

## Meeting Minute

29th January 2pm - 2023 at Rockville

### Present

LF  
WM  
NK  
EF  
JR  
AM  
PR  
JK

### Present

JR  
AE  
JB  
CL  
DK  
JC

### Apologies

D&J  
A&I  
RN  
GM  
LG  
S&M

### Apologies

SE  
JM  
RW  
KA  
AR  
CL

No	ITEM
1	<p><b>Welcome and Apologies.</b> Everybody was welcomed to EHTs first indoor meeting since the pandemic.</p>
2	<p><b>Community Resilience</b> <b>2.1 Bridge Closure</b> The road bridge was closed by Angus Council during week of 23 January to enable contractors to repair damage to pipe work under the road. This was caused when a new gas pipe was laid in 2020. It was noted that prior to 2020 the bridge has not closed to vehicles since 1970. Residents were asked to consider what worked well or otherwise in terms of planning incase the bridge ever has to close again. Comments are and highlighted below;</p> <ul style="list-style-type: none"> <li>• Essential that residents on the north side of bridge loaned driveway space to residents on the south side. Where this was used by residents it helped to keep car parking spaces vacant for other essential users e.g. tradesmen, carers, customers at two East Haven based businesses. The bus was also able to turn.</li> <li>• There were only two occasions when parking exceeded demand and this resulted in the road at Long Row being blocked for a short period. The SSPCA also arrived on an urgent call and could not get parked.</li> <li>• Other factors crucial to mitigating against impacts from the closure were recorded as follows:             <ul style="list-style-type: none"> <li>○ Having a plan and communicating effectively with all residents before the work took place.</li> <li>○ Gaining support from the public not to visit by car during the period. The Facebook post reached more than 5,500 people.</li> <li>○ Leaflets were posted on cars in the beach side car park during the week prior to works commencing.</li> </ul> </li> </ul> <p>It was noted that the contractors used a road barrier belonging to EHT and laid wood instead of metal plates over the excavated hole. This did not go unnoticed by Angus Council and they wrote a strongly worded letter to the contractor on Tuesday. Work ceased Tuesday afternoon for CCTV work to be undertaken and problems notified by the Council were rectified first thing on Wednesday morning.</p>

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## **2.2 Bus Service**

Lynne wrote to Graeme Dey, MSP on behalf of EHT to raise awareness about the impact of the reduced and unreliable bus service on residents. Graeme Dey subsequently wrote to Angus Council and to the Commercial Director of Stagecoach East Scotland. Stagecoach cite the challenges of increasing driver sickness rates which are now higher than they were during the pandemic as being a major cause of cancellations and disruption.

They are trying to tackle the driver shortage. In terms of recruitment they say that until recently they were 88 drivers short across the East of Scotland. This was reduced to 36 by December and they are now more or less at establishment. However, high sickness levels remain a problem.

Stagecoach also advise that any service delays/cancellations are published on their website and twitter feed. For those who prefer they can call customer services on 0345 241 8000.

In terms of the coastal service here in Angus it is generally accepted that it remains woefully inadequate. Impacts are felt by residents in various communities. Lynne provided several examples of negative impacts on East Haven residents which Graeme has been able to share with Stagecoach and Angus Council. They have said that when they look to revise services again in the future, they will take these into consideration.

Stella has also made representation in an attempt to get the bus timetable updated in the East Haven bus shelter. Stagecoach had previously declined to do this as the timetable was going through such a rapid period of change and there were so many cancellations. However, they have committed to updating it by the end of February 2023. Lynne has also made a plea for an electronic display to ensure that it is up-to-date and people can see if a service has been cancelled. John mentioned that each bus has hard copy timetables onboard which people can pick up and take away. On the back of these booklets are contact addresses for Stagecoach. It was agreed that people should write directly to Stagecoach if they have concerns about the service or suggestions for improvement.

## **2.3 Coastal Adaptation**

A quick summary of why coastal adaptation is an important issue for East Haven was discussed. Dunes have been measured from a fixed point since 1993. Much work was undertaken between 2018 and 2021 to remove non-native species and plant native coastal grasses in eroded areas. More work will be done this year to strengthen the dune system around the main access points in the area adjacent to the boat park. EHT will rescue some Lyme and Marram grasses which are due to be removed from an area which does not border the beach in February. These will be replanted by volunteers in an eroded area near the public rescue equipment. In addition, Stan is growing Lyme and Marram grasses from seed again and these will require planting out later this year. School children from Ladyloan Primary have also been involved in collecting and sowing seeds to raise their awareness of the importance of dune conservation.

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## **2.4 Railings in car park**

The wooden railing posts in the car park have been rotting over the last few years. Angus Council do not have the funding to replace them. In recent weeks an area of railing has come apart. It looks as if a car might have reversed into them. However, the railings are now in such a deteriorated condition that they are likely to start collapsing in other areas if subject to any undue stress.

Angus Council have suggested that if East Haven wishes to retain railings that EHT could apply for grant funding. Another option is for the railings to be removed completely. This would eliminate any safety risks and reduce the need for more grant applications. However, if the fixed boundary lines between the car park, coastal path and picnic area is removed cars may begin to use the entire area as one big car park. This used to be the case before the railings were installed in the 90s. Residents campaigned to have them installed to prevent vehicles eroding the dunes. In addition to concern about the dunes, NCN1 now transects the area and cars may cause obstruction to residents, cyclists and walkers trying to negotiate the path.

Those present agreed that we should obtain quotes and make grant applications in the hope that we can raise enough funds to install new railings.

As part of this discussion it was noted that EHT has received a late grant award of £500 towards edging the road at the end of Long Row. EHT subsequently made an application to Tayside Contracts to see if they would carry out the work free of charge under their new community scheme. Charities only pay the cost of materials. However, the materials are going to cost three times the grant amount. It was suggested that the high cost of materials might be due to the deep cement base which would have to be established before the edging stones go in. Those present suggested that the £500 should be directed towards the railings in the car park area instead.

## **2.5 All-Terrain-Vehicle**

### **2.5.1 - ATV Winch**

Andy has spent time using the winch on the ATV and has written up a procedure/ protocol for its safe and effective use. John also reinforced the fact that the winch capacity is 1.1 tonnes and the weight of the vehicle around 750kgs. This will cause the vehicle to move towards the object to be pulled out unless the ATV is anchored down. It is also noted that the winch can be used to pull the ATV itself out if it should ever become stuck. All this will be integrated into a risk assessment for those interested in training.

### **2.5.2 - Named Drivers**

EHT has maintains robust risk management plans and training for Named Drivers. This is something that our insurers are very mindful of. It was agreed that any Named Drivers who have not driven the vehicle for 2 years will be taken off the named driver list. They must receive refresher training from either John or Andy before taking the vehicle out again. Named Drivers interested in driving for the emergency services can undertake a short online Command and Induction course (SCORDS - 1 hour). Please contact Wendy if you are interested. EHT to complete initial application form for Named Drivers.

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### **2.5.3 Potential Fire Service Strikes**

The ATV sits on the Community Asset Register for use by emergency services if required. Named Drivers who have undertaken the SCORDS course can also provide assistance by driving etc. EHT has been contacted by The Civil Contingencies Officer within the Fire Service to ask what service we would provide with the ATV in the event of a strike. EHT responded by saying that we would continue to provide the support that we would normally provide in line with our Resilience plan. However, after some discussion and a concern that there might be an expectation that EHT is able to do more in the event of a fire the meeting asked EHT to provide further clarity to the fire service.

*Since the meeting took place Wendy has written again to the Civil Contingencies Officer to make it absolutely clear that EHT has no fire fighting equipment whatsoever and therefore can not provide any additional support in the event of a fire. They have written back to confirm that they understand our position.*

### **2.5.4 What's App group for ATV**

It was agreed that it would be useful to establish a 'What's App' group to relay information about the status of the ATV. For example, whether it is in or out, whether there is a problem with it or whether somebody is planning to take it out on a particular day. This is not a chat group but simply a means of communicating factual information quickly and effectively to other Named Drivers.

### **2.6 Village Emergency Telephone Scheme (VETS)**

There is a need to update the VETS system and volunteers. Wendy will write to residents sometime over the next month or so in relation to this. During the course of discussion it became apparent that a couple of ambulances have not obtained access to the south side of the bridge in circumstances which sound reminiscent of pre-2017. We will consider this further and take steps to avoid any future incidents.

### **2.7 Links with other groups**

It is noted that EHT is part of the **Angus Community Resilience Forum** and What's App group. This enables EHT to maintain strong links with local statutory services and other community resilience groups in Angus. Anybody with an interest in getting more involved with Resilience planning and response please contact Wendy.

EHT also receives emails and newsletters from the **Scottish Prevention of Rural Crime Group**. This means that we receive alerts when crime groups might be operating in the area. In the past we have received information which enabled us to pass details back to the Police when certain registration numbers were spotted in East Haven.

### **2.8 Network Rail**

Residents on the south side of the bridge have been undertaking a lot of work in recent months in relation to the Railway Crossing. Linked to this was an unfortunate incident on 27th January at 11.15am when Network Rail would not allow SGN to attend a gas emergency. Emma has undertaken work to review some of these issues and work is ongoing.

<p><b>2</b> cont</p>	<p><b>2.9 Solar Lights</b></p> <p>Two Solar powered lights were installed in the car park in November. If set on automatic, the lights turn on at dusk and go off at dawn if there is enough power in the battery. They can also be scheduled to come on for 3, 5 or 8 hour periods. The lights can be set on a couple of brightness settings and provide a really useful level of light for long periods especially after sunny bright days. However, on dull days there is much less power stored in the battery and the amount of light is short and dim. They can be set manually but this requires somebody to go out and switch them on at a particular time.</p> <p>Feedback has indicated that the angle of the solar panel on the light in the middle of the car park could be turned slightly south west to store more power in the battery The lamp itself also needs to move up a little and be turned slightly to the left.</p> <p>Feedback from residents in Long Row has highlighted that if the lights are on at full it deters anti-social behaviour. People arriving in cars tend to immediately turn round and leave the car park. If the lights are very dim or not on at all they park up in the corner causing their usual problems. There has also been a few instances of vehicles using the car park as a race track and making a lot of noise. It was suggested that boulders could be laid on the grass areas to deter this behaviour. There is a general view that the corner by the gate remains rather dark. John continues to do his daily litter pick of the car park in the mornings. He has noted that when the lights have been on there is no litter. When the lights have been off, litter associated with the anti-social behaviour can be seen.</p> <p>It was agreed that we will identify a good weather day sometime over the next couple of weeks to erect scaffolding to change the angle of the solar panel and light. The third lamppost will also be installed in the corner at the gate to provide additional light cover.</p>
<p><b>3</b></p>	<p><b>Beach/Marine</b></p> <p><b>3.1 MCS Beach Clean</b></p> <p>The Great Angus Beach Clean takes place between 24th March and 2nd April. Lynne will facilitate an East Haven MCS beach clean at 10am on Saturday 25th March. Meet at the Heritage Point.</p> <p><b>3.2 Beach Award</b></p> <p>EHT continues to work towards a beach award with the aim of maintaining high standards both on the beach and in the local amenity. A full application has been submitted and we will find out in May whether or not East Haven has achieved against all the different criteria. Wendy continues to attend Beach Manager Forum meetings with other managers from across Scotland to share good practice and raise any issues of concern.</p>

<p>3 cont</p>	<p><b>3.3 Bathing Water Site Designation Application</b>  A number of requests have been made for EHT to submit an application to achieve bathing water designation. If achieved, it places a requirement on SEPA to test the water during the bathing season. This would determine how clean the water is and whether it is safe for swimming and other water sports. An application has therefore been submitted by EHT ahead of the deadline of March 2023.</p> <p><b>3.4 Meeting with Fishermen</b>  Arbroath fishermen made contact with EHT late last year to request talks about washed up fishing gear. More than 1.4 tonnes has been collected by volunteers since 1st December and placed in the store at the back of the car park. SEPA has issued EHT with a Waste Exemption Licence. A meeting was held in the Station Hotel Carnoustie on 4th January 2023. Discussions centred around the loss of gear, the recovery of it and opportunities for reuse and recycling. Once fishing gear is washed up on the beach it immediately becomes waste even if it is marked gear. Those present at the meeting in the Station Hotel agreed that the present situation is not sustainable and we should all work towards change. Marine Scotland and SEPA have been very supportive and are keeping a watchful eye on developments over the next year.</p> <p><b>3.5 Winch Box and Recycling of Creels</b>  The winch box opposite the boat park is rotten and has partly collapsed. Local fishermen don't want to see it removed so Alan Fyffe has agreed to repair the box. He is also keen to see if he can help to recycle some of the metal creels by removing all the complex plastic fibres and other materials they are wrapped in.</p>
<p>4</p>	<p><b>Memorial Benches</b>  Easthaven Land Consortium have recently carried out extensive consultation on the sensitive subject of memorial benches. All residents have received a copy of the full consultation response. It is recognised that the public may wish to make a donation in memory of a loved one to East Haven Together. Those present agreed that EHT can develop a page on the web-site to address the issue in a sensitive way. It would also provide a virtual space for anybody who has made a donation i to have something written about their loved one.</p>
<p>5</p>	<p><b>Proposed Constitutional changes</b>  EHT has not changed it's Constitution since the charity was established in July 2015. However, OSCR, the charity regulator has advised that charities should update Constitutions if they hold online meetings. This is to ensure that there are clear processes in place for attendance, voting and decision making. A review of EHTs Constitution was undertaken and it was also recognised that there is a need to change section 27.1 to increase the amount of remuneration which members can receive. A copy of the proposed changes to the constitution was circulated with the agenda prior to the meeting and is appended to this minute.</p> <p>Those present agreed unanimously that all the changes associated with online meetings should be adopted.</p> <p>Those present agreed unanimously to change section 27.1. Reimbursement should be increased to £5,000 per annum with an annual 5% increase on that figure. This will hopefully future proof the Constitution for many years to come.</p>

<b>6</b>	<b>EHT Financial Projection</b> EHT currently has £2,797 in the bank and of this £2,171 is committed.
<b>7</b>	<b>AOCB</b>  <b>7.1 Environmental Incident Sept 2022</b> EHT was alerted to an environmental incident in September 2022 during the last Great Angus Beach Clean. Angus Council and SEPA were informed immediately and asked to investigate. EHT also undertook some investigatory work and handed their findings to Environmental Standards Scotland who are now reviewing the way in which the statutory authorities carried out their investigations.  <b>7.2 Painting on Slate by Phyllis Davidson</b> Those present were shown a painting which has been gifted to EHT by a retired GP from Carnoustie Health Centre. It was painted by the late Phyllis Davidson a talented artist who used to live at 'The Butt'. The painting will be displayed in the 'wee gallery' with a tribute to Phyllis. A number of ideas were made about ways in which it could be secured and protected.
	<b>The meeting closed at 4pm</b>

## Appendix 1

This document was sent out with the agenda prior to the meeting to give members the opportunity to read and process the proposed changes.

### Proposed Changes to Charity Constitution

The East Haven Charity Constitution has not been amended/updated since the charity was established in July 2015. OSCR has contacted all charities to inform them of the need to amend their constitutions if they hold or intend to hold any virtual meetings.

They have suggested the text below as being something which charities may wish to adopt and integrate into their Constitutions.

EHT Trustees propose that we amend the appropriate sections of the current constitution to include OSCRs suggestions as follows:

#### **Virtual Meetings (This would be inserted as a new section 34 in the current constitution)**

**34. Virtual meeting:** *a meeting of members of the charity or a meeting of the charity trustees where arrangements have been made in advance to allow participants to attend the meeting by means of a conference telephone, video link or similar means of electronic communication at which all participants can be heard and can hear each other without the need for them to be physically present at the same location. A person participating in a meeting by such means shall be deemed to be attending virtually.*

**34.1. Hybrid meeting:** *a meeting of members of the charity or a meeting of the charity trustees at which some participants are attending the meeting in person and others are attending virtually.*

**Meetings clauses: To replace section 28 and 29 in the current constitution**

*The charity shall hold a meeting of members attending in person or virtually in each calendar year, to be called an 'annual general meeting' or 'AGM'. The charity trustees may call other meetings of the members attending in person or virtually as they think fit. Such meetings may be entirely virtual meetings or hybrid meetings as the circumstances allow.*

*The charity trustees shall meet not fewer than once per year. Such meetings may be entirely virtual meetings or hybrid meetings as the circumstances allow and as agreed by the charity trustees.*

*A person attending a meeting virtually shall have the same rights to receive notice, speak, vote and otherwise participate in the meeting as he or she would have if attending the meeting in person.*

**Add to 44.4 of current constitution:** this includes attending a virtual meeting

**Notice clause; Creating a new section 38.1 to the current constitution**

Where arrangements have been made for a meeting to be held virtually or as a hybrid meeting, the notice calling the meeting shall state that fact and include details of the means by which a person may attend the meeting virtually.

**Quorum clause; To not be inserted in section 39 of the current constitution.**

*No business shall be transacted at a meeting unless a quorum is present. The quorum for a members meeting will be 4 members and 2 Trustees present and entitled to vote upon the business of the meeting. A person shall be deemed to be present by attending either in person or virtually where arrangements for virtual attendance have been made.*

**Voting clauses: To be inserted in section 44 in the current constitution.**

*A person entitled to vote upon the business at a meeting may do so either in person or virtually where arrangements for virtual attendance have been made.*

*Where a vote is to be taken by means of a secret ballot, any arrangements for a meeting to be held virtually or as a hybrid meeting shall include a means for those attending virtually to cast their vote secretly.*

We also require to update section 27.1 and suggest this should increase to £2000 or £3000 per annum. This is to future proof it for another 10 years and would allow members and Trustees (not lead trustee) to receive some remuneration for any new initiatives which might arise.