

# North Berwick Coastal Area Partnership

## Minutes of the North Berwick Coastal Area Partnership Meeting Tuesday 18<sup>th</sup> June 2024, 7-9 pm North Berwick Community Centre & ZOOM

Voting Members present:	Substitute members present:
Hilary Smith, Chair (HS)	
Cllr Carol McFarlane, Elected Member East Lothian Council (CM)	
Cllr Liz Allen, Elected Member East Lothian Council (LA)	
Don McKee, North Berwick Community Council (DM)	
Brett Walker, Chair On The Move (BW)	
Fred McClintock, Dirleton Village Association (FMc)	
Sharon Wellwood, North Berwick High School Parent School Partnership (SWellwood)	
Frank Neate, Gullane Area Community Council (FN)	
Alan Fraser, Gullane Area Community Council, (AF)	
Janice MacLeod, Support from the Start (JM)	
Lorna Scott, Gullane Village Association (LS)	
Mitchell Stevenson, VCEL (MS)	
Alex Hutchison, NBC Bloom Group (AH)	
Alison Clark, Sustaining North Berwick (AC)	
Kirsty Towler, NB Environment Trust & Heritage Trust (KT)	

**Others in attendance:**

Doug Haig, Connected Communities Manager (DH)  
 Shirley Gillie, Unified Business Support – ELC (SG)  
 Laura Chant, Population Health Project Manager – NHS Lothian (LChant)  
 Derek Carter, Dirleton Village Association (DC)  
 Zena Trendell, Gullane Area Community Council (ZT)

**Apologies:**

Liz Forsyth, Aberlady Community Association (LF)  
 Mairi Benson, North Berwick Community Council (MB)  
 Carole Glover, North Berwick Coastal Community Connections (CG)  
 Kathy Duncan, Sustaining North Berwick (KD)  
 Katie Reid, Support from the Start (KR)  
 Nicky Fox, North Berwick Community Centre Management Committee (NF)  
 Sadia Ward, Aberlady Community Association (SWard)  
 Joyce Surfleet, North Berwick Day Centre (JS)  
 Kenny Millar, North Berwick Community Council (KM)  
 Paul McLennan, MSP

AGENDA ITEM	KEY DISCUSSION POINTS, DECISIONS  <i>Actions</i>	FAO

<b>1. Welcome, Introductions and Apologies</b>	
	HS welcomed everyone to the meeting. Round the table introductions were made and apologies were noted.
<b>2. Minutes Previous Meeting</b>	
	<p>The Minutes from the meeting held on the 30/04/2024 were agreed and accepted as a true and accurate reflection of the meeting.</p> <p>S Wellwood and L Chant highlighted issues regarding initials in minutes from 30<sup>th</sup> April 2024 for several people with the same initials. It was agreed to use the first initial and full surname when reporting in future minutes to avoid confusion.</p>
<b>3. Declaration Of Interest</b>	
	This is a standing item on the agenda. Please declare any conflict of interest when voting. There is one application being considered tonight and a late application to be discussed.
<b>4. Matters Arising</b>	
	<ul style="list-style-type: none"> <li> <p><b>Community Benefit Joint Themes:</b> DH advised that the Partnership had been allocated £600 from Community Benefits for food poverty. HS proposed this be given directly to East Lothian Foodbank who have taken over the emergency food provision element that was done by KR and the team of volunteers. This has just grown and grown since lockdown and the team have struggled to keep up with the increase in demand. There will still be a small pantry at the NBCC for emergencies. This will free up KR to now take forward various priority projects to support the community. DH agreed that he would ask KR to provide information on numbers that had accessed the service and costs involved.</p> <p><b>Members voted 11 YES 0 Objections/0 Abstain</b></p> </li> <li> <p><b>The Abbey Care Home:</b> BW advised that there had been swift movement with regards to the resurrection and transference of Directors at North Berwick Community Development Company. HS stated the current focus was on administration processes as apposed to developing projects. The Abbey Care Home Asset Transfer however was a priority that the company would be looking at due to critical time pressures. AC went on to say that the grounds of the Abbey were critical to In Bloom (greenhouses) and Herb Space. There are very few alternatives available that would provide suitable space for these valuable community projects. It was also noted that the ruins of the nunnery were of both local and national historic interest.</p> </li> <li> <p><b>Membership :</b> HS/DH advised that having a large membership had an effect on quorate, particularly when full members fail to attend. Fortunately this has not had an adverse effect in recent years. Members acknowledged that it was unacceptable for colleagues (Members) not to attend without apologies. Several Members went on to state that the previously muted three no shows without apologies should result in an automatic removal of membership. It was agreed that DH/SG would write to all existing Members and ask them to return by email their willingness to remain and advise of the three strikes proposal. Membership to be reviewed again at next meeting.</p> </li> </ul>
<b>5. Paul McLennan MSP</b>	

	LA advised during the meeting that she'd had a message to advise Paul McLennan MSP, was apologising for not being able to attend tonight's meeting. He had been inadvertently been held up.	
<b>6. Local Place Plans</b>		
	<p>HS advised not everyone was in a position to share their Local Place Plan just now. It was suggested that the AGM would be used as an opportunity for all Communities in the Coastal Ward to present.</p> <p>AF said that Communities were being pushed for information and actions that they were not equipped to provide eg: Potential sites for housing development. Several Members noted that the submission dates for Place Plans were critical if they are to contribute to LDP2 (Local Development Plan 2). Issues regarding land registry/use was to be taken back by Elected Members to ELC planning. DH advised that the NBC Ward was the only ward where all communities were producing Local Place Plans. DH/HS highlighted that the Local Place Plans would be used to inform the new Area Plan.</p>	
<b>7. Reports from Subgroups</b>		
	<p><b>NBC Children &amp; Youth Network</b>  JM advised that there had been a huge amount of work done to support activities for babies and children up to 12 years of age. The website is now live. Thank you to LS/GVA/MS for their help. GVA will host the website for just now. All the cluster schools have agreed to share relevant information with parents. It is hoped that the first referrals will be received soon. JM added they have linked in with Active Schools to ensure there are no duplications and are also working with Enjoy Leisure. JM and KR are already focussing on activities for the autumn term now. Information and application details are available by following the links below.</p> <p>Links to Website  <a href="https://www.gullanevillageassoc.com/get-into-summer-2024">https://www.gullanevillageassoc.com/get-into-summer-2024</a></p> <p>Link to funding page  <a href="https://www.gullanevillageassoc.com/summer-of-play-funding">https://www.gullanevillageassoc.com/summer-of-play-funding</a></p> <p>Facebook page  <a href="https://www.facebook.com/share/QBKz7vJED9eP89fU/?mibextid=LQQJ4d">https://www.facebook.com/share/QBKz7vJED9eP89fU/?mibextid=LQQJ4d</a></p> <p><b>NBC Health &amp; Wellbeing Association</b>  HS advised that the most important point regarding the Kindness Cooperative and the provision of emergency food relief had already been covered earlier in the meeting.</p> <p><b>Walking Festival</b>  Item not addressed.</p> <p><b>On the Move Group</b>  BW advised that the OTM group had supported a request from the community to look at reducing the speed limit entering North Berwick on Haddington Road (B1347) from 30mph to 20mph, matching the 20mph speed limit at the junction between Pilgrams Way, the entrance to North Berwick Nursery and the continuation of Haddington Road towards the DSD. BW hoped that the Area Partnership would support the motion and then look for support from the Community Council, North Berwick High School Parent Council and Law Primary Parent Council. Members voted as follows:-</p> <p><b>Voting for consensus to 20miles per hour</b>  <b>Members voted 14 YES 0 Objections/Abstain</b></p>	

BW expressed his frustration with the way in which the Partnerships Road's budget influence was now being managed, administrated and delivered. He highlighted the way in which he and community representatives had spent time over a two year period preparing a schedule of Roads related priorities in consultation with ELC Roads Officers. These priorities had been circulated and agreed by community representatives, the OTM group and the Area Partnership. Some of the priorities in relation to North Berwick were also echoed In the earlier Charette.

He highlighted the meeting that he had attended with DH and HS, where ELC Roads Officers had highlighted Roads budget constraints and the Members Library service report that outlined the changes as to how Area Partnerships would now have influence on the Roads Capital Programme.

**Post meeting note:-**The below extract in italic is taken from the Members Library Service Report dated 28 March 2024 and outlines the way in which Area Partnerships will now have influence on the Roads Capital Programme.

*3.12 Area Partnerships will receive £315,000 in general services funding compared to £350,000 in 2023/24. This equates to a 10% cut in general service funding. Additionally, Area Partnerships are able to influence £600,000 Amenity Services Budget through influence over priority project requests in the deployment of Landscape and Countryside workforce and machinery, and £300,000 Roads Capital Programme spend through the setting of the Roads priority works programme.*

*3.13 The Roads Service produces a works programme which sets out the planned capital works for both its internal and external workforce. This is based on schemes which have been identified through the needs assessment process and those projects ranked highest are included within the operational programme. The Roads Service will share the works programme with the Connected Communities Managers and Area Partnerships. This will identify the priority projects included in the operational programme as well as those schemes that are not on the priority list but are projects that the service would be looking to undertake in the future. It is these projects, alongside other local priority projects determined by Area Partnerships, that Area Partnerships can influence the Roads Service for inclusion in future works programme where possible and or when funding becomes available.*

As a result of the above, the following Road schemes have been identified as suitable for consideration under the influential Roads budget spend for this current financial year by East Lothian Council Roads Service.

- Main Street @ Village Green, Dirleton – Street lighting upgrade – Estimated cost £25k
- B1345 (Whole Village), Drem – Carriageway Resurfacing – Estimated cost £65k
- Hummel Road, Gullane – Carriageway Resurfacing – Estimated cost £65k
- Balfour Street, North Berwick – Carriageway Resurfacing – Estimated cost £15k

The only project presented by ELC Roads Officers that was in line with the Community consultation and priorities exercise highlighted above was the Dirleton Street Lighting project. DC did a short presentation outlining the lighting issues on the village green and the outdated and inadequate lighting that was now beyond repair. After much discussion Members voted as follows:

	<p><b>Dirleton Lighting</b>  <b>Members voted 13 YES 0 Objections/Abstain</b></p> <p>HS agreed to take forward questions and concerns raised directly with relevant Roads Officers.</p> <p><b>Support from the Start</b>  Item wasn't addressed due to the absence of KR.</p> <p><b>Volunteer Centre East Lothian VCEL</b>  MS wanted to reiterate what services VCEL can offer. He advised that the member of staff who dealt with Community Engagement/ Community Asset Transfer had moved on, but added VCEL now have a new TSI Lead – Jane Ogden Smith. MS advised that VCEL were now producing Pod Casts. Two episodes have been published to date and are available on VCEL website and Spotify. MS was looking for new content, and anyone who knows volunteers who would love to share their stories, please get in touch.  A Food Friendly Network event is being held next Wednesday. East Lothian Poverty Question Time Hustings will take place on 26.6.2024 at the Fraser Centre in Tranent. Please sign up using the QR code on the leaflet (circulated during the meeting) or on the Pennypit website. Please also send in any questions you would like mentioned.</p> <p><b>NHS Lothian</b>  LChant advised that she was happy not to provide an update at this time. She felt that perhaps other items on the agenda were more of a priority than the information she had to share.</p>	
<b>8. Reports from Community Councils</b>		
	<p><b>Gullane Area Community Council</b>  Item not addressed due to time constraints.</p> <p><b>North Berwick Community Council</b>  Item not addressed due to time constraints.</p>	
<b>9. Reports from Village Representatives</b>		
	<p><b>Aberlady Community Association</b>  LF advised in an email prior to the meeting that due to the AGM there had been no time to prepare and submit a report. She however advised that she will send in a report for next meeting</p> <p><b>Dirleton Village Association</b>  Item not addressed due to time constraints.</p> <p><b>Gullane Village Association</b>  <i>Post meeting note:- LS of GVA submitted the below report prior to the meeting. Due to time constraints, the report was not presented during the course of the meeting.</i>  <b>GULLANE VILLAGE ASSOCIATION REPORT – June 2024</b></p> <ul style="list-style-type: none"> <li>The GVA's AGM will take place on 25<sup>th</sup> June. Members are being enticement to attend with a guest speaker Tom Nelson, a retired Director of Forensic Services in Scotland having served 41 years working in Northern Ireland and in Scotland. He will explain some the major Forensic Science advances and how they have unlocked many major Police investigations over the years.</li> </ul>	

- A meeting with Doug Haig will be held on 18<sup>th</sup> June to discuss the recently received draft 1 year lease of the Recreation Hall in order to discuss the concerns highlighted by the trustees in the hope of moving forward with an agreement.
- Gullane Youth Club now averages 25 young people attending each week and the GVA has helped secure donations towards its running from Little Big Screen and hopeful of additional funding from the Gullane Food & Drink Festival towards food related activities.
- We have completed funding for a couple of Big Belly Bins for the village. This is following on from the success of the North Berwick project and has been supported by East Lothian Council, with donations to the GVA and money received from Gullane Area Community Council, NB Coastal Area Partnership, the NB Rotarians, Aberlady & Gullane Parish Church and this week £540 donated from the Gullane Food & Drink Festival towards the project. Replacing old bins, no longer fit for purpose, should see both the Old Smiddy & kids play area on Goose Green rubbish free and return to enjoyable green spaces for all to enjoy.
- Using the sewing machines funded by the Community Council, 2 blocks of 6 weekly Beginners Sewing Sessions have been completed with enthusiastic new sewers completing 5 projects throughout the course. The sessions are taught free of charge by 2 of our trustees & a GVA member and therefore raising additional funds for future projects. The next block will begin in the Autumn.
- On the GVAs invite, this summer sees Katie Reid from ELC North Berwick return to run 3 free Science, Technology, Engineering, Art, and Maths fun sessions for children to enjoy. These have been a great success in previous years.

**Whitekirk Village CIC**

No Update available.

**10. Budget Report**

DH shared the below General Budget slide during the discussion on the application from Aberlady Community Association.

NORTH BERWICK COASTAL AREA PARTNERSHIP 2024/2025 BUDGET PRIORITIES				
Budget Allocation 2024/2025				
	A	R	G	
	Amenity Services	Roads	General £45K	Holiday Hunger/Food Poverty £3,000 & £600
Project	£100,000	£50,000.00	£45,000.00	£3,600
Fringe By The Sea - Free Fringe			£2,500.00	
GVA Big Belly Bins			£2,000.00	
			<b>£4,500.00</b>	<b>Total spend before tonight's applications</b>
Aberlady Comm Ass - Public Toilet Facility Maintenance			£314.00	
Muirfield riding Sstables -			£2,000.00	
			<b>£2,314.00</b>	<b>Total of tonight's applications</b>
<b>TOTAL</b>	<b>£</b>	<b>£</b>	<b>£ 6,814</b>	
	-	-		
<b>BALANCE</b>	<b>£100,000.00</b>	<b>£50,000.00</b>	<b>£38,186.00</b>	

**11. Applications General Budget 2024/2025**

HS thanked everyone who had returned their scores which provided a framework for the discussion tonight.

The following applications were discussed:-

	<ul style="list-style-type: none"> <li>• Aberlady Community Association – Public Toilet Facility Maintenance £314 <b>Members voted 14 YES 0 Objections/Abstain</b></li> <li>• Muirfield Riding Stables - £2,000 Members chose not to consider the application on the following grounds:- <ol style="list-style-type: none"> <li>1. Late submission.</li> <li>2. Submission criteria not met.</li> <li>3. How much funding already secured unclear.</li> <li>4. Evaluation/benefit of previous years participation unclear.</li> <li>5. Supporting documents not submitted.</li> <li>6. Form poorly completed.</li> <li>7. Members did not wish to appear to be lacking in due diligence and view all applications against the same criteria.</li> <li>8. No one present to support applications.</li> <li>9. Members can only assess an application on the information presented.</li> <li>10. Given participation in previous years event, questions were raised as to why fundraising and planning for participation in this years event had not started sooner.</li> </ol> </li> </ul> <p>During the course of the two applications being reviewed by Members, questions, comments and queries were raised with regards to the Scoring Card and how the criteria on the card related to the current Area Plan and to individual applications. HS advised that she welcomed suggestions on how the current system of scoring could be improved. She also stated that scoring and comment in advance of the Partnership meetings assisted with the scrutiny process prior to voting taking place. Members suggested that the new application form needed further review and amendment as they felt that it was still too wordy for those unfamiliar with application forms. This was supported by those round the table who had themselves submitted applications in previous years. Members also suggested that the application form and draft minutes be available on the Councils website. DH agreed to feedback to Connected Communities Managers.</p>	
<b>12. A.O.C.B.</b>		
	No other matters.	
<b>Dates of Next Meetings</b>	<b>2024 Meeting Dates</b> 24/09/2024 APM, 12/11/2024	Apologies to <a href="mailto:nbc-ap@eastlothian.gov.uk">nbc-ap@eastlothian.gov.uk</a>