

**Minutes of Meeting – Stirling Area Access Panel**  
**Wednesday 11<sup>th</sup> March 2009 – 7pm**  
**Bannockburn Community Centre**

---

**Mission Statement:** *To promote self empowerment and enable access for all in order to realise their full potential in all aspects of life.*

---

**PRESENT**

Terry Barlow    Alison Colvin (AC)  
(TB)             Peter Rowe (PR)  
Robert Dick    Sara ElGaddari (SE)  
(RD)  
Marina  
McGuire  
(MM)

**In Attendance:** Lee Stevenson (LS),

<b>Agenda Items</b>		<b>Action By</b>
---------------------	--	------------------

<b>WELCOME &amp; APOLOGIE S</b>	<p>John Clow (JC) Jean O'Hare (JO) Dawn Marie McIlwraith (DMM)</p> <p>TB Welcomed everyone to the meeting.</p>	
<b>MINUTES OF LAST MEETING</b>	<p>Panel reviewed the Minutes of Meeting of 5<sup>th</sup> November 2008. Minutes of Meeting proposed by Peter Rowe and seconded by Robert Dick</p>	
<b>MATTERS ARISING</b>	<p><b><u>Stirling Post Office</u></b></p> <p>Jean to feedback at next meeting on visit to Post Office in December</p> <p><b><u>Access Audits</u></b></p> <p>RD highlighted a training event facilitated by Tom Lister who is an Access Consultant. The title of the training event was 'The access and legal requirement of venues'. This training would</p>	<b>JO</b>

	<p>be useful for SAAP members who undertake Access Audits.</p> <p>The Board thought this was a good idea and RD was asked to forward Tom Lister's contact details to LS who can research the training on offer.</p>	<p><b>RD</b> <b>LS</b></p>
	<p><b><u>OSCR – Charitable Status</u></b></p> <p>LS to distribute SAAP's new letterhead template to members.</p> <p>RD suggested the production of a SAAP leaflet. Group decided this could be done once a Development Worker is in place.</p> <p>TB informed the group that he visited Cambusbarron Primary School with DMM to present the prizes to the school children who won the logo competition.</p>	<p><b>LS</b></p>
	<p><b><u>Strathard Trust Action Plan</u></b></p> <p>Aberfoyle Community Council has agreed to take over the issue around pavements in the Aberfoyle area. The</p>	<p><b>JC</b></p>

	<p>Community Council will write to Stirling Council about the issues raised and if no action is taken the next step will be to contact SAAP to take things further. JC to update.</p>	
	<p><b><u>Public Transport/Railway Bridge/Bus Stance</u></b></p> <p>Response received from First Bus stating that their driver training is going to improve in the near future but at present they don't have the resources. They also stated that new buses are on order and will be in operation by the summer; these vehicles will be more accessible.</p> <p>TB will speak to Kate Smithson to ask her to approach First Bus.</p> <p>AC mentioned the good service she received on one bus trip. She was asked to send bus tickets to TB (tickets contain full details of the bus driver) so that a letter can be sent to First Bus expressing our appreciation for good service.</p>	<p><b>TB</b></p> <p><b>AC</b></p>

	<p><b><u>Stirling Local Access Forum</u></b></p> <p>TB has been in contact with Richard Barne (Senior Access Officer) and will keep the group updated.</p>	<b>TB</b>
<p><b>AGENDA</b></p> <p><b>SDEF Representative</b></p>	<p>Sara (Network Development Worker) gave a short presentation on her role within SDEF. This post is funded for three years through the Big Lottery. Sara will submit a more detailed report on her remit to be distributed to the Board.</p> <p>Sara asked if SAAP could complete and return a questionnaire that she has been distributing to all Access Panels. The questionnaire asked what support SAAP would like from SDEF. LS to email the questionnaire to all board members.</p>	<p><b>SE</b></p> <p><b>LS</b></p> <p><b>LS</b></p>
<p><b>Sub Group Update</b></p>	<p>Sub group meetings will currently be on hold until CVS Stirling has settled into the new premises at Cameronian Street.</p>	
<p><b>Premises Update</b></p>	<p>CVS Stirling will be moving to the Norman MacEwan Centre, Cameronian Street next week.</p>	

<p><b>Business Plan Development</b></p>	<p>Presently on hold.</p> <p>Members of SAAP who have not completed a Skills Audit Form to complete as soon as possible and return to LS.</p>	<p><b>MM, TB, AC, PR, DMM, LS</b></p>
<p><b><u>Planning Application Dunblane Hydro</u></b></p>	<p>The comments have been taken on board and delivered to Building Standards to deal with.</p>	
<p><b><u>Invitation to Kate Smithson</u></b></p>	<p>Kate Smithson (Roads Manager Transport Development) to be invited along to next meeting</p>	<p><b>LS</b></p>
<p><b><u>AOCB</u></b></p>	<p><b><u>Morrison's Buses</u></b></p> <p>AC was refused access on a Morrison's bus with her dog. She is to write to Morrison's and enquire if this is their policy. Feedback at next meeting.</p>	<p><b>AC</b></p>

	<p><b><u>Raploch Community Campus</u></b></p> <p>RD attended an Equality and Human Rights Meeting at Stirling University. One of the delegates commented about the Raploch Community Campus – she said that at the workshop she attended someone in her group had written a report complaining about this facility.</p>	
<p><b>DATE OF NEXT MEETING</b></p>	<p>1<sup>st</sup> April 2009 - 7pm at Bannockburn Community Centre</p>	
<p><b>ADDITION TO FUTURE ACTION TASK LIST</b> – Business Plan, Sub Group Activities, Access Audit Stirling Post Office, Access Audit Questionnaire</p>		

## Agenda Items

## Actions By

<b>Stirling Post Office</b>	<b>Jean</b>
<b>Access Audit Training</b>	<b>Robert &amp; Lee</b>
<b>Letterheads to Board</b>	<b>Lee</b>
<b>Aberfoyle Community Council progress</b>	<b>John</b>
<b>Public Transport</b>	<b>Terry/Alison</b>
<b>Stirling Local Access Forum</b>	<b>Terry</b>
<b>SDEF Report &amp; Questionnaire</b>	<b>Lee &amp; Sara</b>
<b>Skills Audit</b>	<b>Lee/Terry/Marina/Alison/Peter/Dawn</b>
<b>Public Transport</b>	<b>Terry/Alison</b>
<b>Invitation to Kate Smithson</b>	<b>Lee</b>
<b>Morrison's Buses</b>	<b>Alison</b>

Minutes prepared by: Lee Stevenson