



**Chair: M. Wardlaw, Vice Chair: A. Butters, Secretary: J. Taylor,
Treasurer: A. Butters.**

Committee: S. Wilkinson, L. Lauder, P. Mills, M. Butters and P. Ward.

Minutes of the Royal Burgh of Pittenweem Community Council

Meeting held Thursday 14th February 2019 in the New Town Hall at 7pm.

Present: Margaret Wardlaw, Anne Butters, Jim Taylor, Linda Lauder, Susan Wilkinson, Martin Butters, Cllr Linda Holt, Cllr John Docherty, Cllr Bill Porteous, Jackie Johnson (Minutes)

Apologies: Peter Mills

Visitors: Dr Day (Pittenweem Surgery), Alan Bissett (Fife Council), Sophie Latinis (Cocoa Tree) Alison Graham arrived at 7-30 on behalf of Nicola Thomson (West Braes Project)

MW welcomed everyone to the meeting and introduced Jackie Johnson as the new minute secretary.

It was agreed that the visitors would give their presentations first.

Dr Day outlined a new initiative **SCOTGEM** started at Dundee University that it was hoped would help address the shortage, critical in remote areas, of GPs across Scotland. It is an accelerated Postgraduate Medical Degree course taking place over four years rather than the usual six, the first of its kind in Scotland, and students have to spend time with Medical Practices as part of their training. Dr Day has introduced training at Elie and Pittenweem Surgeries with students from the course spending time there every Thursday. Patients attending surgery on that day may be asked if a student can sit in on their appointment. Patients with chronic conditions have also been coming into surgery on a voluntary basis in order to enable students to gain more practical experience. Dr Day said she has been really impressed with the students who are very keen to learn. The students have also to be involved in the community as part of their course. Dr Day asked **CC** members if they had any ideas as to how they could become more engaged with local community projects. **SW** suggested contacting First Responders and it was agreed that this was a good idea.

Action: Dr Day to make contact with First Responders.

Play Parks: Alan Bissett Parks Development Officer for **FC** attended the meeting to outline the strategy for work on the play parks at West Braes and New Grange. This strategy will be taken to a meeting of the East Neuk Forum on the 27th February. At New Grange £10,000 has been earmarked for new equipment for younger children, and at West Braes a sensory play area has been suggested as part of wider work on a sensory garden.

JT asked about the skate park as in the past **FC** has said there is no funding available. Alan Bissett agreed that this is the case at the moment but said that he was looking to work with Community Groups on a funding strategy. Money had been raised in Tayport by this method and there is a new skate park there.

SW asked if Nicola Thomson of West Braes Project, needs to push their application forward with the inclusion of the skate park. Alan Bissett said yes as a design is not even in place yet. He suggested a Community Development worker could be involved to look at a funding strategy. Alan Bissett stated that much of the equipment that was in the skate park at West Braes was dangerous and had to be removed, however the concrete pads are still in place so a future project could utilise those. **MW** pointed out that the **CC** had been under discussion with **FC** for many years now regarding the skate park issue therefore it would be advisable for the **CC** and West Braes Committee to discuss a joint front for the re-instatement of the skate park. Alan Bissett said he is keen that other issues are looked at e.g. routes through the park and bio-diversity. **MW** and **AB** asked about the Glebe park play area. After discussion it was said that Glebe Park could be looked at again as an area for use by small children, and items suitable for that younger age group reinstated there. **SW** raised the issue of the football pitch which is very important to the local community. Alan Bissett agreed that this should be taken into account also, and that all users of space need to be engaged with this project.

Cllr JD suggested that Alan Bissett speaks to Sheena Watson, **FC**.

Action: MW to set up meeting with Nicola regarding strategy and funding.

Rubbish Collection: Sophie Latinis from the Cocoa Tree attended the meeting to outline difficulties that are being experienced in Pittenweem regarding the collection of commercial waste and the storing of bins. There were problems with large collection lorries getting along the High Street. She asked if members had any suggestions as to where all the large bins could be sited, perhaps somewhere near the Brown's Close area? Sophie also raised issue of lack of public litterbins at the church end of the High Street and the litter on the street that results.

Action: Cllr JD will raise issues with Fife Council.

Approval of Minutes of the 10th January 2019 meeting:

Proposed: S. Wilkinson **Seconded:** L. Lauder

Matters Arising:

Gate at New Grange Play Park : **MB** reported that the gate from the fenced area around the swings had been removed. After checking around the area he found it and approached local handyman Gary McClure to ask if he would fix it back in position. When Gary went to carry out the repair the gate had disappeared again. It was reported later that the gate had been re-hung by **FC**. No one from the **CC** had asked **FC** to carry out the repair. **FC** normally considered the **CC** responsibility for any maintenance costs since the fence with gates was erected by the CC.

Bank Signatories: **MW** has been to the bank to point out that statements etc. were still being sent to the previous Treasurer. The problem has hopefully been rectified so everything should now go to **AB**. **AB** said a statement was due.

Action: **MW** to ask Brian to forward any statement he may get to **AB**

Recording of Decisions re Working Rules – a special closed meeting was held on the 5th February 2019 at 2pm in the office building at the New Town Hall to discuss clarification of working rules for members. It had been agreed at the inaugural meeting that we would follow on from the outgoing community council and use the same constitution, voting and other task rules but it was now thought that some points needed looking at again. After discussing various topics we agreed to ensure that all members would be involved in any voting by asking for a show of hands both for and against, and the numbers of each noted. An abstention would also be recorded if a member wanted it noted. We agreed to make more use of the silent voting system, still noting for and against, for confidential matters.

Those attending were JT, AB, SW, LL, MB and MW.

Social Media Policy discussion regarding whether or not the **PCC** should have its own Facebook page. It was agreed that if this goes ahead it would need to be run properly with a formal policy and guidelines in place as to its use.

Cycle Path: carry over to March meeting when **PM** will back from holiday.

St Andrews OOHS: **MW** said that **SW** and **PM** have been very good at updating the **CC** regarding this issue. There will be an update at the **ENF** on the 27th Feb. **MW** asked if it would be possible for **SW** and **PM** to provide a summary of reports they receive to make it less time consuming at the monthly meeting. Fuller notes should obviously be kept for reference and could be displayed along side the minutes. **SW** said this might take up too much time but we could display some of the report received.

Cllr BP said it would be useful to see the report from Skeith Medical Centre Partners that went to Anstruther Community Council regarding waiting times'

Cllr LH said that **OOHS** should have arranged for the **Fife Help and Social Care** team (FHSCP) to come along to discuss the **PCC** views, they had already arranged meetings with most of the other local **CC** groups.

Action: Cllr LH to chase for a date for **FHSCP** to meet with **PCC**.

Cllr BP gave his apologies at this point and after handing in his notes to the chair he left the meeting.

Scottish Resilient Community: MW has requested that at least 2 volunteers are required from the committee who are willing to step in if necessary. **MW** is already a volunteer as key holder for the hall. **SW** and **AB** have volunteered.

Road Signs: After discussion it was agreed that a special meeting would be held before the next meeting to agree where signs are needed. In the meantime committee members should note missing signs as they walked around Pittenweem and make a list to bring to that meeting when it was arranged. The updated list would then come before the **PCC** on the 14th March to be agreed and incorporated into the minutes. This would then be e-mailed to Fife Council who would be required to respond in writing.

Action: MW to arrange special meeting before 14th March.

Grit Bins: MB and **AB** had walked around the village checking grit bins by the list issued, and noted their condition:

1. Bottom of Water Wynd by Harbour	Broken Lid	Full
2. West Braes Car Park	Broken Lid	Full
3. Top of Brown's Close opposite Scout Hall	Broken Bin	Full
4. Toft Court	OK	Full
5. Bruce's Wynd Old Bakehouse	OK	Full
6. St Abb's Crescent just off main road	OK	Full
7. Milton Road	OK	Full
8. Waggon Road by recycling bins	OK	Full
9. Priory Court	OK	Full
10. Ninian Fields entrance off main road	OK	Full
11. Ninian Fields by tennis courts	OK	Full
12. Station Court (maintained by residents?)	OK	Half Full

No bins found at Calman's Wynd, West Wynd or Cove Wynd (Library)

Church Tower: Cllr JD reported that Fife Council have said they have no record of objections raised by **PCC** to the current use of the tower. It was agreed that the committee needs to go through past minutes to find the objections raised on **H&S** grounds and send them again to **FC**.

Cemetery Gate Painting: JT has contacted FC regarding the complaint that the gates are badly rusted. Council had responded saying they will look at whether repair of gates is in this years plan and if not will add it to next years. MB said he was willing to give them a coat of paint in meantime but they do need chipping first. **Action:** Cllr JD to ask FC to look at as matter of urgency. No painting to be undertaken until that has been done.

Road Repairs (including unadopted roads): Cllr BP has raised the condition of David Street and Session Street with Ken Gourlay Head of Transportation. Cllr LH confirmed that she had also reported the dangerous condition of road at the end of Session Street. A need for double yellow lines at both ends of Session Lane leading onto Charles St. and James Street was discussed. It was agreed to add these issues to the list that will be sent to Highways.

Hogweed: Cllr JD has reported this to FC but to date nothing has been done about it.

Wind Blown Earth: Cllr BP said he was chasing FC, had requested a site visit and is awaiting a reply. MW commented that it would have been an ideal opportunity for FC to have rectified the problems discussed at the January meeting when the Pittenweem to Ovenstone road was closed recently.

Chairpersons Report: MW reported that some political issues were coming through on e-mails recently and pointed out that this was not acceptable from anyone dealing with CC business.

Leaflet Delivery: Nicola Thomson has offered to do leafleting for us via her connection with the local walking group. Agreed by all this would be welcomed.

Roads & Transport Services Dept: MW said the departmental structure chart sent to us by Cllr LH was really helpful.

Action: Cllr LH to ask if lists are available for other FC departments.

Building Enforcement Weekly List: Councillors receive these outlining building works that has gone ahead without planning permission. Cllr LH explained it is very difficult to do anything about breaches in Planning Law.

Princes Countryside Trust: MW thanked Cllr LH for the information.

Dementia Research Cupar: MW is going to write to them to suggest this be extended with meetings held in outlying villages.

Artefacts for the Common Good: Query from Neil Murray regarding the whereabouts of the Provost's Gold Chain and other Common Good property belonging to Pittenweem. This has been an ongoing topic for many years with very little success in tracking many of the missing items on the list. Cllr JD gave name of contact at Fife Museums.

Action: JT to make enquires for next meeting.

War Memorial and Town Flagpole Documents: Captain Bowman handed an envelope with title deeds and other documents to **MW** recently to be placed into safe keeping. It was agreed to discuss this at the next meeting.

Secretaries Report:

JT said he is duty bound to forward all mail sent from our Fife Council Communications office. These sometimes include Moonpig type Questionnaires from University students and post graduates. Do **PCC** members want to receive these mails? **SW** and **MW** confirmed they do.

JT reported that **AB** had asked if it would be okay to have Gary McClure go ahead and repair any park fence damage he saw whilst out walking his dogs. Insurance was mentioned. It was decided it should be okay provided he issues us costs for approval before the work is carried out and invoices us when completed.

JT asked if we needed to respond any further to Coral and it was agreed that the e-mail that he had sent would suffice.

JT reported that the PiCT site that carried out advertising for us was being handed over to the library. Coral has offered to put info on Facebook to help the **PCC** do more to publicise our fund raising events and ourselves. A discussion followed regarding the Pittenweem Library social media pages.

Treasurers Report: **AB** reported that there is £1,633.72 in the account. **MW** reported that she has some PCC cheques issued to the New Town Hall against cash waiting to be banked. **JT** asked what petty cash holding was being agreed on, committee members agreed it that £50 was a reasonable amount.

Planning Report: **JT** reported a quiet month with only 15 notifications received since last meeting. 8 were new, 5 were approved/agreed and 2 were reporting work started. There had been no neighbour comments made to date.

Local Councillors Report:

Cllr LH - nothing to report.

Cllr JD - has undertaken training as a result of Dementia Research email and is now a Dementia Friend.

Cllr BP –report handed to chair on leaving meeting. He is pledging to help have the Pittenweem to Anstruther Spindrift cycle path completed by 31.12.2019.

PCFRC Report: **MW** reported the Fund Raising Account stands at £4,478.54 and includes the £2,000 cheque handed over by D. Stutchfield issued to him towards the cost of a cycle path survey. Some bills are outstanding for repairs to tree lighting.

AOB:

East Neuk Forum Meeting on 27.02.2019: this will be held in this hall for the first time. On agenda is: OOH, Digital Fife, Playparks, Speed Limits, Cemeteries, **JT** said there is a poster in the notice board saying we are two members down. That may soon be three. What more can we do to recruit?

Action: **SW** to advertise for new committee members on Facebook. A draft copy of the advert has to be passed by the **CC** members before going to print.

SW reported residents in some areas are having neighbourhood disturbance problems caused by the disproportionate number of people with chaotic lives, involved in drugs etc. being moved into social housing. It was asked if complaints could be made confidentially. A discussion followed regarding this. **Cllr LH** suggested that any issues must be reported to the police and **Cllr JD** added it should also be reported to **FC** Safer Communities. **SW** said they were already doing that but getting nowhere. It was agreed we would help put any affected resident that approached us in touch with the Councillors

Meeting finished at 9-30pm

Next Meeting: Thursday 14th March 6.45pm for a 7pm start.

Abbreviations:

MW- Margaret Wardlaw, **SW-** Susan Wilkinson, **LL-** Linda Lauder, **AB-** Anne Butters, **MB-** Martin Butters, **PM-** Peter Mills, **JJ-** Jackie Johnston, **JT-** Jim Taylor, **Cllr JD-**Cllr John Docherty, **Cllr LH-** Cllr Linda Holt, **Cllr BP-**Cllr Bill Porteous.

FC- Fife Council, **CC-** Community Council, **PCCFRC-** Community Council Fund Raising Committee. **PNTH-**Pittenweem New Town Hall. **ENF-** East Neuk Forum, **OOHS – Hospital -** Out of hours.

Letter received after meeting:

Recycling Hub in Pittenweem for Businesses & Request for more Public Rubbish Bins on the High Street

I would like to appeal to our Community Council to facilitate/work with Fife Council to create a hub with large recycling wheelie bins (each business to be responsible for own) within the local vicinity, which will avoid too many collection trucks driving through the High Street. This could also be an opportunity to provide bins for domestic refuse for those households who don't have space for their own bins.

Requesting 3 Public Rubbish Bins at end of High Street near Library, Church and Marygate, as litter has become a big issue.

Many thanks,
Sophie Latinis.

MW March2019