

**MINUTES of MEETING of DAMHEAD AND DISTRICT COMMUNITY COUNCIL held in
the Conservatory at the Steading on Wednesday 3 August 2011 at 7.30 pm.**

1 Apologies

Present: Constance Newbould, Joanne Gillies, Neil Johnston, Helen McKay

Apologies for Absence: Henry Marsh, Natalie Frankish, Matthew Marshall.

In Attendance: Stuart Clark, Lyn McKinnon, Pippa Thomson, Robin McBride.

2 Minutes of last meeting

The minutes were proposed and seconded and it was agreed these should be circulated and put on the website.

Action: Natalie to circulate minutes by email and put on website

3 Election of Treasurer

Helen McKay was proposed and seconded as Treasurer.

4 Treasurer business

A range of financial issues were discussed. It was agreed that the current bank account balance (approximately £84) would form the starting point for DDCC financial business. The Community Council noted communication from MLC explaining that the grant from 2010/11 had to be returned to MLC as the DDCC was inquorate, it could not fulfil its role, and that this was the appropriate action to take in the interests of transparency.

It was agreed that there would be 3 signatories for the bank account, with 2 signatures necessary for any DDCC payment/withdrawal. Signatories to include Constance, Helen and Joanne. It was agreed public liability insurance is required and the Treasurer should ensure this is in place. The outstanding bill for the website domain name should also be paid. The Chair stated that the accounts would be audited in due course.

Action: Constance to contact Councillor Imrie to obtain confirmation of the starting balance for DDCC of approximately £84.

Action: Constance to arrange auditing of accounts in due course.

Action: Helen to arrange payment of outstanding bill of approximately £7 in relation to website domain name, and to ensure contact details are changed to Natalie.

Action: Constance to consider best method for updating information on website, and to discuss with Natalie.

Action: Helen to apply for MLC grant for 2011/12.

Action: Helen to check cost of public liability insurance and arrange payment.

5 Roads - Matthew's Report

The Community Council noted developments in relation to roads. This included Matthew's ongoing work to pull together a list of current issues in relation to roads, pavements and pathways. It was also noted that the new slip road from the Bush Institute was causing an issue for a resident in relation to line of sight of traffic. There was general agreement that traffic volume and speed and the need for safety for all users, including pedestrians, equestrians and cyclists are key areas of interest for the DDCC and that this subject should form the main topic of discussion at the next meeting.

Action: Natalie to ensure traffic volume and speed is a substantial item on the next agenda, and all to consider and bring potential proposals for the DDCC to take forward.

Action: Jo to obtain and circulate a copy of the traffic survey undertaken by the previous DDCC.

6 Communication with residents

It was agreed that email communication would be used where possible, with information mailed to residents without internet access.

Action: Constance to draft a letter and form to gather information on residents' preferred methods of communication.

Action: Natalie to collect responses and to manage data set.

7 Student Survey

A research survey into the perceptions of, and issues surrounding the Edinburgh Green Belt; focusing on the views of Edinburgh and Lothian's Community Councils was received from an undergraduate student at Aberdeen University. The issues raised by the survey were discussed and answers agreed.

Action: Constance to submit survey.

8 Any Other Business

Hedges:-

- Removal of fallen tree on OPR welcomed.
- Hedge trimming undertaken to date, and removal of giant hogweed welcomed.
- Cameron Wood hedge requires trimming.

Action: Constance to contact Councillor Imrie to clarify MLC responsibilities and timing in relation to hedge cutting on OPR

Action: Matthew to contact Cameron Wood owner/trustee to request hedge to be cut

Scottish Water:-

The Community Council noted that:

- In relation to reinstatement works, SW is working with landowners to agree final drainage proposals and ground profiles. Placing of top soil will be influenced by weather and reseeding by the end of the growing season.
- Filling in gaps in fences and hedges will continue throughout Autumn.
- SW has offered to give a presentation to the DDCC if this is wanted.

Carwash:-

The Community Council noted that although permission had been granted for 3 years, a number of residents had contacted DDCC to raise their concerns in relation to planning conditions. It also noted that the issue is to be discussed shortly by a Local Review Body.

Action: Constance to draft letter for Natalie to submit to MLC outlining concern and requesting that the DDCC is kept informed of developments.

Fly tipping:-

The Community Council noted that fly tipping on OPR was occurring on a fairly regular basis, and that MLC had started to charge landowners for the removal of this rubbish. Watching brief to be maintained on this.

Public Partnership Forum on Health:-

Action: All mail to be redirected to Natalie, and any DDCC members or residents who would be interested in attending these meetings to contact Natalie. Next meeting Thursday 22 September 2-4pm at Midlothian Community Hospital.

FED:-

Action: Natalie to circulate information on meeting dates/locations, and any DDCC member(s) who are able to attend forthcoming meetings to contact Natalie. Meetings generally held on the 3rd Wednesday of the month at 7.15pm.

DDCC Constitution and communication:-

The Community Council agreed that the constitution should be reviewed in six months time.

Action: In the meantime any comments on the current constitution to be sent to Jo.

Action: Natalie to set up googlemail facility so any emails sent by residents to a single DDCC email address are automatically distributed to all DDCC members.

9 Date of next meeting

It was agreed that the 'doodle poll' set up by Natalie had worked extremely well - next meeting to be arranged in same way.

The meeting terminated at 9.10pm