**Largo Communities Together (LCT)**

**Minutes of LCT (45) Monday 27 February 2023, 7 – 9pm, Largo Library and Community Hub**

**Board Members Present: Louise Robb (Chair), Stan Green, Jan Kerr, Emily Macdonald, Jill Miller, Dougi McMillan, James Simpson, Alistair Brown, Andy Duff**

**In Attendance: Priya Logan (DO), Peter Aitken, Ross Mc, JP, Liz Easton, Stuart McLaren (on Zoom), Drew Morrison (on Zoom)**

**Apologies: Nora Conlin, Jean Wilson**

1. **Introductions and Welcome**

LR welcomed all in attendance to the meeting and everyone introduced themselves briefly.

1. **Meeting of 16 January 2023 (meeting 44)**

Minutes of 16 January 2023 proposed by JK and seconded by SG.

1. **Chair/Vice Chair Report**

As circulated, no comments/questions.

1. **LACRT Update – LR/Peter Aitken**
* Louise provided summary of background to LACRT.
* The subgroup needs a new Chair as IK has stepped down.
* LACRT volunteer list could be part of wider resilience volunteer group.
* Three members of LACRT here this evening, how can LCT support LACRT going forwards?

Peter Aitken -

* We haven’t had a chair since September, but we’ve carried on with the work
* We have a resilience plan, and it is now finalised
* Dave Wishart – de facto Chair and has been leading the work on the resilience plan, but lives outside Largo (in Kirkcaldy), so doesn’t feel appropriate to be chair
* Explanatory leaflet relating to Resilience Plan has been written – was not ready to go out with March issue of Largo Links so will go out a bit later
* We have a list of volunteers from coronavirus resilience times, we plan to contact them to ask whether they would be willing to be part of ad hoc community resilience volunteer group. Volunteer roles - Check flood boxes, check height of water in burns, check grit boxes, monitor weather warnings, missing persons – search party under supervision of police.
* We have bought a generator, currently insured by LACC. £1,000 value – EM to add to LCT insurance
* Need to do test exercises to test the plans/framework
* Need to purchase some more equipment – hi-vis vests, etc
* Name of group still to be agreed, current suggestion Largo Area Community Response Team

Stuart McLaren

* We need more members in the subgroup
* Jean Wilson is leading on Largo Friends and Neighbours – not part of resilience group. Jean will report to LCT meetings via Nora.
* Nora has been secretary and involved in Befriending – we need to ask Nora whether she wants to be involved in resilience group.

Drew Morrison

* We have three people in resilience group, we need a leader with expertise in resilience to manage and develop the group. Dave is an expert advisor rather than a chair.

General discussion:

* Shona Robertson and Lauren McLaren – Fife Council contacts for Fife Council Resilience Plan
* Dave Wishart is the chair of the Fife Resilience Group [check name]
* If we wait for Fife Council to come up with something, this is going to be too long. We plan to be quicker on the ground in our local community. Warn people of weather warnings.
* Now that the plan is in place, do we need a committee that meets regularly? PA – yes, we need to keep a committee just now.
* LE – The subgroup should make contact with the Local Area Liaison Officer (LALO) – Robert Graham – Levenmouth community manager – youth work, community actions, training, hi-vis vests. Oversees co-ordination of emergency services in the event of an emergency and is the community connection.
* PA – we’re filling the gap between what Fife Council does and what the emergency services do, until the emergency services get on the scene and set up.
* In the draft community resilience plan, there is a list of roles. A co-ordinator, a deputy, plus other roles. The plan envisages that committee being called together when an emergency arises.
* JS - Training available for volunteers?
* PA – tabletop exercises will show the gaps in the plan
* SG – opportunity to put this out to the community and this may spark some interest from residents who may be able to offer help
* JM – opportunity to create one list/group of volunteers who would support community emergencies and also other community events/needs (warm spaces, beach cleans, anything that needs doing)
* LE – Kinghorn Support Squad – some of the things we asked for support for – children’s gala, black rock race, delivering shopping during the pandemic
* LR – we are trying to avoid lots of pockets of volunteers for specific things, we need one group of well supported, nurtured volunteers

**Actions:**

1. EM to add generator to LCT insurance
2. Peter Aitken to circulate the draft Community Resilience Plan to LCT trustees to review
3. Liz and JP Easton interested in joint chairing Community Resilience group – will try it out for a few months
4. Subgroup to put out call for volunteers for Largo support squad
5. AB to attend next LACRT meeting to input on branding/marketing

Louise thanked Peter, Stuart and Drew for all their hard work so far.

1. **Pier Group - JS**
* Two new members, bring lots of experience.
* Received final information from consultants on VAT – almost everything will be subject to 20% VAT, this will be included in funding applications going forwards.
* Concerns re vulnerability of east side of pier to heavy weather/seas.
* LPP – JS concerned by low level of concern about the Pier in community LPP feedback, could be due to people feeling the Pier is being dealt with separately. There will be a specific LPP community consultation session on the Pier. Timing – end of April.
* Funding – several applications for major funding are in progress. Also have gone back to funders for smaller amounts to fund RIBA.
* Management of the Pier once it is restored – this will not be done by current Pier group. We are thinking about who we will need to be part of this group. Could be part of engagement in April.

General discussion:

* SG – role of Crusoe Hotel? JS – have not attended recent meetings, we are due to meet with them again. We are still engaging with Crusoe. There may be a rep from the Crusoe as part of the future pier management group. At a time mutually suitable to the Crusoe and ourselves, the pier will be handed over to the community.
* JK – we should be co-ordinating LCT funding applications so that we don’t apply to funders for different projects – e.g. The Russell Trust (JK has applied to them several times previously)

**Actions:**

1. All trustees should include detail of funding applications in monthly reports to LCT so trustees/subgroups are aware who is applying to who and for what. EM will keep record of all LCT funding applications on SharePoint.
2. March LCT meeting – focus on Largo Pier
3. **Governance – EM**
* Trustees register up to date on SharePoint
* Dates for LCT board meetings for rest of year now circulated, AGM scheduled for November
1. **Finance – DMcM/EM**
* Received Q4 DTAS SCP payment
* Bookkeeper relationship going well
* Accounts signed and annual return submitted to OSCR
1. **Sustainable Development – JM**
* Warm Spaces – going well. Info leaflet going out in Largo Links in March, plus guidance note to volunteer deliverers asking them to knock on door when delivering Largo Links to neighbours who they haven’t seen for a while. We are trying to reach people who need the service but haven’t engaged yet.
* Paxton Centre, LACC, library, Bowling club, Largo Parish church, New Gilston, Simpson Institute – wide group of people, who haven’t worked together until now. Next step is to focus on how to reach people we haven’t reached yet, and how to continue to support/engage with people after the end of March. There will be funds remaining to support these activities.

General discussion:

* SG – is there a real need for this in Largo? JM – there is no real food poverty here, but there is isolation and people who need contact/deprived of human contact. PL – we are not yet engaging with the people that need really need it within our community. AB – community police officer came along to Simpson, and he offered that if anyone has any issues/concerns, he is very happy to be contacted.
* AB – there is more work we can demographically to find people who need support
* Claire – Warm Spaces co-ordinator – LCT are paying her to support Warm Spaces admin, she is looking for more work, and is self-employed
1. **Equity and Inclusion – JK**
* Accessibility content/capabilities now on LCT website

**Action**

1. Agenda for April LCT meeting – Changing Places toilet discussion
2. **Local Place Plan - PL**
* Next engagement sessions now being planned based on feedback from LPP review meeting. Five sessions to be held in April and May.
* Friends of Largo Bay – chaired by Carol Duff, going well. 150+ members on FB page. Rewilding experts came to do 2-day training course for volunteers funded by Nature Scot; found two patches of sea grass growing in the bay. Water quality and monitoring was key focus.
* Advice to engage with wider community by focussing on positives – what can we do to make the bay better?
* Whole bay litter pick 25/26 March – from Silverburn to Shell Bay.
* Agreement with local farmer to installation of two self-closing gates along Fife Coastal path.
* Agreement for fence repairs & dog poo bins. FCCT and Fife Council now to find funds for gates and fence repairs.
1. **Marketing – AB**
* Next focus will be on branding and messaging, creating consistent LCT brand
* Largo Links – need to engage with younger kids/teenagers – new section Crusoe Kids will be trialled in upcoming issue. Need to ensure remains relevant and engaging.
* Youth Achievement Awards/Duke of Edinburgh Awards – could be used alongside Friends of Largo Bay/LCT activities
* LE - Focus on P5/6/7 kids – as if engage them then, they will keep coming through high school
1. **What’s On – SG/AB**
* It is a bit of tech/bolt on
* Meeting took place between Alistair, David Peacock and Stan – to get What’s On kicked off
* Live on LCT website – Alistair, David and Priya have publishing rights. Anyone of the three can approve posts. Currently uploading community events from Largo Links.

Action:

1. Once properly live, AB/SG/David P will share on community FB and with community venues/groups
2. **Community Assets – AD**
* New subgroup
* AD is chair, there are also two other members who don’t live in Largo – a legal expert and Dora (Weebly website) with historical knowledge
* Actions will be driven by projects that locals suggest
* Fife Plan – cycle path linking Upper Largo and Lower Largo
* Input into development plans with local knowledge to ensure plans include ways to travel from development to other key places within the villages (path to beach/shops)
* Able to respond to development concerning key assets in the villages – shop
* Research on what might happen, research into land ownership, reacting to live projects
* Community Council – need for a good tie-in, as LACC deal a lot with developments, community assets, land ownership.

Action:

1. SG to attend first meeting of Community Assets group – link to LACC and Largo House Group work.
2. **Largo Arts – DMcM**
* Planning well underway
* 60 artists plus waiting list
1. **AoB**

N/A

Meeting closed at 8:59pm.

**Date of Next Meeting:** Monday 27th March 2023, 7pm at the Library. Focus on Largo Pier.