

## Royal Burgh of St Andrews Community Council Monthly Agenda – April 2007

There will be a meeting of the community council at 7pm Monday 2nd April in the Burgh Chambers of the Town Hall, Queen's Gardens. There will be a short break at about 8pm. The meeting is audio-recorded to assist the secretary in producing the minutes.

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

### 1. Apologies

Donald Macgregor, Patrick Marks

### 2. Minutes of March 2007

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

### 3. Presentations

#### 3.1. Harbour Update

Ken Sweeney, Harbour Trust Chair.

### 4. Fife Councillors

#### 4.1. Frances Melville (West)

#### 4.2. Sheila Black (South)

#### 4.3. Bill Sangster (Central)

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

### 5. Planning Committee

### 6. Matters Arising from Previous Meetings

#### 6.1. Annual Sporting Awards

#### 6.2. Community Council vacancies

#### 6.3. Reports from representatives

#### 6.4. Grant Procedure

See GP meeting report – Appendix E and proposed addition to Standing Orders in Appendix F.

#### 6.5. Draft Supplementary Planning Guidance Wind Energy and Renewable Technologies

Consultation ends 21st May 2007.

#### 6.6. Parking Plan St Andrews

#### 6.7. Band Stand Concerts

Organiser and helpers required.

#### 6.8. Pilgrim Foundation Reception

#### 6.9. Common Good Fund Query

Appendix D.

#### 6.10. New Hospital Project

Dr Kilpatrick advises of submission of full planning application – meeting to discuss on Wed 18th April at 6.30pm in the Supper Room, Town Hall. Two reps invited from each local Community Council. Confirmation to [isla.mcbain@nhs.net](mailto:isla.mcbain@nhs.net).

### Any Other Matters Arising

### 7. From Committees

#### 7.1. Recreation

#### 7.2. General Purposes

See minute in Appendix E.

#### 7.3. 200 Club Draw

### 8. New Business

#### 8.1. Best Kept Town and Village Pre-Meeting

Appendix C.

## 8.2. Coastal spring clean 1st-30thApril

Contact Eddie McHutchison if interested in participating locally – 01592-656095/656080 or email Eddie.McHutchison@fife.gov.uk

## 8.3. Renewal of Membership of Association of Scottish Community Councils

Letter about renewal of membership – passed to treasurer for renewal.

## 8.4. East Fife Sports Council Awards

Chair or representative invited to attend 7pm, Wed 18 April, Elmwood College, Cupar. Chair is busy.

Who can represent?

## 9. Reports from Office Bearers

### 9.1. Chair

#### 9.1.1. Report

Appendix B.

### 9.2. Treasurer

### 9.3. Secretary

#### 9.3.1. Correspondence

Appendix A.

## 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 – Correspondence

Date	from	Subject
05/03/07	Scottish Executive Inquiry Reporters Unit	Town and Country Planning (Scotland) Act 1997 – Planning Appeal: Grange House, Grange Road, St Andrews
08/03/07	Scottish Executive Inquiry Reporters Unit	Town and Country Planning (Scotland) Act 1997 – Planning Appeal: Grange House, Grange Road, St Andrews – Amended letter
07/03/07	Janice MacDonald, St Andrews in Bloom	Funding – thank you letter for £950 donation.
08/03/07	ENTRUST	Letter requesting confirmation of any expenditure related to Landfill Tax Regulations
March 2007	Fife Coast & Countryside Trust	Letter re Coastal spring clean – 1st-30thApril
March 2007	Association of Scottish Community Councils	Membership renewal invoice 2007 plus newsletter; The Community Councillor
12/03/07	Fife Council Community Services Parks and Countryside	Pre Best Kept Town and Village Meeting
March 2007	Fife Council Law and Administration	Notice of East Fife Area Services Committee 21st March 2007
09/03/07	Scottish Executive Development Department Planning Division	Planning Reform and Community Engagement – PAN 81 on Community Engagement plus Analysis of Consultation Responses plus a Brief Guide to the 2006 Scottish Planning Act
12/03/07	Fife Council Environmental Services	Letter: Managing Fife Future (MFF) – Key Policy Drivers – Energy & Resources – Meeting on 28th March
March 2007	Scottish Executive Development Department	Draft Scottish Planning Policy (SPP) 6: Renewable Energy Analysis of Consultation Responses.
March 2007	Scottish Executive Development Department	Scottish Planning Policy SPP6 Renewable Energy
March 2007	Fife Council Community Services	East Sands Play Area St Andrews – Letter from Alan Bisset, Parks Development Adviser re plans for refurbished play area at East Sands – given to Nan Taylor Planning Committee
19/03/07	Fife Council Development Services	Strategic Environmental Assessment of Supplementary Planning Guidance – Wind Energy & Other Renewable Technologies:- Consultation Period between 26th March – 21st May 2007

26/03/07	NHS Fife – Hospital Project	Letter from Dr Kilpatrick advising of submission of full planning application – meeting to discuss on Wed 18th April at 6.30 pm in Supper Room, Town Hall – two reps invited from each local Community Council – send confirmation to isla.mcbain@nhs.net
26/03/07	Scottish Executive Development Department	Satellite Dishes and other Antennae – Analysis of Consultation Responses booklet
March 2007	Fife Constabulary	Eastern Division Community Newsletter – email
30/03/07	Fife Law & Admin	Community Council Grant Arrangements
30/03/07	Scottish Exec	Unlocking Planning's Potential – booklet on the new planning system
30/03/07	Scottish Exec	Consultation doc on revision of Environmental Impact Assessment rules
30/03/07	Fife Law & Admin	Fairmount Resort – departure hearing deferred

---

## Appendix B – Chair's Report

### 8.3.07

Dennis Macdonald and I attended StA World Class meeting at Pilmour House. Dilys Livingston, Fife Council, gave a presentation on design guidelines for possible future St Andrews Townscape proposals (Ian Goudie has documentation). Minutes of all meetings of StAWCI are now to be placed in the town library and the local FC office, and a first (annual) public meeting is to be held, probably in June. These signs of openness are in my view to be welcomed. It was agreed that there would be no name change, but members of the 'Executive' – that's what we are on – wanted more information on the role of the 'directors'.

### 13.3.07

Presentation by Morrison Construction, the 'preferred bidder' for the new hospital project, held at Fairmont Clubhouse. I was invited by NHS Fife to attend. The preferred bidder's project was outlined – the tight schedule was aimed at a planning meeting scheduled for 26 June. Jim Stewart, project manager, is to hold a meeting of representatives of all community councils in the area (to be on Wed 18 April at 6.30 in Town Hall Supper Room).

### Vacancies

Mr Dave Finlay has added his name to the candidates. I have asked him to send a short CV to the Secretary or Pete Lindsay. He hopes to attend on April 02.

### Parking 19.04.07.

Murdo MacDonald convened a meeting of all 'main players' in St Andrews to discuss the unpopular proposals. A letter is being drafted outlining views expressed at the meeting (see Citizen/Courier of 23 March for report). The consensus was that Fife Council should delay proposals for a year or so to allow a genuine consultation on alternative proposals following examination of same.

---

## Appendix C – Pre Best Kept Town and Village Meeting

*From John McVicar, Parks Development Officer*

It is proposed to hold a pre start meeting on the evening of Thursday 5th April 2007 at 7pm. The aim of the meeting is to allow groups to discuss any problems they may have encountered in the past and where possible provide solutions via ourselves.

All participation would be appreciated, however we must advise you that no more than two members from each group attend as the venue has a limited number of spaces available. We would be grateful if you could contact us with your intentions. Please telephone 01592 415899.

The meeting will be held at County Hall, County Buildings, Cupar

---

## Appendix D – Freedom of Information (Scotland) Act 2002 Request for Information

*Response from Mike Melville, Tam Leader, Democratic Services, Fife Council to Ken Crichton*

I refer to your request for information dated 4th March, 2007 and acknowledgement dated 8th March, 2007 from Joan Lamie, Business Manager reference JL/AAL/Q6.2

I am pleased to enclose the information that you requested as follows:

	Property	Current Rental	Value of Asset
1.	Former TIC, 78 South Street, St Andrews	£15,600	£365,000.00
2.	Muscle Scalp at Eden	N/A	£1.01
3.	St Andrews Town Hall	N/A	£764,680.00
4.	Victory Memorial Hall	N/A	£36,360.00
5.	St Andrews Aquarium and surrounding area.	£4,600 (aquarium)	£70,000.00

The above figures are the valuations included in the Council's accounts for 2005-6. However, examination of the figures provides a couple of discrepancies.

Firstly, the St Andrews Town Hall is listed both in the Common Good Accounts (valued at £145,450) and in the Council's accounts at the value shown. I believe that the two valuations relate to the same property although it is possible that a section of the Town Hall may be valued separately at the second figure. This matter requires further investigation but it is clear that the entire Town Hall property is common good and that the full asset value should be shown against the common good account.

Secondly, the valuations of the properties on the common good account appear to be in need of revision. The Victory Memorial Hall is a good example of this. Again this requires further investigation.

As previously explained the Council is currently engaged in the early stages of a review of all common good properties across Fife to establish a definitive list of properties which can be properly managed. A review is being carried out on a settlement by settlement basis and the first settlement to be surveyed in East Area was Cupar.

The process involves a check of all title deeds for Council owned properties followed by a period of consultation with the local community. The exercise has virtually reached the end of the title deed review in Cupar and the period of consultation with the local community will follow thereafter.

## Appendix E – General Purposes Meeting – 25th March 2007

Present: Patrick Marks, Ken Crichton, Carole Tricker, Stuart Holdsworth, Bill Sangster, Pete Lindsay (item 1).

Two items were on the agenda:

### 1. Grant Procedure for Awards from Community Council/200 Club

Mr Lindsay introduced this topic which has been briefly discussed at full Community Council in recent meetings. He felt that there was a need to clearly distinguish the funding which should come from the 200 Club, and that which can be awarded by the full Community Council from the general funds.

He detailed the various options, and after discussion the committee agreed to propose that Community Council should consider financial requests one month and confirm the decision to fund or not to fund the request the following month. This it was felt would give time for less rushed and possibly more considered decisions about any grant.

It was also agreed that any applications up to £200 could be considered by the 200 Club, but could be passed to the full Community Council without prejudice if the 200 Club felt it couldn't afford the request. Standing orders to be amended accordingly. It was also considered that a form for grant applications might be appropriate. Mr Lindsay agreed to set up for the next Council meeting.

### 2. Coat of Arms: Current Situation

The recent meeting between Mr Macgregor and Mr Inch and the company dealing with the sale of the right to use the Community Council Coat of Arms was also discussed. No major changes in the present arrangements are anticipated at the present time. The contract will continue in its present form, with Mr Inch continuing to work on any matters relating to the contract on behalf of the Community Council.

## Appendix F – Grant Procedures

Proposal by Pete Lindsay: The following section to be added to Standing Orders.

### Grants Procedure

1. The purposes of this procedure are
  1. to keep things simple for applicants – it is not necessary for them to know whether to apply to Community Council or 200 Club – that question is dealt with here.
  2. to provide clear guidelines to community council as to how to deal with applications, not what decisions to take.
2. Grant Applications for amounts not greater than £200\* shall in the first instance be considered by the 200 Club.
3. If the 200 Club does not feel able to make a (sufficient) award, it can return the application for consideration by full community council, which return shall not prejudice the application.
4. For grant applications presented to a full community council meeting, the decision shall not be made until the following full meeting, to allow members time to reflect upon the proposal, the treasurer to assess the impact of the award on funds, etc.

\* while appropriate at present (March/April 2007) this figure may need to be revisited from time to time to reflect funds available. It is only intended as an easily remembered dividing line and is not a guideline to size of award expected.

Possible variation on item 2

2. Grant Applications for amounts not greater than £200, or to an individual requesting confidentiality, shall in the first instance be considered by the 200 Club.

## Extra agenda info

*Circulated at the meeting – 2 April 2007*

### 1. Co-option

There are currently two places and two candidates have put themselves forward:

**a. Dave Finlay, 6 West Acres, St Andrews**

I was born and brought up in St Andrews, a past Chairman of the Madrascols Mini Rugby club, and past captain of the XIX Hole Golf Club. I am married, have three sons and work in the telecommunications business.

**b. Laurence Reed, 56 Lamond Drive, St Andrews**

I have lived in St Andrews most of my 56 years and now as a retired firefighter and self employed individual find I now have time to devote myself to assist in the community. I am aware of the function of the council as my father was a past Chairman and my son a junior representative.

**2. 200 Club**

**a. Funds**

Stand at just over £4,500.

**b. Applications**

There are two applications on file so a meeting of the committee will be arranged for later in the month.

**c. Resignation**

The current administrator, having got the club's accounts back on even keel and running smoothly (he hopes), will submit his resignation later this month. The appointment of a successor would be helpful for a smooth hand-over. (apologies for the lack of notice – some confusion over dates on my part – PL)

---