



**Minutes of Musselburgh Area Partnership Zoom Meeting
Monday 29th November 2021, 7.00pm – 9.00pm**

Members (and substitute members) present:

Iain Clark, Chair (IC)
Cllr. Katie Mackie, Elected Member (KM)
Cllr. John Williamson, Elected Member (JW)
Cllr. Fiona Dugdale, Elected Member (FD)
Irene Tait, Musselburgh & Inveresk CC (IT)
Barry Turner, Musselburgh Conservation Society (BT)
Alister Hadden, Wallyford Community Council (AH)
Natasha McInninie, Bridges Project (NM)
Janice MacLeod, Support from the Start (JM)
Callum Maguire, Queen Margaret University (CM)
Cathie McArthur, Vice Chair, Health & Wellbeing Network (CMc)
Tina Pollock, First Step (TP)
Sharon Brown, Musselburgh Business Partnership (SB)

Others in attendance:

Stuart Baxter ELC Area Manager (SB)
Shirley Gillie, ELC (SG)
Pamela Martin, ELC (PM)
Christine Johnston, East Lothian Health & Social Care Partnership(CJ)
Shaun Thomas, Our Families (ST)

Apologies:

Cllr. Andy Forrest, Elected Member (AF)
Cllr. Stuart Currie, Elected Member (SC)
Tanya Morrison, Whitecraig Community Council (TM)
Christine Shaffer, Levenhall TRA (CS)
Linda Finlayson, Beach Lane TRA (LF)
Emma Stewart, Musselburgh Churches Together (ES)
Margaret Stewart, Musselburgh & Inveresk CC (MS)
Tracey Redpath, Volunteer Centre East Lothian (TR)

AGENDA ITEM	KEY DISCUSSION POINTS	ACTION
1. Welcome , Introductions and Apologies		
	IC welcomed everyone and apologies were noted. IC advised that the meeting would be recorded and held for a maximum of two weeks then deleted and is only used to prepare the minutes. IC welcomed SB along to the meeting after being off ill with COVID.	
2. Conflict of Interest		

	<p>This is a standing item on the agenda. Please declare any conflict of interest when projects are being discussed or when voting on funding applications.</p> <p>TP declared a conflict with the application from First Step AH declared a conflict with the application for cleaning the base of the David Macbeth Moir Statue Plinth.</p>	
3. Presentation		
	<p>JM gave members an update on the Musselburgh Dementia Meeting Centre (MDMC). The project is going full speed ahead with the first meeting in February 2020, then August 2021 and another very successful meeting today. JM introduced CJ to the members and welcomed her along to the meeting. CJ advised members she has been very impressed with JM and colleagues with all the hard work that has been done. CJ was delighted to announce that a grant from the IJB totalling £180,000 (over two years) has been awarded to set up a dementia friendly meeting centre in Musselburgh and is an amazing achievement of the sub group of the Musselburgh Area Partnership. This level of funding is based on the costs from the successful dementia centre in Kirriemuir. This is very exciting and it is hoped to deliver this by April 2022. JM added that the preferred location at the moment is the Hollies in Musselburgh. Discussions have been ongoing with Alison Connolly an Interior designer who specialises in adapting buildings, looking particularly at being dementia friendly. JM added the next stage is to set up a meeting with the board of trustees from the Hollies which it was hoped will happen before Christmas. AH as a board member of the Hollies made members aware that he is happy to meet up and JM will contact him to arrange a date for this meeting. JM advised members that another avenue for funding had become available through the East Lothian Communities Mental Health & Wellbeing Fund administered by The Volunteer Centre East Lothian. The application before Musselburgh Area Partnership (MAP) will be put on hold awaiting the outcome of this application. JM added that she would like to know if members are supportive of how the MDMC was progressing and the work done to date, this would give her confidence that the work being progressed on behalf of the Health & Wellbeing sub group was supported by members. IC replied that this vote would be undertaken later in the meeting. CM made JM aware that she was disappointed that both she and Betty Ramsden had been unable to attend the meeting. JM added that both were valued members of the H&W sub group and every effort would be made in future to try and ensure both could attend future meetings. IC thanked CJ for coming along tonight and JM for a fantastic job and hard work progressing the MDMC. JM confirmed that it was a great team effort and only with everyone working together had they been able to achieve the progress so far.</p> <p>IC welcomed ST from Our Families along to the meeting to discuss their funding application and answer any questions members may have. ST explained Our Families is a project run from the Musselburgh East Community Learning Centre and run by Children's 1st in partnership with East Lothian Council and the Capital City Partnership and is part of the intensive family support service across the Edinburgh and South East Scotland City Region deal. A small team was working on this project across Musselburgh East to provide a one stop shop of intensively family support, income maximisation and employability support for families experiencing difficulties. He added that it had</p>	

	<p>been very challenging due to COVID and even some of the extra support that was available last year wasn't available this year. Our Families goal is to support the most vulnerable families in Musselburgh East. SB made members aware that this application would provide food parcels, food vouchers and winter clothing where 55 young people with winter jackets and footwear and 28 vulnerable families would receive Christmas day food parcels together with Aldi food vouchers in January. He made members aware that since the start of the Our Families project within the area there had been a drop of 16% in referrals to social work. SB confirmed that there are a few similar funding applications tonight and assured members this work will be coordinated. FD stated that she thought this was a great project and enquired if bus fares was included in the application to assist the need for travel assistance. ST advised this was not included in the application but they would support as best they could families that were experiencing transport difficulties. IC thanked ST for his presentation to the meeting.</p>	
4. Minutes previous meeting		
	<p>Minutes from meeting 4.10.2021 were approved by NM and seconded by TP.</p>	
5. Matters Arising		
	<p>IC advised any matters arising will be covered in the course of the meeting.</p>	
6. Sub Groups		
	<p>Active Travel – BT advised they had a very successful meeting on 10.10.21 and was well attended. The Active Toun Project is the biggest active travel initiative at the moment. He advised members that officers leading the project including Liz Hunter were a little disappointed on the level of participation on the consultation. This project was also closely related to the flood prevention work. BT felt that cycling on pavements was an issue however he felt as this is unlikely to be enforced by the police that the only real option was for additional signage. A member of the Active Travel sub group Derek Williams had suggested forming a small sub group to look at options within Musselburgh for shared paths and added this may help alleviate any current issues. BT informed members that he will take this forward. BT made members aware that he was interested in the 20mins neighbourhood initiative. These are places that are designed so residents can meet their day to day needs within a 20 minute walk of their home; through access to safe walking and cycling routes, or by public transport. BT advised members that this was an area that would be investigated by the Active Travel sub group. IC thanked BT for his update. IC mentioned it was great to see the last part of the Drift path just about completed with lighting going in and hopefully all be finished before Christmas.</p> <p>Health & Wellbeing (H&W) – JM gave an update earlier regarding the MDMC and how this is progressing. The group's key focus has been on the MDMC. CM confirmed a lot of work has been done and the Hollies is a very central location which is great. Everyone has worked very hard on this.</p> <p>Communications – IC advised that it was still intended to have the Communities Day on 12th September 2022 and will look to members for help with this nearer the time.</p>	

Sustainable Musselburgh (SM) – IC gave an update regarding the COP26 Pilgrimage which stopped at the Brunton Hall, where they showed a short Film “Local Food Roots” about the UK local food sector followed by a post screening event with supper of soup and curry made from pumpkins grown at Lewisvale Park allotments together with talks from local speakers regarding the benefits of locally grown and sustainable food. He added the food was 1st class and there had been a great turn out.

Budget & Priorities (B&P) – IC advised members that he would like to make a suggestion that this sub group be renamed Budget, Priorities and Scrutiny group. IC is keen that all evaluations would go through this sub group and they could report back to the full MAP. Members agreed this was a good idea. IC explained that due to COVID there had been challenges in receiving the evaluations for some projects but we have a process in place to keep trying to collect evaluations and updates.

7. Chairs Report

IC advised members the Project 21 initiative was launched on the 1st of November 2021 and has been published on social media and the courier. The courier will be doing a follow up article soon. IC asked members to please share the posters that were sent out previous to help promote this project and reach as many local groups as possible. IC reminded members that it was agreed at a previous meeting that if applications meet the criteria then IC/SB will agree the funding and there will be no need to bring to a full partnership meeting. If there is any doubt about an application then it will be brought to members to consider. All members were happy with this process. FD asked if a parent council could apply. IC advised they would need to meet the criteria guidelines which was to offer free taster sessions to get people active and involved in groups, the objective is to offer new experiences and opportunities to meet new people. IC added that all applications will be considered.

IC gave members an update regarding the project from People Know How.

Progress to end November 2021 (8 months)

Target - devices	To date
To deliver 250 refurbished digital devices (computers/laptops/tablets)	163
Broken down as:	51
Computers	38
Laptops	24
Tablets	26
Mobile phones	24
Connecting Scotland – Chromebook	24
Connecting Scotland – iPad	163
Total	163

Target – support	To date
To support 250 people	163

	Broken down as: Telephone support Online support In person support Total Note: Support provided to 50 people where they already had a device but contacted us for advice and support	57 151 5 213	
	<p>Next steps:</p> <ul style="list-style-type: none"> - The project is on track to exceed the targets by end March 2022 - People Know How has established an office base at Fisherrow Centre with the space to see people in person individually and in groups (subject to Covid 19 restrictions) - More in person support was planned, but is now being reappraised in light of the new Covid 19 variant Omicron. - Face to face groups sessions are planned from this Friday at the Wetherspoons in Musselburgh with the Scottish Seniors Computer Club. Positive relationship with Wetherspoon allowing the use of power sockets, WiFi and unlimited tea/coffee (after first purchase). The group meet regularly and is very valuable to social contact. - Ongoing dialogue with Connected Communities team in respect of One Partnership funding for 2021/22 for devices and support - Established dialogue with NHS Lothian to be progressed - Training sessions being delivered along a wider programme as below: https://www.eventbrite.co.uk/e/beginners-digital-skills-guided-training-2-parts-tickets-211702426657 https://www.eventbrite.co.uk/e/the-practicalities-of-using-digital-as-a-tool-to-improve-wellbeing-tickets-211663450077 - From the new year drop off points for people to donate old devices will be set up at venues including: Queen Margaret University, Fisherrow Centre, Wallyford Community Centre and several Tesco stores. 		
8. Connected Communities Managers Report			
	SB updated members on the budget:- Expenditure on this Year's General Budget – Musselburgh Rugby Club - £8,000 Eskmuthe Rowing Club £10,000 Summer Planters £1,230.60 Cycling Hoops £323 Winter Plants £1,000 approx (committed) Levenhall roundabout £10,474 approx (committed) Project 21 Proposal from MAP £21,000 Still to be committed from General Fund £47,972.40		

SB made members aware there were a number of applications that needed to be discussed and agreed on. These are as follows:-

- First Step – Christmas Essentials – This was initially to provide winter clothing, food parcels and toys for 30 adults and 40 children, however they have asked if the application can be amended from £500 to £1,500 because of a higher demand for referrals than what was expected in the initial budget. This will enable First Step to cover the additional winter jackets/gloves/hats for children and additional food provision and toiletries. This amended application was sent out to members prior to the meeting however SB apologised for the short notice however this was out with anyone’s control. Members voted unanimously to support the amended application for £1,500.
- Our Families –Supporting families with food parcels, food vouchers and winter clothing £3,055. This application is to provide food parcels, food vouchers and winter clothing for 55 young people with winter jackets and footwear and 28 families will receive Christmas day food parcels and Aldi food vouchers in January 2022. Members voted unanimously to support the amended application for £3,055.
- Wallyford Community Centre – Christmas Essentials for thriving families £2,000. This is to provide 30 families with Christmas food parcels and to support children’s gifts for 30 children and 10 young people. Members voted unanimously to support the amended application for £2,000.
- Janice MacLeod and Area Partnership Health & Wellbeing sub group - Employment Dementia Friendly Community Worker £19,282.12. SB reminded members of the previous discussion on this and it was agreed to hold a vote to determine if members are supportive of how the MDMC was progressing and the work done to date. Members voted unanimously to support the work being progressed on behalf of the Health & Wellbeing sub group and congratulated JM and the sub group for all their hard work and hoped to see a further application in due course.
- Alister Hadden, Cleaning moss off the David Macbeth Moir Statue plinth. SB made members aware that an enquiry had been made by AH to carry out cleaning work to the above statue. While it was not yet known how much this would cost it was not expected to be a large sum. Therefore it was intended to ask members to vote in principal for this work to be carried out on the basis that the work would only be a few hundred pounds. Members voted unanimously to support this in principal.
- SB updated members on the progress of two projects that had been brought to member’s attention at the previous meeting on 4.10.21. These projects were to be funded from additional funding provided to East Lothian Council by the Scottish Government specifically to deal with food and poverty in communities as we move through the various transitions of the Covid pandemic. East Lothian Council have taken the decision to allocate these funds to Area Partnerships to agree the priorities for their area. SB added that meetings had taken

	<p>place with his team of Community Learning and Development Officers who working closely with the agencies and families had identified two urgent areas of need leading into the winter period. SB added that given the urgency to ensure delivery it had be necessary to seek the approval from the Chair to award these projects. IC took the decision as outlined in the area partnership standing orders for decisions urgently required to agree the funding for both these projects. There were several reasons for the urgency to fund these projects, the immediate need in the community, the availability of staff and organisations to deliver these initiatives and the limited time available to deliver these services within these budgets. SB made members aware that a vote would now be taken to ratify the decision of the Chair to award funding to these projects. Wallyford & Whitecraig Bite & Blether £6,300 and Healthy Meals for the Family £11,110. Members voted unanimously to support the Chairs decision in this instance.</p> <p>SB also updated members on the proposed Roads Participatory Budget (PB) project. SB explained to members that this project had previously been discussed and the identified five footway projects were:-</p> <ul style="list-style-type: none"> • Eskside West (New St to N High St) • Beulah • Mountjoy Terrace • Beach Lane • Links St <p>It was proposed that a vote would now take place among the community on these projects and that the project with the highest vote would be the project carried out.</p> <p>Following a detailed discussion on this issue members voted and the majority in this instance decided to return to East Lothian Council for them to choose the project with the highest needs assessment. SB agreed to do this. Following the meeting a discussion took place with Roads Service representatives and Eskside West (New St to N High St) was the project that was chosen to progress. The work on this project is currently programmed for the end of January 2022.</p>	
9. A.O.C.B		
	<p>Current Open Consultations on the East Lothian Council Consultation Hub</p> <ul style="list-style-type: none"> • Revenues Systems Customer Feedback Survey 2021 - East Lothian Council - Citizen Space (eastlothianconsultations.co.uk) • Phase 2 Learning Estate Review pre-consultation - East Lothian Council - Citizen Space (eastlothianconsultations.co.uk) • EAST LOTHIAN COUNCIL (HIGH STREET, ABERLADY) (PROHIBITION & RESTRICTION ON WAITING, LOADING & UNLOADING) ORDER 2021 - East Lothian Council - Citizen Space (eastlothianconsultations.co.uk) • THE EAST LOTHIAN COUNCIL (VARIOUS ROADS – TRANENT) (PROHIBITION & RESTRICTION ON WAITING, LOADING & UNLOADING ETC), VARIATION ORDER No.2 - East Lothian Council - Citizen Space (eastlothianconsultations.co.uk) <p>IC also mentioned the 2023 Review of UK Parliament Constituencies boundaries. Further information can be found on the link below.</p>	

	<p>https://www.bcomm-scotland.independent.gov.uk/?q=reviews/2023-review-uk-parliament-constituencies</p> <p>IC offered thanks for everyone's help, input and support over another challenging year and thanked everyone for their attendance at the meeting. He added that draft dates for 2022 will be sent out to members. He still intended for meetings to be on zoom until it is safe to meet face to face.</p>	
2022 Meeting Dates		
<p>Area Partnership meetings for 2022 are as follows:</p> <p>31-Jan 2022 14-Mar 2022 13-Jun 2022 22-Aug 2022 03-Oct 2022 28-Nov 2022</p>	<p>Apologies to be sent to Musselburgh-ap@eastlothian.gov.uk</p>	