



BURNTISLAND COMMUNITY COUNCIL

FRIDAY, 9th August 2013
7.00 P.M.
Burgh Chambers.

Draft Minutes

PRESENT:

Alex MacDonald (Chair), John Russell (Treasurer), Gordon Langlands (Minutes Secretary), John Bradshaw, John Bruce, Christine Dewar, Morag Douglas, Tim Hailey, Hazel McGraw, Bruce Stuart, Bill Kirkhope (Burgh Buzz), Cllr Peter George, Cllr Susan Leslie (Part Time) and Cllr George Kay.

ATTENDING: 3 members of the public.

1. Chairman's Opening Remarks and Apologies for Absence

The Chairman welcomed everyone to the meeting and informed the meeting that apologies had been received from Bob Smith, Isabel Smith, Ian McKenzie and Gary Cummins. He also intimated that Zoe Robertson (nee Williamson), is standing down due to her workload but would like to remain on the distribution list. This vacancy will be advertised in due course.

2. Minutes of Previous Meeting (14th June 2013)

The minutes were agreed, proposed by Christine Dewar and seconded by John Russell.

3. Notification of Community Concerns for A.O.B. (Item 8): Three new items 8.1, 8.2 and 8.3.

4. Police Report – Sgt Stuart Davidson.

There was no Police Report. Sgt Stuart Davidson was on holiday.

5. Secretary's and Treasurer's Reports

5.1. There was nothing to report from the Secretary.

5.2. The Treasurer indicated a current balance of £1684.57. Last year's accounts show a loss of £164.40. Hall charges have slightly increased to £350. The showman's Guild contributed £260 to the Exiles Reception. See Appendix 1 and 2.

6. Environment.

6.1. Environmental Issues by John Bruce. See Appendix 3.

6.2. Alex MacDonald commented that the Dollar-Stenhouse road has a large amount of loose stone chips on it after re-surfacing and has reported it to Transportation Services.

6.3. Cllr George Kay indicated that there was a large amount of road works scheduled in the current financial year.

The Burntisland to Aberdour road is to be resurfaced.

Dunearn Road has been done.

Kinghorn Loch road is scheduled.

The High Street is to be assessed.

Sommerville Street is scheduled.

The water main on the Kinghorn Loch Road is being investigated.

6.4. Cllr Peter George indicated that Parks & Highways had cleared the footpath at Kirkcaldy Road. Large refuse bins are to be installed at Kilmundy Drive/Silverbarton.

6.5. A member of the public thanked John Bruce, Christine Dewar and the BCC in general for their hard work with FAB and the Exiles Reception. She also commended the coloured Burgh Buzz.

6.6. A Summary of issues and updates are included in Appendix 4.



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7. Burgh Buzz – Bill Kirkhope.

There has been no reaction yet to this month's issue.
9 new volunteers helped with the distribution.
A separate bank account has been initiated.

8. Any Other Business.

8.1. Library Benches.

A member of the public informed the BCC that the 2 benches at the Library are not screwed down.

Action: Cllr Kay volunteered to follow up.

8.2. Safer Route to School.

Cllr Leslie indicated that the new pelican crossing on Aberdour Road was being reviewed.

Cllr George indicated that he had asked for a light for the footpath along Glebe Place to Meadowfield but a Fife Council official had responded that it was not dark enough.

Cllr Kay commented that this path was installed at the request of BCC but has not been adopted.

Action: Cllr Peter George to follow up.

Christine Dewar indicated that to avoid injury to children on their way to/from school, the brambles on Kirkcaldy Road need cut back.

Action: Cllr Peter George to follow up.

8.3. Blue recycling bins.

A resident from Cotburn does not have a Blue Bin.

Cllr Kay commented that Blue Bins were not issued automatically to all households. Anyone requiring a Blue Bin should phone Fife Council Environmental Services.

9. New Business Items

9.1. Burntisland Common Good Fund Application – Sustainable Communities Initiative (SCI).

This application is for £247 from Kinghorn and £493 from Burntisland.

This is a repeat of last year's application which was not supported by the Community Council.

Christine Dewar objected to this application since the purpose of coffee mornings is to raise funds,

Morag Douglas commented that applications should be for things that last like equipment.

The general feeling is not to support this application especially since SCI have a balance of £16.5k.

Action: Alex MacDonald to feedback to Fife Council.

9.2. Consultation on Licensing Policy.

This was delegated to Morag Douglas.

Action: Morag Douglas to advise by mid November.

10. Ongoing Business Items

10.1. Review of Local Planning Applications.

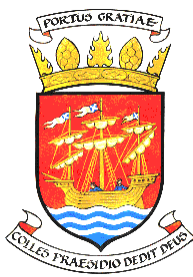
a) Shipyard Park – Spectator Shelter. Cllr George indicated that this was a requirement for membership of the East of Scotland League. It may hold 100-130 supporters. No concerns were raised.

b) Application for wind turbine at Balbie Farm.

Concerns were raised that BCC had not heard anything officially about this.

Cllr Leslie stated that new guidelines were coming forward from Fife Council which would limit the number of new turbines.

Action: Discuss this turbine application at next BCC meeting.



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10.2. Community Notice Board Guidelines.

Morag Douglas suggested removing Item 5 (Commercial Events) from the Guidelines. Theatres posters are in shop windows and don't need to be on the Community notice board. The Youth Theatre is a voluntary organisation so their notices are welcome. Jim Murdoch is to continue to have responsibility for the contents of the notice board.

10.3. Burgh Chambers Clock Tower Repair / Common Good Fund Property Review Report.

- a) Cllr Kay indicated there was no news regarding the Clock Tower other than that a funding decision is expected September / October (Total £500k).
- b) John Russell, Tim Hailey, John Bruce and Alex MacDonald met with Andrew Ferguson, Michael McArdle (Estates) and Scott Clelland (Parks) to review the Common Good Property.

It was confirmed not much had been done in terms of asset identification since 2010. There is still doubt about ownership of the Roundhouse and Meadowfield Ind. Estate.

Action: Fife Council to investigate and update the property register.

Fife Council periodically arranges reviews of rents, but it costs £1000 per building, so it does not review rentals < £2k.

Fife Council is open to discussing devolving common good properties to a local body. It believes managing the Links may be difficult and managing a property like the Burgh Chambers may be an easier first step. This would require a Business Plan.

Cllr Kay stated that as with Kinghorn Town Hall, Fife Historic Buildings could be a source of funding but emphasised that there needs to be a use for the Burgh Chambers that would generate income. He also indicated that the Links and Beach should be considered as one. Bruce Stuart agreed that it would be difficult to find a use for the Burgh Chambers.

Cllr Leslie stated that the Unity Hall is definitely Common Good and that the lease is currently being re-negotiated with the ATC.

She also reminded the BCC that the Common Good consists of 3 parts, Property, Revenue and Capital. In general the BCC recommends any financial gains from asset disposals should go into Capital.

Currently Fife Council legally has to maintain the Burgh Chambers.

More discussion is required.

Action: Carry forward the discussion of devolving property at next BCC meeting.

10.4. Community Emergency Planning.

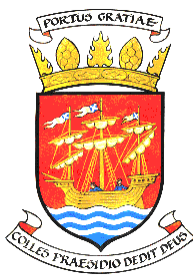
The current "plan" revolves around the Toll Centre. The proposed template seems sensible and easy to implement.

John Bradshaw stated that he thought we needed a proper plan.

John Bruce indicated that he thought we should invite someone from Leslie Community Council to explain their plan.

Alex MacDonald explained that the current biggest risk to Burntisland varied from a ship foundering to a derailment, water shortages or adverse weather. Four members of the BCC showed interest.

Action: John Bradshaw to take the lead in arranging to meet with Leslie Community Council and draft a plan.



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10.5. Proposed Community Action Plan.

There have been 2 meetings with STAR so far. Unfortunately funding is proving difficult. Possibly September / October for a 3rd meeting with STAR. It looks like the start of 2014 for any survey.

Action: Hazel McGraw and Alex MacDonald to continue to seek funding for STAR survey.

11. Awaiting Update

11.1. Burgh Chambers Furniture.

No update.

11.2. Burntisland/Kinghorn Sports Hub.

Gillian Low has indicated to the BCC that the Sports Group is working on the funding of £65k for the MUGA and is confident of attaining this.

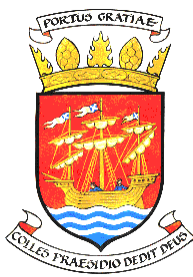
Meanwhile Funding for the football pitch is going on separately by Fife Council.

11.3. Strategic Projects Group: War Memorial / Haugh Road.

No update.

12. Date of Next Meeting

BCC Meeting - Friday, 13th September 2013 at 7 p.m. Venue: Burgh Chambers.



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APPENDIX 1: Annual Accounts.

Treasurer's Report – 09/08/13

This Report includes a copy of the Audited Accounts of the Community Council which were prepared on 22nd June 2013. These were circulated to Community Councillors for acceptance. Following acceptance on 26th June, they were forwarded to Fife Council, along with our Grant Application form for 2013/2014, and the grant of £1,170.04 was received on 25th July 2013.

Audited Accounts 2012-2013

Burntisland Community Council			
Income & Expenditure Account for year ended 31 March 2013			
	Notes	31/03/2013	31/03/2012
Income			
Community Council Grant		1,152.52	1,145.20
Floral Enhancement		714.00	1,321.27
BCC Exiles Reception		250.00	300.00
Burgh Buzz		5,285.00	5,791.00
Chimes		-	1,250.00
War Memorial		-	7,230.00
Grant (Christmas Lights)		-	5,114.34
Sundry		-	0.18
Bonfire Insurance		£ 201.40	-
		<u>7572.92</u>	<u>22,151.99</u>
Expenditure			
Floral projects		1,200.17	1,057.85
Web Site		32.40	36.00
Sundry Expenses (Insurance, Safe Custody, Hospitality etc)		1,568.53	1,569.18
Hall hire		263.95	538.38
BCC Exiles Reception		302.86	325.38
Burgh Buzz		5,738.00	5,452.55
Chimes		-	919.80
War Memorial		-	7,230.00
Christmas Lights (Spec grant)		-	5,114.34
Bonfire Insurance		-	201.40
		<u>9,105.91</u>	<u>22,444.88</u>
Income Over Expenditure		<u>- 1,532.99</u>	<u>- 292.89</u>
Statement of Funds			
		31/03/2013	31/03/2012
Balance B/F at start of year		3,749.11	4,042.00
Income over Expenditure		- 1,532.99	- 292.89
Chc 95 (000737)		-	149.06
Fund at 31.03.13		<u>2216.12</u>	<u>3,749.11</u>
Represented By			
RBS Current Account Balance		2,216.12	

Notes

Signature [Signature] (Treasurer)
Date 25/6/13

I certify that I have examined the accounts of "Burntisland Community Council". To the best of my knowledge and belief, and in accordance with the information and explanations given to me, the Accounts have been properly prepared from the records of the Community Council and are in agreement with these records.

Signature [Signature] (Independent Examiner)
Date 22/6/13

IE Name MAE I OIKERAN
IE Address 4 SOLWAY DRIVE
BURNISLAND
FF15 9JF
IE Contact Number 01592 872201



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The Community Council has a number of commitments which need to be met from our income, and these are shown below. Our expenditure for these commitments in the year ending 31st March 2013 amounted to £1,566.92 with our income totalling £1,402.52 leaving a deficit for the year of £164.40.

Burntisland Community Council

Expenditure 2012-2013

Poppy Wreath	£28.15
Remembrance Buffets	£347.27
Games Day Insurance	£31.80
Community Award Scroll	£170.00
Scots Verse Buffet	£153.89
Community Award Buffet	£150.00
Scots Verse Engraving	£119.00
Exiles Reception	£302.86
Halls Fees – 9 Meetings & Receptions etc	£263.95
Total	£1566.92

Income 2012-2013

Community Council Grant 2012-2013	£1,152.52
Exiles Reception Donation (Showmen's Guild)	£250.00
Total	£1,402.52
Balance for 2012-2013	£-164.40

The Community Council accounts were independently audited and show a balance of £2216.12 as of 31st March 2013. This overall balance includes moneys held for the various projects which the Community Council run and a contingency fund of £500.00 which is held to assist with the printing of one issue of the Burgh Buzz.



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APPENDIX 2: Treasurer's Report.

The Treasurer's Report for August shows the money held for each project, a total of £1585.65, which leaves a balance of £1684.65 available for the Community Council.

Burntisland Community Council			
Treasurer's Report			
9th August 2013			
Details	Income	Expenditure	Balance
Balance Carried Forward 31/03/13	£2,216.12		
BCC Accounts to 9/08/13 (See Notes)	£3,335.04	£2,280.94	£3,270.22
Notes:			
The overall Community Council Account Balance includes balances held for the individual projects listed below, as well as a Burgh Buzz contingency fund. This is currently £500.			
Burgh Buzz	£1,640.00	£1,409.00	£231.00
BB balance held in BCC Account 31/03/13	£524.45		
Total Burgh Buzz Balance @ 09/08/13			£755.45
Exiles Reception	£0.00	£284.32	-£284.32
Exiles Reception balance held in BCC Account 31/03/13	-£30.87		
Total Exiles Reception Balance @ 09/08/13			-£315.19
Chimes balance held in BCC Account 31/03/13	£330.20		£330.20
Total held on Account for Projects			£1,085.65
Burgh Buzz contingency			£500.00
Total held on Account			£1,585.65
Balance available to Community Council @ 09/08/13			£1,684.57
Outstanding Income/Invoices			



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APPENDIX: 3

ENVIRONMENT ISSUES FOR MEETING FRIDAY 9TH AUGUST 13

WATER FEATURE LINKS

There have been various complaints regarding the cleanliness of this water feature dirty sand, dirty water not getting drained away. This matter was reported to the Fife Council by me on 26.07.13 and on the same day the local Councillors acted to ensure this was cleaned and washed down also stating that it was the responsibility of the Fife Parks Department to ensure this was cleaned regular. I would have thought when I saw the mess it would have been an environmental matter. It is vital that this water feature is kept clean and clear of dirty water in case of any health issues. Has Fife Council found a suitable contractor to carry out the cleaning of this water feature on a regular basis? We will be keeping a close watch on this in the future and hope this area is kept in a better condition which will certainly keep all the individuals who had concerns regarding this matter more satisfied

ROAD CONDITION BURNTISLAND TO ABERDOUR

This road is getting worse pot holes, uneven road surface, had numerous complaints about the condition of this road it is becoming dangerous and needs urgent action to repair. I have already raised this matter some time ago but it is still not sorted and appears to be getting worse.

PATHWAY LEADING FROM CROMWELL ROAD TO DICK CRESENT

Both Cllr Peter George and I recently met pay back supervisor to discuss the overgrown condition of this pathway and to request that this area is cleared up. I am pleased to inform that work has been carried out along this pathway by the pay back team and they have done a great job thanks to them for this work done. There is another section of this pathway requiring inspection as it continues all the way along to Kirkton Road suggestion have been made that this pathway could possibly be used by schoolchildren going to and from School but some work is needed to upgrade this pathway to make it safe for example lighting might have to be installed and a proper solid foot path laid to make it easier for walking. We must take into consideration the safety of children.

ARCHES AT ROSSEND CASTLE

I am pleased to inform council that work has been carried out on the Arches at Rossend Castle the masonry restored and weeds removed from the turret. Thanks to the local councillors who intervened to get this important work done and to save these historic Arches much appreciated.

REFUGE BINS

Cllr George has informed me that he has arranged for refuge bins to be placed in the following areas Silverbarton, Bendameer Road, Meldrum Crescent, and Kilmundy Drive this will help to keep these areas cleaner in the future

BLACK JOCKS HILL KIRKCALDY ROAD

Fife Council Parks Department headed by Scott Clelland have cleared this area arranged by Cllr George they have made a real difference to this area we in Burntisland Community Council appreciate their efforts and thank them for the work done

BURNTISLAND CEMETERY

Update from last report grass cutting was done on the 14.06.13 and Cllr Kay Liz Murphy from Fife Council and myself visited the cemetery on 28.06.13 to establish what was required for the future in an attempt to keep our cemetery clean and tidy. We were informed by Liz Murphy that the grass and weeding would be done on a ten day cycle and that we could arrange a further visit to inspect the cemetery. Arrangements are in place to visit the cemetery on Tuesday 20th August 13. My main concern to date is that when the grass is cut it is left lying and in my view the grass should be gathered leaving it more tidier, also the ground round the grave stones could do with some cultivation. We will wait and see the condition on the 20.08.13 when we next visit

CLOSURE PUBLIC TOILETS

I am pleased to inform Burntisland Community Council that our public toilets will not be closed this news was announced recently. This is welcome news as Burntisland Community Council was always opposed to any closures.

We hope that this will be the end of this matter and that the Burntisland community can be assured that their public toilets will remain open in the future

FLORAL ACTION BURNTISLAND

FAB has had an extremely busy few months to ensure the town looks its best for the summer season. FAB entered the Beautiful Fife and Beautiful Scotland campaigns and both have been judged and they now wait to learn if an award has been achieved. FAB must thank all the volunteers who have assisted them in looking after all the hanging baskets and planters situated throughout the town in addition they thank all the local businesses who have kindly sponsored them and trust they are pleased with their displays. On behalf of Burntisland Community Council we would like to thank not only FAB but all the local shopkeepers who took the effort to paint the outside of their shops which really made a big difference to the High Street also all local volunteer groups within the town for the hard work they have done and are doing to make Burntisland a fabulous place to stay. Groups such as Burntisland Limited, Burntisland First Aid Services Trust, Highland Games Committee, Civic Week Committee, Heritage Trust, Boy Scouts, Girl Guides, Parent Council, Burgh Buzz Team, The three elected Councillors and others without their hard work and dedication it would not be possible to achieve all that has been done for the town and the community within.



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APPENDIX: 4 – Environmental Summary.

Issue	When Reported	Description	Current Status	When Resolved	Who Responsible
3	December 2012	Area outside of Jubilee Tavern leading to Kirkton Burn needs a new gate.	Ken Halley of FC has taken photos and is pursuing who owns this.	On going.	Cllr George
6	November 2012	Rubbish lying at Dock area near the Beacon and asbestos near Blue Shed.	Still there. Forth Ports need to give permission. In hand.		Cllr George
8	June 2012	Dog Fouling. Dog bins requested for Colinswell Road / Kininmonth Av., Craigkennochie and Coastal Path.	Still receiving complaints. One resident from Ferguson Place has been reported.	On-going.	Cllr George, Cllr Leslie
9	December 2012	Middle Tunnel on Links. This appears to be rusting. It belongs to Rail Track.	The 3 tunnels were inspected by RailTrack and are in "fair" condition. The middle tunnel will have some work done on it in 2013.		Cllr Leslie
10	December 2012	Coastal Path near Colinswell Alcan estate has deteriorated. It is very wet and muddy.	Engineers from Fife Coastal and Countryside Trust will visit on 11 th March. Some repair work carried out. Bank may be turfed.	On-going.	John Bruce
11	January 2013	Shipyards Steps	Still closed to the public. Estimate of £63k thought to be excessive.		Cllr George Cllr Kay.
13	February 2013	Stairs at Harbour Place need attention.		Been reported.	Cllr George
14	February 2013	Overgrown branches on West Broomhill Road.	Cut back.	July / August	Cllr George
16	March 2013	Red Tunnel needs stairs repaired and a railing.			Cllr George
20	April 2013	Coastal Sea Wall between Aberdour and Burntisland.	Work commencing shortly.		John Bruce.
21	April 2013	Old street lamp posts.	Need removed on Kirkton Road and Collinswell roundabout.		John Bruce.
22	April 2013	Archway to Rossend Castle.	Cleaned up, re-pointed and crack repaired.	July/August.	John Bruce
23	April 2013	Fly tipping near Monks Walk			Cllr George
25	April 2013	Old Admiralty ground needs cleared.			Cllr George.
27	April 2013	Manhole cover at Haugh Road.	Temporary repair awaiting permanent repair.		Cllr Leslie.
28	May 2013	Coastal Path from Alcan to Waterfall Dangerous for bicycles due to stones.			John Bruce.
29	May 2013	Older houses in Sommerville Street need maintenance.			John Bruce
30	May 2013	Benches in High Street need maintenance.	New benches at Lothian St & Cromwell Road. Benches outside Library have been reported by a member of the public as not being screwed to the ground.		Cllr Kay.
31	June 2013	Cemetery	Chip paths are a disgrace.	Second meeting arranged.	John Bruce Cllr Kay.
32	June 2013	Palais Stairs	Needs weeded.		Cllr Leslie.
33	June 2013	Path to Somerville Square from High Street.	Needs weeded.	July / August	Cllr Leslie.
34	June 2013	Bin collections at Gala Hill.	Proposed changes suspended.		Cllr Kay.
35	June 2013	Path from Starley Hall to Burntisland along Aberdour Road.	Large weeds and soil reducing width of footpath.		Cllr Leslie.
36	August 2013	Path from Glebe Place to Meadowfield.	Lamp post needed		Cllr George.
37	August 2013	Kirkcaldy Road	Brambles need cut back.		Cllr George.
Issues highlighted in GREEN as completed will be removed in the next Summary.					