



The Royal Burgh of  
Pittenweem and District  
Community Council

Chair: Margaret Wardlaw, Vice Chair: Peter Mills, Treasurer: Nigel Mathers, Secretary:  
Suzanne Doyle Morris  
Members: Tony Russell, Margaret Wardlaw, Duncan Lucas, Peter Mills, Suzanne Doyle  
Morris, Nigel Mathers, Stewart Moreland, Grazyna Jakubowska

Website – [www.aboutpittenweem.org.uk](http://www.aboutpittenweem.org.uk)

**MINUTES FOR PCC MEETING ON THURSDAY APRIL 11<sup>TH</sup> 2024 IN  
THE NEW TOWN HALL AT 7pm**

**PRESENT:** Margaret Wardlaw, Duncan Lucas, Peter Mills, Suzanne Doyle  
Morris, Nigel Mathers, Grazyna Jakubowska, Stewart Moreland, Tony Russell.

**Minute Secretary:** Rebecca McLean

**COUNCILLORS:** Councillor Alycia Hayes

**APOLOGIES:** Councillor Sean Dillon, Councillor Fiona Corps

**PUBLIC ATTENDING:** ONE

**INVITED GUESTS:** N/A

**PROPOSAL OF MINUTES:** Proposed **NM** seconded **PM**

**COUNCILLOR'S REPORTS:**

**Cllr.SD:** no report attached to email.

**Cllr.AH:**

Claiming Tax-Free Childcare means up to £2,000 a year, to help cover the cost of:  
breakfast clubs, nurseries and after-school clubs. To find out more go to  
[childcarechoices.gov.uk](http://childcarechoices.gov.uk) and more local help can be found at us. Fife. Scot/get  
help/childcare #GetHelpFife

Families across Fife who claim Child Benefit will automatically receive increased  
payments from 6 April 2024, HMRC has confirmed. You don't need to contact

HMRC if you already have ongoing claims with them - the increased benefit payment will continue to be paid directly into your bank account. If you do need to update your personal details, such as a change of bank account or address, you can do this using the HMRC app or online at [www.gov.uk/hmrc](http://www.gov.uk/hmrc).

Fife Council's Cabinet Committee agreed to launch a new Property Flood Resilience (PFR) grant scheme, which will open for applications on Wednesday 24th April 2024. The scheme provides £500,000 of support for private homes and businesses affected by flooding, with grants of up to £5,000 available per property. The grants will support private property owners to improve the flood resilience of their properties.

Property Flood Resilience is any measure that can be applied to a building to make people and properties less vulnerable to the physical impacts of flooding. It can: help people and properties become more resilient to the impacts of flooding and reduce the length of time needed for recovery if flooding were to happen again.

This scheme offers private householders and businesses up to £5,000 per property to fund measures that improve resilience.

### **MATTERS ARISING:**

#### **Role Of Secretary**

SDM has agreed to take on this role, MW has taken on this role for a significant period. The email address Secretary Pittenweem Community Council <secretary.pittenweem.cc@outlook.com> has not been routinely used but has been checked. We need to have a second person with access to the emails. SDM has found that the role is larger than anticipated and is worried that she will be away frequently. The committee has tried to reduce to the burdens of the role - NM has taken on the completion of the annual grant form. Much of the role of secretary can be handled remotely and electronically. A request for new people to join and be involved in community council has been reiterated once again.

Actions: Cllr.AH and MW to work on email forwarding.

#### **Playpark next to Primary School**

We have not had a response to the Community Council's offer to the Playpark Project committee of a grant of £4000, being half of our disposable Common Good Fund revenue for the year. A meeting of the North East Fife Area Committee on April 24th with councillors will make a final decision.

**Cllr. AH** asked **FC** on the 24<sup>th</sup> March how much have we have got to donate: £82,000 is the cash balance, £10,092 the in year revenue surplus. These figures differ from what **PCC** have been told in the past. **DL** sent an email with the most up to date accounts from **Cllr. AH**. On April 16<sup>th</sup> councillors have a meeting with the accountant about Common Good Funds. **Cllr. AH** will confirm the validity of the figures mentioned.

**PM** - raised doubts of the account administration and the figures produced by **FC**. The recent Common Good Fund annual statement contained gross errors and required corrections. Payment should only be made from revenue, the capital remaining intact.

**Cllr. AH** - we will not be breaking into the capital; the money will come from accounts 2022/23. If additional funds become available, we may be able to offer more.

**TR: Cllr. SD** previously made it clear that councillors have the vote to approve funds but it won't be taken from capital money. **Cllr. SD** has an interest in making this Playpark happen, **PCC** may be overruled.

**MW** commented that other people groups in the community may need funding as well. We cannot agree to spend more than our revenue allows. **Cllr. AH** - very few expenses hold more merit than supporting the development of the village's children and play areas are key to that development. The offer may be seen as a slap in the face to those who are fundraising. **TR** this makes the council look bad and is potentially stopping younger community members from joining the council. It could look like we are undermining the Playpark and this appears very negative.

**FC** has a statutory requirement to provide Playparks and have neglected their duty in both Playparks in Pittenweem. The Community Council is being asked to prop up a failing **FC**. The obligation is to provide Playspace but not equipment.

A proposal has been put forward for the park to have a plaque to acknowledge the funds raised by the community. Proposed **DL** seconded **GJ**.

There are issues with children running onto the road from the play park- can signage be put up? This will be put to the council.

**TR** is meeting Ian Wilson to discuss development at the West Braes playpark.

Actions **Cllr.AH** will confirm the validity of the **PCC** Accounts balances.

### **West Braes Community Engagement**

This is set for Tuesday May 7<sup>th</sup> 2-5pm and 6-8pm, to be held in the New Town Hall, Session Street with refreshments available. Flyers and posters need to be created and distributed within the next two weeks. **DL**, **GJ**, and **TR** to distribute

A5 leaflets in the West Side of the village. **SDM** to design and print flyer but will have to wait until **MW** discusses with Robbie about the content of the advertising and the material for display on the 7th. Some **PCC** members will need to be in the hall to help with these sessions.

Actions: **SDM** to arrange printing etc. **DL, GJ,** and **TR** to distribute flyers, **MW** to speak to **Robbie Blyth**.

### **Pittemweem Arts Festival Open Day**

**TR** met with Simon last week but has not been able to confirm a date for community engagement.

Actions: **TR** to send a follow up email.

### **APSUPG**

Meeting on April 5<sup>th</sup> – there will be no further community led MUP which will have to be led by the local authority in the future. Stage 4 of 6 is almost complete ready to move to construction. Agreements with landowners are still stalled until after the end of May.

Maintenance of paths: community payback team have agreed to provide this service. We have to show how we will maintain it for the first 15 years. **PM** meeting with Craig Hutton to discuss.

**SEStran** - communications discussing connecting this to their network at Leven have had a disheartening response. **Cllr.AH**: it's a regional organisation focusing on strategic transport regions. **FC** has to negotiate with them on our behalf.

Disappointing given the new transport links to Leven and none to NE Fife.

Agreement for an external consultant to look at A917 crossings and contraflow potentially starting in May.

Actions: Meeting with Craig Hutton to discuss maintenance of path.

### **ENCAP SUP**

Some leaflet has been distributed to residents living in Sandycraig Road showing the path coming out onto the main road. It's a subsidiary path not the MUP. There have been three public consultations in the past – there have been no new leaflets distributed, the plans are all available online and haven't changed. 92% of respondents support the plans.

Actions: **MW** to pass this on to **PM** who will offer to discuss with residents.

### **Councillors' discussion with landowner/Levenmouth**

Nothing new to report.

### **Community consultation/local place plan**

**MW** sent an email to **DS**. We have one page and nothing relevant to common good land - this is due at the end of June. The local place plan is for us to plan development over the next 10 years: what would residents like to see being developed? **DS** says he will have it ready and is discussing this with the **FC**. The length of the proposal is not seen as an issue. **SDM** wants to liaise with **DS** on the potential for EV charging points. Points are planned in Market Place but have been delayed.

Action: **SDM** to liaise with **DS**.

### **Common Good Fund**

**PM**: There is still no clarity over Common Good Fund (CGF) accounts. The delayed 2022/23 accounts produced on Feb 28<sup>th</sup> contained gross errors and have had to be reissued. These faulty accounts had been approved by all the **FC** committees. The twelve North East Fife CGF accounts have all been amalgamated such that no community can be aware of the size of its own fund. We have a lack of confidence in the accounts system.

**Cllr.AH** raised issues with the accounts and the capacity of the amalgamated figures. Workshop on 16th of April to 'understand' the accounts. Previous situations have arisen from coding errors. **PM** lack of faith in the accounts, while understandable, needs to allow **FC** to continue to function and use the common good funds.

**Cllr. AH** in Feb. meeting asked for an amendment to the note to say that the public have a right to inspect accounts in the first two weeks of July under the Local Government Act. A 'Public Inspection Notice' with details should be issued.

We have asked for an independent external audit of the Pittenweem CGF since Nov 1st 2023. An unsatisfactory response was obtained after 16 weeks - Ken Gourlay was contacted 6 weeks ago again seeking an external audit. **Cllr.AH** suggests **PM** get in touch with Max Taylor at Crail Community Council.

**MW** thanked **PM** and **Cllr.AH** for their work on this subject to date.

### **New Housing Developments**

Not much progress. Waverly Tweed are clearing their part of the site at St Margarets Farm. Campion Housing at the Station Road development has now started construction.

### **Scottish Water**

Leaflets have been distributed locally. Works going on at the East Shore. Offices are being moved from Mid Shore to beside of the cemetery.

We currently only have preliminary water treatment works at both Pathhead and Billowness, with untreated sewage going directly into the sea. Scottish Water and SEPA have been asked to improve the treatment of sewage but no progress has been made.

Actions: **Cllr.AH** will be emailing someone regarding this matter.

### **Weem Wuid**

FC planned to replace standard trees that have succumbed but nothing seems to have happened. Don't know if Footprint East Neuk are still involved.

Actions: **MW** to chase that up.

### **Duncan's Benches**

**MW** sent photos of the installed benches to the committee. The third bench can be installed when Scottish Water are finished at the park.

### **Dog Fouling**

Janice Irvine raised issues with Dog fouling - Rodger Honeyman's response was that it is the responsibility of the Safer Communities Team at **FC**.

Dog Fouling crime - 47 people across **Fife** have been fined for not cleaning up behind their pet. Suggestion that signs should be put up in the wood to encourage responsible dog ownership and that dogs being kept on the lead at the field to stop antisocial behaviour. **FC** website have video on these issues and they run events on safe and responsible dog walking from time to time.

### **Licencing of short term lets appeals**

Awaiting **Cllr.SD** report.

### **Church Closures**

Awaiting **Cllr.SD** report.

### **New PCC Members**

We need new younger members - we need to be seen to be supporting younger demographics of the village. There are issues because of the time commitments required of committee members and **DL** and **MW** have both put substantial time into reaching out to the community.

### **Police report**

15 calls to police, 2 crimes reported.

### **Secretary report**

Kings' portrait has been ordered; we need to decide where to put it.

### **Treasurers report**

Accounts are in good order and are correct to date. When March payments are cleared then the accounts can go to the independent accountant for checking. Now have full internet banking.

£1,440.48 in **PCC Business Account** (Treasurer)

£4,866.27 in **Fund Raising Account** (£4,000 is from Pittenweem in Bloom to be spent on flowers etc). There is a need to replant the tubs locally with stock from Pathhead nursery. **TR** suggests putting new posters up to increase awareness of Pittenweem in Bloom in the local notice boards.

**SM** to take on some of the planting. Anyone from the community can be involved in this project. We need someone to check on the containers and make a plan of where they are. **TR** proposes involving the school in the scheme.

**Actions:** to make a new poster to advertise the flower funds. **MW** to email **Cllr.SD** about containers.

### **Chairs report**

There is a need to get started with organising for the May 7<sup>th</sup> open day about the West Braes Car Park. **MW** to contact **SDM** regarding flyers and posters.

### **AOCB**

**NM** sends apologies for next meeting

**TR**- awarded fellowship for Educational Institute of Scotland.

**THE NEXT MEETING WILL BE HELD ON THURSDAY 9<sup>th</sup> MAY 2024 AT  
7pm AT THE NEW TOWN HALL**

**ABBREVIATIONS:**

PCC – Pittenweem Community Council,

MW – Margaret Wardlaw, DL – Duncan Lucas, PM – Peter Mills,  
SM – Stewart Moreland, DS – David Stutchfield, SDM - Suzanne Doyle Morris,  
TR - Tony Russell, NM – Nigel Mathers, GJ - Grazyna Jakubowska  
Cllr.FC – Council Fiona Corps, Cllr.SD – Councillor Sean Dillon,  
Cllr.AH – Councillor Alycia Hayes.  
FCCT – Fife Coast and Countryside Trust  
FC – Fife Council  
ENCAP – East Neuk Community Action Plan