



Cove and Kilcreggan Community Council



Community Council Meeting

Date: 12th December Location: Cove Burgh Hall, Small Hall @ 1930

1. Present:

CC Members: John Auld (Convenor), Kenny Barlas, Sussanah Conran, Nick Davies, Sheena Edwards (Treasurer) Ali Mills (Vice Convenor), James McLean, Sheelagh O'Reilly (Secretary)

Councillors: Cllr Maurice Corry

Members of the Public: 1 person attended

2. Apologies:

Community Council: Sheena Lamont; Christine Murdoch; Lynda MacKenzie, Derek Fowlis, Susie Will

Councillors: Mark Irvine, Shonny Patterson

3. Declaration of interest & Clarification of process and requirements:

- James McLean as submitted a formal objection regarding 23/01120/PP (Holiday pods Peaton Woods)
- John Auld re LDP2 as per previous minutes.
- Ali Mills re Pier

4. Police Report

- Written report circulated. No incidents in the latest period since 6th October.
- Issues raised by CC:
 - Camper van parked on Argyll Road. Increased traffic on Argyll Road as people avoiding traffic lights on Shore Road this is a problem but at present Police unable to act as not causing an obstruction.
 - Traffic and speeding generally but with a focus near school.
 - Issue of 'souped up vehicles' – requires a decibel reading to take action.

The CC thanked PC Quigley for his attendance and look forward to the police attendance in 2024.

5. Minutes of the CC meeting held on 10th October 2023

- **Minutes of the meeting agreed. (Post meeting note that the minutes did contain the submitted treasurers report – confirmed in writing with the treasurer).**
- **Items not included on the agenda:**
 - **Pre-circulation** Request from member of the press that documents that are presented to the CC are circulated in advance so the public can read them. The CC discussed this matter and agreed the following (Proposed / Seconded James McLean/ Sheena Edwards) that:

1. Secretary to write to A&B Council governance team for advice on this matter;
2. In the meantime the CC agreed that it would not circulate draft documents outside the CC members until the CC has had a chance to discuss them. Then material would be appended to the CC minutes (unless otherwise agreed).

The CC did have further discussion issues of misreporting and the need to request corrections when this occurs.

- **CC Membership Campaign:** The Community Council agreed to work on the visibility of the Community Council by using what tools we currently have (website, Facebook, notice boards, leaflets....). The aim is twofold. First to ensure that members of the community understand the role of the Community Council and the second is to encourage more people to stand for election. The date of CC by-elections in 2024 is not yet known due to uncertainties around UK Parliamentary elections. We would likely get around 2 months' notice for any elections, but the updating of the website (and Facebook) may also provide an opportunity for increasing dissemination of material.
 - **There was also a brief discussion on how to bring in a Youth (16 – 25) participation** (school, university, employed and/or in apprenticeship or other training). This issue to be revisited at next meeting.

6. Convenor

- **The CC wishes to record its thanks to HM Naval Base for the Kilcreggan Christmas Tree.** ND has sent a thank you email to HM Naval Base and also wished to record thanks to the team who put it up and connected the lights. Very festive!
- **The CC wished to record its support to R&C CC regarding design consultation** for the possible upgrade of the access between the Builders Yard and the junction with the caravan park. This has been an issue for an extended period, and it is hoped that that the work can be taken forward in the not-too-distant future. There are outstanding legal issues and financing to be resolved.
- **C&K CC has written to Colin Young Colin Young (A&B Council) re B833 and possibility of A&B Council leading a bid to Sustrans for design work.** Agreed that the Convenor would contact Colin Young to see how to take this forward and ensure that Cllr Maurice Curry is included. It is also noted that the owners of forest land near the Mill/Ferry Brae is Gresham House, and their representative Adam McClay is based in Helensburgh. A&B Council are working with Gresham and their forest land manager in Rhu regarding the extraction of timber from the site there.
- **Cove Play Park renovation.** The CC welcomed this and for now the Secretary will remain the contact but look to bring in those with more direct experience of the Play Park.
- **Children and Young People's Centre for Justice** circulated. OC and Young People report to be sent if available. Findings from the school meeting (14th December) may also be suitable.
- **Boundary changes.** Email from Rhu and Shandon was circulated but the CC agreed with its previous approach for this to be an issue for individuals to object should they see fit.

- **Kilcreggan BoS Bank Closure: Agreed that:** CC to send a letter to BoS about our disappointment with the closure given there has been no consultation. Also to ask the question about the ATM on the site – will this remain? The CC also noted that the Post Office is available for banking-related transactions and that whilst there was no ‘outside’ facility this does provide a local site for a range of banking services.
- The Secretary has circulated material from a range of meetings including those around LPP / CAP and the differences between them. . There was a discussion regarding CC emails but at this stage it is up to each member to manage their in-box rather than the Secretary making decisions on what topics might be of interest to the CC members!

7. Treasurer

- **From the Treasurer:** Note that the CC now has only one bank account. The CC has paid out £37.50 for the Remembrance Poppy Wreath; £50 to Craigrownie Church for the use of the meeting room and kitchen; £50 55 for Spring Bulbs. That leaves a balance of £2,636.07.
- **Note that the Treasurer indicated that there will be a need to find a new Treasurer from the date of the 2024 AGM.** The current treasurer has already had a one year extension to her 8 year maximum term and has indicated she does not wish to continue with another extension.
- **Community Map Scotland:** We signed up in Feb 23 for a one year free trial. The license will need to be renewed in early February. Will cost £77 plus VAT. Agreed to renew (Sheelagh to organize).
- **IT / Web costs and CC Admin Budget:** Going forward costs for a website / CMS (and other IT) will take a major chunk of the existing admin budget (approx. £600). The issue will be taken up by Cllr Corry to see if, as A&B Council wishes CCs to play a strong role in local democracy this could be increased going forward (suggestion was around £1000 in first instance).

8. Update on Our Community Project

- Nick Davies presented a short report as the Steering Group Meeting was held on the 11/12/23. Project is now gathering momentum – around 50 people involved with 8-9 workstreams. OC is now setting up its own website / Facebook to ‘divorce’ OC from CC and reduce confusion. Note that the workstreams have an independent lead but a member of the management team is on each group. OC has mentoring from funding agency (CEIS).
- The Steering Group has requested a clear plan for the budget / allocation to the remainder of the project. Some indication that CEIS may consider extending the grant, but this is an inference (whether extend time and / or increase budget is not clear).
- Procurement was discussed and the need to follow public procurement guidelines for paid consultants (those giving time free are not subject to these rules). Being advised by the mentor – but this needs to be transparent.
- A request for a possible CC / RPW-CDT meeting was made – may be useful as coming to the end of PY2 of OC. Ali Mills to take this forward with the management team.
- Other points:
 - Paul Strachan (OC Footpaths working group) has been given access to the CMS as ‘data manager’ (early map circulated to show use of system).

Footpaths group have also approached R&C CC re Green Isle paths and obtained support.

- Website management – need to start process of ‘separating’ the CC / OC website and relevant social media. This also needs to link with the financial viability of these sites in the long term.
- Noticeboards – to be removed from the agenda of the CC and Ali Mills to take up with the OC ‘Empowerment’ Team.

9. Community Emergency Planning update

- Two informal sessions held in October / early November (meeting on the 7th of October cancelled due to flooding). Next meeting 13th January 2024 10 – 1230 at Cove Burgh Hall with focus on the ‘Know Your Neighbour’ Network development as well as emergency planning. .
- The team has agreed to a design for an A6 card ‘leaflet’ for circulation around New Year to all households in the C&K CC area. Call for CC member volunteers to help distribute!
- Ongoing discussions with businesses and local groups re planning and support activities.

10. Ferry and Pier

- Ferry / Pier update: Nick Davies has spoken with Scott Reid (A&B Council Harbours and Piers Manager) on 11/12/23. Current situation is that Transport Scotland need to submit the Needs Assessment to justify the spend on replacement vessels and obtain the funding to commission replacement ferries for the Gourock / Dunoon/Kilcreggan services. Until this is decided the issue of the pier is ‘on-hold’.
- Revised Ferry Timetable consultation: Gavin Walker discussed the issues raised by the consultation and the two options for June 2024. Extended the service to later in the evening would require additional crews to operate the ferry as staff would be beyond the permitted hours for seamen. Trying to make the timetable more regular as people request a ‘simple’ timetable. The new timetable is in response to ScotRail changes in train schedule in June 2024 – but, as below, may have implications for Dunoon ferry links as well.
- **Issues raised included:**
 - Commuting from Kilcreggan to / From Glasgow and timing of services
 - Linking with the Dunoon ferry to enable people to commute in that direction.
 - Saturday ferry may see a reduction in the number of ferries – especially early in the morning.
 - Creating a ‘Kilcreggan’ Ferry User Group (not the same as the formal Reference Group) – to be discussed by Nick / Christine / Ali (and local users) to see how this can be undertaken.

Agreed that the CC would write a letter (copying in Gavin Walker, Nick Davies and Christine Murdoch) about the consultation which supports Option A but raising issues around connection timings, later ferries and ensuring that schedule is both simplified and made efficient for a range of users.

11. Roads / Paths / Lighting

- **Tigh Dearg – update:** Work ongoing. Has been a problem with the water main. Convener and Councilor Corry to visit site to meet contractors and explore any outstanding issues.
- **Deer Management and logging of incidents / accidents / near misses).** Received an email notice regarding an incident with the bus near Rahane. Secretary to explore how to 'log' deer events (near misses, bodies by side of road etc.) to ensure that there is a 'body of evidence' for longer term management options. Need to include both Red and Roe deer and take a Peninsula wide approach. Need to think about the 'immediacy' of social media so people can report in 'real-time'.
- **School Road repair:** yet to be undertaken and has been follow up flooding – especially near the bottom. Is this linked to issues of the sewage system and problems with the pumping station opposite Gantocks, Shore Road?
- **Ditches / Gullies and regular maintenance:** This was discussed generally at the Area Committee (12/12/23). Problems on Barbour Road (near top of School Road) with Gunnera in ditches. The CC noted that Gunnera has now been declared an invasive species by the Royal Horticultural Society. Upgrading of plans for gully / Clearing ditches (now that Gunnera has been given invasive species status!). No action taken yet. Guidance on where to put the waste! **Agreed that issues of Drainage be added to the Community Council agenda under this section.**

12. Licensing

No items raised at the meeting.

13. Community Council Planning Policy

- The document (attached below) on the Process for CC actions for Planning applications was adopted (Nick Davies and Ali Mills) with a) a change of the word recusal and b) consideration around a 'planning' email.
- The CC also agreed that we need to build a relationship with Argyll & Bute Council Planning department to enable effective pre-planning consultations (where possible) by a developer and the Community Council.
- It is noted that the Faslane base will see, through to 2026 a redeployment of over 2,200 people. Not all families will move to the area, but this is something that should be recognized in relation to any development / growth / resettlement planning process that includes the Rosneath Peninsula. Note we are still awaiting the A&B Council report on the settlement pilot.
- The CC agreed that we would add planning to the C&K website (a holding page already exists) and develop this area to enable wider community engagement in planning and related development processes.
- The CC noted that the Rosneath Caravan Park has expanded its sites for motorhomes and touring caravans but not (yet?) for tents.

14. Planning Applications

- **Update on Fish Farm appeal.** No update yet in the public domain.
- **Planning Application: 23/01120/PP** (holiday pods Shore Road opposite Peaton Woods). This application has been discussed previously and the CC wrote to A&B Council planning regarding the Change of Use request in the final days of the LDP.

The issue was raised again as the planning application was still open and a number of people (60 named including those who have put in personal objections) have indicated that they want the CC to object to this application. The CC had a discussion – including around the issue of ‘presenting the community’ and how would we know that. Besides the issue of the change of use in the late stages of the LDP other issues raised were:

- Flooding both from shore side and from the nearby burn
- Consistency in decision making given the rejection of a recent application on a nearby site (recognizing that each planning application is taken on its merits)
- A&B Council / SEPA policies on climate change and rising sea levels.
- Planning Creep – once the site has water / electricity could the planning application be ‘upgraded’ to residential thus creating local precedents regarding building on the seaward side of the road.

James McLean (proposer) / Ali Mills (Secunder) proposed that the CC should formally object to this planning application. The proposal was put to a vote at the meeting and passed with two abstentions. The Secretary will formally write to A&B Council to this effect with the focus for objection on the change of use request under the LDP but also raising the other areas of concern. James McLean to confirm that the CC will be objecting following correspondence from A&B Council Planning.

- **Planning Application 19/02612/PP:** This application has now been recommended by officials. This is the site adjacent to the Medical Centre and is for 3 dwelling houses. **Following discussion at the meeting it was agreed that the CC should write a letter of concern regarding the following:**
 - Access to the B833 from the houses
 - Access to the B833 during construction – including removal of the ‘spoil’ from excavations and implications for traffic management on a road with limited paths and a major public / school bus route.
 - Issues of flooding from the B833 through this site as witnessed on the 7th October and other occasions.

15. Any Other Competent Business

None raised

16. **Date of Next Agreed Meeting 13 February 2024**

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

This was agreed at the Community Council Meeting of 12th December 2023. As this is a 'working document' the CC will use this approach and review / adapt to meet its operational needs through an annual review process.

For those unfamiliar with Argyll & Bute Planning and Building Standards please see: <https://www.argyll-bute.gov.uk/planning-and-building> . This site will also enable an individual to view any current and past planning applications <https://www.argyll-bute.gov.uk/planning-and-building/planning-applications>

There are effectively three (3) different sections regarding what is colloquially termed 'planning':

- *Development Planning Management – deals with planning applications and planning enforcement <https://www.argyll-bute.gov.uk/planning-and-building/planning-applications/unauthorised-development>*
- *Development Policy – Local Development Plans and issues of growth and development in A&B Council area e.g. housing emergency*
- *Building Standards (<https://www.argyll-bute.gov.uk/planning-and-building/building-standards>)*

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 year’s operation need to be detailed and any adjustments can then be made.

Proposed approach – with revisions for agreement

Tier	Coverage	Approach	Actions to implement
1	Cove & Kilcreggan: Domestic & small-scale	<ul style="list-style-type: none"> • Following changes to the operation of the Weekly List the Secretary will circulate weekly the validated planning applications and decisions to CC members. • Should any member of the Community Council wish to raise an objection or ask for notice to be given to A&B Council that an objection is likely then they can indicate this in an email and the appropriate notice will be sent. • The normal presumption would apply that small domestic planning applications would not be objected to. For listed buildings / conservation area 	<ul style="list-style-type: none"> • That the Secretary uploads verified planning applications to the website on a weekly basis when circulated to the CC Members. • That 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 . • Explore the most effective way for the public to provide their views on any planning matters relevant to the CC mandate.

Tier	Coverage	Approach	Actions to implement
		<p>the responsibility to ensure compliance rests with Historic Environment Scotland.</p> <ul style="list-style-type: none"> • CC Planning item on the agenda for each meeting. 	
2	Cove and Kilcreggan: Large (housing, industry, infrastructure...)	<ul style="list-style-type: none"> • 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. • Consideration by the CC members to request extension to the standard 21-day rule for comments for the larger applications. 	<ul style="list-style-type: none"> • What is the role of the elected councillors in ‘flagging’ opportunities for the CC to be involved in pre-planning discussions? • Development of relevant ‘firewalls’ if an organization linked to the CC to the CC has flagged an interest in a site so that the CC remains as a Statutory Consultee e.g. clear declarations of interest and individuals may need to leave the room for the discussions.
3	Peninsula & adjacent CCs	<ul style="list-style-type: none"> • If a planning application out with the C&K area is seen to have implications for this area then any consideration of our response to a (probably large) application in another area would be that it would materially affect C&K residents and that there is evidence to support that claim. • If an issue beyond C&K is seen as an area for support, objection or where we have questions then the CC member and / or member of the community should prepare a short written note to this affect. • C&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. All meetings are to be formally minuted through an email as a minimum (for the record). 	<ul style="list-style-type: none"> • This would primarily be Rosneath and Clydner but may include areas such as Garelochhead (access roads). As well as Ardentinney and areas within the LLTNP near-by C&K. • We could prepare a short form (for website) for residents to use to submit any issues on a particular development. As the website is reformulated the CC will consider the most appropriate way to manage public comments on planning – especially if there is an ‘active’ issue. • Agreement of Process: 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

Tier	Coverage	Approach	Actions to implement
			<p>who partners are, as well as what the C&K residents hope to achieve through the, often very time heavy, inputs on their behalf. Where an issue is ‘flagged’ between CC meetings this process would be undertaken online.</p> <ul style="list-style-type: none"> • CC agreement (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..
4	<p>Large development <u>outside the Peninsula and adjacent areas</u> that materially affects C&K residents</p>	<ul style="list-style-type: none"> • Similar approach to Tier 3 but this would be much rarer. • If there is proven demand from the C&K Community (beyond Council Members) then the CC could consider establishing a process to engage. • The CC to nominate a person (or small team 2-4 people) to ‘co-ordinate’ the response who ensures that the CC is kept up to date on the issues, any partnerships with relevant Community Councils. • 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. 	<ul style="list-style-type: none"> • Agreement of Process: 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&K residents hope to achieve through the, often very time heavy, inputs on their behalf. Where an issue is ‘flagged’ between CC meetings this process would be undertaken online. • The C&K CC must agree (and have this fully minuted by email as a minimum) any documentation that it is planned to have the C&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 enabling traceability.

Tier	Coverage	Approach	Actions to implement
5	Future work on Local Development Plans etc	<ul style="list-style-type: none"> <li data-bbox="524 233 1323 336">• To be discussed when this becomes relevant e.g. the consultations for LDP3 are planned (possible in 2024?) 	<ul style="list-style-type: none"> <li data-bbox="1357 233 2027 376">• Members of the CC should avail themselves of what training is available from A&B Council (or read any associated PowerPoint slides). <li data-bbox="1357 384 1368 406">•

For CC Circulation