



# Cove and Kilcreggan Community Council



Minutes of the Community Council Meeting  
Date: 8<sup>th</sup> August 2023 Location: Cove Burgh Hall, Small Hall @ 1930

## 1. Present

John Auld (Convenor) Sussanah Conran, Nick Davies, Sheena Edwards (Treasurer), Derek Fowlis James Mclean, Christine Murdoch, Sheelagh O'Reilly (Secretary)

Councillor Mark Irvine

9 members of the public including a representative of Lochside Press

3 people were coopted onto the community council following circulation of their proposal forms 14 to the Community Council members 14 days prior to the meeting:

- Lynda Mackenzie. Proposed James McLean, Seconded Susannah Conran
- Kenneth Barlas. Proposed Christine Murdoch, Seconded Derek Fowlis
- Sheena Lamont. Proposed Nicholas Davies, Seconded Christine Murdoch

A request was made to record the meeting which the meeting did not accept. At the next meeting we will consider this matter carefully so that, if we are to record any meeting we are in compliance with GDPR if members wish to do this. Consent, management of the recording and confidentiality will need to be considered. We will discuss with the A&B Governance Team.

## 2. Apologies

Councillor Corry, Councillor Patterson, Euan Wright, Susie Will and Ali Mills

## 3. Declaration of interest

The following statement was made by the Convenor:

As the new convenor I have had discussions with the Governance Officer at Argyll and Bute Council regarding my ownership of land that is identified for possible development in LDP2. LDP2 forms part of Argyll and Bute Council's statutory plans for the area and is in the process of being adopted by them. As the land owner for one parcel of land I would follow the current guidance on Declarations of Interest and would not chair the section of any CC meeting dealing with issues specific to that parcel of land.

Other Declarations of Interest:

- Sheelagh O'Reilly – Fire Hydrant
- James McLean – ongoing planning application
- Derek Fowlis - Licensing
- Councilor Irvine – Licensing

## 4. Police Report

We would like to record our thanks to Sergeant Jeremy King for his attendance and for the written report received from Police Scotland.

## The following points were made:

- No reported crime during the month of the report
- A request has been made for the mobile speed cameras for School Road / Argyll Road at school times. Additionally, it was discussed whether an occasional police presence in this area would also help with speeding issues. Also the bottom of School Road is seeing the corner cut across the pavement. This can be dangerous given the number of children / adults with young children who go to the school or are moving from the bus stop up / down each day during term time. Councillor Irvine indicated he would take up this issue as a report to the A&B Roads department classed this as a low priority following recent damage to a wall on the corner.
- There is now a dedicated community policing team in place. This team can develop bespoke plans as required. There are 3 community constables which may be increased to 5 on the team.
- There is a new chief inspector in the area who comes from a community policing background
- Discussion on the consultations that may be held by the Scottish Government regarding 20 mph limits in more areas. Pointed out that slower speed saves lives. CC would welcome opportunity to engage in this consultation. Discussed advice regarding 'counting accidents' but agreed that prevention is best.
- Discussions around damage to walls due to collisions and a 'failure to stop' by motorists. CCTV / mobile phone footage of dangerous driving can be useful but for speeding need some corroboration of the speed which can be problematic. School Road issues -= police presence. 3 incidents in the last month (one in Cove, one at bottom of School Road and one in Kilcreggan village).
- Discussion was also had on the issue of the 'unrestricted' roads beyond Cove to Coulport and between Kilcreggan and Rosneath.

30 mph stickers were made available (from Police Scotland) to CC members and those public present to use of their own property e.g. bins to reinforce the speed limits on Shore Road (Cove and Kilcreggan) and Argyll road of 30 mph where street lights are in place.

## 5. Community Council Planning Policy

**James McLean wished to have noted in the minutes that he was not content with the approach that the meeting was taking as it was not following what he considered to be his submission of a paper for discussion. He wanted to discuss what is happening in our community with 'third-rate' market led development.**

- The convenor had discussions with A&B Council Governance team on what is appropriate for a CC as a strategic consultee in relation to planning and the regulations. James McLean and John Auld had a fruitful meeting with the Helensburgh and Lomond Planning head. An important relationship to be cultivated.
- A DRAFT approach paper had been circulated with discussion points that would provide the basis for a) examining the process of discussion of planning matters (support, objections and clarification of issues e.g. waste disposal from construction sites) and b) how to provide evidence and details of community viewpoints to substantiate both discussions and submissions from the C&K CC on the wide range of planning matters.
- Mechanisms for consulting the community will be important to establish including fair and reasonable sample sizes and processes. Some issues are community wide whilst others are of concern to immediate neighbours. People who object are more likely to be vocal than those who might support / remain neutral on an application. There may be times when the CC organizes a public meeting (e.g. Sailing Club) for a range of views to be sought and discussed.
- **Value of a Conservation Village:** This was raised in the meeting but this applies primarily to Cove. The value (social, economic and environmental of this area perhaps could be identified through Our Community studies).
- **Building Control and Enforcement:** Where there are building regulation concerns these should be directed by individuals in the first instance, with appropriate evidence to the Building Control and Enforcement Teams (whilst noting they are understaffed). Also submission to the elected Local Councillors (Cllr Corry and Cllr Patterson to avoid issues of an Interest being formed by Cllr Irvine who

is on the Planning Committee) If no response is forthcoming then the individuals and the evidence could be submitted to the CC for onward submission to the relevant team in A&B Council. Issue of wall on South Ailey road discussed and to be followed up given the application for retrospective planning permission remains undecided.

- **Development by Stealth:** Concerns were raised about the issue of small development (under 5 houses) by a developer year by year. Current planning regulations see an application on a site by site basis within the LDP rather than as an ‘overall package’. For the website page on planning (see Item 13) a statement of the requirements of small, medium, major developments, planning gain and social engagement will be published.
- **Our Community** – perhaps this has a more activist role in presenting evidence from the community on issues of concern to a substantive portion of the community and how the evidence base may be developed. But note that those who have bought houses recently built in the Cove and Kilcreggan area are also part of our community and they have made a choice to buy property in our area that meets their needs and may increase the economic viability of the area.
- **Discussion was held on the points in the paper (see Annex for DRAFT which will be updated, circulated to members (and A&B Governance, local councilors) for comments and then discussion on the 10<sup>th</sup> October) and the following key points were agreed and noted:**
  - **Need to examine how to include more people in consultations.** Agreed first step will be to use the website as a vehicle for increased information on planning. A factual page will be produced which will provide links to relevant agencies, enables people to understand the process and the roles and responsibilities of key agencies. This will also explain issue of material objections and related matters in what is a complex area. This could include the publishing of the Weekly List on the website and/or encouraging individuals to sign up themselves.
  - **Clarify the issue of the ‘scale’ of a planning application based on published guidance** regarding size of development (number of houses), need for social housing and questions of ‘planning gain’ e.g. Camsail in Rosneath.
  - **For Tier 3 and 4 first step will always be consultation (Convenor / Secretary initially) with the relevant Community Council(s) where the proposed development will take place.**
  - **Formation of a small team to coordinate response to be set up with regular reporting to the CC (by email between meetings).**
  - **When Weekly List is circulated then any CC member who wishes the CC to consider options for response should submit a short note with basis of concerns.** This can be by email, so that the CC can decide if it wishes to register an interest for a wider community consultation and requires additional time for this process.
  - **Need to consider the issue of ‘materially affect the community’.** This should be rooted in evidence that is clearly documented and can be checked to avoid sharing erroneous statements.

6. Minutes of the CC and AGM meetings held on 13 June 2023

Minutes of both the CC and AGM meetings on the 13<sup>th</sup> June 2023 were agreed and signed.

#### **Items not included on the agenda:**

- **CC & AGM Dates (see below for the agreed dates which will be circulated, put on website – including events section – and put in the library and on local notice boards).**
- **Ruanda (Peaton)**– no decision has been taken. What is the role of the Statutory Agency (SEPA) around issues of flooding and rising sea level for developments on the shore side?
- **Boundary Changes:** Rhu and Shandon are objecting to the boundary changes for the Scottish parliament. On 13<sup>th</sup> June 2023 C&K decided not to take a collective view on this but leave to individuals to make representations if so minded. This was again the view of the C&K CC and will be conveyed to Rhu and Shandon secretary.

#### 7. Convenor and Treasurer

The previously circulated Convenors report is given below.

It was decided that a date would be set for the visit to Cove Park and those who are free would then attend (numbers to be given to Cove Park for planning purposes)

## Treasurer

Received the 2023/24 administrative funds: £626.60.

Still awaiting the Bus Account closure (£13.25) and funds transferred by Bank of Scotland to the main account.

Agreed expenditure of £35 for the Annual GDPR registration.

## 8. Update on Our Community Project

Report previously circulated from Euan Wright and is attached for information.

Points to note

- Steering Committee – go be held by end of August 2023, date to be agreed.
- Meeting CBH 9<sup>th</sup> September

## 9. Community Emergency Planning proposal update

Meeting of working group to be held on Friday 11<sup>th</sup>. (Sheelagh, Sussanah and Sheena E)

Rapid application put into the National Centre for Resilience for a total of £1,150 (application agreed by past and current Convenor, Treasurer and working group and prepared in 5 days). We have been asked for some further feedback on a) the ethical considerations of the project and b) details of GDPR for the project. We will respond by 14<sup>th</sup> August as requested.

CBH booked for morning of 7<sup>th</sup> October for the drop-in between 10 – 12.30.

## 10. Ferry and Pier

Update from Nick Davies regarding communication from Scottish Scottish Government Ferries Unit. They are current working on a 'Needs Based Assessment' i.e. what kind of ferries are required. And then need to make a compelling case that will provide value for money to obtain the necessary funding. There was mention of financial constraints. Once a case has been made and the decision on the new ferries taken there will be public drop-in consultation events.

Key message is **to use the ferry and if you cannot use it be clear why not (access, timing....)**

Additionally there has been work on the rescheduling of the fast trains from Gourock to Glasgow so that the first ferry links up (but not the second one).

## 11. Roads / Paths / Lighting (from minutes)

The Convenor proposed that Ken Barlas takes on the role of lead on the Roads / Paths / Lighting topic on behalf of the Community Council.

Issue	Date Raised / with who / or with ABC by C&K CC	Status
Electric Car charging point	ABC and charging points? Where should they go? CBH – grant for one more year but then who will maintain?	Ongoing.
Fire Hydrants	Issue now closed	The hydrant at Shore Road / School Road has been replaced and resurfacing completed.

Issue	Date Raised / with who / or with ABC by C&K CC	Status
		Argyll & Bute are due to undertake an audit of Fire Hydrants.
Tigh Dearg	ABC improve drainage / surface water?	Matter remains ongoing. . An issue raised by the Cove & Kilcreggan Trust (James McLean Director of this trust). Issues around the timeframe for repair and communication from A&B e.g. around timeline for procurement.
Fairfield Bridge	Long history but raised again at meeting on 4 April.	Issue remains ongoing

## 12.Licensing

Christine Murdoch (as CC focal point for licensing) introduced this. Relates to the operating house outside core license times for food as well as a modification to the age range of children in facilities and for events.

No objections raised. CM to write to the licensing board indicating that.

## 13.Planning Applications

The following issues were raised:

- **Knockderry Castle:** An email received (via the Our Community mail). The CC will forward this to A&B Council given the nature of this Grade A listed building and likely inputs from HES and other specialists.
- **Camping Pods Peaton:** Concern over possible changes to the land designation in the current LDP (2015) and future changes. It was also noted that SEPA have asked for a hold in relation to flooding issues and Scottish Water have concerns about water supply / effluent management
  - CC Agreed to write to the Planning Department to clarify if it is minded to make changes to the LDP designation given that this may expire later this year and LDP2 be in place late 2023/ early 2024.
- **Strathlee, Cove:** Requesting support from the CC (email was non deliverable due to an error in the address). What this application highlights is the desire by CC members to increase public awareness of applications beyond immediate residents.
  - **Agreed:** CC will prepare a fact-based web-page to help residents to a) understand the roles and responsibilities of the different agencies in the planning system b) enable links to relevant agencies that can support any objections / support processes. The material will be prepared initially by the Secretary based on shared documentation and will then be circulated for comments, editing and agreement prior to making public. We would also 'run this past' the A&B Governance team to ensure that we are making legally and factually correct statements regarding this complex area of law.
  - **Agree also consider how to use the web-site for sharing of 'Weekly List' and/ or applications in the CC area.**
- **Fish Farm:** The appeal process is ongoing, and the reporter has indicated when the hearings will be. A document was submitted in the landscape / seascape section which indicates it was submitted on behalf of the Cove and Kilcreggan Community Council. Alistair Reynolds (public) also indicated that as Chair of the Argyll Fisheries Trust he has been working with the Salmon Fisheries board to submit a joint statement regarding wild fish (28<sup>th</sup> July). Sessions will take place during end September / early October. Unclear who will be able to attend. James McLean to clarify if members of public / CC can attend and whether the sessions will be livestreamed or recorded. Secretary will examine if the CC website could include links to the proceedings for those who are interested in watching.
  - **Lesson from the process to date for the C&K CC is that if material is to be submitted in the name of the CC then members must see (late drafts acceptable given the schedule are often tight) to ensure that they are content with the**

**document prior to submission.** This ensures that, especially for highly formalized processes (and not just fish farm appeal) that there is clear agreement on the document, its content and an 'audit' trail is in place. This protects the integrity of the process and individuals involved.

14. Any Other Competent Business

- **Public Liability Insurance.** See Community Council Handbook page 28. The issue is to be clarified (Secretary to email) regarding public liability insurance and what is covered e.g. legal costs? It is also noted that not all the links are working.
- **GDPR:** Agreed that the CC will update its registration with the Information Commissioner as required. Cost is £35 per year at present.
- **Email circulation:** Request that emails be kept short and avoid, where possible sending long email chains.

15. Date of Next Agreed Meeting 10<sup>th</sup> OCTOBER 2023

**See table below for the agreed dates through to end of 2024. Note that dates will be updated at the AGM on 11<sup>th</sup> June 2024.**

Cove and Kilcreggan Community Council Meeting dates 2023/2024

As Agreed at the meeting held on 8<sup>th</sup> August 2023

**Principle agreed that we would continue our practice of holiday meetings on the 2<sup>nd</sup> Tuesday of every second month.**

	Date	Comments
<b>Currently Agreed</b>		
1	8 August	Agreed October 2022
2	10 October	Agreed October 2022
<b>Proposed New Dates for 2 monthly meetings through to end of 2024</b>		
3	12 December 2023	
4	13 February 2024	
5	9 April 2024	Note that Easter is 31 <sup>st</sup> March.
6	11 June 2024	
AGM	11 June 2024	Needs to be held annually. Focus on election of officers and agreement of accounts and dates for CC meetings.
7	13 August 2024	In School Holidays
8	8 <sup>th</sup> October	In School Holidays
9	10 <sup>th</sup> December 2024	

## Convenors statement for meeting 8<sup>th</sup> August 2023

In interests of time a written statement for the meeting.

- **Meeting online, Clyde, Kintyre and Islands Ferry Stakeholder Group Meeting 20 June 2023** Christine Murdoch was present as well, very interesting to see other communities transport issues.
- **Meeting with CalMac's Don McKillop area operations manager Clyde and Taylor Cairns port manager Gourock and Christine Murdoch** at coffee shop Kilcreggan. Meeting arose from a question raised by Christine at the stakeholder meeting, on connections regarding the withdrawal of the Gourock/Glasgow fast train and the ferry connections. At that meeting Don Mc Killop being indicated would like to come and visit regarding the train timetable links and to familiarise himself with the connection set up
- **Meeting with planning Kirsty Sweeny and Sandra Davis and James McLean** to look at links agenda prepared by James and report by Kirsty and submitted by James (notes from meeting circulated separately by James McLean).
- **Meeting with David Hagerty of the community development team and Sheelagh O'Reilly.** An introductory meeting and discussion on how the CC can become more involved with them going forward. (notes from meeting, and some early follow up circulated separately by Sheelagh O'Reilly).
- **Reply received from roads dept to Nicks letter regarding speed limits.** In essence without evidence and we are going to be restricted with what we can achieve, but there is going to be a national consultation to reduce 30 to 20 in streetlights areas and the more individuals that can respond to that may be the best route of change (letter previously circulated along with request for the 30mph stickers).
- **Meeting of the HMNBC Liaison Committee.** The Convenor and Secretary have been invited to this meeting on the 25<sup>th</sup> August. Both will be attending and will report back after the meeting along with any shared documentation.
- **Received from Rona re Invitation to Cove Park (previously circulated but here for the record).**

### Cove Park invitation

I am writing to invite all Community Council members to Cove Park, Peaton Hill. We are looking to make links with people in the community and to make folks a bit more aware of what we do here. Cove Park will be open to visitors every Friday afternoon, between 1pm and 5pm, till Friday 15 September 2023. Visitors are welcome to see Double Flower an exhibition by Louise Hopkins, (see more about it on the website [www.covepark.org](http://www.covepark.org)) explore our beautiful 50-acre site, learn more about Cove Park's residency and engagement programs, and meet the team over a cup of tea.

Open Fridays are free, and everyone is welcome so if you would like to invite others please do but please RSVP with the date that is convenient for you so that we know the numbers and I can get the kettle on and buy the biscuits!!

[rona@covepark.org](mailto:rona@covepark.org)



Our Community Update for CC Meeting 8<sup>th</sup> August 2023.

### **Current Spend in PY2 on SKS**

April 2023 - 6 days @ £350 per day (plus VAT) = £2,100 (plus VAT)

May 2023 - 6 days @ £350 per day (plus VAT) = £2,100 (plus VAT)

June 2023 - 6.5 days @ £350 per day (plus VAT) = £2,275 (plus VAT)

SKS Timesheets are circulated and signed off prior to payment.

### **Village Meeting CBH 9<sup>th</sup> September 11 – 13.**

Information going out via e mail, social media and the website. Posters and notices to follow (they are in development).

The objectives are:

To keep the community updated and informed.

To get as many people involved as possible.

For the community to own and create the next actions on the priorities.

To draw out skills and experience from the community

To lay out the next phases of the project and actions related to current funding

To lay out the suggested framework for further workstreams and how they will be coordinated.

To help the community interact with the LUC Report. (The final version of which is with the Steering Group for sign off).

### **Identifying Priorities from the Survey Results**

We have been working with SKS to identify some early priorities which we can get moving on. Those priorities are **Environment** and **Recreation, Sport and Place**.

The criteria used to identify those early priorities will be expanded on with the community in the September meeting.

### **Secondary (in terms of time not importance) workstreams**

After September we will begin to work on further workstreams and Local Place Planning. The process is laid out on the website and is updated regularly – monthly is the aim.

### **Clarity between the Trust, the Community Council and Our Community**

It was agreed by the OC Steering Group to decouple the project from the CC to help with clarity and transparency. The OC should continue to work very closely with the CC for the best success of the project but responsibilities will be made clearer through separating out social media, websites and other communications.

The OC management team continue to meet every second Thursday. Please get in touch with Britta or Euan should you wish to attend. You would be very welcome.

The next Steering group meeting (to audit and sign off the proposals made by the management team) is on Wednesday the 16<sup>th</sup> August in the CBH. Please get in touch with Alistair Lamont should you wish to have more information.



## Outline Framework for Cove and Kilcreggan Community Council Approach to the management of planning applications

**NOTE THIS IS THE DRAFT DISCUSSED AT THE MEETING ON THE 8<sup>TH</sup> AUGUST. IT WILL BE UPDATED AND CIRCULATED TO MEMBERS FOR FURTHER COMMENTS AND THEN DISCUSSION AT THE MEETING ON THE 10<sup>TH</sup> OCTOBER 2023**

The table below is to enable discussion by the Community Council on the 8<sup>th</sup> August to enable clarity around how Cove and Kilcreggan Community Council approaches the management of planning applications.

### **This approach is rooted in the following:**

- It is focused on the **current regulations**. The CC can only, as a Statutory Consultee on planning operate within the current regulatory framework.
- The approach is linked to our wider constitution, standing orders, operational procedures (agree in 2023) and is designed to ensure we achieve an effective balance of representing the community in a transparent manner in planning matters which can often be complex, complicated and timebound.
- It is recommended that applications are considered on a 'site by site' basis which is the approach of Argyll & Bute Council under the current planning regulations.
- That the CC develops effective working relations with the relevant departments in Argyll & Bute Council, the elected Local Councilors and the MSP / MP as appropriate and with other regulatory authorities such as Historic Environment Scotland, SEPA, NatureScot etc. All meetings will be clearly reported back to the CC in writing so that any issues raised can be fully considered. **(Community Council will need to develop a list and the person who is the 'contact' for each individual body. )**
- That the response of the CC to a planning application is transparent with reasons given for the response (in support, objection or submission of concerns raised by members or members of the community). ***It is also noted that the Community Council has a number of options in response to a planning application e.g. neutrality (especially if major differences within the community); support, objection or a 'watching brief' on the process (especially for larger applications).***
- That we use our website to present **factual information for residents which can enable them to make effective objections (or supporting comments) regarding planning applications.**
- ***That when we are looking to comment on a planning application outside Cove and Kilcreggan that we first approach the relevant Community Council(s) to understand their position on the application.*** This would be in the spirit of collaboration and that we accept that other Community Councils do have a strong knowledge of their community and how an application for development (housing, industry, marine, transport, energy etc.) may be received.
- The approach does not address the issue of aesthetics. This is a complex and, often, highly personal view. One persons 'carbuncle' is another person's 'exciting' building. It is also forward looking and does not seek to re-open issues of previously approved applications. The enforcement of planning application requirements is a matter for Argyll and Bute Council.

- A **five-tier** approach that is **reviewed on an annual basis** e.g. at the meeting associated with the AGM. Lessons from the previous years operation to be detailed and any adjustments can then be made.

Tier	Coverage	Approach	Issues for discussion
1	Cove & Kilcreggan:  Domestic & small-scale	<ul style="list-style-type: none"> <li>• The Weekly Planning List will be circulated to all members on the day released by A&amp;B Council.</li> <li>• Should any member of the Community Council wish to raise an objection or ask for notice to be given to A&amp;B Council that an objection is likely then they can indicate this in an email and the appropriate notice will be sent.</li> <li>• The normal presumption would apply that small domestic planning applications would not be objected to. For listed buildings / conservation area the responsibility to ensure compliance rests with Historic Environment Scotland.</li> <li>• CC Planning item on the agenda for each meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Should we put the weekly list onto the website and / or CC Facebook page?</li> <li>• The website should have a planning page which also contains factual information about how to respond, as an individual or group, to a planning application.</li> <li>• Should the CC set up a Planning email address (linked to an on-line form for questions / comments around planning issues)?</li> </ul>
2	Cove and Kilcreggan: Large (housing, industry, infrastructure...)	<ul style="list-style-type: none"> <li>• These are also included in the weekly planning list but there may be opportunities to engage in pre-planning discussions – process for circulation as above would apply.</li> <li>• Consideration by the CC members to request extension to the standard 21 day rule for comments for the larger applications.</li> </ul>	<ul style="list-style-type: none"> <li>• What is the role of the elected councilors in ‘flagging’ opportunities for the CC to be involved in pre-planning discussions?</li> <li>• If the CC or a body currently linked to the CC has flagged an interest in a site then what are the issues around it remaining a Statutory Consultee?</li> </ul>
3	Peninsula & adjacent CCs	<ul style="list-style-type: none"> <li>• The weekly planning list will also flag applications that are based in other Community Council areas.</li> <li>• Any consideration of our response to a (probably large) application in another area would be that it would <b>materially affect C&amp;K residents and that there is evidence to support that claim.</b></li> <li>• If an issue beyond C&amp;K is seen as an area for support, objection or where we have questions then the CC member and / or member of the</li> </ul>	<ul style="list-style-type: none"> <li>• This would primarily be Rosneath and Clydner but may include areas such as Garelochhead (access roads).</li> <li>• Would this include those across the water e.g. Ardentinney?</li> <li>• We could prepare a short form (for website) for residents to use to submit any issues on a particular development. We may need to set up a specific planning email for use from the website.</li> </ul>

Tier	Coverage	Approach	Issues for discussion
		<p>community should prepare a short written note to this affect.</p> <ul style="list-style-type: none"> <li>• <b>C&amp;K Community Council would, in the first instance, discuss the issue (Convenor / Secretary or other designated person) with the CC in whose area the development is foreseen.</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Agreement of Process:</b> It is vital that whoever (may be more than one person i.e. a team of 2-4 people) is nominated to ‘co-ordinate’ the response to a large development beyond our boundaries keep the CC fully informed through use of email updates, draft documentation for comment and clarity on who partners are, as well as what the C&amp;K residents hope to achieve through the, often very time heavy, inputs on their behalf.</li> <li>• <b>CC agreement</b> (could be online) for the submission of any documentation that names the Cove and Kilcreggan Community Council or where a CC member is to speak on behalf of the CC..</li> </ul>
4	<p><b>Large development <u>outside the Peninsula and adjacent areas</u> that materially affects C&amp;K residents</b></p>	<ul style="list-style-type: none"> <li>• Similar approach to Tier 3 but this would <b><u>be much rarer</u></b>.</li> <li>• If there is proven demand from the C&amp;K Community (beyond Council Members) then the CC could consider establishing a process to engage.</li> <li>• The CC to nominate a person (or small team 2-4 people) to ‘<b>co-ordinate</b>’ the response who ensures that the CC is kept up to date on the issues, any partnerships with relevant Community Councils.</li> <li>• The CC first step would be to engage with other CCs who either are directly involved or adjacent to the proposed development to ascertain their views on the proposal.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Agreement of Process:</b> It is vital that whoever (may be more than one person) is nominated to ‘co-ordinate’ the response to a large development beyond our boundaries keep the CC fully informed through use of email updates, draft documentation for comment and clarity on who partners are, as well as what the C&amp;K residents hope to achieve through the, often very time heavy, inputs on their behalf.</li> <li>• The C&amp;K CC must agree (and have this fully minuted) any documentation that it is planned to have the C&amp;K CC name attached to it, or where a member of the CC is listed as ‘speaking’ on behalf of the CC. A full email record should be kept to enable traceability.</li> </ul>
5	<p><b>Future work on Local Development Plans etc</b></p>	<ul style="list-style-type: none"> <li>• To be discussed when this becomes relevant e.g. the consultations for LDP3 are planned (end 2023 / early 2024?)</li> </ul>	<ul style="list-style-type: none"> <li>• When training is available from A&amp;B Council in relation to LDP2 (for example) it would be good to see as many members as can attend them. The PowerPoint presentations are circulated from past training and can be very helpful.</li> </ul>

## Background Information Provided for discussion

Thanks to James McLean and Christine Murdoch the list below had been circulated to the CC prior to the meeting.

	<b>Document</b>	<b>Source</b>
1	Scottish Government: What is a Community Council	Taken from: <a href="https://www.communitycouncils.scot/what-is-a-community-council">https://www.communitycouncils.scot/what-is-a-community-council</a>
2	Argyll & Bute Community Council Handbook	<a href="https://web-cdn.org/s/99/file/community-council-documents-2013/2022-Argyll-and-Bute-Council-Community-Council-Handbook.pdf">https://web-cdn.org/s/99/file/community-council-documents-2013/2022-Argyll-and-Bute-Council-Community-Council-Handbook.pdf</a>
3	The Planning System in Scotland: An Introduction (PowerPoint)	(A&B Council Community Councillor Training March 2023)
4	Community Development Planning (PowerPoint)	(A&B Council Community Councillor Training March 2023)
5	Notes from Meeting with A&B Community Development Office 18 <sup>th</sup> July	Email from Sheelagh O'Reilly
6	Notes from Meeting 18 <sup>th</sup> July Planning	Circulated by James McLean
7	Material (guide and 3 maps) from LDP2	Current status of LDP2, Reporters Comments and Summary available at: <a href="https://www.argyll-bute.gov.uk/planning-and-building/planning-policy/local-development-plan-2">https://www.argyll-bute.gov.uk/planning-and-building/planning-policy/local-development-plan-2</a>
8	Fish Farm Appeal; A: re permission to appeal B: AFF the Clyde objection	
9	Set of photographs about recent developments	Note all have planning permission which can be checked at: <a href="https://www.argyll-bute.gov.uk/planning-and-building/find-and-comment-planning-applications">https://www.argyll-bute.gov.uk/planning-and-building/find-and-comment-planning-applications</a>
10	James McLean Election Statement	