

Royal Burgh of St Andrews Community Council Monthly Agenda – March 2007

There will be a meeting of the community council at 7pm Monday 5th March 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. The meeting is audio-recorded to assist the secretary in producing the minutes.

(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/>)

1. Apologies

2. Minutes of February 2007

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

3. Presentations

3.1. St Andrews in Bloom Committee

Mrs Macdonald, Chair of the Bloom Committee.

3.2. St Andrews Parking Plan

Peter Milne, Fife Council Transportation Service.

4. Fife Councillors

4.1. Frances Melville (West)

4.2. Sheila Black (South)

4.3. Bill Sangster (Central)

4.4. Jane Ann Liston (South East)

5. Planning Committee

Appendix L.

6. Matters Arising from Previous Meetings

6.1. Grant Procedure

Community Council & 200 Club – Appendix P.

6.2. Madras/Kiel School Exchange 50th Anniversary

Funding request – see Appendix B.

6.3. Reports from representatives

6.4. Planning Guidance on Wind Energy and Renewable Technologies

Notification of Public Consultation Exercise – Draft Supplementary Planning Guidance Wind Energy and Renewable Technologies other than Wind Energy – Date for consultation – see Appendix D.

6.5. Community Council Election Date

Appendix G.

6.6. Seminar on University Towns update

Mr Macgregor.

6.7. Review of Byelaws Prohibiting Consumption of Alcohol

Update on Fife Council's Review of Byelaws Prohibiting Consumption of Alcoholic Liquor in Designated Public Areas – Appendix E.

6.8. Common Good Fund and St Andrews Aquarium

Appendix H.

6.9. Any Other Matters Arising

7. From Committees

7.1. Recreation

7.2. General Purposes

The Chair would like to arrange a GP meeting – Committee members to meet with Chair after meeting to agree a date.

7.3. 200 Club

Report: Appendix O.

Draws: February & March. £30, £20, £15.

8. New Business

8.1. Possible Solutions to Parking in St Andrews

8.2. Nominations for St Andrews Green Belt Forum

8.3. Naming & Numbering of Streets

Appendix F.

8.4. Recording Procedures at Community Council Meetings

8.5. Interest in becoming a Community Councillor

Email from Mr Laurence Reed: see Appendix C.

8.6. Community Council Review – The Way Forward

Appendix I.

8.7. Lack of Play Parks in St Andrews

Appendix M.

8.8. Landfill Communities Fund

Consultation Exercise – Appendix J.

8.9. Supplementary Planning Guidance on Retailing

Appendix K.

8.10. Annual Sporting Awards

Appendix N.

8.11. Any other new business

9. Reports from Office Bearers

9.1. Chair

9.2. Treasurer

9.3. Secretary

9.3.1. Correspondence

Appendix A.

10. Any Other Competent Business

Please notify Chair of AOCB items before the start of the meeting or at the break. 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 – Correspondence

Date	From	Subject
20/02/07	Madras College	Letter requesting £250 grant towards memento for Kiel Exchange 50th anniversary.
23/02/07	Fife Council, Law & Administration Service	Notice of Meeting: East Fife Area Development Committee 27/02/07.
23/02/07	Scottish Executive, Development Department	Glasgow & Clyde Valley Structure Plan Third Alteration, Announcement of Examination in Public: booklet.
01/02/07	Fife Council Development Services	Cancellation of Community Council Seminar, 10/02/07, Planning with People: rescheduled for summer 2007, date to be confirmed.
01/02/07	HM Revenue & Customs	Letter about use of Landfill Communities Fund changes and possible consultation about use of underspent funds.
02/07	Mrs Paula Sey	Letter about lack of Play Park facilities in St Andrews.
22/02/07	Scottish Language Dictionaries	Electronic Autumn/Winter Newsletter 2006/7.
21/02/07	Fife Council, Transportation Services	Email from Peter Milne accepting invitation to speak on Parking Plans/Proposals at March Community Council Meeting.
04/02/07	Laurence Reed, Lamond Drive	Expressing an interest in becoming a Community Councillor.
13/02/07	Fife Council, Development Services	Notification of Consultation: Draft Supplementary Planning Guidance Wind Energy & Renewable Technologies other

		than Wind Energy.
13/02/07	Fife Council, Law & Administration Service	Update on Fife Council's Review of Byelaws Prohibiting Consumption of Alcoholic Liquor in Designated Public Areas.
26/02/07	Fife Council Development Services	Naming and Numbering of Streets: St Leonards field site.
02/03/07	Fife Council, Law & Administration Service	CC election date in St Andrews.
02/03/07	Fife Council, Law & Administration Service	Common Good Land around St Andrews with a request for a view on the Sea Life site.
22/02/07	Scottish Executive: Local Governance & Licensing Division	Community Council Review – The Way Forward
05/02/07	Fife Council, Law & Administration	Notice of Meeting: East Fife Area Services Committee, 7/02/07.
17/02/07	East Fife Sports Council	Annual Sporting Awards.

Appendix B – Madras/Kiel School Exchange

Letter from Mr J Bennett, Depute Headteacher, Madras College

This June we will recognise the 50th anniversary of Madras College pupils participating in an exchange with German pupils from the Kieler Gelerhrtschule. This is possibly the longest continuous exchange in Britain and a high profile event is being organised on 30th June to bring together pupils and staff involved in the Exchange since 1957. Could the St Andrews Community Council possibly provide £250 so that the current exchangees can be given a memento of this anniversary?

Thank you for considering this request.

Appendix C – Email from Mr Laurence Reed about becoming a Community Councillor

From: Laurence Reed, 56 Lamond Drive, St Andrews

After a recent conversation with Bill Sangster regarding my interest in the St Andrews Community Council, he advised me to notify yourself regarding any future vacancies on the council.

I have lived in St Andrews most of my 56 years and now as a retired firefighter and self employed individual find I now have time to devote myself to assist in the community. I am aware of the function of the council as my father was a past Chairman and my son a junior representative.

Appendix D – Notification of Public Consultation Exercise

Jim Henry – Planner (Plans and Policy)

Draft Supplementary Planning Guidance Wind Energy

Draft Supplementary Planning Guidance Renewable Technologies other than Wind Energy

I write to advise you that the two Draft Supplementary Planning Guidance documents, sent to you in January 2007, will be the subject of a twelve week public consultation exercise between 26th February and 21st May 2007. Copies of both the Supplementary Planning Guidance documents are available online at www.fifedirect.org.uk/renewableenergy.

I enclose a copy of a short document entitled "*Information on the ASH study.*" This provides details of how ASH undertook their study to delineate the Area of Search shown in the Draft Supplementary Planning Guidance Wind Energy. A copy of the field recording sheet used by ASH during their survey of Fife is attached to this document.

The purpose of the Draft Supplementary Planning Guidance is twofold. The first role is to provide positive land use planning guidance on the acceptability of the range of technologies throughout Fife. The second role is to identify the relevant factors which must be considered by prospective developers, at all levels, prior to finalising and submitting their proposals for determination.

The policies and proposals in the Draft Supplementary Planning Guidance, once approved, will be used to inform decisions on proposals for renewable energy technologies and they will be included in the emerging Area Local Plans. There will be a further opportunity to discuss the merits of the guidance during the Area Local Plan preparation process.

It would be appreciated if you would make any comments online at www.fifedirect.org.uk/renewableenergy. If you can not make comments online, please contact Development Services at Fife House or telephone 01592-416230 for a copy of the comments form.

Please note that a Strategic Environmental Assessment (SEA) of the Draft Supplementary Planning Guidance will be the subject of public consultation. A copy of the SEA will be sent to you in due course.

Appendix E – Update on Fife Council's Review of Byelaws Prohibiting Consumption of Alcoholic Liquor in Designated Public Areas.

From: Helen MacKenzie, Committee Services, Fife Council

I would advise that following representations from Fife Council in relation to the lack of effectiveness of existing bye-laws prohibiting the consumption of alcohol in public places, the Scottish Ministers are now prepared to support the inclusion in byelaws of a provision that an offence is created if someone is found in a designated public place "in possession of an open container containing alcoholic liquor". For enforcement purposes, this would mean that the police would not require to actually witness consumption but would be able to enforce the byelaws even where consumption is not taking place.

Accordingly, a report will go to the Council's Policy & Resources Committee in March recommending the introduction of such provisions to byelaws throughout Fife.

Should a decision be taken to include such provisions, steps will be taken to amend all current byelaws, thus rendering them more effective.

Appendix F: Naming and Numbering of Streets

From: Ron Wilkinson, Fife Property Gazetteer Information Assistant

Robertson Homes development at St Leonards Field site, to south of Abbey Walk, St Andrews

Please find enclosed the site plan of the Robertson Homes property developments at St Leonards field site. This is in relation to the erection of 24 flats and associated car parking at this site. Consequently there is the requirement for the naming of one new street in the development.

I would be grateful if you would provide me any recommendations for the street name at your earliest convenience. This is so that I may put your proposals to the forthcoming East Area Development Committee. I have asked the Developer for their suggestions to put to you, but they have yet to reply. They are marketing the site as "St Leonards Field (phase 2)"

Appendix G: Community Council Elections

From: Linda A Purdie, Team Leader, Law & Administration Service, Fife Council

Dear Mr Marks, David Henderson has advised of your telephone call this morning. I have attached the draft timetable for the elections in October this year which was considered by the Community Council Support Working group at its last meeting.

Although the timetable does not take account of the particular circumstances in St Andrews, where I understand your preference is to delay the election to enable the large student population to participate, given that we have accommodated this previously, I do not think there should be any difficulty repeating the arrangements previously put in place.

I am currently seconded to work full time on arrangements for the Local Government and Scottish Parliamentary elections and it's unlikely that I will be able to give Community Council Elections my attention until after these elections in May. However I will get back in touch with you thereafter to discuss the arrangements in more detail.

Appendix H – Common Good Fund and St Andrews Aquarium

From Mike Melville, Team Leader, Law & Administration Service, Fife Council

Thanks – you are indeed correct, I was asking about the Aquarium. I'd appreciate it if the Community Council could consider the issue at its next meeting. I know some of the Fife Councillors have raised the issue of not being able to assess the financial merits of the request to purchase the site since there is no valuation of the site yet but we are not yet at that stage. I would expect that your response would a variation of either a) you don't want the site sold at all, or b) a sale might be acceptable and you would wish consulted further once detailed information had been provided.

I did send information to Ken Crichton in November but it's possible he didn't get it – we seem to have had difficulty communicating by email. I'm trying to get valuations etc and will let you have these when I get them from Finance.

Since I wrote to Mr Crichton we have made progress with the legal work on Cupar so we are much closer to moving on to St Andrews. However our resources are stretched thin at the moment due to the impending elections but hopefully we can get the legal work started whilst that it is ongoing so that we can maybe arrange to meet with the Community Council once the titles work has been done.

Appendix I: What Can We Do To Help Community Councils Fulfil Their Role – The Way Forward

Anna E Gilbert, Alcohol Licensing and Civic Government Team, Scottish Executive

In December 2006 I wrote to you all to advise you of the recommendations that were made as a result of the review of community councils.

I am now pleased to inform you that we have considered the proposals made and it is our intention to form a small short-life Working group to take this work forward. The precise remit of the Group will be decided on its formation, however the Group will have three main tasks which will be to produce a Model Community Council Scheme for Local Authorities; produce Good Practice Guidance for both Community Councils and Local Authorities, which will incorporate the majority of the recommendations from the review; and develop a Code of Conduct for community councillors.

The membership of the Group is yet to be established, however when this has been finalised we will publish further information on the Scottish Executive website.

I hope this clarifies the current situation.

Appendix J – Landfill Communities Fund – Consultation Exercise

From Robert Drummond-Murray

I am writing to bring you up to date with some recent developments in the Landfill Communities Fund (LCF), which was previously the Landfill Tax Credit Scheme.

First, we are proposing to make a number of changes to the Landfill Tax Regulations (1996) that will ease the administrative burdens on Environmental Bodies (EBs), for example, by reducing the number of times information is reported to the regulator. This is part of a continuing process to introduce a more effective but lighter touch regulatory regime. ENTRUST will announce more on this area in the near future.

We are also changing the regulations to preclude the funding of any further category C and CC (sustainable waste type) projects that were removed from the Fund in 2003. Projects underway or that already have a legal undertaking or commitment will be allowed to continue until they have been completed. However, the use of any funds previously contributed to the LCF will not be allowed to be spent on those projects which would previously fall under the old category C and CC objects. If any operator has given funds to an Environmental Body (EB), which have the condition that they can only be spent on Category C and CC projects then they should consider removing that condition, and thus allowing the funds to be spent on other objects in the LCF, or they should ask for the contributions to be returned to them and make arrangements to repay the landfill tax credit claimed to HM Revenue and Customs.

Finally we want to tackle the challenge of the substantial amounts of contributions made by landfill site operators before 1 April 2003 that remain unspent. This causes us some concern as these monies will soon have been unspent for at least four, and possibly more, years, even though the typical contribution to project delivery spending cycle is less than two years. We are not pre-judging the reasons for these large reserves but it does indicate that the Fund may not be demonstrating best value for money. Consequently we are initiating a consultation exercise, to take place this year, into the reasons for this scenario and considering possible remedies. If you wish to discuss this issue then please write to me with your thoughts, or to arrange a meeting

Appendix K – Supplementary Planning Guidance on Retailing

Dave Wardrope, Planner (Plans & Policy), Fife Council

I am writing to you to advise you of our intention to publish Supplementary Guidance on Retailing later this year, most likely in June. This will complement the Fife Structure Plan and the three new Local Plans, by providing more detailed advice, not appropriate to those documents.

As a first step, I would like to draw to your attention to the fact that the Draft document will be the subject of a public consultation. You will, of course, be sent a copy and I hope that you will participate by sending us comments. Once we have collated the comments, from a wide range of consultees we will then take them into account in finalising the Guidance, for publication by the end of this year.

If there are any important land use planning issues, relating to retailing, that you would wish to see addressed in the Draft Guidance please let me know, preferably by the end of March. In this regard you may find the enclosed questionnaire helpful in focusing your thoughts.

(A copy of the questionnaire will be distributed at the meeting)

Appendix L – Planning Objections – 12/02/07 Meeting

1. **138 North Street**, St Andrews:- An objection to plan to install UPVC windows in a listed building.
2. **The Royal and Ancient Golf Club**:- An objection to plans to alter the exterior of the R&A. We consider that the lead panels on the roof will materially alter the appearance of the building, arguably the most famous in Scotland, as well as being visually unattractive in themselves.
3. **Pilmuir Hotel**, Pilmuir Place, St Andrews:- An objection to an additional notice, which the planning committee considers would only add to the excessive number of notices which are already on the front of the hotel.

Appendix M – Letter about lack of Play Parks in St Andrews

From Paula Sey, 6 Berry Place, St Andrews. "Local – born & bred!"

I have just returned from a lovely visit, with my 2 young children to a free, council run, play park – in Broughty Ferry.

I spend most weekends travelling to either Camperdown Park in Dundee or Broughty Ferry to entertain my children in the outdoors. It is astonishing that I have to travel, not only out of my home town, but out of my county, to find suitable children's facilities. The few play areas that we do have in St Andrews are rather outdated. I'm sure some of the play equipment at Cockshaugh Park has been there since I was a child!

Considering there is so much emphasis on St Andrews being a "World Class" resort, it surprises me that no-one has given any thought to improving the very poor standard of children's play areas.

There are, I believe, at least 2 areas in St Andrews that would be suitable for a decent play park. Cockshaugh being one, although the parking in the area isn't that good, but a better option could be the old putting green at the East Sands, where there are parking facilities.

I think that Fife Council, St Andrews Community Council and St Andrews World Class should give the same level of consideration and commitment to the younger members of the community, and the 1000's of children who holiday here every year, that is given to the golfers and students.

Appendix N – Annual Sporting Awards

Bob Dick, Chairman, East Fife Sports Council

The East Fife Sports Council enjoys the support of Fife Council and is managed by volunteers from the local sporting community, who bring with them a wide range of knowledge, skills and expertise. They work to encourage, develop and promote all sport providing advice, support and assistance to affiliated clubs and organisations in East Fife.

Every year we host an Awards Ceremony to honour the sporting achievements of the community in a number of categories. As the primary representative of the local community in St Andrews, I am writing to ask if you would consider being the main sponsor of one of these. Details of the award categories are attached.

We are seeking sponsors who are willing to provide a perpetual trophy for their chosen category (except category 7). This will be named according to your wishes and will be presented each year to the winner or winners of the award. In addition, we ask that sponsors consider donating a small cash sum which will be used to help defray the yearly costs of engraving your trophy and providing the winners with a smaller trophy for them to keep.

In return, apart from the knowledge that you are helping us to promote and develop local sport, we would invite you or a representative to the awards ceremony in April to present your trophy. We will include your details in the awards programme, give recognition on our web site and include your organisation's details in all press information that we distribute.

We would be very grateful if you would consider this request. If you would like any more information, please do not hesitate to contact either myself on 01334-652897 or our secretary, Keith Auchterhouse at 01334 828830 or keith@eastfifesportscouncil.org.uk.

Appendix O – 200 Club Report

From Pete Lindsay, 200 Club Administrator

A. Membership

There are 97 paid up members at February 2007. The last mystery payments have been assigned to memberships.

B. Committee Meeting 9 Feb 2007

Present: Pete Lindsay (Administrator), Donald Macgregor (CC Chair), Joe Peterson (Recreation Convenor), Ken Crichton (ordinary member).

1. Applications & Awards

The committee made the following awards:

i. Cosmos After-School Club

Matting for a new reading area — £125.

ii. Arthritis Care

Contribution to vehicle hire for member's excursions — £100.

iii. Hope Park Church Hearing Group

General funding for expenses, hall hire etc. Had been a regular recipient in the past (eg £75 in 2003) — £75.

(No return address on letter of application!)

iv. St Andrews Scorpions Roller Hockey Club

New protective kit for the new season — £200.

v. Ryan's Special Olympics Fund

(Joe Peterson withdrew from the meeting for consideration of this item)

General funding towards participation in the Special Olympics in China — £100.

2. Audit preparations

Ken Crichton will review books before formal audit.

3. AOCB

None.

C. Arising from awards

Formal presentations will be arranged for Scorpions and Arthritis Care.

Formal presentation to An Ever Fixed Mark arranged for 5.15pm Monday 19 March (PL & DFM).

Appendix P – Suggested Grant Procedure from the Community Council & 200 Club

Discussion paper circulated at January 2007 meeting.

Meeting held on Sunday 7th January 2007

Present: Pete Lindsay, Carole Tricker

After discussion it was agreed to put the following outline procedures and recommendations to the Community Council for discussion at the next meeting.

1. The procedures, once agreed, should be included in the Standing Orders for the Community Council. (SOs should be circulated regularly (annual?) or on changes)
2. Any requests from individuals or local groups received by Community Councillors should be passed onto the 200 Club for preliminary consideration (The 200 Club Committee or community council can ask for more details from applicants before making a grant).
3. The 200 Club Committee should consider each request and then decide:
 1. To award the money
 2. To decline the request, but refer to community council
 3. To refer the request to the Community Council. (Perhaps if the request is for a large amount of money)
4. The decisions will be made according to existing 200 Club procedures and constitution. Decisions will be reported to the Community Council at the next meeting as usual.
5. Application/information forms will be made available at the library and the local office, or from the 200 Club administrator or community council treasurer.
6. Applications will be considered from or on behalf of local individuals and organisations. (guidelines on for what purposes)
7. No upper limit on grants will be stated
 1. in case it becomes a default
 2. in recognition of the fact that sums available will change over time
8. Internal applications from Community Councillors can be made at meetings with due warning and info – allowing a month's consideration perhaps, proposed and seconded. The council can then agree it or otherwise or refer it to the 200 club committee.
9. Decisions by the 200 Club are final, as noted in its constitution. Community council may wish to consider a similar rule
10. Applicants can reapply with significant additional/changed information, or after a set period (1 year).
11. Day to day administrative expenditure and subscriptions to appropriate organisations are not affected as they are payments for goods and services, not grants.

Note that some provisions of the Scheme for Community Councils affect discussions of grants, particularly to individuals.

Papers circulated at the meeting

1. St Andrews In Bloom

(affiliated to St Andrews Community Council)

For this season our committee, which includes representatives from Community Council, Local Councillor, representatives of Fife Council Grounds and Transportation departments, Merchants Association, University Grounds, Kate Kennedy Club as well as other enthusiastic volunteers, has need to replace our window boxes as a result of wear and tear. To keep costs to a minimum we have employed Fife Criminal Justice Team to supply 30 window boxes. In addition they are making 5 planting boxes to be supplied to Holy Trinity Church to compliment the 8 we supplied last year.

Following discussions with Fife Council they have advised that lamp-posts in South Street are scheduled to be replaced this Summer. This will impact on our planting, preventing the use of hanging baskets in this area. To compensate we are planning to use large half-barrel planters.

The costs are estimated as follows:

5 Large Planters (for the Church)	£100
30 Wooden Window Boxes	£450
20 Half Barrels	£400
Total	£950

These items are in addition to our usual annual expenses for plants, putting up and taking down of baskets, watering etc and will put pressure on this years budget. We hope you will consider providing financial assistance to us to continue our work enhancing St Andrews' Town Centre.

Thank you for your attention.

Janice MacDonald Convenor St Andrews in Bloom

2. Royal Burgh of St Andrews Community Council Hogmanay Ceilidh 2006

Report by Ken Crichton

Expenditure		Income		
Hall Rent	497.16	172 tickets @ £12.50		
Hall Insurance	52.50	Cash	£1,760.00	

Bar Licence	10.00	Cheques	£390.00	2,150
Band	400.00			
Other incidentals	185.90			
Fees - Dancers etc.	610.00			
Contingency Funds	94.44			
Charitable Donations	300.00			
	£2,150.00			£2,150

N.B.

a) Total of £1,150 generated at this Ceilidh by and for the local groups as noted below.

- St Andrews Church,
- Stroke Club,
- Hard of Hearing,
- Garden of Remembrance (Children),
- Friends of Cottage Hospital,
- St Andrews in Bloom,
- St Andrews Masonic Lodge bar profit of £300 plus £50 from their own funds. I will be advised later of charity chosen.

b) Assets Purchased - 4 stainless steel Vacuum Flasks (unbreakable type). for communal use.

c) Revenue shortfall - Tickets only available from 1st Dec. 28 Unsold tickets £350

3. Planning Report

PLANNING MEETING - 12.2.07

Present: P. Uprichard I. Goudie N. Taylor K. Fraser. Apologies: R. Douglas G. Davidson B. McLeod

Tesco's, Market Street	new refrigeration plant on roof.	It was considered that it was necessary to wait for the acoustic and visual assessments before coming to a decision	
138 North Street	replacement windows (upvc).	OBJ - inappropriate on a listed building	OBJ P.U.
Police Station, North Street	demolition of building at rear and installation of disabled ramp		N.C.
Arran House, 5 Murray Park	rear extension.	Query removal of light to neighbours? (Planning says no removal of light)	N.C.
Pilmuir Hotel, Pilmuir Place	addition of signs and blackboard to front of hotel.	OBJ on grounds of proliferation of notices	Obj P.U.
Royal and Ancient Clubhouse	internal and external alterations, including major alteration of staircase and lead panels on roof.	OBJ to lead panels on visual grounds of change to this exceptionally well known building	OBJ P.U.
