



## COLDINGHAM COMMUNITY COUNCIL

### Meeting Minutes - Draft

18<sup>th</sup> June 2024, 7.30pm Coldingham Village Hall

#### **1: Present / Apologies**

In attendance:

Coldingham Community Council:

Phillipa Allen (PA)	Jack Eeley (JE)	Alice Fisher (AF)
Krishna Ramcharran (KR)	Richard Thomas (RT)	Ethne Turnbull (ET)
Peter White (PW)		

Members of the Coldingham Community: 14

Councillors: Cllr James Anderson

Apologies conveyed on behalf of Cllr Carol Hamilton, Cllr Eileen Orr, Scotland Police

#### **2: Agenda and items for AOCB**

The proposed Agenda was agreed and approved – 6 votes in favour.

Proposed items for AOCB:

- Grass cutting and paths - KR confirmed this would be dealt with under correspondence and matters arising from the previous meeting
- A1 diversions – KR confirmed this would be dealt with under correspondence and matters arising from the previous meeting
- Painting of notice board, relocation of memorial board.

#### **3: Previous Minutes**

The meeting Minutes for April 2024. KR confirmed that having reviewed the minutes he was still of a view that the omission referenced in a complaint was not suitable for inclusion in a public document. If it were it would have to be redacted. Furthermore the matter would be dealt with through a formal complaints procedure. The member of the community accepted the position. The minutes were approved

The meeting Minutes for 21 May 2024. There were no comments from the Community or CC members. The minutes were approved - RT proposed, PW seconded.

#### **4: Matters Arising / Actions from previous Minutes**

##### **Coldingham Moor and Press Castle Verges**

KR circulated a copy of an email detailing the outcome of an assessment on of the Moor Road and Press Castel verges including actions completed and still to be undertaken.

KR informed the Community correspondence had been received from BEAR (copy circulated) detailing a change in the A1 road closure – (10<sup>th</sup> – 14<sup>th</sup> June 2024). Due to safety issues with managing the contraflow the previous single-direction diversion via Coldingham (North Bound) had been replaced with a complete road closure. Both North and South bound A1 traffic was being routed through the village in recent days. Several community and CC members reported being involved in dangerous situations, witnessing gridlock and at times in the early hours of the morning (4am) being woken by the noise and vibrations caused by HGVs trying to pass each other on Bridge Street. A member of the community reported they had experienced house damage (cracked windows) as a result of the heavy HGV traffic passing through the village.

It was reiterated by others that the position adopted by BEAR was in contravention to a long standing agreement with BEAR only to ever divert south bound traffic through Coldingham

JA informed the meeting that BEAR had claimed in emails on the matter that the changes to the diversion had been done in consultation with the affected CC and that they had also been attending community council meetings. KR confirmed for the record that no communication had been recovered from BEAR on the matter or any request made to attend a CC meeting.

Cllr JA confirmed that Rachel Hamilton was escalating the matter to the BEAR manager and CEO and confirmed receipt of an email from BEAR requesting a virtual meeting.

KR opined that that there was grounds for a complaint including a request for payment of damages. KR confirmed he would write a letter from the Community Council and encouraged community members to do the same. All complaints should be sent to the email address [jharrison@bearsotland.co.uk](mailto:jharrison@bearsotland.co.uk)

Concerns were also raised regarding the stability of the bridge. JA confirmed that a bridge assessment had been completed with the last 4 years and given the short passage of time it would be hard to justify a further assessment.

**ACTION:** Send a written complaint to BEAR (KR).

**ACTION:** Include BEAR email address for complaints in minutes (KR)

## **Grass Management – SBC Abandonment**

A member of the community read aloud a letter submitted to the CC raising concerns that Coldingham is not longer on the SBC regular grass management plan and that flat rate awarded for cutting funds did not take account of Coldingham's historical importance in the Borders, the number of visitors each year and extensive path network the. Safety concerns were also raised about the state of the Community Graveyards stones in that a number were still lying on the ground and covered by uncleared grass cuttings.

JA noted that SBC should have visited by now to assess the re-erection options etc. Members of the community indicated this had not happened. They reported the cemetery area has not been cut for some weeks, although the Memorial Garden had recently been mown & cuttings removed.

**ACTION:** Investigate headstones issue with SBC (JA).

JA confirmed that all CC received a flat rate of £600 for grass cutting. It was the responsibility to determine which paths were cut and how to fund any funding gap. SBC were responsible for the Core Paths only. JA commented that some CC's (eg Eyemouth) 'stretch' the funding by engaging volunteers to undertake cutting and strimming work.

It was agreed that first and foremost a map of all the maps was need to determine the size and scale of paths being cut as well as define landownership and rights of way issues.

**ACTION:** Obtain latest version of SBC Core Path Map (PA)

**ACTION:** Engage Mike Fenty to mark up plan with non-core paths to help with defining CC areas of maintenance responsibility (PA/KR).

See Appendix A for an update on the actions from the meeting 21<sup>st</sup> May 2024.

## **5: SBC Report**

KR confirmed a copy of the full report by JA had been received by CCC. A copy was circulated in the meeting and would be made available on Coldingham Info web pages.

JA reported that:

- the TaxiBus service introduced to replace the 'Pingo' minibus service was being treated as a taxi service which it was not.
- Royal Mail / Post Office policy appeared focused on reducing the service in rural areas and he was engaged in meetings with them to discuss the matter.

## **6: Treasurer's Report**

AF confirmed there was no additional items to report above that already made in the Treasurers Report presented at the AGM.

## **7: Wishlist Update**

*Timeline for defined processes*

KR reiterated the need for formal procedure for assessing bids for Penmanshiel funds to be in time to be proposed at the August CCC meeting. Community involvement would be central to this and could involve one or more Open Days. A member of the community indicated that SBC had tools available to support and inform the development of suitable consultation procedures.

**ACTION:** RES Evaluation process to be drafted in time for August meeting (CCC)

#### Play Park – Exploration Update

JE reported that plans are progressing with himself and RB as co-leads. SBC would maintain the site through a Memorandum of Understanding (MoU). A condition of the MoU was that CCC needed to have Public Liability cover for £5m. This was challenged by KR and other members of the community. Cllr JA confirmed this was a point of clarification. SBC were the only party that needed Public Liability cover, not the CC. The issue had arisen from the way Reston had funded their playpark.

**ACTION:** Confirm play park public liability position (JA).

Additional points covered by JE:

- If the equipment was purchased through SBC no VAT would be paid
- The SBC Approved Supplier list included the main suppliers, including well established Scottish providers.
- Research on comparable developments suggest overall cost in £60k-100k range;
- Additional funding sources had been identified;
- A number of other community councils were looking into playpark upgrades / renewals. Possible cost savings could be achieved from the collective purchasing of equipment.

Points raised by the community:

- A question was raised concerning ownership of the playpark land. There was a view SBC owned it as part of its Educational remit.
- How would the safety mats be addressed. JA confirmed the suitability of the safety mats would be reviewed as part of the process
- JE was congratulated for the approach taken. It was suggested that the scope of the playpark should be revisited as part of the placemat process. JE agreed and indicated this was being covered as part of the engagement with Beth Landon, Borders Community Action. JE confirmed Beth Landon would be giving a short presentation at the August CC meeting. KR cautioned on the need to manage scope carefully given the finite funds and need to deliver as per the wish list.

Next steps are:

-MoU agreement with SBC; community engagement with respect to the wish list, options, costs etc.

**ACTION:** Clarify/confirm ownership of playpark and Coldingham park area (KR)

### **8: PA System Funding Request**

KR outlined the background to this item. In summary, a costed bid was received in Feb 2024 and had not be processed due to the issues impacting the functioning of the CCC.

Coldingham Community Council had formally refused on two occasions to consider the bid on the absent of a process. The latest request confirmed that a large proportion of funding had now been secured through SBC and Foundation Scotland, and only a small amount was being sought from CCC in advance of the Coldingham Gala Day.

In light of the urgent need for a small amount of funding, the history of the bid and detail of business case, and the due diligence conducted on the bid by SBC and Foundation Scotland, the CCC had voted to table the item on the agenda only. The decision to hear the proposal and therefore allow the CC to decide whether to award the funds would be that of the community present. If the community strongly felt a process was needed before the bid should be considered they should vote not to hear the bid. KR repeated this was a one of exception not to be repeated.

KR asked the members of the community present to vote

- Yes - to allow the bid to be presented and the CC to vote on whether to award the requested funds
- No – not to hear the bid and therefore the CC would not vote on whether to award the funds.

The community members voted 8 in favour. No community members voted not to hear the bid.

JT summarised the case for a Community PA system, the fundraising history to date for the project, and the funds now requested. In summary, of the £16k needed for hardware, £5k has been granted by the SBC Neighborhood Fund and £8.6k by Drone Hill, leaving a £2.4k shortfall. In addition a further £1.2k was being sought to train Sound Engineers, bring the overall total bid requirement from CCC to £3.6k. Questions from the community included:

- What would happen if CCC did not provide the funds – JA confirmed other funding sources would have to be sought
- How long were the quotes valid for – JA confirmed the quotes would be held until the end of June 2024. A further extension should be possible if required.
- Did the Gala have insurance for the PA System – JA confirmed insurance would be in place.

JT withdrew while CCC voted. The CC members voted 7-0 in favour to award the funding.

### **9: Policy for Managing Complaints**

KR introduced the proposed policy. He explained that the document had been available on Coldingham Info, the notice board and a link provided via Coldingham People. No requests for copies had been received and no comments had been received. When invited the Community members offered no comment.

The CC members voted 7-0 in favour of adopting the complaints procedure.

### **10: Policy for Recording CCC Meetings**

RT summarised the proposed policy, intended solely as an aid to accurate Minute preparation and hence openness. When invited the Community members offered no comment.

The CC members voted 7-0 in favour of adopting the complaints procedure.

### **11: Planning Application - ufm28**

KR summarised planning application 24/00630/FUL and circulated a copy in the meeting.

The CC members voted 7-0 in favour of submitting a No Comment response to SBC.

### **12: Police report**

A summary was provided by PA and a copy of the report circulated in the meeting and a copy would be posted on the CCC webpages. Key points to note:

- No significant incidents reported in Coldingham.
- A recruitment campaign for Constables was in progress. Further information could be found at <https://www.scotland.police.uk/recruitment/special-constables/>

### **13: Correspondence**

**Foundation Scotland:** KR explained that Foundation Scotland were looking for CCs to confirm if they supported raising the ceiling for Microgrant awards from £250 to £500. He had indicated the CC would need to vote on the matter. Today he received confirmation from Foundation Scotland that the decision on the ceiling would be left to the discretion of each CC, noting that if awards were constantly made at £500 the microgrant would expire quickly.

The CC members voted 7-0 in favour of supporting the increase in ceiling from £250 to £500 per award.

**20mph Speeding Signage:** KR informed the meeting that the CC had been offered the opportunity to provide SBC with their requirements for additional 20mph speed limit signage. This had been offered in 2023 but no response had been received from CCC. A member of the community and CC confirmed an exercise had been carried out with SBC Traffic Officer but nothing had ever materialized.

**ACTION:** Submit requirements for additional 20mph signage to SBC with the input from members of the community Carol Hallows and Michael Clift.

**14: AOCB**

N/A

**15: Next Meeting**

Tuesday 18<sup>th</sup> August 2024, 7pm Village Hall

DRAFT

## Appendix A - Actions arising from meetings

### Meeting 21<sup>st</sup> May 2024

Action	Description	Owner	Due Date	Update	Status
1.	Draft a complaints procedure and publish for consultation in advance of June meeting.	CCC	07/06/2024	Published as planned no comments received.	Closed
2.	to liaise with BEAR and Transport Scotland re the condition of the Moor Road and Pease Bay Bridge Assessment	JA/CH	31/05/2024	Assessment completed – report shared in meeting 18/06/2024	Closed
3.	Draft and publish a policy for recording community council meetings for consultation in advance of June meeting.	CCC	07/06/2024	Published as planned no comments received.	Closed
4.	Confirm the FS microgrant award levels	KR	18/06/2024	See minutes for meeting 18/06/2024	Closed
5.	Notify FS that PA would be the second CC Panel representative alongside ET.	KR	24/05/2024	Complete	Closed
6.	Liaise with John Henderson on options to improve notifications with CCC.	JA	31/05/2024	Complete	Closed
7.	Investigate with BEAR why North bound diversions were passing through Coldingham	JA	31/05/2024	See minutes for meeting 18/06/2024	Closed
8.	Resend the SBC non-financial CC support survey	JA	31/05/2024	Complete	Closed

### Meeting 18<sup>th</sup> June 2024

Action	Description	Owner	Due Date	Update	Status
1.	Send a written complaint to BEAR	KR	30/06/2024		Open
2.	Include BEAR email address for complaints in minutes	KR	30/06/2024		Open
3.	Investigate headstones issue with SBC	JA	20/08/2024		Open
4.	Obtain latest version of SBC Core Path Map	PA	30/06/2024		Open



Action	Description	Owner	Due Date	Update	Status
5.	Engage Mike Fenty to mark up plan with non-core paths to help with defining CC areas of maintenance responsibility.	PA/KR	31/07/2024		Open
6.	RES Evaluation process to be drafted in time for August meeting.	CCC	31/07/2024		Open
7.	Confirm play park public liability position (JA).	JA	20/08/2024		Open
8.	Clarify/confirm ownership of playpark and Coldingham park area.	KR	20/08/2024		Open
9.	Submit requirements for additional 20mph signage to SBC with the input from members of the community Carol Hallows and Michael Clift.	KR	30/06/2024		Open