Minutes

The Royal Burgh of Kilrenny, Anstruther & Cellardyke Community Council

Monday 8 January 2024, 7:30pm at Burgh Chambers| Meeting called to order by Andy Peddie

# In Attendance

Louis Theran, Margaret Hellicar, Phil Wall, Neil Anderson, Paul Ambrose, Sarah, Baldachino, Bill Bruce, Raymond Davis, Kevin Lancaster, Julie Lautredou, Alastair McPherson, Lorna Jones, , Cllr Alycia Hayes,

5 members of public present

Apologies – Christine Wilson, Cllr Sean Dillon, Cllr Fiona Corps

# Welcome & Declaration of Interest

No declarations of interest were made.

# Approval of Minutes & Matters Arising

Minutes approved by PA and seconded JL

Action Points

MH – contact Daryl Wilson re web site access for BB – done

MH - Put LLP on next Agenda - done

MH - Folder of CG applications - done

MH – enquire about keys for flag pole – lock not working – Andy Peddie had to use screw driver

MH – send asset list to KL - done

MH – Invite MUP group representative to next CC meeting - done

MH – enquire re contact details for helpers with Christmas lights – not yet compiled

No other Matters Arising

# Questions from the public

1.How will the Local Place Plan prioritise the different wishes of members of the community eg should part of Bankie Park be used as a Skatepark or an allotment? LT explained that the LPP will be community driven and will set out the visions and aspirations of local people. However, it is not a Statutory Instrument and has no powers of enforcement. It is just a way to let FC know the wishes of the community. Planning decisions would be taken by Fife Council. Cll AH – said that the LPP could report the numbers in favour of different projects after consultations has been carried out.

2.Will the saltire be up for Burns night? MH to ask Andy Peddie if he has the flag.

3.Street lighting at Dreelside – because four of the street lights are out it makes it very dark and dangerous, and people are not feeling safe. PW said he spoke to someone who said that they nearly ran over someone – only seeing the dog’s fluorescent lead in time to avoid them and their owner. The outages have been reported by the MoP and she has also been in frequent communication with Scottish Power – who said the problem had been fixed. Cll SD has been trying to help – see his report below. There is a general problem with street lights being out all around the town, such as outside the Old Waid, the bottom of Roger Street and East Green. The light out at East Green, which is on a building, was first reported 2 years ago. Cll Hayes said that when lights are attached to a building, it is sometimes difficult to agree access, especially if the building is a second home. All the lamp posts are aging and are due to be replaced sometime this year, however, urgent action is needed now, especially in Dreelside because of the safety issues.

# Presentation – update from Multi-Use Path Group

Carl van der Lee gave us an overview of the work of the MUP group. It was formally set up in 2015, with 4 members, Gerald Cooper, Elizabeth Riches, Carl van der Lee and Ali Mcleod), as a sub group of the CC. They fall under the governance of the Community Council, but we need to check is the appropriate ‘co-opted members’ forms have been completed, although AMcL was a member of the CC until recently. The elected Clls attend their meetings. The group collaborate with the Pittenweem group for the Anstruther/Pittenweem section. Over £1 million of improvements have been brought into the community. Sustrans fund about 70% of the work. They have still to find about another £200k for the two paths Anstruther/Pittenweem.

MoP said that the path at Dreelside is slidey when it is icy. Cll AH did not think FC would grit it but she can ask. She is also asking for more grit bins.

BB suggested future presentations are limited to 15 minutes max, with 5 minutes for any Q&As after, to help avoid them impacting on the time for discussing other important items on the agenda.

# Planning/Licensing Matters

ley – The New Ship Tavern has previously been given permission for seating on the folly. PA thinks they will keep clean if they have tables there. We agree that we would comment to say we have no objection, but do have concerns re litter. PA to send in comment.

# Santa Parade - feedback

The Santa Parade was great success, with lots of families coming out to see Santa and it was lovely to see the excited faces of all the children - especially when Gillian had run ahead to ask their names and run back to tell Santa! Fantastic seeing their faces when Santa called them by name! Makes it all worthwhile! Also, almost £600 was raised to be split between the RNLI and the Cellardyke Sea Queen.

Especial thanks to all our helpers - Santa, (Kenny Maclaren), who did a great job; Andy who managed the, not always easy, job of steering the sleigh round our sometimes very narrow streets, without mishap; our stewards (and donation bucket shakers)  - Gillian, Sarah and Julie, who walked the whole way, and Bill who joined us at the East Neuk Centre; and Louise McEwan who opened the East Neuk Centre for us, so that Santa and his helpers could get a well earned tea/coffee and a mince pie!

As Sunday night, starting at 3:30pm worked so well, we think we will keep it to a Sunday next year at that time and put the date in the diary early! Gillian has suggested 15 December 2024. Gillian and Andy are happy to help again.

Gillian also fed back that:

- Kenny said it was hard to see people as the light shines onto him, Andy is going to try and fabricate something so that the light shines from above Santa

- A QR code for online donations would be useful, and adding this to the sleigh and social media might bring in a wee bit more

- Before setting off, if we can encourage people to comment on the CC Face Book page with photos of where they've seen Santa and when it will help others know where on the route he is and give a heads up of any delays etc. as it's hard to update once we're on the way around

- Some sort of earpiece that the front runner can speak directly to Santa to give a heads up with names of kids coming up would be amazing, not sure how exactly it would work but hopefully someone will have a suggestion!

SB said it may be an idea to approach Anstruther Allsorts for help with stewarding next year as they would be able to keep up with Santa!

Thanks to Chris Lewis and the Waterfront for supplying the tree and helping to erect it. They have also now taken the tree down. now down.

# Local Place Plans

We need to set up a sub steering group to start put something together - BB, PW, LT and JL volunteered. BB thought that this can double up with website development. We will probably need probably three public meetings and then collate the views. We can look at existing plans for other places for guidance. The deadline is June 24, so time is short. Cll AH said the 1st priority is a local survey – ask people what they think is good, what bad, what needs changed? We need to survey Feb and consult March. Guidance on FC website.

The steering group will meet to format a brief. Heather Whyte Community Education Officer at the Waid may be a helpful contact. JL to speak to her.

# Transport Review

Sean is arranging a meeting of representatives of CC, cycle path, Life Boat Shed, and LTA, with FC on 24 January – we are not sure of the time yet. We have had queries from local businesses about when they would be able to have input. There are concerns about access for deliveries etc should the road access be changed. We have been asked if we can we put the report on the web site? It would probably be better to have meetings after we have had the one with FC.

Martin Dibley (resident and business owner) said that 80% of the Review is good – signage for car parks, using the Waid CP out of school hours, reversing flow in East Green, but the suggestion of making main route into Anstruther down Burial Brae is nonsensical.

AMcP asked what the brief for the review was – MH to ask

# Common Good Fund

KL Explained what the CGF is – a pot of money looked after by FC but can be a source of income to the community from property and assets. The CGF has been neglected by FC and we have lost out on some of these earnings. It would be good for the CC to have more focus on it to ensure the community is getting what is due to it. Cll AH Said that the C GF accounts were meant to be presented on 6 Dec 2023, but have been delayed - again – for NE Fife. The FC Auditor – said that there is a lack of transparency with all FC accounts. KL – we don’t know when leases come up for renewal, so are not aware if they need to be reviewed. The slaughterhouse lease was not reviewed for 25 years. Cll AH We may be the only CC questioning these historic leases. She said that the assets previously highlighted by KL are now on public register. Auditors also say FC have over estimated values.

KL - Two outstanding claims on CG fund – why? How do we find out which and why? Presumably you have to show you have paid money before you get the grant. Cll AH to try and find out. Julie Priestly AIA (MoP) said it would be good if we are more active re Common Good Fund and make more local groups aware of it.

MH has put all the applications we have in a folder – only 12 from 2016 to now:

6 from the Harbour Festival

2 from the Fisheries Museum

1 from AIA

1 from Anstruther Philharmonic

1 from Anstruther Tennis Club

1 from Cellardyke Tidal Pool

We will keep GGF as an agenda item.

# Secretary’s Report

Thanks to KL for putting Community Council Notice Board back up – we may need to think about renewing as it is not in a good state.

Lorna has sent the form to FC, registering as a co-opted member of the CC – no acknowledgement.

Emails re: SP Energy Road works at Pittenweem Road, Road closure at Buckie House, the Road Transport Report, Rubbish on Shore Street, Damaged power box at the harbour (PW). Also see ‘Action Points’ above.

Sandy Anderson from FC email re rubbish:

I’m not aware of any specific issues at the weekend and I’m certain there was staff on duty as I’m sure that they passed me while I was out walking. I did go down the shore on both days and I couldn’t see any major issues. What Chris may have seen is that they probably weren’t in Anstruther till later in the morning. At this time of year I am down to skeleton staff at the weekend however so when it is nicer weather we can be caught out slightly as they cant be everywhere first thing. I think I offered before but I can attend a community council meeting if the committee think it would be helpful.

We will invite to a future meeting.

**Community Police Report December**
Anstruther
42 calls to the police. 11 crimes recorded

Cellardyke
26 calls to the police. 5 crimes recorded
Kilrenny

5 calls to the police. 1 crime recorded

# Treasurer’s Report

Treasurers report January 2024.

 Bank Statement £66212.83 Not all ours £44,631.88 held for Cycle Path

 CC Funds £4563.32 for CC related business

 MONEY IN. Since figures given at our last meeting.

 Floral: Collection Tins £281.50, Paypal Donations £368, COOP Floral Donation £4399.60,

Donation from C. Lewis £250 - Total £5299.10

 Bank Interest: Total £440.40

 Total In: £5739.50

 MONEY OUT

 Hall Hire: Total £45.20

 Floral Tom Swankie: £425

L McK bulbs: £132.90

Pathhead: £2,109.7

 Total: £2,667.63

 Accounts

FVA Examiners Report

Total: £184.19

 Christmas Lights

Cherry Picker

 Total: £238.00

 Out Total £3135.02

 Grant Application submitted by 31 Deadline. Receipt acknowledge awaiting outcome.

 Santa Collection ?

 Bank account access for new signatories delayed, bank error. Application now being fast

tracked.

 Constitutional Change - circulated. Questions if approved document acceptance

 Election of Bank monitors. Bank monitors dual purpose, (i)transparency (ii) potential back up

to avoid the situation, we find ourselves in now. Nominations approval.

 Thanks to Lorna for keeping on top of the bank account and other previous members for

keeping payment of bills timely.

Santa collection – MH passed money collected to PW £582.36– CC can make up to round £600

**Proposed change to Constitution to include electronic banking – see Appendix 1**

No objections - Proposed PA seconded LT.

We need two bank ‘monitors’ –CW has volunteered by email, PA also volunteered. Agreed by all.

Many thanks to Lorna for keeping us access to our account while we are trying to change signatories with RBS.

MH – Our Pay Pal is currently with Daryl Wilson, so needs to be changed – PW will contact.

# Councillor’s Report

**Cll Hayes**

Cllr Hayes provided documents to provide guidance on possible approaches to the creation of a Local Place Plan. Also links to funding, so that if any projects. Resilience funding closing at the end of the month. For eg buying grit bins.

**Fife Council primary one applications – now open!**

If your child turns 5 between 1 March 2024 and 28 February 2025, the application process for enrolling them into P1 is now open. If your child doesn’t turn five until after the school summer term starts you do have the choice to defer for a year.

Applications for P1 must be received by 15 March 2024.

Check out the criteria and apply online [www.fife.gov.uk/schooladmissions](http://www.fife.gov.uk/schooladmissions?fbclid=IwAR01e7BTjGPZ3XFmghtl8GgGtpudmpyATiuoUPMo5V725QoJjTHvI8wuZUI)

**Fife Council Early Learning and Childcare (ELC) applications are also now open.**

Was your child born between 1 March 2021 and 28 February 2022?

If yes, ELC funded hours can be accessed through Fife Council nurseries as well as private nurseries, playgroups and childminders working in partnership with Fife Council.

Applications for three- and four-year-old children must be received by 31 January 2024.

Check out the criteria and apply online [www.fife.gov.uk/nurseryapplications](http://www.fife.gov.uk/nurseryapplications?fbclid=IwAR23fAG1rogY_2LXfNIAN7wAuZfJhOX-TFuk1vM8fi0DSiU5ncdkns4KRAM)

If you don’t have access to a smartphone or computer, you can ask the nursery you’d like your child to go to to post out a paper copy of the form. You can use this form to make more than one placing request.

[Fife Families Information Service](https://www.facebook.com/fifefamilies?__cft__%5b0%5d=AZV27OPDUnfp3Wg2Q1SqeoTEG27Nynd4g0TxsR2SEZu8VRi0GA9KzlvCHD5MWYh2LnpG9KSxGsenfnr--eJiLG_ZKzs3vCNxhHsBpjKGRAiZUmnolxAuYNLG-l-T-LyBAjR-4VoNNgHgm_zOMmJpUBuY0nRMWNsSTbwVcq2TmfMIt5WACiagobzqmR3ab9gdt0E&__tn__=-%5dK-R)

**Cll Dillon:**

**Transport & Access Review Meeting**

- Following a Doodle Poll, I can confirm that the meeting with council officers will go ahead on Wednesday, 24 of January. The location of this meeting is still to be confirmed but I will be in touch with those who have

indicated their availability at the earliest opportunity.

**Street Lighting**

- As those of you on social media will be aware, there has been some discussion regarding street lighting, or the lack thereof recently. To clarify the situation, Scottish Power Energy Networks are responsible for carrying

out the necessary repairs to the lights, however, their contractor has been having staffing problems. This has resulted in the long repair times we are experiencing. I have written to SPEN to lodge a formal complaint

regarding this problem across the East Neuk and will update the community council once I have had a response. If you notice a new fault, please report it at https://www.fife.gov.uk/services/form-pages/report-a-

streetlight-fault

**Anstruther Primary School Headteacher**

- Following the end of the Christmas school term, I have been advised that Lindsey Manton has decided to move on from her position as Acting Headteacher at Anstruther Primary School. Sharon Easton, former DHT,

will be taking over her position for the foreseeable future. I am sure that the community council will join me in wishing Lindsey well in her future endeavours and congratulating Sharon on her appointment.

**Primary School Applications**

- If your child turns 5 between 1 March 2024 and 28 February 2025, the application process for enrolling them into P1 is now open and will close on the 15 March. If your child doesn’t turn five until after the school

summer term starts you do have the choice to defer for a year. For further information and to apply online visit www.fife.gov.uk/schooladmissions.

**Flytipping**

- From New Year’s Day, the amount the council can fine individuals for fly tipping was doubled to £500. Despite the introduction of a free bulky uplift service last year to tackle this problem, it is still occurring at a cost of £60 million to taxpayers across Scotland. If you spot anyone flytipping, please report it by visiting fife.gov.uk/illegaldumping or by telephoning 03451 55 00 22. (Or advise about free service!)

# Representation from other groups

FLORAL –LJ collected all the collection tins for the Floral Group – SB said she would put them round again.

MURRAY LIBRARY TRUST – LJ Thanked CC for allowing on to represent MLT – she has been with MLT since 2004. In Murray Studios, ‘Frankly Golf’ is now in studio 6 – golf technique. The previous tenant now has a shop in the town. We will invite Lorna to tell us more about the MLT at a future meeting..

# AOCB

BB – Ian Harrower contacted us re Anstruther Harbour Festival – they need more volunteers. We need to encourage young people. The festival will be at the end of August. Difficult to know how we can help.

- Sandra Snaddon had also reached out to the CC (via Messenger) during the festive holidays, and was invited to the meeting as a MoP. She had expressed an interest in helping the CC but there wasn't time to explore in what capacity and she also said she'd recently been on the committee of the AHF but became disillusioned after only a few meetings and resigned.

- During the online debates regarding the road closure at Buckie House BB had found it difficult to find relevant information that could be more helpful to the general public, but praised Cllrs SD and AH for their online updates (communications via Facebook) that the public also appreciated. BB suggested that there was a need to collate the most useful contacts and develop a resource (a portal within the website) that can be used or shared  by the CC as a group, especially useful when the Councillors are not available to react as quickly as they did in this instance.

PW - Metal work in the road from Cellardyke to Anstruther (James Street etc), bit is breaking away from the road.

PW - Motorbikes and quad bikes on coastal path, between Cellardyke and Crail – MH to contact FCCT -will affect the path and birds. Kissing gates?

PW Dog mess a big problem. Cll AH Acceptable to photograph if not a child.

Julia Priestley from AIA – introduced herself as representing AIA and Dreel Burn project. We will invite to a future meeting.

Action Points

MH – enquire re contact details for helpers with Christmas lights – not yet compiled

MH – ‘co-opted members’ forms to MUP members

MH – contact FCCT re coastal path

MH – ask re brief for transport review

PA – comment on planning

BB, PW, LT – to meet as steering group for LPP

JL – to speak to Heather Whyte at Waid re LPP

Abbreviations

CC – Community Council

CGF – Common Good Fund

FC – Fife Council

LTA – Local Tourist Association

LPP – Local Place Plan

MUP – Multi-Use path

**NEXT MEETING 12 FEB 2023**

**Appendix 1:**

Proposed changes to The Royal Burgh of Kilrenny, Anstruther &Cellardyke Community Council Constitution

As discussed at our previous meeting, in order for us to use internet banking, we

need to make changes to our constitution adopted at our inaugural meeting.

This is the proposed change and additions to our constitution and standing orders.

Blue text copied directly from the scheme. This has been shared with FC and they

are happy for us to use this wording. They said they need review the guidance on

the use of digital banking in light of this proposal, leading to a change in the scheme

and good practice guidance issued to all community councils.

Original text source - Scheme for the Establishment of Community Councils in

Fife- Appendix 2 – ‘Financial Guidelines for Community Councils’

8.9 The Community Council will open an account in the name of the Community

Council with a Bank or Building Society. The Community Council will authorise in

writing at least 3 of its members, one of whom will be the Treasurer, to sign cheques

or make internet payments on behalf the Community Council. All cheques must be

signed, all internet payments approved, by not less than 2 of the 3 or more

authorised signatories.

i. Before each internet payment is made, an email will be sent giving details of

the payment to all CC members with internet bank access, for the approval by

return email of at least one of the cheque signatories. Copies of relevant

approval emails will be kept as part of the financial record.

ii. To facilitate financial transparency and oversight of banking, the Community

Council will authorise in writing at least 2 of its members to be given monitoring

only internet access to the bank account.

Changes proposed by Phil Wall Treasurer