

# Midlothian Federation of Community Councils

15 March 2023

## ZOOM meeting Minutes

### PRESENT:

Jan Irvine (JI)	Bonnyrigg and District
Dougie West (DW)	Bonnyrigg and District
Ann Stewart-Kmicha (ASK)	Dalkeith and District (Treasurer)
Andrew Watt (AW)	Dalkeith and District
Joanne Gilles (JG)	Damhead and District
Robin Barclay (RB)	Eskbank and Newbattle
Judy Thomson (JT)	Mayfield & Easthouses
Robert Hogg (RH)	Mayfield & Easthouses (Chair)
Gavin Mowat (GM)	Moorfoot and District
Sarah Matthews (SM)	Newtongrange and District
Ken Brown (KB)	Penicuik and District
Helen Blackburn (HB)	Rosewell and District
Jim Hiddleston (JH)	Roslin and Bilston
Gordon Brown (GB)	Tynewater and District

### IN ATTENDANCE

Paul Johnson (PJ)	Midlothian Council - Communities & Lifelong Learning
Alun Williams (AW)	Midlothian Council - Public Safety and Resilience Officer

### Apologies

Brian Farrell (BF)	Eskbank and Newbattle (Vice Chair)
Myrtle Pont (MP)	Tynewater

### 1. WELCOME AND APOLOGIES

RH (Chair) welcomed Community Councillors to the meeting.

### 2. ALUN WILLIAMS (MIDLOTHIAN COUNCIL - PUBLIC SAFETY AND RESILIENCE OFFICER)

See further information in the presentation attached.

RH Chairperson welcomed Alun (AW) to the meeting

- AW highlighted what is meant by an 'event' - a 'planned public or social occasion'. All event organisers have the same legal responsibilities and legislation does not differ.
- Small events can be high risk and there is still the same need to make sure organisers and participants remain safe

### **Midlothian SAG - Membership**

- Midlothian Council, Police Scotland, Scottish Ambulance Service, Scottish Fire and Rescue Service
- Others by invite, including BEAR/Roads Scotland, SEPA etc

### **Purpose/Scope**

- SAG provides a forum for discussing and advising on public safety at an event.
- Assists organisers with the planning, and management of an event
- Encourages cooperation and coordination between all relevant agencies.
- Membership are Non-statutory bodies and so do not have legal powers or responsibilities, and are not empowered to approve or prohibit events from taking place.
- Event organisers and others groups involved in the running of an event, retain the principal legal duties for ensuring public safety.

### **Requirements**

- Engagement!
- 12 weeks minimum event notification
- Completed Event Risk Assessment (HSE guidance) inc. identification of hazards, assessment of risks, control measures and findings implemented.
- Event Safety Management Plan (including a basic Site Plan/Diagram)
- Public Liability Insurance
- Attendance at Safety Advisory Group meeting

### **Application Process**

- Paper-based at the moment but an online process is anticipated to be implemented by 2024

### **Support from local authority**

- List of Community Spaces for hire
- Event equipment can be hired
- Guidance and support is available for Event Organisers
- AW can send out documentation
- AW can be contacted on [alun.williams@midlothian.gov.uk](mailto:alun.williams@midlothian.gov.uk)

## **Responses from MFCC Members**

- JT – support for volunteers is most essential
- GB - disagrees that that all groups should be treated in the same way.
- AW - Large organisations appear to pay the same fees as a small group - what about a graduated scale of licences?
- ASK – There is a ‘fees’ paper going to the Council, funding only guaranteed for the next financial year and may not be available in following years. Paper documentation must remain available as not all organisers may wish to access online.

## **AW – Fees**

- There are different fees for different groups
- Wants to assist with resolving issues, if and when they arise
- Happy to meet with small groups to provide support where required.
- Business Gateway will be able to support small groups with accessing financial support
- Advised that community groups should be get in touch with SAG group members at the earliest opportunity once they know they wish to organise an event. This facilitates early resolution of any potential issues and provides time to make adjustments to preparations and organisation.
- Paper copies of event documentation is always likely to be available.
- License fees – are about administration charges rather than the size of the organisation
- Gala Days do not always attract full charges for the facilities that they use. Facilities provided – fields/parks and traffic, Temporary Traffic Regulation Order (TTROs) are not charge to Gala Day organisers.

## **Public Liability Insurance**

- A question was raised about whether Community Council Public Liability Insurance cover could be extended to local community groups.
- PJ (Midlothian Council) advised that this should not be done as the insurance would only cover activities organised and risk assessed by Community Councils or their sub-group.
- Public Liability Cover Certificates should not be circulated outwith the Community Council members (further support information on next page).

- If Community Councils would like further details about what and who their policies cover, they are advised to carefully read the policy documents they have received.
- If they would like further support, they can:
  - **Call:** ZM directly on: 0808 239 0494 (9.00 – 5.00, Monday – Friday).
  - **Email:** [enquiries.team@uk.zurich.com](mailto:enquiries.team@uk.zurich.com)
  - **Website:** View the Help and Support Page  
[www.zurich.co.uk/charity-insurance/help-and-support](http://www.zurich.co.uk/charity-insurance/help-and-support)

### 3. PREVIOUS MINUTES (FEBRUARY) APPROVAL & MATTERS ARISING

**Moved:** Judy Thomson

**Seconded:** Andrew Watt

#### i. **Budget proposals update**

- ii. A meeting has been held with Derek Milligan. ASK has circulated a paper which included notes of the meeting.
- iii. Cuts that have been postponed are still not 'off the table'.
- iv. Figures for early years' provision are based on 2014 figures.
- v. Council Tax accounts for 20% of the budget
- vi. DM noted that a discussion about a 'Growth Fund' would be beneficial to Midlothian
- vii. St Matthews Primary School will not be closed
- viii. PJ highlighted that there has been no final decision about the provision of an administration grant. A paper will be presented for consideration by Elected Members. PJ will inform MFCC members as soon as a decision has been made.
- ix. He highlighted the following paragraph included in the Midlothian Scheme for the Establishment of Community Councils.  
*'The Council will provide an annual administrative grant to Community Councils. The purpose of the grant is to cover the operating costs and publicising the work of the Community Council within the Community Council area.  
Midlothian Council shall determine any additional support services/resourcing, such as free lets of rooms for community council meetings, to suit local requirements. Midlothian Council will review the level of annual administrative grant and other support to community councils during each term of Midlothian Council.'*

ii. **Community Council Training update**

- PJ (Midlothian Council) highlighted that due to a last-minute call off, the Community Engagement Workshop will not be available. Midlothian Council Planning department will be extending their input to include:
  1. Scottish Government's National Planning Framework 4 - Content and implications for Midlothian.
  2. Preparation of a new Midlothian Local Development Plan (MLDP2)
  3. Community Groups Local Place Plans – their purpose, content, and preparation; and
  4. Engagement for Local Place Plans – including the Place Standard tool.

iii. **Community Council Insurance**

PJ highlighted that, despite contacting those Community Councils concerned, there are still a small number of Community Councils who have not forwarded their invoice. If invoices remain unpaid, Community Councils will not have insurance cover after 31 March.

**UPDATE:** PJ contacted Zurich Municipal directly and was able to obtain the remaining invoices. All invoices have been paid.

**4. LOCAL COMMUNITY COUNCIL UPDATES**

**Damhead**

- i **Meetings** - Future format of DDCC meetings to move towards a mix of in-person and Zoom meetings
- ii **Broadband** - SG/BT OpenReach roll out of Superfast Broadband has stalled, despite the end of 2022 deadline
- iii **Small Grants** - Midlothian Council removal of small grants funding will reduce impact of DDCC
- iv **A701** - There has been no further news about the A701 realignment, nor the relocation of Beeslack High School to the Bush
- v **Website** - DDCC is struggling to maintain the website - how are other CC's managing this/sourcing relevant skills?

## **Mayfield and Easthouses**

- i New Members** - We were pleased to have welcomed a young person onto the Community Council at our last meeting (1st March). Cal is 16 yrs. old and has been attending meetings for a while now (and remains keen!). As soon as he turned 16, we made sure to sign him up!
- ii Website** - JT noted that development of an MFCC site. Schools or Edinburgh College may be able to assist.
- iii Planning** - Most of the meeting was taken up by planning issues, in particular the South Mayfield/Springfield vs NWH situation (including NWH retrospective planning applications). Noted that it would be useful to coordinate responses in partnership with Moorfoot CC.
- iv Police Report** - We didn't get a police report until a few days after the meeting.
- v NWH** - have planning proposals for site development. RH suggested that it may be helpful for Mayfield and Moorfoot Community Council to coordinate their responses to NWH planning proposals.

## **Moorfoot**

- i. Rocket Test Facility** - We had a visit from two of the team at Skyrora, the rocket engine test facility at Broad Law Quarry, updating us on current plans and reminding us that they are keen to consult with schools, both Primary and Secondary. Cllr Ellen Scott, in her role as Cabinet member for Education, took note and will make contact with them
- ii. Neil Williams Haulage** - (NWH) has held two pre-planning consultations about extending their use of the quarry near North Middleton and to bring in their recycling plant, currently in Mayfield. This has highlighted the fact that NWH have not completed the original quarry infill to the required standard. We are asking for clarification on this from Midlothian Council Planning. There are on-going problems with the access road not being repaired and the problems of dust/mud on the roads.
- iii.** We have become aware that NWH has been exceeding permitted noise levels at the Mayfield site, which is not good news for residents in North Middleton. We are gathering information on how local residents feel about these plans.
- iv. Wind Farm Proposal** - at Torfichen, near Gladhouse Reservoir. This is a very large wind farm of some 19 turbines, tip height around 180m, on the Midlothian side of the Moorfoots. The pre-planning engagement with the community is underway and we will be having a presentation from RES, the developers, at our May meeting. Further details on the website [www.torfichen-windfarm.co.uk](http://www.torfichen-windfarm.co.uk)

## Newtongrange

- i **Swimming Pool site** - NCC held a meeting with Fiona Clandillon (FC) regarding the old **swimming pool site** and has visited site with Councillors. It is nearly five years since the pool was flattened leaving a big hole in the centre of Newtongrange off the Main Street. Some improvement is needed but there should not be a knee-jerk reaction. Community Councillors highlighted that the people of Newtongrange feel that they have been forgotten about and a timeline has been requested at the meeting with FC. NCC want to be involved in the planning and process in the form of a full community consultation.
- ii **Community Garden** - work has started in the creation of the **Community Garden** next to the Leisure Centre spearheaded by the Newtongrange Guerrilla Gardeners. NCC has been involved in the purchasing of planters and equipment.
- iii **Police Report** - **officers highlighted that residents should** avoid having vehicle keys in close proximity to front doors. Thieves are looking out for high value vans, cars and bicycles in and around Midlothian.

### **Protecting and improving services:**

**Newtongrange Primary School Playground** - PTA sub-group met with CCllr(s) to discuss playground improvements and have received £4K environment funding to revamp a zone within the playground but there is "a big way to go". The school does not have the soft play features that can be so enriching.

### **Planning Applications** - Springfield

**New Primary School Catchment Area Consultation.** Live consultation for Easthouses Primary School and High Schools. Mainly affects east of Bryan's Road to Easthouses.

**Uprooting of plant beds** - Have held discussions with Midlothian Council staff. There had been a breakdown in communications between departments. Issues have been resolved now and agreements for future developments have been made.

**A.O.B.** - Good attendance at *Newtongrange Park Life*.

## Rosewell and District

- i **Attendance of Elected Members** - Extremely disappointed at the lack of councillors attending our meetings. In the last 2 years only, Pauline Winchester has attended a few. Kelly Parry and Russell Imrie have never attended. We plan to write more strongly as people are very concerned about the proposed closure of St Matthew's primary school.

- ii **Midlothian Wildflowers group** - are attending to 2 meadow areas in Rosewell Park.
- iii **Pond** - A pond has been created on the Dalkeith to Penicuik walkway, near the Rosewell carpark. This was done by various funds through MC and the Midlothian Ranger Service.
- iv **Fundraising** - We're holding a raffle, coffee morning and book exchange on the 22nd of April in our Parish Church Hall at 10am.

### Roslin and Bilston

- i **Taylor Wimpey** - representative mentioned that they will be slowing down the pace of house builds due to lower demand caused by cost of living & higher mortgage rates. They say there is nothing worse than houses lying empty and hope the economy will improve in 2024.
- ii **Litter** - Big issue with litter blowing from sites into the woods and house builders have taken this on board and arranged a clean-up. Taylor Wimpey are also going to support both villages & schools by purchasing litter pickers.
- iii **Drug Use** - There have also been reports of Marijuana!! being smoked by workers on the old railway line and pictures have been supplied to the Developers to deal with this...
- iv **The Original Hotel** - is celebrating 50 years of ownership by the Harris family and the Community Council have sent them a card of congratulations and thanking them for their active contribution to the village. Members of the CC have been invited to one of their VIP celebrations at the end of the month.
- v **Roslin Moat** - 2 of our members who do considerable outdoor work along the Moat and in the Glen have received invitations to the King's Holyrood Garden Party in July.
- vi **Guerrilla Gardeners** - Following the Newtongrange Guerrilla Gardeners issue with the Council our own Guerrilla Gardeners have formalised some green spaces with the council by filling in 'adoption' forms.
- vii **Development** - Correspondence received on behalf of Straiton Estates re a proposed major development across from the Retail Park and they have been invited to our next meeting to present. The land has been allocated for development for over five years and forms part of allocation Ec3. It is a key site in the Council's current Local Development Plan (LDP) strategy where a mix of uses, including residential and commercial, are supported as part of a new 'Gateway' to Midlothian.



## **5. MFCC \ CC'S - WORKING WITH MIDLOTHIAN VIEW**

- i** The group discussed the possibility of using the website to promote the work of MFCC and local community councils.
- ii** The website already has a section for Community Councils – see here:
- iii** [www.midlothianview.com/community-council](http://www.midlothianview.com/community-council)
- iv** PJ noted that periodically, he checks that information on the page is correct but it would be helpful if local community councils also check to ensure that their contact information is up to date.
- v** An article about the Community Council training event would be good article to have posted on the page.

## **6. REVIEW OF THE SCHEME FOR ESTABLISHMENT OF COMMUNITY COUNCILS**

- i** PJ highlighted that there is a national review of schemes of establishment. He is in the process of reviewing the 2014 Midlothian Scheme and this review will take account of the national review.
- ii** Before formally adopting a new scheme, there is a requirement for a consultation process to be followed. MFCC, local community councils and other stakeholder groups will be partners in that process.

## **7. TRAUMA INFORMED PRACTICE – REQUEST TO PRESENT TO MFCC**

- i** Ciara Burke (Trauma Informed Practice Development Worker) has offered to attend a meeting to discuss her work and to offer training if appropriate.
- ii** Those present agreed that Ciara would be welcome to attend the May MFCC meeting.

## **8. EDINBURGH AIRPORT NOISE BOARD**

- i** AW has circulated the report for the March meeting.

## **9. CARE FOR PEOPLE MEETING**

- i** The next meeting of the group will be on 23 March.
- ii** JT will circulate the minutes of the meeting once they have been received.

## **10. COMMUNITY PLANNING**

- i** The Community Planning Working Group meets at the end of March.

## **11. COMMUNITY PLANNING WORKING GROUP**

- i Meets on 16 March.
- ii GB (Tynewater) has previously circulated the documents for the meeting.
- iii See link to a document that is too large to circulate.  
<https://communityjustice.scot/learning-hub/restorative-justice/restorative-justice-and-sexual-harm-the-voices-of-those-harmed-2023/>

## **12. PLANNING**

- i RH highlighted that it is important that members keep a check on planning proposals for their area.

## **13. MIDLOTHIAN TRAFFIC ROADS & PATHS (NEXT MEETING, 24 APRIL 2023)**

- i At the meeting in March there had been a presentation from 2 members of the Active Travel Team, a report circulated on the Joint Priorities initiative and various updates from Wayne Clark (Operations Manager).
- ii PJ will circulate the *draft* minutes and a progress report from Alan Heatley (Network & Structures Manager).

## **14. Date of next meeting**

- i 19 April 2023, 7:00 - 9.00 pm (Zoom)

### **ii Zoom Meeting Details**

<https://us02web.zoom.us/j/89773351283?pwd=M0RnSFMzdDFEb0tOcXlqNIBVRm9xZz09>

**Meeting ID:** 897 7335 1283

**Passcode:** 321963