

**Prestwick and Villages Locality Planning Group  
Action Note of Meeting: Monday 23<sup>rd</sup> January 2017**

**Present:** Billy McLeod (chair), Margaret Milligan, Eudora Tabor, Julie Twaddell, Liz Kelly, Lesley Reid, Helen Moonie, Ian Catteral

**In attendance:** Seonaid Lewis, Jim Thompson

**Apologies:** Kerr Maconochie, Janette Nixon, Hugh Hunter, Margaret Toner, Clare Graham, Nora Solesbury Lesley Keenan Laura Twaddell

Item	Discussion	Action
Welcome	<p>Billy McLeod opened the meeting and welcomed Jim Thompson from Epilepsy Connections.</p> <p>Jim provided a brief overview. Information can be found at - <a href="http://www.epilepsyconnections.org.uk/">http://www.epilepsyconnections.org.uk/</a></p>	
Notes of previous meeting	<p>Matters arising</p> <p>Participatory Budgeting - funding of non-constituted groups was discussed at last meeting. Clare has contacted OSCR and is awaiting an update.</p> <p>Discussion took place around timing of future meetings. At a previous meeting, it had been agreed to move to 6 weekly meetings rather than monthly. Due to the low number of group members present at previous meeting it was agreed that this should be discussed further.</p> <p>Key points –</p> <ul style="list-style-type: none"> <li>• Not finding sufficient time to carry out activity between monthly meetings</li> <li>• Sub group activity could be increased if we change to 6 weekly</li> </ul>	

	<ul style="list-style-type: none"> <li>• Meeting attendance has been steadily dropping - is this due to timing/format of meetings?</li> <li>• If move to 6 weekly some meetings will fall on Public Holidays</li> </ul> <p>It was agreed that Seonaid should circulate an email to all group members asking them to indicate their preference on frequency, format and timing of meetings.</p> <ul style="list-style-type: none"> <li>• Terms of Reference and Standing Orders - who is missing and is current representation from Health and Social Care Partnership services sufficient/appropriate?</li> <li>• Strengthen links with Locality Service Hub Group</li> <li>• Re-visit current representation and discuss at next meeting</li> <li>• Need to increase awareness raising - Communications sub group</li> </ul> <p>Previous meeting notes agreed as accurate.</p>	<p>Seonaid - circulate email</p>
<p>Alcohol Licencing - open discussion</p>	<p>Lengthy discussion took place - Key points</p> <ul style="list-style-type: none"> <li>• 2 Differing agendas <ul style="list-style-type: none"> <li>○ Licencing regulations and improving new alcohol licensing - absence of over provision policy</li> <li>○ Health implications and statistics relating to alcohol related issues</li> </ul> </li> </ul> <p>What is the Locality Group's mandate in relation to this?</p> <ul style="list-style-type: none"> <li>• We have a voice to feed in and will be asked for an opinion <ul style="list-style-type: none"> <li>○ Is this opinion sufficiently informed?</li> </ul> </li> <li>• Availability and access to alcohol</li> <li>• Will influence on licencing actually have an impact on access to alcohol?</li> <li>• Education on alcohol - not sure this group can do that</li> </ul>	

	<ul style="list-style-type: none"> <li>• Isn't one of our identified key priorities - should be considered through neighbourhood work and sub group activity if/when alcohol related issues are identified</li> <li>• Must be evidence based not personal opinion <ul style="list-style-type: none"> <li>○ Whole Licencing agenda - not just about amount available and access</li> </ul> </li> <li>• The Alcohol &amp; Drug Partnership will be asking for people to be involved in this. Perhaps 1 interested representative from each locality group could be identified and</li> </ul> <p>Julie Twaddell expressed an interest in finding out more information on this and may consider becoming involved.</p> <p>Lesley offered to circulate link to Alcohol Focus Scotland</p>	<p>Billy will take this back to the Chairs meeting.</p> <p>Lesley - send link to Seonaid for circulation</p>
<p>Locality Chairs Feedback</p>	<p>Billy provided an update - Key points</p> <ul style="list-style-type: none"> <li>• Meet monthly</li> <li>• Common themes coming up around social isolation, transport in rural communities and Strategic Planning Advisory Group (SPAG) issues</li> <li>• There are a lot of 'well developed' activity groups within localities - Seonaid is aware of many groups and related activity within the Prestwick and Villages locality but perhaps the Locality Group isn't</li> <li>• It's been suggested that SPAG representatives take specific items to the SPAG meetings, rather than submitting an update each month. Touch on common themes across all 6 localities and any key issues/topics relating to specific localities. This will be done rotationally on 3 meeting cycle</li> <li>• There is genuine appreciation for the work the Locality Groups are doing</li> </ul>	

	<ul style="list-style-type: none"> <li>Require to finalise sub group action plans to include in full Locality Plan - this can then be fed into the Health and Social Care Partnerships strategic plan</li> </ul>	
<p>Community Led Support</p> <ul style="list-style-type: none"> <li>Monkton Community Conversation</li> </ul>	<p>Seonaid provided a brief summary - this agenda item will be carried forward due to low attendance and lack of time.</p> <p>It was suggested that it might be beneficial to ask Phil White to attend a future meeting to provide an update and some direction on embedding CLS within locality plan/sub group activity.</p> <p>Seonaid circulated the latest Community Led Support newsletter and provided website link.</p>	
<p><b>Updates</b></p> <p>Communications sub group</p>	<p>The group has not met since last locality meeting.</p> <p>Promotional postcards have been produced and Seonaid is arranging to have these printed in time for PB event. Facebook is being well utilised and continues to develop.</p> <p>Would be good to agree on the purchase of Banners and Pop-up's by the end of February.</p>	<p>Seonaid - arrange a communications sub group meeting</p>
<p>Social Isolation</p>	<p>A brief update on the Open Space meeting that was held in the 'Wheatsheaf' Symington was provided. Very positive feedback. This was followed by a 'walk-about', which Liz and Seonaid attended. This was very useful and will help to inform planning of the community engagement event to be held in the spring. The Librarian has been very supportive and has agreed to support ongoing activity.</p> <p>'Link' publication –</p> <p>This publication used to be produced for Symington and was very useful and well read. It is no longer in production and we have discussed the potential to re-invigorate this and pilot a batch to coincide with the event. We intend to continue discussions on this within the Symington community and find out what local people think of the idea.</p>	<p>Seonaid - arrange a communications sub group meeting</p>

Prestwick and Villages Decision Day	Seonaid provided a brief update. The event will be promoted from the 1 <sup>st</sup> February, closing date has been set for Friday 3 <sup>rd</sup> March. Further update will be provided at next meeting.	
Strategic Planning Advisory Group (SPAG)	<p>This was discussed within Chairs feedback agenda item.</p> <p>SPAG papers, agendas and minutes can be found on Partnership website - <a href="http://www.south-ayrshire.gov.uk/health-social-care-partnership/strategicplanning.aspx">http://www.south-ayrshire.gov.uk/health-social-care-partnership/strategicplanning.aspx</a></p>	
AOCB	<p>Billy has emailed Steven Kelly to ask if it would be possible to arrange an input on Self Directed Support for future meeting.</p> <p>The draft Mental Health Strategy will be discussed/considered at a future meeting.</p>	
Date and Time of next meeting	Monday 27th February, 7pm, Biggart Hospital Boardroom	