

Royal Burgh of St Andrews Community Council Inaugural Meeting - Draft Minutes – December 2014

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 Dorothea Morrison

1. Appointment of Chair

Mr Roberts proposed and Mr Stewart seconded Mr Howard Greenwell for the post of Chairman of the Community Council, with the proposal seconded by. Mr Greenwell was unopposed and was elected unanimously.

2. Appointment of Vice-Chairs

Mr Stewart proposed Mr Roberts and Mrs Corbin seconded the proposal. Dr Goudie was proposed by Mrs Corbin and seconded by Mrs Harding.

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

3. Appointment of Convenor

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

3.1.1. Appointment of Deputy Convenor

Mrs Izzy Corbin was proposed by Mr Crichton and seconded by Mrs Harding. Mrs Corbin accepted the nomination and was elected unanimously.

4. Appointment of Secretary

Mr Patrick Marks in his absence was proposed as Secretary by Mr Roberts and seconded by Dr Goudie. This was accepted unanimously by the meeting. Mr Marks had indicated his willingness before the meeting to be put forward for the post.

5. Appointment of Treasurer

Mr Robert McLachlan was proposed as Treasurer by Mrs Corbin and seconded by Mr Stewart and was accepted unanimously by the meeting.

5.1. Co-options

5.1.1. Appointment of Mr MacLachlan

Mr Greenwell informed the meeting that one of the members of the previous Community Council; Mr Robert McLachlan had been unable to send in his application to Fife Council in time to be included in the list of candidates. Mr Greenwell asked if there was any objection to Mr McLachlan rejoining the Community Council? Mr Mathewson asked about the process for such a decision within the rules and standing orders of the Community Council. Mr Greenwell explained the general process of obtaining new members outwith the formal election process organised by Fife Council. Mr Mathewson also asked whether there was a way in which an applicant could be rejected for a vacancy? In reply it was indicated that members could be asked to vote on an application and that an applicant could not automatically assume that they would fill a vacancy. Mr MacLeod commented that he didn't know Mr McLachlan and

asked for some information about him. Mr McLachlan declined to respond to the request from the Chair to give a brief CV. Mr MacLeod added that he was really asking about the process in filling the nine places not just the one place. Mr Greenwell explained that this could be considered after the process of electing officers for the remaining posts in the CC could take place thus bringing the CC back into full operation.

Mr MacLeod queried the process of co-opting a member before the CC had tried to advertise the need for candidates for all vacancies. Mr Greenwell explained that Mr McLachlan had been the only other candidate to come forward and that there had been no approach from other potential candidates who might also have missed the formal election process. Mr MacLeod thought that the CC should still deal with the vacancies as a whole and he speculated that there might be people unaware that they could put themselves forward to the meeting who could have been elected on to the CC at the meeting. He felt that it was unfair on local citizens unaware that they could put their names forward to the secretary and Chair in the period of transition between the old and new CCs.

Dr Goudie thought that while he understood Mr MacLeod's concern he could say from experience that the possibility of a large response to fill the gap was improbable. He reminded the meeting that the CC had advertised to fill occasional vacancies on a number of recent occasions with minimal response. He thought that there was a very minimal probability of there being a lot of people waiting to join the CC. Dr Goudie thought that the CC should welcome Mr McLachlan back into the CC. Mr MacLeod complained that he felt it was a bit irregular but added that it wasn't a personal objection against Mr McLachlan. He was concerned about ensuring that given the attacks on the CC in recent times that the CC should not open itself up to further attack if it didn't follow procedures correctly.

Mr Greenwell reminded the meeting that there had been attempts to publicise the need for new members earlier in the autumn by both the secretary and then Fife Council advertised the formal election process more recently. The outcome of appeals prior to the election for new members to fill current vacancies at that time had been unsuccessful and the outcome of the formal election process had resulted in the election of just the 11 representatives at the inaugural meeting. Mr Greenwell reassured Mr MacLeod and Mr Mathewson that the CC would be publicising the need for members again through the local press and the call for members had already been put on the CC website the previous month. Mr Stewart explained how he had become a member of the CC earlier in the year and had sent his CV to the secretary and he thought that other potential members could easily do the same and would be considered by the CC as he had been.

Dr Goudie also explained about the process of applying to be on the CC outwith the formal election. He thought that there should be an exception for Mr McLachlan as had already been a Community Councillor and was known to most of the membership of the new CC. Mr Mathewson expressed concern that someone coming to the meeting who was not known would not have been able to so easily join the CC. In reply it was explained that as long as a potential new member had given notice to the secretary before the meeting of their interest, even if they were a student they would be considered. Mr Roberts added that in a situation where there were more applicants than spaces an election would take place with CC members voting for their preferred candidate/s. Mr Mathewson was satisfied with the explanation given. Mr McLachlan was then asked to join the members at the table.

Mr Greenwell reminded the meeting that there were still eight vacancies in the Community Council. He sought thoughts about ways to attract more members and said he'd ask the secretary to publicise the need for members. Mrs Adam suggested put up a notice in the Community Council Notice board, which Mr Greenwell agreed to consider.

5.1.2. Other Representatives

Merchants Association

Mrs Adam confirmed that she'd be remaining as the representative of the Merchants Association.

Madras School

2 students from Madras College are eligible to attend as co-opted members. No Madras students have been put forward within the memory of the members present at the meeting.

5.1.3. Bill Sangster - Co-option Request

Mrs Corbin asked if Mr Sangster, a former Councillor and currently involved in St Andrews as Vice - Chair of the Cosmos Centre, the Community Safety Panel, the Loches alliance, a trustee of the Preservation Trust and had input into several other local organisations. Mrs Corbin felt that he'd be an asset to the Community Council if co-opted on to it. Mr Roberts wasn't certain that Mr Sangster's membership of the organisations mentioned was relevant given that the CC had representation on most of the organisations. Mrs Corbin replied that she felt that Mr Sangster worked for St Andrews as a whole and had done much

good work for the town in her view. She added that he had a great fund of knowledge because of his input in the town over many years. He is unable to be a voting member as he lives outwith the CC area.

Dr Goudie quoted the relevant paragraph from the Scheme for the Establishment of Community Councils in which it was made clear that the CC could co-opt members in a number of ways for their expertise in a subject or interest in the area of the CC or for a specific project. They were entitled to speak in the meeting but not vote. The number entitled to be co-opted would be no more than a quarter of the number of elected CCs. This could be up to five members in the St Andrews Community Council. The two members co-opted at the moment were Mrs Adam for the Merchants Association and Mr Scott for the University. Mr MacLeod added that as Madras College was entitled to two members, that would leave one vacancy. Mr Greenwell acknowledged that in theory Mr Sangster could be co-opted for the vacancy. Debate followed about the exact nature of Mr Sangster's credentials for the vacancy. Mr McLeod questioned the exact reason for co-opting Mr Sangster and suggested that it might be better to leave the post vacant until there was a need if the CC had a specific project.

Mr Greenwell thought that there was an anomaly in relation to the membership from Madras College. He thought that the CC needed to look at the scheme covering the CC and decide about the situation with co-opted representatives at the next meeting. Mrs Corbin still thought that Mr Sangster should be seriously considered for co-option given his contribution to the local community in St Andrews. Mr Greenwell and Dr Goudie felt that it wasn't clear whether the number of co-opted was based upon the actual number of Councillors or the formal limit. At present with only 12 councillors the percentage of co-opted members would be 3 as opposed to 5 if there were full membership of the Community Council if the numbers were based on actual membership.

Mr Greenwell felt that the situation required more research to ensure a correct decision could be made. Dr Goudie whilst recognising the concerns about the reduced numbers of the Community Council and how this impacted upon the number of co-opted members felt that it would be foolish to turn down anyone willing to work for local community interests. Mr Greenwell thought that the matter should be taken as an agenda item in the next meeting.

5.2. Committees

Mr Greenwell said that he wasn't prepared to review the mandate of sub committees at the meeting. He added that he wasn't certain that he'd seen the mandates for the committees.

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 Convenors – Mrs Harding

Community Safety Panel - Ken Crichton

Cosmos Management Committee – Judith Harding

Fairtrade Town Campaign - Patrick Marks

Golfing Liaison – Howard Greenwell

St Andrews in Bloom committee – Jonathan Bertulis-Fernandes

Pilgrim Foundation – Kyffin Roberts

St Andrews Partnership – Kyffin Roberts

St Andrews Community Trust – Judith Harding, Robert McLachlan

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0. Preliminary Remarks by Chair

1. Attendance

Community Councillors

Ian Goudie, Ken Crichton, Kyffin Roberts, Judith Harding, Izzy Corbin, Robert McLachlan, Howard Greenwell, Callum MacLeod, Jonathan Bertulis-Fernandes.

Students' Association Representatives

Patrick Mathewson

Nominated

Co-Opted

Fife Councillors

Brian Thomson, Dorothea Morrison

Apologies

Patrick Marks, Penny Uprichard, Keith McCartney, Zara Evans, Frances Melville, Niall Scott

2. Minutes of November 2014 Meeting

5.1.3. Line 5. Dr Goudie pointed out the need to remove the second "by" in the following sentence: - She added that by being approved by for consultation it was pretty much the settled will of the Council.

5.1.3. End of line 8 should be "consistent" not "constant".

9.1. Mrs Corbin pointed out that Callum Corbin's name had been omitted in the Chair's comments about retiring councillors.

3. Presentations

3.1. Electric Car Club

Mr Charlie Quigley explained that he wanted to get the support of the Community Council for the proposed E-Car Club for St Andrews. He stated that the goal of the club was to improve local mobility while simultaneously reducing the costs and environmental impact of each journey taken.

He explained that the club had been founded in 2011 as the UK's first entirely electric car club and leading the UK's electric car sharing sector. He outlined some of the background to the founding of the club and commented upon the great support team and the support from central Government and car manufacturers such as Nissan and Renault and other companies in the UK such as British Gas and Ignite which is part of Centrica and is their social impact fund and the club's biggest shareholder. Over the past couple of years the club had been attempting to develop in a sustainable manner and develop projects across the UK in a

range of organisations in communities, local government, universities and in tandem with housing associations. The club set up the schemes in such a way that both individuals and local businesses could benefit.

He then explained the way the clubs were organised. Anyone interested could sign up online and would be contacted by the E-Car Club representative to check on the applicants eligibility, after which if successful applicants would receive a membership pack and a direct debit would be set up so that payment for any use could be debited from their account at the end of the month. Members would also receive a pin for use when booking a car. A car could be booked online or by phoning and could be booked up hours or weeks or months in advance depending upon availability. At the time of use the user would collect the car and would only be allowed to use the car if their booking matched the details stored on a card reader in the car. Once in the car it could be activated only by the user typing in their pin number. At the end of use the smart card would be used again to confirm the completion of the use of the vehicle.

Mr Quigley went on to describe the proposals for a club in St Andrews. The idea would be to put 10 vehicles dotted across the town. So far they had found 5 spaces in university grounds and were looking for a further 5 in other locations in the town with each location having dual charging posts with the recharging on one side and the other side for general use by other electric car owners. He added that this could increase the availability of charging locations from one in Argyle Street to 11. There would be no cost to Fife Council for installing the charging infrastructure. Transport Scotland had agreed to pay for the installation of the charging infrastructure. He added that if the general public wanted to use these charging posts to charge up their own vehicles they would be happy to cover the costs of the electricity.

Mr Quigley then explained who the scheme might be for and said that it would be inclusive for the whole town. In certain areas they would try to give access to families in low-income households as part of their remit in relation to the social impact agenda.

Mr Quigley then looked at the issue of the scheme reducing the availability of car parking spaces. He said that research over the past 10 years for Carplus the trade association for car clubs in the UK had shown that up to 14 privately owned cars were removed from car parks due to the former car park users selling their cars and deciding to use the e-car scheme or were deferring the purchase of a car. The aim was to reduce parking pressure.

The club was also keen to work with the university to make sure that prior to students arriving that they were made aware of the car club. This would be beneficial to students partly it would hopefully reduce the perceived need to have a car and also would reduce possible costs as students wouldn't have to worry about insurance costs etc. Another area of possible benefit could be to tourists reducing the necessity of coming by car and using the car club cars when they are in the area. He also hoped that local residents might begin to rethink their need to use their cars, especially households with more than one car. He said that in many cases a second car would not be used frequently and that the option for an electric car from the club might attract some local residents. The rates of using the car club car would cover the equivalent costs associated with running a car such as insurance, fuel, depreciation etc. He thought that the car club could be beneficial and cost effective to local businesses. He also thought that it was cost effective for someone driving 10000 miles per year to use a car club car if it fitted the users journey needs.

One of the main things, which had attracted the car club to St Andrews, was the mix of local residents, students, visitors and businesses. A private consultant undertook research of the potential in St Andrews. What the Car Club organisation really wanted to say to St Andrews was that a low cost, low carbon option could be available. The funding from Transport for Scotland was to help create an awareness of electric vehicles. Mr Quigley thought that awareness was still low and there were only a small number of electric vehicles in the St Andrews. He reminded the meeting that the cars were like any normal car in appearance and could drive up to 70 plus mph and go around 90 miles before needed charged. Transport for Scotland had recently made funding available for e-car sharing and their goal is to create a greater awareness of electric vehicles. Mr Quigley said that his organisation wanted to make a unique case study in St Andrews and he described St Andrews as their flagship location. He reassured the meeting that they would make sure the study was developed in the right way with the right locations for the cars being an essential element in the study.

Mr Quigley was keen to get the support of the Community Council and hoped it would get behind the case for sustainable transport in St Andrews. Mr Quigley then touched upon the voucher scheme a way to help low income houses where owning a car was not affordable. This would be assessed and if eligible such households would be able to get access to using a car for essential journeys such as going to the hospital for virtually no cost. He added that his organisation worked with Housing Associations to identify potentially eligible users.

Mr Quigley in his concluding remarks said that his organisation wanted to make sure that the scheme was inclusive of the whole town and that it was based in the right locations to help promote the idea of not

needing to own a car but still having access when needed. He thought that the scheme could help towards reducing parking pressure and congestion. He hoped that the scheme would win the support of the Community Council and help make the scheme a success.

Mrs Corbin asked how many cars the club would have in St Andrews? Mr Quigley replied that there would be eight cars and two vans. This figure was based on market research of local residents. Mrs Harding asked Mr Quigley how the club decided who would get the cars given the small number if there was a demand from more members than there were cars available? Mr Quigley in reply said that club members could book a car well in advance if they knew they had a specific need. He said that research had indicated that the figure quoted was sufficient for local needs, but if there proved to be a greater demand the club would look to add more vehicles. Mr Stewart asked where the responsibility for the insurance lay, was it with the user or the club? Mr Quigley replied that the club took care of the insurance.]

He made the meeting aware that the use of the car cost £5.50 per hour but this included all costs from insurance including business insurance to cleaning and maintenance. The daily rate would be about £45 but he hoped that this could be reduced. Mr Bertulis-Fernandes asked whether cars would have to be returned to a specific bay and had the club worked out any pricing to encourage shorter journeys? Mr Quigley confirmed that the cars should be returned to their designated bays. If a user was running late the club should be alerted to the delay in returning the car especially if there was another user waiting to use the car. There was a facility to extend the time of use if necessary. The club in that case could move the new user on to another car if they couldn't wait for the late return by the current user. Mr Greenwell asked if the five spaces so far identified with the university were all on university property or did they include public parking areas? Mr Quigley confirmed that the 5 spaces were all on university property and that the university was happy to have electric car users charge up their vehicles in these locations.

Mr Greenwell also asked about Mr Quigley's comment about having a second charging point for non car club electric vehicle owners and how that worked? Mr Quigley replied that ideally there would be two bays but the decision to allocate parking areas for the electric charging would be up to Fife Council. Mr Greenwell added that he was thinking about the situation where a non-electric car user needed a parking space. Mr Quigley thought that there might be a possibility of leaving one bay non enforceable in relation to its designated use, but he added that if the Council regularly got complaints from electric car owners that they couldn't access the charging point due to a non electric vehicle parked in it the Council might have to change the designation of the bay. Mr Quigley hoped that with a sufficiently large network of charging bays around the town this shouldn't be a major issue. Mr Greenwell also asked Mr Quigley if he'd spoken to the Links trust about their parking areas? Mr Quigley replied that they'd spoken to a lot of organisations. Mr Crichton asked if the electric cars made any noise or were they silent and he also asked if disability scooters and electric wheelchairs could use the charging points? Mr Quigley acknowledged that the cars were generally silent although at a lower speed they did make some noise but he added that an artificial noise could be added if there was concern about road safety.

Mr Crichton expressed his concern about the potential risk to those like himself who were registered blind. Mr Quigley reassured him that their cars would have the artificial noise and the driver could not turn this off. Mr Quigley in response to Mr Crichton's second question said that they were keen to explore the possibility of mobility hubs, but at present electric car charging points had a seven pin electric cars so could only use socket. In the future they would like to modify the charging points to accommodate other electric vehicles.

Dr Goudie asked Mr Quigley how they would be identifying the charging areas not on university property? Mr Quigley replied that they were looking to get support to put five charging points in Fife Council car parks. Dr Goudie suggested that it might be better to look at charging points outwith the town centre where he thought that students might be more likely to use such locations, while in the suburbs it might be possible to get a greater mix of users. Mr Quigley acknowledged the need for a spread of charging points so that the whole town would be covered equitably. Areas to the south side of the town still had to be identified and confirmed.

Cllr Thomson thanked Mr Quigley for his presentation and gave the meeting some background from the perspective of Fife Council. Cllr Thomson said that the Councillors didn't know about the scheme until the middle of the previous week when Kate Hughes, Area Manager for North-East Fife had approached them about the use of five car parking spaces in the town centre. The Councillors had felt that they were being asked at very short notice and had suggested bringing the matter to the Community Council so that they could get a feel of the CC's views. Cllr Thomson also had two questions about the scheme. He wondered about the timescale in which a decision would have to be made by Fife Council. Mr Quigley in reply said that ideally Fife Council should be letting Transport for Scotland know if it supported the decision or not which would impact upon the possibility of the project going ahead. Mr Quigley made the meeting aware that he'd originally had contact with Fife Council in July and then October, but acknowledged that it might not have been the appropriate officials given that the Councillors had only become aware of the scheme in

November. In relation to the timescale for the Transport for Scotland requirements he told the meeting that ideally they would like to let them know this week Fife Council's views and then hoped to install the infrastructure by the end of the financial year. Cllr Thomson asked if the need for a decision related to the timescale for funding. Mr Quigley acknowledged that this was the case and he didn't want to miss the window of opportunity before it closed for this financial year. Cllr Thomson's second question related to the approach made to the Cosmos Centre to ask if one of their parking spaces might be available. Mr Quigley confirmed he'd approached the Cosmos and had thought it might be a good place due to its community remit, but acknowledged that they were probably justified in refusing the offer given the limited parking around the grounds of the Cosmos.

Mr Greenwell acknowledged that the scheme sounded a good idea, but reminded Mr Quigley about the limitations on car parking in the town and the issue would he felt come down to the potential impact that the loss of several spaces would have upon the town. Mr MacLeod wondered about the possibility of having some of the bays needed in the Morrisons car park given its location in an area with a large concentration of the local population? Mr Quigley acknowledged the merit of the idea but explained that the main problem was the time line to which he was working and Morrisons locally could only decide by referring the request to their main office and this might not give a decision in time. Mr Quigley in response to the concerns expressed about pressure on parking spaces said that they'd be very sensitive to the issue when finalising decisions about the location of the parking bays around the town.

Cllr Morrison said that if the Councillors found that there was support from the Community Council it would help them make a case for Fife Council to support the idea in principle, even if the exact location of the charging bays hadn't been confirmed. Mr Quigley acknowledged that it was important not to lose the funding but he recognised the need to have time to work with the CC and local Councillors to find the right locations. Mr Mathewson thought the scheme might have a substantial effect upon the number of students feeling a need to bring their cars to St Andrews and hardly using them but taking up parking places. Mr Stewart supported the scheme and offered a possible location for a parking bay, which he reminded the meeting was quite close to large residential areas of Council and private housing. Mr Quigley replied that he appreciated the offer and would be keen to discuss the offer in more detail if the scheme was given the go ahead.

Mr Greenwell then asked members to indicate if they supported the proposed scheme. The CC members almost unanimously supported the scheme, with Mr Crichton adding that he'd also be happy as long as the cars were fitted with the device to ensure they could be heard by anyone with a visual impairment who was trying to cross the road.

4. Fife Councillors

4.1. Frances Melville

Apologies

4.2. Brian Thomson

4.2.1. Draft Fife Council Budget

Cllr Thomson reminded the meeting about the draft budget out to consultation to try and identify ways to make savings. He also reminded the meeting about the Council's need to save £77 million pounds in the next three years. He announced times and locations of two local meetings at which people could put suggestions and also mentioned an Education consultation running in tandem with its own proposals about possible changes.

4.2.2. Graffiti on Dempster Brae

Cllr Thomson reported that some quite bad graffiti had occurred recently on Dempster Brae. He added that Fife Council wouldn't remove the graffiti unless it was racist in content. Mr Greenwell informed the meeting that he'd observed several other instances of graffiti in a number of locations in the town, which had all appeared within the same night, and clearly he thought by the same group. He'd reported the areas affected to the Graffiti line of Fife Council. Mrs Corbin reported that the wreaths placed at the war memorial recently and small crosses placed by children had been trampled.

4.3. Keith McCartney

4.3.1 Benches

Cllr McCartney reported that he'd been pursuing the request for more benches in Market Street. Following a site visit a location for three "Glen Clova" benches has been identified towards the edge of the pavement outside Boots and Prêt à Manger mirroring the location of the three existing benches located further east. An application is to be made to the locality budget seeking funding to repair and stain the three existing benches and to purchase the three new ones.

4.3.2. Potholes

A pothole at the west end of Gibson Place was reported and repaired. A pothole on Hepburn Gardens just west of the junction with New Park Place has been reported

4.3.3. Cycle Racks

Cllr McCartney reported that in response to requests for more cycle racks to meet the increased demand for such in the town centre he was liaising with Transportation and had carried out a site visit to seek to identify potential locations.

4.3.4. Hope Park Roundabout

Cllr McCartney reported that the two replacement sections of barrier on the north side of Double Dykes Road at its junction with Hope Park Roundabout were subject to vehicular damage and removed on safety grounds. The replacement of these barriers has been added to a programme for completion in the current financial year.

4.3.5. Double Dykes Road

Cllr McCartney reported that the recurring issue of pounding occurring on Double Dykes road over a drain at its junction with Hepburn Gardens had been reported and a works order to have the gully investigated was issued on 4th November.

4.3.6. Doocot Road

Cllr McCartney reported that it was arranged for a diseased and dead flowering cherry to be removed and the crown of a Beech tree to be lowered on Doocot Road.

4.3.7. John Knox Road

Cllr McCartney reported that a build up of leaf mould along the path running between the back of the houses on Winram Place and the grass area with trees was removed.

4.3.8. Street Lighting Faults

The following street lights were reported as not working and had been repaired:

City Road – lighting column No.10

Greenside Court – lighting column No.1

Greenside Place – lighting column No.6

John Knox Road – lighting columns - 12,13,14,15,16,17,18

Largo Road – lighting columns – 3,6,8,15,19,21

Morton Crescent – lighting columns – 2,4,5

The Canongate – lighting column at west end of Canongate next Viaduct Walk

4.3.9. Graffiti

Cllr McCartney reported on graffiti in several locations from Pipeland Park to Kinnesburn Road and several locations in between.

4.4. Dorothea Morrison

4.4.1. West Sands - Polo Match

Cllr Morrison informed the meeting about reports she'd received about a polo match being played recently on the West Sands. The match was apparently against management rules for the West Sands as it could potentially be hazardous for other beach users. Cllr Morrison said that the matter was being looked at with a view to ensuring that activities considered inappropriate for the beach did not take place. The organisers of the event had been identified and would be approached to stop further matches taking place. Mrs Corbin said that she'd tried to get a match stopped the previous year and had met with resistance and a claim that the players had been given permission. She felt that the sport was inappropriate and potentially dangerous in a public area such as the West Sands.

Cllr Morrison confirmed that the polo payers didn't have permission but had claimed to a member of the public that they didn't need permission in a public area. She confirmed that this was not true and that any beach users, other than walkers/bathers needed to comply with management rules if their activity involved equipment which could be a hazard to a member of the public. She added that there would be a more visible sign erected to make it clear what was permitted in the way of beach activity. She informed the meeting that the rangers were producing a leaflet for next summer to give to beach users of all sorts, advice about their use of the beach to reduce inappropriate behaviour.

Mrs Adam noted that the polo matches did command a bit of an audience and wondered if it might be possible to devise a way to allow the activity but to keep it restricted to a specific area. Cllr Morrison replied that it wasn't an allowable activity. She informed the meeting that Alison Irvine the Council's access officer had gone over allowable activities with the West Sands Liaison Group, which Cllr Morrison chaired and polo was excluded as an allowable activity. Other sporting activities allowed had to be managed to take into account the safe use of the beach by other users.

4.4.2. Kinnesburn Bowling Club Development

Cllr Morrison reminded the meeting about the action taken to stop premature development activity taking place at the site of the Bowling Club where flats and a new Bowling Club building are to be built. Cllr Morrison reported that damage to a tree had been reported and the contractors were being approached about the matter. She wasn't certain about the status of the development as there had been an enforcement order issued to stop the premature development work but there appeared to be some crossed wires in Fife Council and another weekly list she'd read appeared to give differing information. She was checking out the matter to get clarification.

4.4.3. Possible Housing Development - Priory Gardens

Cllr Morrison commented on the recent proposals to try and develop the former Newpark playing fields beside Priory Gardens. She noted that the Reporter for the Local Plan had identified the area as protected open space not Fife Council. She added that if the area wasn't zoned in the Local Plan for development it would be contrary to the Development Plan. Mr Greenwell commented that he'd been approached by local residents already up in arms about the possible development proposals.

5. Planning Committee

5.1. Planning Report

Mr Greenwell reported that there had only been three objections to planning applications in the past month all for advertising issues. These included the Royal Bank of Scotland and Joe Malone in Bell Street who had wanted internally illuminated signs, which were against the design guidelines for the conservation area.

Mr Greenwell also briefly commented upon the proposals to develop the former Newpark land at Priory Gardens and indicated that the Community Council would undoubtedly be opposing the proposals and asking for the land to remain protected open space.

Mr Greenwell reminded members of the timescale in which to comment upon the Fife Development plan. He commented that in his view the plan seemed to be watering down of the last Local Plan when it came to things like Green Belt and HMO definitions. He felt that the text seemed to be looser and could give the planners more latitude in their decision-making.

He had also recently noted that a retrospective decision had been made to license an HMO, which had been operating illegally to continue in that role. He felt that this was eroding the moratorium and that the CC would be keen to discuss matters further with local councillors on how to protect the moratorium.

6. Matters Arising

6.1. St Andrews Partnership

Mr Roberts and Mr Greenwell had attended the St Andrews Partnership meeting recently. One of the issues, which had come out of the meeting, had been the funding of the Christmas Lights for this year. Mr Greenwell said he'd come away with an action to speak to the CC about applying to the Common Good Fund for a grant towards the Christmas lights. The total bill for the lights is about £20000, with Mr Greenwell looking to apply to the CGF on behalf of the Community Council for a grant of £4000 to contribute towards the cost of the lights. Mrs Adam asked about the cost and whether any of it was a one off towards the cost of new lights. Mr Greenwell thought that there had been a significant purchase of new lights amounting towards £8000, so the CC could be contributing towards that purchase which would be a one off he thought. He added that there was no ongoing commitment in finding such a contribution every year. There was no opposition towards this application and Mr Greenwell notified Fife Councillors of his intention to submit an application for this purpose.

7. Committee Reports

7.1 Recreation Committee

Mr Roberts suggested that the Community Council owed Mrs Denyer a vote of thanks for her sterling work in organising and helping at a whole range of events such as the Civic Reception and the Senior Citizens treat. He reminded members that Mrs Denyer had remained committed to ensuring these events were a success even after retiring from her Community council role. Mr Greenwell acknowledged the huge amount of work undertaken by Mrs Denyer as Recreation Committee convenor.

7.2. General Purposes

Mr Greenwell announced that he intended to hold a GP meeting on the 8th December at 19.00 at the Cosmos Centre to discuss a number of items.

7.3. 200 Club

February winners: 1st Dr Illingworth 2nd I E Methven, 3rd Mr Tero

7.4. Health, Education and Welfare Committee

Mrs Corbin advised that she'd leave reports she had until next month and asked for more members as she acknowledged that more members were needed to keep it functioning effectively.

7.5. Rail Sub-Committee

Dr Goudie mentioned that there had been a report on Rail Futures in the St Andrews Citizen the week before last. There had been no recent meeting of the committee.

8. New Business

No new business

9. Reports from Office Bearers

9.1. Chair

No more business to report. Mr Greenwell thought he'd covered most of the items about which he wanted to comment in other parts of the meeting.

9.2.1. Treasurers Report

Mr Roberts reported that the former treasurer Mr Paul had circulated the most recent accounts. He commented that the big payment on the statement was the Fife Environmental Trust payment towards Martyrs Monument. Mr McLachlan will be the new treasurer.

9.3 Secretary

9.3.1. Correspondence – see appendix A.

10. Any Other Competent Business

10.1. CC Website Usage

Dr Goudie commented on the recent email correspondence from the company hosting the CC website about the amount of usage by the CC exceeding the contractual limit of 1 Gb per month. Dr Goudie commented that the extra cost being charged for excess use was only a couple of pounds. Mr Greenwell commented about the possibility of getting a better deal with no usage barriers with Web hosting Unlimited. Mr Greenwell commented about the possible need to review the usage of the current provider and possibly look for a new provider if they could offer a better deal.

10.2. CC Welcome Pack

Mr Matheson asked about the availability of the Welcome Pack with information about the constitution and standing orders, which he'd requested. Mr Greenwell confirmed that he now had an electronic copy of the Welcome Pack he'd put together and said that he'd been unable to find electronic versions of the constitution and standing orders so would have to scan these and send out later in the week.

10.3. Hall Bookings for 2015 for CC Meetings and Events

Mrs Corbin reminded the meeting that there was a need to confirm hall bookings by 17th January. She noted that the May meeting date would have to be changed as the first Monday was the Public holiday and in the first Monday in July the meeting would have to be in the supper room due to work going on in the Burgh Chambers. She also said that the dates for the Gardens Awards and Senior Citizens Party and Coffee Mornings had to be confirmed as well.