



West Lothian Community Councils Joint Forum

Thursday 3rd Jan 2019 held at the Bathgate Partnership Centre

Attendees

Stacey King, Chair and Stoneyburn CC
John Sives, Vice Chair and Kirknewton CC
Donald Stavert, Treasurer and Bathgate CC
Pippa Plevin, Secretary and Uphall CC
John Kelly, Linlithgow CC
Ian Buchanan, Craigshill CC
Allison Gilchrist, Whitburn CC
David Cleghorn, Dedridge CC
Anne Walch, Addiewell CC
Sharon Gibson, Pumpherston CC

Apologies

David Philip, East Calder CC

Agenda

- Attendance and apologies
- Matters arising from minutes
- Treasurer's report
- JF Conf feedback from breakout sessions and questionnaire
- Presentation on Way Forward by Donald
- Local Governance Review
- Customer Service Strategy Roadshows
- AOB

Action Items

John S To send out example communication card.

All To share examples of Best Practice to be included on the website.

Ongoing Donald to investigate setting up a Bank of Scotland bank account. *Verification of signatories complete, waiting for next step by BoS.*

Ongoing Donald to investigate liability insurance. *Wrote to Kevin Gillies but no reply as yet.*

Ongoing Pippa to collate a list of CCs to be able to communicate. *43 people so far.*

Ongoing Pippa to contact Lorraine to have WLCC Joint Forum formally recognised. *With Lorraine.*

Ongoing Pippa to contact Lorraine to request representation on the Community Planning Partnership Board. *With Lorraine but been attending CPP working group.*

Matters arising from minutes

Survey on JF Conf Donald reported that 20 people replied, 12 were attending and 8 not. % were not able to attend on that date, 3 not interested and 1 knew nothing about it. There were 6 that would prefer an evening conf and 1 a different venue. There were 15 respondents that supported the Joint Forum.

There was further discussion and it was felt that an evening might be better next time to get more attendance.

Minutes Proposed by John and Seconded by Stacey.

Treasurer's report

Still waiting for Bank of Scotland account to be finalised with Stacey's details. Balance of previous Association monies will be transferred when we have access.

Assets are now being held by Donald and Pippa. Would like to find a place to store them when not in use. Assets consist of a laptop, netbook, external drive, printer, camera, speaker, projector and laminator. Sharon suggested she may be able to get a more up to date laptop when her company make PCs available to charities.

WLCC Joint Forum Conference feedback

Everybody felt that the conference went very well. It was a nice size with everybody able to get involved in the breakout sessions. The overall feeling was very positive. It was suggested that we have the breakout sessions at the beginning next time so that people can relax and talk to each other sooner.

The breakout session feedback and questionnaire submissions have been put into the submitted reports (sent out before the meeting) that we can refer to for suggestions for future direction of the Joint Forum.

Presentation on Way Forward for Joint Forum

Donald gave a presentation on the Way Forward for the Joint Forum taking into account the feedback from our Conference.

The main topics are Health, Transport, Planning and Crime.

It was suggested that these would be the basis for our future work program and that we should setup 4 forums covering these topics.

We should endeavour to get more CCs involved and target those that didn't attend the Conference.

To this end it was agreed that the following will head up each group and coopt others as necessary:

Health - Ian

Transport - Anne

Planning - John K

Crime - John S

Additionally we will have a group to deal with the website, IT issues and social media, consisting of Donald and Pippa. Anyone else interest welcome to join.

The full presentation is available [here](#).

There was a further discussion on what CCs have been doing. Kirknewton have implemented a communication card that is distributed in shops that has been very successful. John S to post an example card that could be adapted to other CCs. They also produce a calendar they send out every year. Pumpherston also send out details for people to get in touch and hold various events; for example a meet for young and old where skills can be shared. Bathgate got funding last year to send out a survey to all residents.

It was felt that we can use the website to share Best Practice between CCs. So we should all bring an example of what our CCs has done that can be shared for the next meeting.

Our Google mail calendar is available on the website for any events to be added.

Local Governance Review

John K shared a [report](#) in answer to the WLC Local Governance Review, which is a follow on from the ScotGov "Democracy Matters" report. He was concerned about the direction of travel in setting up an Integrated Public Authority. There will be recognising 2 distinct sections, Communities of Interest (specialised interest groups like cycling) and Communities of place (Community Councils). Concerns were who is coordinating Communities of Interest and will this result in a change of responsibilities for CCs.

It was noted that CCs haven't changed since their setup in 1975. It was also suggested that it would make more sense to change the responsibilities of LACs to be able to make decisions, be more accountable and do things that actually matter.

Customer Service Strategy Roadshows

It was noted that there had been an email sent out by George Scott about [Customer Service Strategy Roadshows](#) being held in January. It is urged that each CC send at least one representative to be notified by 11th Jan.



CUSTOMER SERVICE STRATEGY ROADSHOW

Two representatives from your group are invited to attend the Customer Service Strategy Roadshow

This Roadshow will deliver key Community Organisations an insight into the West Lothian Customer Service Strategy 2018-23

- Armadale Partnership Centre 16th January – 6:30pm-7:30pm
- Forestbank Community Centre 23rd January – 6:30pm-7:30pm
- Linlithgow Burgh Halls 30th January – 6:30pm-7:30pm

Please RSVP to george.scott@westlothian.gov.uk confirming the venue you wish to attend

Acknowledgement of attendance of up to two representatives would be appreciated by 11th January 2019

AOB

Ian advised that the Citizens Advice Bureau now have case workers available at St John's to proactively reduce levels of worry and distress to patients. www.cabwestlothian.org.uk

John S is talking to Scottish Neighbourhood Watch which he will deal with as part of the Crime remit.

Future events we might want to be involved in:

4th Feb NHS Review

27th Feb Senior Peoples Forum

Next Meeting

The next meeting will be on **Thursday 21st Feb** at James Young House, Drumshoreland Road, Pumpherston EH53 0LQ.