



**Minutes of Musselburgh Area Partnership Zoom Meeting  
Monday 14<sup>th</sup> March 2022, 7.00pm – 9.00pm**

**Members (and substitute members) present:**

Iain Clark, Chair (IC)  
Cllr. Andy Forrest, Elected Member (AF)  
Alister Hadden, Wallyford Community Council (AH)  
Irene Tait, Musselburgh & Inveresk CC (IT)  
Barry Turner, Musselburgh Conservation Society (BT)  
Callum Maguire, Queen Margaret University (CM)  
Margaret Stewart, Musselburgh & Inveresk CC (MS)  
Natasha McInninie, Bridges Project (NM)  
Tanya Morrison, Whitecraig Community Council (TM)  
Janice MacLeod, Support from the Start (JM)  
Cathie McArthur, Vice Chair, Health & Wellbeing Network (CMc)  
Christine Shaffer, Levenhall TRA (CS)  
Emma Stewart, Musselburgh Churches Together (ES)  
Shona Blakeley, Musselburgh Grammar School Parent Council (SKB)

**Others in attendance:**

Stuart Baxter ELC Connected Communities Manager (SB)  
Shirley Gillie, ELC (SG)  
Jane Cummings, ELC (JC)  
Elaine Morrison, Manager of East Lothian Foodbank (EM)

**Apologies:**

Cllr. Katie Mackie, Elected Member (KM)  
Cllr. John Williamson, Elected Member (JW)  
Cllr. Stuart Currie, Elected Member (SC)  
Tina Pollock, First Step (TP)  
Linda Finlayson, Beach Lane TRA (LF)  
Rev. Aaron Moffat-Jackson, St Peters Episcopal Church Muss  
Tracey Redpath, Volunteer Centre East Lothian (TR)  
Veronica Noone, Fisherrow Sea Front Association (VN)  
Sharon Brown, Musselburgh Business Partnership (SB)  
Cllr. Fiona Dugdale, Elected Member (FD)  
Gaynor Allen, Musselburgh GS Parent Council (GA)

AGENDA ITEM	KEY DISCUSSION POINTS	ACTION
<b>1. Welcome , Introductions and Apologies</b>		
	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 was only used to prepare the minutes.	
<b>2. Conflict of Interest</b>		

	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.	
<b>3. Approval of Minutes</b>		
	Minutes from meeting 31.01.22 were approved by CS and seconded by NM.	
<b>4. Matters Arising</b>		
	IC advised any matters arising will be covered in the course of the meeting.	
<b>5. Sub Groups</b>		
	<p><b>Active Travel</b> – BT advised members that he was looking to set up a meeting to discuss the provision of a network of shared paths. The objective of this work is to integrate the wider path network into the Musselburgh Active Toun Proposals. BT added this network could consist of existing footways, widened existing footways and new footways. BT added that he hoped at the next meeting that members would be able to meet face to face, however if this is not possible then a zoom meeting would be arranged.</p> <p>BT informed members that his priority recently had been on the 20 minutes neighbourhood initiative and had sent a short paper to IC/SB for discussion. IC thanked BT for his work on this paper and assured BT that he would get back to him shortly on this.</p> <p><b>Health &amp; Wellbeing (H&amp;W)</b> – JM gave an update regarding the Musselburgh Dementia Meeting Centre (MDMC) and how this is progressing. JM advised she has arranged an event on 16.3.22 with a range of stakeholders including Lesley Milton at St Andrews Church who has agreed to host the MC for 3 mornings a week. In the longer term there is recognition that there would be a need to keep a look out for a larger venue for the MC due to the expected demand. JM updated members that funding had been secured for a Dementia Friendly Worker for the Musselburgh Cluster and a Intergenerational worker, although with a remit for East Lothian will focus on Musselburgh initially. JM also informed members that the H&amp;W sub group had also been looking at intergenerational work and Louise Wilson had carried out a consultation on the needs of adults with complex needs. This may lead the Health and Wellbeing group to consider their needs within the Musselburgh Area in 2022/23.</p> <p>SB asked JM to update members on the application to MAP for £5,000, this application had been previously sent to members. JM updated members and answered questions regarding the application. CS stated that it was unclear how the funding would be spent and asked JM if she had a breakdown of the funding. JM advised that the funding would enable a dementia friendly interior designer to involve those living with dementia and their carers plus the congregation to make Dementia Friendly changes both the interior and exterior of St Andrews High Church. JM noted that the MC space would be used by the Church at other times and required careful planning. It is hoped that the MC will start in May / June with the changes being made prior to the opening. The project would give an opportunity to gain dementia friendly environmental knowledge for the benefit of the wider community. JM also clarified that in the unlikely event all of the award was not used this would be returned to MAP.</p>	

CMc thought this was a positive project and that all the community would benefit from this new facility. JM confirmed that the existing Dementia café in St Andrews Church had been in place for 10 or more years and was very inclusive of all the community. NM asked JM how would the information be shared that has been gathered to help set up the MDMC. JM highlighted they would invite everyone along to visit the venue and share everything they had learnt and share the experiences, she also added that Lisa Olsson the strategy officer working with East Lothian Health & Social Care Partnership was also heavily involved in this project and would ensure all learning would not be lost.

Training will also be done and they will/have employed a person who will share all this. A good discussed took place. CM advised a lot of work has taken place to get the project to this stage and that this centre is for people with mild/moderate dementia. JM will keep members updated and would like to keep the momentum going. All continuing to work together. Voting will take place later in the meeting. IC thanked JM for all her hard work and time with this project.

**Communications** – IC advised that it was still intended to have the Communities Day on 10<sup>th</sup> September 2022 and a sub group meeting took place on 1.3.22 to discuss the focus for Communities Day. It was agreed that the focus would be on Covid Recovery. IC emailed members of the sub group a list of all contacts that had been previously invited to a Communities day. The purpose of this is to examine the list of attendees and to prioritise those groups with a focus on Covid Recovery, as it was unlikely that this year’s event would be able to accommodate the numbers seen in previous years. CMc asked how many groups had previously attended Communities Day. IC replied that between both venues over 55 organisations had attended the last Communities Day. IC informed members that the next meeting was to be held on 29.3.22 at 6.30pm, and asked that any members willing to assist or take part in this meeting contact him in the first instance.

**Sustainable Musselburgh (SM)** – IC informed members that GA had sent her apologies but added that he had met with her to discuss the Queens Green Canopy and that they are now looking to plant 80 fruit trees and nut trees in Lewisvale Park. He made members aware that ELC had been consulted and were happy with these arrangements and is currently looking into the funding available for this.

**Budget, Priorities & Scrutiny (BP&S)** – IC thanked members for coming along to the recent meeting which took place on 22.2.22 focusing on future priorities and evaluations. IC wanted to thank SB for all his hard work regarding the projects and budgets. IC highlighted the need to review the Musselburgh Area Plan (MAPI) and revise the current priorities and actions. IC will send out the current MAPI to members with suggested changes and asked members if they could also add their suggested changes and amendments. He added that the MAPI is a living document that needs regularly revised and refreshed. IC will arrange the next sub group meeting once he is aware of the new budget available to the Area Partnership, this will be sometime in April 2022.

<b>6. Chairs Report</b>																										
	<p>IC gave members an update regarding Project 21, which closed on 28th February 2022. A total of 16 projects had been funded at a sum of £6,685.37. IC added this was less than budgeted for but due to COVID restrictions some organisations are still not fully operational. IC confirmed that all successful projects will be given an evaluation form to complete later in the year and these evaluations will be shared with members. JC wanted to thank MAP members, Whitecraig Village Hub had applied for project 21 funding and had been successful. JC added that they had provided various taster sessions and that these had been well attended. JC stated that without this funding this work and the resultant positive outcomes would not have been possible.</p> <p>IC added that his current focus had been on projects, applications and resources, he had taken part in numerous meetings with SB to ensure MAP is on target as we approach the end of the financial year. IC thanked SB for all his hard work in helping to achieve this.</p> <p>IC stated that he hoped members would be able to meet face to face for the next MAP meeting on 13<sup>th</sup> June 2022, however he was aware that not all members may be comfortable with this and asked members for their thoughts on meeting face to face. Members agreed that a face to face meeting would be preferred as long as it was safe to do so. IC agreed to provisionally book MECCA for this meeting however a decision would be left until nearer the time. IC also confirmed that provisional bookings had also be made for the AGM in August. AF thanked IC for this information and for making him aware of this booking. IC also added that final arrangements would depend on Covid restrictions and final arrangements would not be made until nearer the time.</p>																									
<b>7. Connected Communities Managers Report</b>																										
	<p>SB gave members an update and breakdown of expenditure on this Year's General Budget. This included the following.</p> <table border="0"> <tbody> <tr> <td>Musselburgh Rugby Club -</td> <td>£8,000.00</td> </tr> <tr> <td>Eskmuthe Rowing Club</td> <td>£10,000.00</td> </tr> <tr> <td>Summer Planters</td> <td>£1,230.60</td> </tr> <tr> <td>Winter Plants</td> <td>£1,000.00</td> </tr> <tr> <td>Levenhall roundabout</td> <td>£10,474.00</td> </tr> <tr> <td>Project 21</td> <td>£6,685.37</td> </tr> <tr> <td>Whitecraig Christmas Lights</td> <td>£2,000.00</td> </tr> <tr> <td>Cycle Hoops at Fisherrow</td> <td>£323.00</td> </tr> <tr> <td>Bulb Planting Wallyford Pug</td> <td>£850.00</td> </tr> <tr> <td>Bins Musselburgh High Street</td> <td>£7,499.80</td> </tr> <tr> <td>Lady's Walk Footpath</td> <td>£25,800.00</td> </tr> <tr> <td>Speed Reactive Sign</td> <td>£6,236.96</td> </tr> </tbody> </table>	Musselburgh Rugby Club -	£8,000.00	Eskmuthe Rowing Club	£10,000.00	Summer Planters	£1,230.60	Winter Plants	£1,000.00	Levenhall roundabout	£10,474.00	Project 21	£6,685.37	Whitecraig Christmas Lights	£2,000.00	Cycle Hoops at Fisherrow	£323.00	Bulb Planting Wallyford Pug	£850.00	Bins Musselburgh High Street	£7,499.80	Lady's Walk Footpath	£25,800.00	Speed Reactive Sign	£6,236.96	
Musselburgh Rugby Club -	£8,000.00																									
Eskmuthe Rowing Club	£10,000.00																									
Summer Planters	£1,230.60																									
Winter Plants	£1,000.00																									
Levenhall roundabout	£10,474.00																									
Project 21	£6,685.37																									
Whitecraig Christmas Lights	£2,000.00																									
Cycle Hoops at Fisherrow	£323.00																									
Bulb Planting Wallyford Pug	£850.00																									
Bins Musselburgh High Street	£7,499.80																									
Lady's Walk Footpath	£25,800.00																									
Speed Reactive Sign	£6,236.96																									

	<p>Total £80,099.73</p> <p>Still to be committed from General Fund £19,900.27</p> <p>SB added that there were two applications that had been received and one application that was still expected. Members would vote on the application from JMc on the Musselburgh Meeting Centre. Members would vote by email on the application from Musselburgh Grammar School and the final application from St Andrews High Parish Church would be sent to members asking for a decision by email when it was received. The value of applications and the expected application is as follows:-</p> <table data-bbox="395 539 901 817"> <tr> <td>Musselburgh M Centre</td> <td>£5,000.00</td> </tr> <tr> <td>MGS</td> <td>£10,000.00</td> </tr> <tr> <td>St Andrews High Parish Church</td> <td>£8,500.00</td> </tr> <tr> <td>Total</td> <td>£23,500.00</td> </tr> <tr> <td>Deficit</td> <td>£3,599.73</td> </tr> </table> <p>Smarter choices smarter places match funding £3,000.00</p> <p>SB made members aware that if all projects were successful and costs remain the same this could result in an overspend of £599.73 however this could be managed by part paying one of the projects with the remaining funding on that project carried over until the new financial year. However this was all dependant on the outcome of member's votes.</p> <p>Road Project (£50,000)</p> <p>SB made members aware that the footway works at Eskside West (New St to N High St) were now complete with an expected expenditure close to the budget allocation.</p> <p>SB gave members an update on the additional Scottish Government funding that the Area Partnership were asked to prioritise. It was expected that the £30,000 Food and Welfare and the £6,250 Digital Inclusion budgets would be fully allocated.</p> <p>Amenity Services</p> <p>SB reminded members that it had been a difficult year for achieving the agreed Amenity Services projects and that while some projects had been completed including:</p> <ul data-bbox="443 1727 1246 1951" style="list-style-type: none"> <li>• Renew plants in High Street / Bridge Street Planters and Beach Terrace lane.</li> <li>• Revamp the Levenhall Roundabout with a variety of bulbs from snowdrops/ bluebells etc to have continuous colour through to summer wildflower.</li> <li>• Plant bulbs at Wallford pug</li> </ul> <p>That due to a number of outstanding vacancies and absences as a result of Covid it was no longer possible to deliver many of the remaining agreed Area Partnership Amenities projects.</p>	Musselburgh M Centre	£5,000.00	MGS	£10,000.00	St Andrews High Parish Church	£8,500.00	Total	£23,500.00	Deficit	£3,599.73	
Musselburgh M Centre	£5,000.00											
MGS	£10,000.00											
St Andrews High Parish Church	£8,500.00											
Total	£23,500.00											
Deficit	£3,599.73											

	<p>Projects now had to be focussed on work available to external contractors as listed below.</p> <ul style="list-style-type: none"> <li>• Station Road carpark area (Not achievable)</li> <li>• 2nd phase raised planters (Not achievable)</li> <li>• Supply and install new bins on High Street OK</li> <li>• Ravensheugh burn path (Not achievable)</li> <li>• Wallyford Gateway planter at the Cleugh (Not achievable)</li> <li>• Memorial path (Lady's Walk) OK</li> <li>• Ph2 Hope Place pathway(Not achievable)</li> <li>• Wallyford Albert Place woodland Ph4 (Not achievable)</li> <li>• Improving access at Wallyford bing (Not achievable)</li> </ul> <p>SB advised members of the Musselburgh Grammar School Intergenerational Skills Development Project application that had recently been sent out to members. He added that while no decision would be made tonight on this application and voting would take place by email. This was an opportunity for members to discuss this application. SB reminded members that the application was to bring together pupils and community members who can develop skills in gardening and beekeeping and take the opportunity to socialise and form relationships with an intergenerational café. SB also reminded members of the 3 highlighted outcomes of this project:</p> <p>Outcome 1: Five staff members will be trained to deliver SQA N5 Beekeeping to deliver to pupils. This will allow two cohorts of up to 20 pupils to gain this qualification each year on an ongoing basis. This qualification can teach pupils new innovative curriculum options whilst learning about and caring for their own community. The produce will be used to sell in an enterprise opportunity.</p> <p>Outcome 2: Three staff members will be trained to deliver SQA Barista Skills to enable a cohort of up to 20 pupils to be trained as Baristas at N5 level each year. The pupils trained will be able to serve invited community members in a café each week during one of their planned sessions.</p> <p>Outcome 3: Adult community members with a focus on those with dementia and with an interest in gardening and/or beekeeping will be able to join pupils in their quad garden area each week to share skills, conversation and friendship. This will allow young people to learn from others with additional skills and stories to share. It will also allow community members to meet and work with young people to show what they can contribute to their local community.</p> <p>A good discussion took place with lots of questions and suggestions. IC agreed to contact Nicola Watson to clarify these additional questions and report back to members.</p>	<p>IC</p>
--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------

	<p>Dementia Friendly Musselburgh Meeting Centre £5,000 JMc highlighted this project and answered questions earlier in the meeting. Members voted - 9 Yes – 1 Conflict – 2 No IC made the decision that although this was a quorate vote he would on this occasion ask members, who had not been able to attend the meeting or had experienced technical difficulties during the meeting that had impacted their ability to vote, the opportunity to vote on this project.</p> <p>IC added that SB’s work was a lot more than MAP and that he has responsibility for Community Learning &amp; Development, Community Centres and Youth Work. SB added that he had an excellent team working with him and thanked them all for their hard work. IC added that it had been a very difficult 2 years due to COVID and thanked SB again for all the hard work.</p> <p>IC highlighted the need for a vice chair/chair and confirmed he has had one note of interest for vice chair and will follow this up. IC asked members how they would like to move forward with advertising the position of chair. A good discussion took place and it was agreed that the position would be advertised along with the job description. IC confirmed this would be sent to members also to share as widely as possible.</p>	
<b>8. Consultation</b>		
	<p>IC advised members of the only current open consultation:- <a href="https://eastlothianconsultations.co.uk/infrastructure/the-east-lothian-council-wallyford-various-roads-o/">https://eastlothianconsultations.co.uk/infrastructure/the-east-lothian-council-wallyford-various-roads-o/</a></p>	
<b>9. A.O.C.B</b>		
	<p>AH highlighted that the planting at the roundabout at Levenhall and the Wallyford Pug had all been carried out by Amenities Services. SB thanked AH for the update.</p> <p>IC thanked everyone for their attendance and confirmed the next MAP meeting is the 13<sup>th</sup> June 2022 adding he was hoping to hold this face to face. SKB asked if hybrid could be looked at as she does not have childcare for a Monday night but would join the meeting by zoom if possible. IC agreed to investigate the possibility of holding a hybrid meeting.</p>	
<b>2022 Meeting Dates</b>		
<p>Area Partnership meetings for 2022 are as follows:</p> <p>13-Jun 2022 22-Aug 2022 AGM 03-Oct 2022 28-Nov 2022</p>		<p>Apologies to be sent to <a href="mailto:Musselburgh-ap@eastlothian.gov.uk">Musselburgh-ap@eastlothian.gov.uk</a></p>