

Minutes of Meeting of Bridge of Allan Community Council

Held on Tuesday 19th September 2023 in the Allan Centre.

Present: Anna Doeser (AD) Vice Chair and Communications Officer; Leslie Harkness (LH) Secretary; Alasdair Taylor (AT) Treasurer; Mark Everett (ME) Planning Officer; Inga Bullen (IB); Amanda Coulthard (AC); Rosemary Dodds (RD); Karen McGregor (KmcG); Jenny Smith (JS)

Apologies: Mike Watson (MW) *Chair*; Linn Kleinman (*Member*); Bill Fortune (*Member*); Councillor Robin Kleinman; Councillor Alasdair Tollemache; Alexander Stewart (MSP); Alyn Smith (MP); Douglas Neilson (*Secretary of Friends of BOA*)

In attendance: Councillor Douglas Dodds; PC Paul Gilliland; PC Ross Barclay; Graham Russell (Chair, Friends of Bridge of Allan); Sheila MacGregor (Dr Welsh Trust); Gavin Drummond (Former Chair); 8 other residents; Brian Bullen Minute Taker;

Abbreviations:

Annual General Meeting (AGM), Bridge of Allan (BOA), Community Council (CC), Common Good Fund (CGF), Stirling Council (SC), Wallace Monument Stakeholder Advisory Group (WMSAG), Discover Bridge of Allan (DBOA), Residents Against Greenbelt Erosion (RAGE); Community Action Plan (CAP); Local Place Plan (LPP)

B 2227. Welcome, Apologies and Conflict of Interest

AD opened the meeting at 19.30, welcoming those present.

The apologies were noted as indicated above.

There were no expressions of conflict of interest.

B 2228. Approval of Minutes, Matters Arising and Action Log

AT proposed the April 2023 minutes be approved, Seconded by LH. *LH reported on Matters Arising; the report from LH is reproduced here:*

Matters Arising (LH)

In relation to **Item B 2214** and the role of the Ranger service, SC has written to Councillor Tollemache to initiate arrangements for a site visit with the ranger to identify what action is required.

Also, with regard to **Item B 2214** and Haws Park, Councillor Tollemache forwarded to the CC his letter to SC to request that a "No Parking" sign in the park be replaced. The CC also received a letter from Riverside Football Club confirming that it intended to pursue a proposal for a new residency relationship with the University of Stirling, ending its association with Haws Park.

B 2229. Protocols for Meetings (AD)

AD put forward two proposals for approval:

- 1) The agenda item for 'Residents' Voice' be earlier in the order, i.e. after the Police Report. Residents who wish to raise issues can then do so without waiting until the end of the meeting, and can potentially leave thereafter if they need to.
- 2) If an agenda item requires Members to Vote, then the proposal and background information should be submitted in writing (email) a week before.

Members voted in favour of both proposals.

B 2230. Police Report

PC Paul Gilliland presented the Police report for the period 15th August to 18th September inclusive. The text of which is reproduced here:

Introduction / synopsis of previous month:

This report should provide sufficient information of the police activity since the last community council meeting. If you have any further questions about the police report or any incidents that you are aware of that are not included in this report then please email us direct on the above email address and we will answer your questions.

If anyone has any information on any incidents that we have been unable to identify a suspect then please let us know by email, 101 or by contacting Crimestoppers.

The report encompasses all relevant crime and other matters which have occurred between 15th August and 18th September 2023 inclusive.

Current Priorities:

Our current priorities in the Bridge of Allan area continue to be Anti-Social Behaviour, Road Safety and Community Engagement and Reassurance.

Main Report:

Between the 15th August and 18th September 2023 a total of 11 crimes occurred within the Bridge of Allan area. The crimes detailed below are those that are of relevance to the local community.

ANTISOCIAL BEHAVIOUR

None to report.

DRUG MISUSE

During the evening of 16th August a male traced within Henderson Street was found in possession of controlled drugs namely herbal cannabis. The male in question will be subject of a report to the Fiscal in relation to a Section 5(2) Misuse of Drugs Act 1971 offence.

VIOLENT CRIME

On the 7th of September an altercation occurred within Queens Court, Bridge of Allan whereby a male sustained facial injuries during an assault. This is crimed as Assault to Injury and is under investigation at the time of update, PS-20230907-0356 refers.

HOUSEBREAKINGS/CRIMES OF DISHONESTY

On the 16th of August two males were seen attempting to break into a commercial property within Henderson Street, Bridge of Allan. On police attendance two males were arrested and have since been reported to the Procurator Fiscal for Attempted Housebreaking with Intent to Steal.

On 22^{nd} of August a resident from the Bridge of Allan was contacted by an unidentified fraudster claiming to be from the bank and advised that he had been the victim of Fraud. The victim was then coerced into transfer a large sum of monies out of his account however the payments were stopped prior to the funds transferred. This is crimed as Fraud and is under investigation at the time of update.

On the 12th September Air pods and clothing were stolen from Fountain Park. This is crimed as Theft and is under investigation with positive lines of enquiry currently being pursued.

ROAD SAFETY AND ROAD TRAFFIC RELATED CRIME

On the 16th of August a vehicle then parked within Orchard Road, Dunblane sustained accident damage after being struck by a vehicle. This is crimed as Fail to Stop after Accident and is under investigation at the time of update albeit the offending vehicle has not been identified, PS 20230816-3754 refers.

On the 16th of August a vehicle then parked within Orchard Road, Dunblane sustained accident damage after being struck by a vehicle. This is crimed as Fail to Stop after Accident and is under investigation at the time of update albeit the offending vehicle has not been identified, PS 20230816-3754 refers.

OTHER CRIME

On the 22nd of August Coxburn Brae, a male approached a lone female in the street and made inappropriate comments towards her causing alarm. The male responsible, following investigation was traced, arrested and remanded in custody

OTHER MATTERS OF NOTE

Between the 15th August and 18th September 2023 there has been a total of 122 calls to the Bridge of Allan area (this includes some calls to the University, Causewayhead and Cornton). A breakdown of some of the calls are as follows: 3 public nuisance calls, 2 drugs/substance misuse calls, 1 noise related call, 4 disturbance type calls, 1 housebreaking call, 1 damage call, 2 theft type calls, 2 domestic incident calls, 4 fraud type calls, 10 concern for person calls, 1 missing person call, 1 abandoned vehicle call and 8 road traffic related calls.

Advice and information relating to Internet Safety and Scams and Frauds can be found on the Police Scotland website.

Community engagement and reassurance:

CPT officers attended the University Freshers Fayre on 14.09.2023 and engaged with students in relation to crime prevention and safety

Activity for forthcoming month:

- Carry out patrols in areas where antisocial behaviour is reported.
- Continue to deliver information and inputs relating to fraudulent type crimes directed at vulnerable members of the community.

https://scotland.police.uk/yourviewcounts

Community Police Email Address: DunblaneBridgeofAllanCPT@scotland.pnn.police.uk

Issues Raised at the Community Council Meeting:

RD queried why a road traffic incident she was aware of was not in the report. PC Gilliland explained the reporting period followed the normal convention of being a monthly report and that the incident was before Aug 15th.

PC Gilliland explained that these days they are frequently deployed outside of Bridge of Allan, such as at large public events – football matches for example. He and PC Barclay reiterated that if there is a local group that would benefit from a talk about online crime to get in touch with them.

B 2231. Residents' Voice

Three issues were raised:

1. Fountain

Graham Russell report that there is a large shrub growing on top of the Fountain .(1) It needs removing before damaging the stonework.

ACTION: Cllr Dodds to raise maintenance of Fountain with SC

2. Street Cleaning

A resident complained that the street cleaning vehicle misses New Street, including the junction with Allanvale Rd. Other residents also commented on the litter on the streets, particularly in car parks. One resident reported picking up litter, particular outside an elderly neighbours property. Residents in properties without a front fence in particular have issues with rubbish in the street.

ACTION: CC to clarify street cleaning routes with SC

3. State of pavements and gutters

A resident complained that the general appearance of BOA was marred by weeds growing in cracks on the pavements and roadside gutters.

GD reported that there was some herbicide spraying last week.

KMcG commented that indeed a lot of roadside and pavement tidying up needed to be done, and suggested a volunteer group be set up next year to do a clean up.

ACTION: CC to consider a volunteer group for street cleaning

B 2232. Community Action Plan (AD)

AD briefly outlined the review by Heather Jones of the previous CAP (2011). Key points included that about 40% of the Actions were completed and that the themes were still relevant.

Cllr Dodds reported that DBOA's application for funding from the CGF is before the SC Civic Panel, due to meet on September 28th.

ME mentioned that Callander Community Council had already published their LPP, a 40 odd page document professionally produced by a outside consultant. Dunblane CC have a web based community survey due to run in October.

The LPP Subgroup (AC, IB, ME) have a meeting set for Oct 2nd with DBOA.

AC with her relevant professional experience with LPPs will chair the LPP subgroup.

AC reported looking at the 2011 CAP and considered that the themes are relevant to a LPP.

There followed a discussion about the LPP and the CAP their relationship, and the relationship with the DBOA proposed CAP with contributions from members and residents.

Amongst the issues and considerations were:

- there should not be two community surveys
- the conversation with DBOA is important, with processes aligned
- LPP will require all CC members to be engaged
- There will be initial costs for flyers, posters
- · funds should be raised, and not come from the Contingency fund
- funding subgroup suggested
- CC could apply to the CGF for funds for different specific purpose(s) from DBOA
- · resident involved in 2011 CAP reported it was a lot of work, needed external help to get started
- CC to contact SC Civic Panel for opportunity to be consulted on the DBOA CGF application with positive comments about the two groups working together, and focusing on the lack of engagement as per procedures.
- AC to draft a letter for ME to send to DBOA explaining though the CC will support their CGF application but wish the procedure of consulting the CC
- SC will review the processes in developing the LPP
- The LPP is a planning document for incorporation into the SC Local Development Plan
- The CAP need not be approved by SC.

ACTION: CC to contact SC Civic Panel for opportunity to be consulted on the DBOA CGF application with positive comments about the two groups working together.

ACTION: AC to draft a letter for ME to send to DBOA explaining though the CC will support their CGF application but wish the procedure of consulting the CC

B 2233. Local Place Plan (ME)

AC asked for approval to continue the work (as set out in the LPP subgroup report) and members agreed.

The LPP subgroup report which ME had circulated to members of the LPP subgroup, is reproduced here:

Purpose

This report provides members with an update on the work of the LPP subgroup over the last 4 weeks and outlines proposed next steps.

Recommendations

Members are asked to

- support further scoping work being progressed by the LPP subgroup, including an exploratory meeting with Discover Bridge of Allan to discuss joint development of a plan for Bridge of Allan.
- Agree a process of delegated authority for the LPP subgroup to allow progress between meetings

Agree to the creation of a funding sub group which can source and apply for external funding streams to support the work
of BoACC.

Agree to support the ongoing work to develop the LPP as detailed in the next steps section below

Background

As agreed at the inaugural meeting of BoACC on 15 August, Inga Bullen, Mark Everett and Amanda Coulthard have worked to progress our approach to developing the LPP for the area.

Work to date has included researching the framework for LPPs as detailed in the following section. Introduced by the Scottish Government in the Planning (Scotland) Act 2019 Local Place Plans are part of the new focus on a plan-led system where planning decisions are made within the framework of the National Planning Framework 4 (NPF4) and Local Development Plan (LDP). LPP's are to be taken into account by the Council when deciding on their LDP. LPPs are to take account of the NPF4 and relevant LDP.

The review of the Planning Bill generated a lot of discussion regarding community input into planning. Some of the issues are;

- Many community groups struggle to get their views heard.
- Planning decisions becoming more centralised,
- Developers appealing to scot.gov when refused by local councils,
- Influence of development industry on planning decisions.
- Planning was seen as an uneven playing field.
- Communities portrayed as nimby's.
- Communities often do not have the expertise and money to influence decisions.
- Communities continually reacting to applications, problems with steep learning curve, and vast amount of planning terminology to understand.

Local Place Plans are to give communities influence at the beginning of the process, rather than being reactive.

Local Place Planning

Though they should ideally be prepared collaboratively, LPPs are community-led. They include proposals from communities about how land is developed and used within their local area and can describe the types of changes that local people want to see and be taken into account.

A local Place Plan is an expression of community's aspirations and solutions which can influence the local planning policy. It sets out priorities for future development in an area, as well as helping communities to develop and deliver their own projects.

LPPs are proposals from communities about how land is developed and used within their local area. It can describe the types of changes that local people want to see and be taken into account in the local authority development plan. They should include a spatial vision, which sets out where change should happen, and a map which shows where. They can also contain an action plan laying out how changes will be delivered.

Themes to include

- Identify sites for development of new, and affordable, housing as well as clearly identifying sites which should not be considered for future development
- Any sites to support climate change adaptation (renewable energy, flood mitigation)
- Local initiatives to promote active travel and community food growing.
- Sites for local employment, tourism and community facilities
- Open space, green/blue infrastructure, play facilities
- Conservation of the natural/built environment
- Improvements to the neighbourhood/town centre

Progress to date

The LPP subgroup have continued to meet since the inaugural meeting of BoACC to scope work required to develop the LPP for the area. This has included researching approaches and reviewing recently developed plans from other local areas.

CC Chair Mike Watson also met with Discover Bridge of Allan to understand their recent tender development for a refresh of the existing community action plan for the village. He has since briefed the subgroup on this discussion and contact has been made with the Discover Bridge of Allan chair Euan Bain through Mark Everett.

It is our view that the community action plan and local place plan are /can be a single document which reflects all aspirations of the communities of Bridge of Allan. To that end we have sought a date to meet with representatives of Discover Bridge of Allan to discuss a joint steering group approach to development. Detail of this will be included in a more substantive proposal to the next meeting of BoACC.

Next steps

If BoACC are in agreement the LPP subgroup, chaired by Amanda Coulthard, will continue to develop a detailed plan for the consultation and engagement required to inform the Bridge of Allan LPP.

In order to undertake the level of community engagement required for such a significant, and statutory, document a detailed project planning approach will be required. As well as the core focus of the subgroup on undertaking the necessary steps to ensure we comply with the Stirling Council process we will require involvement of all community councillors in various aspects of delivery over the next 18 months.

While a detailed timeline and project plan are in development examples of tasks requiring wider member involvement include -

- Supporting development and cascade of communications about the LPP process
- Supporting the surveying of BoA residents, both online and on paper
- Assisting in the collation and analysis of responses to identify key themes for the plan
- Reviewing and 'sense-checking' the draft plan as it develops

The work to develop the plan will have financial considerations beyond the scope of the existing community council budget. Therefore we will require a small group to work on funding applications and identification of possible funding streams for the LPP work. This will ensure we can develop a plan which is engaged and engaging, which reflects the views of residents who feel they have had a voice in the process. To do this we will incur costs for creation of communication materials, possible software licensing, event/venue hire, etc. It would be helpful to understand from the treasurer what, if any, financial resource from the existing CC grant may be available to support this work.

B 2234. Christmas Lights (AD)

AD indicated a volunteer was required to lead on the work to do with Christmas Lights.

AT has emailed a doc to members outlining the work.

The turn-on date was discussed, last year the switch-on event was at the Provost's Park on Sat 3rd December at 3.30. Children from BOA Primary School sung carols. AT reported that SC required only a license to use SC land. KMcG spoke re fundraising. She also suggested that low cost posters could be made on A1 paper and Sheila McGregor volunteered loaning stands on which to hang the posters.

AD will look into funding and also arrange an online meeting in the near future for a working party.

ACTION: AT to apply to SC for license to use the Provost Park.

ACTION: AD to arrange online meeting for a Christmas Lights working party.

B 2235. CSET Funding Application (GD)

GD spoke regarding his proposed application to the Clackmannanshire & Stirling Environmental Trust (CSET) {²} for funding to repair the MUGA (Multi User Games Area) adjacent to the tennis courts.

3 different quotes (with varying specifications) have been obtained, with costs about £12000.

The site is owned by SC who must therefore award the contract, however CC must obtain the funds.

Members voted to approve GD's proposed application.

B 2236. Planning Access and Strategy (AD)

AD outlined a proposal to develop the criteria and procedure for considering Planning Applications. Planning Applications typically have only a 21 day period for neighbour comments once posted; a procedure with criteria for the Planning Officer to make a comment / consult as necessary/ report to the members etc need to be developed.

ACTION: ME and IB to develop a procedure with criteria and present at next CC meeting.

B 2237. SC Local Development Plan Pre-Engagement Survey (LH)

LH outlined SC's Local Development Plan Pre-Engagement Survey.

The LDP is to be finalized in 2027, with an initial version in 2026, incorporating the LPPs in 2025.

The survey was 8 or so questions about the methods of engagement. {3}

B 2238. Community Council Vacancy (AD)

With Sandra stepping down we now have a vacancy within the CC. Stirling Council have a set procedure to follow to fairly fill a vacancy which we have followed 4 times in 2022.

Some background on the co-option process and co-opted membership.{4}:

A co-opted position must be publicly advertised; giving people at least 2 weeks to return their nomination forms to the Community Council.

The criteria for membership of the CC are that the person is over 16, a BOA resident and on the electoral register.

They must be elected by a two-thirds majority of the full Community Councillors present and eligible to vote. Such coopted members shall have full voting rights, with the exception of voting on the co-option of members.

After attending 3 meetings or after 6 months they may become a full member.

Community Council members need to be given 14 days notice that we co-option vote will be held.

Proposal: To run a co-option process following these timescales:

1st Oct - publish social media posts, web and posters/flyers 27th October - deadline to return nomination forms to CC 30th Oct send nomination forms to SC for checking eligibility 6th November notice to members re nomination voting 21st November meeting for vote.

Members voted to agree the proposal.

Associate Membership (non-voting) can be offered if there are more candidates than the limit on members. [5]

ACTION: AD to publish the vacancy on the website and social media

ACTION: Volunteer sought to prepare posters/flyers

B 2239. Planning Applications Report

In BF's absence, ME outlined a report received from BF.

An application on Airthrey avenue was a renewal of a previously approved application.

An application for an additional house at Drumbrae farm was not considered a problem, except for the increased traffic on the single lane road. A comment will be made that more passing places are needed on the narrow lane to Drumbrae.

LH reported sitting in on an SC webcast of the planning committee meeting that discussed 105 Henderson Street. ⁶} The only contentious issue appeared to be relating to the incorporation of Active Travel Plans – the planning office recommended that new residents of the proposed flats are given an Active Travel Pack.

B 2240. Chair's Report (AD)

AD in MW's absence, proposed the purchase of a wreath for the Remembrance Service. Members Approved.

B 2241. Secretary's Report (LH)

Communications from SC Elected Members

Councillor Tollemache has raised with SC the following:

- the pre-engagement survey for the next Local Development Plan;
- the suspension of the SC Henderson Street parking initiative and the need for an update;
- the issue of discarded SC signs;

The councillor has also raised with SC the lack of capacity of a number of the town's sewers in Bridge of Allan in terms of coping effectively with heavy rain, particularly the combined sewer coming down Coneyhill Road and serving a large area of upper Bridge of Allan, and also the narrow outlet from the sump at the rear of the tennis courts. He has asked SC to indicate if any appraisal of the capacity of the drains and sewers has been undertaken and if any capital investment is proposed.

Councillor Tollemache forwarded the following:

- the first edition of ScotRail's newsletter, "Keeping You on Track"
- a communication from the Scottish Government confirming that, in relation to the Blairforkie development, the Reporter will delay any decision for an initial period of three months or until the Court of Session has issued a ruling on a relevant point of law which is currently in play

Councillor Dodds forwarded from SC confirmation that the Court of Session, in relation to the Bridge of Allan CGF, made no stipulation that expenditure be restricted to the interest generated in any one year.

Communications from Residents

A resident from Westerlea Drive wrote to ask the CC to note that a resident in the area had purchased a sit-on mower to cut the grass in the local playpark more often than SC has been able to do.

A resident from Vale Grove (Forth Park) contacted the CC to voice concern about the worrying level of disturbance during the day arising from prisoners shouting, swearing and screaming, something which is intrusive even with the windows closed.

Both Councillor Dodds and Councillor Tollemache have contacted the CC to confirm that Councillor Tollemache will take the lead on the issue, contacting the resident and raising the problem with the prison staff

Communications from Stirling Council

- confirmation that the work to upgrade the tennis courts will begin on September 25.
- details of the Place Based Investment Programme regeneration fund.

General Communications

- a communication from Save Blairforkie Greenspace confirming that both SC and the Blairforkie development applicant were given an opportunity to submit comments by August 10th on the relevance, for the Blairforkie development application, of the refusal to grant permission for a West Lothian development to proceed;
- the agenda for the August development meeting of the Wallace Area Forum;
- the regular monthly newsletters of Alexander Stewart, our MSP.

B 2242. Treasurer's Report (AT)

The detailed report is at Appendix 1. Total available funds stand at £12,781.81

AT explained how the CC has one bank account, but the funds are manage under 5 subfunds,

- 1. Playparks (current balance £5.75)
- 2. SC Administration (current balance £1,733.08)
- 3. Unrestricted (current balance £2,391.81)
- 4. Larder (current balance £6,072.19)
- 5. Christmas Lights (current balance £2,618.98)

Following the request from ME for a budget for the LPP work, AT will add an additional subfund for 'Planning'. AT re-iterated that the potential costs of repairs/replacements to the Christmas lights could be a large sum, and that attempts to get additional sponsorship should be made.

B 2243. AOCB

Councillor Dodds reported on the development at Dunblane of 'The Old Bank of Scotland Building'; bought by a local charity and funding is currently being sought to transfer the building into a community owned organisation, with areas for music/cinema and also a cafe/restaurant.⁷}

B 2244. Date of Next Meeting

The next meeting is Tue 17th October, at the Allan Centre, 7.30pm.

Action Log Summary:

- 1. (from B2231): Cllr Dodds to raise maintenance of Fountain with SC
- 2. (from B2231): CC to clarify street cleaning routes with SC
- 3. (from B2231): CC to consider a volunteer group for street cleaning
- 4. (from B2232): CC to contact SC Civic Panel for opportunity to be consulted on the DBOA CGF application with positive comments about the two groups working together.
- 5. (from B2232): AC to draft a letter for ME to send to DBOA suggesting their CGF application is delayed until after the meeting with them on Oct2
- 6. (from B2234): AT to apply to SC for license to use the Provost Park.
- 7. (from B2234): AD to arrange online meeting for a Christmas Lights working party
- 8. (from B2236): ME and IB to develop a procedure with criteria and present at next CC meeting
- 9. (from B2238): AD to publish the vacancy on the website and social media
- 10. (from B2238): Volunteer sought to prepare posters/flyers

Appendix 1 – Treasurer's Report September 2023

Bridge of Allan Community Council

Treasurer's report September 2023

Funds	Opening Balance	Income	Expenditure	Closing Balance
1. Playparks Fund	£5.75			
2. SC Administration Fund Web hosting - May Web hosting - June Web hosting - July Web hosting - August Web hosting - September Minutes - April Information Commissioner's Office Stirling Council (Note 1) 3. Unrestricted Fund	£454.08	£1,344.00	£6.00 £6.00 £6.00 £6.00 £6.00 £0.00 £35.00	£5.75 £1,733.08
4. Larder Fund Travelling expenses to Fairshare - 88 miles x Travelling expenses to Fairshare - 88 miles x University of Stirling (Note 2) 5. Christmas Lights Fund	£5,874.59	£275.00	£38.70 £38.70	£2,391.81
				£2,618.98
Total Available Funds Add unpresented cheques/payments: None Less outstanding receipts				£12,821.81
None				
Cash in Hand (larder) Bank balance at 18th September 2023				£40.00 £12,781.81

Alasdair Taylor

Treasurer

Note 1 Purpose of this income payment to be confirmed (assumed Admin Grant, but TBC)

Note 2 Destination sub-account for this income payment to be confirmed (assumed Larder, but TBC)

NOTES - useful links to clarify items

- 1 Fountain of Nineveh, centre of roundabout at junction of Fountain Road and Westerton Drive)
- 2 CSET (https://www.clacks.gov.uk/council/committees/clackmannanshirestirlingenvironmentaltrust/)
- 3 The survey appears to be closed? This document refers: https://engage.stirling.gov.uk/en-gb/projects/draft-stirling-local-development-plan-scheme-and-participation-statement; the invitation to the survey was in an email on March 17th from Stephen Bly
- 4 see Website recruitment, Stirling council guidance
- 5 BOA CC is limited to 13 full members: https://www.stirling.gov.uk/community-life-and-leisure/your-community/community-council-documents/bridge-of-allan/bridge-of-allan-cc-documents/scheme-of-establishments/
- 6 SC webcasts are streamed at https://stirling.public-i.tv/core/portal/home)
- 7 The Old Bank of Scotland Building project in Dunblane: https://thebankdunblane.org/