Bathgate Baths Community Garden Planning Group Meeting- **DRAFT** Minutes V1

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| Location: | Room 8, Bathgate Partnership Centre, South Bridge Street, Bathgate, EH48 1TL |
| Date: | 7th June 2024 |
| Time: | 4.30pm – 5.45pm  |
| Attendees: | Cllr Pauline Stafford, Colin Smith, Paul Mallis (CDT Board), Jocelyn Lockhart (CDT Board), Donald Tavert (CDT Board), Lynn Garvey, Sharon Rae.Apologies from: Karen Mollon and Poppy, Seonaid Rapach, Katie Robertson, Karen and Susan (Rainbow Nursery), Karol Orkisz, Jade Wilson and Melissa O’Reilly.  |

# Agenda items

1. Minutes of last meeting (24th May 2024).
2. Update from Bathgate Community Development Trust meeting – 4th June – Colin and Lynn. It was agreed that the Bathgate Baths Community Garden Planning Group would be a sub group of the Bathgate Community Garden Association which would be affiliated to Bathgate Community Development Trust (rather than Bathgate Baths Community Garden Group being a constituted group in its own right).BCDT advised re funding streams and the proposal/planning process. BCDT will cover the cost of the garden designer (Karen) and the Public Liability insurance. Full details are in the Minutes of the Meeting (4th June) and the Terms of Reference are noted overleaf in the Appendix.
3. Date and group to meet with Scott Hughes (WLC asset manager) was agreed: 1pm on 12th June at the Civic Centre in Livingston – Paul, Colin, Jocelyn and Pauline.
4. Feedback re Culross Community Garden - Lynn – Many elements could work well in the garden such as the front fence style (traditional stone on the bottom half and wrought iron fencing on the top half), the geranium cages, raised beds, gazebo, discreet locks, plus others.
5. Discussion document/draft plan –Colin leading. Group discussed including how the garden would align with WLC values and to evidence how we propose to get funding. Wording regarding winter safety to be added. Lynn/Sharon to review and advise of any amendments. Discussion re sharing the revised document with the residents in the flats next to the land/neighbours. Paul recommended keeping the original version for internal purposes so that all ideas are not removed from the proposal but kept for future reference.
6. Group discussed visiting other gardens such as Linburn Walled Garden in Wilkieston, Whitburn Community Garden (there is a pond in Whitburn’s garden). West Calder garden, Vens Dedrige garden, Falkirk Walled Garden. Sharon advised that Cyrenians run gardens and visits can be arranged via Laura. Linburn is open Mon-Fri 9-5. Group to feedback thoughts on aspects which could work well in the Bathgate Baths Community Garden.
7. Jocelyn recommended collating a list of groups/organisations who are supportive – Lynn.
8. Group to consider joining WL Climate Action Group (free to join).There are 61 member gardens currently and small grants may be available.
9. Invite other Councillors such as Harry Cartmill to join group meetings and invite to include in emails - Lynn
10. Other contacts include: Douglas (Regeneration Officer), Carol (Council Open Space Officer), Hannah (Biodiversity team).
11. Garden designer to be contacted – Lynn.
12. Paul has a contact at GMC re winter safety maintenance. The group could consider inviting GMC to support the community garden as a sponsor.
13. Parking discussed. Acredale and train station car park are close by and would be signposted re Active Travel.
14. Composting bins discussed as there are rules. Carol Campbell will be able to clarify. Pauline advised that community gardens qualify for a free brown bin.
15. Site survey discussed.
16. Back wall discussed. Homeowner raised previous concerns with WLC re work being carried out which may damage the wall (this was during the previous proposal for housing on the site).
17. Lynn to take a video of the garden and back wall and share with the group.
18. Date of the next meeting - Friday 21st June, 4.30pm – 5.30pm at Bathgate Partnership Centre. Paul will block book the room for future meetings (fortnightly on a Friday at 4.30pm). Sharon advised that her office space would also be available on Fridays for future meetings if required and there is a projector if required.

Appendix

**TERMS OF REFERENCE**

NEW COMMUNITY GARDENS ASSOCIATION AND PLANNING SUB COMMITTEE

The Bathgate Community Development Trust has agreed to set up an affiliated Community Garden Group called the Bathgate Community Garden Association to lead for the CDT on the project of establishing community gardens in Bathgate. This group has set up a group of some of its members to lead on a community garden proposal for the site of the old Bathgate Baths in Mid Street. This group is called the Bathgate Baths Community Garden Planning Group.

The membership of the Bathgate Baths Community Garden Planning Group are those people from the Bathgate Community Garden Association that volunteered at the Public Meeting in Bathgate on 18th March 2024. The volunteers will become members of the BCDT for this specific project. Other volunteers can be recruited by the subcommittee.

A director of the BCDT should be invited to all subcommittee meetings.

BATHGATE BATHS COMMUNITY GARDEN PLANNING GROUP SUB COMMITTEE REMIT

This group will examine all the issues involved in producing a plan/proposals for a Community Garden on the agreed site in Bathgate including any relevant guidance available and discuss design ideas and report to the BCDT on their proposals on this subject in due course.

Public consultation will be undertaken by the sub committee when the plan is adopted by the BCDT.

SUB COMMITTEE POWERS

• Sub Committee will determine their own meeting regime

• Sub Committee will keep action notes of each meeting

· Sub Committee can allocate roles to members of the sub committee

· Sub Committee can set up working groups for specific sites or tasks

For the sake of clarification, the committee is empowered to communicate with whomever that can assist them in their work.