

Minutes for Meeting of Leith Central Community Council

Monday, 20 October 2025 at 7pm

at *Nelson Hall, McDonald Road Library*

Draft prepared by: Alice Lord, 20th October 2025

Draft reviewed by: CE, JM, SP, HT (TBC)

Venue: Nelson Hall, McDonald Road Library

Date & Time: Monday 20th October 2025 at 7:00pm

Chair: Charlotte Encombe (CE)

Member Attendees: Avril Ewing, Harald Tobermann, Jed Milroy, John Wilkinson, Kara Kileen, Luci Holland, Sheila Kennedy, Simon Preston, Clr. Jack Caldwell, Clr. Susan Rae,

Other Attendees: 4 members of the public present.

Apologies: Cllr James Dagleish and Alex Kennedy

SUMMARY OF ACTIONS

Actions	Who
File STL Policy & add review to future agenda by next meeting	HT
CE to share PBSA figures report with Cllr Susan Rae. Cllr SR to forward on PBSA figures report to relevant committee.	CE and Cllr Susan Rae
CE to write to MSP Ben Macpherson re PBSA reform	CE
CE to object to 3 planning applications listed in her paper recent STL applications in LCCC area	CE
CE to write again to planning officer and express importance of a response regarding affordable housing at 106 - 162 Leith Walk Edinburgh EH6 5DX (20/05553/FUL) and also proceed with raising an enforcement case to escalate the issue if required.	CE
Regarding adherence to planning condition at PBSA development under construction at 27 Arthur Street - Cllr JC has confirmation that in September 2026 the wall destroyed during the works will be replaced. Cllr to share a copy ensure a copy of this confirmation.	Cllr JC
Write to CEC regarding "Elm Row Cycle Path: Incomplete Works and Continuing Safety Risk" .	SP
Investigate progress in replacing missing bus trackers in LCCC area	Cllr JC
Check when funding comes into LCCC account.	JW
Licensing Policy for LCCC to be developed in coming months to aid future discussions on later opening times.	Kara Kileen (KK) Supported by SK and AE

MINUTES

1. Welcome, introductions, attendance, apologies

- a. No declarations of interest in any items on the agenda raised
- b. Order of business agreed.
- c. Musical overture.

2. Approval of Minutes of the Ordinary LCCC Meeting (15-September-2025)

Jed Milroy (JM) proposed and Simon Preston (SP) seconded minutes for approval. September minutes approved pending following corrections;

- Future minutes to be shorter.
- Noted different format for attendance going forward which will be continued in the future on the final page as an annex.

3. Matters Arising from September minutes (not included on agenda below)

(Table over page)

Item	Actor	Action	Time	Complete?
2	CE	Amend August minutes	Immediate	In progress. CE to finalise and share.
4	CE/ HT	Link Police Report into Sept minutes	Immediate	Complete
4	CE	Continue to ask for volunteer to collate Police report statistics.	Ongoing	In progress
5	Cllr Caldwell 1	Circulate T&E Committee paper	By next meeting	Complete-report was circulated
6a		File STL Policy & add review to future agenda	By next meeting	In progress HT to file
6b	Cllr Caldwell 1	Ask Full Council re Place Briefs updating	Sept–Oct	On agenda
6c	CE	Update with any response from Adam Thomson regarding Hillcrest development behind Red Sandstone	By next meeting	On agenda
6c	JW	Write to Adam Thomson to suggest meanwhile use of Hillcrest site behind Red Sandstone	By next meeting	On agenda.
6d	Planning Cttee	Consider writing to Cllr Ashton with PBSA figures	By next meeting	CE to re-send to Cllr Susan Rae (Cllr SR) to forward on to relevant committee.
6d	SK	Share webcast link	By next meeting	Link here: https://www.edinburgh.gov.uk/community-planning/community-councils/5
6e	All	Write to MSP Ben Macpherson re PBSA reform	Ongoing	CE to contact MSP BM to push for action.

8a	JM	Continue AI trial & process document	Ongoing	On going. AI use will be referenced
8a	SP	Recruit human minute taker	Ongoing	Complete – Alice Lord taking minutes. Another candidate also being interviewed by CE to provide resilience.
8b	JM	Resume attendance appendix	Next minutes	Complete
8c	HT	Explore managed email / gov.uk domain	By Oct meeting	In progress by HT – being piloted as part of wider IT review.
8d	All	Share stories/photos with SP for social media	Ongoing	On going
8d	SP	Ask library about using window for notices	Before next meeting	Complete
8e	SP	Add agendas to website	By next meeting	Complete
9a	JW & SP	Share Pilrig Park annual report	Before next meeting	Complete

4. Policing Matters

- a. Local (ward) Police Report Leith Central CCM ([September/October 2025](#)) noted. No police officers present this month, any questions to be picked up on 18th of November meeting.

It was noted that the crime figures do not show near misses. It was shared that our new Community Policing Officer in Leith PC Jodie Osbourne is our new point of contact. HT clarified that there are a few different officers as part of the community policing team.
- b. Noted upcoming attendance by Community Police Officers at future meetings to be 18th November 2025 – PC Campbell Blackmore; 16 February 2026 – PC Callum Clark. All LCCC meetings: written reports prepared by PC Agnieszka Gloc and PC Robert Mhuru

5. Open Forum (local residents and businesses)¹ No Comments.

6. Planning

- a. to note: [recent STL applications in LCCC area](#)
 - i. to agree: appropriate actions with reference to [LCCC's recently adopted STL Policy](#)
 - LCCC's Short Term Let policy approved at last month's meeting. CE reviews planning applications for short term lets and highlights recommendations for rejections according to LCCC policy linked above.
 - CLESTL for planning application was confirmed as a 'certificate of lawfulness'.
 - LCCC do not comment on those but CLESTL will be listed in future case local knowledge of the area brings insight.
 - Decision:** Committee confirmed they are content with recommendations in Charlotte's paper [recent STL applications in LCCC area](#). CE has 3 proposed objections – committee content with recommendations.
- b. Verbal update given further to LCCC's email to CEC regarding affordable housing at 106 - 162 Leith Walk Edinburgh EH6 5DX (20/05553/FUL) behind the Red Sandstone Building.

¹ this agenda point allows members of the public to raise *new* issues of public interest and relevant to LCCC area; if possible, please indicate your intention to do so to the Chair in advance or under item 1b. (max. 3 x 5 minutes)

- Adam Thompson was written to by CE last week for the second time and has had no response.
- Cllr Jack Caldwell suggested that if there is no response from Planning Officer you need to raise an enforcement case as the council have not met their obligation.
- Committee members expressed frustration as lack of response from Planning Officer.

Action: CE to write again and express importance of a response and also proceed with raising an enforcement case to escalate the issue.

- c. Verbal update from HT on adherence to planning condition at PBSA development under construction at 27 Arthur Street. Activity on the site has appeared to cease. Cllr JC has confirmation that in September 2026 the wall destroyed during the works will be replaced. Cllr to share a copy ensure a copy of this confirmation.
- d. Cllr Jack Caldwell's [Full Council questions & answers regarding the Leith Walk / Halmyre Place Brief](#) were noted in the context of the recent planning decision regarding the PBSA development in Manderston Road. Cllr JC expressed discontentment with the response but felt having this formally noted was useful.
- e. *to note:* any other Planning matters relevant to LCCC area. David Walliker (local resident) raised concerns about 139 Leith Walk student accommodation development. There are concerns the new bike garages provide a security risk to local residents. The planning reference number was checked (25050 20 ADV – Land to East of 139 Leith Walk) and comments are now closed. Cllr JE and Cllr SR noted concern at another example of lack of engagement from planning officers and will explore how to unblock this.

7. Transport & Clean Streets

- a. HT provided LCCC Transport & Clean Streets Update ([October 2025](#)). No questions and HT thanked for this work on this.
- b. Committee agreed with SPs proposal to write to CEC regarding ["Elm Row Cycle Path: Incomplete Works and Continuing Safety Risk"](#). Cllr JC to advise SP on who to send it to in the council. A barrier was suggested as an interim measure while markings updated. JM noted there are many other areas where signage is out of date.
- c. No update on progress regarding missing bus trackers in LCCC area but Cllr JC will investigate.
- d. It was noted 3 bronze pigeons are now missing. Committee expressed surprise and security measures were discussed.

8. LCCC Governance

- a. Alice Lord appointed LCCC's minute secretary (with honorarium) with a fee of 60GBP per session.
- b. Kara Kileen (KK) requested £37 to attend an Understanding Planning session run by the council. This cost was agreed and noted that no more funds for training will be available this financial year. A training budget to be set for next year.

Action: JW to check when funding comes into LCCC account noting that an additional £150 will be added this year towards room hire costs.

- c. SP gave monthly report on LCCC's on- and offline engagement. The LCCC notice board will be decommissioned due to damage and approval is granted to use library windows instead. SP to work to remove noticed board and reuse if possible.
 Simon highlighted lack of stories this month and explained how 12,900 times by 6,000 individuals views on X document posted on 9th October. CE thanked AE who wrote and researched. The interactions led to a further 30 followers now on 750 followers on Facebook. Many positive comments such as, 'Thank you mighty LCCC [...] we are grateful for you speaking truth to power on our behalf'. Committee noted the incredible job SP has been doing to raise the profile of this document and LCCC more widely.
- d. AE would like to step back from Vice Chair for the next 3-6 months but will have continued membership of LCCC as an elected community councillor. Vice Chair Inbox to be monitored by CE and HT until new Vice Chair is appointed. CE welcomed volunteers for this role and noted the importance of recruiting volunteers more widely. Requested SP to consider how this could be promoted on social media.

9. Parks & Green Spaces

- a. Friends of Pilrig Park [FoPP Annual Report](#) noted. SK asked for paths to be improved for wheelchair users but had no response yet from the FoPP. It was noted Caroline (lead for the friends) is a volunteer but will get back when she can. JW flagged there would be no end of month tidy up and the gate has disappeared for the children's playground.
- b. Update from Friends of Montgomery Street Park given by SP. They had a corporate volunteering day and 9 people from SYSTRA (multinational engineering and consulting group in the mobility sector) came and worked on expanding wildflower areas. Regular Halloween event happening again this year and regular bi-weekly volunteering continues. Their magazine Park Life is being launched and invite to launch will be circulated to committee. Two submissions made to creative Edinburgh awards and waiting to hear back. Cllr SR explained about £5k of funding available for deadline 5th November and help sessions being run on Wednesday afternoon at the library to help organisations with applications. Original deadline was extended to help with complex applications.

10. Licensing

- a. CE shared hard copies on the table for the committee to review. Noted challenges in circulating licensing applications on the online platform for the committee due to timelines. SK suggested rejection of extension of licensing for The Tourmalet until 1am as it goes against council policy and other requests were rejected on those grounds. A discussion followed on the LCCC's role in declining these applications if locals have not contacted us to express their support or rejection of proposals.
- b. JM raised concerns it was not the CCs place to reject it without us having these concerns raised to us and suggested local residents would need to raise complaints.
- c. HT predicts later opening is a growing trend in the area. It was thought a wider LCCC policy is needed to aid discussions of this nature in the future and ensure fairness. The council policy is city wide and a policy for LCCC area specifically would be useful. The committee discussed the need to find a balance between public's desire for late opening vs residents' needs.
- d. **Action:** It was agreed a policy would be developed in due course with Kara available to help develop this in a few weeks with support from SK and AE. Initially key issues for licensing would be decided upon and opportunities for the community to comment may be developed on social media.
- e. **Conclusion: To not reject** the proposed changes at this time as the committee did not agree this was the best route forward. The action above to develop a policy will support this in the future.
- f. SK explained following the last meeting she submitted objection for 'Peri Chicken' later opening and council committee has sat. SK had not got a response but Clr. JC sat on the committee and can share that they requested opening until 2am and got 12am as a compromise.

11. AOCB (LCCC members)²

- a. It was noted CEC have submitted a planning application (25/04935/FUL) for an Astro pitch at Victoria Primary. The [proposal](#) was supported inter alia by LCCC. JM thanked for LCCC support so this facility can be open to the community.
- b. Spey Street Lane has a big clear up taking place and cars being removed.
- c. JW flagged behind Red Sandstone Building on Leith Walk is becoming off road parking.
- d. Living Rent want to send an open letter to the Council. CE read out letter which is linked [here](#). Cllr SR is working with Living Rent on this campaign and has set up a series of meetings between the short term let officers and Living Rent to work out how best to enforce breaches and explore misconceptions between Living Rent and the council. Cllr is exploring a funding stream to fund more enforcement officers. LCCC expressed support for this.
- e. JM flagged that Build to Let properties are exempt from the housing bill so there would not be the same tenant rights as other buildings. Rent control bill went through but implementation and enforcement remains very challenging.
- f. [Leith Local Place Plan 2](#)—Representatives highlighted the opportunity to comment on this until Sunday 26 October. An update will be provided in due course.

12. Bulletin³ None

13. Future Meetings and planned meeting topics/presentations

- a. *to note:* always the third Monday of the Month
2025: November 17
2026: January 19, February 16, March 16, April 20, May 18 **AGM**, June 15

Annex 1 Attendance Record for previous meetings - [Spreadsheet](#)

²this agenda point allows LCCC members to raise issues not covered by the agenda

³Items of local interest that may be raised at a future LCCC meeting - not for discussion at this meeting)