

# Royal Burgh of St Andrews Community Council

## Provisional Minutes –30<sup>th</sup> March 2015

### For Approval

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## 1. Attendance

### Community Councillors

Izzy Corbin, Penny Uprichard, Howard Greenwell, Ian Goudie, Patrick Marks, Ken Crichton, Callum McLeod, Harry Stewart, Gordon Shepherd, Chris Wallard, Judith Harding, Jonathan Bertulis-Fernandes, Iain Munn.

### Students' Association Representatives

Patrick Mathewson

### Co-Opted

Lindsey Adam

### Fife Councillors

Dorothea Morrison, Brian Thomson, Frances Melville

### Apologies

Niall Scott, Zara Evans, Keith McCartney

## 2. Minutes of Meeting – February

The minutes were accepted as a correct record with one minor amendment

## 3. Presentations

### 3.1. Business Improvement District Presentation

Mr Ken Dalton, Chair of BID St Andrews and Viv Collie, BID St Andrews Co-ordinator made a presentation about this initiative. The BID model is envisaged as providing a framework and a sustainable, flexible financial model to address local business issues and concerns. It shares knowledge, information and best practice with an aim to improve the trading environment for businesses and contributing to regeneration and improvement of the environment of local communities. BID St Andrews according to Mr Dalton had been running since May 2014 following the award of a Government grant to try and develop the idea in St Andrews. BID St Andrews had received £30000 funding to work on the initiative. The BID idea he explained had originated in Canada where there are some 1700 such initiatives set up while in Scotland there have been 31 to date. BID St Andrews have been surveying the town and are hoping to speak to all businesses operating in St Andrews. Once the survey of businesses is completed the steering group will identify the proposed BID area, the issues to be addressed and projects to be included in the business plan. A new company to develop the business plan is set up with office bearers elected by local businesses. Businesses are expected to pay a levy if they agree to the setting up of a BID. The levy rate is proposed by the steering group and could be based on a number of factors such as size of business and rateable value. The levy will run for five years and after that time the BID has to seek a new mandate from local businesses. There can be exclusions for some sectors such as churches. Other streams of funding are possible if needed. A formal ballot of businesses is proposed to take place in

October once the consultation has been completed and analysed and a business plan developed.

Viv Collie talked about some of work she'd been doing such as having a mystery shopper exercise to help gauge the shopping experience in the town as part of the analysis of possible projects to be set up if the BID went ahead. Other ideas looked at included a Standrewsforyou social media project and town centre wifi.

Mr Shepherd asked about the geographical area of the BID and whether the levy would be compulsory. He also asked what value there might be in the BID for professionals such as architects? Ms Collie indicated that the levy would be compulsory if the majority of businesses supported the scheme. It was explained that BID St Andrews Steering Group is tasked with producing a business plan that will appeal to the diverse range of businesses found in St Andrews. Examples of different business benefits can be found in BID Business Plans elsewhere in Fife and beyond. It is hoped that the BID St Andrews Business Plan will include a range of benefits for different types of businesses (e.g. savings on utilities). The BID Steering group can also identify sectors that have a non-domestic rateable value – but will be exempt from paying the levy. Other BID areas have, for example, excluded churches and non-retail charities.

Mr Crichton asked about the benefit to local people and expressed concern about the lack of family type shops in St Andrews. Mr Dalton replied advised that the economic changes that had been experienced in St Andrews over a number of years were not the fault of the BID process – but reflected underlying changes in the local and national economy of the high street. The aim of a BID for St Andrews was to help improve the local business environment, which should, in turn, benefit the local businesses and the community.

Mr Munn asked about the cost to small family businesses already feeling the pinch with the rates? It was suggested that there might be upper and lower thresholds for the levy.

Mrs Corbin asked about what benefits could be given to businesses in relation to floral arrangements. She mentioned the hard work of the St Andrews in Bloom Group with local businesses. Ms Collie said that BID was in contact with Mr Pead on this issue initial findings of the business consultation survey showed that waste management and 'green and clean' issues were proving important to local businesses. The St Andrews BID Steering Group is keen to see how it can work with the council and existing local organisations (such as St Andrews in Bloom) to improve the town centre environment.

The issue of A Boards was also mentioned and Mr Greenwell said that he thought that things were slipping. Cllr Melville felt that there had been an improvement in relation to "A" Boards saying that Mr Rod Cox had done a lot of work on the issue. Cost factors were also an issue with regard to enforcement.

Miss Uprichard mentioned that parking was an issue of great concern in St Andrews. Ms Collie mentioned that work had been done by BID in Kirkcaldy on this issue. She thought that BID could have an impact if all businesses spoke together on an issue. Mr Dalton commented on the perception of a visitor to the town who commented on their view that the town was dirty. He hoped that a successful BID would help improve the environment of the town.

### **3.2. TTIP - The Transatlantic Trade and Investment Partnership–Andy Collins**

Andy Collins, Green Party Candidate for North East Fife gave a brief presentation about TTIP. He described this as a trade deal being negotiated in secret between the USA and Europe. He described it as a deal which could give private corporations the power to sue governments against new laws that might dent profits. He said that this could potentially threaten food standards citing the different American rules about the use of growth products in farm animals, which is much more strictly controlled in Europe at present than in the USA. He said that the UK Government had claimed that the deal could create jobs but that an impact study by the EU predicted the opposite. Major public services such as the NHS could be

threatened by private corporations trying to pressure Governments to choose to take a privatised health or social care route, which could affect the living standards of workers and put profit before quality of service. He urged people to protest about this to the Government to get the potential deal rejected before too late.

## **4. Fife Councillors**

### **4.1. Frances Melville**

#### **4.1.1. Statutory Consultee Issue**

Cllr Melville confirmed that she'd spoken to Robin Presswood about looking at the possibility of considering that the Community Council of St Andrews could act as statutory co-consultee for applications in the Green Belt. Unfortunately Mr Presswood to whom she'd spoken did not appear sympathetic to the idea.

#### **4.1.2. St John's Garden CGF Application**

Cllr Melville informed the CC that the Common Good Fund application for funding towards the improvements in St John's Garden had been refused by councillors. Councillors refused, as they weren't convinced about the amount of public access there would be to the garden.

#### **4.1.3. Lawhead Road Yellow Lines**

Cllr Melville reported that Council staff had put yellow lines on the wrong bit of Lawhead Road and had made a bit of a mess when trying to sort out the error.

#### **4.1.4. Taxi Signs in Bell Street**

Cllr Melville reported that there had been a bit of confusion in Bell Street about parking due to building work. Taxi parking signs had been taken down and had not been re-erected when the work finished so other car users were parking in the usual taxi area. This problem is being addressed with signs to go up again for the taxi parking.

### **4.2. Brian Thomson**

#### **4.2.1. Bogward Road/Canongate Resurfacing**

Cllr Thomson confirmed that the work being done was a two-stage project with the initial work seeing the worst areas dug up and filled with a full skim being applied to the entire length of the road later in the summer.

#### **4.2.2. Botanic Gardens**

Cllr Thomson announced that the Botanic Gardens now had a new 5-year lease as agreed with the University. Fife Council has also agreed to give three years support funding.

### **4.3. Keith McCartney**

#### **4.3.1. Street Lighting**

**Street Lighting** – the following streetlights, which were not working, were reported for repair

Canongate – lighting column number 29

City Road – lighting column number 10

Hepburn Gardens – lighting column number 6

Lamond Drive – lighting column number 18

Largo Road – lighting column number 16

Lawmill Gardens – lighting column number 10

Leonard Gardens – lighting column number 1

Market Street – lighting column number 18

#### **4.3.2. Bell Street**

Cllr McCartney reported that the light on the belisha beacon on the east side of the crossing at the north end of Bell Street was reported for repair.

#### **4.3.3. Provost's Lamp**

Cllr McCartney reported that the issue of the light on the Provost's Lamp to the left of the door as you leave the Burgh Chamber not working was reported on Tuesday 3<sup>rd</sup> March. I received a call back later that day to inform me that only one of the Provost's Lamps was wired for electricity as they were purely for decorative purposes.

#### **4.3.4. Street Benches**

Cllr McCartney reported that - the three new benches were installed in Market Street on 5<sup>th</sup> March. The three existing benches, which had been taken away for refurbishment, were also reinstalled giving a combined total of six benches.

#### **4.3.5. Tree on South Street**

Cllr McCartney reported that one of the trees on the pavement on the south side of South Street near the entrance to Lade Braes Walk by Madras College was discovered to be 75% rotten through the trunk when pruning took place and was therefore removed. I have enquired with Transportation Services about the possibility of a replacement.

#### **4.3.6. 20 mph sign**

Cllr McCartney reported that the 20mph sign on lighting column number 15 in Kinnessburn Road, which was vandalised, is to be replaced in the next financial year.

#### **4.3.7. Potholes**

Cllr McCartney reported that potholes were reported and repaired in Lawmill Gardens and Hepburn Gardens.

### **4.4. Dorothea Morrison**

#### **4.4.1. Greenside Place Repairs**

Cllr Morrison reported that Greenside Place had gone down the list of repairs planned by Fife Council. She didn't know how long it might take before the work would take place.

#### **4.4.2. Balfour Place Parking**

Cllr Morrison reported on possible enforcement action by Fife Council to resolve the parking issues around Balfour Place raised as an issue at the last meeting.

#### **4.4.3. West Sands and Camper Vans**

Cllr Morrison reported that camper vans were starting to arrive and stay overnight at the West Sands. Larger signage was being planned to make the inappropriateness of staying overnight clearer and encouraging campers to use official sites. A leaflet is to be produced with a code of conduct and other information. Cllr Morrison has been speaking to Robbie Blyth of FCCT who has been developing ideas about possible preventative measures. Dr Shepherd wondered if there was enough signage on the West Sands to make the rules clear to users? Cllr Morrison acknowledged that bigger signs for drivers might be necessary. Mrs Corbin commented that nearly all the camper vans staying overnight were foreign and she suspected that they landed up at the West Sands because of information published on the web.

#### **4.4.4. Homeshare Scheme**

Cllr Morrison reported that the North East Fife Area Committee had discussed the idea of a Homeshare scheme. This scheme based on a national UK scheme called SharedLives Plus tries to match someone who needs companionship and a little bit of help in their own home with someone who needs accommodation. This has resulted in a wide variety of sharing arrangements, which has benefited both older people and younger people with disabilities who have a spare room, which can be let out. The amount of involvement of the person needing

accommodation depends upon the needs of the householder and what both agree as appropriate.

#### **4.4.5. Brown Bins**

Mrs Harding commented on the landfill tax and proposed changes by Fife Council on the frequency of collection. Cllr Morrison said that the Council was looking at options partly to try and reduce landfill as this cost the council. She said that the brown bin would stay at the same frequency of collection, but blue landfill bins might have their collection periods changed. Mrs Harding thought that people would have to start shopping differently to reduce their household waste. She suggested that people should try to avoid purchasing products with excess or unnecessary packaging. It is possible to buy most fruit and vegetables without plastic encasing them and that means shopping at local retailers!

## **5. Planning Committee**

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

Mr Stewart, Chair of the Planning Committee reported back on the two committee meetings held during February. He reported that there had been 11 applications with only one being the subject of an objection at 47 North Castle Street due to the nature of the application involving a demolition and a modern replacement of an extension.

Mr Stewart had also produced hard copies of the St Andrews Design Guidelines – information for Councillors. There had also been a decision to review 5 of the 76 guidelines at each Planning Committee meeting to try and ensure they were up to date and that the committee could react appropriately to decisions within the conservation area.

### **5.2. Motion about Green Belt**

Mr Greenwell introduced the motion he'd circulated prior to the CC meeting about the possible extension of the statutory consultee rights of the CC to the Green Belt. This had been discussed at Planning, as there was a feeling that not to be able to comment upon a town's Green Belt seemed to be wrong as in the other Green Belt in Fife in Dunfermline the Green belt was within the town boundaries. Cllr Melville had reported earlier that officials had not been sympathetic or helpful in relation to redefining the boundary for CC statutory consultation rights. Mr Greenwell's motion suggested redrawing the boundary. Cllr Melville pointed out about the issue of such a change having an impact upon the boundaries of other CCs such as Strathkiness. Mr Greenwell pointed out the lack of existence of a CC at this time for Boarhills and Dunino and how this left a gap in an area as there would be no one with statutory consultee status to apply to be statutory consultee for controversial applications.

In further discussion Cllr Thomson questioned the competence of the motion if it meant redrawing boundaries of CCs and suggested that it was only within the remit of the Boundary Commission to readjust boundaries, but Dr Goudie suggested that Fife Council could redraw CC boundaries but not boundaries of Fife Councillors. Mr Wallard wasn't comfortable with the wording and suggested the need for consultation with other CCs.

After further discussion it was suggested that the idea of sharing such a statutory consultee status for the Green Belt area might be a way around the problem pointed out by Cllr Melville. Therefore there would be a need to consult with other CCs about the idea before putting it to Fife Council. The Chairman will carry this item forward.

## **6. Matters Arising**

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

#### **6.3.1. Byre Advisory Board**

Mr Roberts reported that he had been invited to join the Byre Advisory Board. He agreed to join as long as he was representing the Community Council. He reported about the large

number of events, which had been organised by the University and the local groups once again able to use the Byre. There had been some 257 events in the past six months with over 28,500 guests to date. He thought that the atmosphere was very positive.

## **7. Committee Reports**

### **7.1 Recreation Committee**

#### **7.1.1. Coffee Morning – 11<sup>th</sup> April**

Dr Shepherd who is Recreation Convenor reported on preparations for the first fundraising event of the year, the Coffee Morning. He listed the stalls and members involved in the event. There would be a bookstall run by Mr Marks, and a Baking Stall by Mrs Corbin, with Mr Greenwell managing teas and coffees. Dr Shepherd himself will sell the entry tickets and Mr Roberts will run the tombola. There will be no Bric a Brac stall. Dr Goudie and Mrs Goudie will run their Fairtrade stall.

### **7.2. GP Meeting**

No meeting.

### **7.3. 200 Club**

1<sup>st</sup> Mrs Howell 2<sup>nd</sup> Mr J Hodge 3<sup>rd</sup> Mr Cowie

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

Mrs Corbin reported on a scheme to try and make local residents, particularly the elderly and other vulnerable groups aware of cold callers who might get them to pay large sums for alleged products and services. She said that this was an issue of real concern and it has taken place in St Andrews.

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

No report this month.

## **8. New Business**

### **8.1. "Welcome" to St Andrews**

Dr Shepherd requested this item as a topic for discussion. He felt that the entrance into St Andrews wasn't very inviting in some respects. He commented that there wasn't a logo or a brand and that some of the signs looked quite dilapidated. He wondered if the meeting had any ideas about how to improve this situation. Was there a need for a brand and a logo? He thought there was a need. He also wondered about the need for more and/or better signs. He acknowledged that having more signs might not be such a good idea given the current plethora of signs already in place. He wondered about the possibility of way finding signs? He commented upon the sign for the Balgove Larder as a possible type of sign that might be possible.

Mr Roberts commented that there was a history in relation to the Balgove brown sign. He said that the Visit Scotland signs had started to be put up in the past year and that organisation had done a lot of work on branding for St Andrews. Dr Shepherd replied that he wasn't interested in what the Visit Scotland site was showing but preferred to have something he could see on coming into St Andrews representing the town. Mrs Corbin commented that she thought that the signage was a Fife Council remit. Dr Shepherd in reply said that he was asking if the CC could do something about it? He thought that as the CC we took a pride in the town why couldn't the CC press for something to be done about it? Or why couldn't the CC present Fife Council with a brand and a logo to do something with?

Mr McLeod in support of Dr Shepherd suggested that it was the CC's remit to notice things and try to get something done about it. Mr McLeod agreed that some of the signs were tired

and needed something done about them, citing what he viewed as the drab brown of the Visit Scotland sign in need of something more colourful. Mrs Corbin mentioned the work of St Andrews in Bloom both at the town entrance and around town trying to create a colourful image of the town.

Mr Greenwell acknowledged the need to have an exercise to look at the revamping of the signage. He suggested the Common Good Fund as a source of possible funding for new signs. Mr Roberts pointed out that it might be difficult to get anything up before the Open Championship given the speed at which Fife Council moved at times with decisions. Miss Uprichard acknowledged that several of the signs were awful and something should be done about them. Dr Shepherd in reply thought that the town needed a brand, a logo and some colours on the signage. He wondered about commissioning a graphic artist to develop a brand and to put that to the Council to get signage produced. He expressed surprise that there would be any resistance to improving the signage. Dr Shepherd wondered about approaching the St Andrews partnership for funding?

Mrs Corbin explained that the Partnership had been putting in finger posts over the past couple of years replacing old less useful and less attractive signs. The idea of the signs was to help people know where they were going. Mr Roberts added that as a member of St Andrews Partnership he could say that should they be approached about this idea they would say that they'd already spent the past two years working on the brand. Dr Goudie thought that the CC needed to agree what it might be going for either by email discussion or at a special meeting. He also noted that in relation to branding fashions could change while there was something more permanent about the town crest in his view.

In summing up Mr Greenwell thought that there was a lot of sympathy for doing something. However he thought as well that there was quite a minefield to traverse in getting to a position which was going to be agreed by a lot of stakeholders. He encouraged Dr Shepherd to give his idea further thought looking at costs etc to have an idea of what might have to be requested from the CGF after he'd brought back his proposal to the CC.

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

### **9.1. Chair**

No further comments from the Chair apart from the news that Fife Council had granted planning permission to install a defibrillator on the wall at Trespass in Church Square.

### **9.2. Treasurer**

Mr Munn queried with the Chair about a sum of £4000 missing which was in relation to the CC support for the Xmas Lights and money to come from the CGF to contribute towards the lights. Mr Greenwell in relation to a query from Mr McLeod explained that he'd sent Fife Council the CC bank account details but hadn't been notified that the Council had sent out the money and due to the treasurer's situation no one had been able to get a sight of the current bank statement to check if it had been paid in. Mr Munn said that once he was confident that he had all the information he needed he'd try to do some projections for the year ahead to identify what was available and what might be needed to be sourced by other means.

### **9.3 Secretary**

Mr Marks reminded the meeting that the AGM would be at the next meeting. Mr Marks also confirmed he'd dealt with Fife Council's request to confirm CC details for the annual liability insurance. He'd also dealt with a slightly odd email from a gentleman asking about running a catering business at the West Sands, which he'd redirected, to Councillors.

#### **9.3.1. Correspondence**

There was some discussion about the licensing department letters sent out to the CC for comment. Mrs Corbin thought that there was generally little that the public could do to influence decisions if requests were for a slight lengthening of licensing hours from an

establishment if other nearby establishments already had longer hours. Cllr Morrison reported that there were concerns about the West Port application because of the potential disturbance to elderly residents living beside the West Port and there were objections from neighbours about this request. There was also discussion about the distribution of the information in relation to these applications usually received by the secretary by letter and passed to Mrs Corbin because of her role on the Licensing Board. There was a feeling that these letters when received should be more widely distributed, an idea acknowledged by the secretary as appropriate.

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

### **10.1. Altered Date for next CC Meeting**

The next meeting is to be April 27<sup>th</sup> and will be the AGM as well.