

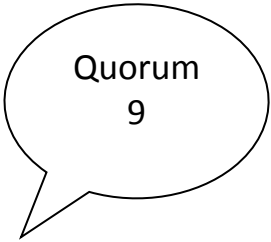
Dunbar and East Linton Area Partnership

Draft MINUTES

Dunbar and East Linton Area Partnership meeting

27th November 2017, 7-9pm

in Bleachingfield Centre, Dunbar



Quorum
9

Meeting Chaired by: Pippa Swan, Chair of the Dunbar and East Linton Area Partnership (PS)

Members (and substitute members) present

Cllr Norman Hampshire, Elected Member (NH)

Cllr Sue Kempson, Elected Member (SK)

Dorothy Gordon, Wingate TRA (DG)

Mary Bonnar, TRA (MB)

Karen Leitch, Small Schools Parent Council Representative (KL)

Jim Heron, Monksmuir TRA (JH)

George Robertson, Dunbar Community Council (GR)

Angela McLeman, Dunbar Grammar School Parent Council (AM)

Elisabeth Wilson, Sustaining Dunbar (EW)

Stephen Bunyan, Dunbar Community Council (SB)

Barry Craighead, Dunpender Community Council (BC)

Jacquie Bell, Dunbar Community Council (JB)

Anne Lyall, East Lammermuir Community Council (AL)

Gill Wilson, East Lothian Association of Day Centres (GW)

Kate Darrah, The Ridge (KD)

Ola Wojtkiewicz, West Barns Hall (voting member for West Barns CC),(OW)

Colin Bloomfield, East Lammermuir Community Council (CB)

Others in attendance

Stuart Gibb, Area Manager, ELC (SG)

Lorna MacLennan, Business Support Administration, ELC (LMac)

Calum Taylor, Active Schools Co-ordinator (CT)

Sheila Robertson, Member of local Community (SR)

Marilyn McNiell, Intergrated Joint Board (MM)

Apologies received

Katy Pollock, SFS (SP)

Steven Wray, Support from the Start (SW)

Gareth Hill, Active Schools Co-ordinator, ELC (GH)

Sue Cairns, Tenants Information Service (SC)

Barbara Wyllie, East Lammermuir Community Council (BW)

Philip Mellor, Dunbar Trades Association (PM)

Allison Cosgrove, Dunpender Community Council (AC)

Agenda Item	Key discussion points	Action
1. Welcome	<p>PS welcomed everyone to the meeting. PS asked everyone to introduce themselves round the table.</p> <p>LM stated that the meeting was quorate.</p>	
2. Apologies	Apologies were noted as above.	
3. Approval of Minutes	<p>The minutes of the last meeting were approved.</p> <p>There was a proposal that the minutes would only be bullet points of the key items, but this was voted against as people are interested as to what is happening within the meetings and partnership even if they do not attend the meetings.</p>	
4. Matters Arising	These will be addressed in the agenda.	
5. Education Funding Panel Update	<p>a. Education Funding Panel Update.</p> <p>Since the last meeting of the Area Partnership, the team behind the DCAAF have made progress in the following areas:-</p> <p>The initiative was presented to all Dunbar Cluster Headteachers, who were extremely supportive of it and will be working together with the group to identify and refer individuals to the fund</p> <p>The group has entered an agreement with Carefree Kids Tranent to administer the fund. Carefree Kids currently administers bursary schemes for Support from the Start and active Schools.</p> <p>The group have put together the documentation required to administer the fund, including consent letters, information for schools and clubs, individual and group referral forms and terms and conditions of the award.</p> <p>The fund will be in a position to “go live” as soon as the signed service agreement come back from Carefree kids. This will occur once the group have accepted the terms of service and the Area Partnership agrees the administration fee. The administration fee is 2% of the amount they are to administer, in this case £300.</p> <p>There was a discussion around the projects this might help young people take part in and it was agreed that SG, CT and Ed Offer, Depute Head, DGS would arrange a meeting to discuss if or how trip could be funded through the Access fund.</p> <p>It was agreed that the extra £300 should be paid to Carefree Kids at the same time as the monies, therefore £15,300.00 would be given to the organisation.</p> <p>b. Coastal Pathway</p> <p>GR gave the report to the Area Partnership on the coastal path. Virdor have turned done the request for funding but WREN have been approached and it is hopeful that this might be successful. The third party contribution would be £4,576.25 and it was hoped that this could come from the general fund of the Area Partnership. GR will report back at the next meeting of the partnership the outcome.</p> <p>c. Improvements to the Westgate</p> <p>Roads have confirmed that they will carry out the repairs to the Westgate and drop the kerb. The remainder of the money will pay for the patching of the roads in the Shore and Harbour area.</p>	GR

	<p>d. Winterfield Park JB stated that she had attended a meeting of Friends of Winterfield and staff from ELC Amenities team were present. They were looking at what could be achieved with the park and hoped to get children involved in the project. Active Schools have asked for feedback.</p> <p>e. Cycle North of Railway Line JB had attended a meeting, looking at cycle paths within the Dunbar area. There is a meeting in January for all interested parties to look at the cycle paths within Dunbar.</p>	
6. Dunbar Summer School 2017/18	A meeting was held to discuss Summer School 2018 . It is hoped that there would be a more varied programme ranging from sport to music, drama, science etc. for less weeks. Deliver of the project needs to be considered as neither SG nor LM would have the same capacity to support the project in 2018. There has been great feedback from parents re this venture and it is hoped to target the children whose parents would not be able to fund a week's course costing approx. £200. It is hoped to get a better buy in from the schools who have seen how much the summer school enriched children's lives. There has been a meeting set up with the Youth Club to see if they would be able to assist with the summer school but to resource this venture is the biggest challenge.	
7. Annual Meeting	<p>The Annual Meeting is scheduled for 26th February 2018.</p> <p>There as was a question raised about what the Annual Meeting was for, what it should look like, how the get the message to as many people as possible and what's it function is?</p> <p>There was a number of suggestions, such a fun evening with business first then some other activity to draw people, a pot luck supper, concert etc. Would there just to be a flyer produced and sent to all households? Could this be linked in with Civic Week?</p> <p>It was agreed to set up a sub-group to look at these questions and come back with a plan. Although the Annual Meeting has been scheduled for the above date this can be moved. Names would be given to LM and a doodle poll sent to those who are interested with dates.</p>	LM
8. Project Updates	Updates as per Area Plan	
9. Funding Proposals for consideration	<p>a. The Ridge – Xmas Day Lunch Working with Dunbar Parish Church (potential other churches, as well as the Rotary Club), the Ridge aim to deliver a Xmas Day Lunch at the Parish Church Hall for up to 50 local people – these will be individuals who would otherwise not be able to make their special Xmas meal (whether through poverty or other factors) or who would spend the day alone.</p> <p>Participants can put themselves forward, or other, or others can refer those they know of who would benefit</p> <p>The Ridge will collect those unable otherwise to attend, and return them to their after for those who are housebound, we will deliver a Xmas to them at home.</p> <p>The Area Partnership decided to allocate the £100 to this project after a discussion took place and questions were answered.</p>	

10. Budget	Budget and existing allocations General Budget - £21,600 plus £500 match funding There was suggestions of new picnic tables at Belhaven, GR would look into this a feedback. Benches would cost £600 each. OW suggested the park in West Barns or maybe an audit of the play areas in the Area Partnership and take the lead from that. PS reminded members that if someone was interested in taking this on, to speak to SG. It would be good to start a New Year with a wish list of project.	GR OW ALL
11. AOB	<p>a. Refreshing of Area Plan – New members/Chair/Vice Chair (s) The Area Plan requires to be refreshed. SG and PS will meet to discuss the new format, trying to allocate existing projects to the new headings. They will feed back to the Partnership.</p> <p>b. Day Centre Gill Wilson gave an update of the day centre. They are looking for a secretary. The meetings can be suited around the person within reason. The person must be IT literate, be able to circulate papers and take minutes etc. The Day Centre is still looking for more volunteers.</p> <p>Improved Predestrian access – Back Road, Dunbar. KL raised the issue of the Area Partnership undertaking improved pedestrian access to Belhaven Bay, Beach and John Muir Way via Back Road, Dunbar. Following a discussion it was agreed that this project would be added to the Area Plan (Post meeting note – project included as TT24)</p> <p>NH would speak to Peter Forsyth, Team Manager - Assets & Regulatory ELC about this project.</p>	PS / SG
12. Date of next Meetings	Date of the meetings for the coming year – all meetings are held in Bleachingfield Centre unless stated and commence at 7pm Monday 29 th January 2018 Monday 26 th February 2018 – APM - DGS Monday 26 th March 2018 Monday 28 th May 2018 Monday 16 th July 2018 Monday 1 st October 2018 Monday 26 th November 2018	

Please send any apologies to: d&el-ap@eastlothian.gov.uk or call 01620 827871

DRAFT