



DUNBAR  
COMMUNITY  
COUNCIL

## **Community Council Open Meeting**

### **Minutes of Meeting**

### **Monday 15<sup>th</sup> August 2022**

**7 pm Council Chambers, Dunbar Town House**

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#### **PRESENTATION – Conservation Area Regeneration Scheme (CARS)**

##### **Colin Gilmour -Senior Officer - Regeneration | ELC Economic Development**

Colin gave an introduction to the Scheme which was still in development. Following the meeting he shared a community information briefing. This is attached following the meeting minutes. Enquiries can be submitted to [Regeneration@eastlothian.gov.uk](mailto:Regeneration@eastlothian.gov.uk).

##### **Overview**

CARS is a partnership project between ELC and the Dunbar community which was awarded over £1m by Historic Environment Scotland (HES) to deliver regeneration improvements in Dunbar town centre. CARS is focused on a range of conservation and heritage projects on and around Dunbar High Street, over a 5 year period with a total investment of just under £1.5 million - HES (£1,113,949) and ELC (£350,000). CARS will launch before the end of 2022, when a project leader is appointed by ELC, and will run until March 2027.

Funding will be made available for:

- Project Officers to administer the Scheme are to be appointed.
- Priority Building Projects
- General Repair Grant Scheme
- Traditional Skills Training
- Community Heritage Education
- Public Realm
- Project Management by ELC

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In answer to questions, Colin confirmed:

- DCC/DTA would be kept closely informed at all stages to enable them to communicate to the public
- The project would be led by a community steering group, still to be recruited.
- A detailed community information session will be delivered by ELC before applications are invited for funds.
- Planning applications may have to be made in some instances
- Repair works would not be funded retrospectively

- Tenders for repair works would have to be obtained by owners but ELC would endeavour to assist in identifying contractors with a track record for conservation repairs AND a willingness to work
- Grants may be in the region of 70 percent of applicable works but this was to be confirmed

DCC explained to Colin that it, together with DTA and DELAP, had spent a great deal of volunteer time over the past 6 years trying to understand and address the fabric needs of Dunbar High Street. The High Street painting project of 2018 had been very successful at lifting the feel of the street but it was recognised that much more needed to be done including:

- Gutter and downpipe clearance and repairs to stop water damage to facades
- High Street lighting replacement (not CARS but needs to be integrated)
- Improvements to closes
- Identifying funding for improvements to shop fronts (not CARS, but other)
- Addressing the complexities of delivering repairs on shared ownership/tenancy buildings

DCC thanked Colin for his time and very much looked forward to working with ELC on this exciting project.

### Community Council Meeting

Ref	Item	
1.00	<b>SEDERUNT</b> – Pippa Swan (PS)(Chair), Graham Adams (GA)(Vice Chair), Alasdair Swan (AS)(Treasurer), Jacquie Bell (JB)(Secretary), Stephen Bunyan (SB), Gill Wilson (GW), Kevin Searle (KS), Mark James (MJ), Sanchita Patjoshi (SP), Terry Prior (TP), Cllr Norman Hampshire (NH), Cllr Lyn Jardine (LJ), Anouska Woods (AW) (Community Windpower), Cameron Ritchie (Press), Fiona O’Donnell (FO)(VCEL), Colin Gilmour (ELC), Mike Shaw, Liz McLean, Kim Borwick (Members of the Public).	
1.01	<b>Welcome</b> - PS welcomed all to the meeting. A particular welcome was given to Colin Gilmour who would give a presentation on the CARS Scheme and members of the public who had joined the meeting.	
1.02	<b>Apologies</b> – Stevie McKinlay (Connected Communities Manager), Lesley Stocks. PS noted that Lesley had sadly tendered her resignation on health grounds. (See 8.05 Vacancies).	
2.00	<b>DECLARATIONS OF INTEREST</b>	
2.01	<u>Councillors declaring an interest in matters to be discussed:</u> None	
3.00	<b>MINUTES OF LAST MEETING – July 18th 2022</b>	
3.01	<u>Amendments</u> – None	
3.02	<u>Adoption - ADOPTED</u> <ul style="list-style-type: none"> <li>• Proposed - KS</li> <li>• Seconded - GW</li> </ul>	
3.03	<u>DCC Action Review</u> All action items had been attended to or had been overtaken by events <ul style="list-style-type: none"> <li>• JB had sent a card to the family of John Band</li> </ul>	

	<ul style="list-style-type: none"> <li>• JB had written to Neil Clark to advise that DCC would be interested in exploring restoration of the Gentleman’s Bathing Pool.</li> </ul>	
3.04	<u>Matters arising not covered in agenda –</u> None	
<b>4.00</b>	<b>ELC COUNCILLOR REPORTS</b>	
4.01	<p><b><u>Cllr Norman Hampshire</u></b> -</p> <p>1) <b>Action Update – Hallhill Signage Solution</b> –NH noted that signage was in place to direct people who came off the A1 through the Hallhill estates to the Centre. Centre staff had reported no concerns from members of the public attending events.</p> <p>NH advised that the situation would be resolved in the near future as the Developer would be moving on to site. Hospital Road would be closed to all but construction traffic and diversion routes for vehicles, pedestrians and cyclists would be brought into play. There would be a one way route for construction traffic which would not make use of the Yosemite Park/Brodie Road route. The closure of Hospital Road would last throughout construction works.</p> <p><b>2)Report</b> – NH said he had no formal report. He would respond to the questions and concerns at 4.04.</p>	
4.02	<b><u>Cllr Donna Collins</u></b> – Not present	
4.03	<p><b><u>Cllr Lyn Jardine</u></b> –</p> <p>1) <b>Action Update – Clarification and Simplification of Processes for Events</b> (Held over from July Meeting). LJ advised that she had found information on the ELC website. It was not easy to locate. She had asked for a clearer link to the information and for a checklist of what organisers needed when planning events.</p> <p>2) <b>Report</b>–LJ advised that she was still getting up to speed on the role of a Councillor.</p>	
4.04	<p><b><u>Questions/Concerns to Councillors – Some items carried over from July</u></b></p> <p><b>1)ELC involvement with Paul McLennan’s Energy Forum Initiative</b></p> <p>PS noted that DCC and Dunbar Trades Association had concerns, particularly regarding the implications for accommodation requirements for the number of workers who might come to Dunbar for the extensive period of works for the various projects. She felt it was vital to plan ahead and for the meetings to be proactive rather than just discussion.</p> <p>NH advised that ELC Officers were engaged in the discussions. Efforts were being made to get clearer information from companies on the likely number of workers and the timeframes involved. This was not easy e.g. SP Energy Networks had withdrawn their application for a Branxton substation, SSE Renewables were making changes to their Berwick Bank proposals.</p> <p>LJ noted that she was actively involved as Paul McLennan MSP’s Head of Office.</p> <p><b>2)Parking and traffic management –</b></p> <p><i>a)Update on proposed consultation including proposals for Town Centre parking charges</i> . NH advised that this was delayed. He advised that different communities had different needs and these would need to be recognised in taking forward any proposals. As yet there were no firm proposals. Ideas would be progressed based on dialogue with communities.</p>	

	<p><i>b)Cancellation of Station Car park extension</i> – It was noted that Network Rail had cancelled plans to extend parking into Foggo’s Yard which had been proposed for many years. This was related to the cost of drainage works. Members expressed concern about this. It was felt that provision of improved parking facilities at the Station were vital to resolving wider parking issues and also encouraging the use of train travel. LJ agreed to get further information.</p> <p><i>c)Spott Road/Newhouse Terrace crossing-</i> There had been concerns from residents regarding proposals for crossings at Queens Road and Spott Road. Ian Lennox had been contacted to arrange a meeting. NH advised that there were no firm decisions about proposals for the area and the community would be consulted.</p> <p><i>d)Cancellation of pavement between Beveridge Row and Brewery Lane.</i> This had been a planning condition of the Cala Estate in 2017 and Cala had paid ELC at that time to do the work. JB had been advised by ELC Officer, Liz Hunter, on 4/7 that cancellation was due to increased costs and technical matters e.g. the stability of the wall of Monkscroft which runs alongside. Members noted the importance of the pavement as a safe route for pedestrians. NH said he was not aware of the cancellation, and he agreed to investigate.</p> <p><i>d) Can parking issues be considered for major public events to ensure minimal disruption to residents/public safety? – e.g. Winterfield Circus, Music Festival.</i> LJ advised that she would ask for this to be included in information for event organisers.</p> <p><i>3) Belhaven Hospital – Suspension of Care Home and NHS bed services in August.</i> This followed issues with water quality at the site. Bacteria had been noted in taps. TP commended NHS Lothian/ELHSCP for prompt action in moving patients and residents from the site. JB noted issues of communication with the community- those directly affected had been communicated with but the wider community had had no clear information leading to concerns to a point of suspicion. JB had noted the need for clear communication from ELHSCP/ELC/IJB. LJ said that she had asked for a briefing for elected members. TP had noted the need for clear use of language on the situation. The ongoing situation remained unclear. Information had been requested. LJ noted that she was a member of the IJB and she would be asking for information including a briefing for elected members.</p> <p><i>4)CAPP Meetings – What is the plan for reinstating these?</i> Members expressed concern that there had been no CAPP meeting since February 1st. Community priorities had not been actioned. There was concern that the CAPP had been an important point of communication between Police and Community. This communication was now missing, especially as Police Officers no longer attended DCC meetings. There had been no Police Report for the last 2 DCC meetings. NH advised that CAPP could not purposefully meet without Police Officers being in attendance. There were issues with Police Officer staffing in the locality. He had discussed the situation with local Police Commander, Chief Inspector Jocelyn O’Connor, and he could do so again. LJ also agreed to raise with Jocelyn O’Connor.</p> <p><i>5)High Street Bus Shelters –Concerns about pavement reinstatement-</i> JB advised that Callum Redpath of ELC had stated that work would be done once there were a number of similar works to progress across the County.</p> <p><i>6)Station Road Stench-</i> This had been ongoing for over a year following the connection of the Newton Manor estate to the main system. JB noted that Scottish Water were to replace manhole covers on 6<sup>th</sup> September. However, issues had been longstanding with problems between Newtonlees Steading, where the private septic system had been damaged by construction works, and the Station. NH advised that he would raise matters at a forthcoming meeting with Scottish Water.</p>	<p>LJ</p> <p>NH</p> <p>LJ</p> <p>LJ/NH</p> <p>NH/LJ</p> <p>NH</p>
5.00	<b>TREASURER’S REPORT – See Community Report 1.00</b>	

5.01	<u>Matters arising/questions</u> AELCC Bank Account- Had been wound up. Each Community Council will get a £38.55 share of 2771.14. JB had sent details to Ralph Averbuch , Chair of AELCC.	
5.02	<b><u>Requests for Support for consideration:</u></b> <b><u>Local Priorities Fund</u></b> – None  <b><u>Community Benefits Fund</u></b> AS had circulated the 6 <sup>th</sup> quarterly report. <b><i>DGS Battlefields Trip</i></b> - had been approved off line and paid.	
6.00	<b>COMMUNITY REPORT – circulated by email in advance of DCC Meeting and addended</b> The Community Report provides information and updates on: <ul style="list-style-type: none"> <li>• <i>DCC Finances</i></li> <li>• <i>Community Police</i></li> <li>• <i>Planning</i></li> <li>• <i>DCC Initiatives/Projects</i></li> <li>• <i>Community Projects</i></li> <li>• <i>Health and Social Care Provision</i></li> <li>• <i>Roads and Infrastructure maintenance</i></li> <li>• <i>Record of meetings attended</i></li> <li>• <i>Correspondence received</i></li> </ul>	
6.01	<u>Matters arising/questions other than Planning and Licensing Matters:</u> None	
7.00	<b>PLANNING AND LICENSING MATTERS - circulated by email in advance of DCC Meeting as part of COMMUNITY REPORT (JB)</b>	
7.01	<u>Planning Applications for consideration/Discussion:-</u> <ol style="list-style-type: none"> <li>a. 22/00766/HSC- Application by EDF to store hazardous substances at Torness. JB had circulated information. It was for gas, oil etc. Members had no concerns.</li> <li>b. Branxton Substation- SP Energy Networks had withdrawn the application. New plans will be submitted in due course.</li> <li>c. Bayswell Hotel- JB would represent DCC at the meeting on 16/8. She noted that she had had meetings with local residents concerned about the proposals.</li> </ol>	
7.02	<u>Licensing Applications for Consideration/Discussion - None</u>	
8.00	<b>ANY OTHER BUSINESS</b>	
8.01	<b>Community Health and Social Care Provision</b> <i>Planning for an Ageing Population/Great Expectations 1 Meeting.</i> It was noted that TP, PS, AS, JB and GW would attend a meeting with Laura Kerr and Bruce Dickie of ELHSCP on 6 <sup>th</sup> September to discuss proposals for the future care of older people. Feedback will be given at the September DCC meeting.  <i>Planning for an Ageing Population Consultation</i> – JB outlined forthcoming meetings Online session- 11.00 to 12.30 18 <sup>th</sup> August In person session 9 am on 5 <sup>th</sup> September at Bleachingfield Online session for carers – 11-12.30 on 5 <sup>th</sup> September	
8.02	<b>Website</b> <ol style="list-style-type: none"> <li>1. George Robertson wished members, who had not already done so, to submit photos and biographies for the website. He also wished a group photo but PS felt that this should not be taken until vacancies had been filled.</li> </ol>	ALL

	2. A new webmaster is needed following the resignation of Paul Gillon. George is continuing in the interim.	
8.03	<p><b>Restoration of Gentleman’s Bathing Pool.</b></p> <p>JB advised that Neil Clark of Landscape and Countryside was seeking information on permissions from Naturescot.</p> <p>PS said that a Community Champion was needed to take the project forward. She had not heard further from the member of the public who had raised the matter via the DCC website. MJ said that he could discuss with wild water swimmers like Salty Sisters. He also said that he had been looking at facilities in towns like Cellardyke.</p> <p>JB agreed to advise Neil Clark that a Community Champion was being sought to progress a project.</p>	<p>MJ</p> <p>JB</p>
8.04	<p><b>Cycle racks</b></p> <p>Ian Lennox had advised on £10K per Area Partnership for cycle racks. Suggestions needed to be with JB and DELAP by the end of September. There was a discussion about potential sites in the High Street and Harbour. High Street sites needed to take account of positions needed for cherry pickers to install the Christmas Lights. It was agreed that AS, MJ and GA would consider possible locations and feed back to JB as DELAP Chair.</p>	AS/MJ/GA
8.05	<p><b>Vacancies</b></p> <p>Lesley Stocks had sadly tendered her resignation on 15/8 which gave 2 vacancies. It was agreed that consideration should be given to the skills/knowledge set of new Community Councillors that would benefit DCC. Areas that would be of benefit included IT skills and younger people.</p>	ALL
8.05	<p><b>Sustaining Dunbar Film Night “Riverwoods” -19<sup>th</sup> August</b> – MJ advised members of this event.</p>	
8.06	<p><b>Restoration of Anderson Family Monument at Parish Church</b> SB noted that this important memorial to the Andersons of Winterfield House needed some repairs. They had been veterans of Waterloo. It was agreed that SB should make investigations.</p> <p>GA noted concerns about DCC having involvement. He said that a number of memorials at Deerpark were in need of TLC. He agreed to give SB information so that their condition might be raised with ELC.</p>	<p>SB</p> <p>GA</p>
<b>9.00</b>	<b>DATE OF NEXT MEETING</b>	
9.01	<p>September 19<sup>th</sup> 2022 – JB noted that this would be a public holiday. It was agreed that there would be a virtual meeting on Zoom. AS agreed to set up a link.</p> <p>PS would minute</p> <p>Apologies – JB.GW</p>	AS

### 1.0 INTRODUCTION

The following information provides an overview of the imminent delivery phase of the Dunbar Conservation Area Regeneration Scheme (CARS); its background; current status; and key actions to progress towards a launch of the scheme in Autumn 2022.

The project is being delivered by East Lothian Council's Economic Development team, coordinated by the Senior Officer – Regeneration. Day to day delivery of the scheme will be implemented by dedicated project officers funded by Dunbar CARS.

### 2.0 OVERVIEW

**Dunbar Conservation Area Regeneration Scheme (CARS)** is a partnership project developed by East Lothian Council (ELC) with the local community, which was awarded over £1million of funding from Historic Environment Scotland (HES) to deliver a programme of heritage led regeneration activities in Dunbar town centre.

**Dunbar CARS** is focused on a range of heritage and conservation based regeneration activities within the town centre over a five year period. The scheme will offer grant aid towards repair works to traditional buildings as well as supporting complementary initiatives, such as Community Heritage Projects and Traditional Skills Training, to increase awareness and understanding of the town's rich heritage. The project has an overall budget of just under £1.5million, funded by Historic Environment Scotland (£1,113,949) and East Lothian Council (£350,000) and will run until March 2027.

**Dunbar CARS** is sub divided into the following delivery elements:

- Priority Building Projects
- General Repair Grant Scheme
- Community Heritage Education
- Traditional Skills Training
- Public Realm
- Project Management

#### 2.1 Priority Building Projects

Funding has been allocated to specific buildings identified during the **Dunbar CARS** bid process as being located in prominent positions and currently having an adverse impact on the town centre due to their condition or appearance. The scheme aims to help these buildings establish a sustainable future as well as demonstrating the benefits of Heritage Led Regeneration. The grant support available for Priority Building Projects is ring fenced for each project and applications can be developed, submitted, assessed and offers made at any point during the delivery phase of **Dunbar CARS**. The current identified Priority Building Projects will be subject to regular review and, where necessary, funding will be reallocated to an alternative project if progress cannot be made, subject to approval from Historic Environment Scotland.

#### 2.2 General Repair Grant Scheme

A package of funding has been allocated within Dunbar CARS to support traditional building repairs. The General Repair Grant Scheme will be open to all traditional properties located within the defined CARS area however priority will be given to projects which bring empty floor space back into use. Applications will be invited in a series of rounds and will be assessed and scored via a set of criteria. (including need, impact, inhabited status, quality and deliverability) The maximum level of funding support available for each project will be identified in advance of the formal Dunbar CARS launch following assessment and review of the projected outputs for the scheme and the anticipated deliverability of funded projects.

It is anticipated that the deadline for the first round of submissions will be 31<sup>st</sup> December 2022 with grant offers issued to successful applications in January 2023 for delivery on site in spring 2023. Further rounds will likely be developed on a quarterly basis throughout the remainder of the year (March, June, September & December)

### **2.3 Community Heritage Education**

Complimentary to the main traditional building repair focus for Dunbar CARS will be the delivery of a programme of Community Heritage Education activities. These activities will be identified and developed with the local community and delivered by the Dunbar CARS Project Officer(s) and third party partners as appropriate. The aim is to create a programme of activities that will inspire and enthuse the widest possible demographic within the community, increasing the knowledge and understanding of the towns rich history and underpinning the potential for future heritage activities linked to the continued regeneration of the historic town centre.

### **2.4 Traditional Skills Training**

Dunbar is in a very strong position with regards Traditional Skills Training opportunities due to the presence of the Ridge, a charitable foundation aimed at helping upskill members of the local community. Dunbar CARS will work closely with the Ridge to both support, and where possible enhance their current training delivery, as well as identify new and relevant opportunities to increase the knowledge and skills in relation to the appropriate repair of traditional buildings within the community. There are many potential opportunities for Traditional Skills Training including, but not limited to, direct specialist conservation skills training with local contractors, hands on workshop experience sessions with young people and engagement with property owners in the appropriate care and maintenance of the historic environment.

### **2.5 Public Realm**

Dunbar CARS includes delivery of a limited intervention to assist in improving the public realm of the High Street / Conservation Area. Whilst the public realm allocation is modest for the scheme it will have a significant impact on the High Street. Further development of the public realm element for Dunbar CARS will take place, including discussions with the local community, after the scheme is formally launched. The CARS funding for public realm improvements may be used as leverage to access funding from other sources, thereby increasing the scope of any works.

### **2.6 Project Management**

East Lothian Council have significant experience in the management and delivery of regeneration projects, in particular the delivery of CARS projects. (Haddington, Tranent & Cockenzie)

A dedicated project officer(s) will be appointed for Dunbar CARS to assist with the delivery of the projects various elements. The project officer will be responsible for all day to day aspects of Dunbar CARS including engagement with property owners; assessing grant applications, making grant offers & processing grant claims; developing / coordinating / delivering community heritage education and traditional skills training activities; monitoring the Dunbar CARS budget and financial transactions; reporting progress to key stakeholders and providing updates on the scheme within the local community.

It is the intention that a Dunbar CARS Steering Group, made up of representatives from within the community, East Lothian Council and other key delivery partners will be established to help ensure that the direction for the delivery of Dunbar CARS is appropriate and relevant to meet the aims and objectives for the scheme within the local community.

## **3.0 CURRENT PROJECT STATUS UPDATE**

Dunbar CARS was awarded funding by Historic Environment Scotland in 2020. Due to the Covid Pandemic the launch of the scheme has therefore been delayed with agreement from the project funding partners.

It is now anticipated that the scheme will formally launch in Autumn 2022 with a submission deadline for the first round of repair grant applications set for the end of the year. This will allow sufficient time to pull



together the Dunbar CARS project delivery team as well as allow for the development of the necessary administrative structures, documents and promotional material for the project in advance of the launch date.

East Lothian Council has successfully delivered similar schemes in Haddington, Tranent and currently Cockenzie, and the Economic Development team have significant experience in the implementation of heritage led regeneration projects.

A CARS initiative can only be truly successful if the community are fully engaged with the project and it is the intention to ensure that is the case in Dunbar from the outset.

The aim will be to develop as much of the “structural” management for the scheme in the coming months alongside regular engagement with the community and local members with the aim that the scheme is already in the public consciousness by the time of the formal launch.

Dunbar CARS will, of course, have its limitations – particularly related to the criteria developed by funding partners – however there will likely also be other opportunities for complimentary initiatives to be developed and/or delivered either concurrently with Dunbar CARS or in the future.

Harnessing the involvement and assisting to build capacity within the community will be a key output for Dunbar CARS to ensure that the community are prepared and capable to continue the regeneration of their town in the years to come.

#### **4.0 KEY ACTIONS (UP TO THE FORMAL PROJECT LAUNCH)**

The following key actions will be targeted in the lead up to the formal launch of Dunbar CARS:

- Review and finalisation of the Dunbar CARS budget allocations.
- Identification and appointment of Project Officer(s).
- Development of Dunbar CARS structural management and administrative procedures.
- Engagement with the local community and identification of potential Dunbar CARS Steering Group members.
- Development of Dunbar CARS branding, promotional material / activities, and application documentation.
- Engagement with the Ridge and other key local stakeholders in the development of community heritage education and traditional skills training potential.
- Engagement with currently identified Priority Building property owners.
- Research and review of the potential needs for property repairs within the defined CARS boundary.
- Development of an annual action plan for the delivery of year 1 of Dunbar CARS.
- Identification of potential complementary initiatives to enhance the delivery of Dunbar CARS.