

Minutes of the meeting of the Fa'side Area Partnership

9th October 2018, Community Room, Sandersons Wynd, Tranent.

Chair

Chair, Donald Grant (DG)

Vice-Chair, Elizabeth Hutchison (EH)

Members and substitute members present

Cllr Fiona Dugdale, Elected Member, ELC (FD)

Cllr Shamin Akhtar, Elected Member, ELC (SA)

Cllr Colin McGinn, Elected Member, ELC (CM)

Nicky Neighbour, Ross High School Parent Council (NN)

Joan Ramsay, Tranent & Elphinstone Community Council (JR)

Debbie Middlemass, Support from the Start, Fa'side (DM)

Phil Summerfield, Pencaitland Community Council (PS)

Maureen Cuthill, Macmerry and Gladsmuir Community Council (MC)

Dougie Neill, Macmerry and Gladsmuir Community Council (DN)

Paul McGregor, Tranent and District Community Sports Clubs (PM)

Joan Smith, ECA (JS)

Alan Bell, Recharge (AB)

Others in attendance

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

Ian Pryde, Macmerry & Gladsmuir Action Group/ Chair of FAT (IP)

Alan Lauder, Macmerry & Gladsmuir Action group (AL)

Marilyn McNeill, IJB (MN)

Apologies

Lorna MacLennan, Business Support Administrator, ELC (LM)

Cllr John McMillan, Provost, ELC (JM)

Cllr Tom Trotter, Elected Member, ELC (TT)

Cllr Brian Small, Elected Member, ELC (BS)

Cllr Gordon Mackett, Elected Member, ELC (GM)

Cllr Kenny McLeod, Elected Member, ELC (KM)

Mike Falconer, Tranent & Elphinstone Community Council (MF)

Scott Glynn, Tranent and District Community Sports Club (SG)

Margaret Scott, Tranent West TRA (MS)

Mark Ormiston, Ormiston West TRA (MO)

Lena Hutton, CLD, ELC (LH)

Neal Black, Ormiston Community Council (NB)

Isobel Berry, ECA (IB)

Katy Pollock, Homestart (KP)

Liz Kilpatrick, Poverty Champion (LK)

		Key discussion points	
1	Welcome	<p>DG welcomed everyone to Sanderson’s Wynd Primary School and apologised for the change in time. We have struggled to secure a venue in Tranent and needed to be out of the room by 9pm, i.e. clear the car park before 9.00pm. There were some new faces around the table and everyone introduced themselves.</p> <p>SD confirmed that the meeting was quorate as thirteen members were present.</p>	
2	Apologies	These were noted.	
3	Approval of Minutes	<p>a. Check for accuracy – DG went through the minutes page by page and it was agreed that this was an accurate reflection of our last meeting.</p> <p>b. Seek approval – PS approved and FD seconded.</p>	
4	Matters Arising	<p>Item 1 page 2 – Meadowbank – Park Road, Ormiston. SD contacted MO and asked that the matter be raised at the Road Safety group. MO has now completed this. DG asked for an update. SD confirmed that road colleagues carrying out road survey initially.</p> <p>Item 3 page 2 – Standing Orders – SD/LM have updated Standing Orders as requested. Updated Standing Orders were circulated with this meetings papers.</p> <p>Item 8a2 page 4 () - Older Peoples Sub-Group – Matter still outstanding, SD will arrange to meet with Maureen Allan as soon as possible.</p> <p>Item 8a6 page 4 () – Poverty Champion – Matter still outstanding, SD to meet will LK as soon as possible.</p> <p>Item 10c page 5 – Early Development Instruments (EDI) – DM indicated she had sent SD an email.</p> <p>Item 11a page 5 – (26th June 2018) – Scrutiny and Monitoring – SD has now updated the role and remit paper which will provide sub group members 2 weeks’ notice.</p> <p>Item 11a page 5 – (26th June 2018) – Scrutiny and Monitoring draft role and remit paper. NN to update SD on some minor content errors.</p> <p>Item 11a page 5 – (26th June 2018) – Scrutiny and Monitoring – SD still to make contact with PTCs to obtain a representative for the sub group.</p> <p>Item 12i Page 6 - Generally budget – LM has processed all priority form applications. Payments have been received.</p>	
5	Area plan - update	<p>a. Draft plan – SD provided members with an update on the Area Plan. To date we have received feedback from 2 Area Partnership members on the Draft Area Plan. We extended the response time on feedback from members unfortunately no other responses were received. SD reminded all members that the local consultations due to take place in November were our members, their organisations and their community’s final opportunity to have a say in their Area Plan.</p> <p>b. Local Consultations – SD confirmed that the dates for the consultations have been previously circulated. SD explained the format of the consultations and the general aims and objectives of the events.</p>	ALL

		<p>I. Volunteers from communities – SD asked that each community provide around 6 volunteers at any one time to help support the consultation events. It is envisaged that the volunteers could come and go on a rota.</p> <p>A general discussion around the event took place. It was agreed that the community councils in each area would coordinate the volunteers needed to assist the consultations event.</p> <p>SD stated that if possible we would need volunteers who have some background and understanding of the Area Partnerships. It was also agreed that at least 2 members from each community would help with the final presentation and feedback session. DG thanked all members present for their support and what is an important community consultation.</p>	<p>ALL Community Councils</p> <p>ALL</p>
6	Subgroups	<p>a. Active Travel update – IP provided members with an update following the last FAT meeting. SD advised that a huge amount of work has gone into our path audit and this requires a significant of collation with long list of actions and Area Plan priorities. We propose to remove active travel related priorities contained within the Area Plan and replace them with one priority. Within the new plan. We hope that this will be supported through the up and coming consultation. IP thanked AB for his significant contribution to the completion of the audit.</p> <p>I. Role and Remit paper – IP noted that we have previously circulated for FAT. IP asked member to approve the paper. All members agreed.</p> <p>II. Update on budget allocation – IP confirmed that we have spent £3186 on data counters. FAT still has £1814 to allocate. IP confirmed that FAT have agreed to priorities the purchase of promotional materials which will enable us to double up our remaining budget through Smart Choices Smarter Places. The promotional materials will be used at local galas/fares next year to promote active travel in the Fa’side Area. Other priorities include naming our core paths, improving our social media sites (Ralph Averbuch is taking this forward) and a focus on the road crossing between Pencaitland and Ormiston on the railway walk. IP asked if there were any questions. MN asked what the data counters actually were? IP advised that these were people, horse, dog and bike data counters. SD advised that these would be really useful on taking evidence for external funding or justifying Partnership spend. IP noted his thanks to Iain Reid in Roads for his advice and contribution.</p> <p>b. Scrutiny and Monitoring group</p> <p>I. Projects approved – SD confirmed that a paper had been previously circulated to members confirming which projects had been approved.</p> <p>c. Budget updates</p> <p>a) General – SD referred to the spreadsheet previously circulated and asked if there were any questions or queries. JR advised the meeting that ELC have confirmed that there is an additional licence fee needed for the Fa’side Family Fireworks which takes place on 2nd November 2018. JR noted that the cost of the license is £370. JR indicated that Tranent and Elphinstone Community Council (of</p>	

		<p>which the fireworks are a subgroup) indicated that they were unhappy at the principle of the charge. JR asked members if they would support an urgent request to cover this sum. SD advised the meeting that as JR and DG could not participate in the decision making (due of a conflict of interest), we were no longer quorate to make a discussion. It was agreed that members could ask questions to obtain a greater understanding of the request however an email would need to be sent to all members seeking their views on a decisions. NN asked if members approved the sum would fireworks group be able to cover this cost in future? JR advised there main source of income was donations on the night, as it is a free community event. If they did not obtain this sum or cover it in future years then the event would not take place. NC confirm that in principal Macmerry and Gladsmuir community Council would contribute £200. SD advised members that there are projects still to be considered from the general budget, this would need to be taking into consideration alongside this request. JR asked if bank statements would be reviewed by subgroup members prior to any decision being made. SD confirmed that was our existing process and checks would be made.</p> <p>SD to receive up to date bank statements and review the contents prior to emailing out all members for a decision.</p> <p>JR asked if there were any AP members will to act a volunteers on the night of the fireworks.</p> <p>b) Roads – SD confirmed that no spend has been allocated as yet to this budget element. Following on from the last meeting representation was made to Senior Officials in ELC regarding the service design costs. Email was sent to all elected members confirming the need for this cost and as a result our allocation after service design cost is £47,500.00.</p> <p>Ormiston Entrance Way – SD met with senior road officials to discuss the project and over spend on behave of the Area Partnership. Roads confirmed that the original estimate was exceptionally tight and as a result some elements were removed from the original brief, 2 key factors which resulted in the overspend were the ground level/ground condition and the statutory winter maintenance obligations undertaken by roads work force. A lengthy discussion took place relating to the response from roads and the over spend. Members are still unhappy at the outcome. JR stated that if winter maintenance is having an impact on productivity of the workforce then can we get agreement from roads that all project work will be completed in the summer months. DG agreed to write to senior officials in ELC to raise this matter</p> <p>c) Education – SD referred to the previously circulated budget spreadsheet asked for any questions and queries. None were received.</p> <p>SD referred to the guidance paper on Education Budget which was also previously circulated. He reminded members that any projects to be supported from this budget would need to be agreed by Education Department.</p>	<p>SD/ALL</p> <p>ALL</p> <p>ALL</p> <p>DG/SD</p>
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7	Area Managers update	<p>I. Foresters – SD confirmed that the tender process has begun and will advised members and facility users of the outcome.</p> <p>II. StreetsAhead Tranent - finalists for awards – SD confirmed that that this project has been short listed as a finalist for the Conversation of Local Authorities (COSLA) and the Scottish Awards in Quality Planning through the Scottish Government.</p> <p>III. Tranent Infant School – SD confirmed that a discussion will be made shortly regarding the future of the School. SD will convey to members outcome as soon as possible. Linked to this project is Tranent Town Centre Strategy working group. SD has confirmed that Paul Z has provided an update which he will attach to these minutes.</p>	

		<p>IV. Ageing well event – 10th October – SD reminded members of the event taken place on the following day in the Loch Centre. He encouraged members to promote the event through their networks.</p> <p>V. Community Pay Back Team – SD advised that Davie Rutherford, Team Leader, confirmed that his team had not completed the same amount of work in the Fa’side Area As they had in other areas. SD reminded members of the services provided by the Team and indicated that any communities groups need assistance to contact Davie direct.</p>	ALL
8	Future Meetings	It was agreed to cancel the meeting on Tuesday 20 th November 2018 due to the close proximity of the Area Plan consultation	
14	AOCB	None	
15	Dates for Area partnership Meeting 2018	<p>The dates for next year were given out to the partnerships – they were as follows:-</p> <p style="text-align: center;">Tuesday 11th December 2018 – Annual Meeting – Town Hall Tranent</p> <p>A discussion took place as to whether we should continue to rotate the venues or seek a permanent venue. Members indicated a preference to seek a permanent venue. LM will look into this and update members.</p>	LM

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