



**QUEENSFERRY and DISTRICT COMMUNITY COUNCIL**



**Monthly Business Meeting**

**Monday 24 May 2021 at 7.30pm**

**MS Teams – Virtual Meeting**

**DRAFT MINUTES**

**Present:** Keith Giblett (Chair), Terry Airlie (Vice-Chair), Diane Job (Treasurer), Grant Sangster, David Flint, Neil McKinlay, Anne Mitchell, David Learmond (QHT), Gillian Smith (QCCC), Muir Kay (QBC), Liz Holmes (Minute Secretary), Cllr Graham Hutchison, Cllr Kevin Lang, Cllr Norman Work, 1 guest Karen Stewart, FBTS Manager, 1 local resident.

**Item 3:** Caroline Nutsford - Avison Young, Ali Afshar - AMA (New Town) Ltd, Neil Macrae – AMA (New Town) Ltd, Colin Foster - Kettle Collective, Chris Rankin - Rankinfraser.

<b>1. QDCC Chairman’s Welcome</b>	<p>The Chair opened the meeting and welcomed everyone to the online meeting via MS Teams. In addition to members, meeting links are available to the public on request and 1 local resident was attending. Keith also welcomed Karen Stewart, the Forth Bridges Tourism Strategy Manager. There were 5 additional guests for Item 3, representing the proposed residential development at the current Arup site.</p> <p>Keith observed it had continued to be another busy month for QDCC including a number of queries via the website, and a sad incident involving a lady who had fallen and been injured at the Harbour slipway.</p>
<b>2. Apologies</b>	<p>Graeme McKinley Andy Malarky, Laura Sexton, Martin Crow (Police), Michelle Gordon (QHS), Jenni Meldrum (interim rep for town centre businesses), Cllr Louise Young.</p>
<b>3. Arup/AMA Development</b>	<p>Keith invited Caroline Nutsford from Avison Young to introduce her colleagues and provide an outline of the proposals for the Scotstoun House site. Caroline thanked him for the opportunity to speak with QDCC at this early stage. Avison Young are advising AMA (New Town) Ltd, and Ali Afshar and Neil Macrae from AMA, Colin Foster from Kettle Collective, and Chris Rankin from Rankinfraser were also online. Arup are to vacate the site later this year and proposal is to convert the existing Cat B listed office building, plus some new builds, to provide 25 residential properties. Currently at preplanning application notice (PAN) status for submission to CEC in the summer. Information and supporting documents are on QDCC website for the community to view, with feedback requested by 31 July.</p> <p>Colin Foster outlined the history of Scotstoun House, built initially in the 1740s, and its grounds. He explained the subsequent development by Arup in the mid-1960s and building extensions in 2005. Proposal is to work with existing landscape keeping mature trees, lawn and hedging but with some reinvigoration involving tree felling and replacement where required. The office addition is to be removed to reveal original 60s listed building. The extension in the walled garden will be kept and converted. New</p>



villas to be built around the lawn plus new townhouses. Stables to be reinstated as a house/cottage.

Keith thanked Caroline and Colin for the presentation and invited questions.

David L noted neighbouring residents have access to the grounds via a gate, and asked if this would continue. Colin said this had been raised at the online public Q&A meeting and was open to discussion, a more secure gate may be preferred.

Neil queried how many trees would be removed and what technical expertise would be used regarding replacements. And secondly what design aspects were proposed to make the houses eco-friendly. On trees Colin advised numbers still being looked at, intention is for impact to be as low as possible. Tree and ecology surveys had been done, no evidence of badger setts or bat roosting found. Rankinfraser are providing expertise on landscape design. The new properties are to have sedum roofs, PV panels, air source heat pumps. The existing building is a bit more challenging, and working with Arup on sustainability and impact on resources.

Terry asked about feedback from the public meeting. Caroline said attendance had been good, including residents and representatives from neighbouring Taylor Wimpey development. Comments included the gate, landscaping, and how the new buildings would 'sit' with existing properties. These, and any other feedback, would be reviewed after 31 May.

Terry also observed that QDCC had no contact from Arup about their plans. Ali Afshar had asked Arup to pick this up, and Tony Lovell would be in touch with QDCC shortly.

David L asked about the planning process involving change of use from business to residential, and Keith sought details on next steps and QDCC involvement. Caroline advised that a report referencing the existing Local Plan white land in an urban area would be noted in the Planning Statement documentation. Next steps dates were 31 May, and then July, and she undertook to keep QDCC updated. Thereafter Kettle Collective would submit plans formally as AMA's agent, followed by statutory 4-month determination period and opportunity for QDCC to submit comments.

Ward Councillors were asked for their views. No questions raised but Cllr Work noted that Queensferry residents are seeking commercial premises such as supermarkets, not more houses.

Keith summarised the discussion and asked if Arup would share their decision to move into Edinburgh with QDCC, and also asked to be kept informed of the environmental aspects of the proposals, eg trees, going forward. Caroline referred to the QDCC contact expected from Arup on the relocation decision, and there would be a robust suite of reports on the environmental impacts for review/comment. She was happy to discuss these with QDCC. Keith thanked her for this noting it was good to keep dialogue open.



	<p>Terry enquired if comments would be helpful ahead of the statutory process. Caroline noted now in formal 12-week pre application process. Decision was for QDCC, any views currently would be helpful in finalising the submission, but QDCC may also wish to reserve commenting until requested by CEC.</p> <p>Keith thanked Caroline, Colin, and colleagues for attending the meeting and presenting their proposals.</p>
<p><b>3. Police Report</b></p>	<p>Police report for April circulated before the meeting. QDCC noted Martin’s absence due to ill health and wished him a speedy recovery. The following items were discussed.</p> <p>QDCC meeting with Chief Inspector Taylor cancelled due to illness. Now contacting the Inspector on car racing and noise issues at the Hawes and Forth Road Bridge car parks. Extent of previously agreed action taken by Martin unknown, clarification being sought by Neil.</p> <p>Chief Inspector, Inspector, local Sergeant also contacted by Terry for suitable date to meet to discuss various matters arising, as agreed at April QDCC. Any additions to proposed agenda to be notified to Terry.</p> <p>On car nuisance matters, Cllrs Lang/Young had met with Police about Hawes area. Police impression was things improved re 101 calls, but undertook door-to-door survey to seek views. Neil had spoken with a Bridge House resident that day who echoed Police comments but that problems not gone away. Reported 20-30mins waiting time for connection on 101 calls and residents therefore potentially losing patience and hanging up. Kevin noted access to NW Edinburgh Police via email, may be better given Martin’s absence, and that residents have the email details. Terry commented on his attempt to use the NW email, no response yet, and QDCC feeling bereft of local Police contact currently. Kevin advised submitting a complaint to Police.</p>
<p><b>4. Minutes from Last Meeting (April 21)</b></p>	<p>Keith thanked Liz and Terry for the April minutes. He also extended his particular thanks to Terry for covering the Chair role, and to QDCC members for their best wishes and support during his absence. No amendments to minutes requested, proposed by Neil and seconded by Anne.</p>
<p><b>5. Matters Arising</b></p>	<p><b>OUTSTANDING ACTIONS</b></p> <p><b>JANUARY 2020</b>  <b>Forest Nurseries:</b> Some concerns were raised by Cllr Hutchison regarding road access to the site at Dundas, which passes near some residences. <b>May update</b> – Planning Application refused. <b>ACTION CLOSED</b></p> <p><b>FEBRUARY 2020</b>  <b>Museum:</b> Action for QDCC to re-engage with CEC Museum Dept. <b>May update</b> – see Chair’s report, meeting taken place with Gillian Findlay, Museums and Galleries Senior Curator. <b>ACTION CONTINUES – pending response from Gillian Findlay on matters discussed.</b></p>



#### **OCTOBER 2020**

**Development Management Sub-Committee (DMSC):** Ongoing dissatisfaction on the questionable basis for making decisions at CEC. Investigate formation of a community forum. The purpose of such a forum being to act as an engagement vehicle. No movement, Terry to re-engage. **May update** – now topic on Edinburgh CC Association agenda. **ACTION CONTINUES - pending CEC response.**

#### **JANUARY 2021**

**Development Trust for Queensferry:** Terry to arrange a meeting to see what direction this could take next, particularly relating to Queensferry's community facility existing 'seed fund'. To liaise with Keith and bring back to Committee. **May update** – discussed under Agenda item 8, FBTS Update. **ACTION CLOSED (see new action, May 21)**

**Antisocial Behaviour (ASB) Scotstoun:** Norman to make enquiries on whether either CEC or a development trust could invest in CCTV coverage to monitor activities outside shops and residences around Scotstoun Grove. Likely that CEC may say that responsibility for CCTV lies with the Shopping Centre, but potential for CCTV at the recycling facilities being looked at. Police report notes increase in patrols at Scotstoun shops to help deter ASB activity. **May update** – Norman contacted Murray Black, CEC to discuss. Response awaited. **ACTION CONTINUES – Cllr Work to contact Murray Black again.**

**Road & Pavement Adoption Dalmeny Park:** Norman and Graham to clarify adoption status of Dalmeny Park streets. Understanding is that developers should approach CEC and apply for adoption. Has to be an adoptable standard, can be problems with new materials used, eg monobloc. Correspondence between Cala and Cllrs Hutchison and Lang notes delays in completion process in 2020 due to Covid. Inspections by CEC/SW due early March 21 and thereafter roads should go onto a 1-year maintenance period, and then be formally adopted. **ACTION CONTINUES – Cllr Hutchison to confirm CEC/SW inspections taken place.**

#### **MARCH 2021**

**QHS Capacity:** Terry to chase response from CEC (Crawford McGhie) on plans to address QHS capacity in the event of another school not being available for Kirkliston children. Contacted CM twice, response awaited, and Kirkliston CC also chasing. Need to review the City Plan 2030, which is on hold re pandemic. **May update** – Terry spoken with CM, impact of Kirkliston housing may not be as great as significantly thought. QHS PTC to be kept updated. **ACTION CLOSED**

**Tesco Recycling Facilities:** Neil to be included in meeting with CEC to discuss future of recycling bins at Tesco. Meeting being arranged by Murray Black at CEC. Keith proposed the Environment Policy on recycling and waste collection be reviewed ahead of a meeting. Norman agreed to check the policy statement. Keith also contacted MB on this topic and some other items and suggested holding back on meeting pending response, and review of policy. **May update** – meeting with Murray Black to be arranged. **ACTION CONTINUES**



	<p><b>Harbour Wall:</b> Terry to follow up funding status for Harbour Wall repairs with Renata Wilson, and liaise with Ward Councillors. April update - Funding position followed up, but emergency repairs now needed due to pot hole. Terry to chase action with Renata. <b>May update</b> – Terry awaiting response from Renata. Muir confirmed all survey work completed and going out to contractors, funding position needs clarified. David L in touch with CEC re Common Good Fund. <b>ACTION CONTINUES</b></p> <p><b>AGM Dates:</b> Terry to contact CEC regarding QDCC AGM requirements in 2021. April update - response awaited. <b>May update</b> – AGM date agreed, see Agenda Item 11. <b>ACTION CLOSED</b></p> <p><b>Car Racing, Station Road:</b> Terry to contact the Police regarding resident report of car racing on Station Road. Martin notified, no feedback yet. <b>May update</b> – on agenda for meeting with Police. <b>ACTION CONTINUES</b></p> <p><b>APRIL 2021</b></p> <p><b>QHS:</b> Michelle and Neil to pick up re-establishing community engagement at QHS, early June. <b>May update</b> - Neil has in diary to pursue. <b>ACTION CONTINUES</b></p> <p><b>Station Road:</b> Terry to notify CEC speed pads on Rosshill Terrace/Station Road require maintenance. <b>May update</b> – CEC notified, response awaited. <b>ACTION CONTINUES</b></p> <p><b>Transport:</b> Terry to set up meeting with Atkins and Cala on travel plans and access routes at Builyeon Road development. <b>May update</b> – Done. <b>ACTION CLOSED</b></p> <p><b>Environment:</b> Terry to check if Boathouse steps and Neilsons litter bins have been swapped around. <b>May update</b> – done. <b>ACTION CLOSED</b></p> <p><b>QCCC - Trishaws:</b> Norman to check previous email exchange with Dalmeny Estate on potential to move a post at Dark Entry to allow Trishaw access, and advise QCCC of response. <b>May update</b> – Grant suggested asking if a key for the gate is possible, for Trishaw access only. Cllr Work to follow up. <b>ACTION CONTINUES</b></p> <p><b>AOB - Police Meeting:</b> Terry to formally invite Police Scotland representative to QDCC meeting to discuss Community Policing and current areas of concern. <b>May update</b> – in hand, covered at Agenda item 3. <b>ACTION CONTINUES</b></p>
<p><b>6. Chair's Report</b></p>	<p>Report circulated before the meeting. Keith highlighted positive meeting with Museum managers, for David L attention. David noted future of local Museums had been raised 2 years ago, referring to the Strategic Review, and questioned how things stood now in terms of outcomes. Keith confirmed Queensferry Museum had a future life pre Covid but current position unknown. Opportunity for QDCC representatives to become involved with Museum staff as outlined in his report.</p> <p>Keith added that a curator from CEC is to be appointed to the Forth Bridge World Heritage Collections Committee (FBWHCC). David agreed this was welcome and noted move to digital recording. Also of relevance to Karen.</p>



<p><b>7. Councillors' Reports</b></p>	<p><b>Cllr Work.</b> Report circulated before the meeting. No questions raised. Norman noted his disappointment on lack of response from Ryan McKeever CEC to his emails on the railway path sewage works.</p> <p><b>Cllr Hutchison.</b> Report circulated before the meeting. No questions raised.</p> <p><b>Cllrs Lang/Young.</b> Report circulated before the meeting. Anne queried the reopening of Queensferry Library, as not included in the first tranche. A rumour was circulating it might not reopen. Kevin and Graham both confirmed the issue is to do with the building layout, difficulty in providing a secure one-way entrance/exit system. CEC officials stressing that all Libraries are to reopen. Any threat of closure would be objected to strongly.</p> <p><b>Post Meeting Note</b> – now confirmed Library reopening Mon 7 June.</p> <p>Terry restated the current non-responsiveness of CEC officials to QDCC correspondence. No 'out of office' messages are provided and it is understood some emails end up in junk folders. He pleaded with Ward Cllrs for support in resolving this as impacting on conduct of business. Keith observed this has also been raised by other CCs, and is taking up time and resource, as well as frustration.</p> <p><b>ACTION: Ward Cllrs assistance requested in resolving CEC non-responsiveness to QDCC correspondence.</b></p>
<p><b>8. FBTS Update</b></p>	<p>Karen reported on the previous week's Forth Bridge World Heritage Committee (FBWHC) meeting. Covid Level 2 was good news, most businesses open and lots of visitors to Queensferry. Work on interpretation signage in hand, looking at new artwork/maps, proposals to be shared with QDCC. Visit Scotland assisting with Forth Bridges website redesign to provide better layout for visitors, due end June. Bridges Trail planning included arrival by bus/train, local path network, boat trips and opportunities for visitors to explore both North and South Queensferry. On signage Keith noted Paul Hogarth's previous work, and that he would be a good contact for advice on materials best suited to an outdoors environment. Karen to take this forward and noted that formal procurement would be followed.</p> <p>Anne recalled a previous map designed for cruise ship visitors to explore Queensferry and it might be useful background for the current project.</p> <p><b>ACTION: Anne to pass Queensferry map details to Karen.</b></p>
<p><b>9. Treasurer's Report</b></p>	<p>Report circulated before the meeting. On balances held Diane noted that interest rates were reducing. CEC grants this year currently unknown.</p> <p>David L asked about the Community Facility funding, what plans are there to spend the funding from housing developments and would there be further amounts from new housing. Keith commented intention had been to set up a Development Trust sub-committee, with remit to seek community views on what to support, and which could be more than one project. He would take this forward.</p> <p><b>ACTION: Keith to set up Development Trust sub-committee for Community Facility funding.</b></p>



<b>10. Secretary's Report</b>	Report circulated before the meeting. No questions raised.
<b>11. CEC/QDCC business - AGM 2021</b>	Response received from CEC on 2021 AGM requirements, meetings to be held in May or June. QDCC AGM to be Mon 28 June, alongside normal monthly business.
<b>12. QDCC Subcommittees</b>	<p><b>Transport</b> Report circulated before the meeting. No questions raised.</p> <p><b>Planning &amp; Housing</b> Report circulated before the meeting. Diane also noted lack of timely responses from CEC officials. A significant number of outstanding applications are pending for Queensferry. Terry asked if this is because Case Officers aren't available to deal with planning queries. Cllr Lang advised that enforcements and building warrants require physical inspections, some are now being done by video but enforcements require an inspection. CEC staff are all within the same department but work on different areas of business.</p> <p><b>Health &amp; Wellbeing</b> Report circulated before the meeting, includes QCCC update. Missed Covid vaccinations can be chased up via <a href="https://invitations.vacs.nhs.scot">https://invitations.vacs.nhs.scot</a> Registration for 18-29 years (not appointments) is at <a href="https://register.vacs.nhs.scot">https://register.vacs.nhs.scot</a> Neil advised that he and Graeme had met regarding local youth activity. Covid and the impact on mental health and wellbeing were discussed, and he asked if these are on the radar regarding school liaison. Anne reported been picked up on Almond Neighbourhood Network's agenda. She had spoken with schools and they are aware, but focus is on education needs. In summary, being discussed but no formal action at present.</p> <p><b>Environment</b> Report circulated before the meeting. Neil advised Cleanferry and Friends of Ferry Glen are liaising with CEC Taskforces to support work around the town. Planted borders at the Station had been renovated and attention is now on Hill Court flats subject to resources. The collaboration was a positive step forward. Keith extended thanks to all involved, noting that the town was grateful for the work done and the plants and flowers.</p> <p><b>Education &amp; Recreation</b> Report circulated before the meeting. No questions raised.</p> <p><b>Communication</b> Report circulated before the meeting. No questions raised.</p> <p><b>Queensferry Churches Care in the Community (QCCC)</b> Update included in Health and Wellbeing report. Nothing additional, no questions raised.</p>



	<p><b>Queensferry Heritage Trust (QHT)</b>  David L provided an update on Jenni Meldrum’s cycle accident. QDCC sent their best wishes for a speedy recovery.  The QHT AGM in April was well attended. A Doors Open Day event is planned for 25/26 Sept, online or physical to be decided. David commented that QHT also had no contact about Arup’s move, involving 250 staff. The Doors Open day could have been an opportunity to see the building, which is listed. This prompted a question on how many businesses are based in Queensferry and Neil asked if there is a mechanism to track firms setting up in the town. The previous Queensferry Ambition listing was discussed. Keith suggested that he, David L, Neil and Graeme meet separately to consider how best to take this forward, including selling benefits to business and residents.  <b>ACTION: Keith, David L, Neil and Graeme to discuss number and scale of business activity within Queensferry, and potential benefits of seeking formal engagement.</b></p> <p>Karen was asked if this was also of interest to the Business Gateway and said Elin Williamson, Business Growth &amp; Inclusion Manager may wish to be kept updated.</p> <p><b>Queensferry Boat Club (QBC)</b>  Muir reported most berths now empty as boats launched for the season. Harbour repair work needs serious attention, CEC being asked for update on action. Concern expressed at the recent accident on the “wee” slipway resulting in a head injury. The slipway is on the repair list but is owned by the Crown Estate, not CEC. Muir is pursuing. Warning signage of slipway dangers was suggested and agreed to be an excellent idea, irrespective of repairs. Another lifebuoy had been taken and a replacement was on order. The replacements are to be marked as a potential deterrent to further theft.</p>
<b>13. AOB</b>	No additional items.
<b>14. Questions from the floor</b>	No questions raised.
<b>15. Date and time of next meeting</b>	Monday 28 June 2021 at 7.30pm, including AGM.  Keith thanked David L for his assistance in managing the Teams links at this meeting.