

## Royal Burgh of St Andrews Community Council Agenda – January 2006

There will be a meeting of the community council at 7pm Monday 5th December in the Burgh Chambers of the Town Hall, Queen's Gardens. There will be a short break at about 8pm during which the 200 Club draw will be made.

*(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 at <http://www.standrewscc.net/>)*

### 1. Apologies

### 2. Appointment of Secretary

### 3. Minutes of December 2005

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

### 4. Presentations

*For anyone wishing to address the meeting on a matter relevant to St Andrews. Please contact the Secretary or Chair before the meeting. Priority will be given to those who have been invited to speak or have given advance notice.*

### 5. Fife Councillors

#### 5.1. Frances Melville (West)

#### 5.2. Sheila Black (South)

#### 5.3. Bill Sangster (Central)

#### 5.4. Jane Ann Liston (South East)

### 6. Planning Committee

### 7. Matters Arising from Previous Meetings

#### 7.1. Awards

Appendix A: Outline principles from meeting 17 Oct

#### 7.2. St. Andrews World Class

#### 7.3. Order of business

### 8. Reports from Office Bearers

#### 8.1. Chair

##### 8.1.1 Purchase of equipment for Secretary's use.

#### 8.2. Treasurer

#### 8.3. Secretary

### 9. Reports

#### 9.1. From Committees

##### 9.1.1. Health Education & Welfare

#### 9.2. From Representatives

### 10. Any Other Competent Business

*Please notify Chair of AOCB items before the start of the meeting or at the break. Hint: Given that the end of the meeting is often taken in something of a rush, unless items are urgent it might be better to submit them for next meeting's New Business.*

## Appendix A – Disbursements Meeting Minutes

*Report by Bruce Ryan*

### Disbursements Meeting, 17 October

Present: Ken Fraser, Carole Tricker, Ken Crichton, Pete Lindsay, Richard Douglas, Bruce Ryan

#### 1. Initial discussions

1. PL explained the status of the trust fund and why it may well be best to shut it down. What happens to it is up to the trustees (PL, Donald Macgregor and Marie-Louise Moffat). However PL hopes to make it more accountable to CC.

2. BR explained status of Coat of Arms sub-account. CC received an initial £9000, less legal fees, for setting up marketing agreement with St Andrews Ltd, from SAL. However CC has not yet received details of any sales they've made because 'there haven't been any yet'. SAL is soon meeting potential investors and BR has suggested to them that the potential investors might like to meet some CCllrs.

#### Budget

1. Meeting was curious as to how CC came to have so much money. BR provided summary of accounts he'd pulled together from last few years' treasurers' reports.

2. Meeting also queried whether all this was available to spend – some came from FC admin grants. BR has checked with FC. So long as CC's total spend (no matter what it's on) exceeds that year's FC grant and CC submit audited accounts for FC to check, CC will get the full grant next year. FC appear to have never questioned CC's spending so it appears all the money in CC's account can be spent as CC wishes, provided such spend is in line with FC's rules for CCs.

3. Most of meeting was concerned that CC shouldn't spend its funds recklessly. Therefore meeting recommends that in any financial year CC should only disburse the interest paid to us by the bank the previous financial year. (For the £25,000 currently in the bank account, CC receives around £400 interest.) Exceptionally, CC could disburse more but should remember that this will reduce the interest we receive.

4. Meeting also recommends that if CC doesn't disburse the full amount in any year then the remnant should be added to the capital that's gaining interest rather than being disbursed next year. [BR notes that this will happen naturally: whatever CC doesn't spend remains in its account.]

5. Meeting recommended that Treasurer be able tell full CC meetings the amount available to be disbursed. [BR notes that all interest payments CC has received are noted in the accounts spreadsheets. It should be no problem for the Treasurer to sum them and then subtract any disbursements made under this 'scheme'.]

#### Guidelines for receiving a grant

1. Meeting recommends that CC does not give grants under this 'scheme' for purposes outwith St Andrews because it might then be acting outside its remit.

2. Meeting recommends that awardees must have a 'strong connection' with St Andrews. (Some further research may be needed here.)

3. Meeting recommends that people seeking grants should be aware that their request may well be discussed in public meetings of CC. (CC can go in camera during such discussions.)

4. Meeting recommends that awardees must be told that all grants are one-offs. Application for further grants would be allowed but not necessarily awarded.

5. We can create a form which notes all the details above.

#### Guidelines for amounts of grant

1. Since we can't set up hard-and-fast rules, amounts are at discretion of full CC. [BR points out recommendation in item 3 of 'Budget'.]

2. Meeting recommends that CC beware historical inertia (*i.e.* be aware that any amount we award for any type of need is likely to be the minimum the next person with that need will request.)

3. Meeting recommends that CC ask that if an award is not spent (for example, the awardee may also receive funding from another source) then the awardee should be asked to return the unspent remnant. This request should be made on the 'request form'.

4. Awardees should be made aware that all grants are one-offs. Application for further grants would be allowed but not necessarily awarded.

#### Who makes the decisions?

1. Full CC – apparently we can't set up a standing set of rules to devolve this power to a committee.

2. Also spending our funds – which are public money – should be open to discussion by all of CC to be as democratic as possible

## Correspondence

Post received

Date	From	Subject
7/12/05	Scottish Health Council	The Scottish Health Council and the Voluntary Sector – letter
7/12/05	Fife Council – Law and Administration.	Scottish Executive Review of Community Councils – letter
12/05	The Crown Estate	Scottish Marine Newsletter – 2 copies
13/12/05	Mrs Vivienne Knaggs	Letter re withdrawal from 100 Club of Community Council
13/12/05	NHS Fife	St Andrews Community Hospital & Health Centre Project Newsletter
13/12/05	Fife Council	Notice of Meeting – EFADC – Departure from Development Plan Hearing – 15/12/05
13/12/05	Fife Council Transportation Services	37 Largo Road Development Proposal and objections submitted

16/12/05	Scottish Water	Winter Warmer Campaign Newsletter
12/05	Ted Brocklebank MSP	Newsletter
17/12/05	Fife Council	Letter detailing Complaints Procedure for Community Councils and Councillors
12/05	Fife Environmental Network	Newsletter Winter 2005
24/12/05	Scottish Executive	Modernising the Planning System: analysis of responses
29/12/05	Fife Council	Canongate Primary School 20 mph zone plans

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