



The Royal Burgh of
Pittenweem and District
Community Council

Chair: M. Wardlaw **Vice Chair:** A. Butters **Treasurer:** A. Butters
Contact Secretary: J. Taylor
Members: L. Lauder, M. Butters, G. McClure, P. Mills, S. Wilkinson and J. Wood

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Proof Minutes of Meeting held at the New Town Hall on Thursday 12th March 2020 at 7pm

NOTE These Minutes are published in proof form and will be adopted at the first meeting held after the lockdown order is lifted.

Present: Margaret Wardlaw, Jim Taylor, Anne Butters, Martin Butters, Gary McClure, Peter Mills, Susan Wilkinson and Jim Wood.

Councillors: Cllr. John Docherty

Public in Attendance:

Margaret Wardlaw, Chair, opened the meeting by welcoming all present and mentioning she had printed out information, for circulating under AOB, from an e-mail received at 17:20 on "How to deal with the current COVID-19 situation". Before moving to the next agenda item she commented that she hoped we had all noted and acted on the hand washing notice posted at the door by the NTH committee.

Apologies: Cllr Porteus, Cllr Holt and Linda Lauder were noted.

The absence of **LL**, who normally takes notes, and the request that someone took notes, started a discussion on the hiring of a "note taker" preferably a shorthand typist. **SW** and **JT** offer to fill in tonight by both taking notes.

MW brought us back to the agenda.

Adoption of the Previous Minutes: Proposed G McClure Seconded M Butters

Councillor's Report:

Cllr JD said he had an update on the Cemetery Gates, which he will cover when we come to that part of the agenda, and can report that Fife Council has produced and is now circulating a poster pointing out how migrants can get help from the Fife Migrants Forum. There is also the online referral form at the site reported last month as ending /Eureferral, and now repeated with correction: www.centreforequalities.org.uk/EUreferral.

Cllr LH has forwarded a report – the contents will be mentioned as we progress.

Police Report: Police could not attend - no report sent as yet.

Matters arising from previous minutes:

West Braes Project: It has been reported to us that the CC had agreed to the painting of murals at the shelter and that they (the WBP) intended to paint the Town Crest on a gable. It was thought this would require further permission. A discussion took place on exactly what we thought we agreed to when asked, via a CC member, if the CC would have any objections to a mural like that at St. Clair Street Kirkcaldy being painted at the shelter.

It was noted that we should ask for more details and point out again that we had asked that a letter explaining any request like this should be sent to the Chair prior to a meeting.

Skate Park: no update

OOHS: PM reported that the OOHS group have been meeting with the Partnership regularly to observe progress with the service. The Partnership are reluctant to allow access to data which they regard as confidential. They are consulting the Clinical Governance committee to obtain agreement to allow us to access data. There was agreement that the OOHS would be medical doctor led at all times.

We should note that **Peter Mills** was responsible for pushing for this condition to be applied to the service.

Abbey Wall Rd. wall: Cllr LH has had a reply from a Frances Ratcliffe who had been in discussion with Estates and looking at the planning conditions regarding drainage etc. put to the developer at the time. These have all proven inconclusive, but a report was found on a very detailed inspection of the wall in 2002.

Unfortunately the consent form does not indicate why. We have covered that previously. Cracks formed and water poured from them. Strain gauges were fitted to monitor movement. Some remedial work was carried out which possibly included through wall drainage pipes. No further movement was detected.

Despite the lack of clarity on ownership, some minor repairs will be carried out in the new financial year.

Meanwhile the existing pavement channels will be cleaned out.

Cemetery Gates: Cllr JD has been informed that the painting is now to be done under the Community Payback Scheme. Two members thought the gates were past the stage of just being painted.

Tollbooth Steeple: Cllr LH reports Janice Laird has met with officials and is writing a committee report on options for funding, including using unspent monies from the Council capital budget, that could mean the actual Common Good capital remained untouched.

Janice thinks this may be simpler to establish than the bespoke ALEO/Trust long term lease arrangement being looking into to allow community involvement.

MW reported on a costing report she had been sent. Members can request a copy if they want one. **PM** reported on some information he had been given on the history and changing ownership of the building.

Play Parks: Nothing new to report.

C.C Review Scheme: Reply sent saying we accepted the boundary as is, but that it is not something we can decide on as individual CC's.

MUP: Sustrans have suggested that the ENCAP (St Monans to Lower Largo) and Pittenweem applications for feasibility funding should be considered together. Crispin Hayes Associates are doing the work for ENCAP. Fife Council have been very slow so far. A vote was taken on whether we should explore joining up with ENCAP. There was unanimous agreement that this could be the way forward and PM and SW were asked to take this forward.

Routing by way of the old railway was discussed.

MW has sent a letter to Andrew Peddie giving him an update as was promised.

Yellow Lines: an e-mail was sent to Martin Kingham asking for an update.

Having got no response we should now write to Colin Crow as previously suggested by Cllr LH.

MW asked Cllr JD if it was not the case that a mail to a FC department contact should be acknowledged rather than ignored. It was felt it would be common decency to do so, even though it was only to say "we will act on it in a month or so".

Planning: JT reported nine notifications in total for the month, three permitted and six new including one for the Old Town Hall Cove Wynd. He made the comment that the Survey Report was worth a read!

Treasurer's Report: AB reported £481.94 in the account at the minute. We have received the back payment due from FC.

Secretary's Report: J.T reported that there was not really anything we had to action as a group amongst the mail this month. There was a reminder and agenda for the EN Forum meeting, and a "request" from the New Town Hall Trustees to put forward the names of two PCC members to attend User Meetings.

He then made the point that there is a need for a printer to be allocated to whoever is to become Secretary, along with a PC to store data. One member conceded that a printer might be justified but thought all members had their own PC device and so a PC isn't.

JT countered by saying why should a member have to clutter up their personal device storing information or use up their data allowance doing this job.

Chairperson's Report: MW said we must decide on getting a computer soon as it keeps getting put off.

She then mentioned the mail circulated re the Area Roads Program, and asked if anyone could throw some light on what was meant by a CAT 2 repair as mentioned re the C44 (within Pittenweem at Charles Street and from the Coach House Grangemuir to the junction with the B9171), as it seems repairs can vary between 1 and 3. A discussion followed where it was suggested that a CAT 1 was repaired almost immediately whilst 2 was within two weeks and 3 within a month.

MW then reminded us of the EN Forum Meeting being held on the 19th. March, asked if we all knew that the insurance proposal form had been filled in and submitted, and completed her report by asking if there was any official information re the bakery robbery incident.

A.O.B

SW asked if we should consider cancelling VE Celebration Day due to the coronavirus situation. It was thought highly likely but was being discussed by **MW** and **LL**.

PM asked if we would minute that the OOHS Group would like us to record our experiences both good and bad on the website www.careopinion.org.uk He then asked if we had published his Review 2019 in his absence. **JT** said it was in the notice board, and on our website, but at the moment you have to go through a number of doors to get there! It was not yet on the *aboutpittenweem* website.

JW reported he had been told that that the proposed Heritage Site should not be based on “Witches”!

JT said it is now three months since he gave notice of giving up the job so we must now discuss **nominating** members to the position/positions of Secretary/Minute Secretary/IT Secretary if there are no volunteers.

Suggesting “volunteers” for nomination, he agreed to complete tonight’s minutes and to act as IT Postman for another month only.

A discussion followed and it was agreed we should try to recruit a person to fill the vacant tenth position to bring us up to full strength. (It was quipped that the person might agree to be Secretary.)

SW was tasked with posting a notice to that effect, and to advertise for a “paid” shorthand typist to take notes at a meeting and put them into print.

AB reported that Wendy Chamberlain has been in touch and is trying to find out about the possibility of an ATM in the village.

MW passed around the printed copies mentioned at the start of the meeting saying, “although forwarded to everyone when first received, it was too late in the day for all members to have seen it and pass comment.” A short discussion followed on the isolation precautions mentioned. **SW** informed us of the suggested correct procedure for reporting an illness.

MW closed the meeting at **8:45pm** by thanking everyone for coming, saying we must give the secretary situation some serious thought before the next meeting, and reminding us to wash our hands on the way out.

The next meeting will be ~~09th April 2020~~ **6:45pm for a 7:00pm start.**

Meetings are cancelled until further notice

Abbreviations:

PCC – Pittenweem Community Council. MW - Margaret Wardlaw, JT - Jim Taylor, AB - Anne Butters, MB - Martin Butters, PM - Peter Mills, SW - Susan Wilkinson, GM - Gary McClure and JW - Jim Wood.

Cllr LH - Councillor Linda Holt, Cllr - JD Councillor John Docherty and

Cllr BP - Councillor Bill Porteous. FC – Fife Council.

OOHS - Out Of Hours Service, MUP - Multi Use Path, NTH - New Town Hall,

WBP – West Braes Project, CGF – Common Good Fund.