

Charlestown, Limekilns, and Pattiesmuir Community Council

Ordinary Meeting

7.30pm. 29th May 2018. Gellet Hall

Minutes

Item

1. Present:

Alex Hill, Martin Mulube, Mandy Littlewood, Rob Thompson, Callum MacInnes, Peter Curry

2. In Attendance:

Cllr. Tony Orton, Cllr Andrew Verrechia, Tom Leatherland, Moira Adams, Jo Macfarlane, George Hipwell, Beryl, Jasmine Bazazi, Graham Muir

3. Apologies:

Sue Hamilton, Geoff Cartwright, Cllr Sam Steele, Lesley Scott

4. Minutes of meeting of 24th April 2018

The minutes of
the meeting were
approved as a
correct record.

Proposed: Martin

Seconded: Alex

5. Matters Arising from meeting of 24th April 2018:

a. Charlestown Playpark
Nil change – in hand

b. War memorial path works

It is possible to light the war memorial by placing spotlights on the lamp posts on each side.

Action: Rob to follow up with Fife Council on whether these can be wired into the electricity supply

The committed spend to finish works will be completed over the summer

Action: Rob to complete

c. Red Row potholes
Nil change – in hand

d. Variable signs A985

Report from Amey: "Road space booked on Monday 11th June, to remove existing and replace poles, and Monday June 18th to install, calibrate and operate the new signs."

e. Airport Noise Forum

e.i. A public consultation regarding flights on route E7 is open. The council invites all individuals to make a response as this is considered more effective than a single village response.

e.ii. The forum has been given funding for an independent review of flight path changes over a longer

time period; waiting for data to be ready for external company to analyse and report back
e.iii. The designation of Edinburgh as a rural or urban airport was discussed as this has implications for flight restrictions. The forum is pursuing this avenue.

f. **GDPR & Digital update**

f.i. The import of data and configuration of a MailChimp account for newsletter and information management is now complete.

Action: Martin to send out initial emails

f.ii. Single Community Council email is now complete and started to be used

Action: Martin to share login and access details with all members of the council.

Action: All official correspondence to come from this account and to be shared as main communication point for the council.

6. Police Report

No update

7. Secondary School Catchment Area Update

The consultation process has now closed. Final copies of the council response based on discussions at the last meeting were shared.

Through actively engaging with parents, the Parent Council had secured responses supporting the proposal from c60% of parents at the school.

The outcomes from this consultation process will be clear in September of this year.

8. Planning Letter Support

The open letter for Planning Democracy was discussed. The council supported the key principle of establishing balance in the planning process by through equal right of appeal for communities.

There were concerns that although this amendment was viewed as being unlikely to be included into the final bill it was an important principle to uphold and campaign for.

Action: Sue to confirm the council as a signatory to the open letter

9. Broomhall Estate:

The sea walls at Pan Knowe – (far end of Red Row) have been identified as being in disrepair.

The estate indicated that it may be easier for concerns such as these to be raised directly with the estate office to save waiting for a monthly meeting. The office is staffed Monday and Friday and outside of these days, email or phone will reach them.

Action: Estate to visit and assess

Action: Estate will be carrying out maintenance work to the potholes by the Soapworks and along Double / North Row

Lord Bruce welcomes the opportunity to come to a meeting to discuss topics relating to the villages

Action: Rob/Martin to prepare subjects list to be covered and share with the estate before finalising arrangements for this meeting

The increasing spread of Giant Hogweed and Japanese Knotweed was noted as an ongoing concern in a number of areas around the community. The Estate's commitment to managing this issue on their land was welcomed.

Action: Rob to contact the Environment Officer to follow up with taking this forward

Action: Rob to review details of work done in this area last year by Lorna with a view to building on this project

10. Treasurer's Report

Funds have cleared on the grant for beach clean equipment. Invoice has been received for rental of Gellet Hall for 6 months of the calendar year, half of which is taken note of in an accrual in the 17/18 accounts and half a prepayment of Q1 18/19

The 18/19 council grant is now open and application will be submitted now that the financial statement has been approved.

Residents for Responsible Development bank account has been closed by RBS on the grounds that it was dormant as there haven't been any transactions on the account for a sufficient period of time

The balance of £1,074 is being transferred into our main BoS community council account as the funds are released

We are carrying a cash balance of £3,552 after committed spend from 17/18 is taken into account, from the scheme for the establishment of community councils:

13.7 In determining the amount payable to a community council, Fife Council shall take into account any surplus funds held by the community council where:

(i) the surplus funds are from the grant previously given by Fife Council and not from the community council's own fund raising efforts; and

(ii) the surplus funds are not being held by the community council for a specific future project which would require to be detailed in the annual accounts; and

(iii) the Community Council's expenditure in the previous financial year was less than 80% of that year's annual grant; or

(iv) the cumulative balance of the surplus funds being carried forward exceeds three times the annual grant.

Two proposals to address the surplus funding were discussed:

a. Website

A proposal to invest some of this money in establishing a more permanent web presence was discussed. It was noted that the council has a dormant free domain name held with Digital Fife. The challenge identified was in the ongoing commitment to update and maintain with content.

Action: Martin to develop a proposal on how to take this forward

b. Charity

Using the funds to establish a distinct charity / trust to support planning and community development was discussed.

Concerns were expressed that some of the funding is hypothecated to be able to kick start a response to a planning proposal and would need to be confirmed with donors if it was to be used for another purpose.

Best practice examples were discussed and the opportunities that it could open up, however, it was felt that clarity on purpose and relationship to other community organisations needed to be understood.

Action: Martin to write a draft proposal and framework for the next meeting

Alex took the chair

11. Secretary's Report

No update

12. Engagement activities

a. Heritage day 30th June

This event will have c60 stalls hosted in a large marquee on Charlestown Green.

Agreed that it would be a good opportunity for the council to carry out engagement activities around village priorities

13. Councillors' update

a. Scottish Water update

The council welcomed the work that has been done to clean the Lyne Burn recently, but feel that there is still more that could be done in this area.

Scottish Water are carrying out extensive cleaning of the tanks to minimise impact from any higher water flow and will be monitoring the impact on the Lyne Burn for the next two years.

Any more substantial work is dependent on the completion of their integrated catchment study.

b. Smells

Noted that this was from caked lime from distillery effluent. Fife Council are aware and are taking the appropriate action against the party responsible

14. AOCB

a. Beach Clean

The next event is planned for the 1st of July 1030-1200 led by Katy Strang. Volunteers to meet on Limekilns beach, see Facebook for details closer to the time

b. Nature Conservation Group

The next meeting is 11th June in the Bruce Arms

c. Parking

There are streets which it is challenging to park in and maintain access for pedestrians and other vehicles, particularly where there is building work taking place e.g. Brucehaven Road. There is no easy solution to this, but residents were urged to be considerate and ask any trades people to do what they can to minimise their impact

Date of next meeting:

Tuesday 26th June 2018.

7.30pm

Gellet Hall