

**Minutes of the Gifford Community Council meeting held
on 12th February 2018 in the Todrick Room, Gifford Village Hall**

Present	Jo Allen (Chair) Mark Hardy	Nick Morgan Adam White	David Griffiths Andrew Hamilton
In Attendance	Councillor Shamin Akhtar 6 members of the public	Councillor Tom Trotter	Sandy Baptie, ELC
Apologies	Craig McLachlan Councillor John McMillan	Wendy Ferguson Councillor Brian Small	Eric Thomson

1 Minutes of Previous Meeting

The minutes of the meeting of 8th January 2018 were agreed as correct. Proposed Adam, Seconded Dave.

2 Matters Arising

- 2.1 2.1 Jo has arranged defibrillator training and opened it up to the communities at Humbie and Garvald. It will be held on the evening of 28th March (exact time to be confirmed). The Scottish Ambulance Service will be running the event, which is called Heart Start. Jo will finalise arrangements. **ACTION: JA**
- 2.2 2.3 Dave has looked at the signs on Station Road and reported that there are already two signs warning about the bridge. He noted that one was covered by branches of a tree. Jo will contact the Council and ask for the tree to be cut back. **ACTION: JA**
- 2.3 2.4 Concern was raised about the Pyat Shaw planning application. Because various concerns had been raised, it was understood that Councillor McMillan was to call the application in and arrange a meeting to discuss it. However, this did not happen and planning permission has been granted.
- 2.4 2.5 The Edinburgh and Lothian Greenspace Trust has been in touch with Adam.
- 2.5 2.7 Craig has apologised, but he hasn't written a letter about the hedge that is growing onto the private lane below Park Road. He will endeavour to do it. **ACTION: CM**
- 2.6 2.8 Dave has phoned the company about the ATM producing copious receipts. An engineer will come out and look at it.
- 2.7 2.9 Rita has received payment for the plants she put in the village gateway planters.
- 2.8 3.2.3 Councillor Akhtar reported that the Council had received 55 responses to its consultation on the Provision of Education Bill. A number of people have also responded directly to the Scottish Government. The Council now has a clear direction for its response to the Scottish Government. It is felt that the Bill proposes to add more duties, which is too much. ELC will contact all MSPs to let them know the views from East Lothian.
- 2.9 4.1.2 Dave reported the street light on Lillies Lane and it has been repaired.
- 2.10 7.1 There have been no more reports of people being in gardens in Walden Terrace.

3 External Reports

3.1 Police: No report had been received from the police.

3.2 East Lothian Council:

- 3.2.1 Councillor Akhtar informed the meeting that the Council will be setting its budget tomorrow. Initially East Lothian had the fourth biggest cut across Scotland in its Scottish Government settlement. A mistake was noted and each authorities' settlement was recalculated, which improved things slightly. Then the SNP and Greens came to an agreement which resulted in an extra £2m. This is better, but still not good. The settlement amounts to around 70% of the Council's budget. Community Charge, which raises about 23% of the budget will be going up by 3%. It is proposed to increase funding for adult social care. There will have to be a number of cuts and increases in charges and many difficult decisions to be made.
- 3.2.2 Councillor Akhtar reported that the post of Head Teacher at Yester is about to be re-advertised. She fears that the increase in management duties is putting off many applicants.
- 3.2.3 Councillor Trotter said that there will be an opportunity to compare the SNP and administration budgets after tomorrow. At the Council's previous meeting the extra £2m hadn't been announced, and he agreed that these are difficult times.
- 3.2.4 Councillor Trotter said that the Antisocial Behaviour Team are a useful resource for solving some issues. It was agreed that the team have successfully dealt with some problems in the past.
- 3.2.5 Councillor Trotter reported that some speeding tickets have recently been issued in the area and speeding will continue to be monitored.

4 Internal Reports

4.1 Roads, Lighting and Signs:

- 4.1.1 Dave reported that there are a number of potholes in the area due to the winter weather. He has reported several of these and some of them have been repaired.
- 4.1.2 There are no new problems with the streetlights.
- 4.1.3 The gullies are still full of leaves despite having been reported to the Council.
- 4.1.4 The signs for the building work at Yester House are still up on the green. Nick is meeting Sandy Stewart tomorrow, so he will ask him if they can be taken down. **ACTION: NM**
- 4.1.5 Dave has phoned the Council about some grit bins that need to be cleaned out and refilled with salt.

4.2 Planning: There are four applications this month:

- 4.2.1 18/00058 BT cabinet on The Square. There was concern about the aesthetics of putting this cabinet on the grass at the side of The Square. Nick will contact the planning department to say that the Community Council is not happy with the location and to ask if a different location can be considered. **ACTION: NM**
- 4.2.2 Nick informed the members of the public that if they have concerns about a planning application they should send an objection to the planning department. If the Community Council objects on behalf of various people it only counts as one objection. It would be more effective if all of the individuals sent in objections.

- 4.2.3 18/00074 Installation of 15 telegraph poles for the supply of super fast broadband. There was discussion about this application. Some of the telegraph poles were in quite prominent positions. It was not clear if there will be cables running between the poles. If BT are installing a cabinet elsewhere in the village, are these telegraph poles necessary, or will the two rival companies be putting cabinets and telegraph poles across the village. Nick will contact the planners and ask if the applicant can give more details to the Community Council.

ACTION: NM

- 4.2.4 18/00039 Change of use from public space to garden ground. The documents for this application are not on the planning web site. Nick will contact the planning department to ask for more details.

ACTION: NM

- 4.2.5 18/00058 Extension to house in Walden Drive. No concerns.

4.3 Finance:

- 4.3.1 Andrew reported that the balance is £8,420.
4.3.2 There should soon be additional funds from East Lothian Council.

4.4 Area Partnership:

- 4.4.1 The last meeting was on 25th January. There were six funding applications considered. Four of them were from the Education budget.
4.4.2 The Area Partnership agreed to give funding to the Gifford Lunch Club. The members of the partnership made many positive comments about the scheme.
4.4.3 Nick has produced a leaflet of Paths around Haddington and showed a draft of a Paths around Gifford leaflet, which the Area Partnership is funding.
4.4.4 Two picnic benches have gone into the park. There will be three metal benches going into the park and a further four put on the path network around the village. The existing timber benches in the park are to be refurbished and put above the park.

4.5 Lunch Club:

- 4.5.1 There were 30 people at today's Lunch. There are now 36 members.
4.5.2 A programme for the coming year is being prepared.

4.6 Community Woodland:

- 4.6.1 The non-native trees have mostly been felled. 2,500 trees are to be planted in the woods.
4.6.2 Volunteer days have continued with clearing ditches and planting trees.

5 Resilience in our Communities

- 5.1 Sandy Baptie, ELC's Emergency Planning and Risk Manager attended the meeting to update those present on the Council's Resilient Communities initiative. At a previous meeting, in 2014, Sandy had suggested each community could produce a community emergency response plan. Although this is best practice he acknowledged it can be very time consuming. He offered to assist any member of the Gifford CC to produce such a document He also suggested that producing an Asset register featuring quick reference guide to residents in the community who could use their skills at short notice would be a great advantage. An example of removing large trees blocking roads was given when local farmers would be able to assist by cutting them up using a chain saw and removing them. Another example is using owners of 4 wheel drive vehicles to assist those most vulnerable such as taking the elderly to the doctors in extreme weather conditions. To work more closely with Sandy he hoped that the Gifford CC appoints a Single Point of Contact (SPoC) and deputy SPoC to work with him and be the conduit for any

information he wishes passed to the community at large. He didn't think this would be an onerous task but would provide further re-assurance for the community. Sandy asked for the CC to consider these two positions and provide him with the outcome.

- 5.2 There will be a workshop this year at the Brunton Hall on Saturday 27th October. All CCs and TRAs will be invited to send at least two representatives. This event will feature several scenarios for open discussion with many partner agencies in attendance including the blue lights. The scenarios will cover emergency response, events planning (SAG process) and counter terrorism. A buffet lunch will follow allowing for networking and hopefully the SPoC and deputy to meet other CCs such representative's. More details will be issued before the event. Sandy would appreciate those who will attend to provide him with their contact details.
- 5.3 Currently Sandy sends out updates by e-mail to Community Councils and other groups relating to risks approaching, such as severe weather and/or utilities failure. He also uses the process to provide re-assurance when indeed the weather is not expected to be as bad as predicted widely on the media. A new Emergency Alert system has been developed that allows Sandy to send out urgent text messages simultaneously and urgently to an infinite number of residents. It would be best for Sandy to have the Resilient Communities SPoC and deputy SPoC mobile phone numbers, subject to the Data Protection Act Sandy would add these numbers to the list on the alert system so speedy communication could be achieved if necessary. This would be in addition to the current communication process. Sandy asked for feedback on this request.
- 5.4 Sandy talked about various ways that communities can help vulnerable residents. One such method was for vulnerable members of the public, particularly the elderly, to be issued with an A4 coloured hand they could place in their window if they were in need of assistance during an unexpected emergency and/or severe weather. Sandy could work with the SPoC/deputy SPoC on this initiative if the CC wished to progress it.
- 5.5 Sandy explained that should an emergency take place in our area, such as a prolonged power cut, then residents could be evacuated to the nearest pre-determined Rest Centre. ELC are responsible for arranging transport. ELC has trained staff to manage and 'run' all pre-determined Rest Centres who will work closely with the Salvation Army and British Red Cross .He also pointed out that village halls could be designated as "Rest Centres" and could be furnished with "Ready Boxes" which could help during an emergency and be staffed by local residents perhaps because ELC were unable to reach these facilities and/or they were involved elsewhere due to the enormity of the incident. There may be funding for the 'Ready Boxes'. He asked if any residents would be willing to participate in Rest Centre Training in the future, that ELC Rest Centre trained staff would run Sandy highlighted a Rest Centre Exercise which will take place on Tuesday 26th June 2018 in the Corn Exchange, Haddington and the Bleachingfield, Dunbar and that he was looking for volunteers to take part to play as 'evacuees'— He would appreciate names and contact details for those people willing to take part so further information on the day's activity can be circulated.
- 5.6 There is an East Lothian Council app - My East Lothian - that has links to many services offered by the Council and allows issues to be reported. Sandy recommends looking at the My Communities - Ready Scotland web page <https://www.readyscotland.org/my-community/> for more information on resilient Communities.
- 5.7 Sandy also talked about the Council's Counter Terrorism Policy In relation to Counter Terrorism he highlighted that East Lothian remained a very safe environment and that there was no known risk. However, the message has to be to remain vigilant and follow the UK Governments advice to 'run, hide and tell' if anyone is unfortunate enough to be involved in any incident as unlikely as this is. He recommended downloading the Citizen Aid app that deals with such attacks and also contains excellent information on all first aid matters and much more, regardless of its connection to terrorism. Sandy explained that All Local Authorities have a statutory obligation to follow the Prevent strand of the Contest Counter Terrorism strategy.

This strategy is aimed at all members of the public, including children, remaining vigilant and reporting any activity that they think may be related to radicalisation. Observing someone looking at extremist propaganda on a computer is an example. Extremism can be sectarianism, religious extremism, extreme right/left wing prescribed groups etc. .All ELC staff have received training in this area as have children through their schools. It is about providing re-assurance and identifying anything suspicious before it materialises into something more sinister. Sandy further explained that 'food fraud' has become a big concern and that criminals were using it to fund criminal activity and money laundering. If anyone has information on Food Fraud they should report it to the ELC Protective Services using the process through the ELC website and/or the ELC app. If they wished to remain anonymous they should report it through Crime Stoppers.

6 Traffic Calming

- 6.1 Nick had received a plan and technical drawing from Marshall Greenshields that afternoon. He also sent contract details for someone who can carry out the safety audit.
- 6.2 The next stages will be to have a safety audit undertaken, inform the Council of the outcome and, if there are no issues, to then hold a further consultation to gain approval for the more detailed plans. Nick will ask the consultant for a price to undertake the safety audit.
ACTION: NM
- 6.3 Wendy has been in touch with Steph Kerr at ELC who has offered good advice about how to undertake a public consultation.

7 Cycle Events

- 7.1 Sandy also gave information about the Council's Safety Advisory Group (SAG), which encourages organisers to follow the correct processes and put safety of all, first and foremost. The Council are keen to encourage events, but want them to be safe. By completing safe events other organisers will be encouraged to use east Lothian in the future.
- 7.2 Organisers can download an application form from the Council's web site. For larger events they may be asked to attend a meeting with the SAG when all aspects of the event will be discussed to ensure safety. Advice will be given at a SAG from many agencies including the 'blue lights'.
- 7.3 Organisers are encouraged to ensure they are covered by insurance.
- 7.4 It is an outcome of the SAG that organisers will be able to learn from previous events to improve the safety of their own event.
- 7.5 It has been noticed that there are posters in the Coop and Hoggs about a road race that the Edinburgh Cycle Club will be organising. This will be a loop around Gifford and Bolton. Two races will be run simultaneously, the longest of which is 65 miles.
- 7.6 Contrary to what was agreed last year there has been no communication with the Community Council. Jo has raised the many concerns about previous events with Derek Oliver.
- 7.7 Sandy stated that his first line manager, Derek Oliver is meeting with the organisers of the event prior to the SAG meeting.
- 7.8 It was noted that there were no complaints following Iron Man, The Tour or Britain or the Poppy Scotland event. These had all been well organised and hadn't caused any issues.
- 7.9 Counillor Akhtar will chase up Jackie Gardiner and Susan Smith who have not responded to Jo's e-mail.
ACTION: JA

- 7.10 Contrary to the economic argument, the businesses in Gifford, other than the coffee shop, report a downturn in business on race days. Many customers turn away because of congestion a lack of parking.
- 7.11 The many issues reported by residents of the village have been passed on to the council multiple times. Sandy said that the new system should allow organisers to work with communities and ensure that the event does not have a negative impact on the community. He asked that we should be patient and hopefully there will be improvements this season. Sandy will ask Derek Oliver to put the organisers in touch with Jo. **ACTION: SB**
- 7.12 A member of the public asked why ELC's logo was on the posters for the cycle race. Sandy responded that it should not be there as the event is not supported by the Council. He will take this up with the organisers.
- 7.13 Councillor Small said that the PPRC meeting will be discussing events planning on 21st February. Jo is also going to a meeting on 14th February and she will make other Community Councils aware of this.
- 7.14 It was noted that no one from the SAG attends the events to monitor how well they are organised. Jo said that we will send feedback about the event to the SAG. It was also suggested that it would be useful if the police attended the event to see how it is marshalled.
- 7.15 Sandy highlighted that although the SAG would not normally attend an event, if there were any disorder incidents Police Scotland should take action as they would at any other time.

8 Correspondence

- 8.1 We have received an e-mail inviting us to a meeting on 14th February organised by the Association of Community Councils to discuss the future roles of Community Councils. Jo will attend. **ACTION: JA**
- 8.2 We received a letter from the Provost about a "Design a flag for East Lothian" competition. He has asked us to put up posters in various locations.

9 AOCB

- 9.1 Jo has received statistics from the Gifford Village web site. She will ask a colleague to take a look at them. **ACTION: JA**
- 9.2 Jo had received a request from a member of the public to ask if the Community Council would consider a skate park in the Bleachfield near the youth "thing". She will respond that we are not against it, but they would have to consider how it could be taken forward and funded.
- 9.3 There have been a few complaints on Gifford Families about dog fouling near the play area and park.
- 9.4 A member of the public asked about the lime tree that has been taken down on The Avenue, will the mess be cleared up and will another tree be planted to replace it? It is believed that a sapling is to be planted next month. Jo will contact Mike Foy to ask about this and put an update on the web site. **ACTION: JA**
- 9.5 The Community Council was asked if it would consider making a donation to the Duke of Edinburgh scheme to help fund the hire of a mini bus. Andrew will contact Kim White about this. **ACTION: AH**

10 Date of next meeting - 7:30 on March 12th 2018 in the Todrick Room, Gifford Village Hall.