

GARVALD AND MORHAM COMMUNITY COUNCIL

Minutes of Meeting, 5 February 2018
7.00pm - Garvald Village Hall

1. Attendance and Apologies for Absence

In attendance: Penny Short (Chair), Phillip White (Vice Chair), Ian Middlemass (Treasurer), Ian Smith, Anna Derricourt, Kelly Burns (Garvald Hall Rep), Davie Murray (Morham Hall Rep), Councillors John McMillan and Brian Small, Sandy Baptie (ELC) and PC Lorna Bairden

Apologies: Councillor Shamin Akhtar

2. Minutes from Previous Meeting and Matters Arising

Minutes has previously been approved by e-mail and subsequently distributed by e-mail/internet.

Matters Arising

'Welcome' Road signage for Morham

Councillor McMillan to pursue this.

ACTION: Councillor McMillan to advise at next meeting

Possibility of '20' speed limit sign being installed in centre of Garvald village

Councillor McMillan advised that a Private Members Bill will be read in Parliament at the end of March to ensure that all villages have a 20 speed limit and so in the meantime no limits are being implemented until this bill is read.

ACTION: Councillor McMillan to advise at next meeting

School bus stop at Morham

All three Councillors present at the December meeting were asked to speak to Ross Prentice to ask if the bus could drive up to Mainshill Steading (as it had done in the past). Only Councillor McMillan had done so and he advised that Prentice Coaches were "thinking about it".

3. Presentation by Sandy Baptie, ELC'S Emergency Planning & Risk Manager on Resilience in our Communities

Sandy gave an informative presentation on new initiatives for Resilient Communities. He explained how important it was for communities, especially rural ones such as ours, to have a response plan in place in case of any unexpected event and/or emergency. Even a simple asset plan, such as how for example farmers locally could help if a tree fell down and blocked a road, by providing their contact details for quick reference taking into account the Data Protection Act. Sandy asked if Garvald and Morham Community Council wanted to take part in this Resilient Communities Initiative and, if so, to nominate a Single Point of Contact (SPoC) and Deputy SPoC. Sandy further

explained the new Emergency Alert system ELC now has and how it could be used to contact immediately and simultaneously many responsible members of the public who could also be the SPoC and deputy SPoC. It was agreed that the CC thought this was worthwhile and Penny was happy to take this on and another volunteer was requested to deputise.

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, which is the Corn Exchange in Haddington. 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 Garvald or Morham halls could also be designated as "Rest Centres" and could be furnished with "Ready Boxes" which could help during an emergency and 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 hall representatives would be willing to participate in Rest Centre Training in the future, that the ELC Rest Centre trained staff would run, but the CC were unable to answer on behalf of both Hall Committees. Sandy also spoke about the Resilient Communities workshop which will be held on Saturday 27 October 2018 and encouraged members to attend. A number of scenarios will be prepared and presented to be discussed with lunch thereafter allowing for some networking. Penny and Rufus had went along to a similar event in 2014 and reported that it was very interesting and informative. He also spoke about a Rest Centre Exercise which will take place on Tuesday 26th June 2018 in the Corn Exchange, Haddington and that he was looking for volunteers to take part to play 'evacuees'— He would appreciate names and contact details of anyone willing to take part so further information on the day's activity can be circulated. He also advised that there was a lot of good information and advice on the Scottish Government Ready Scotland website and the Myeastlothian app. He encouraged residents to download the East Lothian Council app and navigate through it to identify all the information available and not just related to resilient matters.

Sandy also explained that he was the co-ordinator of the Council's Strategic Safety Advisory Group (SAG) process and that anyone organising any local events needed to complete the relevant paper work, found through the East Lothian Council website and/or the app at least 12 weeks before an event was planned to take place to ensure that all regulations concerning risks, health and safety insurance, licensing road closures were covered. This group can be contacted by email on events@eastlothian.gov.uk and further advice can be found in a document on www.eastlothian.gov.uk in the "Council and Government Section" under "Events and Festivals" entitled "Advice and Support for Planning Public Events". Penny advised that she had undergone this process last year when organising the Fun Day and it was not at all onerous.

ACTION: A volunteer is required as deputy for the Resilient Communities Single Point of Contact (SPoC) should an unexpected event or emergency situation arise.
The SPoC and deputy to provide Sandy with their mobile phone numbers to be used in the new ELC Emergency Alert process subject to the Data Protection Act.
All CC members to consider attending the workshop on Saturday 27 October and will let Penny know if they wish to attend.

All CC members also to consider joining the Rest Centre Exercise on Tuesday 26th June 2018 and will indicate their interest to Penny.
Hall Committees to be informed of the Rest Centre Initiative (via the Hall Reps)

4. Update from PC Lorna Bairden

Lorna brought the Police Report with her but there was nothing relevant to Garvald or Morham. She advised that she had spoken to the site manager regarding the traffic at Nunraw Tower and also spoken to Fr Mark at Abbey regarding ongoing work and subsequent traffic and advised that if there is still an issue in a month's time to let her know and she will arrange for an officer with a speed gun to attend. Anna raised a concern about speeding in Morham while school children were walking to the bus stop and this was noted by PC Bairden.

5. Vacant Post on Community Council

Penny advised that one application had been received from Kelly Burns who was currently the Garvald Hall Representative. The Community Councillors had already received this application for their consideration via email and unanimously agreed to offer the position to Kelly. Kelly agreed to take over the position as Secretary and will take up these duties at the next meeting.

6. Update on Defibrillator at Garvald

Phillip advised that plans had been lodged with the Council and the application was now online. The process should take under 12 weeks. A discussion took place regarding funding to pay for the defibrillator and it was agreed to apply to the Windfarm Fund (CR2). The final cost of buying and installing the defibrillator would be:

Planning	£101
Drawings	£200
De-Fib	£861.25
Box	£480.00
VAT	£268.25
Total	£1910.50
Training	£192.00
Final Cost	£2102.50

7. Update from Ian Middlemass, Treasurer

Fred Olsen had advised that the yearly amount the CC receive is:
CR2: £22,425 + September indexation
CR3: £10,350 + February indexation

The CR2 fund with September indexation and carry over of approximately £6,000 from last year was sitting at £33,906. The CR3 fund had £50 carried over from last year and so the total should be £10,400 (excluding indexation which should be paid in February). Ian advised that a cheque had been written for the Planning Application fee for the defibrillator which came to £101.00. Heidi Ingram, who voluntarily administers the Garvald Website, had paid the annual renewal fee for the Garvald.org.uk website domain name which was £7.50 and a cheque was written for that amount. This is separate to the website hosting fee. Penny advised that, after consulting the CC via email, she had purchased a bottle of champagne and chocolates to present to the retiring Head Teacher of Yester Primary School on behalf of Garvald & Morham Community Council at her Retiral Reception on Friday 2 February. This had come to £41.99 and a cheque was written for that amount.

8. Update from Phillip White, Funding Rep

It was agreed to apply to the CR2 fund for the cost for the coach for the Christmas Theatre trip of £295. Phillip advised that two new applications had been received. The Garvald (Papan Bank) Woodlands Project applied for a further £6,000 following their application last year for the same amount. The Committee approved this application noting that there will be subsequent applications in the future to cover the final cost. Members raised the possibility of looking into cheaper quotes and this was agreed. An application had also been received for Louisa Stoddart of East Lothian Swim Club to attend a camp. This would cost £900 and the CC agreed to fund £250. Phillip advised that a Garvald Church Roof Committee had been set up and were looking at £122,000 required for church roof repairs, heating, insulation etc. The CC have already committed £10,000 which will be used for match funding applications. He also advised that the Morham Dig project was moving forward and that we may be approached for funding in the future.

All CC members had been asked for suggestions on the best way to spend funds but there was no time to discuss this in great detail at the meeting due to a very full agenda. Further discussions will take place via email with ideas submitted at the next meeting. It was agreed to cap any individual funding at £250 and Penny agreed to update the conditions of funding on the website to reflect this.

ACTION: Penny to update the information relevant to funding on the website.

9. Update from Haddington & Lammermuir Area Partnership

Penny advised that at the last meeting of the H&LAP on 25 January there had been five funding applications discussed: Gifford Lunch Club which applied for £1,000; the Good Memories Café which applied for £225 to pay for a Living Memory one day training course for five of its volunteers; Lead a Bright Future who applied for £9,300 to set up a pilot Enterprise & Resilience Hub within Knox Academy; and Knox also applied for £2,560 to pilot a "Foxlake Junior Adventure Leader Project" and that all of these applications had been approved. The last application was for £16,465 from UK Attachment Ambassadors Project to provide training to all schools in the ward and induct an Attachment Ambassador in each school to assist all children not just those who are 'Looked After'.

It was felt that not enough information had been given regarding this project and the applicants has been advised to submit another application with proper figures to indicate how many 'looked after' children were in our ward.

ACTION: Penny to get more information on the Lunch Club and put on website to make people in Morham and Garvald aware of it.

10. Garvald Neighbourhood Watch

Nothing to report.

11. Garvald and Morham Updates

Kelly advised that there would be seven weddings held in the Garvald hall this year which would generate significant income for the hall. The Hall Trust had applied to the Civic Fund to assist with the redecoration of the hall which has already commenced and the new lights fitted. She also advised that the person responsible for hall bookings and cleaning of the hall had stepped down and another person to carry out these responsibilities was being sought.

It was noted that as Kelly will be resigning from the Garvald Hall Committee, someone else will be required to represent the Hall Committee as a co-opted member.

Davie advised that renovation work to the Morham hall had slowed down as costs had risen significantly since quotes had first been received and that they were taking advice from other Hall Trusts on the best way forward. The hall had suffered from burst pipes but action had been taken to ensure the pipes are now well lagged. The Burns Night had been a success despite a drop in numbers and the Scottish Cycling Club was regularly using the hall.

12. A.O.C.B.

Electricity Cut-Off in Garvald: Penny advised that the essential maintenance work to poles and cables in the Nunraw area scheduled to take place in January had been cancelled as Scottish Power had felt that the weather was too severe to cut off the electricity supply to their clients. This work is now scheduled to take place on 12 February between 9.00am and 5.00pm and while details remained sketchy at best, it would appear that most houses in the village would be covered by a generator – but not those in the surrounding areas such as Tanderlane, Castle Moffat and Nunraw.

Road works in Garvald: Penny raised the issue of recent roadworks on the main road in Garvald and the fact that no one was being informed by the Council that these works would be happening. There were traffic lights installed for two days and it would have been helpful to have been informed about them in advance.

ACTION: Councillor Small agreed to raise this with Council.

Garvald Notice Board: Phillip had advised that the frame of information notice board close to the public toilets had broken beyond repair. The Council were not prepared to repair it and initially it was thought that a cheaper option would be to fix it on to the toilet wall. Penny had requested permission from Facilities Management which had been given but Phillip checked with the Council's Planner to be told that planning permission would need to be sought - with associated costs. However Phillip then contacted the Community Payback Team and they have agreed to build a new frame negating the need to fix it to the toilet wall.

ACTION: Phillip to advise on progress.

Community Council Association Meeting: Phillip has agreed to attend this meeting on 14 February which will discuss the future role of Community Councils in East Lothian and will report back at our next meeting.

ACTION: Phillip will provide a report on meeting.

Garvald Village Hall Postal Service: Following reports in the local press that East Linton Post Office was to close, there were concerns that this would mean the postal service in Garvald on Thursday mornings would also cease as Chris Park administers both services. It was noted that the service had not been provided for the last few weeks but no complaints had been received.

ACTION: Penny will contact Chris Park and report back.

Community Council Insurance: Penny advised that insurance renewal information had been sent (due on 1 April 2018) from HS Renewals (Zurich Insurance). The policy will run until 31 March 2019 and would cover public liability of up to £10,000,000 at any one event. This also covers all community councilors over damages, claimant costs and expenses for financial loss arising as a result of a negligent act or accidental error or omission. The annual premium for this is £86.00 which is paid for by the Council. This document required checking and it was raised that we should seek advice from the SSAG to ensure that this insurance would cover the Fun Day event.

ACTION: Penny to contact Sandy Baptie to discuss the insurance policy.

Change to Byelaw: Penny advised that the Council had been in touch to consult regarding the proposed Prohibition of Consumption of Alcohol in Public Places Byelaw which would prohibit the consumption of alcohol at all times except from 1800 on 31 December until 0600 on 1 January. She advised the CC that she had drafted a reply to say that the CC did not support the introduction of such a byelaw as there was no issue with consumption of alcohol in public in the ward and that it would have a detrimental effect on any events in the park such as the Fun Day. The CC agreed with her recommendation.

ACTION: Penny to send response to the Council's Legal Department.

Garvald Horticultural Society: Penny advised that the Society had emailed to thank the CC for agreeing to cover the cost of the marquee hire for future shows. Jo had pointed out that they were very grateful as the significant cost of hiring the marquee could put the future of the shows in peril if the Society had to pay for this themselves.

Garvald Fun Day: Penny advised that the date for the Garvald Fun Day has been set for Saturday 18 August 2018 and she will be contacting last year's helpers soon and would welcome any other offers of assistance.

Design a Flag for East Lothian Competition: Penny passed on relevant info on the competition, which closes on 28 February 2018, and passed posters to the Hall Reps to be put up on noticeboards.

13. Date of Next Meeting

The next scheduled meeting date is Monday 2 April 2018 at Morham Village Hall but as this takes place during the Easter holidays this meeting has been rescheduled to **Monday 26 March 2018**.