

# Royal Burgh of St Andrews Community Council

## Provisional Minutes –7<sup>th</sup> November 2016

### 1. Attendance

#### Community Councillors

Callum MacLeod, Kyffin Roberts, Ian Goudie, Gordon Shepherd, Iain Munn, Izzy Corbin, Patrick Marks, Henry Paul, John Jardine, Howard Greenwell, Greg Newman, Judith Harding, Ken Crichton

#### Students' Association Representatives

Charlotte Andrew

Aine Bennett

#### Co-Opted

Niall Scott

Lindsey Adam

#### Fife Councillors

Brian Thomson, Dorothea Morrison, Frances Melville

**Apologies** - Keith McCartney, Penny Uprichard, Jamie MacLeod, Harry Stewart

### 2. Minutes of Meeting –October 2016

The minutes were accepted as a correct record – thanks to Mr Roberts for his recording in the absence of the secretary.

### 3. Presentations

#### 3.1. Police Report

PC Tracey Welsh gave a report on police activity in St Andrews. She gave the meeting some figures of criminal activity which included 9 break-ins, with suspects apprehended for 3 of the break ins to date. An operation called Operation Light life has been set up by the police and will take place between 15-18<sup>th</sup> November. The aim being to leaflet houses in darkness and encourage homeowners to set up lights to come on before they arrive home to act as a deterrent to potential thieves.

Bike theft has recently resulted in at least 13 bikes being stolen in the town centre. No suspects have been detected to date.

Thefts from shops and from University premises have also taken place with some suspects apprehended in the shop lifting cases.

Vandalism by a small number of Madras pupils has also been an issue with the police liaising with school staff to identify the culprits and four pupils have been identified and this matter is being progressed.

Mrs Harding asked what the police were doing about cyclists cycling without lights. PC Welsh replied that an operation was about to start to try and make students aware of the need to have lights and make them aware of how they can obtain affordable bike lights through a local retailer.

Mr Greenwell asked about policing arrangements for the Beating of the Retreat on the 25<sup>th</sup> November? He'd not had any contact from the police about this annual event. PC Welsh said she'd check with her colleagues and would email Mr Greenwell.

Mr McLeod asked who was responsible for dealing with parking offences such as parking on pavements. PC Welsh explained that the police no longer dealt with parking offences and that this was the responsibility of parking attendants. Cllr Thomson commented about the issue of problem parking at Lawhead on double yellow lines. A letter had been sent to the Head Teacher at the school by the police on action to be taken in the near future to reinforce the message of the need to park appropriately or face the prospect of a fine. PC Welsh replied that the letter had indeed been written to try and get the message through to parents about responsible parking. There were also plans for the police and parking attendants to visit the school to deal with the matter.

### **3.2. Sustainability Officer**

Mr David Stutchfield, the Sustainability Manager for the University introduced himself to the meeting. He described his job as that of looking at all aspects of sustainability for the University. He welcomed contact from anyone with issues relating to his remit. He mentioned work starting to develop a travel strategy in St Andrews encompassing everything from walking to car use and issues related to those methods of transport such as parking or cycle routes. This strategy was to be looked at in conjunction with St Andrews Partnership and BID.

Mr Newman suggested that the University could possibly look at autonomous electric vehicles for transport between university departments. Mr Stutchfield replied that the university already used two electric powered vehicles but these were still driver driven. The university would however continue to look at evolving technologies.

Dr Goudie flagged up the issue of the Starlink project and developments in future feasibility studies. He thought it would be useful to have statistics on the willingness of university staff to use the train as a means of transport to and from St Andrews. He wondered if the university had data relating to this subject and if they'd be willing to share it with Starlink. Mr Stutchfield said that the university did have a lot of data on the subject, which would prove useful to Starlink.

## **4. Fife Councillor.**

### **4.1. Frances Melville**

#### **4.1.1. Hepburn Gardens - Traffic Management Proposals**

Cllr Melville reported on some initial comments received about proposed traffic management in Hepburn Gardens. Some of the comments expressed concern about the proposed outcrops in a couple of locations on the route.

#### **4.1.2. NHS Capacity & Housing**

Cllr Melville reported on recent discussion on the impact of house building and the capacity of the NHS to cope with population increases. There was concern about the ability of GP practices to cope with the constant growth especially as there are issues about GP recruitment and retention. Mrs Harding mentioned that an elderly neighbour of her who'd had to wait 10 days for an appointment had asked about the situation regarding doctors because of the increasing demand from more students. Cllr Melville in reply made the meeting aware of the number of GP vacancies in North East Fife. Cllr Morrison who is a member of the Joint Integrated Board of Health & Social Care commented that at present St Andrews was better off for GPs compared to other parts of Fife.

#### **4.1.3. Greyfriars Gardens – skylight risk**

Cllr Melville reported on a skylight in the pavement in Greyfriars Gardens, which has been damaged, and there has been difficulty getting the owners to repair it, as it constitutes a hazard for pedestrians.

#### **4.1.4. West Port Pergola decision**

Cllr Melville reported that Scottish Ministers had requested that the pergola structure be removed. There is a timescale set on its removal.

#### **4.1.5. A91 repairs**

Cllr Melville reported that the digital signs were up announcing the plans to close the road between 14-18<sup>th</sup> November to effect repairs.

### **4.2. Brian Thomson**

#### **4.2.1. Leuchars Car Park**

Mr Munn asked what was happening about the proposed extra car parking at Leuchars Station. Cllr Thomson reported that part of the delay had been the need to move a high voltage cable going through the site. Work will now start in January with possible opening next spring.

#### **4.2.2. Speed Restrictions in St Andrews – inconsistencies**

Ms Adam noted the extension of 20 mph zones in the town, but thought it seemed ridiculous that drivers could still do 30 in the town centre in areas like Market Street. Cllr Morrison in reply said that officials had at one time looked at that possibility but had felt it wasn't practical so didn't go ahead with implementation. Mr Greenwell also pointed out that the CC planning committee had been advised some time ago that it wouldn't be possible to put 20 mph restrictions on major A roads going through the town. He added that the CC had in the past campaigned for a 20 mph restriction throughout the town and he believed that most CCs supported that idea.

#### **4.2.3. Clean & Green Manager**

Cllr Thomson commented upon the positive meeting Councillors had recently had with David Angus the Clean & Green manager.

#### **4.2.4. Commuted Sum Payment for Abbey Walk**

On this matter Cllr Thomson had checked with planning officers. He was informed that the Council had secured payment of £90000 for infrastructure.

#### **4.2.5. Students Union – Air Conditioning issue**

Cllr Thomson reported that there had been a recent meeting between local residents and the university. Mr Scott reported that the meeting had been to take the residents through possible options to resolve the situation. He didn't expect every resident to agree to the proposed solutions but had agreed to keep residents informed of progress in this matter. The university was looking at a number of mitigation measures.

#### **4.3.6. Bicycle Racks**

Cllr Thomson reported that there were racks back outside Nardini though the racks were black and not stainless steel. Outside WH Smith there were three stainless steel and one black rack. He was disappointed at the way officials had not carried out the request for replacement racks to be stainless steel to match existing racks. He was still pushing for the additional racks outside Tesco and at the West Port. He felt that officials were dragging their heels and he planned to chase up on the matter. He added that there was no funding available to purchase and install these new racks from the current budget but hoped there would be funding in next year's budget.

#### **4.2.7. Proposed Traffic calming Measures - Hepburn Gardens**

Cllr Thomson was keen to hear the views of the CC on this matter. He had heard from the Hepburn Garden Residents Association and the Lawhead Parents Council. The former were supportive of the bulk of the proposals apart from the narrowing of the road at two points. The Lawhead parents were also supportive and also wanted something done on the road at the end of Buchanan Gardens to Lumsden Gardens. Cllr Thomson was also personally concerned about speeding on the length of Buchanan Gardens up to the roundabout with Hepburn Gardens. Mr Newman wondered about the idea of sleeping policemen instead of actual humps as he noted that the latter were unpopular with many motorists. He had noticed the sleeping policemen in another area of North East Fife and wondered how successful they had been? Cllr Thomson still preferred bumps as he felt motorists might get used to the other idea and ignore them. He claimed that Lamond Drive had seen a slow down in traffic since installation of the humps. Cllr Melville reminded the meeting that there had been a past suggestion of humps in Buchanan Gardens but the emergency services hadn't been happy.

Mrs Harding felt that the digital speed indicator signs were effective in making people aware of their speed. Cllr Thomson reminded the meeting that such a sign was in place near Little Carron but there weren't plans to erect any more in the town.

Cllr Thomson wondered if there could be a submission to the Council on the traffic calming measures from the CC very soon as the Council would be looking to firm up its plans for the road soon. Mr Roberts agreed to the restrictions near the school but he felt that 20 mph and the speed chicanes was more than was necessary in the area. Mr Roberts wondered how the Transportation Service assessed the needs of an area when looking at measures such as those proposed for Hepburn Gardens? Were statistics such as the number of accidents taken into account?

Cllr Melville thought that it was difficult to calculate statistics for incidents as not all might be reported. She added that the proposal to go the full length to the junction with Buchanan Gardens had not been expected by Councillors. They had expected measures to go as far as Lawhead Roads East/West from the Bogward junction.

Mr McLeod wondered if the meeting would be happy to say that the work to narrow the road in two areas wasn't viewed as necessary? This was met with general agreement.

Mr McLeod then asked about the 20 mph speed restriction. Dr Goudie while he was not opposed to speed restrictions was concerned that making the whole length 20 mph might push more traffic on to the Largo Road which was already a much busier road than Hepburn Gardens. The view of the meeting after some discussion was that the 20 mph should only be for the area nearest the school and not for the full length of Hepburn Gardens.

The idea of speed bumps was viewed as less acceptable and there was a proposal that the sleeping policeman should be given a try.

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

#### **4.3.1. Illuminated Roads Signs**

Cllr McCartney reported that the following illuminated road signs were not working and were reported for repair:- Canongate – roundabout sign on south side of Canongate east of the mini roundabout at the junction of Canongate and John Knox Road facing east.

Morrison's Roundabout (John Knox Road) – back lit circular sign (C) in centre of roundabout facing east.

John Knox Road – roundabout sign (G) on north side of John Knox Road west of the roundabout at the junction of John Knox Road and Largo Road facing west.

### **4.3.2. Street Signs**

Cllr McCartney reported that an order has now been issued for nameplates to replace those missing from Kinnessburn Road, Priestden Place, Sandy Herd Court and Trinity Place and it is hoped work will be completed by the end of November.

### **4.3.3. Belisha Beacons**

Cllr McCartney reported that the lights on the Belisha Beacons on the north side of South Street at the pedestrian crossing at Madras college, the east side of the pedestrian crossing at the south end of Bell Street and the east side of the pedestrian crossing at the north end of Bell Street were not working and were reported for repair.

### **4.3.4. Road Markings**

Cllr Mccartney reported that the 'give way' lines on Pipeland road at its junction with Lamond Drive (south side) have been repainted.

An order was issued for the cycle lane lines, centre lines and the lines at the roundabout on John Knox Road and north on Largo Road to the Scooniehill Road junction to be repainted.

### **4.3.5. Vegetation**

Cllr McCartney reported that vegetation growing out from Kinburn Park onto the footpath on the north side of Double Dykes Road and onto the footpath on the south side of John Knox road from the area of woodland east of Cairnsden Gardens was cut back.

### **4.3.6. Graffiti**

Cllr McCartney reported that letters painted on the chevron facing east on the south side of illuminated sign J in the centre of Petheram Bridge Roundabout were reported for removal.

### **4.3.7. Bike Rack**

Cllr McCartney reported that the bike rack missing from the stand outside W.H. Smith's has now been replaced.

## **4.4. Dorothea Morrison**

### **4.4.1. Melville Fountain**

Cllr Morrison commented that the fountain would be shut off until the spring and further work on it progress at that time.

### **4.4.2. Electric Car Charging Fence**

Cllr Morrison reported that she'd had no update on the issue of the fence around the electric car-charging site on the North Haugh.

### **4.4.3. Informal Crossing Points**

Cllr Morrison reported that the issue about these crossing points had been highlighted in an article in the Courier, which had made it clear that they were just informal and were constructed to make crossing easier in certain locations. Pedestrians should take due care when using them as traffic was not obliged to stop if a pedestrian put a foot on the crossing.

### **4.4.4. Parking outwith Parking bays**

Officials had informed Cllr Morrison that anyone parking outwith parking bays in area covered by traffic regulations could be fined. In other areas there was no sanction against such parking.

### **4.4.5. Speeding Issues in Double Dykes/Argyle Street Car Park**

Cllr Morrison had raised an issue of cars driving too fast in this car park and had asked officials what could be done to slow traffic, as the area was a car park not a road. Officials had suggested that rubberised speed humps could be installed in this area of concern to slow the driving. Later this traffic management might be extended across the road.

#### **4.4.6. BID - Clean and Green Presentation**

Cllr Morrison also talked about a recent presentation from David Angus from a project “CLEAN & GREEN” which is coming from BID. Councillors were impressed by the work already started and plans for further ways to clean up the town being planned.

#### **4.4.7. Loss of Trees in South Street**

Cllr Morrison told the meeting about her increasing concern about the loss of trees in South Street and the areas where they were growing being tarmaced over. This was happening without consultation with local members. She added that she’d also be writing to the Chair of the Preservation Trust to alert them to this issue.

#### **4.4.8. Church Square & Common Good Fund**

Cllr Morrison said that at the previous month’s CC meeting there had been some confusion about how the CGF was being used by Fife Council for Church Square refurbishment. She informed the meeting that Fife Council had never asked if they could take any money from the CGF. One of the Fife councillors had suggested using CHF for part of the cost of the work, as donations from other sources such as the Pilgrim Foundation would not cover the total cost. Fife Council itself is also strapped for cash so Councillors felt that this was a project, which would meet CGF criteria.

Mrs Harding noted that apart from Church Square that there were other major funding requests for work, which she thought, would normally have been done by Fife council. Cllr Melville reminded the meeting that even with major expenditure in one year the CGF had a regular substantial annual income. Mr McLeod reminded the meeting that in the previous year only a small percentage of the annual income had been spent so he felt that there needed to be more applications to make best use of this regular source of funding. Cllr Morrison reminded the meeting about the issue around the safety of the railings near the castle and the decision to use CGF to replace those despite uncertainty about ownership. Another project, which has had benefits, was partial funding for a play park at Kinburn. This wouldn’t have taken place under normal Council funding due to cutbacks.

Mr Marks asked about the possible funding of work in the Ladebraes through the CGF. Cllr Morrison confirmed that this was one of the projects awaiting final costings and possible match funding.

## **5. Planning Committee**

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

No matters arising, though Mr McLeod reported that he’d attended a meeting on the HMO situation, which was being reviewed by Fife Council.

## **6. Matters Arising**

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

#### **6.1.1. St Andrews Partnership**

Mr Roberts reported that there had been a Partnership meeting in the past month and there was to be the AGM for the Partnership this month.

#### **6.1.2. Pilgrim Foundation**

Mr Roberts had also attended a Pilgrim Foundation meeting but this had mostly discussed internal matters so there was nothing to report.

#### **6.1.3. Cosmos**

Mrs Harding reported that she’d be attending the Cosmos AGM this week. It was noted that there was an open invitation to visit the Cosmos this week and the secretary had circulated this.

## **6.2. Facebook Group**

Mr McLeod reported on the work of the sub-group. He felt that the progress was positive. Issues such as management of comments had been identified and these will have to be approved before appearing on the page.

The recommendation was that the working group would meet again soon to set up the page and make it a public page. There would be 4 admins to monitor the page. Mr Munn expressed concern that those volunteering to do admin would be regular users hence familiar with facebook. Dr Goudie thought that it should be clear from the outset that the Facebook page wasn't to be used for referenda. He hoped that the CC could agree on this issue. Mr McLeod felt that this has been informally agreed and he added that Dr Goudie had he felt produced a very good set of guidelines, which would evolve and adapt as the group met in the future.

Mr Roberts was happy for the Facebook page to go ahead and reminded the meeting that we represented residents of St Andrews but wondered if there was any way of filtering out comments from non-residents or which would allow these to be clearly identified. The general feeling was that this was not immediately possible unless admins asked new users for their postcode to allow comments to be posted. An issue needing discussed further it would appear!

## **6.3. Mini-Golf Update**

Mr McLeod reported on a meeting at which he, Mrs Corbin, Mr Roberts and Jamie McLeod attended with the proposer of the mini-golf in October. He thought that the proposal had been interesting but the proposer was advised that he'd have to speak to Fife Council about progressing the proposal. Mr Roberts added that it had also been suggested that the proposer also speak to the Links Trust, as the name of the business would be St Andrews Mini-Links. Mrs Corbin informed the meeting that there had been mini-golf in the area in the past as well as a putting green until several years ago. Mr Roberts thought it would be popular as they were approached by members of the public when having the demonstration asking if there would be a return of the mini golf.

## **6.4. Community Council Ties**

Mr McLeod reported on progress in this proposal. A firm in Strathmiglo had been identified and a suitably good quality illustration of the Coat of Arms had been sought for the firm to be able to produce a picture on the tie of acceptable quality. He is now awaiting a response from the manufacturers to hear if the illustration sent should suffice for the purpose.

## **6.5. Minutes Secretary**

Mr McLeod reminded the meeting that Mr Greenwell had produced a job description and Miss Uprichard had taken it away to look at it, but he didn't think she'd come back with comments. Dr Goudie thought that there had been an agreement that someone would approach the university on the basis that they might be able to manage the HR aspect as they'd done when StanDen had first been set up.

Discussion then followed on the subject with Miss Andrew offering to put the job through Students Association channels to see if someone might be interested. Dr Shepherd was sceptical about the need to complicate matters and formalise the post with all the additional costs that would entail.

Mr McLeod sought a consensus on how to progress the matter suggesting that Mr Greenwell could give Ms Andrew the job description for her process through the Students Association. Mr Scott suggested that if the CC wanted to avoid the additional costs of formally employing someone they could put in a request for a volunteer into the Citizen. Mr Scott offered to put in a note in the University staff newsletter asking for a volunteer.

Dr Goudie then expressed the view that the CC shouldn't be paying an honorarium to a volunteer and that the idea of that type of payment was more as an occasional or one off payment. To do otherwise could be seen by some to be evading employment law in his view.

Mr Roberts pointed out that the transcribing of the CC minutes was not a half hour job but was a considerable task taking a good length of time. Mr Roberts and Mr Greenwell also expressed the same concern as Dr Goudie that any attempt to seek a volunteer and pay them regularly was not correct and risked running foul of employment law.

After further consideration Mr McLeod suggested that the request for a volunteer should be actively pursued and that the CC would have to consider how to thank the volunteer for their service.

## **6.6. Town Entrance Signage**

Dr Shepherd agreed to look again at the proposal which he'd first raised earlier in the year but which hadn't progressed to date beyond the initial discussion.

## **6.7. Community Council Website - Footfall**

There had been a query raised by Mr Munn about footfall on the CC website. Dr Goudie advised that in terms of visits the monthly average was 3031 for the last eleven months. Annual total number of over 36000 visits. Mr Munn explained that he'd raised the query partly to make members aware that there could be mutual benefits for the website and the new Facebook page if each pointed where relevant to the other. Mrs Harding suggested putting the details of the website and facebook page on the CC Noticeboard.

# **7. Committee Reports**

## **7.1 Recreation Committee**

Mr Greenwell reported on the work of the Recreation Committee. He told members that November would be a busy month and he looked forward to members volunteering for some of the activities planned.

Mr Greenwell confirmed that the CC had permission for Beating the Retreat but still had to hear if the police would attend the event. He also asked for volunteers to marshal the event.

He'd applied to the Locality Fund for funding. Usually the CC and Fife Council share the costs but Fife Council were initially reluctant and Mr Greenwell added seem to be unlikely due to cutbacks to fund their share next year. The event he said was budgeted at about £750.

He asked for volunteers to help with the food and the bar. The food will be a cold buffet.

Catherine Stiller MEP will be the guest speaker. The Civic Reception is technically the first event of the St Andrews weekend of celebrations.

Mr Greenwell then went on to discuss the Senior Citizens Treat, which is on Friday 9<sup>th</sup> December. Mr Paul and Mr Stewart would be handling the invitations. Some students will be supporting the serving of the meals but he also requires volunteers to help set up the event from 9.30 and later in manning the bar and helping in the kitchen. He also needed help and guidance in getting raffle prizes. This might require some expenditure as getting sufficient donations from local businesses might be difficult.

Mr Jardine thought that it would be useful to have a template for such activities as the Senior Citizens Treat, so that when there is a change of person organising they will have clear guidance and information to use. Mr Jardine also wondered if there might be mileage in asking for raffle prizes through the BID. Mr Greenwell agreed to send an email to the BID and also to Lindsay Adam to see what might be possible.

Mr McLeod talked about the need to increase membership of the committee and Mr Greenwell acknowledged that having more members would be a help as there are only 3 on the committee at present.

## **7.2. GP Meeting**



No meeting has taken place.

### **7.3. 200 Club**

1<sup>st</sup> Mrs Ashworth 2<sup>nd</sup> G Joy 3<sup>rd</sup> Mrs Corbin

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

Mrs Corbin had no report but appealed for more members to assist her in the committee's work. Mr McLeod also urged members to consider joining the committee

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

## **8. New Business**

### **8.1. Welcome Letter to New Businesses**

Mr Munn explained the idea, which had been progressing in its development since he'd emailed members in the past month. Mr McLeod had developed a possible certificate a sample of which he'd brought to the CC meeting for members to view and comment upon. He thought that this could have benefits for both the businesses and for the CC.

Dr Goudie wondered if there was a mechanism for identifying new businesses? He also commented that there might be some differing views on whether all businesses opening would be viewed as desirable and deserving of the CC welcome? He thought that the idea should be thought through before going ahead to ensure that it didn't have any possible negative implications. He cited the issue of established businesses, which might be disadvantaged by the publicity generated by the CC welcome of a similar new business.

Dr Shepherd thought that St Andrews in Focus magazine didn't have any problem in publicising new businesses in its columns, so viewed the CC idea as no different. Mr Greenwell pointed out the imbalance of eating places in St Andrews particularly fast food outlets and he felt he'd struggle to welcome more such establishments.

Cllr Thomson suggested that the CC should consult BID when identifying when new businesses open in the town.

It was agreed to proceed with the idea.

### **8.2. Who Are We Poster?**

Mr Munn explained the idea he'd had after seeing a picture on Facebook, which had shown a CC with descriptions of its members and what they did. He thought that this could be extended to the St Andrews CC and there could even be a poster made to put in the noticeboard of CC members and their roles. Ms Bennett wondered if members could opt out in having their picture on the poster, as some people might not be happy to be identified in that way? Mr McLeod confirmed that a photo would be optional. He also reminded members that anyone who took on public office should really be prepared to make themselves known to their constituents. Mr Greenwell thought that a poster should be primarily to introduce the officers of the CC and how to get in touch with the CC. Given the turn over of members he felt that a poster with all members would go quickly out of date.

Mr McLeod asked for a member to set up a mock up of the poster etc. Mr Roberts volunteered to set up a mock up of the possible poster.

### **8.3. Unwanted attention from loose dogs**

Dr Shepherd had raised this matter in an email. He explained his concerns about the subject and felt that something needed to be done to enforce more acceptable behaviour from dog owners who let their dogs loose in the public. Mr Roberts explained that there was guidance in the Scottish Outdoor Access Code on the matter. He thought the guidance was advisory and that notices couldn't be put up forbidding access to dogs in most areas. Mr McLeod following

further comments from Dr Shepherd thought that he should research the practicalities of such an idea. Cllr Thomson had an email from the Council dog warden saying that they would investigate instances of poor dog control if reported. Mr Greenwell said that the vast majority of dog owners were well behaved and that it was unfair to label dog owners because of a few instances. Dr Shepherd thought that people should be made aware of the code of conduct when walking their dogs. Mr Roberts reminded the meeting of the value of contacting the dog wardens about incidents. Mr McLeod suggested that Dr Shepherd should speak to the dog warden office in Fife Council on the matter. Dr Shepherd was asked to make a proposal for the CC to vote on in relation to this matter. Dr Shepherd in reply said that his motion was that he progressed his initiative to see how dog owners can be obliged to keep their dogs on leads when they are on paths and when interacting with other users of these paths such as cyclists. After further discussion Dr Shepherd's motion was agreed to let him have discussion on the matter with Fife Council officials such as the dog wardens.

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

### **9.1. Chair**

At the beginning of the meeting the Chair noted the resignation of Mr Wallard and thanked him for his contribution to the work of the CC. He added that there were 3 vacancies in the CC and hoped that these could be filled.

Mr McLeod also reported on his contacts with various groups and activities in the past month. He'd met with Rhonda McCrimmon of the BID and had heard about Clean and Green with David Angus the manager of this initiative. He was keen to have Mr Angus along to a CC meeting to give a presentation.

He also represented the CC at the reception and opening of the St Andrews Voices Festival and had met with representatives of a story telling company interested to find out about what possibilities existed in St Andrews.

He'd had a number of one to one meetings with CCs and had dealt with a number of press inquires.

### **9.2. Treasurer**

The accounts Mr Munn reported are on the website members section

### **9.3. Secretary**

#### **9.3.1. Correspondence**

Mr Marks mentioned an item he'd forgotten to add to the agenda about the proposed Community Café being considered by Jill Anderson. He explained the initiative briefly and suggested that this might be an idea in which the CC could make a contribution to its development. He urged members to look at the detail of the information sent by Jill Anderson and suggested that it might be something for one of the cc committees or Jill could be asked to attend a CC meeting. It was agreed to look at inviting Jill to the January meeting.

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

### **10.1. Microphone System for CC Meetings**

Dr Shepherd wondered if the CGF could be used to buy a new microphone system for the CC to use at meeting. The current system it was acknowledged was quite old and beginning to become less useable. Mr Paul suggested that the CC had enough money to purchase a system instead of raiding the CGF. Mr McLeod suggested that a new system should be checked out and Dr Shepherd agreed to check out on a possible source of new microphones.

## **10.2. Emails**

Dr Shepherd thought that the emails were a mess. He said that if he replied to Callum directly on a subject and copied the Google group, Callum would receive his email twice. He wondered if there was some sort of way to reduce the “traffic”? An option he felt was to take out the personal email and just reply to the correspondent via the Google group. Mr Greenwell thought that Dr Shepherd’s problem might be due to his email server. Dr Shepherd also commented on a habit of users emailing on a different subject but using an email they’d received on a different subject to email their topic instead of starting a fresh email. He appealed to members to tidy up their email habits by starting new topics on fresh email headings.

Mr McLeod agreed that members shouldn’t mix up topics when sending emails and should start new topics as fresh headings.

## **10.2. Student Xmas Fair**

Ms Bennett made the CC aware that there would be a Christmas Fair on the 26<sup>th</sup> November and wondered if the CC might want a stall? Mr McLeod thanked Ms Bennett for her offer but wasn’t certain what would go on such a stall. However there was a decision to consider the idea.

## **10.3. In Camera Discussion**

Given the time it was decided to arrange a special meeting. Mr McLeod asked Mr Greenwell if he’d prefer a special meeting? It was agreed that there would be a meeting and the Chair would call this once a room and date could be arranged.