

# Royal Burgh of St Andrews Community Council

## Monthly Agenda – February 2008

There will be a meeting of the community council at 7pm Monday 04 February 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. 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/>)*

### **0. Co-option of Community Councillors to Vacancies**

#### **1. Apologies**

#### **2. Minutes of January 2008**

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

#### **3. Presentations**

##### **3.1.**

#### **4. Fife Councillors**

##### **4.1. Frances Melville**

##### **4.2. Bill Sangster**

##### **4.3. Robin Waterston**

##### **4.4. Dorothea Morrison**

#### **5. Planning Committee**

See Appendices B & H

#### **6. Matters Arising from Previous Meetings**

##### **6.1. 50th Anniversary of the Freedom of the Royal Burgh of St Andrews for Bobby Jones**

##### **6.2. Finalised Fife Structure Plan: Housing Land Requirement Re-appraisal - Appendix E**

##### **6.3. Reports from representatives**

##### **6.4. Any Other Matters Arising.**

#### **7. From Committees**

##### **7.1. Recreation**

##### **7.2. General Purposes**

##### **7.3. 200 Club**

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

#### **8. New Business**

##### **8.1. Music Concert Funding Application - Appendix C**

##### **8.2. Community Council Seminar - 10th May 2008 - Appendix I**

##### **8.3. St Andrews Conservation Area Appraisal And Management Plan - Appendix F**

#### 8.4. St Andrews Community Hospital & Health Centre Travel Planning Group- Inaugural Meeting - 7th February 2008 - Appendix G.

#### 8.5. Request for new community notice board outside SPAR in Tom Morris Drive

#### 8.6. School Partnerships - Appendix J

#### 8.7. St Andrews in Focus - Financial Assistance Request

#### 8.8. St Andrews World Class Initiative - Appendix K

### 9. Reports from Office Bearers

#### 9.1. Chair

#### 9.2. Treasurer

Report - Appendix D

#### 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
21/01/08	Fife Council Law & Admin	Community Council Seminar - Saturday 10th May 2008
25/01/08	Fife Council Finance & Procurement Service	Community Councils Policy No: YLL 1220163513
	14/01/08	Fife Council Environmental Services
Change of Date - Newport Information Evening	24/01/08	Fife Council Law & Admin
Licence Application No:123 - Lepra Charity Cycle Ride 21/06/08	21/01/08	Fife Council Law & Admin
Contact Details for Royal Burgh of St Andrews CC.	14/01/08	Burntisland Development Trust
New Enquires Address for Fife Environment Trust & The Burntisland Development Trust	25/01/08	Fife Council
Notice of Meeting: NEF Area Committee 30/01/08	24/01/08	Fife Council Development Services
St Andrews Conservation Area Appraisal and Management Plan	23/01/08	Fife Council Chief Executive's Service
50th Anniversary of the Freedom of the Royal Burgh of St Andrews for Bobby Jones - reply to enquiry	25/01/08	Fife Council Development Services
Finalised Fife Structure Plan: Housing Land Requirement Re-appraisal including cdrom	January 2008	APRS
Newsletter Autumn/Winter 2008.	28/01/08	Cllr Melville
Email forwarded from Dave Smeaton, Roads Management in response to query about use of Petheram Bridge small car park by Tennis Club	16/01/08	Michael Trevor

Email re proposed development in Westburn Lane, thanking Community Council for its work in opposing the development.	21/01/08	Cllr Melville
Email from Development Services with a detailed update on work in progress or planned in town	11/01/08	Patrick Laughlin
Message about the research initiative with Locum Consultants		

## Appendix B - Planning Committee - 14/01/08

Ref.no	Address	Purpose of application	Decision
07/03882/EFULL	32 Kilrymont Road	Dormer extension to dwelling house	n/c
07/03914/EFULL	10a Pilmour Links	Extension to rear of dwelling house	n/c
07/03915/EFULL	10 Pilmour Links	Extension to rear of dwelling house	n/c
07/03867/EFULL	6A Playfair Terrace	erection of dwelling house in garden ground	Objection: concerns over the lack of access for emergency vehicles, the precedence that might be set, infilling of garden ground,, excessive density and over-development within a conservation area
07/03874/ELBC	Upper floors flat, 181 South Street	listed building consent for dormer extension to rear of dwelling house	n/c
07/03850/EFULL	8 Hallowhill	Erection of conservatory	n/c
07/03861/EFULL	28 Bruce Street	Erection of single storey dwelling house	Objections: concerns over the infilling of garden ground, the precedence that might be set, excessive density and over-development
07/03862/EFULL	3 Radernie Place	erection of rear conservatory	N/c
07/03864/EFULL	74 Crawford Gardens	Single storey rear extension to dwelling house	n/c
07/03873/EFULL	24 Argyle Street	Change of use from class 1 (retail) to class 2 (dental surgery)	n/c
07/03910/EFULL	1 Alfred Place	Erection of 2-storey rear extension (demolish existing), installation of rear dormer and conversion from dwelling house to 2 flatted dwellings	n/c
07/03963/ELBC	The Gin House, 116 South Street	Listed building consent for internal alterations including removal of structural column and alterations to toilets	n/c

07/0392/ECLE	7B Hope Street	Certificate of lawfulness (existing use) for flat to be used as HMO (3 persons)	n/c
07/03988/EFULL	Old Course Hotel	External alterations including colour change to windows and fascia	n/c

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## Appendix C: Music Concert Funding Application

My name is Xiaoqi Feng, the President of the Chinese Students and Scholars Association (CSSA) of the University of St Andrews. The CSSA are organizing a concert to celebrate Chinese culture for its 400 affiliated members and for all those in the St Andrews community with an interest. As the Chinese population of St Andrews increases year on year, the CSSA has become increasingly active within local society. Recent successes include the Chinese Spring Festival/New Year and Moon Festivals open to everyone and attracting between 200-400 people for each respective event, involving a mix of Chinese dancing, painting, food, drama and music recitals by CSSA members of all ages. A recent University-funded focus-group review found overwhelmingly in favour the 2007 Chinese New Year celebrations as the student experience highlight of the year. For Chinese New Year 2008, we have organized an even more ambitious celebration drawing on the resourcefulness of volunteers from various nationalities and with over 500 people expected to participate. These events were very much cultural highlights of 2006-2007, but what we have planned for Friday 14th March 2008 has the potential to be extraordinary.

I am very happy to announce that the Silk String Quartet, the stars of the WOMEX 2006 and WOMAD 2007 and Europe's premier Chinese string quartet have kindly accepted our invitation to perform their extracts of their latest album at St Andrews Younger Hall. Considering the group's increasing popularity and exceptionally busy schedule this year, more so than normal due to the Beijing Olympics and 'China Now' culture campaign, that they have found time to perform for us is short of amazing. What is more, this performance will attract the attention of the media as highly symbolic that the community of St Andrews continues to embrace new culture, languages, traditions and ethnicities into its strong and vibrant social fabric.

I have a team of volunteers working very hard to promote the "The Music of China: Contemporary Virtuosi, Traditional Instruments" concert featuring the Silk String Quartet. The projected cost of putting on this event will be in the region of £2500, the majority of which we can cover with ticket sales. The objective of this event is not to raise money and I am reluctant to increase ticket prices to ensure good financial access for all interested. Would you consider supporting this event financially? We are looking for donations in the region of £300-£400 pounds. I would very much appreciate the chance to meet and discuss the CSSA plans with the Community Committee if possible I enclose a balance sheet for your records and also some promotional information on the Silk String Quartet in the attachment. Thank you for your time and I look forward to your reply.

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## Appendix D: Treasurer's Report

### Summary

The current balance is at £27,075.39. However, this includes several cheques from before July that have not been cashed: Steamer Lane Harmonies £60, City of St Andrews Pipe Band £150, Kingdom Brass Band £350, St Andrews League of Friends £100. These will be chased up to ensure that they are not out of pocket.

The sub-accounts that are supposed to be used for budgeting purposes have gone wayward, with some having negative funds and others having more than they need. Therefore, at the start of the next financial year they will be reorganised. I have estimated how much money each sub-account needs in order to function i.e. the maximum amount of money it needs at any point in the year in order to pay costs. This is based on the accounts from last year and this year's accounts so far. I have added a surplus to act as a safety net, and have included occasional costs (such as a new laptop). If you think that any of these sub-accounts need more money, or could survive on less then please let me know.

Proposed sub-account opening balances:

- Admin (rent, auditor, adverts, laptop, website, stationary, printing): £2470

- Recreation Committee (photo, floral, St Andrews Week, receptions, prizes): £1000
- Band: £300
- Ceilidh: £1000
- Senior Citizens' Party: £1000
- Endowment Fund: £20,432
- Donation Fund: £1368

This would leave us with around £21,300 surplus.

The current interest rate on our Treasurer's Account with the Bank of Scotland is 1.36% AER. Having done some research I have found that the Abbey National Business Reserve Account offers 4.25% AER which on £20,432 would give us an annual interest of £868. I will continue to research other investment options, possibly utilising the stock market (in a low risk and ethical fund). Keeping the Endowment Fund in a separate bank account may enable us to generate more interest (some accounts have increasing interest rates so long as you don't withdraw money).

The admin account would be paid for with the grant. With the spare money from the grant amounting to £500 and the interest from our Endowment Fund we would have £1368 to donate to local causes. Over the past few years we have been donating virtually nothing from our funds (excluding the 200 Club and Ceilidh surplus). I will therefore create a sub-account in which we can deposit the excess grant, bank interest and Coat of Arms royalties. I would be happy to design some publicity to promote this source of funding (and the 200 Club) to local organisations so that better use can be made of the money that we have been hoarding in recent years.

Although I will formally reorganise the sub-accounts at the end of the financial year we can essentially operate this new structure straight away. We therefore have £1368 that we can donate to worthy projects in February 08 - February 09.

Robert Fett - Treasurer

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## **Appendix E: Finalised Fife Structure Plan: Housing Land Requirement Re-Appraisal**

At it's meeting on 20th December Fife Council approved Proposed Modifications to Finalised Fife Structure Plan (2006) Arising from Re-appraisal of Housing Land Requirement (2007). This document and supporting documents were submitted to the Scottish Ministers on 27th December 2007.

I am now writing to inform you that Proposed Modifications to Finalised Fife Structure Plan (2006) Arising-from Re-Appraisal of Housing Land Requirement (2007) will be the subject of a-public consultation exercise between Tuesday 29th January 2008 and Tuesday 11th March 2008.

The enclosed CD includes the Proposed Modifications to the Finalised Fife Structure Plan (2006) Arising from Re-Appraisal of Housing Land Requirement (2007), other supporting documents and a copy of the objection form.

Objections should be submitted, using the objections form to: Planning Directorate, The Scottish Government, Planning Services Division, Floor 2-H, Victoria Quay, Edinburgh, EH6 6QQ or sent electronically to the Scottish Government at [Fifesp2007@scotland.gsi.gov.uk](mailto:Fifesp2007@scotland.gsi.gov.uk)

Any comments already submitted to the Scottish Ministers in June 2006 remain under consideration and need not be re submitted.

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## **Appendix F. St Andrews Conservation Area Appraisal And Management Plan**

As you may be aware, the Council approved a programme of Conservation Area Appraisals and Management Plans to be undertaken throughout Fife over the next two years. The production of these documents provides an opportunity to assess the current state of Fife's Conservation Areas, identify opportunities for enhancement or boundary changes, and to create a workable management plan for their future preservation and enhancement.

Starting this month, Historic Building Consultant Gille Young is undertaking a Conservation Area Appraisal and Management Plan for St Andrews Town Centre.

It is intended to liaise initially with the St Andrews Preservation Society and the Eastenders group to invite their views on significant issues, which they consider should be addressed in the Appraisal and Management Plan. It is proposed that opportunity will be afforded the general public and these groups to comment formally on the completed draft document at a later stage and in conjunction with consultations on the St Andrews and East Fife Local Plan.

In the meantime, should you have any point you would like to raise with regard to this project, please do not hesitate to contact me.

## Appendix G: St Andrews Community Hospital & Health Centre Travel Planning Group -Inaugural Meeting - 7th February 2008

As part of the strategic travel plan framework for NHS Fife, a Travel Plan for the St Andrews Community Hospital and Health Centre was prepared in April 2007 and formed part of the planning application to Fife Council for the new site at Largo Road. When planning permission was granted, one of the conditions attached required NHS Fife to undertake to formally adopt the Travel Plan prior to the completion date. The most immediate task arising from the Travel Plan is the formation of the St Andrews Community Hospital Travel Planning Group. It is planned that this group will offer a forum at which concerns and ideas about travel to and from the hospital can be raised. The main travel plan objectives are as follows:

- Increased access to health care services and facilities
- Improved health of employees, patients and visitors by encouraging more active travel
- Improved access for all users by enhancing travel links for patients and visitors
- Reduced travel-based pollutants entering the local environment
- Reduced traffic congestion
- Fewer road traffic accidents
- Improved employment opportunities through better access
- Reduced dependency on single car occupancy journeys.

We would like to invite you to attend an inaugural meeting to establish the St Andrews Travel Planning Group on Thursday 7th February at 2.00 pm. The meeting will take place in the Supper Room, St Andrews Town Hall, Queens Gardens, St Andrews KY16 9TA.

Stakeholders who are being invited include Fife Council, Community Councillors, the Ambulance Service, voluntary organisations, local bus companies, staff side, hospital management, HR, patient representatives, GP surgeries, Estates & Facilities and the police.

We very much hope that you will be able to join us, as your valuable input will be much appreciated.

We would appreciate it if you could confirm your attendance to Mairi Robertson - <mailto:mairi.robertson@nhs.net> or 01334 477547.

## Appendix H: Planning Meeting 28/01/08

Ref.no	Purpose of application	Address	Decision
07/03988/EFULL	Old Course Hotel	external alterations including colour change to windows and fascia	See below
07/03749/EFULL	Upper Chagford, 60 Argyle Street	change of use of flat to HMO (8 persons)	N/C
07/03824/EFULL	Cairnsmill Caravan Park	formation of bulk LPG storage areas	N/C
07/03899/EFULL	Flat 3, Crawford House, 123 North Street	change of use of flat to HMO (4 person)	N/C
07/03905/EFULL	2 Cammo Lodge, 30-32 City Road	change of use of flat to HMO (4 person)	N/C
07/03906/EFULL	3 Cammo Lodge, 30-32 City Road	change of use of flat to HMO (4 person)	N/C
07/03969/EFULL	47 Learmonth Place	partial change of use of domestic dwelling house to taxi control room and erection of aerial	See below
07/03998/EARM	53 South Street	reserved matters application for erection of dwelling house	N/C
07/03999/ECAC	53 South Street	conservation area consent for demolition of garages	N/C

07/04001/EFULL	land south of 78 Largo Road	re-align access road and car park layout	Ian G will comment on this application
07/04090/EFULL	6 Livingstone Crescent	extension to dwelling house and erection of domestic garage	N/C
08/00037/EFULL	78 Crawford Gardens	Extension to dwellinghouse (demolish existing garage)	N/C
07/04007/ELBC	Eden Court, 52 The Scores	internal and external alterations including installation of access ramp	N/C
07/04010/EFULL	Eden Court, 52 The Scores	change of use from students' residence to offices and external alterations to install ramp access	N/C
08/00008/EFULL	South Street	installation of street furniture (cycle racks, benches and information boards)	See below
08/00071/EFULL	12 West Port Court	change of use of flat to HMO (4 person)	N/C
08/00077/EADV	144 Market Street	advertisement consent for display of 2 fascia signs and projecting sign	Objection: no drawings available
08/00080/ELBC	144 Market Street	listed building consent for the display of 2 fascia signs, projecting sign and w blanking panels in shop windows	Objection: no drawings available
08/00138/EFULL	10 Freddie Tait Street	variation to condition no. 4 of planning consent 07/02851/EFULL. Bedroom window to be changed from obscure to clear glazing	N/C
08/00148/EFULL	8 Livingstone Place		N/C

### 07/03988/EFULL - Objection

The St Andrews Community Council has objected to this Planning Application on the grounds that such a dramatic colour change on a building with such prominence as the Old Course Hotel requires further consideration. On the basis of the black and white copied drawings provided to the Community Council, on paper the changes will radically change the aesthetics of the building and therefore colour copies are required to fully assess the application.

### 07/03969/EFULL

The St Andrews Community Council wish to strongly object to planning application 07/03969/EFULL due to the number of complaints received from surrounding residents. The complaints are on the grounds listed below and are in no way exhaustive:

1. The applicant has already started using his residence at 47 Learmonth Place as a business premises and has already erected an aerial.
2. Learmonth Place and Balrymonth Place are quiet residential cul-de-sacs. Disturbance has drastically increased both during the day and late into the early hours with the coming and going of taxis.
3. The vehicles are often minibuses, which are blocking the normal street views from sitting room windows.
4. The radio mast is interfering with television receivers in the proximity.
5. The footpath access is consistently blocked.
6. Neighbors' drives are regularly blocked.
7. There is a children's play park in the close proximity and the constant movement of vehicles presents a serious threat to safety.

### 08/00008/EFULL

St Andrews Community Council wish to object to the furniture plans on the following points:

1. The number of cycle racks requires to be increased on both the North side and the South side of the street in an effort to further encourage cycling and to provide an

adequate number of racks as the present racks have been fully occupied on many occasions.

2. Tree Guards around the trees will cause added congestion and obstruction to pedestrians on the North side of the street. This pavement is extremely narrow at the trees and requires more width from shop to kerb. People sitting on the guards facing the shops will make the pavement narrower and become a hazard to both pedestrians and themselves. The guards around the trees will become an unsightly mess in summer when the leaves are in full bloom and the sap is falling onto them, this has been noted on the existing pavements at the West Port end of the street. We would like to see grating across the present muddy earth, which will help widen the pavement for pedestrians.
3. The new notice board is welcome, however, we would like it to be twice the proposed size and without a lock to allow the public to post notices.
4. The Community Council would like to have the existing notice board moved to the area of the Spar shop in Tom Morris Drive - to be requested at the next Community Council.
5. Seating in proximity to residents in Southgait should also be avoided due to encouragement of late night loitering

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## Appendix I: Community Council Seminar - Saturday 10th May 2008

I am writing to advise you that a seminar for Community Councils is being arranged to take place on Saturday 10th May 2008 in Fife House, Glenrothes. It is anticipated the seminar will run from around 10.00 a.m. until 4.00 p.m. and will include a pght lunch. In pne with feedback from previous events, it is intended to cover fewer topics in more detail than has happened in the past.

To assist with planning for the event and in an effort to ensure that the topics covered are those of greatest interest to Community Councils, I have enclosed a short questionnaire seeking your views on various topics, some of which have been suggested in previous years by Community Councils.

Again, to assist with planning, it would be helpful if you could give an indication of whether or not your Community Council will be represented at the event.

Linda Purdie

Team Leader (Democratic Services)

## Questionnaire

CommunityCouncil \_\_\_\_\_

1. Do you intend to be represented at the Seminar? YES/NO
2. TOPICS - Please indicate which topics you consider would be of most interest. Please select no more than 4.
  - Transportation Issues
  - Planning Etc (Scotland) Act 2006
  - Licensing (Scotland) Act 2005 - Introduction & Implications for Community Councils
  - Working in a Multi-Member Ward Environment
  - Website Development
  - Understanding & Using the Know Fife Dataset.
  - \*Facilitated Networking Sessions for:-
    - Chairs
    - Secretaries
    - Treasurers
    - New Members

Please indicate whether an experienced member of your Community Council would be interested in leading such a workshop session. YES/NO

If yes, please print their name: -

3. Any other suggested topics?
4. Any other comments/suggestions?

Please return to: Linda A. Purdie, Team Leader (Democratic Services), Law & Administration Service, 3rd Floor North, Fife House, North Street, Glenrothes by Friday 29th February 2008.

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## Appendix J. St Andrews Community Council and Canongate Primary

## School

### Working in partnership

To offer the school, its pupils and their parents and carers a voice on the community council via liaison with the Parent Council, Pupil Council and staff.

To enable the school to take part in activities in the wider community by offering guidance and practical help where necessary.

To help the school achieve its aims by offering channels of communication with other agencies in the town

To offer pupils a sense of belonging and foster good town-wide community relationships.

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### Appendix K: World Class Initiative

Locum Consulting has been appointed by the St Andrews World Class Initiative to assess the options for creating some form of organisation, which might act as a successor body to "World Class" in the years ahead.

We would be very grateful if you would allow us to spend some time with you and/or an appropriate colleague(s) to discuss the project. We would like to ask you about the situation in St. Andrews currently with reference to visitors and other users of the town, your views about whether there should be change in the way it is managed and, if so, what form that change should take.

The Locum consultants who will be leading this work will be in St Andrews on 24th January, 6th, 7th February and 13th February. They have asked me to set up a programme of consultation meetings. I would be grateful if you could let me know your availability on the aforementioned dates. We envisage that the meeting will last approximately 45 minutes. I will get back to you to confirm a time as soon as possible.

Many thanks

Greg Hunt

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