

# Royal Burgh of St Andrews Community Council

## Provisional Minutes – 5<sup>th</sup> October 2015

For Approval

### 1. Attendance

#### Community Councillors

Callum McLeod, Harry Stewart, Zara Evans, Howard Greenwell, Kyffin Roberts, Ian Goudie, Penny Uprichard, Gordon Shepherd, Iain Munn, Alicia Schultz, Izzy Corbin .

#### Students' Association Representatives

Clare Armstrong

Charlotte Andrew

Patrick Mathewson

#### Co-Opted

Niall Scott

#### Fife Councillors

Dorothea Morrison, Brian Thomson

**Apologies** - Jonathan Bertulis-Fernandes, Keith McCartney, Patrick Marks, Judith Harding, Kenneth Crichton, Frances Melville, Chris Wallard,

### 2. Minutes of Meeting – September 2015

The minutes were accepted as correct.

### 3. Presentations

#### 3.1. Homeshare Scotland

Liz Reed from Homeshare Scotland described a new scheme to assist older people in need of support with others needing affordable accommodation. She described how the organisation would match people and help set up the mutual agreement of support to be provided in return for the accommodation offered. The person coming to stay with the householder will be vetted through the usual procedures of disclosure and references. North East Fife was chosen because of the make up of the population with both a need by elderly people for support and affordable accommodation for people for a variety of reasons and from a variety of backgrounds. Referrals for the householders can come from a variety of sources. The service provided doesn't include doing personal care but is more orientated to doing things like shopping, walking a dog, gardening etc. Over the age of 55 is generally the age group, though each case is assessed on its individual merits. There will be a trial period of four weeks and an expectation of at least 6 months if this is successful. The Homeshare organisation will monitor the agreements. The current scheme in the area is a pilot scheme for a year for 3 householders to see how the scheme works. The Homeshare organisation is a not for profit organisation, but does make a charge to both users for the support they will provide. The person coming to stay with the householder would pay a share of the household bills as appropriate. The scheme could be a way to relieve in a small way some accommodation issues as well as support needs. Liz asked if the Community Council could look for possible referrals to help the scheme work. Ms Uprichard asked how the scheme was being advertised. Liz described the range of ways they were trying to promote the scheme from leaflets to articles and to attending

meetings of groups involved with older persons. She acknowledged that it was a slow process in getting the message out and getting a response to prove the worth of the scheme.

## **4. Fife Councillor.**

### **4.1. Frances Melville**

No report – on annual leave.

### **4.2. Brian Thomson**

#### **4.2.1. Waste Issue**

A report had been received from officials about the options for more effective management of the bagged waste in the town. Seagull proof sacks had been identified as the most effective way to deal with the problem and would be progressed. In reply to a query from Mr Greenwell, Cllr Thomson thought that the new bags could be available quite soon.

#### **4.2.2. Road Repairs**

Cllr Thomson announced that the roundabout at the junction of Hepburn and Buchanan Gardens would be resurfaced shortly. There would also be improved markings and give way signs. The junction of Hepburn Gardens and Lawhead Road East would also be resurfaced.

#### **4.2.3. Bicycle Parking**

Cllr Thomson described the current bike-parking situation as a mess with bike racks missing in two locations in South Street and the Tesco racks always full. There were also numerous bikes randomly parked around by shops and in the streets. He has been pursuing the Tesco site in particular with officials and has asked them to take the need for more racks seriously. He has asked for another car parking space to be used at Tesco for bike racks and has asked official to review bike parking provision around the town. Officials have said they are working with the University and Transition to review what is on offer. He then mention a Scottish Government scheme called “Smarter Choices – Smarter Places” which does have funding for things like more bicycle parking. Mr Greenwell wondered about the south side of South Street opposite to Janettas and also suggested the south end of College Street and also by Subway in Market Street. Miss Uprichard suggested more in St Marys Place close to the exit. Mr Matheson reminded the meeting that there were 120 places for bikes to be available soon at the Students Union. Cllr Thomson thought that part of the issue about the random parking of bikes related to where students lived in the town centre and would want to be able to park their bikes close to their flats, this necessitating more parking in Market Street. Cllr Thomson also mentioned bikes parked and locked to railings opposite the Whey Pat at the private development. Mr McLeod wondered about putting bikes racks at the parking by the former Police Station?

Dr Goudie mentioned the case of the missing bike racks at the post office and wondered how bike racks could be taken down for the Lammas Fair and not replaced? He felt that there had to be an efficient extraction and replacement procedure for bike racks at the time of the Lammas. Cllr Thomson agreed with Dr Goudie’s comments and felt that answers were demanded. Mrs Adam wasn’t happy that cycle rack spaces in a busy commercial area such as Tesco were being used as long term parking by students. She felt that this wasn’t a commercially efficient way of the racks being used. Cllr Thomson acknowledged that the Tesco cycle racks were particularly busy but felt that it was a matter of striking a balance.

Mr Stewart commented on the fact that the management of abandoned bikes he’d discovered was a police matter, while it was the Council, which dealt with abandoned cars.

#### **4.2.4. Commonwealth Games Cycle Rack**

Cllr Thomson had been asking about the Commonwealth Games Cycle Rack mentioned by Mr Marks at the previous CC meeting. He'd discovered that it had been offered to the Leisure Centre but had been turned down though by whom he didn't know. He asked the CC members for suggestions about a possible location.

#### **4.2.5. National Planning System Consultation**

Cllr Thomson informed the meeting that Fife Council was keen to hear people's views on planning as part of a Scottish Government consultation due to come out shortly. He'd asked the CC secretary to circulate the link to the consultation, which was active until 23<sup>rd</sup> October.

#### **4.2.6. BID Vote**

The vote for this is ongoing and the result should be known later in the week.

#### **4.2.7. Guthrie Place – various issues**

Cllr Thomson commented on various issues, which had come to his attention in relation to this cul de sac in Market Street from anti-social behaviour, abandoned bikes, bins all over the place and school pupils using it at lunchtime. He'd emailed the Madras Rector on the pupils issue and he was going to have it checked out in the lunchtime patrols. As the flats in the Close are Fife Council tenancies they have proposed to put up a gate and a fence to restrict access but this will require planning permission.

Mr Stewart mentioned that all the Subway bins are out the back in Guthrie Place. He wondered whether there was any option to get the bins properly fenced in?

#### **4.4.8. Ladebraes Management**

Dr Shepherd raised the matter of what he considered was a dangerous tree branch in the Ladebraes and whether there was any plan to do a survey of the Ladebraes in relation to similar problematic vegetation? Cllr Thomson acknowledged that branches could sporadically break off in the Ladebraes especially as many trees are quite elderly. He said he'd check with Council officers to discover whether they undertook a regular check or depended upon members of the public to report matters of concern. He agreed to follow up the query and to report back the following month.

#### **4.4.9. Refuse Calendars**

Mr Greenwell on behalf of Mrs Harding asked why Fife Council couldn't deliver the new refuse calendar on time to her area and also why delivery couldn't be timed to ensure that students had an idea what to put out at the beginning of term?

#### **4.4.10. Facebook Page Use**

Mr Stewart brought up the use of the CC Facebook page which had been set up to allow matters of concern to be aired and hopefully picked up by Fife Councillors. He noted that only Cllr Thomson appeared to access the page and had responded. He noted that responses were often suggesting that members should contact Fife Council officials directly. He wondered whether CC members were being expected to report concerns directly to Fife Council officials or whether they should be feeding concerns to Fife Councillors to pass on to officials? He also noted that only about half of the CCs accessed the Facebook page.

Cllr Thomson suggested that it might be quicker to contact officials directly once the relevant officers were known in different departments rather than go through the Fife Councillors. If there was any difficulty he would be happy to follow up on the queries. Mr Stewart cited the case of an abandoned car in Murraypark, which he'd flagged up about three months ago to officials but nothing had been done to date. Cllr Thomson acknowledged that there wasn't a lot Fife Council could do. Mr Stewart said that there had been a notice on the car about it being removed within 24 hours if not removed and that had been a few weeks ago. Cllr Thomson added that if a car was still legally road taxed that made it more difficult to do anything. He agreed to follow up on the matter.

### **4.3. Keith McCartney**

#### **4.3.1. Kinnessburn Road**

Cllr McCartney reported that the Kinnessburn Road sign has been reported missing from its two support poles on the south side of the road by the fence at the BB Hall just before its junction with Langlands Road. A replacement has been requested and has been added to the next street nameplate order.

#### **4.3.2. City Road**

Cllr McCartney reported that the order to replace the missing pedestrian barriers on the northwest side of Hope Park roundabout which were removed some time ago following vehicular damage has not yet been issued due to other work taking priority. An order will be issued shortly and it is hoped that the work can be done before the end of the financial year.

#### **4.3.3. Craigtoun Road (C65)**

Cllr McCartney reported that operations will seek to programme the surfacing work on the C65 at both the Q14 and Q15 junctions some time from late October onwards. In the meantime they will continue to monitor the 'No Road marking' signs at both junctions to ensure they remain visible to motorists.

#### **4.3.4. St Mary's Place**

Cllr McCartney reported that the new bike rack, which can accommodate ten bikes rather than the six accommodated by the previous rack, is now in place in the Area Office car park by the western entrance.

#### **4.3.5. Argyle Street**

Cllr McCartney reported that 'sucker' branches growing out of the trunks of the trees on the north side of Argyle Street have been removed. Similar work on the trees in South Street is expected to be carried out in October.

#### **4.3.6. Potholes**

Cllr McCartney reported that potholes have been reported for inspection and repair as necessary in Petheram Bridge Car Park (Old Station), Canongate, Winram Place, Radernie Place and Lawmill Gardens. Following inspection repairs were carried out at the following locations – Petheram Bridge (Old Station) Car Park, Canongate (in centre of road by utilities cover opposite lighting column number 8), Radernie Place (on east side of road outside houses numbers 4 and 6).

#### **4.3.7. Market Street**

Cllr McCartney reported on the possibility of obtaining a further three seats to be located to the west of the existing seats is being pursued.

#### **4.3.8. Bike Racks**

Cllr McCartney reported that the replacement of bike racks damaged by vehicles and removed (one outside Tesco, one outside WH Smith and three outside Sainsbury's) and of the six moved across South Street and relocated to the west of Blackfriar's Chapel from outside what is now Nardini's during building work is being pursued.

### **4.4. Dorothea Morrison**

#### **4.4.1. Bruce Embankment Car Park**

Cllr Morrison reported that she'd been enquiring about the use of the income from the Bruce Embankment Care Park which is a Common Good property. She thought that at least some of the income should go towards the Common Good Fund and had raised the matter with Andrew Ferguson but hadn't so far received a satisfactory answer on the matter. She would still pursue her enquires with officials. Miss Uprichard agreed that the case of the income

from the Bruce Embankment going into the Common Good Fund should be pursued. She also noted that during the Open the small public car park beside the Old Course Hotel and the bottom part of Petheram Bridge Car Park had taken over for that event and she thought these should be queried as well. Cllr Thomson acknowledged that the Council had received a sum of money from the R&A for the use of these two car parks during the Open, but he'd been advised that the sum received was ring-fenced to cover Fife Council additional costs incurred during the Open.

#### **4.4.2. Kinnessburn Road Flats - HMO Applications**

Cllr Morrison reported that there had been an application for five HMOs in relation to the new flats at this development, which had been refused. She had heard that there were students in the flats causing problems. She had wondered if the Community Council had objected to the HMOs, but was informed the CC hadn't objected. She was still trying to get a clear view on the decision and had been told by lawyers that the Council policy H2 didn't fit although she'd thought it was the policy used for such a decision.

#### **4.4.3. Possible help for Syrian Refugees/ Student Accommodation/ Nursery**

Cllr Morrison had spoken to the Director of Housing about the possible use of empty properties for Syrian refugees. She'd had a lot for support for the idea. Miss Uprichard commented that Fife had a very long waiting list for housing so wondered how refugees could be accommodated? Cllr Morrison replied that the numbers of Syrian refugees would not be large and would be spread throughout Fife.

Mr Greenwell commented that the owner of the student flats at the old hospital site had not been able to let all the flats and the development at the East Sands was also due to come on-stream with 138 rooms. Mr Matheson commented on how the new student flat developments had misjudged when the student search cycle took place and in the case of the hospital site had been left with over 80 empty flats out of considerably more than 200 on the site. Huge rental costs have also been an issue on at least one of the sites. Mr McLeod wondered if the meeting was aware how much it cost to live in halls as his son had just started at the University and was in a hall and this was costing over £5000 for just the bed for an academic year. He acknowledged that he was very keen on value for money and was concerned at the costs for students.

Miss Uprichard asked if it was correct that there was no nursery at the East Sands. Mr Matheson replied that there was going to be a nursery and Mr Greenwell confirmed this fact, though exact numbers it would take were not clear.

#### **4.4.4. Damaged Tree @ St Marys Place**

Mrs Corbin wondered if councillors could get something done about a tree stump in St Marys Place. The tree had snapped but the stump had been left and she felt it was a potential hazard

## **5. Planning Committee**

### **5.1. Planning Committee Report**

Miss Uprichard reported on the past two meetings on the 21<sup>st</sup> and 28<sup>th</sup> September. She said that there had been connectivity issues at both meetings, the first because Fifiedirect wasn't working for four days and the later following the resignation from the committee of Mr Greenwell who had previously taken charge of setting up the laptop and connecting it to the web for the meetings. She wanted to put in a request for equipment to allow the Planning Committee to do its job. Mr Greenwell reminded Miss Uprichard that the Cosmos Centre had projectors and a screen. Miss Uprichard asked if the CC could approve the purchase of a laptop essential for the work of the Planning Committee? She also reminded the meeting that she'd asked for a budget for Planning. She argued that the committee might need to consult an appropriate professional for advice and could only do so with a budget. Mr Greenwell reminded Miss Uprichard that the committee already used 20% of the CC budget in room rental charges. Mr Greenwell suggested that Miss Uprichard should apply to the Community

Trust for a grant for equipment. Mr Matheson offered the use of a room in the Students Union at no cost to the CC for the Planning meetings. Mr McLeod asked about the current state of CC finances in its general account. Mr Munn informed the meeting that there was approximately £3190. Mr McLeod suggested that a laptop could be purchased for a fairly modest sum without detriment to CC finances and without having to go to the Community Trust. Mr Roberts reminded the meeting that the secretary had an Apple Mac laptop owned by the CC and perhaps Miss Uprichard could use that? Miss Uprichard replied that it would in her view be better for the Planning Committee to have its own laptop rather than having to ask the secretary each time they needed the use of one. There was further debate about whether any laptop purchased should be a Mac or a non-Mac type, cost being one of the issues pointed out as a factor with Macs being more expensive. Mr Roberts argued for a Mac on compatibility grounds, but Mr Stewart and Mr Greenwell felt that a cheaper machine just as good running Microsoft software would be sufficient. The CC agreed that a laptop should be purchased for the Planning Committee.

## **5.2. Planning Committee Report**

MINUTES OF PLANNING MEETING 28th SEPTEMBER 2015

Present: P. Uprichard (Planning Convenor), I. Goudie, C. McLeod, P. Marks

Apologies: I. Corbin, H. Greenwell, J. Harding

P.U. agreed to be minute taker for this meeting.

The minutes of the previous meeting on 21st September were approved.

Planning applications – there were no objections.

Items for decision or noting:

- a) North Bank Farm, Lathockar – the Planning Committee has lodged an objection to this ARC application
- b) 1 Murrayfield Road – report re correspondence with Chief Reporter
- c) Planning Focus Group – a meeting is planned in October, and P.U. volunteered to attend
- d) 12 Park Street – the previous application was withdrawn, and the Planning Committee intends to lodge an objection to the present application
- e) West Port Hotel ‘pergola’ – it was agreed that the Planning Committee would write to Fife Council supporting the recent letter from Mr. David Turner about the Ombudsman’s decision and Fife Council’s actions on the application
- f) Community Councils as statutory consultees – there are questions about Fife Council’s procedures over statutory consultees, and whether they comply with the legislation
- g) Your Place, Your Views Survey (Fife Council).
- h) Feddinch Mains (OBL) - 15/02648/OBL - report to CC.

## **6. Matters Arising**

### **6.1. Civic Pride**

Mr Greenwell reported that the majority of the Street Survey reports have been returned to him. When the final report has been returned the information will be analysed prior to a meeting of the Civic Pride stakeholders. That meeting will decide on the way forward for the Civic Pride campaign.

### **6.2. Community Trust – Change of Articles of Association**

Mr Greenwell has met with The Links Trust to get a better understanding of the need to change the Articles of Association. He plans to have another meeting in the near future when a Links Trust official returns from holiday.

Mr Goudie said it was unclear why The Community Trust wanted to abandon the nominations committee. Mr Goudie spent a lot of time helping to set up the Community Trust in 2010. He believes that the nominations committee has a role to play in ensuring that there is transparency in the way the Trustees are elected and that trustees are accountable for the way funds are distributed. He also felt that the Community Council does not receive enough credit for the part it played in setting up the Community Trust. The Trust has distributed in excess of £300,000 to good causes in St Andrews since 2010. The Community Council was a prime mover in founding the trust and it is the Community Council's property in the form of the Town Crest that was the essential element in establishing the trust. Dr Shepherd commented that as a relative new comer to the Community Council it is not clear to him of what role the Community Council plays in the Community Trust. Mr Greenwell explained that the Community Trust has seven trustees, with two from the CC, one from the Links Trust and one Fife Councillor, and three elected trustees.

Dr Shepherd stated he believes there are too many, groups, organizations and Quangos in St Andrews, all trying to carry out tasks that should be the remit of the Community Council. Mr. Greenwell explained that the Community Council has representatives on most the groups Dr Shepherd was referring to. Mr Greenwell also explained that the Preservation Trust was established long before The Community Council and that the St Andrews Partnership is a business orientated organization, other groups such as the Pilgrims Foundation and the Community Trust distribute funds that are not available to the Community Council.

Dr Shepherd stated that he still believed it would be more appropriate for representatives from the groups to be invited to attend Community Council meetings, in the hope that we could all work together. Mr McLeod referred back to the Community Trust and expressed concern regarding the status of some of the organizations that have received grants. Mr McLeod stated that in his opinion it was not appropriate for a private club to receive a grant to upgrade or maintain a privately owned building.

However, Mr McLeod accepted that it is the responsibility of the Community Trust trustees to allocate the trust's funds. There followed a short discussion between council members regarding the history of the Community Trust. Mrs. Corbin stated that the setting up of The Community Trust was a sensitive and complicated subject and therefore any discussions should be held in-camera. Mr. Greenwell agreed, he confirmed that he has arranged a meeting with the chairman of the Community Trust and that following that meeting and his planned meeting with the Links Trust he will arrange a meeting where council members can discuss the matter in full.

## **7. Committee Reports**

### **7.1 Recreation Committee**

#### **7.2. GP Meeting**

No meeting.

#### **7.3. 200 Club**

1st. No 68. Mr Christie. £50

2nd. No. 77. Mrs Donaldson. £30

3rd. No 71. Mr Crichton. £20

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

No report received

## **7.5. Rail Sub Committee**

## **8. New Business**

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

### **9.1. Chair**

1. Worked on the Beating the Retreat and Civic Reception - all paperwork submitted to FC and the Band booked.
2. Applied to Community Trust in Support of Twinning Celebrations and the Senior Citizens Treat. Meeting of Trustees on 20th October.
3. Held overdue meeting with Links Trust about Community Trust setup and operation. Still trying to get briefing paper produced to educate other community councillors.
4. Worked with Cathy at COSMOS to ensure trouble with Internet resolved. Messages passed through Jane were obviously not getting through.
5. Worked with John Matthews/Fiona Mitchell/Dominique Robertson on Twinning Arrangements for November
6. Met with Arthur Griffiths to discuss reasons for removal of Nominations Committee and above CC applications to Trust
7. Met with Gillian Hogarth regarding licensing of Town Crest - instructed her to speak with the Links Trust
8. Worked with Ian Goudie on Briefing Document - Now passed to Links Trust for their approval.
9. Spoke with Mrs. Derrick about all the Ballsillie Information necessary for the next time the CC is asked for any street names in the town.
10. Spoke with Mrs Robertson and other Residents of Woodburn terrace over their concerns regarding the planning application from Ayton house to remove the planning condition preventing summer letting.

### **9.2. Treasurer**

See report sent out separately on 4<sup>th</sup> October

### **9.3 Secretary**

On holiday

#### **9.3.1. Correspondence**

See emails and items listed in appendix.

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