

Royal Burgh of St Andrews Community Council Annual General Meeting Agenda – May 2007

The AGM will be held at 7pm Monday 7th May in the Burgh Chambers of the Town Hall, Queen's Gardens. It will be followed by the regular monthly meeting of the community council.

1. Apologies for Absence
2. Minutes of the 2006 AGM
3. Chair's Report
4. Treasurer's Report
5. Dates of Meetings 2007 – 2008
6. Any Other Competent Business
7. Election of Officers

Candidates to be proposed and seconded at the meeting. If there is a contest the candidate or a supporter may speak briefly. A paper ballot is taken. Ties will be broken by a suitably random method.

- 7.1. Chair
- 7.2. Vice-Chair(s)
- 7.3. Treasurer
- 7.4. Secretary

Number to be determined by the meeting.

Appendix 1 – Chair's Report 2006-07

The past year has been a period of consolidation for the Community Council after a rather difficult 2005-6. We have throughout the year lost several members through resignation, and I would like to thank them – Pete Lindsay, our longtime and hardworking former Secretary, Penny Uprichard who chaired the Planning Committee, Keith McCartney and Richard Douglas – for their contributions to the work of the Council. In the same spirit I would wish to welcome the new members who have filled these gaps and hope that they will find the Council's role a fulfilling one. St Andrews faces many challenges and the Community Council must play a representative role in examining and meeting them.

I would like to thank all those who have come to the Council to present their views or requests, as well as the journalists who faithfully attend our meetings and report on some of the salient issues. It is also healthy to see members of the public or representatives of various organisations coming to our monthly meetings to present their views.

At the moment of writing we know for certain that Cllr Jane Ann Liston and Cllr Sheila Black will not be Fife Councillors at the time of our next meeting, and I would like to thank them on behalf of members for many years of service and co-operation with the Council. I hope that members will agree that a special celebration to thank all those who have left us should be arranged.

The proceedings of the Council are all available online, or in the Library, so that it might be thought otiose to repeat the main events of the year. However I would single out for special mention the gift of the Royal Burgh of St Andrews Gonfalon, handed over on the occasion of the International Heraldic and Genealogical Conference in August, and the St Andrews Day Reception which we held in the Council Chamber.

I conclude by thanking all officers for their hard work and all members for their patience in putting up with me as chair.

Donald Macgregor

Appendix 2 – Treasurer's Report 2006-07

[Circulated at the meeting]

STATEMENT OF ACCOUNTS 2006-2007

The attached Annual Statement of Accounts for the financial year 2006-2007 is submitted for the approval of the Council.

C Tricker
Treasurer

Financial Statement April 2006 to March 2007

Funds at 31st March 2007

Brought forward 2006	22,901.86
Surplus for year 06-07	2,467.44

Balance carried forward	25,369.30
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Represented by bank Account at 31/3/07	27,323.04
Cheques still to be cleared	1,953.74

Sub Accounts	Opening balance	surplus/deficit	Balance
Administration	2,831.78	1,949.64	4,781.42
General	1,844.81	-4,672.20	-2,827.39
Millennium	3,666.03	0	3,666.03
Ex-Trust	0	4,046.73	4,046.73
Recreation	258.01	-176.73	81.28
SC Party	3438.38	310.00	3748.38
Band Concerts	-655.40	-180.00	-835.40
C of Arms	7,910.35	800.00	8,710.90
Ceilidh	3,607.90	390.00	3,997.35
	22,901.86	2,467.44	25,369.30

Administration Account

Brought Forward		2,831.78	
Income: Fife Council Grant		3,017.54	
Interest on C Account		448.58	
			6,297.90
Expenditure			
Rent Council Chambers		396.69	
Advert St A in Focus		600.00	
Auditor		80.00	
Lazer writer & toner		326.65	
P Lindsay Expenses		113.14	
			1,516.48
Surplus carried forward	4,781.42		

General Account

Brought Forward	1,844.81	
Income: Photo sales	30.00	
		1,874.81
Expenditure		
Subscriptions	67.00	
lap top	1,055.55	
Info systems	41.13	
News letter & delivery	949.00	
Donations	1,750.00	
Transfer to 200 Club	50.00	
Flag	102.21	
Receptions	382.90	
Young Cits prizes	60.00	
Expenses D Mcgregor	93.23	
Expenses J Peterson	151.18	
		4,702.20
Deficit carried forward	2,827.39	

Millennium Account

Brought forward	3,666.03
No Income	
No expenditure	

Surplus carried forward	3,666.03	
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Ex Trust fund Account

Brought forward	0.00	
Income	4,046.73	
Surplus Carried forward	4,046.73	

Recreation Committee Account

Brought Forward	258.01	
Income:Floral Grant	750.00	
Sales at Art Exhibition	295.00	
Donations at Art Exhib.	40.07	
		1,343.08
Expenditure		
Planters and compost	436.20	
Trophies	45.00	
C chamber rent	32.35	
Prizes Photo Comp	210.00	
Rent V Memorial hall	162.50	
Catering	125.00	
Artists payment	250.75	
		1,261.80
Surplus carried forward	81.28	

Senior Citizens party

Brought Forward	3,438.38	
Income:		
Donation Pagan Osborne	400.00	
Donation R and A	750.00	
		4588.38
Expenditure		
Catering Senior Cits Party	840.00	
		840.00
Surplus carried forward	3,748.38	

Band Concerts

Brought forward	-655.40	
Income: Grant	2,000.00	
		1,344.60
Expenditure		
Payments to bands	2,010.00	
		2,010.00
Deficit carried forward	-665.40	

Coat of Arms

Brought forward	7,910.35	
Income	1,000.00	
		8,910.35
Expenditure		
Patent	200.00	
		200.00
Surplus carried forward	8,710.35	

Ceilidh

Brought Forward	3,607.90	
Income: ticket sales	390.00	
		3,997.90
Expenditure	0.00	

Surplus carried forward		3,997.90
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Royal Burgh of St Andrews Community Council Monthly Agenda – May 2007

There will be a meeting of the community council following the AGM at 7pm Monday 7th May 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. An audio recording of the meeting will be made to assist the secretary in recording the minutes accurately.

(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 www.standrewscc.net.)

1. Apologies

2. Minutes of April 2007

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

3. Presentations

4. Fife Councillors

4.1. Frances Melville

4.2. Bill Sangster

4.3. Robin Waterston

4.4. Dorothea Morrison

5. Planning Committee

5.1. Planning Committee minutes – see Appendix A.

6. Matters Arising from Previous Meetings

6.1. Standing Orders of the Community Council

Applications for grants.

6.2. Reports from representatives

7. From Committees

7.1. Recreation

7.2. General Purposes

7.3. 200 Club & Draw

8. New Business

8.1. Community Council Vacancies

Due to resignations of Pete Lindsay, Richard Douglas, Chris Lesurf there will be at least three vacancies which will have to be advertised.

8.2. Fife Access Seminar 29th May 2007, 9.30 to 1 pm, Rothies Halls, Glenrothes

Booking form available from secretary if interested in attending or contact Alison Irvine, Fife Council.

8.3. Friends of the Earth Scotland – Free Training in relation to new Planning Law.

Offer of free training for Community Councils in relation to the changes in planning. Secretary has details and application form if Community Council members are interested.

8.4. Association for the Protection of Rural Scotland

Annual subscription reminder

8.5. Friends of the Earth Scotland – subscription reminder

8.6. Quality of Life Communities Fund – Environmental Improvements

See Appendix C for details

8.7. Cleaner Tidier Fife – Parks and Green Space Initiative

See Appendix D for details

9. Reports from Office Bearers

9.1. Chair

9.2. Treasurer

9.3. Secretary

9.3.1. Correspondence – see Appendix B.

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 – Planning Committee Minutes – April 2007

1.	07/00627/EADV	University Careers Office, 6 St Mary's Place – Internally illuminated free standing display board, new plaque, repainting exterior of building.
	Objection:	Proposed display case and plaque too bold and bright for the building and inappropriate in the conservation area. Only painted signage would be acceptable. No objection to repainting of building.
2.	07/01187/EFULL	Change of use of public car park for Farmer's Market (one day a month).
		Place: North Car Park, Argyle Street. (Extension of present occasional use for market)
	Objection:	Town is too busy in July & August to consider sacrificing 59 parking spaces on a Saturday forenoon (until about 2 pm, I am told). We have therefore requested <ol style="list-style-type: none"> 1. No farmers'markets or similar events to be held in public car parks in July or August 2. For a trial period of 3 or 4 months markets to be held once a month, with the effect on traffic & parking being monitored by Fife Transportation Department. Whole future of markets in return car parks to be reconsidered in the light of Transportation's report and feedback from the public.
3.	07/01218/ELBC	(where Global Video used to be) 76 Market St. Application for new fascia sign, projecting sign and internal alterations (Rogerson – Fine Footwear)
	Objection:	The placing of the projecting sign on the corner of Church Street on a listed building is quite inappropriate. Only painted signage acceptable in conservation area. We advise against individual letters fixed to fascia as too easily removed.
4.	07/00892/EFULL	Retrospective: Window Grilles at 1 Southgait Hall.
	Objection:	"Twee" effect of decorative silhouettes of golfers is not in keeping with the listed building. They have already attracted some vandalism – one golf club has been broken off. Lollipop stuck through grille, other litter likely to follow. Choice of two suggestions:- <ol style="list-style-type: none"> 1. Grilles left, but without the golfers and with the fleur de lys tops painted black to correspond to the gates, certainly not "gold" 2. Remove the grilles, and leave the windows unadorned as they were intended.
5.	06/03790/EFULL	8 – 10 Bell Street – Erect replacement building (shop and two flats) – including demolition.
	Objection:	We confine our objection to the colour of the sandstone facing (yellow) out of keeping with other properties in the street and the town as a whole where so much of the colour is grey. We recommend samples of a suitable sober greyish colour material be verified by Planning Department before application is approved.
6.	07/01235/ELBC	"Alldays" 135 South Street to become "Oxfam"
	Objection:	Only objection to this application is the lettering used in the signage. I conservation area only painted signage is acceptable. Individual letters, screwed in place, are frequently removed by vandals – another reason for seeing merits of painted signage.

Exhibition and Presentation:

On Tuesday 22nd May the proposed development in Westburn Lane is the subject of a presentation in St Andrews Town Hall at 6.30 pm. The exhibition is open from 4 pm to 8 pm. Can anyone go? I am away on holiday. It would be good if someone could bring back information and maybe a hand-out

Appendix B – Correspondence

Date	from	Subject
April 2007	Association for the Protection of Rural Scotland	Notification of AGM – 19th May 2007 and Director's Report
April 2007	Fife Council – East Fife Development Committee	Notice of Meeting – 24th April 2007 and agenda
20/04/07	Fife Council – Community Services	Notification of Fife Access Seminar 29th May 2007 – 9.30 to 1 pm Rothes Halls, Glenrothes. Subject of seminar – Making Sense of Paths (including Core Path issue)

19/04/07	Fife Council – Law and Administration Service	St Andrews Common Good Fund – Applications received and annual account
April 2007	Scottish Executive Development Department	Planning Circular 1: 2007 :- Planning Controls for Marine Fish Farming
April 2007	Scottish Executive Development Department	Consultation Report – Extending Planning Controls to Marine Fish Farming and Defining Marine Boundaries for Fish Farming
17/04/07	FOE Scotland	Membership Renewal Letter
11/04/07	Scottish Executive Development Department – Inquiry Reports Unit	Letter: Letter re Planning Appeal: Grange House, St Andrews notifying of withdrawal of appeal by developer.
01/04/07	Fife Council –Finance and Asset Management Service	Renewal of Insurance Policy – Community Councils
04/04/07	FOE Scotland	Letter offering free training – What you should know before planners and developers consult you
06/04/07	Fife Council – Law and Administration Service	Letter about elections and community councils
11/04/07	North East Fife Credit Union Ltd	Letter asking for publicity to promote the collection point of this organisation which offers credit to persons on low incomes – located at Hope Park Church.
10/04/07	The Association for the Protection of Rural Scotland	Annual Subscription reminder.
02/04/07	Fife Council – Law and Administration Service	St Andrews Common Good Fund – letter about award to Madrascals and referral of St Andrews Episcopal Church to Bell Fund.
27/04/07	Ann Morrison, Scooniehill Group Riding for the Disabled	Thank you letter for £100 donation from 200 Club
01/05/07	Fife Council Community Services	Various documents about Cleaner Tidier Fife initiative, Quality of Life Community Fund and Best Kept Town and Village 2006 Judges Comments

Appendix C – Community Services Parks And Amenities Service Quality Of Life – Communities Fund – Environmental Improvements

A sum of £55000 is available per annum for the years 2006-07 and 2007-08 to assist community groups in carrying out minor environmental improvements in our smaller parks and large open spaces throughout Fife.

Applications will be considered from constituted groups with an interest in improving their local environment and must meet the general criteria listed. A maximum award of £5000 per group per annum will be considered. The closing date for applications will be Friday 27th July 2007. Groups will be notified of success by Friday 31st August 2007.

Applications should be returned to Peter Howden, Parks Development and Support Manager, Bankhead House, 211 Tantallon Avenue, Pitteuchar, Glenrothes KY7 4QA

For further details or advice contact –

- Peter Howden, 01592 412036
- Ron Peat – West Fife and Kirkcaldy – 01381 313739
- John McVicar – East Fife, Glenrothes and Levenmouth – 01592 412014

Criteria For Funding

- Site – Must be a small park or open space which is currently maintained by Fife Council or a local community group in the interests of the wider visual amenity and must have permission of the landowner or officer.
- Maximum sum of £5000 per group per annum will be considered
- Projects must attract match funding of no less than 20%
- Projects must demonstrate improvement to the environment
- Projects must show added value to the community
- Where possible, projects will support regeneration outcomes
- Projects must involve and the support of local members, community council and local office network
- Proposals must be clearly described and fully costed
- Applicants must be able to demonstrate how projects will be sustained and maintenance agreements etc must be provided at the time of application
- Applications will only be accepted from fully constituted groups supporting their local environment.

Appendix D – Community Services Parks And Countryside Cleaner Tidier Fife – Parks And Green Space Initiative

Introduction

Community Services has been allocated an annual sum of £250,000 pa for parks and green space improvement projects under the banner of Cleaner Tidier Fife. These monies will be spent on horticultural and environmental projects, utilising wherever possible parks and countryside staff to restore and replant schemes, develop new schemes and deliver general horticultural & environmental improvements in villages and towns throughout Fife.

Funding

A sum of £10,000 will be allocated to each locality area, with priority being given to those projects that can demonstrate a partnership approach and secure match funding.

Evaluation and Agreement

Community Services staff will liaise with Locality Managers & local Members to identify the range of projects in their respective areas and identify costs for such works, programmes and agree action. Where possible, links with other services and key partners will be encouraged, but equally recognising that this is a revenue fund which must be spent effectively before the end of each financial year.

Range of Works

In identifying the possible range of eligible works, the preference will be for schemes that use the skills and services of the in house parks and countryside staff. These include:

- Shrub bed and plantation refurbishment
- Shrub planting
- Tree planting
- Site design and landscaping – general
- Supply and installation of seats and bins (parks only)
- Limited fencing
- Painting
- Increased maintenance work
- Tubs
- Planters
- New features

Timescales

Seasonal planting must be identified by early June or early September, with planting & larger renovation schemes being agreed and targeted by the autumn of each year.

Approval

A final, costed list of possible projects will be prepared for and approved by local Members at Locality meetings.

Funding Sources

Partners will be asked to sign up to agreed terms and sums and/or provide a relevant financial code to support the level of funding available.

Contacts

- John McVicar, Parks Development Officer, Tel: 01592 412014
 - Mike Fuchs, Parks Manager North, Tel: 01592 412028
 - Iain Barbour, Parks Operations Officer, Tel: 01592 412822
-