



**Committee Members: A. Butters, Martin Butters, K. Edward, L. Lauder, P. Mills,  
B. Ortmann, J. Taylor, S. Wilkinson, M. Wardlaw, and P. Ward**

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**Minutes of Inaugural Meeting held Thursday 4<sup>th</sup> October 2018  
in Pittenweem New Town Hall at 7pm.**

**Present:** Cllr Linda Holt, Cllr J. Docherty, Cllr W. Porteous, A. Butters, Martin Butters, K. Edward, P. Mills, B. Ortmann, J. Taylor, S. Wilkinson, M. Wardlaw, and P. Ward

**Apologies:** Linda Lauder

**Opening of Inaugural Meeting:**

The Councillors were invited to take a seat at the top table and everyone else to sit in the audience area. J. Taylor announced that Cllr. Linda Holt had been designated Chair for the Inaugural part of the meeting and then asked the Councillors to introduce themselves. Cllr. Linda Holt then took the chair to open and conduct the handover from the old committee to the new and asked for someone to take the minutes for this part of the meeting, M. Wardlaw agreed.

**Cllr LH** then asked people to introduce themselves and state whether they had previous experience as a member of the community council. K. Edwards was still delayed in traffic but **Cllr LH** decided to start, it was by this time about 7.15pm.

**Cllr. LH** asked all elected members to make their way to seats around the table and said the first item on the agenda was the election of Anne Butters as a new candidate.

P. Mills mentioned that a candidate had been turned down because he was not on the electoral roll, but that he has since rectified this, so should he not have been considered for the tenth position? **JT** said **AB** was next in line and there will be a vacancy soon since **BO**, the outgoing Treasurer, will be leaving us in December. **JT** explained that the candidate could be co-opted on now if he was going to take on a special role but he would need to wait until after the new voters list was published on 12<sup>th</sup> December before he could actually be elected on to the committee.

**AB** was then elected on as a member and asked to join the others.

Proposer: J. Taylor

Secunder: P. Mills

### Election of Chair:

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Cllr. **LH** then asked for nominations for the chair.

**MW** was proposed by **SW** and seconded by **JT**. A new member said more information was needed regarding the constitution and office positions before we proceeded further.

[Previously Fife Council had sent out hard copy starter packs to new members, but it is now assumed they have the means to download & print the information themselves.] Due to the time spent on explanations it was agreed to carry the election of further office bearers over to the next month's meeting.

It was agreed that we would follow the rules of Fife County Council as our Constitution.

It was then asked if we needed to select people to sit on committees such as the **East Neuk CC group**. Councillors said "no" since most of those type meetings are open and anyone from a **CC** can attend.

### Outgoing Treasurer's report:

**BO** gave his summing up report covering the four years he has been in office. This highlighted a payment of £5,000 from the locality fund earmarked for upgrading playparks that had to be explained. The upgrade did not go ahead owing to lack of other funding so monies were transferred to the Fund Raising account re the tree lighting for the High St.

**BO** also explained the admin grant and the workings of council grants for paintwork and how the pay back boys were brought in to do the work on community service.

### Moving on to the normal monthly meeting

#### Councillor's Reports:

Cllr. **LH** started by saying Janice Laird from Fife Council had intimated that the wash up meeting for **PAF** would be sometime during week beginning 29<sup>th</sup> October, it was acknowledged that two or three people from the committee would represent the **CC** at this meeting. She reported no other updates at present.

Cllr. **JD** reported on a Roadshow that had visited Anstruther. This had been done on behalf of the intended closure of St Andrews hospital out of hour's service. Time was spent discussing what had been happening and what we could do as a **CC**. We can write to Michael Kellet and Simon Little from **NEF** area with opposition to this happening.

Cllr. **BP** agreed with what had already been said, made the point that all three Councillors are united with this fight, politics does not come into it, he also reported that the Courier was now also involved. **SW** who has also been involved with this project gave a breakdown of what was happening within the area. **PM** asked about the questionnaire that was circulating and what responses there had been, a copy of this was passed round. He said that in a GP Consultation, it says there is no need for the unit to be closed; they have enough resources to keep it open.

Cllr. **BP** also reported about aid to tsunami hit countries through gift aid.

A Cllr. said that dates for future meetings should be discussed and settled tonight before they left. **JT** said that was not a problem. The Chair would just bring that forward in the agenda but the Hall Trustees had to be consulted. (**MW** since she holds the booking diary for the hall.)

**MW** suggested the second Thursday of the month. Everyone was in agreeance with this. **MW** is to print a sheet going from now to the end of 2019 to e-mail to everyone and put in the notice board so that all locals will be aware of the changes. It can also be put onto Pittenweem websites

**Communication:**

Following a statement that all members contact details should be on the notice boards **JT** said that previously the chair and secretary's phone number were listed, but we stopped that during this last year following an incident. We should decide tonight the exact amount of personal information the rest of the committee wish to have listed. This was discussed.

**Bank Signatories:**

At present **BO** and **MW** can sign, we will have to get **AB** put on as soon as possible and another when **BO** leaves. **PM** asked who could sign. **JT** said there is a note on the agenda about this subject.

**Pittenweem Community Fund Raising Report**

**PM** asked for an explanation regarding funding and monies. **MW** gave an update on the account for **PCFR**, the balance in the Royal Bank at present is £2,518.94. In the two years the fund raising took place over £15,000 was raised, funding was given to many local clubs, brownies, guides, cubs, scout, tennis club, junior football club, a trophy was given for the junior football club, Pittenweem Primary school also received monies and book vouchers. **AB** explained problems we have in getting people to come to this hall and it has been like this for years, other comments were made about the lack of community spirit. It was discussed that other organisations trying to raise events are faced with the same problem.

**Pittenweem Arts Festival:**

It was brought up again about the **PAF** meeting. **MW** said that **Cllr. JD** has attended the last few years 'wash-up meetings' along with selected members of **CC**. Both **SW** and **KE** have agreed to attend but they need to know an exact date not just week beginning 29<sup>th</sup> October since they have other commitments. They will also need some background information on what was promised and arranged regarding the 2018 Festival. **PM** said **PAF** didn't have good communication with the **CC**; this had been discussed at their last **AGM**. **MW** explained to **PM** that **PAF** have been approached on several occasions by the **PCC** committee and by our local Councillors to attend meetings and it was also suggested they opted someone to sit on this committee. **JT** explained that **K. Horsburgh** a past chair had most of the paperwork and back ground for these meetings and was willing to advise on this matter.

**Invitations to Fife Council Members:**

**MW** reported that people have been invited from **FC** to come along and discuss certain problems within Pittenweem. Road signage, road conditions and parking have kept coming up over the past few months along with play parks but **FC** staff have kept putting off attending with 'excuses'. We even said we would meet them in daytime hours to see if that would help. Because this has been ongoing and feedback to the committee has not always been done, we really do not know what has been achieved or who has been invited and why. The local Councillors were trying to arrange these meetings so this needs to be addressed at the next meeting.

**Wreath:** **PM** has agreed to lay the wreath on behalf of the Community Council.  
Councillors left at this point.

**New Town Hall update:**

**MW** reported a meeting with Janice Laird has to be confirmed and hopefully after that things will start moving in the right direction. Boot sale 27th Oct, Halloween party 31<sup>st</sup> Oct.  
**MW** hoped that the new **CC** members would support forthcoming events.

**AOB**

**PM** brought up the matter of Agendas, asked who did them and if copies were sent out. It was agreed **MW** would do the Agenda for November and copies would be sent to everyone.  
**PM** brought up the matter of training offered to community councillors; some people agreed it would be useful depending on subjects offered and where it would take place.

**PW** brought up problems at the school crossing, the amount of near misses that there were and the speed of vehicles entering the petrol station. **JT** said vehicles did travel too fast as they turned left to go down Backgate, but traffic had to slow down if stopping at the pumps. Points discussed: Purpose of the red area at the pump entrance. Too many parents leaving their cars on the junction when taking their children into the school. Cars being left unattended at the petrol station forecourt for the same reason causing problems.

**AB** said she was lollypop lady a few years ago before traffic lights etc. were installed and there never were any problems with the garage all the time she did that job. She pointed out that when children are being ushered across the road they are covered by accident insurance, if parents or other people accompany them and an accident should happen to them they are not covered. **PM** asked what was being done to make the crossing safer. **JT** said the police are involved and have done, and still do, speed checks.

**PW** suggested a sleeping policeman but that was rejected by **FC**, cost £35,000 was quoted. Keep on the agenda.

**MW** brought up matters not discussed on the previous meeting's agenda:

Road signage, play parks and Abbeywall Road (traffic speed and condition of high wall).

**JT** added the street system routing.

**JT** said the Data Protection Fee is due in November, pointed out that we as CC members are subject to ISO rules, and should stick to the **FC** code of practice even though we all use our own devices. He has already indicated some ways of conforming and suggested we might fully conform by having a dedicated PC type device (Suggesting it did not use Windows 10.) for use by the group secretary. **PM** said he meant to ask if there was one. It was agreed this needs further discussion.

**Meeting finished at 9.25**

**Next meeting is 8<sup>th</sup> November 6.45 for 7pm**

**Abbreviations:**

**AB**-Anne Butters, **JT**- Jim Taylor, **BO**- Brian Ortmann, **MW**- Margaret Wardlaw, **PM**-Peter Mills, **KE**-Karen Edwards, **W**-Susan Wilkinson, **LL**- Linda Lauder, **MB**-Martin Butters, **PW**-Paul Ward, **Cllr JD**-Cllr John Docherty, **Cllr LH**- Cllr Linda Holt, **Cllr BP**-Cllr Bill Porteous, **FC**- Fife Council, **CC**- Community Council, **CCFRC**- Community Council Fund Raising Committee. **PNTH**-Pittenweem New Town Hall. **PICT**-Pittenweem Community Trust