

Royal Burgh of St Andrews Community Council

Provisional Minutes – 2nd July 2018

0. New Members

1. Attendance

Community Councillors

Callum MacLeod, Ian Goudie, John Jardine, Penny Uprichard, Iain Munn, Greg Newman, Patrick Marks, Jamie McLeod, Penelope Fraser, Howard Greenwell, Izzy Corbin, Judith Harding, Neil Cunningham-Dobson

Students' Association Representatives

Morgan Morris

Lewis Wood

Kimberley Braid

Paloma Paige

Co-Opted

Lindsey Adam

Fife Councillors

Cllr Verner, Cllr Liston, Cllr Nolan

Apologies – Dita Stanis-Traken, Niall Scott, Brian Thomson, Alistair Newton,

2. Minutes of Meeting – 30th June 2018

3. Presentations

3.1. Police Report

P.C. Joanna Peddie unable to attend but report received from Police by email.

3.2. Town Signage - Update

Mr Greenwell commented that as he had a sizeable report he felt that it was better to have it earlier in the meeting. He reminded the meeting that he'd reported last month that he'd sent out three applications for funding and since then he'd sent out another two applications. At this stage he said that the CC had confirmed a £2000 contribution, the Community Trust also agreed to a £2000 grant conditional on confirmation of funding from other sources and that the signs would be consistent throughout the burgh and finally that Fife Council had given permission for all the signs. He felt confident that all the conditions could be met. The R&A Town Fund has awarded £1500 for the project. Most recently the Pilgrim Foundation had confirmed a donation of £2000 bringing the total confirmed to date at £7500. There was one application outstanding to the local Community Planning Budget, a Fife Council fund.

He reported he'd had a good meeting with Mr Goodfellow, the engineer for road safety and traffic management in Fife Council. Mr Goodfellow and Mr Greenwell had done a tour around all the locations where the signs would be erected. This had some interesting outcomes, as Mr Greenwell had suggested putting one of the signs to the west of Station Park, between the junction of Old Guardbridge Road and the Balgove Larder. Mr Goodfellow had agreed on the condition that the Fairtrade sign at Petheram Bridge was removed. This was partly because the 30 mph signs would be moving from Petheram Bridge to the new location. Mr Goodfellow

essentially thought that it wasn't his responsibility to put another post in the Petheram Bridge location once the 30 mph signs had been moved further east. Mr Goodfellow also wanted to have the sign with the Beautiful Scotland 2008 winner logo and a 40 mph note removed. Mr Greenwell felt that these requests seemed reasonable.

Mr Greenwell said he came to an agreement with Mr Goodfellow on seven locations for the signs around the outskirts of the town. He felt that the signs should be placed as close to the CC boundaries on the various roads as possible.

Mr Greenwell informed the CC that he'd also had a bit of a discussion about brown signs. He'd been informed that under current rules any two star rated businesses or above could apply to have a sign erected. The CC had no say in the acceptance or otherwise of the signs.

He then informed the CC that he'd sent put out requests for quotations to three firms in Dundee and Angus and has had two quotations to date with a third expected soon. He hoped by the weekend to have studied the quotations and discussed these with the firms.

Mr Greenwell then asked for the views of the members about the mock up of the St Andrews sign he'd received from one of the firms. A vote of members agreed to the option for having the letters upper case on the signs. Mr Roberts reminded Mr Greenwell that any suppliers had to be on the approved Fife Council list. Mr Greenwell acknowledged the comment but advised that Mr Goodfellow hadn't mentioned this requirement and it might be that as the signs will be CC property the requirement wasn't the same. He agreed to check this out.

Dr Goudie asked Mr Greenwell if he'd asked the Fairtrade Group about the threat to the sign on the A91? He thought that the group might be upset at the removal of the sign. Mr Greenwell agreed to approach the local Fairtrade representative when necessary on this matter. Mr Greenwell added that he'd intended to leave the sign but Mr Goodfellow seemed determined to remove it. Mr Greenwell added that had the sign been worded differently it might have been left and he added that the sign didn't match the model for other signage. Dr Goudie acknowledged that he didn't know the full details about the criteria for designation of a fair trade town and whether the signage was a consequence of the designation of a town as fair trade.

4. Fife Councillors.

4.1. Jane Ann Liston.

4.1.1. Market Square Fountain Problems

Cllr Liston had managed to get details of work, which had been done, to try and get the still malfunctioning fountain working properly. She'd passed on the information to Mr Stanis-Trachen whom she hoped would be able to use it to look for a possible solution.

4.1.2. Protecting Pupils from Junk Food

Cllr Liston had asked a question of Fife Council about protecting pupils from junk food. She was concerned about the mobile burger vans and the shops, which supplied equally unhealthy foodstuffs. She admitted she didn't get a satisfactory answer, but acknowledged that it was difficult in a council meeting. After further comments about the difficulties of controlling pupil access to unhealthy foods she added that according to Cllr Thomson Madras College had the second lowest uptake of school meals in Scotland. She would be interested to see how the move to the new Madras might help reduce this problem, as it is located further from external food sources. She did however acknowledge the difficulty in stopping burger vans from trying to sell their wares if licensed and with no legal mechanism to stop them parking close to a school.

Mr Marks asked about schools letting pupils out at lunchtime instead of insisting that they should have a school meal. He'd noted that in England pupils weren't given the same freedom to leave the school at lunchtime. Cllr Liston thought that this might be a hangover tradition from a time when many pupils went home at lunchtime. She had however heard of a couple of Scottish schools, which had brought in restrictions.

Dr Shepherd suggested that Fife Council should concentrate more on getting kids to be active and providing facilities such as segregated cycle paths rather than worry what they might buy at lunch time. Cllr Liston thought that these weren't necessarily exclusive and added that a recent report had identified Fifers as being the fattest in Europe.

4.1.3. North Bank Plan

Cllr Liston had been concerned about the plan for a holiday lodges at Northbank by Cameron brought up at a recent planning meeting. She acknowledged it was outside the remit of the St Andrews CC but felt it would have an impact upon the town with increased traffic. She added that she'd been advised that the lodges were on a bus route but realistically she concluded that she couldn't see those users of the holiday lodges using infrequent public transport very much. She'd tried to quote the Colin Buchanan Report on traffic in towns but officials had dismissed it as out of date, despite increasing traffic! Since then she'd contacted Richard Simmons (sic) to say that there needed to be a better way of taking into account the impact of additional traffic from new developments? Miss Uprichard reminded Cllr Liston that the Colin Buchanan had been commissioned in 2003 by Fife Council to look at the possible impact of the Western Extension development. The report she said showed severe gridlock morning and evening in the town.

Mr Munn asked about the location and significance of the Northbank development. Cllr Liston informed the meeting that the development is at Cameron. Miss Uprichard informed the meeting that the Northbank development had been in the pipeline for the past 6 years and she was concerned about the impact of construction traffic going through St Andrews. She'd had no reply from Fife Council querying whether alternatives were being considered. Cllr Liston acknowledged her concerns but felt that her concerns centred more on the traffic from new developments after completion and how they'd add to the traffic flow into St Andrews.

4.1.4. Leuchars Station Foot Bridge

Cllr Liston informed the meeting that Network Rail had acknowledged their responsibility for maintaining the bridge, but they have no plans to do any maintenance in the near future. Cllr Liston informed members of the poor level of maintenance from the start with bits of the bridge never painted and pits forming in the walkways on the bridge. She felt that the public should continue to complain about the bridge.

Ms Adams wondered of there might be any value in writing or emailing Network Rail complaining about the lack of action in bridge maintenance? Cllr Liston thought it wouldn't do any harm. She also commented that Network Rail has assessed the bridge as suffering from a medium level of corrosion. She suggested that the best but probably most expensive option would be to replace the bridge with lifts as it is difficult for less able users to manage the long ramp.

4.2. Dominic Nolan

4.2.1. Out of Hours Health Service

Cllr Nolan reported the consultation on the out of hours service across Fife had started. There wasn't any option in the consultation to keep St Andrews open. There will be local meetings held during the period of consultation and he thought that one might be held in St Andrews in early August. Mrs Harding asked where further information could be found online? Cllr Nolan suggested Fife Socialcare.org but agreed to check out the link. Mrs Fraser suggested that it was easier to type in Joining up Care on Google and some documents could be accessed through that portal. The consultation ends 8th October.

Mr Roberts commented on the previous meeting in the Town Hall where certain strong views were aired on the situation. He wondered whom the people were who would be making the decision and were they answerable to anyone? Mr Macleod thought that if these officials couldn't provide what the public expected they should move over and let those who could provide a service or find a mechanism to do so. Mr Jardin expressed concern about the impact upon the ambulance service if patients couldn't get out of hours treatment and Miss Uprichard reminded members of the scale of local need quoting figures for both population and visitors.

4.3. Brian Thomson

apologies

4.4. Ann Verner

4.4.1. Balone Steading

Cllr Verner reported she'd been working with officers regarding Balone Steading. There have been problems with car drivers using the Steading road as a detour due to sat nav instructions. She was hopeful that there could be a way to deter drivers accidentally using the route if their eventual destination could be reached by other more suitable routes. Mr Roberts mentioned that this had been an issue for Craigtoun Park with people driving up to the back entrance via Balone. They'd tried to get this problem, which related to the postcode resolved but without success to date.

4.4.2. Lights on Canongate

Cllr Verner had been informed that some lights on the Canongate were remaining on 24 hours a day. She'd reported the problem to Fife Council officials to fix.

4.4.3. Commemoration Dinner

Cllr Verner and other councillors had attended a dinner to mark the end of the 100 anniversary of the 1st World War at the University.

4.4.4. Craigtoun Fair

Cllr Verner had attended the Fair at Craigtoun Country Park and had been impressed with it and the work of the volunteers keeping it going.

5. Planning Committee

5.1. Committee Reports

5.1.1. Planning Committee Report

Miss Uprichard reported that at the last meeting there had been no comment outcomes in relation to the plans in the weekly lists. She commented however on three developments, namely at the Whey Pat, Rogue and a new Florist by the West Port which appeared to have been completed or started without planning permission. The committee wrote to Development Services informing them of these developments but had yet to receive a reply.

Miss Uprichard drew the meetings attention to the issue of replacing the present parking layout to be more diagonal thus making it safer and easier for car users to park.

Miss Uprichard drew the attention of the meeting to the proposed development at 92 Hepburn Gardens and advised that she couldn't act in a councillor's capacity as the plans were next door to her, hence a conflict of interest.

Ms Adams asked about the nature of the work being done at the three properties. Miss Uprichard wasn't completely certain but thought the Whey Pat had been getting repainted amongst other repairs and the other mainly related to signage.

Mr Roberts noted that in Rogue there was a distillery producing gin. He wondered about the nature of the permission required to allow this to take place. He was advised that it was a licensing matter not a planning matter.

Mr Macleod commented on the need for developers/business owners to follow the rules on development to reduce the risk of conflict.

Cllr Verner informed the meeting that on checking she'd discovered that enforcement officers were dealing with these unlicensed areas of work in the three properties mentioned. 6. Matters Arising

6.1. Reports from Representatives

6.1.1. Community Trust

Mr Greenwell reported that he and Dr Shepherd had attended the June meeting of the Community Trust. He reported that there were about nine successful applications. Mr Macleod commented that there had been hope that the Community Trust might publicise the availability of grants to ensure all deserving causes could apply for assistance. Mr Greenwell acknowledged that the Trust had had some discussion about more publicity for the awards but hadn't come to a final conclusion on what it should do.

Mr Greenwell also made the meeting aware that there was to be a member of the Board stepping down soon and this would require the Nominations Committee to be considering potential replacements for the post.

6.2. Microphones Update

Dr Shepherd reported back on this matter. He commented upon the problems faced by speakers and the audience at the Willie Rennie organised Out of Hours meeting in the town hall because of the poor audio system used. He informed the meeting that he'd combined the need for a decent audio system in the town hall with the proposals for a modern audio system in the CC meeting room. At present Dr Shepherd had asked for the possible supplier of the audio to quote for 10 microphone systems including the unit for the Chair. In relation to the town hall the firm had also quoted for a separate lectern type set up which would include a microphone. This would be to allow a speaker to have a laptop accessible for the purposes of their talk. There would also be a set up for a roving microphone and three microphones for the panel.

Dr Shepherd proposed that, as the scheme was for the Common Good that the CC approach the Common Good Fund to request funding from that source. He proposed that the caretakers be trained in setting up these systems. Mr McLeod queried whether additional units could be added to the system if purchased by the CC? Dr Shepherd thought that might be possible but would check. Mr McLeod wondered if the system could be used at other venues? Dr Shepherd replied that this would be possible as the units had a battery capable of lasting up to 20 hours and the system was portable.

Mr Roberts thought that with an investment of as much as £20000 it would be responsible to get three competitive quotes. Dr Shepherd said he'd tried to get three quotes, eventually received two but one firm quoting didn't follow through when contacted by Dr Shepherd. Dr Shepherd added that the university use the same firm for their facilities.

Mr Newman commented that the idea of an induction loop was not a good one, as he knew this system was quite antiquated and didn't work particularly well. Dr Shepherd replied that the town hall caretaker had insisted that an induction loop was necessary but he agreed to research the matter if Mr Newman felt it wasn't workable.

Mrs Harding wondered whether it was necessary to buy the system for both the CC and for the town hall at the same time given the cost. Dr Shepherd thought the expenditure could be justified on disability access grounds for both public and council meetings.

Mr Greenwell commented that Dr Shepherd had talked about the supplier installing the equipment but wondered why this might be necessary if it was portable? Mr Greenwell was also uncertain how the cost had gone up from an earlier quote of £4-5000 to £20000? Dr Shepherd replied that the installation included the induction loop and also an aerial to do with wi-fi reception. He added that the earlier cost was to do with a wired system not from Sennheiser.

Miss Uprichard said that she supported the idea in principle and she felt it would make a huge difference to meetings etc.

Dr Goudie thought it would be useful to know what the various bits of the system cost given the amount of money to be expended if the idea was agreed by the CC. He queried the way the Chair could know who might be wanting to speak if there were only 10 microphones, one per two members? He wondered about the additional cost so that all members might have a microphone?

Mr Scott suggested that he could get a colleague expert in setting up microphone systems for the university to assess what might be possible in the town hall and burgh chambers. Dr Shepherd replied that he'd already had contact with the university and it was from the university staff he'd eventually got the list of three possible suppliers.

Mr McLeod wondered if members would be prepared to vote on Dr Shepherd's proposal as seconded by Miss Uprichard? Mr Greenwell and Mrs Harding thought that members should be able to see a breakdown of the costs before being asked to make a decision. Dr Shepherd said he could email out the costs to members and emphasised that in his view the expenditure was for the Common Good. Mr McLeod acknowledged members' wishes but felt that he could imagine how the costs would break down. He suggested that there should be a date by which members should respond and added that he didn't want this to drag on because of concerns about specific aspects of the possible purchase.

Mr Jardine commented that in general terms he wouldn't be happy to purchase something without seeing it working and he was comfortable that it was fit for purpose. He felt that the CC had to get the purchase right otherwise it could be viewed as a waste of funds.

Mr McLeod felt strongly that it was worth the purchase and would be an investment used for many years.

Mr Roberts thought that the best way to get something suitable would be to get someone to design what might be required and put the specifications out to tender.

Dr Shepherd in reply said he'd spent a considerable length of time looking at the premises with the company representative and the caretakers and they'd discussed what might work. He didn't see what could be gained from going out to tender.

Mr Roberts thought that the process should start with an independent assessment of the best system after which it should go out to tender.

Dr Shepherd replied that the company representative he'd met was also a Community Councillor in Perthshire and he felt understood CC needs and wasn't trying to rip the CC off.

Miss Uprichard suggested taking a vote to agree about the need for better facilities. Mr McLeod was prepared to accept this but added that a contrary motion was also required to allow members who dissented to show their views. Mr Greenwell suggested that the contrary motion should be a request to see the system working before committing to a purchase given the amount of money involved.

Dr Goudie wondered what sort of evidence the CGF might require to make a decision? Would they require more than one quote? Mr McLeod was uncertain that more than one quote might be required by the CGF.

Dr Goudie seconded Mr Greenwell's motion.

Mr McLeod detailed the motion and counter motion. The amendment by Mr Greenwell was voted upon with 5 supporting it and the main motion was supported by 6 members and was thus carried. A breakdown of the detail of the possible purchase would also be emailed to members for their comment. Dr Shepherd said he'd check with the university to find out if they had a similar setup, which could be viewed. He'd also be speaking to the company rep to ask him to firm up the exact cost based on the conclusions of the meeting's discussions, as there would be aspects such as the loop system, which might not be necessary.

6.3. Community Engagement

Dr Shepherd reported that an initial meeting had been held. The members of the new committee were Mr Roberts, Mrs Fraser, Mr Newton and an external member, Jane Kell. Each member had taken on some tasks and would be meeting again and would report back to the CC in September. Miss Uprichard asked about the aim of the new committee. Dr Shepherd explained that the aim of the committee was to engage with the community and empower the community. One aim would be to look at a plan for St. Andrews. Further contact had been had with the Community Development officers of Fife Council who had given the previous

month's presentation. In the end of the day Dr Shepherd said it was to do with community identity and having more influence over the authority, Fife Council.

6.4. Other Matters Arising

6.4.1. Town Hall Window Repairs etc

Mr McLeod had spoken to the hall caretakers. They had advised him that the town hall windows had been satisfactorily repaired. Estimates were also being sought for wi-fi in the building. Finally the doorbell for disabled access is to be installed soon.

7. Committee Reports

7.1. Recreation Committee

Mr Jardine reported that the committee had had a meeting. The Bandstand Concerts had started at the weekend and he reported that the new speaker had worked quite well. He also gave more detailed information about the provision of refreshments for the band.

The Putting Competition he announced would be the 4th September, a Tuesday. The formal awards would take place at the Civic Reception.

Mr Jardine detailed the situation with the Gardening Competition. He informed the meeting that Mrs Corbin was managing the event but he'd not had any reply to his queries about the event. The prize giving date is to be the 13th September. He advised that expenses for the competition might be up to £350, most of which would be for the engraving of the cups and shields. He sought CC agreement on this expenditure and this was agreed by the meeting as long as expenses were backed by receipts. The closing date for the competition was the 20th July.

Mr Jardine advised the meeting that he'd been told by BID that the Xmas Lights were being switched on at the beginning of November. Ms Adam commented that the lights were Winter Lights hence the earlier date for switching them on. Mr McLeod thought that the lights should not go on before Remembrance Day. Mr Roberts informed the meeting that BID had already arranged to have the Winter Lights on at the beginning of November and advised Mr McLeod that he would need to inform BID of his view on the date. Mr Roberts added that he didn't see the connection between Remembrance Day and Winter Lights. Mr McLeod replied that people would think of them as Xmas lights.

Miss Uprichard wondered what the winter lights were for? Ms Adam explained that the lights were on to light up the darker period of the year, not just the xmas/new year period. It was partly an attempt to make St Andrews more attractive and vibrant.

Mr McLeod asked members if they wanted to indicate whether they agreed or not with his view that the lights shouldn't be switched on before Remembrance Day. Ms Adam gave further details about the lights following queries from members. She indicated that most of the lights were white lights not Christmassy. She also informed the meeting that the contractor who'd put up the lights had failed to take them down when required under the contractual arrangements despite the fact that the contractor had been paid in advance. Following discussions with the contractor it was agreed to leave the lights up and possibly add to them because of the contractors error. He'd indicated that it would have cost £3000 to remove the lights.

Mr Jardine continued with his report with next topic being the Civic Reception. Mr Jardine reported the progress to date.

7.2. GP Meeting

No meeting

7.3. 200 Club

July draw – 1st Mr K Crichton 2nd Mrs E Keracher 3rd Mr A Primmer.

7.4. Health, Education and Welfare Committee

No report.

7.5. Rail Committee

Cllr Liston reported on the possibility of funding towards the next stage of the project from the Scottish Government. Apparently they'd agreed to a demand by the Scottish Greens for funding for local rail projects. Cllr Liston added that the rail group had applied for funding for the next stage of the STAG appraisal with funds from the additional funding obtained by the Greens following budget negotiations. Starlink was asking for £40000 to fund the next stage of their study. She hoped to hear the outcome soon though acknowledged that Transport Scotland were probably feeling their way with this new tranche of funding.

8. New Business

8.1. 1st World War Centenary

Mr Jamie McLeod reminded the meeting about the centenary of end of WW1 later this year. He felt that it was very important that this was marked appropriately and wondered about the CC role in conjunction with other local organisations. He suggested setting up a committee to work on this in conjunction with other relevant local groups. Mr Callum McLeod advised that Fife Council was co-ordinating possible events to deal with this commemoration. He added that there were things already happening in St. Andrews. He thought there were various things the CC could look at in relation to this historic event. Mr McLeod suggested setting up a sub committee to look at what could be done by the CC.

9. Reports from Office Bearers

9.1. Chair

Mr McLeod reported that since the last meeting he'd attended the St Andrews Voices Festival launch on the 6th June, then on the 7th June he'd attended the Town Group meeting. In relation to the latter the main proposal coming out of it was one to rebuild the toilets at the Bruce Embankment to incorporate a Changing Places facility. There had been two financial proposals, one of which had been about double the other mainly because it incorporated more external cosmetic changes than Mr McLeod felt were necessary despite the utilitarian appearance of the building.

Mr McLeod reported that on the 16th June he'd attended a walk about with members of St Andrews Space for Cycling, which was arranged to look at other possible sites for cycle parking racks. Mr McLeod said he'd circulate pictures of possible locations.

On 19th June he'd attended a meeting of the Holy Trinity Action group. The group were progressing with a clutter clearance.

On 20th June he had attended a University organised WW1 Commemoration Dinner. He felt the occasion was quite moving.

9.2. Treasurer

See report online.

9.3. Membership Secretary

No business

9.4. Secretary

See agenda for emails/letters received - comments welcomed.

10. Any Other Competent Business

10.1. October Elections

Dr Shepherd asked about the election procedures for the CC and what might need to be done by members wanting to stand again for election? Mr Marks advised that Fife Council would send out relevant information in good time in August. Cllr Liston gave some more background about the dates for the different parts of the procedure. 6th September would be the date for candidates to have their applications sent in and Fife Council would follow this up with a decision as to whether an election would be necessary. He added that if there were an election it would hopefully give a bit more respectability to the organisation in the eyes of critics.