

Royal Burgh of St Andrews Community Council Inaugural Meeting - Draft Minutes – March 2011

For approval

(Copies of Agendas and Minutes of the Community Council are held at Fife Council's Local Office, St Mary's Place and the Town Library, Church Square. Those from late 1997 on are on line at <http://www.standrewscc.net/>)

Chair: Cllr Bill Sangster

1. Appointment of Chair

Mrs McAnaw proposed Mr Kyffin Roberts for the post of Chairman of the Community Council, with the proposal seconded by Mrs Ashworth. Mr Roberts was unopposed and was elected unanimously.

2. Appointment of Vice-Chairs

There were initially four names proposed for two posts of Vice-Chair of the Community Council. Mrs Rowe had proposed Mrs McAnaw and Mrs Denyer, both of whom declined to be nominated. The other nominations were Dr Goudie, nominated by Miss Uprichard and seconded by Mrs Denyer. Mr Fraser was proposed by Mr Crichton and seconded by Mrs Harding.

Dr Goudie and Mr Fraser accepted the nominations and were elected unanimously as Vice Chairmen.

3. Appointment of Convenor

Mr Crichton was proposed by Mrs Corbin and seconded by Dr Goudie. Mr Crichton accepted the nomination and was elected unanimously.

3.1.1. Appointment of Deputy Convenor

Mr Crichton reminded the meeting that Mrs Corbin had been his deputy assisting in attendance at functions, which he'd been unable to attend. He asked if Mrs Corbin could once again undertake that role. Mrs Corbin accepted the nomination and the meeting agreed the appointment unanimously.

4. Appointment of Secretary

Mr Patrick Marks was proposed as Secretary and was accepted unanimously by the meeting.

5. Appointment of Treasurer

Mr Henry Paul was proposed as Treasurer by Mr Primmer and seconded by Ms West and was accepted unanimously by the meeting.

5.1. Co-options

5.1.1. Vacancies

Mr Marks explained that there were ten candidates for the two vacancies. Three of the applicants were in attendance at the meeting. Mr Marks proposed that the applicants who were in attendance should be asked to briefly state their reason for applying and the meeting would then vote on the full slate. This procedure was agreed, with Cllr Waterston agreeing to count the votes and announce the successful applicants for the two vacancies.

Mr Howard Greenwell, Mr Keith Cordrey and Ms Chloe Hill spoke briefly about their reason for applying, then members were asked to vote for their preferred choices. The successful candidates were Mr Greenwell and Mr Cordrey.

5.1.2. Other Representatives

Madras School - 2 students from Madras College are eligible to attend as co-opted members. Mr Paul undertook to appropriate the Rector of Madras College to look at this matter and find out if any students would like to attend.

Merchants Association – Ms Innes announced that she was standing down as Chair of the Merchants Association, so will be hopefully be replaced by the new Chair or a nominated representative. Ms Innes undertook to try and get a replacement for her position.

5.2. Committees

Mr Roberts then discussed the situation regarding committees. Until his appointment as Chairman he had been Acting Convenor of the Planning Committee, but felt that it would be better to stand down from that position and similarly he had been Co-Convenor of the Recreation Committee from which he would also stand down. He was however prepared to stay on as the Chair of the Royal Wedding Breakfast Committee as it was be time limited.

It was decided to let the individual committees appoint their own Chairs, following a suggestion from Dr Goudie in relation to the normal protocol for such matters. This was agreed by the meeting.

5.3. Delegated Powers

Dr Goudie explained that delegated powers were only really used by the Planning Committee, due to its need to work to externally imposed deadlines relating to applications and submissions. In the case of other committees items requiring a decision for financial or other significant reasons would normally be brought back for the full Community Council to consider and make a decision. Mr Marks acknowledged that he'd based the list in the agenda on the previous inaugural meeting agenda list and agreed that generally Planning was the only committee to require regular delegated powers.

5.4. Representatives

The list below does not constitute the full list of organisations or committees in which the Community Council has some involvement, either as a statutory body or by invitation or as additional sub committees set up to run semi-independently of the main body.

200 Club Convenor – Mrs Harding

Common Good Fund –Keith Cordrey, Carol Ashworth, Ken Fraser

Community Safety Panel -Ken Crichton

Cosmos Management Committee – Audrey McAnaw

Fairtrade Town Campaign - Patrick Marks

Golfing Liaison –Ronnie Murphy

Greenbelt Forum – Henry Paul, Andy Primmer

Ohtawara Trust – Ronnie Murphy

RAF Leuchars Liaison group –Mrs Izzy Corbin

St Andrews in Bloom committee – to be decided by Recreation Committee.

St Andrews Week committee – to be decided by the Recreation Committee

St Andrews Partnership – Carol Ashworth

Martyrs' Monument Committee – Mrs Izzy Corbin

Town & Gown Liaison Committee - Mrs Carol Ashworth

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0. Preliminary Remarks by Chair

1. Attendance

Community Councillors

Patrick Marks, Ian Goudie, Ken Fraser, Ken Crichton, Henry Paul, Marysia Denyer, Audrey McAnaw, Penny Uprichard, Kyffin Roberts, Carol Ashworth, Judith Harding, Ronnie Murphy, Izzy Corbin, Meg Platt, Andy Primmer, Robert McLachlan, Keith Cordrey, Howard Greenwell.

Students' Association Representatives

Holly West, Owen Wilton

Nominated

Jude Innes

Co-Opted

Niall Scott

Fife Councillors

Bill Sangster, Robin Waterston, Dorothea Morrison, Frances Melville

Apologies

Rebecca Ladley, Catherine Rowe

2. Minutes of February 2011 Meeting

Page 2 - 3.1. Second paragraph, third line – “special” should read “spatial”

Page 2 – 3.1. to change the 4th para down: “ ...a plan for Ministerial approval at a review. Miss Uprichard reminded the meeting that the Local Plan examination/inquiry will be taking place at some point in 2011. She also said that her appeal in relation to the Structure Plan will be held in the Inner Court of Session on 12th – 14th July 2011”

Page 5 – 4.2.6. Should be Kilrymont Road not Lawhead Road

Page 7 – 6.5. – 7th line should read had “not” aroused greater interest

Page 7 – 6.6.2. - 1st line - panned should be planned.

3. Presentations

3.1. HMO Licensing Policy Consultation

Mr Wilton reminded the meeting that it was coming to the end of the Fife Council consultation period for its proposed change of policy on the licensing of HMOs in central St Andrews. He wondered how the

Community Council was going to formulate a response to the consultation. Mr Roberts replied that the response had been delegated to the Planning Committee. Mr Paul suggested that a meeting to discuss this matter should be an open meeting and also suggested that it should take place in the Burgh Chambers if available for use. The date to be 14th March at 7.00 pm. Mr Wilton replied that the Student Association had invited the members of the North East Fife Area Committee to hear the student point of view the same day, but at 5.00 pm. He extended an invitation for Community Council members to attend that meeting as well. Mr Middleton from St Andrews Preservation Trust asked about attendance by members of the public. Dr Goudie advised that any Community Council meeting was open to public attendance, but that public participation in any discussion was normally restricted to the Presentation slot, or at the discretion of the Chair to allow brief, factual points to be made. Mr Wilton suggested the possibility of inviting the full Community Council to a Planning Committee meeting and to have a Presentation slot for members of the public, such as Mr Middleton. Miss Uprichard queried the benefit to be gained from having a meeting to try and reach an agreed statement. She felt that this would be potentially divisive and that Community Council members would be putting in individual comments. Mr Roberts believed that it was important for the Community Council to put in a comment on what he viewed as a major local issue. Mr Wilton supported the idea of a meeting and he didn't feel it had to be divisive. Mrs McAnaw asked if there had been a public meeting in relation to the consultation? She was informed that there hadn't been an open public meeting. Dr Goudie commented that he had been trying to suggest a smaller round table meeting with the students to discuss the issues in an attempt to find common ground. He was concerned that a meeting as currently being proposed might become more adversarial if it was attempting to make a firm decision about how to reply to the Fife Council consultation. Mr Roberts, whilst acknowledging Dr Goudie's concerns reminded the meeting of the time limit for the consultation period, namely the 23rd March. He proposed to hold the meeting as earlier suggested on the 14th March in the Burgh Chambers.

Cllr Melville reminded the meeting that when the report goes back to the Area Committee, anyone could make a request to Cllr Arbuckle to make a presentation.

4. Fife Councillors

4.1. Frances Melville

4.1.1. Drain Ditch Repairs – High Road

Fife Council are now trying catch up with this work, which was delayed due to weather etc.

4.1.2. Lawhead School Parking Consultation

Fife Council is still receiving responses on this matter

4.1.3. Local Plan

Cllr Melville has written to the Director and Chief Reporter supporting a Public Inquiry of the Local Plan. She has had a standard reply to date.

4.1.4. Kinnessburn Work

Fife Council has applied for a licence to SEPA for short-term works.

4.1.5. Structure Plan

Dr Goudie asked about the Structure Plan position two years since approval. He thought that in a reading of this plan there might be a possibility of a review of its contents after two years. An issue he would like to see examined was in relation to the percentage of affordable housing required. He wondered whether the local members had plans to look at this when any review might take place. He felt that given the dramatic changes in the economy etc.: since the approval of the Structure Plan and the way that peoples' perceptions of building rates had been affected. He felt that this area alone might be a reason to look at changes.

Cllr Melville thought this might be entirely possible, given the changed economic climate etc. and Councillors had made such points in recent comments they'd made in relation to the Tayplan. She was aware of building sites still undeveloped two years later. A worrying aspect recently discussed about affordable housing related to the tenure on a site up for discussion, in which the conditions of lending by the bank appear to be dictating the timescale in relation to tenure for such housing. Cllr Melville thought that this had worrying implications for other projects.

Mr Primmer added that at a recent meeting with Kingdom Housing Association, they were informed about the relatively small amount being made available to build affordable housing by Housing Associations and Councils, compared to the need.

Cllr Melville felt that the changed situation with regard to housing had to be factored into both the Structure Plan and Tayplan, but appeared to have been ignored to date. Miss Uprichard added that recently Mr Swinney had announced a relaxation of Section 75 in relation to affordable housing requirements, which would then allow developers to appeal to the Secretary of State if they felt that the percentage of affordable housing was a deal breaker.

Cllr Waterston commented that the problem with asking for a review of affordable housing policy in the Structure Plan or Local Plan is that new policy is going to be less ambitious. He added that there has been a consultation out for Supplementary Guidance on Affordable Housing, though he suspected that it might have finished. However, he felt that the current financial situation was much more influential in determining the eventual percentage of affordable housing than aspirations written on paper. He reminded the meeting about the difficulty in reaching an agreement for 30% affordable housing, quoting the Strathkiness development proposals as an example of where the policy had failed. He felt that the figures quoted in documents, such as the Structure Plan or Tayplan were very far removed from reality. A critical issue was the difficulty in getting developer contributions for infrastructure, even if the affordable housing aspirations were lowered. Local Authorities and Central Government didn't have the money to pay for the necessary infrastructure. He acknowledged that he didn't know what the answer was, but felt that to focus on what was written on a plan wasn't going to make any difference to the number of affordable houses, which might be built.

Dr Goudie acknowledged the economic reality of the situation, but felt that it was useful to bring these issues up. He added that there appeared to be an element of deceit by the authorities, in making local people believe that there would be 30% affordable housing in the proposed housing areas in St Andrews, whereas it appeared that it might be considerably less.

4.2. Bill Sangster

4.2.1. Grit Bins

Some eighty grit bins have now arrived, with one designated for the Cockshaugh Park area.

4.2.2. Lawhead School and problem relating to car parking etc

At present out for consultation and hopefully some suggestion as to what might happen at the March or May North-East Fife Area Committee.

4.2.3. "A" Boards

There is to be a meeting with Transportation this coming Wednesday to discuss what might be happening to enforce some of the rules on their use, along with other furniture, such as tables etc. Miss Innes asked how strictly the policy would be enforced. Cllr Sangster thought that it was a matter of the Enforcement Officer being firm with shopkeepers and café owners, both educating and enforcing where necessary. Cllr Sangster added that there would be a new pamphlet to give out to shop and café owners detailing the rules and expectations.

4.2.4. Potholes

Cllr Sangster admitted that there had been a hurried fill up job to make the holes safe, but he said that the workmen would return to do a longer lasting job soon.

4.2.5. High Road St Andrews

Cllr Sangster is going to put forward this area for a resurface as it is in a poor state, despite being a 20 mph zone.

4.2.6. Flooding in Market Street

Miss Uprichard mentioned that there was further flooding near Boots, despite a reassurance from Transportation that it would go away. Cllr Sangster reassured Miss Uprichard that it had been reported. Cllr Waterston added that he'd made enquires and was informed that it was a Scottish Water problem. They had now unblocked the drain, but the problem apparently arose from nearby Closes. Mr Murphy wondered why it wasn't possible to get the contractors to relay the paving to reduce the flooding problem.

Cllr Waterston replied that the problem lay in the area under the paving being blocked, as the drain was situated at the lowest point to allow water to drain away. Mrs Corbin and Miss West also mentioned sewage problems outside the site of the former Mitchell's shop in Market Street.

4.3. Robin Waterston

4.3.1. Kinnessburn Flood Prevention Proposals

Cllr Waterston reported that the North East Fife Area Committee had considered the report on the Kinnessburn recently. The consultants' proposal was to reduce the size of the silt berms, no more than 10 cms above the low water level. The committee agreed with this assessment and recommendation and it would be easier to get the agreement of SEPA on this proposal. The consultants have agreed to a drop in session on the 21st March to explain the proposals to members of the public in the Supper Room of the town Hall between 16.30 and 19.00. Cllr Waterston was willing to assist anyone wishing to access the report, which was available online at Fifedirect.

4.3.2. Madras College Development

Mr Primmer noted that there was a Local development Meeting the following day regarding the plans for Madras College. He wondered if Cllr Waterston had any comments to make on this matter? Cllr Waterston replied that he didn't think that he had anything, which could be said at present but hoped to have more news following the meeting the following day.

4.4. Dorothea Morrison

4.4.1. Hospital Bus Shelter & Lack of Timetable

Cllr Morrison reminded the meeting that last month one of the Community Councillors had asked her about the lack of a bus shelter at the hospital as well as the lack of information within the hospital on bus times. With regard to the bus shelter this was an NHS matter and any questions on that would have to be directed to William.dove@NHS.net. Fife Council would be happy to provide the information on the buses but the hospital would have to find space to place the information board. At present there is a carousel with bus timetables within the foyer of the hospital. Mrs Corbin added that she and Mrs Denyer had a regular meeting with Mr Dove. The timetable issue was being dealt with and hopefully a board would be going up, which would contain bus timetable information. Mr Fraser reminded the meeting about the suggestion to have someone from the NHS along to give a presentation. Mrs Corbin thought that Karen Knowles might be willing to do so and would contact her with this in mind. Cllr Waterston wondered if there was a community liaison group, which worked with the hospital to look at these sorts of questions. Mrs Corbin replied that she wasn't aware of such a group at present, but would be quite happy to also check this out as she has had extensive involvement with Patients Groups and others.

4.4.2. Complaint about Extractor Unit at Butlers Delicatessen

Cllr Morrison reported on the result of a complaint made to Councillors via Mr Marks about the noise of an extractor fan above the aforementioned premises. The problem appears to have centred on a timer switch meant to shut off the equipment, but this had only worked for a night. She had tried to contact the complainant subsequently to ask about the situation but had not managed to get a reply. Mr Marks acknowledged that he'd not heard anything from the complainant about the problem since he'd forwarded the email.

4.4.3. Road Closures

Cllr Morrison mentioned temporary road closures in Golf Place from 21st to 25th March, Crails Lane, 8th to 25th March and Westburn Lane from 28th March to 1st April. Miss Uprichard asked if there was any source of compensation available for businesses affected by the road closures. Cllr Morrison acknowledged that this it was very difficult to obtain compensation for a variety of reasons.

5. Planning Committee

5.1. Knightsbridge Meeting

Mr Roberts reported that there had been a meeting with Knightsbridge representatives. The meeting had been recorded, but for personal family reasons hadn't been able to write it up. However he didn't feel that anything new had been learnt at the meeting. One proposal from the meeting was to have a meeting with Kingdom Housing who would be responsible for building the affordable homes on the site. He suggested that the affordable housing eventually produced might be shared equity as social rented is apparently the most expensive to provide. One problem with getting the affordable housing might also be availability of funds, as mentioned earlier the total allocation of funds in Scotland for affordable housing for the coming financial year will be £20 million for Housing Associations. Dr Goudie still felt that it was important to try and argue that developments such as Knightsbridge should be included as part of the SLA, despite Fife Council's position that the SLA was to the west of the town and didn't include brownfield sites. He also recognised the need to be seen to support appropriate affordable housing proposals, as there was a view outwith North East Fife that there wasn't a demand for affordable housing because of the CC's perceived record of objecting to housing proposals in St Andrews.

6. Matters Arising

6.1. Standen Update

Mr Murphy reported that the current project is in its final months. He had circulated a report before the meeting of the project's achievements. There is a hope that new funding can be obtained for the new financial year with an enlarged project to encompass Community Councils to the west and north of St Andrews.

6.2. St Andrews Community Trust Update

Mr Paul reported that the Trust had made its first grant of £1000 to the Scouts towards renovation of the showers in the Scout hut. He also reported that there was still a requirement for Trustees. There had been eight applicants for the three posts, but he felt that these whilst worthy, didn't encompass a wide enough age range in his view to help make the Trust as effective as possible in its grant giving. It was hoped to have the appointments filled by the end of March.

6.3. Martyrs Monument update

Mrs Corbin is still working with St Andrews Partnership but had no major updates.

6.5. Royal Wedding Celebration update

Mr Roberts is chairing the committee organising this event. He acknowledged that there is a great deal to be done. Various sub-committees have been set up to pursue various parts of the event's management. Mr Fraser brought up the possible use of the Gonfannon at this event. Mr Roberts agreed that it would seem appropriate for the Gonfannon to be on display during the event. Mr Paul proposed that the Community Council should make a donation towards the event from the Ceilidh Fund, appropriate, as one part of the celebration will be a Ceilidh on the evening before the wedding. He proposed a donation of £1000, which was seconded by Mrs Harding. Mr Roberts also added that the total cost of the event would be a lot more, so funding is being sought from a range of sources.

6.6. Reports from Representatives

6.6.1. Association for the Protection of Rural Scotland

Miss Uprichard had attended a meeting at which a report from SNH had been discussed. This report looked at the land unaffected by some form of visual impact. In 2002 the percentage of land unaffected had been 41% but seven years later in 2009 this was down to 28%. The reduction in seven years was a great concern to her. Miss Uprichard also quoted figures relating to the performance of wind turbines from another study.

6.6.2. St Andrews Partnership

No report

6.7. Any Other Matters Arising

7. Committee Reports

7.1 Recreation Committee

The arrangements for the royal wedding celebration are taking up most of the Committee's time at present. Mrs McAnaw raised the possibility of having another Coffee Morning – details to be confirmed along with date.

Dr Goudie raised a point about a report on Craigtoun sent to Fife Council by Mr Scott of Cameron Community Council. He reminded the meeting that sub-committees should generally report back to the parent body. Mr Roberts acknowledged the oversight and agreed to get Dr Goudie a copy of the report. He added that there hadn't been any response to the report to date.

7.2. General Purposes

No meeting as taken place since the last Community Council meeting. Mr Paul asked if there could be a meeting, partly because he would like to set the budget for the new financial year. A meeting date for the third Monday of the month was agreed at Kilrymont for 7 pm

7.3. 200 Club

February winners: 1st Mr H. Paul 2nd Mr Sanderson, 3rd Miss Cantley

Mrs Harding commented on the difficulty in getting new members for the 200 Club. She added that she was going to try a recruitment campaign in the coming month.

7.4. Health, Education and Welfare Committee

7.4.1. Student Golf Tourism Survey

Mrs Corbin reported that Mr Sadd was grateful for the assistance received by Community Council members with the survey, which was part of his dissertation.

8. New Business

8.1. East Fife Sports Council Awards

Each year the Sports Council hold an evening of Awards Ceremonies for outstanding local sportsmen and women. The Community Council had donated a trophy for a specific category for older sportspersons, but this year Susan Macinnes the Chair has asked if the Community Council would consider donating a new award, partly because the old trophy is getting a little scruffy and out-dated. A suggestion was made for an annual glass Trophy to replace the old Trophy at a cost of £50 per year. It was agreed to discuss this at the GP Meeting when the budget is being discussed. Mr Paul thought that it could be afforded.

9. Reports from Office Bearers

9.1. Chair

Mr Roberts thanked the meeting for voting him into the position and hoped to live up to expectations. He would be seeking support and guidance from members as necessary. Dr Goudie wished Mr Roberts well in the post. He also reminded new members to send him the details they would be willing to

9.2.1. Treasurers Report

Mr Paul appealed for members to remember to give him invoices so that he could pay costs incurred in this financial year and put them on the end of year accounts. He also reminded members to cash any expenses cheques. He estimated that there would be about £3000 in the account by the end of the financial year.

9.3 Secretary

9.3.1. Correspondence – see appendix A.

Mr Marks commented on emails received as well as correspondence. A recent letter received was from Entrust, which sends out forms for organisations to complete in relation to funding received from landfill tax sources, even if no award has been received by the organisation.

Mr Roberts asked if there was a starter pack for new Community Councillors. Mr Marks said that there wasn't anything at present, but Mrs Corbin reminded the secretary that she was beginning to put together information. Otherwise Mr Marks indicated that much of the basic information on Community Councils and procedures was available to view on Fifiedirect. He didn't think that Fife Council would send out any printed material without special reason, but would also direct new Community Councillors to the Fifiedirect website.

10. Any Other Competent Business