



## Dunbar Community Council Open Meeting

Dunbar Town House

18<sup>th</sup> December 2023

### MINUTES

#### PRESENTATION – Dunbar Business Park + East Lothian Retail Park

Alastair Dickie, of West Ranga Developments, was due to speak to Members at the meeting but was unavoidably detained and sent apologies.

With his consent, the meeting was shown graphics of the proposed development at Dunbar Business Park/East Lothian Retail Park which are now in the public domain. The sites will no longer be known as Dunbear Park.

It is envisaged that the Business Park, to the south of the current recycling centre, will be comprised of mixed use, industrial type units that might accommodate business incubator units, workshops, storage and/or distribution facilities etc. [Dunbar Business Park](#)

East Lothian Retail Park, the area envisaged for additional retails units will lie to the north and east of ASDA. [East Lothian Retail Park](#)

As details develop, they will be widely publicised for community feedback.

Ref	Item	Action																																																							
<b>1.00</b>	<b>SEDERUNT</b>																																																								
1.01	<p><u>Present</u></p> <table> <tr> <td>Pippa Swan</td> <td>Chair</td> <td>PS</td> <td>Kevin Searle</td> <td>KS</td> </tr> <tr> <td>Alasdair Swan</td> <td>Treasurer</td> <td>AS</td> <td>Pam Shields</td> <td>PSH</td> </tr> <tr> <td>Graham Adams</td> <td>Vice Chair</td> <td>GA</td> <td>Mark James</td> <td>MJ</td> </tr> <tr> <td>Stephen Bunyan</td> <td></td> <td>SB</td> <td>Jacquie Bell</td> <td>JB</td> </tr> <tr> <td>Rena Keller</td> <td></td> <td>SP</td> <td>Gill Wilson</td> <td>GW</td> </tr> <tr> <td>Stuart Cameron</td> <td></td> <td>SC</td> <td></td> <td></td> </tr> </table> <table> <tr> <td>Norman Hampshire</td> <td>ELC Councillor</td> <td>NH</td> <td></td> <td></td> </tr> <tr> <td>Anouska Woods</td> <td>Be Green/CW</td> <td>AW</td> <td></td> <td></td> </tr> </table> <p><u>Observers</u></p> <table> <tr> <td>Peter McDonagh</td> <td></td> <td></td> <td>Annette Sadler</td> <td></td> </tr> <tr> <td>Mitchell Stevenson</td> <td>VCEL</td> <td></td> <td>Keith Mills</td> <td></td> </tr> </table> <p><u>Press</u></p> <table> <tr> <td>Cameron Ritchie</td> <td>EL Courier</td> <td></td> <td></td> <td></td> </tr> </table>	Pippa Swan	Chair	PS	Kevin Searle	KS	Alasdair Swan	Treasurer	AS	Pam Shields	PSH	Graham Adams	Vice Chair	GA	Mark James	MJ	Stephen Bunyan		SB	Jacquie Bell	JB	Rena Keller		SP	Gill Wilson	GW	Stuart Cameron		SC			Norman Hampshire	ELC Councillor	NH			Anouska Woods	Be Green/CW	AW			Peter McDonagh			Annette Sadler		Mitchell Stevenson	VCEL		Keith Mills		Cameron Ritchie	EL Courier				
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1.02	<p><u>Apologies</u></p> <table> <tr> <td>Lyn Jardine</td> <td>LJ</td> <td></td> <td></td> <td></td> </tr> </table>	Lyn Jardine	LJ																																																						
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1.03	<u>Councillors' Declarations of Interest</u> Nil	
<b>2.00</b>	<b>MINUTES OF MEETING – 20<sup>TH</sup> NOVEMBER 2023</b>	
2.01	<b>Amendments</b> <u>Item 6.02 – Richmond's Hope</u> JB had inadvertently given incorrect information on the costs of this project. It was agreed that the minute would be amended to read: <i>The charity would need to identify a venue in the town and secure funding of £30,000 for each of the next three years to finance two part-time councillors.</i>	
2.02	<b>Adoption</b> – Proposed:JB Secoded:GW With the agreed amendment above, the minutes were adopted.	
2.03	<b>DCC Action Review</b> With the exception of the undernoted, all action items have been attended to: 6.03 <i>Work required to increase publicity for DCC Grants (PS, PSh,KS)</i> 9.04 <i>Friends of Dunbar Parish Church Graveyard (AS)</i>  Following a brief discussion, it was agreed to remove item 9.04 from the DCC Action list for the time being.	<b>PS,PSh,KS</b>
2.04	<b>Matters arising</b> - not dealt with under full agenda items. <u>1. Election of Community Councillor</u> Rena Keller has volunteered to join the Community Council and spoke briefly to her submission paper. Rena has been an active volunteer in the community for more than a decade and is looking for opportunities to get involved in new Community Council projects that will benefit residents in Dunbar. Members were delighted to welcome Rena as our newest Community Councillor and very much look forward to having her on the team. The Community Council now has a full complement of members.  <u>2. Access for All Fund</u> Stevie McKinlay for Dunbar and East Linton Area Partnership has confirmed that the sum of £759 remaining from the feasibility study to create a new, fully accessible crossing onto Belhaven Bay, close to the Bridge to Nowhere, should be retained by DCC. It will remain ringfenced and be spent on one of the projects anticipated to be brought forward in future, to improve access for all abilities to recreational sites in the ward.	
<b>3.00</b>	<b>ELC COUNCILLORS' REPORTS</b>	
3.01	<b>Cllr Norman Hampshire</b> <b>1. Action Update</b> a. <u>ELC/Community Review of Coastal Car Parking (with LJ)</u> The final report on the success or otherwise of Coastal Car Parking is due for publication by ELC shortly. Members expressed dismay that, despite repeated requests from DCC, no attempt had been made to consult with residents affected by the summer parking arrangements for campervans/motorhomes. This had been an absolute promise on the part of ELC when residents at Shore Road reluctantly accepted the trial in summer 2023. This blatant lack of engagement means that the report will have no reflection on the impact of the scheme on residents and other users of the affected coastal car parks. NH confirmed, again, that ELC would contact DCC to agree a plan to consult with residents.	<b>NH</b>

Ref	Item	Action
	<p><b>2. Report</b></p> <p>a. <u>ELC Budget</u></p> <p>NH again reported that that East Lothian is facing the greatest reduction ever in revenue from Scottish Government and that, coupled with a Scottish Government prohibition on Council Tax increases, Council service cuts were inevitable. Every effort would be made to protect spending on Education and Social Care.</p> <p>GW welcomed the ELC undertaking to protect Care at Home services, which were critical to so many in the community.</p> <p>PSh asked if ELC was at risk of bankruptcy, as had happened to some English local authorities. NH confirmed that every Scottish Council was in the same position and that the funding crisis was not down to poor budgeting. The system for Scottish Councils differs from that in England in that, if a Council is unable to balance the books and has insufficient reserves to meet essential obligations, appointed auditors would declare a council “not financially viable” and the Scottish Government would step in to take control of Council business. NH did not see this as a likely outcome of the current difficulties. The Scottish Government’s budget announcements on 19<sup>th</sup> December 2023 would be critical.</p>	
3.02	<p><b>Cllr Lyn Jardine</b> <i>Not in attendance due to ill health</i></p>	
3.03	<p><b>Cllr Donna Collins</b> <i>Not in attendance</i></p>	
3.04	<p><b>Questions to Councillors</b></p> <p>1. <u>ELC Internal Communications</u></p> <p>AS had written to NH to express concern at the apparent inability of ELC departments to communicate clearly and efficiently with each other, citing a particular planning consent case as an example. The lack of efficient communication causes delay and frustration and must certainly put additional pressure on an already stretched ELC workforce. NH acknowledged the shortcoming.</p>	
4.00	<p><b>POLICE REPORT</b></p>	
4.01	<p><b>Police Report to DCC</b></p> <p><i>The report is circulated confidentially to DCC members in advance of meetings. Prepared by our Community Policing Officer, PC Laura Jackson, it summarises police activity in the past month and identifies policing priorities, agreed at the monthly Community and Police Partnership (CAPP) meetings, which are attended by Chairs of the four CCs in the Ward.</i></p> <p><b>Report items of note:</b></p> <ul style="list-style-type: none"> <li>○ Tackling speeding has remained a priority with Edinburgh Road, at West Barns a focus. Speed checks will be carried out randomly in Dunbar/West Barns throughout the Christmas/New Year period.</li> <li>○ Charges have been brought following a series of housebreaking incidents during the autumn months.</li> </ul> <p><b>Member comments/questions</b></p> <p>KS asked that ASB at Fairacres be raised as an issue at the next CAPP.</p>	<p style="text-align: right;"><b>PS</b></p>

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4.02	<p><b>CAPP Meeting topics + priorities (13<sup>th</sup> December 2023)</b></p> <p><u>Pavement Parking</u> At the request of DCC Members, the issue of pavement parking was raised. NH, Chair of CAPP, confirmed that ELC had no plans to impose a blanket ban on pavement parking as was the case in Edinburgh, in recognition residents in many established housing groups and rural settlements had come to rely on pavement parking for accessing their vehicles and it was felt that this was understandable. Any move to a blanket ban would result in huge and unwelcome disruption to residents. ELC will, however, review all East Lothian streets to ensure that it is possible for wheelchair/buggy users to safely navigate at least one pathway in a street and that emergency vehicles and waste collection vehicles were able to access properties. These streets may then be subject to a 'no pavement' rule.</p> <p><u>Youth ASB</u> This has increased again, particularly around Spott Road, and continues to cause concern with police and other agencies involved.</p> <p><u>CAPP Priorities</u> It was agreed that policing priorities for the coming month will be:</p> <ul style="list-style-type: none"> <li>○ Youth antisocial behaviour – particularly in the areas adjacent to Spott Road</li> <li>○ Speeding</li> </ul>													
<b>5.00</b>	<b>TREASURER'S REPORT</b> – <i>circulated to Members in advance of meeting</i>													
5.01	<p><b>General Account:</b></p> <ul style="list-style-type: none"> <li>• The bank statement balance at the month end was <b>£146,998.66</b></li> <li>• The restricted funds held within the General account at the end of the month were –</li> </ul> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Community Windpower Fund</td> <td style="text-align: right;">£ 133,742.94</td> </tr> <tr> <td>Access for All Fund</td> <td style="text-align: right;">£759.00</td> </tr> <tr> <td>Local Priorities Fund</td> <td style="text-align: right;">£8,887.70</td> </tr> <tr> <td><b>TOTAL RESTRICTED FUNDS</b></td> <td style="text-align: right;"><b>£143,389.64</b></td> </tr> </table> <ul style="list-style-type: none"> <li>• The unrestricted funds held within the General account were, at the month end–</li> </ul> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Balance in the General Fund</td> <td style="text-align: right;">£3,609.02</td> </tr> <tr> <td><b>TOTAL UNRESTRICTED FUNDS</b></td> <td style="text-align: right;"><b>£3,609.02</b></td> </tr> </table> <p><b>TOTAL FUNDS</b> <span style="float: right;"><b>£146,998.66</b></span></p> <ul style="list-style-type: none"> <li>• As discussed at recent meetings, the fact that the Access for All Fund has not moved for many months was discussed with the Connected Communities Manager of ELC. As improved access at Belhaven Bay may still be some way off, it has been agreed that the small fund should be used to improve Access for All in some other part of the town. This will enable this fund to be closed.</li> </ul> <p><b>Christmas Lights Account:</b></p> <ul style="list-style-type: none"> <li>• The bank balance at the month end stood at <b>£ 13,914.45</b></li> <li>• There was a very successful switch-on at the end of November</li> <li>• Donations received during the month were £765</li> <li>• Fundraising in the month amounted to £723</li> <li>• Many of the sponsors paid for their lights in November</li> </ul> <p><b>Civic Week Account:</b></p> <ul style="list-style-type: none"> <li>• The bank balance at the month end was <b>£8,895.52</b></li> <li>• There was no movement in the month.</li> </ul>	Community Windpower Fund	£ 133,742.94	Access for All Fund	£759.00	Local Priorities Fund	£8,887.70	<b>TOTAL RESTRICTED FUNDS</b>	<b>£143,389.64</b>	Balance in the General Fund	£3,609.02	<b>TOTAL UNRESTRICTED FUNDS</b>	<b>£3,609.02</b>	
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	<p><b>Dunbar against Litter Account:</b></p> <ul style="list-style-type: none"> <li>The bank balance at the month end was <b>£1,313.51</b></li> <li>Some fundraising will be necessary in the New Year.</li> <li>It will be appropriate to consider DAL for some Local Priority money in recognition of the voluntary work the team does to keep the town tidy.</li> </ul>																																										
5.02	<p><b>Local Priority Fund Update</b></p> <table border="1"> <thead> <tr> <th>Local Priority Grant applications</th> <th>Amount</th> <th>Review</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>Our Dunbar</td> <td>£315</td> <td>May</td> <td>Awarded</td> </tr> <tr> <td>Primary School Parent Council</td> <td>£297</td> <td>May</td> <td>Awarded</td> </tr> <tr> <td>First Aid training for volunteers</td> <td>£575</td> <td>July</td> <td>Awarded</td> </tr> <tr> <td>Rotary - School laminator</td> <td>£286</td> <td>July</td> <td>Awarded</td> </tr> <tr> <td>DTA - pull test for baskets</td> <td>£683</td> <td>July</td> <td>Awarded</td> </tr> <tr> <td>Tuesday Coffee Club</td> <td>£250</td> <td>Sep</td> <td>Awarded</td> </tr> <tr> <td>Dunbar Grammar School</td> <td>£500</td> <td>Oct</td> <td>Awarded</td> </tr> </tbody> </table> <p> <b>Committed or under review</b>            £2,906  <i>Local Priorities Fund available</i>        £8,813  <b>Maximum Budget Total</b>                <b><u>£11,719</u></b> </p> <p style="text-align: right;"> Current year fund    £10,200  Brought forward fund    £1,519     <b><u>£11,719</u></b> </p> <table> <tr> <td style="background-color: #90EE90;"><b>Paid</b></td> <td></td> <td></td> </tr> <tr> <td style="background-color: #FFFF00;"><b>Not yet paid</b></td> <td><b>Our Dunbar</b></td> <td>£75</td> </tr> <tr> <td style="background-color: #D3D3D3;"><b>Rejected or lapsed</b></td> <td></td> <td></td> </tr> </table> <p> <i>Local Priorities Fund available</i>        £8,813  <b>Not yet paid</b>                                £75  Per Finance Report                         <b><u>£8,888</u></b> </p>	Local Priority Grant applications	Amount	Review	Decision	Our Dunbar	£315	May	Awarded	Primary School Parent Council	£297	May	Awarded	First Aid training for volunteers	£575	July	Awarded	Rotary - School laminator	£286	July	Awarded	DTA - pull test for baskets	£683	July	Awarded	Tuesday Coffee Club	£250	Sep	Awarded	Dunbar Grammar School	£500	Oct	Awarded	<b>Paid</b>			<b>Not yet paid</b>	<b>Our Dunbar</b>	£75	<b>Rejected or lapsed</b>			
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5.03	<p><b>Questions/Matters Arising</b></p> <p><u>1. AELCC Legal Advice on Community Benefit Fund</u></p> <p>AS reminded members that the Association of East Lothian Councils (AELCC) had been working on a project to create a county wide Community Benefit Fund that would become a vehicle for receiving any funding secured from offshore and onshore renewable energy companies and associated infrastructure providers. Local Energy Scotland has offered a grant of up to £10k to pay for legal and financial advice on the establishment of this fund. AS has been a key player in this project and, as DCC is VAT registered, sought consent from Members for the DCC account to be used as the recipient account for grant monies from Local Energy Scotland. Funds would be ringfenced and used solely for the purposes of this project. Members agreed to this proposal and AS will make arrangements for this.</p>	<b>AS</b>																																									
5.04	<p><b>Local Priorities Grant Applications</b></p> <p><u>Additional Bins</u></p> <p>An application for 2no public waste bins (Gala Green + The Glebe) was made by Dunbar Against Litter and this was approved.</p>																																										

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<b>6.00</b>	<b>PLANNING + ROADS MATTERS</b>	
6.01	<p><b>Dunbar Business Park - Variation of Conditions 23/01006/P</b></p> <p>After discussion it was agreed to support the current application to vary the conditions in Planning consent to allow for the construction of the roadways within the site limited to the extent required to service the retail units proposed for location to the east of the Garden Centre. This application was made on the grounds that construction costs have risen by 47% and an obligation to build out the full road plan would make development of the site unaffordable. The applicants confirmed that traffic management conditions at Spott Road would be implemented in full. DCC to write to ELC</p>	<b>PS</b>
6.02	<p><b>Dunbar Tennis Club Lights – Letter to ELC - 23/01207/P</b></p> <p>East Lothian Council has submitted an application to relocate court lighting at Winterfield which, it is proposed, will reduce light spill into any neighbouring property to less than 5 lux. Lightspill has caused great distress to some court neighbours over the years and the matter has not been handled well.</p> <p>DCC heard from Mrs Sadler and Mr McDonagh and had received representations from Mr McDonagh and one other court neighbour. Representations in support of the application had also been received from Tennis Club members and committee.</p> <p>On balance, DCC supported the application and had agreed a letter to be sent to ELC that included proposals for further measures to reduce sidespill from lights, better light management by the club and a curfew and/or no evening play days. This would facilitate evening play and coaching but should keep impact on neighbours to the minimum possible. DCC agreed that whatever conditions are imposed as part of any planning permission must be imposed by the Council this time.</p>	<b>PS</b>
6.03	<p><b>Alterations/Change of use to Masonic Hall to form Nursery – 23/01363/P</b></p> <p>Members were generally supportive of this application but expressed concerns over the management of parking in an already busy area of the town.</p> <p>Post meeting note: The application includes a detailed active travel plan with parents/guardians contracting out of car use in all but essential cases. Parking exclusion zones are included but do not extend to Belhaven Road. DCC to write to ELC to propose inclusion of this road in the vicinity of the nursery, as part of the contractual exclusion zone.</p>	<b>PS</b>
6.04	<p><b>Countess Crescent – TRO – Road Closure</b></p> <p>Countess Crescent was closed during Covid to make cycling and walking easier in and around the John Muir Primary School campus. The current proposal would make this closure permanent with permanent bollards along Countess Road.</p> <p>Pros: Added space for people during school opening and closing times</p> <p>Cons: Increased traffic via Countess Avenue to detriment of residents Negative impact on business at laundrette reported by owner Possible negative impact on Fire and Rescue Service</p> <p>After discussion it was agreed that this application should not be supported but, rather, that an alternative proposal be considered by ELC, namely: reinstatement of the controlled closure of Countess Crescent to vehicles during term times and only when the school was opening and closing. DCC to write.</p>	<b>PS</b>
<b>7.00</b>	<b>LICENSING MATTERS</b>	
7.01	<i>Nil</i>	

Ref	Item	Action
<b>8.00</b>	<b>DCC PROJECT UPDATE</b>	
8.01	<p><b>Local Place Plan</b></p> <p>DCC are continuing to work with Dunbar Trades, Sustaining Dunbar, West Barns CC and Dunbar and East Linton Area Partnership in the formulation of a proposed land use plan for the next decade. All research is complete after 11 months and the report is being drafted. It is anticipated that a first draft will be ready for review by steering group members and associates in January and that a paper will be ready to be released for public consultation in February. A final paper will be submitted to East Lothian Council for inclusion in Local Development Plan evidence gathering, in March 2024.</p>	
8.02	<p><b>Dunbar Book Barn</b></p> <p>The Book Barn project has been given the support of East Lothian Landscape and Countryside and the project will now be advanced. A site has been agreed in Lauderdale Park, close to the play area, and Bev Anderson, of Wishing Tree by the Sea, has agreed to support the project by on site monitoring. A donation of books and shelves has already been received.</p> <p>RK and PS will develop the scheme and put a paper together for grant application to DCC in January.</p>	<b>RK, PS</b>
<b>9.00</b>	<b>DCC + COMMUNITY PROJECTS/GROUPS - UPDATE</b>	
9.01	<i>Nil to report</i>	
<b>10.00</b>	<b>OPEN CONSULTATIONS – to note</b>	
10.01	<p><b>East Lothian Council Consultation Hub - Links</b></p> <p><a href="#">East Lothian Council Budget Consultation 2024-2025</a></p> <p>Budget Consultation 2024-25 Consultation document Budget Consultation Document Every year East Lothian Council sets a budget to determine how much money will be spent on services. We need to manage the challenge of significant spending demands and cost increases...</p> <p style="text-align: right;">Closes 5 January 2024</p> <p><a href="#">East Lothian Housing Land Requirement for LDP2</a></p> <p>As part of the Evidence Report, all Councils must set out their view on what the Housing Land Requirement (HLR) should be over the lifetime of the Local Development Plan (LDP) from the expected date of adoption of the LDP (which in our case is estimated to be 2026). This is the level of land that...</p> <p style="text-align: right;">Closes 16 January 2024</p>	
10.02	<p><b>Cross East Lothian Active Freeway</b></p> <p>East Lothian Council has just concluded an on line survey on proposals to create a cross county cycle/walking path from Dunbar to Tranent. You can find out more and email or write to ELC with your comments. Follow the link below:</p> <p><a href="#">Cross East Lothian Active Freeway - Link</a></p>	
10.03	<p><b>The Space</b></p> <p>The public exhibition/consultation event held at Hallhill on 12<sup>th</sup> December 2023, was very well attended and the early proposals seemed to be exciting. Consultation on the proposals are ongoing. To find out more and to have your say follow the link:</p> <p><a href="#">The Space - Tell us what you think</a></p>	

<b>Ref</b>	<b>Item</b>	<b>Action</b>
<b>11.00</b>	<b>AOB</b>	
11.01	<p><b>Hallhill Sports Centre</b></p> <p>GW and SB had attended the AGM for Hallhill. It had been very well attended and the centre is reported to be flourishing, due, in part, to the great success of the new extension as a recreational and social space. The advent of new sports pitches will significantly enhance the sporting offer at the site. GA is an active member of Hallhill Management Committee and confirmed SB's assessment of the AGM reports.</p>	
11.02	<p><b>Paul McLennan Invite</b></p> <p>Paul McLennan MSP had asked to attend a future DCC meeting. After discussion, and in recognition of the fact that Paul has many opportunities to meet with the public, it was agreed that Paul would be invited to join DCC members at one of their closed, informal meetings and that an agenda would be agreed in advance. DCC confirmed its status as an apolitical body. Any key points from the discussion will be recorded through a subsequent DCC meeting.</p>	<b>PS</b>
<b>12.00</b>	<b>NEXT MEETINGS</b>	
12.01	<b>DCC Informal Meeting (Closed) – No January Meeting</b>	
12.02	<b>DCC Open Meeting – Monday 15<sup>th</sup> January 2024</b> 7pm Town House	

PS/AS/GA