could be made.There had been a request by Recharge to be co-opted on to the Area Partnership but this could be made at this meeting. A decision would be taken at our next meeting. Action: All | **Action: SD then All members** **Action: SD then all members****Action: All** **Action: SD then all****Action: All** |
| **6**  | **Area Manager’s update** | SD confirmed that all 4 Area Managers had their posts made permanent recently. SD is awaiting evaluations from organisations that have had funding from the partnerships (2015/16). These will hopefully be available for the next meeting. Education Initiatives Budget: - This budget was allocated £100K. The Geneva trip was allocated £15K. There are few conversations ongoing about possible applications before bringing everything together. It is hoped these can be brought to the next meeting.SD would circulate information after the meeting via email regarding the projects and their status.SD confirmed that demolition works had started at the Old Fa’side Lodge. There were no plans for the development of this site at this time. More information to follow on this matter. It is thought the site will be used for housing.RM asked if there was any update on the Old Tranent Infant School? DG said it was still a work in progress. A report has been commissioned by ELC however discussions are still ongoing about it’s future.SD drew everyone’s attention to the CLDS training calendar. Free training for organisations, members were asked to promote this training within their groups. **Action: All** | **Action: SD****Action: SD****Action: SD****ALL** |
| **7**  | **AOCB** | RM informed the meeting that work had now been completed on the South end (Main entrance) by ELC’s amenity services. RM expressed his thanks to Amenity services and all those involved in this aspect of the project. RM also noted that it is proposed to have some disabled access to Foresters Park (North End). As ELC Sport, Leisure and Countryside do not have budget to cover this works, it has been proposed that these are included in the Foresters Park project. SD confirmed that the proposals have been added to the Feasibility study however not yet agreed. SD will update members once there is a status change in the project. As yet the Feasibility report is still being concluded. RM also noted that Planning permission had been given for the bottom fence and this work is now going ahead.RM also indicated that there was an issue with Stewarding at the Fa’side Family Fireworks event. A discussion took place around the fireworks event and BL noted that ELC were now setting up an events team (see point below) and that this team would be able to assist in similar occasions in the future and provide advice on stewarding etc.What’s on - event site. ELC are introducing a new team looking at events organised in East Lothian whether by community groups, commercially or by members of the public. It means when organising an event there will be new forms to complete clarifying what is required. The new forms are available on ELC’s website. These should be emailed back to events@eastlothian.gov.uk.JG provided an update on the Pavilion in Ormiston. The work had gone out to tender and it is thought that the tenders have come in over budget. This has stalled the project.DM noted that Support from the Start (SftS) Tranent would be applying through the Education initiatives budget for a support worker. The focus of the worker would be from conception to two years old. It is hoped that this would be supported by the Partnership. SA – asked about support from the communication team re tweets, press releases etc. SD stated that the corporate communication team are working in partnership with us on tweeting, put items on facebook and on the council web pages. In addition, they assist us with Press Releases. The difficulty that we have as a partnership is SD’s capacity to consider a communications strategy for the partnership and then agreeing with members how best to take this forward. This is a matter that requires to be addressed however, at present given other priorities cannot be taken forward.Hand book – items in the handbook would have to be looked at to make items clearer – ie do co-opted members have voting rights – SD stated that this would be looked at. **Action SD**DG brought to the meeting that Elphinstone was in the bottom part of the deprivation analyses. There was a discussion around this topic which concluded that the population is quite small and would take only a few households to either reach pension age or on benefits which could make the figures shift dramatically.LH stated that a group were proposing to have a Tranent in Bloom group. She and another community member with an interest in this area were attending a meeting on the 24th November to find out more. Those present welcomed such an initiative. | **Action – SD****Note** |
| **8** | **Date of Next Meeting** | The next meeting will be 13th December 2016 at 7pm-9pm**BL stressed that it was important members attended or we would not be able to complete business, take decisions and continue with our excellent progress.**  |  |
| **Proposed Meetings for the year** | Please note that after comments at the meeting these dates have been amendedTues 10th Jan |  |
|  | Tues 7th Mar |  |
|  | Tues 2nd May |  |
|  | Tues 27 Jun |  |
|  | Tues 5th Sept |  |
|  | Tues 7th Nov – Annual Meeting |  |
|  | Tues 14st Nov |  |

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