

## Royal Burgh of St Andrews Community Council

### Provisional Minutes –4<sup>th</sup> July 2016

#### 0. New member Application

Mr Greg Newman whose CV had been circulated to members prior to the meeting introduced himself to the meeting. He told members that he'd retired back to St Andrews from which he had been a University graduate and hoped to contribute to the town by joining the Community Council. He described how he'd been on the town council on Wokingham in Berkshire for 4 years during which time he held various posts on committees such as Finance & General Purposes and Ways and Means. His professional career had been in IT and he had worked for the London Borough of Barnet in this area. He thought that the most important thing he'd like to help with was co-ordination and he briefly described how he thought this might be achieved.

Miss Uprichard asked Mr Newman how he'd describe St Andrews at the present time. Mr Newman thought that the town had an enormous sense of community but like so many small places it was struggling to avoid the life being sucked out of it by the increasing dominance of the university.

Mr Crichton asked Mr Newman about his commitment to serving the community of St Andrews. Mr Newman in reply said that he had no strong connections with vested interests although he confirmed that he belonged to the Preservation Trust and the Kate Kennedy Club.

Mr Crichton also asked Mr Newman if he had read the constitution of the Community Council. Mr Newman confirmed that he had a copy of the constitution.

Mr McLeod asked if members if they were happy to

let Mr Newman join the CC/ There were no objections, although Mr Crichton thought that his application should be put to a formal vote. Mr McLeod explained that he had asked members and there had been no indication of any members disagreeing to his joining the CC.

## **1. Attendance**

### **Community Councillors**

Callum MacLeod, Kyffin Roberts, Ian Goudie, Gordon Shepherd, Iain Munn, Izzy Corbin, Patrick Marks, Harry Stewart, Ken Crichton, Penny Uprichard, Howard Greenwell, Greg Newman

### **Students' Association Representatives**

#### **Co-Opted**

Lindsey Adam

Niall Scott

#### **Fife Councillors**

Apologies - Keith McCartney, Frances Melville, Dorothea Morrison, Brian Thomson, Aine Bennett, Charlotte Andrew, Jamie McLeod, John Jardine, Chris Wallard, Henry Paul

## **2. Minutes of Meeting –June 2016**

There were no corrections noted on the night and corrections sent to the secretary before the meeting would be noted.

## **3. Presentations**

### **3.1. Police Report**

OC Peddie presented her report for the past month. She reported that there had been quite a lot of events such as the Graduation, which had required police input. The annual tagging of bikes left by students had also started and PC Peddie explained that owner had 14 days to remove their bikes after which Fife Council would remove the tagged bikes and bring them to the police. The bikes would then be

auctioned off or destroyed as appropriate.

Officers from around North East Fife were also in town on cycle patrol when Madras College finished for the summer to keep a watch on behaviour by the pupils. The police would be especially keeping an eye out for illegal use of alcohol or drugs by pupils trying to have parties on areas such as the West Sands. If any such substances were found on pupils they were confiscated. ASBO tickets were issued as appropriate.

PC Peddie went on to mention that there had been quite a few crimes of dishonesty with a male apprehended who had been getting into university buildings and stealing items like laptops. He was described by PC Peddie as an habitual offender who went around the universities in Scotland committing the same sort of crimes.

There had also been quite a few thefts of bikes with the belief that this was organised with particular types of bikes with some value being stolen for eventual reset. The police she said were working to apprehend the thieves.

Mr Marks sought clarity on the areas where the police tagged bikes and mentioned that off street areas such as St Marys Place usually had quite a few student bikes. PC Peddie confirmed that they looked at that area.

Mr Munn sought clarity on the matter of ASBO tickets. PC Peddie replied that there were tickets issued to anyone 16 or over caught in an act of public disorder such as drinking in the street. Anyone issued with an ASBO had to pay the fine within a specified period or his or her offence would be progressed to the PF for possible action in the court. She added that alcohol was confiscated and lodged at the police station. If a responsible adult could claim it was theirs it would be returned to them but it was otherwise eventually destroyed.

## **4. Fife Councillor.**

### **4.1. Frances Melville**

#### **4.1.1. West Port Pergola**

Fife Council has submitted its case for the hearing and June Barrie, Legal Services, has copied the email to all parties on the distribution list sent on 14<sup>th</sup> June. The Hearing for this is to be 31<sup>st</sup> August.

#### **4.1.2. Hepburn Gardens and Craigtoun Road Patching**

Concerns have been raised about the standard of the recent road repairs to Hepburn Gardens and Craigtoun Road. Kevin Smith, Area Network Roads Manager, has confirmed that the patching undertaken is indeed enabling works for surface dressing as in Bogward Road last year. The issues shown are relatively minor and will be temporary in nature.

#### **4.1.3. Speed Limit Revision A91 – Guardbridge to St Andrews**

There will be one item dealt with at a special Meeting of the Area Committee on 6<sup>th</sup> July 2016 and taken before the Area Planning Committee. This is a further report on the Traffic Regulation Order for a change to speed limits on the A91 between Guardbridge and St Andrews. It is for the introduction of an additional reduction in speed limit from 50-40mph before Strathtyrum/Balgove through to the St Andrews 30mph limit. The Area Committee requested this last month.

#### **4.1.4. Ponding at Little Carron Dip, Hepburn Gardens**

This continues to occur even after improvements have been made and therefore Transportation is considering adding an additional gully.

#### **4.1.5. Leuchars Station Car Park Extension project - delay**

Currently the legal documents are sitting with Scottish Power's solicitors, as they want to examine Fife council's underlying title, which was sent to them on 26<sup>th</sup> April 2016. Legal Services are currently pursuing this matter with urgency. Scottish

Power is likely to schedule their planned diversion works after the documentation has been signed off and agreed.

#### **4.2. Brian Thomson**

#### **4.3. Keith McCartney - apologies**

##### **4.3.1. Street Lighting**

The following street light, which was not working was reported for repair – Lawmill Gardens - Lighting column No.2.

##### **4.3.2. Road markings**

Cllr McCartney reported that the ‘give way’ markings at the following road junctions were reported to be badly worn and an inspection was arranged:

Carron Place at its junction with Lawmill Gardens  
Greenside Place at its junction with Abbey Street  
Pipeland Road at its junction with the south side of Lamond Drive

##### **4.3.3. Bike Tagging**

Cllr McCartney reported that with the students having gone for the summer the police would arrange for bikes to be tagged and removed as necessary

##### **4.3.4. Street Lighting**

Cllr McCartney reported that a request has been submitted for stickers giving the number of the lighting column and contact number to report any lighting defects to be affixed to the lighting.

##### **4.3.5. Potholes**

Cllr McCartney said the following potholes were reported for inspection and repair as necessary at the following locations:

1. Boase Avenue – west from lighting column No.3 and east from lighting column number 11.
2. Gibson Place – at its junction with the Links.
3. James Robb Avenue - east from lighting column

No.1 and south from lighting column No.2.

4. Trinity Place - south from lighting column 2.

#### 4.3.6. Street Sign

Cllr McCartney reported that the Trinity Place street sign missing from the west side of the road south of lighting column No.3 was reported and a replacement is on order.

#### 4.3.7. Graffiti Removal

Cllr McCartney reported that 'tags' previously reported at the following locations have been removed:

1. Abbey Street - on grey junction box on west side of the road at pedestrian crossing
2. Greyfriars Gardens – on 'No Entry' sign on west side of road at junction with North Street.
3. North Street – on telephone box on north side of street west of Murray Place
4. St Marys Place - on bus shelter on south side of road west of Bell Street
5. South Street – on telephone box outside Prezzo on north side of street east of Bell Street.
6. South Street - on grey junction box on north side of street outside Holy Trinity
7. South Street - on telephone box on north side of street outside No.43.
8. South Street – on telephone box outside the Adamson.
9. South Street - on litterbin on pavement outside No.81.

#### 4.3.8. Trees

Cllr McCartney reported that 'sucker' branches on the trunks of trees in Argyle Street and South Street were reported for removal and have been removed.

#### 4.4. Dorothea Morrison

### 5. Planning Committee

## 5.1. Planning Committee Report

Miss Uprichard reported that the Planning Committee had two meetings during June. There were two applications, which the committee queried because of the information in the plans. The committee had also put 6 or 7 requests into Planning for clarification on a number of plans. Three of those related to new windows and the material of those and one related to a bin store not shown on the plans. She then mentioned another problem, which related to the need to query aspects of plans before it was decided whether the committee wanted to be a statutory consultee. The time taken for these queries with officials can eat into the time by which the committee have to decide whether it wants to become a statutory consultee and she wondered how this affected the committee's statutory consulteeship. She has written to senior planning officials to seek clarification on this matter. She felt that the committee if it raised such a query should be given a date by Fife council by which it would be required to make a decision about whether it wanted to be a statutory consultee.

At the second meeting in late June the committee queried the application for 6 Alexandra Place, as it wasn't clear what the outside alterations were. The committee also queried a non-material variation on Abbey walk requested by Robertson Homes to change the windows to UPVC. She spoke to an official who approved the change expressing concern that as this was in a conservation area and could set an undesirable precedent. The official she reported appeared to have the view that as the windows looked the same it didn't matter. She felt that this was contrary to the St Andrews design guidelines and with the rules about the conservation area. The committee would be pursuing that matter. The committee also objected to a two-storey extension on Greenside Place on a listed building.

A letter had also been circulated to Development Services and Councillors about the Gatty planning report. Miss Uprichard said she'd read and commented on the report, which she thought was quite disturbing. The two main things in her letter, which she'd raised, one was about the public consultation, which had closed on the 13<sup>th</sup> February. The report said that Fife Council officials had worked extensively with the applicant to address the "above" concerns i.e. objections but she added that what had been agreed wasn't clear and no further consultation responses were allowed. The second issue related to three internal reports, which have not been made available to the public or to Councillors who have to make the decision. The reports relate to Urban Design, Built Heritage and transportation. The urban design report she said was very critical of the proposal and the planning report. The Built Heritage report had apparently recommended refusal of the proposal and had requested further submissions, which assessed in the value of impacts on settings, should be submitted, as there was concern about the damage to the setting of listed buildings in an historic conservation area. She commented that Fife council had recently decided not to publish the internal reports because they claimed they confused the public. She felt that this was a retrograde decision and underestimated the intelligence of the public in St Andrews. She also felt that the Planning Report wasn't particularly objective as it contained a number of paragraphs which she felt simply seemed to be there to support the application. Miss Uprichard quoted a couple of examples from the paragraphs to illustrate her point.

The ongoing saga of the pergola was next mentioned. The new owners Signature Pubs have requested that the hearing be put back to the 31<sup>st</sup> October. Miss Uprichard had put in a comment on this request saying that she didn't think this was

appropriate, especially after the decision eight months ago by Councillors to request that the pergola be removed. She felt that this was simply another attempt to get the removal delayed and didn't think it was appropriate and a misuse of the planning system.

She had also put in a letter objecting to Sunday Parking charges proposal. The proposal is to be decided by the Fife Council Executive in September. The Council have tried to justify the proposal by claiming it was Fife wide and was a reflection of the increased Sunday trading and therefore demand for parking. Miss Uprichard felt that this would affect small businesses and also churchgoers.

Miss Uprichard's final item related to an objection the Planning Committee had put in about a single storey extension at 24 Murray Park. The concern was about access by emergency services and for maintenance and repairs. The application had been approved by an official who had commented that maintenance and repair workers could put in a ladder to access but she noted that no mention had been made about emergency services access. She was going to write on behalf of the Planning Committee to question that point.

Mr Greenwell mentioned in relation to the UPVC windows at Abbey Park that the windows in the affordable properties had been changed to UPVC and in their view this would allow further such use of this material. The developers also mentioned that Abbey Court built for Fife Council many years ago had UPVC windows thus creating a precedent. Mr Greenwell added that the original application by Robertson Homes had only been for wooden windows but this had now changed. He didn't feel that much could be done to change this decision.

Mrs Harding commented on the Sunday parking

charges proposal and said she'd put in an objection and commented on how in Edinburgh Sunday parking was free and if there had to be charges it could be like Dundee which started its Sunday charges later in the day at 1 pm. Dr Goudie thought that the CC should challenge the assertion in the email on the parking charges the claim that Fife Council parking charges remained competitive. Mrs Corbin commented that in Glenrothes very little car parking was charged so perhaps the Council should look at whether it should also start charging in that town. She thought that visitors would be appalled at the prospect of charges on Sunday. Miss Uprichard commented on the relatively low parking charges in Cupar. Mrs Harding added that there should be the option of being able to get change from the parking machines and have the option of using ones phone to pay for a ticket which happens in some cities. The current situation she felt was unsatisfactory. Mrs Adam said that there had been no consultation at all with businesses and that there should be some consideration of giving businesses an opportunity to contribute.

Mr Stewart wondered who was going to be responsible for enforcement of the proposed Sunday parking charges and might this then lead to the Council asking for a private company to take on board the job?

Miss Uprichard thought that the CC should concentrate on trying to stop this proposal. The matter to be discussed at the next Planning Committee and a response sent to Fife Council.

## **6. Matters Arising**

### **6.1. Reports from Representatives**

#### **6.1.1. St Andrews Community Trust**

Mr Greenwell reported that he'd attended the Community Trust meeting at the end of May. At that meeting there had been a long discussion about

co-opted directors and had agreed that they be reappointed for 6 months to a year to allow the Nominations Committee time to investigate possible candidates etc. The Community Council proposal to change the Articles of Association had been approved by the Directors of the Community Trust. The CC will not have to create the amendments to the articles which Mr Greenwell said he'd undertake in the coming weeks. Once these have been written they will be checked by Fife Council and Links Trust lawyers and if approved will be signed by the CC Chair.

Mr Greenwell then reported on the recent Community Trust meeting at which 10 or 11 applications for a total of £21000 had been approved. He added that it was noticeable that the number of applications was beginning to tail off leaving the Trust with a surplus of funds as income is more than outgoings. He asked members to consider if there might be any good causes who might be eligible for funds as the Trust had some £80000 plus in transfer this year.

Mr McLeod commented that as new Chair he'd now become more familiar with the workings of the Community trust. He was aware that the Nominations Committee had proved to be a bit of a stumbling block and getting a meeting of it. He suggested that there could be a rephrasing of the CC representation on this committee to the Chair & secretary of the CC or their representatives as opposed to the current nominees system. He felt that this might make it easier then to set up the meetings for the Nominations Committee. He asked if his idea was agreeable. At present Dr Goudie and Mr Marks are the nominated committee members, but it might make it easier he suggested to have more flexible arrangements should committee members be unavailable for a meeting. Dr Goudie said he had no objection in principle to the idea as long as the

principles as discussed earlier in the year for the changes were maintained. He believed that the nominations committee should be able to retain its independence of either the CC or the Community Trust structure. Dr Goudie commented as well on his work to produce a more abbreviated application form as the original application form for prospective Directors was in his view overly complicated for the post. He hadn't managed to complete this work as there hadn't been a committee meeting for a considerable period of time. He indicated that he still hoped to contribute something in relation to the application form and make it less offputting, so felt that he should remain on the committee until at least that matter was resolved. Mr McLeod reassured Dr Goudie that there was no intention to remove him from the committee but was keen to get matters moving along.

Mr Greenwell commented that the Trust really needed to be in a position by the end of this year to have preferred candidates in place. Mr McLeod agreed that there was some urgency to get the matter settled.

#### 6.1.2. St Andrews Partnership

Mr Roberts reported that there hadn't been any Partnership meetings in the last month. However he reported on a recent event organised by the Partnership in which a local Victoria Cross holder Sgt John Ripley had been commemorated with a paving stone and plaque in Crails Lane close to where he'd lived until his death. Mr Roberts gave the meeting a brief life history of the VC hero.

In a recent agreement between BID and the Partnership it was agreed that BID would take on the Xmas lights after this year and the Partnership would work on the lighting of the cathedral, which is a longer-term project.

Mr Stewart asked about the report about the

escalation of the cost of lighting up the cathedral. Mr Roberts acknowledged that costs had gone up from £50000 to £190000 but explained that this included modern day lighting and operating costs for 15 years. Mr Roberts said he'd happily make councillors aware of the quotes and how the figure mentioned was calculated. Mr Stewart in reply said he'd understood that the original sum was for both the castle and the cathedral and now it was a much higher sum for only the cathedral. Mr Roberts explained briefly about some of the technical issues re the lighting and reiterated the fact that the cost included a maintenance contract. He added that modern lights would use a lot less electricity. Mr Stewart asked if the Partnership had the funding to start the work? Mr Roberts replied that the Partnership didn't have the funding but was confident it could obtain the funding and was using crowd funding amongst other techniques to get the funds. Mr Greenwell added that the Community Trust had allocated a five figure sum based on the original costing but wouldn't be issuing its grant until the Partnership could demonstrate its ability to obtain the rest.

#### **6.2. East Sands Mini Golf Proposal**

Mr Marks reported back that he'd had contact with Andy whose details had been forwarded to him. Andy had been unable to come up to the current meeting to present his proposal but would still like to meet up with CC members informally in the next few weeks when he is up in St Andrews. Mr Marks mentioned that the young man involved had set up a similar facility in Lytham St Annes close to the Championship course in that town. Mr Marks reminded the meeting that the proposal had first come to light when Cllr Morrison had mentioned that it had been discussed at a Councillors locality meeting. Miss Uprichard felt that more details were required to allow the CC to form an opinion as to

whether he should meet with Community Councillors. Mr Marks said he'd email him to see what further details could be obtained.

## **7. Committee Reports**

### **7.1 Recreation Committee**

Mr Greenwell who is now the Chair said he'd organise the meeting for a Monday night, which didn't conflict with Planning some time in August. Mr Roberts reported that the Bandstand Concerts were due to start the coming Sunday and that seven concerts were booked until the end of August apart from 24<sup>th</sup> July due to the Abroath Band being unable to make that date. Mr Roberts also reported that the concerts would be using stacking chairs from Craigtoun, which could be left, in place until the end of the concerts saving the need to transport them, as had previously been the case from the Victoria Memorial Hall. Mr McLeod urged members to help out and commented that it was a good opportunity to publicise the CC.

Mrs Corbin asked if a new flask could be purchased. This was agreed by the meeting.

### **7.2. GP Meeting**

Mr McLeod is to give consideration about the meetings and their purpose etc

### **7.3. 200 Club**

1<sup>st</sup> Mr Graham Methven 2<sup>nd</sup> Mr I Christie 3<sup>rd</sup> Mr A Primmer

### **7.4. Health, Education and Welfare Committee**

Mrs Corbin asked about the possibility of a presentation to the CC at a meeting by the new Health & Social Care body possibly in September.

Mrs Corbin had also been approached by the Blind Institute about a possible presentation to the CC.

Mrs Corbin also commented on an issue about what could be put in the plastics and metal recycling bin

used by householders. She asked members if they were aware that some materials couldn't be recycled but felt that this wasn't clearly explained on the bins used. Mrs Harding said that different councils had different systems for such recycling hence possible public confusion. Mr Greenwell thought that some plastic, which might not be considered as recyclable, could be chopped up into pellets and used as insulation. He thought it might be that Fife Council could separate such plastics hence its decision to allow a wide range of plastics to be recycled in its bins. Mrs Corbin was concerned that if the blue bin was filled up before the next collection date some people might resort to dumping excess items. Mr Greenwell commented that Fife Council said that all plastic apart from cling film could go into the plastic recycling bin.

#### **7.5. Rail Sub Committee**

No report.

#### **8. New Business**

#### **9. Reports from Office Bearers**

##### **9.1. Chair**

The Chair Mr McLeod and members discussed the current state of membership. There are still two places remaining to fill after the election of Mr Greg Newman. Mr McLeod also reported on the state of the bell above the Council Chamber, which requires a repair, but he hoped it would be ready to ring in September. Over the summer he hoped to bring forward various ideas or initiatives for members to consider raising the profile and standing of the CC.

In response to a query about the General Purposes Committee from Mrs Corbin, Mr McLeod said he'd be giving thought to the purpose of that committee and whether it needed changed or whether it was needed at all.

##### **9.2. Treasurer**

Mr Munn reported that he'd emailed members the monthly report and it was also on the CC website. Mr Munn reported that Council funding had been received and he had the cheques for the Bandstand concerts to give to Mr Roberts to give to the participating bands. He had also done the transfers to the Senior Citizens Account.

### **9.3. Secretary**

#### **9.3.1. Correspondence**

Mr Marks mentioned correspondence received which included a reminder for the website annual fee renewal. He'd also received some correspondence by post about a new joint Health and Social Care initiative called "Smart Life in Fife.Org" which appeared to be an assessment tool to help people assess how they could improve their lifestyle and live healthily for longer.

### **10. Any Other Competent Business**

#### **10.1. Bin Problem etc**

Dr Shepherd reported he'd come across trees across the lower path in the Ladebraes and planned to speak to Councillors about their need for removal.

Dr Shepherd also suggested that there should be a meeting of all relevant parties in the town to look at the issue of bins and their management. Mr Roberts offered to try and organise a meeting in relation to the problem with the bins. He knew that there were plans with other organisations to do something about it and felt that the CC should be at the forefront of trying to co-ordinate any initiative. He thought that an open meeting with all the stakeholders present to hear views was the very least to do. Mrs Harding wondered about getting the letting agents of student and other private rented properties to be involved, as their properties were often a source of problems. Mr Roberts said that he included letting agents and emphasised the need for a genuinely

Open meeting to discuss the problem and try to work out solutions.

The Chair, Mr McLeod asked the meeting if it approved authorising Mr Roberts to take forward this initiative with any associated costs. The meeting agreed to this course of action.

The meeting noted with delight the award made to Mr Roberts as the Rotary Citizen of the Year for his work in relation to Craigtoun.

#### **10.2. Email Group Aliases**

Dr Goudie brought up this subject and asked whether Mr Greenwell who had set up the system for internal correspondence would be amenable to having a specification of which members of the Council are on which mail list. Mr Greenwell agreed to look at the matter.

#### **10.3. Next CC meeting date**

The next meeting to be the 5<sup>th</sup> September.