

Royal Burgh of St Andrews Community Council

Provisional Minutes – 4th April 2016

0. New Member

Jamie McLeod gave a brief synopsis of his reason for wanting to join the Community Council. Members had been sent his CV prior to the meeting and Jamie briefly listed his range of experience as a member of the Scottish Youth Parliament and other bodies. He commented that it would be a great opportunity for him to become a member of the CC as he felt that St Andrews had given him a lot of opportunities in a range of activities, sporting and non-sporting. He thought that he would like to give something back to the local community. He thought that he could represent young locals.

Mr McLeod was accepted unanimously by the CC as a new member.

1. Attendance

Community Councillors

Callum MacLeod, Howard Greenwell, Kyffin Roberts, Ian Goudie, Gordon Shepherd, Iain Munn, Izzy Corbin, Patrick Marks, Henry Paul, Harry Stewart, Ken Crichton, Christopher Wallard, Penny Uprichard, John Jardine, Jamie McLeod

Students' Association Representatives

Patrick Mathewson

Aine Bennett

Charlotte Andrew

Co-Opted

Lindsey Adam

Fife Councillors

Brian Thomson, Dorothea Morrison

Apologies - Keith McCartney, Frances Melville, Alicia Schultz, Judith Harding

2. Minutes of Meeting – March 2016

The minutes were accepted as a true record of the March meeting

3. Presentations

3.1. St Andrews Community Trust – Arthur Griffiths

Mr Griffiths reminded members that he had been on the board of the St Andrews Community Trust since its inception and took over from Mr Paul as Chair. He also reminded members about the way in which the St Andrews Community Trust had been set up. He commented that the Articles of Association govern the Trust in general terms. He then described the experience of the Trust in its early days and how it was handling applications, with applications being received up until the day of the Trust meeting. He added that apart from late applications the Trust was also receiving applications without enough information to allow a decision to be taken. After this initial period the Trust decided to put a limit on accepting applications to three weeks before their meeting, allowing them to have a contact with applicants to assess the merits of the applications. A system of monitoring the grants awarded was also set up. Issues such as conflict of interest were also challenging for the Trust

and they had to set up a system to ensure that these were properly managed. Directors would have to declare whether they had any connection with an applicant for a grant. Directors would also have to put the interests of the St Andrews Community Trust before any other.

When the Trust was set up the Links Trust guaranteed the St Andrews Community Trust £50000 pa. The actual income for the first five years was £380000. In the current year to date the Trust has had £88000, considerably over the guaranteed annual income.

To date the Trust has made 129 awards to 82 organisations, with £362000 given out, averaging out at £2800, but the range of amounts given out varied from £300 to £15000, the latter to the Harbour Trust. Only about 15 awards have been above £5000. Mr Griffiths said that £22000 had gone to Youth Groups, £21000 to schools and educational projects, £67000 to sports clubs, £82000 to support groups, £69000 to entertainment and theatre and £101,000 to environmental projects. Trust running costs have between 3 & 5% of income. He reminded the CC that they would now be getting about 6% annually under the amended licence agreement. However the Trust wouldn't now be supporting certain regular CC projects as the income would cover the financial costs of these projects.

Mr Griffiths then talked about a few specific projects such as support for the Guides to have a fence for safety reasons and also improving the glazing, where as an added bonus the window installers upped the glazing to triple from double at no extra cost. Some projects will be asked to evidence match funding, particularly large ones. The Trust also gave start up costs to the Park Run. As an example of joint working between organisations in big projects Mr Griffiths cited the restoration of the dunes in which the Trust paid for the fencing, the Links Trust provided the labour and university students planted the marram grass.

Mr Munn asked whether the Trust followed up and checked on how money had been spent? Mr Griffiths replied that they did follow up and also received a lot of invites to go and see the outcome of a project. If they had any doubts they would check matters out.

Ms Andrew asked what kind of student projects had the Trust funded? Mr Griffiths acknowledged that they'd funded very few student projects. He explained why it might be less likely for student projects to receive funding.

Dr Shepherd asked about the criteria for funding. He claimed that there were a lot of people who didn't know what the Community Trust was about. Mr Griffiths replied that the criteria were set out in the Articles of Association and these were accessible to study on the Trust website. Mr Paul explained that the Trust had 9 objectives and if an application didn't fit any of these an application would be refused. He also reminded the meeting that there was a geographical limit and funding had to be spent inside St Andrews and CCs with contiguous boundaries with St Andrews.

Mr Greenwell suggested that anyone wishing to ask questions could meet Mr Griffiths at the forthcoming CC Coffee morning.

Mr Griffiths added that some organisations covered a wider area so when they made applications they had to demonstrate that the funding would primarily benefit the area of the Trust. He gave an example of an organisation, which had applied, but as only about 10% of the requested funding would be spent locally it was given advice about other possible funding sources.

4. Fife Councillor.

4.1. Frances Melville – apologies

4.2. Brian Thomson

4.2.1. Query about Loss of Car Parking space – South Street

Mrs Adam asked Cllr Thomson about a loss of a disabled car parking space in South Street by the West Port? Cllr Thomson thought it might be to do with the angle of the space, which

made parking in it awkward. He didn't have details to hand and would check it out for Mrs Adam.

4.2.2. Kinness Burn Path Query

Mr Greenwell acknowledged that it was good to see the path built by Robertson Homes by the Kinness Burn between the bottom of Greenside Place and the bottom of Abbey Walk. A Mr King who is an Environmental Officer in the Estates Department of the university had approached him. Mr King had asked Mr Greenwell how the path was going to be finished and was there opportunities to do environmental walk in the area? Mr Greenwell on a walk along the path with Mr King had noted some builder's rubble and bits of chopped down trees. He wondered that when the builders had finished who would be responsible for maintenance of the path? He asked the Councillors for their comments. Cllr Thomson wasn't aware of any discussions between Fife Council and the builders/developers on the topic. He would ask Council officers to check about ownership.

Cllr Morrison thought that based on discussions a few years ago the developers might still be responsible for maintenance of the path. She thought that there would be something in the conditions of the development to say who would be responsible for the path. She agreed to check out the conditions.

In response to a query from Miss Uprichard Cllr Morrison added that there were different conditions with the different developments by different builders.

Mr Greenwell had heard a claim that St Leonards might still claim to own the path as it was formerly bounding on to the walled garden, hence his interest in resolving the query. If the ownership could be clarified he thought that there might be an opportunity in getting the community involved in its maintenance.

Mr Crichton suggested that the best way to establish ownership was to go to the Register of Sasiness in Edinburgh where details of ownership would be registered.

4.2.3. Changes in Blue Bin collection

Mr Stewart said that he understood that Fife Council wanted to change to monthly collections of the blue bins. He wondered if there was not a risk of this leading to more fly tipping? Cllr Thomson said that he was aware that trials were under way elsewhere in Fife to change the collection rate of the blue bins. He'd had quite positive feedback to date. He concluded that he'd await feedback on the trials before feeding back to the CC.

4.2.4. Garage Query

Mr Jardine reminded the Councillors about a garage fire off Pipeland Road in 2014 in which one garage had been completely destroyed and the remains removed, but a second garage affected by the fire still remains at the site and, according to Mr Jardine is a hazard. Local people had complained to Fife council about the danger of the garage and looked for its removal, but so far nothing has happened. He felt that someone should look at it and decide what to do to it. Cllr Morrison informed Cllr Thomson that the garage, which had burnt down, was a private one. The condition of the other garage had never been highlighted to Cllr Thomson but he said he'd have a look, take pictures and send them to officials for their response.

4.2.5. Cycle Parking

Mr Marks asked Cllr Thomson about the query about cycle parking and the study by officials of the issues. Cllr Thomson acknowledged he was not happy with the response and agreed to keep up the pressure on officials.

4.3. Keith McCartney - apologies

4.3.1. Lighting Column Labels

Cllr McCartney reported that the lighting columns in North Street and South Street did not have stickers attached indicating the number of the column and the contact number to report lighting faults making it difficult for members of the public to report any faults. Labels have now been affixed.

4.3.2. Street Lighting Faults

Cllr McCartney reported that the lights at the following locations were not working and reported for repair –

Canongate – lighting column number 36

City Road – the work by Scottish Power, previously reported, to restore power to lighting column number 10 has been completed.

Kilrymont Crescent – lighting columns numbers 1 and 3

Kilrymont Road – lighting columns numbers 14, 22 and 27

King Street – lighting column on west side of road on grass island at junction with Chamberlain Street (no number on column).

Lamond Drive – lighting columns numbers 8, 11, 13, 19, 29, 42 and 43.

Pipeland Road – lighting column number 11.

Scooniehill Road – lighting columns numbers 12, 13, 14, 15 and 29

Shorehead – lighting column at landward end of pier (no number on column).

The Canongate – first of three lights (nearest Largo Road end) and middle one of three lights (no number on lighting column).

The Shore – lighting column number 1.

The Shore – lighting column to north of gate exiting The Pends (no number on column).

Tom Morris Drive – lighting column number 4.

4.3.3. Illuminated Road Signs

Cllr McCartney reported that the lights on the following illuminated road signs were not working and were reported for repair –

Lamond Drive – roundabout sign on north side of road on west side of roundabout on lighting column 21 at junction with Langlands Road.

Lamond Drive – roundabout sign on south side of road on east side of roundabout at junction with Langlands Road (roundabout sign reported missing at this location and replacement sought).

Langlands Road – roundabout sign on east side of road at junction with Lamond Drive.

Langlands Road – cycle lane signs on pavements on both east and west side of road at junction with Lamond Drive.

4.3.4. Drainage Issues

Cllr McCartney reported that on Lamond Drive – the drain in the pavement outside house number 121 has been inspected and work to have the drain jetted has been passed to operations.

4.3.5. Potholes

Cllr McCartney reported that potholes at the following locations were reported for inspection and Cat B repair orders issued –

Glebe Road – north side of road just before junction with Langlands Road.

Greenside Place – centre of road on bridge over Kinness Burn south of lighting column number 6.

Hepburn Gardens – north side of road at edge of cycle lane across from lighting column number 29.

South Street- centre of road across from house number 60.

The Shore – east side of road between lighting columns 5 and 6.

4.4. Dorothea Morrison

4.4.1. St Andrews Housing Group

Cllr Morrison told the CC that the first meeting of the St Andrews Housing Group had taken place. She hoped that something positive would come out of the group although there had been no student representation at the meeting.

4.4.2. HMO Extension Ban in Conservation Area

The NE Fife Area Committee had decided to extend the moratorium on new HMOs in the conservation area for another year.

4.4.3. Possible Sale of Council Buildings

Mr Crichton asked if due to Fife Council's financial problems there were any plans to sell off any Council buildings in the St Andrews area? Cllr Morrison acknowledged that there was one building identified for possible disposal, but the Council would go out to consultation before making a final decision. She added that the building needed a lot of work done on it.

5. Planning Committee

5.1. Planning Committee Report

Mrs Corbin reported that there had been two planning meetings in March and for most of the applications there had been no comment as detailed in the Planning minutes circulated. The objection in the 14th March minutes related to 8c Gibson Place, while in the meeting of the 28th March objections had been in relation to 156 South Street, 24 Murray Park, 2 The Scores and 31 Hepburn Gardens.

There had also been a meeting attended by Miss Uprichard and Mrs Corbin in relation to 10 Priestden Road which application had gone to the extent of involving a Reporter to determine the eventual outcome. Mrs Corbin added that the residents who had objected to this application had thanked Miss Uprichard and Mrs Corbin for attending.

Miss Uprichard's correspondence and contact with Fife Council on the issue of the length of time in which the CC can request to become statutory consultee and the time for reply had succeeded in getting a decision to extend the time in both those areas. The CC will now have additional time both to register and to respond in a time more in tune with legislative requirements.

Miss Uprichard then commented on Century House and an acknowledgement by Fife council that their official had made an error in not allowing the CC to be a statutory consultee. Unfortunately this did not mean that the decision by the official could be changed. Miss Uprichard was informed that the decision could be challenged at the Court of Session, which would entail huge legal costs. Miss Uprichard felt that there should be some way within planning to reverse an error at that stage and that this was a very unsatisfactory part of the planning system.

Miss Uprichard then reported that Fife Council has now agreed, in compliance with the legislation, to allow 7 working days for requests to be a statutory consultee (i.e. from publication of the weekly list on Sundays to the Tuesday of the following week), and a further 15 days from acceptance as a statutory consultee to send in responses to planning applications.

As all Community Councils in Fife were told they had to respond 'within 14 days', the Council will notify them of the changes.

Miss Uprichard then reported about the Fifeplan. She reported that the CC had to put in a response to the Fifeplan. The Appeals Directorate had sent out a letter to a number of bodies and individuals in the town requesting their views on the implications of the recent judgement in respect of the decision to quash planning permission in principle for the proposed secondary school at Pipeland Farm. Miss Uprichard said that the Planning Committee would be having a meeting this week to consider its response to this request.

6. Matters Arising

6.1. Proposals for a Minutes Secretary

Mr Greenwell acknowledged that he'd not managed to progress this proposal and proposed to carry the item over until the following month. Dr Goudie reminded the meeting that there had been a suggestion that the CC should approach the University to ask if it might be able to handle the HR aspects as it had done when Standen had been set up. Mr Mathewson felt that it wouldn't be difficult for the Student Association to put up a flier about the post. Mr Greenwell in reply said that the issue was not so much the number of applicants but more in relation to the way the successful applicant would be managed. He felt that the University or the Students Association would be more likely to have the infrastructure to manage the applicant than the CC as a voluntary organisation. Mr Greenwell suggested that he should meet up with Mr Mathewson on the matter.

6.3. Reports from Representatives

6.3.1. Standen Funding

Mr Paul reported on the recent successful application for funding from the climate Challenge Fund by Standen in conjunction with Transition University and the Botanic Gardens. Some of the funding he thought would go to some form of Eco Hub at the back of the Botanic Gardens. Various activities of an appropriately environmental nature would take place at the hub. Fife Council had also given some funding.

6.3.2. St Andrews Housing Group

Dr Goudie made the meeting aware of the inaugural meeting of the new St Andrews Housing Group. The meeting had been a hand over from the former Housing Commission. Dr Goudie said he'd been invited by Mr Middleton to attend both because of his membership of the CC and his professional role as a statistician. The new group had felt that it was important to maintain the data gathered by the Housing Commission. Dr Goudie thought that it was important that the new group had some impact in a more practical manner and didn't view the concern about keeping the statistics as having as great a priority. Dr Goudie pointed out to the group that he'd not been approved at that time by the CC as a representative and sought the meetings thoughts on whether or not he would receive official approval.

Dr Goudie added that he would be giving a clear view to the group that the CC would want to see some action on the question of affordable housing within the town, a longstanding aspiration which had not been realised over the past three decades. He talked about the need to recreate the spirit of the 19th century building societies where from minimal assets major players in the housing market originated. Mr Greenwell admitted that he'd put forward Dr Goudie's name for the CC membership of the group after being approached by Mr Middleton, but recognised that this hadn't been approved by the whole CC. Mr Greenwell then proposed Dr Goudie and Miss Uprichard seconded this. There were no objections and Dr Goudie was confirmed as a CC Representative on the new group.

6.3.3. Greenbelt Forum

Mr Greenwell reported that he, Mr Roberts and Mrs Corbin had attended the meeting in which the winding up of the Greenbelt Forum took place a couple of weeks previously. The groups

remaining assets were transferred to the Preservation Trust. The Preservation Trust took on the action to bring together the CCs surrounding St Andrews so that all the CCs could potentially come together again to work out how to defend the Green Belt.

Miss Uprichard informed the meeting that the Association for the Protection of Rural Scotland had set up a Green Belt Alliance to which the CC had signed up. It was felt that a combined group would have more influence in relation to threats to Green belts.

6.3.4. St Andrews Community Trust

Mr Greenwell reported that following on from the last meeting when the proposed changes to the articles of association had been approved he'd met with Mr Griffiths, the Chairman and discussed both those changes and standing orders for the Nominations Committee. He thought that the Chair and all of the co-opted directors supported the changes to the articles. He thought that it might still take the Links Trust and Fife Council a few months to approve the changes.

6.3.4. Loches - St Andrews Twinning

Mr Greenwell reported that he'd attended the second half of the singing of the twinning agreement at Loches in the past month. He'd been very impressed by the energy, which the people of Loches were putting into the Twinning. He felt that the whole weekend went extremely well. Possible future activities had been discussed including a possible biannual rugby exchange when Scotland was hosting France in the matches at Murrayfield and vice versa. Other areas discussed included school exchanges and other events.

7. Committee Reports

7.1 Recreation Committee

Mr Paul discussed the forthcoming CC Coffee Morning and distributed posters for members to erect at locations in the town.

7.2. GP Meeting

No meeting

7.3. 200 Club

7.4. Health, Education and Welfare Committee

No report, but Mrs Corbin made the meeting aware of the amount of material she receives from NHS and other organisations which come under the committee remit and the number of committees which she attends. She said she was happy to let members know more about the committee.

7.5. Rail Sub Committee

No report.

8. New Business

8.1. Do we need to discuss the Madras Situation?

Mr Greenwell asked if there was any news about the possibility of Fife Council appealing against the recent judgement? Cllr Thomson in reply quoted from Cllr Ross, Leader of the Administration in which he maintained that the Council still viewed Pipeland as the only site suitable and available for a new school. Cllr Ross added that the Council were considering the possibility of an appeal against the judgement.

Mr Greenwell concluded that members could discuss the Madras situation, as there was no ongoing legal action active at the present time. Mrs Corbin drew the attention of members to

the postscript in the judgement, copies of which she'd printed and brought to the meeting for members. This postscript commented upon the risks inherent upon a council adjudicating upon its own application. She also added that despite this judgement people on both sides of the debate wanted a new school.

9. Reports from Office Bearers

9.1. Chair

Mr Greenwell reported that he'd be representing the CC at the Kate Kennedy Parade in a few days time. He then reminded the CC that next month would be the AGM at which it would be his intention to stand down as Chairman after two years in the post.

9.2. Treasurer

Mr Munn reported that he'd emailed members the monthly report and it was also on the CC website. He was looking forward to the £6000 from the Community Trust in April. Mr Greenwell acknowledged that the CC funds were in a healthy state. He also asked whether there was a need to keep a Ceilidh account, which was sitting with £198. He knew the account was meant to be only for ceilidhs but had doubts about the benefit of having the account if it wasn't being used. Mr Crichton reminded the meeting about the origin of the account and its past use. Mr Greenwell suggested that as the account represented the residue of money from the ceilidhs, which was raised to help fund the Old Folks Treats he suggested that it seemed reasonable to bring it into the main account from where current Old Folks Treats are funded. Mr Crichton agreed that this would be sensible. Mr Greenwell asked for proposers to wind up the ceilidh account. Mr Crichton proposed and Mr Paul seconded the proposal. This was carried unanimously.

9.3 Secretary

9.3.1. Correspondence

Mr Marks commented on a couple of letters he would scan and get sent out relating to licensing applications.

Mr Marks also commented on an email from Mr Strachan of FCCT in which he was replying to comments made apparently by CC members relating to a funding issue. He was concerned about the negative stance of the comments and defended the work, which FCCT had done and how he'd applied to the R&A Open Legacy Fund for funds from a particular account and this had gone towards the work being done to manage the dunes. He detailed how various organisations in the town had worked together on various parts of the project to fence and regenerate the dune system. He was willing to discuss the matter further should that be necessary.

10. Any Other Competent Business

10.1. Membership of Jonathon Bertulis-Fernandez

Dr Goudie reminded the meeting about the decision by the GP Committee to suggest that as Jonathon had left the area and hadn't attended meeting for several months that his membership of the CC is stopped and his name removed from the list of Councillors. Mr Greenwell added that he'd not responded to any emails. Mr Crichton reminded the Chair that membership removal should be decided only at full Council. Mr Greenwell acknowledged his oversight on this occasion.

10.2. Settlement Trusts

Mr Greenwell reported that he'd received an update on the Settlement Trusts in Mid-March. These are the trusts, which have a variety of origins and relate to worthy causes in St Andrews. Mr McLeod had put around a report from 2012, which he'd chanced upon on the Internet. He acknowledged that a lot of the Trusts had very little money. Mr Paul Mr Greenwell reminded the meeting had done some work on the Trusts in 2013. Mr Paul

commented upon some of the past work to try and resolve how best to rationalise the use of the funds. The Hay Fleming Bequest, which consisted mainly of a collection of books and was originally based in the town library was given to the University to look after along with the money attached to it, which was around £12000. A fund relating to the Cantley Clock which was at the starter's box at the Eden Course couldn't be resolved as the clock has been replaced and no one knows what happened to the old clock. The most complex fund is the Bell Fund set up by the Madras Founder as the use of the money was to be divided between the two main uses, which are education, and religious bodies. The bulk of the smaller trusts connected to the town were merged into the St Andrews Settlement Trust. Mr Paul asked councillors if there had ever been any grants made from it? Cllr Morrison wasn't directly aware of applications but was aware that there wasn't a large amount of money to distribute from it.

Mr McLeod pointed out that there was nearly £200000 in the Bell & Templars Funds. He'd not been aware at Madras Parent Council meetings of the rector announcing that he'd received £100000 into the school funds. He felt that this matter needed to be followed up to find out where the funds were and why the funds had not been put to any clear use. In reply Mr Paul explained that the money is still sitting with Fife Council as OSCAR the Scottish Charities Regulator wouldn't let Fife Council split the funds, but agreed that the matter needed to be followed up, as it wasn't clear who advised them. Mr Greenwell acknowledged Mr McLeod's concern that the funds had almost been forgotten since the decisions made about the future of the Trusts in 2013.

Mr McLeod also reminded the meeting of the various funds in the town such as the Common Good Fund which has until now been not heavily used, probably because few were aware they could apply to it. Mr McLeod thought that the CC had to be proactive in getting ways to use some of this money.

Cllr Morrison explained that income from the Bell Fund went each year to Madras Endowment and mentioned that the rector had recently put in an application. Cllr Morrison went on to mention the CGF and how money was often transferred from the funds in current accounts to the investment side of the fund. Councillors weren't told when such decisions were being made and only discovered after money had been transferred. She thought that there might be a case for keeping more of the annual income back to be used for projects in the town, partly necessary due to constraints on Fife Council's ability to fund some projects. She mentioned the toilets at the West Sands as a way to use some of the money, as there wasn't money going to be forthcoming from Fife Council despite better toilets being desperately needed.

Mr Paul thought that local people needed to be consulted on what ways they thought the CGF could be used for to benefit the town. He was still critical of the fact that the CC had not been made aware by the R & A of the Open Legacy Fund and thought that the CC as the local representative organisation should have been consulted in case it had projects requiring funding which met the criteria for that Fund.

Mrs Corbin reminded the meeting that there had been talk of setting up a CGF Sub Group to look at possible projects, which could be funded from the CGF.

10.3 List of Outside Organisations on which CC has representation

Dr Goudie asked if the list of outside organisations on which the CC has representation could be included in the AGM agenda. Mr Marks asked members to remind him if they are so involved to ensure he doesn't miss out any in the AGM agenda. He also appealed for nominations to the CC officers posts at the AGM.