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Royal Burgh of St Andrews Community Council

Agenda - May 2002

There will be a meeting of the community council at 7pm on Monday 6th May in the Burgh Chambers of the Town Hall, Queen's Gardens. There will be a short break at about 8pm during which the 200 Club draw will be made.

Annual General Meeting

1. Apologies for Absence

Gordon Pay, Sheila Hill

2. Minutes of the 2001 AGM

3. Chair's Report

4. Accounts

AGM Appendix C

5. Dates of Meetings 2002 - 2001

5.1. Proposed Change to schedule

AGM Appendix A. Pete Lindsay proposes that an August meeting be added to the schedule.

7. Any Other Competent Business

7.1. Attendance report

AGM Appendix B.

8. Election of Officers

In accordance with our constitution officers are elected annually, at the end of the AGM. The only members of the Community Council who are specifically excluded from office are the ex-officio members, the Fife Councillors.

Candidates to be proposed and seconded at the meeting. If there is a contest the candidate or a supporter may speak briefly. A paper ballot is taken. Ties will be broken by a suitably random method.

8.1. Chair**8.2. Vice-Chairs**

Number to be determined by the meeting.

8.3. Treasurer**8.4. Secretary****AGM Appendix A - Adding an August Meeting**

In recent years there have been difficulties conducting business, such as responses to consultation processes, over the summer because of the break. I understand that August was chosen as the break month, amongst other reasons, to fit in with the District Council break, but Fife's is July. Members may wish to consider whether to:

1. exchange the August break for July
2. swap August and January
3. go the whole hog for 12 meetings a year

Pete Lindsay

AGM Appendix B - Attendance

Comm Cllrs	May	Jun	Jul	Sep	Oct	Inaug	Nov	Dec	Jan	Feb	Mar	Apr	
Ken Crichton	1	1	1	1	1	1	1	1	1	1	1		92%
George Davidson						1	1	1		1	1	1	86%
Richard Douglas						1	1	1	1	1		1	86%
Kenneth Fraser	1	1	1	1	1	1	1	1	1	1	1	1	100%
Ian Goudie	1	1	1	1	1	1	1	1	1	1	1	1	100%
Joe Lamb						1	1		1		1	1	71%
Chris Lesurf	1		1	1		1		1		1		1	58%
Pete Lindsay	1	1	1	1	1	1	1	1	1	1	1	1	100%
Dennis Macdonald	1	1	1	1	1	1	1	1	1	1	1		92%
Murdo Macdonald	1	1	1	1	1	1	1	1	1	1	1	1	100%
Donald Macgregor	1	1	1	1	1	1	1	1	1	1	1	1	100%
Callum MacLeod						1	1	1	1		1	1	86%
Lindsay Murray	1	1			1		1	1	1	1	1	1	75%
Gordon Pay						1	1	1			1	1	71%
Joseph Peterson	1		1	1	1		1	1	1	1	1	1	83%
Frank G Riddell	1		1	1	1	1		1	1	1	1	1	83%
Archie S Strachan	1	1	1	1	1	1	1	1	1	1		1	92%

Cynthia M Tero	1	1	1	1	1	1	1	1	1	1	1	1	92%
Jean Thompson							1	1	1	1	1		71%
Penny Uprichard						1	1	1	1	1	1	1	100%
Fife Councillors													
Sheila Hill		1	1	1			1		1	1	1	1	67%
Jane Ann Liston	1	1	1	1	1	1	1	1	1	1	1	1	100%
Frances Melville	1	1	1	1	1		1	1	1	1	1		83%
Bill Brooks					1		1		1	1		1	63%

Figures taken from the approved minutes of meetings plus the attendance sheet for April 2002 (minutes still to be approved). % adjusted for election date.

1 = present

space = absent

AGM Appendix C - Accounts

Annual Statement of Accounts 2001-2002

The attached audited Annual Statement of Accounts for the financial year 2001-2002 is submitted for the ap-proval of Council.

The 200 Club Account and the C.C. Trust Account are not included in the Statement as separate accounts are produced by their management committees.

Two copies of the complete signed audited 2001-2002 Accounts are available for reference if required one being held by the Secretary and the other by the Treasurer. Two further signed copies, after approval of the accounts by Council, will be sent to the East Area Finance Manager, Fife Council as required by regulation.

Councillors are asked to please note that 'Secretary's Expenses' includes stationery, printing materials, publicity, newsletters, agendas, minutes, posters, photocopying, and the servicing of several C.C. Committees, etc. This year it also includes the cost of a toner cartridges for the Community Council's Laserwriter. It should also be noted that the 'Recreation Committee Chairman's Expenses' include costs arising from the Garden Competition, St. A. Week Art & Photographic Exhibition, Best Kept Town etc.

Members of Council are reminded that claims for payment of expenses should be made using expense claim forms obtainable from the Treasurer.

As Treasurer I am somewhat concerned that £3666.03 is still being held within the Millennium Account and would suggest that this sum be used by the Millennium Committee for some appropriate project or transferred to the General Fund.

A. S. Strachan Treasurer

Royal Burgh of St. Andrews Community Council

Financial Statement - April 2001 to March 2002

Funds at 31st March 2002

Brought Forward at 1st April 2001	£14851.38
Deficit for Year 2001/02	£1938.75
Balance Carried Forward	£12912.63

(Represented by Bank Account at 31/03/02 £12974.56)

(Cheques still to be cleared * £61.93)

Sub Accounts	Income	Expenditure	Balance
Administration Account	£4716.23	£2448.96	£2267.27
General Account	£2051.48	£40.00	£2011.48
** Millennium Account	£3948.02	£281.99	£3666.03
** Youth Committee Ac-count	£50.00	NIL	£50.00
** St. Andrews Day Account	£926.26	£633.00	£293.26
** Senior Citizens Xmas Party	£3750.06	£863.19	£2886.87
** Bandstand Concerts	£3464.24	£2700.00	£764.24
** Upper Arlington Account	£216.41	NIL	£216.41
** Coat of Arms Account	£165.35	NIL	£165.35
** Newsletter Account	£163.60	£794.74	(£631.14)
** Ceilidh	£3021.86	£1799.00	£1222.86
	£22473.51	£9560.88	£12912.63

* (1) £5.00: 18/9/01 (2) £24.00: 18/3/02 (3) £15.00: 20/3/02 (4) £17.93: 31/3/02

** The funds held in these accounts are dedicated to specific projects as indicated

JOSEPH PETERSON (Auditor) A.S. STRACHAN (Treasurer)

Administration Account

Brought Forward at 1st April 2001	£1854.92
Income: Fife Council Grant 2001-02	£2861.31
	£4716.23

Expenditure	Let of Burgh Chambers	£217.75
	Let of Victoria Memorial Hall	£229.50
	St. Andrews in Bloom	£250.00
	Display Screens (Recreation Committee)	£110.00
	Flags	£313.43
	History of Portraits	£60.00
	Receptions	£84.82

Stationery	£117.93
Recreation Convenor's Expenses	£216.27
Secretary's Expenses **	£729.67
Miscellaneous Items (all docketed)	£119.59
	£2448.96

* Detailed in Docket No.93

** Detailed in attachment to Docket No.98

(Surplus for the Year £412.35)

Surplus Carried Forward £2267.27

General Account

Brought Forward at 1st April 2001	£1626.17
Income	
Interest on Account	£345.31
'Odd One Out' Competition	£80.00
	£2051.48

Expenditure:

Prizes/Expenses 'Odd One Out' Competition £40.00

(Surplus for the Year £385.31)

Surplus Carried Forward £2011.48

Ceilidh Account

Brought Forward as at 1st April 2001	NIL
Income:	
Ticket Sales	£2500.00
Raffle Receipts	£300.00
	£2800.00
Expenditure:	
Ceilidh Outgoings (detailed in Docket 84)	£1357.14
Let of Town Hall	£220.00
	£1577.14

(Surplus for Year £1222.86)

Surplus Carried Forward £1222.86

Senior Citizens Xmas Party Account

Carried forward from 1st April 2000	£2950.06	
Income	Donations	£800.00
		£3750.06
Expenditure:	Party Costs	£863.19
		£869.27

(Deficit for Year £63.19)

Surplus Carried Forward £2886.87

St. Andrews Day Account

Carried forward from 1st April 2001	£412.61
Income: Picture Sales-Income	£513.65
	£926.26

Expenditure: Art Prizes/Picture Sales-Payment/Hall Let/Photocopying £633.00

(Deficit for Year £119.35)

Surplus Carried Forward £293.26

Bandstand Account

Carried forward from 1st April 2001	£3464.24	
Income	NIL	
	£3464.24	
Expenditure:		
	Payment to Bands	£2320.00
	Administration Expenses and Advertising	£123.70
	Refund of Years Balance to Common Good Fund	£256.30
		£2700.00

(Deficit for Year £2700.00)

Surplus Carried Forward £764.24

Coat of Arms Account

Due to no income or expenditure within this account

Surplus Carried Forward remains at £165.35

Upper Arlington Account

Due to no income or expenditure within this account

Surplus Carried Forward remains at £216.41

Youth Committee Account

Due to no income or expenditure within this account

Surplus Carried Forward remains at £50.00

Millennium Account

Carried forward from 1st April 2001	£3948.02	
Income:	NIL	£0.00
		£3948.02

Expenditure: Let of Town Hall for Millennium Ceilidh 31/12/2000 £281.99

(Deficit for the Year £281.99)

Surplus Carried Forward £3666.03

Newsletter Account

Carried forward from 1st April 2001	£163.60	
Income:	NIL	£0.00
		£163.60

Expenditure Newsletter printing and delivery £794.74

(Deficit for the year £794.741)

Deficit Carried Forward £631.14

May Monthly Meeting

1. Attendance

as AGM, presumably

2. Minutes of April 2002

(Read for accuracy in matters of substance - harangue the secretary for minor (spelling etc) errors outwith the meeting)

3. Presentations

(For anyone wishing to address the meeting on a matter relevant to St Andrews. Please contact the Secretary or Chair before the meeting. Priority will be given to those who have been invited to speak or have given advance notice).

3.1. Coastal Path

Chris Broome (Service Manager, Community Services).

4. Fife Councillors

4.1. Frances Melville (West)

4.2. Sheila Hill (South)

4.3. Jane Ann Liston (South East)

4.4. Bill Brooks (Central)

5. Planning Committee Report

6. Matters Arising from Previous Meetings

6.1. Cycle lanes

PL, IG, KF, PU met with Fife Councillors and officials to discuss concerns raised last month about the cycle lanes. This was followed up with a cycle tour along the Scores/Greyfriars Garden lanes to examine practical safety concerns. Some points: Canongate roundabouts may be re-appraised. Red paint is expected to tone down considerably as it wears, based on its use elsewhere in Fife. Infamous East Scores line to be checked for compliance with statute - suspected to be too wide (there seem to be a number of incorrect lines that will need to be repainted). Safety concerns over marking of lanes - direction arrows (for contraflows particularly) and bicycle marking acknowledged. Concerns at effect of car parking on contraflow lanes was emphasised. Need for education of all road users on how to use and respond to cycle lanes. [PL]

6.2. Bandstand

6.2.1. Appendix A Letter from Alan McGeoch, Principal Teacher of Music, Madras College.

6.2.2. Organiser The possible contact mentioned last month has not born fruit. [PL]

6.2.3. Grant We still hold the money from the Common Good Fund. As no organiser has come forward should this now be returned? [AS]

6.2.4. Chairs Community council owns 40 chairs for use of the musicians at bandstand concerts. They are currently stored nearby the bandstand, but the facility may be lost to us at any moment. What are we to do with them (particularly in the light of the next item)? [AS]

6.2.5. University MusSoc has contacted Fife Council about holding a bandstand concert, who in turn contacted the community council. I replied that we have no plans, so have no objection to MusSoc organising something themselves. [PL]

6.3. Kinnessburn

Appendix C. Iain Smith MSP forwards this response from SEPA on the Kinnessburn for our information.

7. New Business

New business should be notified to the secretary in advance for inclusion in the agenda, otherwise it can be taken under AOCB

7.1. Local Holidays 2003

East Fife Area Services Committee would like our response on the following proposed dates: February - Mon 3rd; Spring - Mon 3 Mar; Mayday - Mon 5 May; Autumn - Mon 3 Oct; November - Mon 3. Half Holiday Thursday.

7.2. Kate Kennedy Club

Ken Crichton proposes the motion:

That the Community Council write to the Kate Kennedy Club 'To support them, and thank them for their past bequests to the town's charities and organisations (our electorate), and hope they can do so for many years to come'.

7.3. Care and Repair/Small Repairs Service

Appendix B: Information from Kingdom Housing Association

7.4. Environmental Services newsletter

Spring 2002: Fife's Area Waste Plan; Grouse to Us - watered beer!; Fast Tracking Abandoned Vehicles; Poop Scoop Bags; Handling Chemicals; Food Complaint Advice; Market Forces - funfairs & markets; Private Water Supplies; Food Safety Week 2002 10-16 June; Burning Issues - bonfire nuisances; Organising an Event; Local Amenity Sites - list; Gardens & Safety; Easter Eggs - old date codes.

8. Reports from Officers

8.1. Chair

8.2. Treasurer

8.3. Secretary

8.3.1. Giant Hogweed Spring is here and the poisonous/irritant Giant Hogweed is springing up along

the Kinnessburn. This year's crop seems rather thicker than last years and is particularly noticeable on the public footpath side (south) of the burn downstream from Fleming Place. Doubtless there is more downstream from Greenside Place, though reports have not reached us yet. I have written the annual email to Environmental Health to ask for information to be passed to community council on this year's control measures.

8.3.2. Review of Policing Services. Superintendent Allan Maich wrote just after the April meeting asking for opinions on proposed policing changes in the St Andrew area, removing from St Andrews Police Station some responsibilities for covering the surrounding countryside in the general direction of St Michaels and Balmullo, freeing up resources for St Andrews itself. As these were to take effect 1st May an email straw poll was conducted. On the basis of responses to this a favourable reply was sent, asking for feedback on the effectiveness within the year.

9. Reports

9.1. from Committees

Written reports are required by terms of the Scheme for Community Councils.

9.2.1. Publicity

Meeting of 16 April: present P Uprichard, F Riddell, D Macgregor. Apol. K Fraser.

(1) 'Golden Tree' and bench for Madras College as Jubilee gifts - DM has written to the Rector. The size, style and cost of the gifts is to be clarified between P.U. and the Treasurer.

Bulletin - the proposed content of the next issue (we hope June) was discussed in some detail.

Press coverage was discussed. The feeling was that any newsworthy CC items not covered by the journalists who attend the meetings could be best presented as news items or via a letter, rather than in a 'regular column'.

Next meeting 3rd Mon in May, 7.30.

Donald Macgregor

9.2.2. Recreation

a) There was no meeting this month due to holiday commitments.

b) Next meeting will be held at 7.00 p.m. at 4 St Mary St on Tuesday 7th May.

c) The next meeting of the St Andrews Week Working Group will be held on Thursday 30th May. At the last meeting a number of proposed functions were discussed and all is going to plan.

I think it should be mentioned that the Merchants' Association is gifting advertising to the value of 500 to the Group.

Ken Crichton

9.2.3. Health Education & Welfare

Tues.16th. April 2002 10.30am.

Apologies: Frank Riddell

Attendance: Joe Peterson, Chris Lesurf, Joe Lamb

Current matters

∑ The use and accessibility of public transport by people with disabilities and their carers was discussed and it was felt that it might be useful to invite someone from Fife Council transport department to speak on the issue.

∑ Chris raised the issue of community time banks as a way of communities helping themselves and suggested that Mary Rae from Volunteering Fife could be invited to address the full council on the many positive benefits of the scheme to towns such as St. Andrews.

∑ Joe Lamb asked if the Community Council was a member of V.O.E.F.

∑ Joe Peterson noted that the new hospital/health centre plans had progressed to the next stage and that the vexed question of a suitable site is still to be answered.

Date of next meeting: Tues. 22nd May at 7pm.

9.2. from Representatives

For verbal reports of meetings attended etc. Issues requiring a decision by community council should be raised under items 6 Matters Arising or 7 New Business, as appropriate.

10. Any Other Competent Business

Please notify Secretary/Chair of items before the start of the meeting. Hint: Given that the end of the meeting is often taken in something of a rush, unless items are urgent it might be better to submit them for next meeting's New Business.

Appendix A - Bandstand Concerts

For many years now, Madras College music groups have taken part in the Bandstand concert series each summer at Bow Butts. It is something of an institution and seems to be much appreciated by townsfolk and visitors alike. Now that the bandstand has been restored to some of its former glory and the environs have been graced with slabs, this would be a time for using the facility more, not less.

However, I gather that Archie Strachan who has done so much to promote these concerts is looking for a successor. He has done an excellent job for many years and I am sure the Community Council recognises this. In addition to putting on the concerts, I have always found him very interested in chatting to members of the audience and, as a Community Councillor, showing a public face. I am sure Community Council members would wish this good PR to be sustained in future and what better way than by being involved in an enjoyable community venture?

I think it would be a shame if the bandstand concerts were to fall by the wayside for lack of a Community Councillor or two willing to come out on a Sunday afternoon to see to the necessary arrangements. I am sure the duties would be not too unpleasant - fresh air, music and optional ice-creams all part of the deal - and it would make a lot of people happy. For us, it gives a succession of young musicians to experience at first hand the delights and perils of the open-air music-making

scene - frequently this being good training for similar events when we tour abroad.

I hope this all turns out well after all - and in time for this season!

Alan McGeoch

Principal Teacher of Music

Madras College

Appendix B - Care and Repair/Small Repairs Service

From Kingdom Housing Association

Care and Repair/Small Repairs Service for Fife - Community Council Distribution

Fife Council and Communities Scotland jointly fund a domestic repairs service for Fife which is managed by Kingdom Housing Association. The service offers a reliable and trustworthy means of maintaining their homes at a very low cost and with the minimum of fuss. The main purpose of the service is to help older or disabled people remain in their homes with comfort, safety and dignity. Both services are available to homeowners within Fife who are aged 60 or over, or 50 or age if the person has a disability.

Fife Care and Repair

Care & Repair has now been operating for over six years in Fife giving free and confidential advice to older homeowners who require to repair or improve their homes. Care & Repair does not employ tradesmen or pay for the work but assists and advises with other aspects including paperwork, dealing with tradesmen or applying for Local Authority Grants.

Small Repairs Service

Last year the service was extended to include a small repairs service to allow early intervention, preventing minor repairs from becoming major problems. To date we have assisted over 650 clients. Common repairs are dripping taps and ill-fitting doors and windows. As well as carrying out repairs, our Small Repairs Officer can offer advice on security, energy efficiency and safety. All labour is free and carried out by a skilled tradesman, employed by Kingdom Housing Association. Clients pay only for the cost of materials used, many of which we are able to supply at trade prices.

I have enclosed copies of the Small Repairs Service leaflet and the Care and Repair leaflet as well as a poster. I would be very grateful if you could display the leaflets and poster in an appropriate place and perhaps mention the service at your next community council meeting to ensure as many people as possible benefit from the service.

Appendix C - Kinnessburn

Letter To Iain Smith MSP from Allan J Reid, Depute Environmental Regulation and Improvement Manager, SEPA

Kinnessburn, St Andrews

Thank you for your correspondence dated 8 March and 15 March 2002, and for the copy of the report from the St Andrews Community Council.

The content of the report is an accurate reflection of what took place during the meeting of the Community Council. Jim Good, the Fife Team Leader, represented SEPA at that meeting.

Mr Good explained to those in attendance at the meeting that as a Regulator, SEPA is required to consider, in terms of the Control of Pollution Act 1974 (As Amended), situations where an individual or authority knowingly causes or permits the pollution of controlled waters.

The risk associated with surcharges arising from storm water discharges of the ESW drainage systems has now been removed, to all intents and purposes by the work which has been recently completed by ESW. This work involved the provision and installation of a storm tank which will capture and retain rainwater under storm conditions. This rainwater will then be reintroduced into the drainage system under controlled conditions.

Ecologists from SEPA have visited the area in question and have found the Kinnessburn to be a thriving habitat and ecosystem. It is SEPA's view that there is no evidence to support the contention that there is a risk of flooding sufficient to merit the destruction of a thriving habitat and ecosystem, which is present in the Kinnessburn, at Dempster Terrace, St Andrews.

No approach on this basis, or for any other valid reason which SEPA, as a regulator would consider, has been made by the Local Authority to SEPA.

No such evidence has been presented to SEPA as yet. Should any such evidence be submitted it would of course receive our due consideration.

Reference was made at the meeting to the presence of mink and rats. Such matters should be referred to the Local Authority's Pest Control Service for their attention and action. No one was present representing that service on the night.

A representative of the relevant Local Authority, Mr Roddy Mann, addressed the subject of litter.

I trust the foregoing information serves to clarify SEPA's position with regard to the Kinnessburn at Dempster Terrace, St Andrews.

Correspondence received

2/4/02	Iain Smith MSP	SEPA - Kinnessburn reply
3/4/02	Finance & Management Service	CC insurance renewed
5/4/02	Environmental Services	Newsletter
5/4/02	Police	Changes to policing arrangements
8/4/02	NHS Fife	Hospital & Health centre
8/4/02	NHS Fife	Meetings with CC
10/4/02	Fife Health Council	Healthwatch newsletter

11/4/02 Kingdom Housing	Fife Care & Repair
11/4/02 Pilgrim Foundation	new fundraising auctions on ebay.com
13/4/02 SMP Playgrounds	2002 price guide
13/4/02 Law & Admin	Local holidays
15/4/02 Record Playground Equipment Ltd	Playground Brochure
15/4/02 NHS Fife	Fife NHS Board Meeting 23/4 Glenrothes
17/4/02 St Andrews Cathedral Project	Invite Meeting 29th April - Pilgrimage Centre
18/4/02 Mrs Willsher	Are bike lanes on May agenda?
19/4/02 Scottish Executive	Draft Agricultural Holdings (Scotland) Bill
19/4/02 Abbey National	CC Trust Acct statement
22/4/02 Dept Environment Food & Rural Affairs	consult on landfill Tax credit scheme
27/4/02 University	DRH redev meeting 7pm 2/5/02 DRH conf rm
1/5/02 Fife Council	Joint Community Care Plan 2001-2004
1/5/02 APRS	Annual Report & Accounts 2001
