

# Royal Burgh of St Andrews Community Council

## Provisional Minutes – 7<sup>th</sup> September 2015

For Approval

### 1. Attendance

#### Community Councillors

Callum McLeod, Harry Roberts, Chris Wallard, Judith Harding, Zara Evans, Alicia Schultz, Howard Greenwell, Patrick Marks, Kyffin Roberts, Ian Goudie, Penny Uprichard.

#### Students' Association Representatives

Clare Armstrong

Charlotte Andrew

Alicia Schultz

#### Co-Opted

Niall Scott

#### Fife Councillors

Dorothea Morrison, Brian Thomson, Frances Melville

**Apologies** - Jonathan Bertulis-Fernandes, Iain Munn, Ken Crichton, Patrick Mathewson, Keith McCartney, Lindsey Adam, Gordon Shepherd, Zara Evans

### 2. Minutes of Meeting – July 2015

The main correction requested was by Miss Uprichard with an altered version of her reported comments during her planning committee report fifth paragraph as follows: Miss Uprichard reminded the meeting that the western extension was 116 hectares with Craigtoun North being 17 hectares between a sixth and a seventh of the total western extension. Miss Uprichard commented that if the numbers of houses proposed for Craigtoun North was replicated in the rest of the western extension at the same density there could be significantly more than the proposed number of 1019. In relation to housing density, Miss Uprichard reminded the meeting that the recommended density in the Structure Plan was between 25 - 40 units to a hectare, but Craigtoun North was only about 20 to the hectare. She wondered if the University and its partners in the remainder of the western extension might want to review the number of houses if Craigtoun North went ahead as this would leave them with only 700 plus houses in a much larger area of land.

### 3. Presentations

### 4. Fife Councillors

#### 4.1. Frances Melville

##### 4.1.1. Biomass Plant Work – Guardbridge

Cllr Melville commented on contact between Fife Council and the University over the timing of the work on the Biomass Plant and the disruption this will cause as the street was to be dug up in October. However this would have coincided with school exams so Education asked the University to set a later date for this work. The University according to Mr Scott are happy to change to January/February for this work, which will cause disruption for up to seven weeks.

#### **4.1.2. Waste Management Issues**

Cllr Melville reported that the Waste Management Team have worked very hard on this problem, visiting businesses to try and reinforce the need to handle their waste disposal in more user friendly ways.

#### **4.1.3. Planning Meetings in County Hall – Equipment Upgrade**

Cllr Melville reported that from September Planning Meetings would benefit from a major upgrade in audio-visual equipment. She thought this would benefit both Councillors and members of the Public attending meetings of the Planning Committee when considering planning issues. Since the minutes were recorded Cllr Melville has informed me that there has been a slight delay and it is hoped that the new equipment will be installed in early October.

#### **4.1.4. Strathkiness B939 Crossroads**

Cllr Melville reported that a request to replace the “Give Way” by “Stop” signs south of Strathkiness has been made and stop signs are to be finally installed at the crossroads of the Low Road, which is a dangerous junction to reduce road traffic dangers.

#### **4.1.5. St John’s Garden – Opening Hours**

Cllr Melville asked the Community Council for its views on the hours, which this garden should be open to the public.

#### **4.1.6. Town Hall Lift**

Cllr Melville reported that the Town Hall lift is finally to be replaced with a new one. The lift has not worked properly for a long time with frequent breakdowns causing problems for users needing to transport material up to the Town Hall main hall. Funding has been found for the work.

#### **4.1.7. Westport Bar Pergola Issue**

Cllr Melville mentioned that in October the matter will be discussed at Area Planning Committee immediately followed by the Area Committee to ensure consistency in attendance and therefore decision making by Councillors.

### **4.2. Brian Thomson**

#### **4.2.1. Enforcement Issues**

Cllr Thomson reported on a couple of compliance issues, one being the signage at the Vic Café/Bar. The enforcement officer appears to feel that the owner is now complying with the signage requirements as per planning permissions.

The other issue related to Hepburn’s Nail Lounge and its external signage on a sidewall of the building. Cllr Thomson reminded the meeting about the history of the signage issue. The owner of the premises was asked to apply for planning permission but refused to do so and there was consideration of enforcement action. However the Council decided not to proceed with enforcement on the basis that the Council would not be able to consider any application in relation to the content of the advert but would only be able to assess in terms of its size, material and impact on amenity. Cllr Thomson and Mr Greenwell agreed that this decision set a poor precedent and would make other such action difficult to pursue. Cllr Thomson has asked the official to revisit the matter and has spoken to Cllr Laird who is a spokesperson for Planning for the Council.

#### **4.2.2. Bogward/Canongate Resurfacing**

Cllr Thomson reported that this work had almost been completed with lines still to be done.

#### **4.2.3. Cycle Rack by Tesco**

Cllr Thomson reported on the problems of accessing the cycle rack by Tesco despite removal of some abandoned student bikes by the police. He is keen to see additional racks put in place and thought that if a car parking space was used there would be room for another 12 bikes. To implement this would require a Traffic Regulation order amendment. He has asked officers to look at that possibility and is awaiting their response.

#### **4.2.4. Newmill Bridge Holes**

Cllr Thomson reported that the Council had inspected the bridge and repair work is being organised.

#### **4.2.5. Business Improvement Bid**

Cllr Thomson reported that the St Andrews Business Improvement proposal ballot papers and business proposal have been handed out to eligible businesses within the town. Businesses have until 8<sup>th</sup> October to vote on whether they want that proposal to go through. This will require over 50% support.

#### **4.2.6. Lawhead School Fence**

Cllr Thomson reported that he'd approached the Community Payback Team to repair the fence and was hopeful of a positive response.

#### **4.2.7. St Andrews to Guardbridge Cycle Path**

Cllr Thomson reported on the problem of tree roots coming through the pavement at places on this route. Work to patch areas affected by tree roots and cutting back vegetation is to be undertaken at an unspecified date.

### **4.3. Keith McCartney**

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

Cllr McCartney reported that the vandalised 20mph sign on the west side of lighting column number 15 on Kinnessburn Road has been replaced.

#### **4.3.2. Patching**

Cllr McCartney reported that the work to patch the road at the junction of Kennedy Gardens/Donaldson Gardens has been completed.

#### **4.3.3. Lade Braes**

Cllr McCartney reported that the information boards at the entrances to the Lade Braes at Cockshaugh Park, Plash Mill, Lawmill Pond and Craigtoun Road, on which there had been a build-up of algae and dirt, have been cleaned.

#### **4.3.4. Graffiti**

Cllr McCartney reported that graffiti has been removed at the following locations –

East Sands – word in red paint on green Fife Council litterbin by coastal path on seaside of HM Coastguard facility by Albany Park.

Langlands Road – ‘tag’ in black paint on a number of panels on the bus shelter on the west side of the road by the BB Hall.

#### **4.3.5. Market Street**

Cllr McCartney reported that the Whyte Melville fountain has been brought back in to operation

#### **4.3.6. St Mary's Street**

Cllr McCartney reported that the pedestrian crossing on St Mary's Street, on which the markings were reported to have become worn, was inspected on 7<sup>th</sup> August and, as a consequence, has been added to the programme for re-marking.

#### **4.3.7. Bruce Street**

Cllr McCartney reported that the two new street signs stating 'Bruce Street leading to Churchill Crescent' have been ordered to replace the current 'To Churchill Crescent' signs, which make no mention of Bruce Street, and are expected to be erected later this year.

#### **4.3.8. Wardlaw Gardens**

Cllr McCartney reported that the lights on lighting columns 5 and 6, reported as not working, were repaired.

#### **4.3.9. Cycle Racks**

Cllr McCartney reported that an order has been issued for the repair/replacement of the damaged and missing cycle racks outside Sainsbury's in Market Street.

The new cycle rack to replace that already in place in the Area Office car park by the west entrance, which will accommodate more bikes, was due to be installed during week beginning Monday 17<sup>th</sup> August. However, this was delayed and the installation moved back to week beginning Monday 24<sup>th</sup> August.

#### **4.3.10. Library Services**

Cllr McCartney reported that – Fife Council is conducting a public consultation on the proposed changes to Fife's library service. To take part in the consultation you can complete a questionnaire in any Fife library from Friday 14<sup>th</sup> August, or take part online, by 6<sup>th</sup> November via the following link : [www.fifedirect.org.uk/libreview](http://www.fifedirect.org.uk/libreview)

#### **4.3.11. Old Guardbridge Road**

Cllr McCartney reported that a pothole on the south side of the road immediately east of the most westerly entrance to Station Park was reported for inspection and repair as necessary.

#### **4.3.12. Station Park**

Cllr McCartney reported that the section of stone wall bounding Station Park on its north side, from which stones had been displaced, has been repaired.

#### **4.3.13. Craigtoun Road**

Cllr McCartney reported that nettles growing out from the bank onto a section of the footpath on the south side of Craigtoun Road between its junction with Lawhead Road East and the pedestrian crossing leading to Lawhead Primary School were trimmed back on Monday 24<sup>th</sup> August.

#### **4.3.14. Lawmill Pond**

Cllr McCartney reported that on Sunday 23<sup>rd</sup> August water, which had overtopped the bank at the outlet, was seen to be running down the path to the east of the pond. This was reported, an inspection carried out and a blockage in the outlet, which had been the cause of the problem, cleared.

### **4.4. Dorothea Morrison**

#### **4.4.1. More Benches**

Cllr Morrison reminded the meeting about the previous discussion on the need for more benches in Market Street for the public. Cllr McCartney had investigated the H&M end of the street but concluded it was too narrow, however there were other potential locations. Cllr Morrison said that if the CC could come up with suitable locations the local funds available could pay for another 3 or 4 benches.

#### **4.4.2. Rubbish Issue**

Cllrs had been having meetings with officials on the problems of rubbish management. The use of gull proof sacks is going to be tried out. The use of communal bins had been looked at but rejected because they would take up parking spaces. The loss of parking spaces she added

would lose the Council up to £19000 in parking revenue p.a. something, which the Council couldn't afford.

Mr McLeod wondered if businesses such as Forgan had permission to use a parking space for their bins? Cllr Thomson replied that this matter was being checked out as it wasn't clear of that firm might have an agreement with transportation and whether such a practice was legal.

Mrs Corbin following some comments about whether Forgan's could put their bins up the alleyway of their premises claimed that there was plenty of room for such storage.

There was a general feeling that the use of spaces for parking bins for lengthy periods was wrong for a number of reasons from loss of revenue for parking to reducing parking availability for shoppers.

#### **4.4.3. Bedding for Students**

Cllr Morrison commented upon the amount of new duvets and bedding items, which she noticed students were purchasing and wondered why these weren't provided by landlords? Cllr Morrison commented when they'd let to students they'd provided the bed linen. She felt that this saved the end of term issue of students having to get rid of such items. She thought it would be useful if students could look at this issue especially given the high rents they pay to private landlords.

Miss Andrew confirmed that even in student residences bedding materials are not supplied so students have to buy their own, however she informed the meeting that the university students had a recycling fair this week at which students could donate items for reuse by Freshers or other students looking to furnish their rooms. She thought that bedding was more difficult given the more personal nature of its use and the recycling scheme didn't accept bedding materials for this reason.

#### **4.4.4. Parking Issues**

At the next ward meeting Councillors will be discussing parking issues, which will centre on the possibility of allowing a shorter parking period of half an hour in South Street for shoppers and others. Cllr Morrison said that officials were trying to dissuade them of the viability in cost terms so they would be having an official come to this meeting to discuss the issue. Mrs Harding wondered whether there might be any possibility in having an experimental period without charging for parking to see if this might benefit the town centre? Cllr Melville replied that an official had told Councillors that there was a pilot scheme relating to parking in Kirkcaldy and the outcome of that might determine if something could be attempted in St Andrews. Miss Uprichard wondered about the possibility of allowing local people the chance to come in first thing if parking charges didn't start until slightly later? She felt that this would both benefit local shops and added that perhaps the Council should think along such lines rather than just trying to extract the maximum income from people parking. Cllr Morrison in reply indicated that this idea had been discussed at a ward meeting a couple of years ago with St Andrews Partnership suggesting the possibility. Officials indicated that such a relaxation of parking time would lose up to £60000 pa. Councillors are still working on the matter. Dr Goudie asked what the total annual figure for parking charges might be? Councillors couldn't give a figure but reiterated that they would be discussing matters further with officials.

Mr Greenwell then brought up the issue of parking by delivery vans, often on double yellow lines causing traffic problems as witnessed recently by his wife. He if there could be a way to restrict delivery times to off peak periods in the morning and evening? He cited the example of Newbury where he used to live and the restrictions in place in that town which he thought worked well. Cllr Thomson added that during the recent Open Championship van deliveries were actually restricted to quite early in the morning and appeared to work and could be something to be considered.

There was some further discussion about the parking particularly in Market Street with the use of parking spaces for bins from some commercial premises a particular cause of concern and Miss Uprichard reminded the meeting that the CC had been opposed to the current layout of

parking spaces, which make it less easy for motorists to reverse out compared to the previous angled parking. However the alleged loss of parking places if the current layout wasn't used was the excuse made by officials when it was decided.

Miss Andrew wondered about the possibility of special parking measure restrictions on a temporary basis at this time of year with students returning and adding to the traffic problems?

#### **4.4.5. Bandstand Maintenance**

Mrs Corbin asked Councillors if the Bandstand could have some maintenance work such as the paintwork done?

## **5. Planning Committee**

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

Miss Uprichard reported back for the Planning Committee. Miss Uprichard made the meeting aware that the Planning Committee had lodged an objection to Fairways for a 2-storey extension. She added that she'd discovered that the original proposal had been lodged in 2002 and had been renewed ever since. Fife Council apparently places no limit on the number of times an application can be renewed. 13 years later the proposal has been approved under delegated powers. Objections were also made to two HMO applications, one in Park Street and the other at 13d Howard Place.

Miss Uprichard asked Cllr Morrison for an update in relation to the Brownhills Garage application Cllr Morrison replied that from the papers she'd read there was nothing to say it would be an acceptable application. She hadn't managed to attend the Planning meeting earlier in the day but said she'd be surprised if the decision had been overturned.

### **5.2. Planning Committee Facilities**

Miss Uprichard raised the issue of problems with the connectivity in the Cosmos Centre and how this was affecting effective discussion of planning applications by the committee. In relation to the equipment used by the CC at its meetings Mr Greenwell explained that the CC had applied on behalf of the Cosmos to get screens and projectors to help make it an acceptable venue. The Planning Committee he added had an informal arrangement to use facilities for £6 per hour. Miss Uprichard felt that the unreliability of the Internet access at the Cosmos was a real drawback for the committee and there was an urgent need for a room with the proper equipment with reliable connectivity. She wondered about applying to the Community Trust for funds to buy equipment if necessary, as the committee had no funds from the CC although she had asked in the past for a budget. She also envisaged using a budget to pay for occasional planning advice given the often-complex nature of some of the planning applications they had to consider.

Cllr Morrison wondered how the Preservation Trust Planning Committee handled the applications? Mr Greenwell commented that the Preservation Trust did have an office with Internet connection and a projector. Mrs Corbin reminded the meeting that the committee used to meet in St Marys Place until the caretaker retired. She thought that Fife Council had an obligation to provide a meeting place. Mr Roberts wondered why the connectivity issue at the Cosmos couldn't be resolved? He thought that Mr Scott could be of assistance, as he believed that the university now had oversight of the Cosmos Centre building. Mr Greenwell wasn't certain that the university input related to internal building matters but only to the external fabric. Cllr Thomson commented that he understood the university owned the Cosmos building and there was an agreement in relation to the external fabric. Mr Scott thought that connectivity should be possible as the University premises in the old Greyfriars School included a BT Hotspot. He agreed to check on the access arrangements for users not connected to the University. Mr Greenwell replied that he'd not noticed the hotspot connection while in the Cosmos recently. He agreed to see if something could be sorted out by the time of the next Planning Meeting. Miss Uprichard asked if her request for a couple of filing cabinets and place to store them as well as expenses for paper etc could also be

considered when there was consideration of the location of the most suitable available place for Planning meetings. She also asked for a budget for the committee. Mr Greenwell agreed that a suitable storage place would be appreciated as he also had CC material in boxes at home.

### **5.3. Rusacks Hotel Planning Appeal**

Mr Roberts commented that he thought that the decision of the Reporter to overturn the Fife Council decision to refuse the Rusacks extension was appalling and hadn't met anybody who thought it was a good decision. He felt that the proposed extension looked like a prison block and would be entirely out of keeping with the character of such a famous area. Mr Greenwell agreed and said that he thought he spoke for all CC members in condemning the decision of the Reporter. Cllr Morrison added that in her opinion the Reporter had no understanding of the character of the area. Miss Uprichard added that Mr Dent the Reporter was one of the three reporters who approved the Local Plan. Miss Uprichard then went on to tell members how at a recent Planning Democracy meeting she'd become aware that it was possible to raise questions with the Appeals Directorate about perceived or factual errors in the Reporter's decision. She announced that she had written to this body on behalf of the Planning Committee in relation to the Rusacks decision as well as 1 Murrayfield Road.

## **6. Matters Arising**

### **6.1. Civic Pride**

Mr Greenwell reported that he'd attended a couple of meetings of Civic Pride's Campaign over the summer, one of which was a call for volunteers to do an audit. In the past couple of weeks seven teams had been doing an audit around the centre of the town. Once all the feedback has been received they will look at what issues need to be addressed after analysing the data. A steering committee will then look at what can be done to address issues identified.

### **6.2. Reports from Representatives**

No reports

## **7. Committee Reports**

### **7.1 Recreation Committee**

#### **7.1.1. Garden Awards**

Mrs Corbin reminded the meeting about the upcoming Garden Awards to be made on the 15<sup>th</sup> September in the Borough Chambers @ 18.30. She asked members to consider attending and assisting with the evening.

Mrs Corbin asked the CC if there could be agreement to make an extra award. She explained that one of the local B&Bs was in a category of its own as it had a garden not just window boxes so didn't fit into the category for B&Bs. She felt that this B&B deserved some recognition and thought a Shield from the CC was appropriate. The CC had no objection to the idea.

#### **7.1.2. Putting Competition**

Mr Greenwell announced that the Putting Competition had been organised for September 21<sup>st</sup>. Mr Greenwell urged members to support the putting competition.

#### **7.1.3. Bandstand Concerts**

Mr Roberts reported on the recently finished Bandstand concerts. He thanked members who had supported the events. He thought that next year a rota would need to be organised.

#### **7.1.4. Coffee Morning**

Mrs Corbin reminded members that the Coffee Morning for the CC was on the 10<sup>th</sup> October.

## **7.2. GP Meeting**

No meeting.

## **7.3. 200 Club**

Winners September 2015: - 1<sup>st</sup> Mr H Stewart, 2<sup>nd</sup> Mr N Scott, and 3<sup>rd</sup> Ms J Innes

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

### **7.4.1. Scottish Health Council**

Mrs Corbin reported on her contact with the SHC and their announcement of a new initiative, which was about hearing the voice of citizens in social care as an attempt to see improvements in the provision of care. She described the initiative as a sort of hub where carers could have their concerns heard. She added that this was quite a new initiative but thought it might be very interesting.

### **7.4.2. Amalgamation of Local GP Practices**

Mr Roberts asked Mrs Corbin for her thoughts on the amalgamation of two local GP Practices - Strathcairn and Feddinch. Mrs Corbin thought it could have both good aspects and bad aspects and thought that only time could tell. She informed the meeting that the new practice would be called the Pipeland Practice.

## **7.5. Rail Sub Committee**

See circulated report. Dr Goudie also reported that the reopening of the Borders Railway line had attracted the media with the possibility of St Andrews having network again receiving media coverage a few days before.

## **8. New Business**

### **8.1. Commonwealth Games Heritage Bike Rack**

Mr Marks reported that he'd had correspondence recently about a request, which had been made via Cycle Scotland from an athlete who'd won a medal at the Commonwealth Games who wanted a special cycle rack erected by Janettas Ice Cream Parlour. Mr Marks wasn't certain of the identity of the athlete but had had correspondence with Fife Council officials about the matter. He reported that such a request might be possible but not at Janettas due to space constraints. Officials had suggested other possibilities but had also pointed out the various hurdles to be overcome to get such a rack installed from the financial cost to the location to the possible need to amend an RTO if it was on the road in a parking area. He wondered if anyone had any thoughts on this request and whether this might be possible. Mr McLeod thought that it would be a good use of Common Good money. Mr Greenwell thought that there might be space on the road on the opposite side from Janettas but he wasn't certain how much of a destination for cyclists that end of South Street would be.

### **8.2. Community Trust – Change of articles of Association**

Mr Greenwell reported on receipt of correspondence about proposals to make changes of the Articles of Association with the main one being a proposal to remove the nominations committee. Mr Greenwell explained to the CC that the Community Trust had four trustees from the founding groups (with two from the CC, one from the Links Trust and one Fife Councillor) and also three elected trustees. The nominations committee is made up of five people, two being CC members, tasked to seek out and recommend new trustees. The proposal for the change he thought was to remove a layer of bureaucracy. He was comfortable with the proposed changes but was happy to receive comments from CC members before any decision would be made. He was happy to recommend to the CC that the change should go ahead. Mr Roberts suggested that Dr Goudie who had been involved with the set up should

have an opportunity to examine the proposed changes before a final decision was made. Dr Goudie reminded the meeting that he'd spent a lot of time on the matter in 2010 and hadn't thought that the lawyers had always got all the detail correct. Mr Greenwell agreed to let Dr Goudie check the changes before responding to the Trust.

### **8.3. Town Crest - Trademark**

Mr Greenwell reported he'd received correspondence via the CC secretary about renewal of the Trademark protection for the town crest. An agency called the Patent & Trademark Agency was offering to deal with the renewal of the town crest for a considerable fee. The letter which had been received via the local solicitors who had dealt with matters relating to the Town Crest in the past had been passed on to the CC secretary with a suggestion that this renewal could be done online for considerably less than the agency in question was offering to do the job. The renewal is due in 2016. Mr Greenwell said he'd keep this on file and make sure that the trademark was correctly renewed. Dr Goudie cautioned that it was a thorny area. Mr Greenwell acknowledged Dr Goudie's comments and said he'd already consulted with relevant persons such as Mr Paul.

Mr McLeod commented that the crest in question was the Community Council Coat of Arms he thought which no one else could use as it was legally protected. Mr McLeod thought that it didn't need to be registered, as it was a coat of arms so the CC shouldn't even have to pay the £200 to any online service. Mr McLeod added that the Town Coat of Arms couldn't be used by anyone technically as it was in abeyance. He also wondered why the CC couldn't benefit directly from any arrangement made with the Links Trust to even a small percentage of the income given to the Community Trust? Dr Goudie in response indicated that the agreement signed between the CC and the Links Trust was the best one at the time. He also thought that the recent correspondence might be best discussed with the Links Trust lawyers. Mr McLeod thought that when the agreement came up for renewal the CC might be able to negotiate a better financial deal.

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

### **9.1. Chair**

Mr Greenwell reported that there was now a twinning agreement with Loches agreed by the 5 signatories. At this point of time it wasn't set in stone and the plans were for the document to be signed on 27<sup>th</sup> November. Mr Greenwell was planning with relevant parties the activities at the time of the signing. He confirmed that there would be no financial implications for the CC. there would also be a dinner and potluck organised by the Loches Alliance, with the former a paying event. The French delegation will arrive on the Friday evening and leaving at the beginning of the following week. Mr Greenwell welcomed comments from CC members but advised members that the French delegation were happy with the wording.

### **9.2. Treasurer**

See report sent out separately

### **9.3 Secretary**

The secretary also reminds members that he is on holiday from 3<sup>rd</sup> October for 2 weeks and Mr Roberts will record the meeting.

#### **9.3.1. Correspondence**

See emails and items listed in appendix.

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

### **10.1. Fife Access Forum**

This item was received as an email invitation for CCs around Fife to nominate representatives to be considered for this forum. Mr Marks suggested that anyone interested should circulate their interest to CC members, though Mrs Corbin said she already had some involvement and could go for the appointment unless anyone else was interested.