



# BURNTISLAND COMMUNITY COUNCIL

FRIDAY, 12th April 2013  
7.00 P.M.  
Burgh Chambers.

## Draft Minutes

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### PRESENT:

Alex MacDonald (Chair), Bob Smith (Vice Chair), Isabel Smith (Secretary), John Russell (Treasurer), Gordon Langlands (Minutes Secretary), John Bradshaw, John Bruce, Gary Cummins, Morag Douglas, Tim Hailey, Ian McKenzie, Bruce Stuart, Zoe Williamson, Bill Kirkhope (Burgh Buzz), PC Jez Graves, Cllr Peter George, Cllr Susan Leslie (Part-Time)

ATTENDING: 7 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 Cllr George Kay, Christine Dewar, Hazel McGraw.

The Chairman indicated he had received a thank you note from the 2013 Burntisland Community Award winners Olive Grayson and Bob Main.

A leaflet was distributed from Fife Community Safety Partnership regarding the Fife Community Warden Service.

### **2. Minutes of Previous Meeting (12<sup>th</sup> March 2013)**

The minutes were agreed, proposed by Bob Smith and seconded by John Bruce.

### **3. Notification of Community Concerns for A.O.B. (Item 8)**

Two new items 8.1 and 8.2.

### **4. Police Report – PS Jez Graves.**

Rachael Burns has a new post as Chief Superintendent McEwan's staff officer.

Sgt Stuart Davidson has been appointed as the new Station Sergeant at Burntisland.

PC Graves indicated there had been 323 calls since the last meeting (including Aberdour / Auchtertool / Kinghorn / Burntisland). 39 crimes in Burntisland (17 vandalism) with 22 detected and 17 on-going.

The Women's Safety Event had to be cancelled but will be re-scheduled for a later date.

### **5. Secretary's and Treasurer's Reports**

**5.1.** The Secretary stated all correspondence was up to date and there was nothing to report.

**5.2.** The Treasurer indicated a free balance of £975.53. See Appendix 1. It's no longer possible to be an affiliate of the Forth Estuary Forum. Full membership is £25.

It was decided that membership would not be renewed.

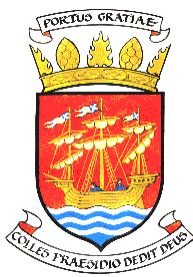
### **6. Environment.**

**6.1.** Environmental Report J.Bruce. (Appendix 2)

**6.2.** There was a general discussion about the Monks Walk cleanup by the Payback team, FAB activities, the old Admiralty ground at Ross Point, manhole cover at Haugh Road and the Alexander Monument. Refer to Appendix 3 for summary.

### **7. Burgh Buzz – Bill Kirkhope.**

The couple who delivered the Buzz to the Castle Area unfortunately can't do this anymore. Any volunteers please contact Linda Briscoe.



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### 8. Any Other Business.

#### 8.1. Community Emergency Planning.

BCC have been invited by Dougie Potter (Fife Council Emergency Planning Officer) to help and deliver this Plan. There was a similar invitation in 1999 but at that time things were much more complicated. Leslie Community Council has developed a pilot scheme. BCC would need to identify a team.

**Action:** Alex MacDonald to invite a representative from Leslie CC and Dougie to attend the next BCC meeting.

#### 8.2. 96 High Street.

This property belongs to the Common Good Fund. It has been shut for 3 months and there is no "to let" sign. There was an animated discussion in which concern was expressed regarding its possible use to subsidise start ups. There was also a suggestion that it could be used as a Charity shop with profits going back into the Common Good Fund to be used for local good causes.

**Action:** Alex MacDonald to prepare an article for the Burgh Buzz outlining the essentials of the Common Good Fund.

### 9. New Business Item

#### 9.1. Application for Variation Licence Premises – Jubilee Tavern.

Morag Douglas excused herself from this topic and left the room while discussion took place. The variation included an extension of hours to those of similar establishments in the town. The decision was taken that no comment was necessary regarding this application.

#### 9.2. Common Good Fund Procedures.

Zoe Williamson indicated that clearer guidance is needed and that thinking should be more strategic. The list of Common Good properties is still not resolved. There is confusion over rental incomes. There was meant to be a meeting with Fife Council but it never happened. The contact at Fife Council is now Brian Livingston (Head of Finance).

**Actions:** Alex MacDonald to set up an exploratory meeting with Fife Council.

Cllr Susan Leslie indicated what the current process for applications is.

The application is submitted to Fife Council Finance Department.

If < £2000 then Fife Council is delegated to decide if it meets the criteria and they then pass it to the Community Council and local elected members. If all are in agreement then their decision is final.

If > £2000, or if the Community Council and local elected members do not all agree, then the application goes to the Area Committee, together with comments from the Community Council, and the Area Committee will take the final decision. Any changes to this procedure require approval from the Executive Committee of Fife Council.

**Actions:** Cllr Leslie to email the current approved criteria.

There was a general discussion in which dismay was expressed at the level of rental from the Links etc not being revised in line with inflation and the lack of literature on Common Good Funds. A working group was proposed with Tim Hailey, John Bruce, John Russell, Ian McKenzie, Alex MacDonald and Zoe Williamson all volunteering.

**Actions:** Alex MacDonald to send out a start up email to this workgroup.



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### 9.3. Kirkcaldy Area Committee Meeting, 27<sup>th</sup> March 2013.

Bob Smith gave a summary of this meeting.

The agenda did not have any questions from the public as Standing Order 23 states questions need to be submitted 7 days before the agenda is set however there was a very good informal meeting after the business meeting. The meeting was attended by 6 members of the BCC and 1 member of the Parent Council. There were no other members of the public.

Issues raised at informal meeting:

- Concern raised by resident(s) of Binn Estate regarding vibrations due to Toll Park excavations.
  - Is Fife Council liable for any resulting damage?
    - Answer: No, vibration monitoring is however being done.
  - What type of piling is to be done – core or driven?
    - No answer.
- Common Good Fund
  - The BCC are concerned that their recommendations are being ignored.
    - Answer: The Elected Councillors are making their decision based on all inputs.
- Update on sale of old Primary School
  - Answer: First call is for it to be used for affordable housing.
- What were the recent contamination results on Toll Park?
  - Answer: Lead - but no detail information.
- Are St. Josephs getting compensation for construction traffic using car park?
  - Answer: Yes, but no detail of amount.
- Concern about communication with Local Development Group (LDG).
  - Cllr Leslie is now Chairman of the LDG
    - Answer: The BAM newsletter will be posted on BCC website and community notice boards.

### 9.4. Proposed Community Action Plan.

An Action Plan is very complicated so previously the BCC had been concentrating on a Trust for the Links. However the Small Town and Rural Development Group (STAR) proposal (£18k) for a Community Action Plan could cover a Links Trust as well as other interests.

The BCC would be the lead organisation on the Steering Group made up of local organisations.

STAR would be the facilitator and have already identified possible funding.

Fife Council has their own Kirkcaldy Action Plan.

A motion to agree a contract with STAR conditional on them finding funding with no liability to BCC was raised and agreed.

**Action: Alex MacDonald to pursue with STAR.**

## 10. Ongoing Business Items

### 10.1. Review of Local Planning Applications.

Tim Hailey indicated:

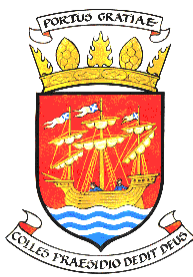
- Flats 54/56 Ferguson Place were to be merged.
- Work is to be done at 147 Kinghorn Road to move the sub-station.

### 10.2. Strategic Projects Group: War Memorial.

Bob was hoping to have the work done in time for Remembrance Day.

However the Quantity Surveyor has indicated that the selected contractor is now too busy.

There were other quotes and the Quantity Surveyor is now contacting the 2<sup>nd</sup> lowest tender.



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### 10.3. Improving Communications.

The Survey had only 69 responses (49 on-line and 20 Buzz) but these were of a high quality with over 18,000 words of comments. However due to the low response, care needs to be taken when interpreting results.

There was a significant difference between on-line and written responses.

If the Very High and High responses are taken together then the public think the importance of the items are:

- |                      |   |
|----------------------|---|
| 1. Environment       | (Most complaints are on dog fouling).                               |
| 2= Shopping          | (The High Street was of prime importance)                           |
| 2= Play equipment    | (2-3 good play areas better than a smattering of poor play areas).  |
| 4= Sports facilities | (Beacon is rated highly but there no mention of the Toll Centre)    |
| 4= Road safety       | (Parking and speeding)  |
| 6. School            | (The community is still split over the site).                       |
| 7. Civic Pride       | (Most want clock tower repaired but it is not ranked as important). |
| 8. BCC Contact       | (Happy with monthly meeting, Burgh Buzz, Web and Facebook)          |
| 9. Links Trust       | (People don't appear to understand what this involves).             |

### 10.4. Burgh Chambers Clock Tower Repair / Common Good Fund Property Review.

No update on the Clock Tower.

Alex is arranging a meeting with Fife Council regarding the Property Review (see 9.2)

### 10.5. Burntisland/Kinghorn Sports Hub.

- MUGA Funding:  
Michael Kavanagh is seeking funding from Fife Council and Fife Environmental Trust.
- 60 x 40 funding is through SportsScotland.

Total shortfall is £100k.

Network Rail access could still be a problem.

### 10.6. Potential Sale of Water Bowser.

Falkland in Bloom is interested but because some of the tubing is perished is offering £625 instead of £650. The BCC agree to the sale with proceeds going to FAB to buy plants/troughs for use at roundabout at Colinswell Drive to complement any ALCAN plaque from Fife Council.

**Action: John Bruce to contact ALCAN regarding a contribution to a commemorative plaque.**

### 10.7. Burger Van on Links: No feedback from Cllr Leslie.

### 10.8. Beacon Centre.

Wendy Watson was unavailable to attend however she will attend a future meeting.

The Cafe is the responsibility of Fife Council. Nothing has been advertised yet.

Vending machines conflict with healthy eating.

Cllr George has met with Fife Leisure Trust and the Cafe will continue into June.

## 11. Awaiting Update

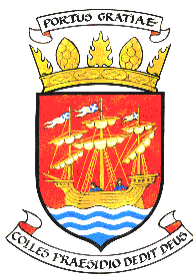
11.1. Links Community Trust: See 9.5.

11.2. Burgh Chambers Furniture.

3 quotes obtained. Bob Smith is vetting the Kirkcaldy quote.

## 12. Date of Next Meeting

BCC Meeting - Friday, 10<sup>th</sup> May 2013 at 7 p.m. Venue: Burgh Chambers.



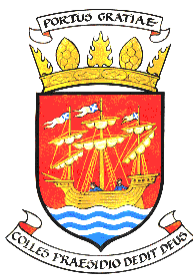
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### APPENDIX: 1 – Treasurer’s Report.

Burntisland Community Council				
Treasurer's Report				
12th April 2013				
Details	Income	Expenditure	Balance	
Balance Carried Forward 31/03/12	£3,898.17			
BCC Accounts to 12/04/13 (See Notes)	£7,512.92	£9,080.91		<b>£2,330.18</b>
Notes:				
The overall Community Council Account Balance includes balances held for the individual projects listed below,				
<b>Floral Enhancement</b>	£714.00	£1,200.17		-£486.17
FP balance held in BCC Account 31/03/12	£486.17			
Total Floral Project Balance @ 12/04/13				<b>£0.00</b>
<b>Burgh Buzz</b>	£5,195.00	£5,713.00		-£518.00
BB balance held in BCC Account 31/03/12	£1,042.45			
Total Burgh Buzz Balance @ 12/04/13				<b>£524.45</b>
<b>Exiles Reception</b>	£250.00	£302.86		-£52.86
Exiles Reception balance held in BCC Account 31/03/12	£21.99			
Total Exiles Reception Balance @ 12/04/13				<b>-£30.87</b>
Chimes balance held in BCC Account 31/03/12	£330.20			<b>£330.20</b>
Total held on Account for Projects				£854.65
Burgh Buzz contingency				£500.00
Total held on Account				<b>£1,354.65</b>
Balance available to Community Council @ 12/04/13				<b>£975.53</b>
<b>Outstanding Income/Invoices</b>				



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### **APPENDIX: 2. - Environmental Report (John Bruce).**

Environment issues to be raised at bcc meeting Friday 12<sup>th</sup> April 13

#### Coastal path near Collinswell Alcan estate

Report received from Derek Abbott coastal ranger is that there has been some repair work carried out on the path and he is waiting to hear from the site agent what other work is in the pipeline for this area.

#### Coastal sea wall repairs between Aberdour and Burntisland

Work will be commencing shortly on the sea wall between Aberdour and Burntisland handled by Thomas Menzies contractors the Coastal Path will not be closed they will have marshals with radios on the path to control walkers and site traffic.

#### Poor condition of roads

What action is FC taking to repair the badly deterioration of the roads in and around Burntisland? The poor condition of these roads is due to pot holes and uneven surfaces this is a concern to the community.

#### Old street lamp posts

I have been asked to enquire about old lamp posts on Kirkton road and at Collinswell roundabout Aberdour road I have received information from Kenny Brown Technician Engineer at Fife Council he informs me that these belong to the developer Collinswell Land and still have to be disconnected by Scottish Power. Collinswell Land is currently in discussion with the planners about proposed works in these areas and the removal of these lighting columns will coincide with these proposed works. No time scale given for this to happen

#### Dog fouling bins

We need more bins round the town in an attempt to keep our streets cleaner and to make sure all dog owners are well aware of the law (a) top of the lane leading from Craighkennochie. (b) Along the low road to Aberdour opposite the Alcan estate. (c) Also require a large sign at the entrance to the Rossend Castle grounds to make people aware and get them to use the bin provided.

#### Archway at Rossend Castle

During walk around with Councilor George we noticed that the archway at the entrance to Rossend Castle requires some attention weeds and tree growing inside the turret and some grouting repair to the stone work would be recommended.

#### Fly tipping

Noticed some fly tipping in the monks walk area near to where pay back team are working Councilor George will arrange to have this removed.

#### Red tunnel off the links to the beach

Notice the steps are wearing and uneven suggest that a railing down the middle of the stairs will make them safer for children and elderly people to access the beach area more easily



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### Monks walk clean up

Walked round the monks walk with Councilor George to see the excellent job being carried out by the pay back team. It was nice to see this area being cleaned up and thanks must go to Councilor George in getting this work carried out. We spoke to some residents in this area and they are very pleased to see this work being done which not only benefits them but improves the area for the walkers passing this way.

### Floral Action Burntisland

FAB have been working hard preparing for the summer season they have secured orders for an additional ten hanging baskets to be placed along the high street.

Also new troughs will be placed on the railings at the health centre and the railings on Cowdenbeath road. FAB has also secured sponsorship from local businesses and it is their intention to place at least three tree baskets along the links starting at the west end of the Links. FAB will have to gain approval from local Councilors before these are erected.

### Other action taken and resolved thanks to local Councilors

New school at east Toll Park under construction ready for 2014.

New Swing Park will soon be constructed at the east end of the links.

Toilets and fencing at the east end of the links will be painted

The old building at the entrance to the crazy golf has been demolished and area cleaned up

Benches on the Links, beach, and High Street have been refurbished and two new benches will be placed at the top of Cromwell Road.

The sea wall along the promenade at the beach will be painted.

The railings at the Health Centre, Somerville Street will be painted.

The concrete area in Somerville Street will be removed and grassed.

The bus stop at Bendameer will be getting painted.

Cleaning up of chewing gum along the High Street.

The Monks Walk is presently being cleaned up.



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### APPENDIX: 3 – Environmental Summary.

Issue	When Reported	Description	Current Status	When Resolved	Who Responsible
1	October 2012	Tunnel and area leading from links to Beacon Centre	Has been cleaned up.	January 2013	Cllr George
2	August 2012	Hut at Crazy Golf has fallen into repair and needs demolished as it has become dangerous.	Now demolished.	March 2013	Cllr George
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.	No update.	Cllr George
4	October 2012	Palais Stairs and surrounding area.	Has been cleaned up.	January 2013	Cllr George
5	November 2012	Stairs from James Park to Dallas Avenue needs cleaned and weeded.	No progress.	No update.	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
7	December 2012	Gritting of pavements and car parks	Pavements in the High street are now being gritted. Cllr Leslie is having discussions with traders about installing discrete grit boxes. A grit bin has been installed at the car park.	January 2013 March 2013	Cllr Leslie
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 <sup>th</sup> March. Some repair work carried out.	On-going.	John Bruce
11	January 2013	Shipyard Steps	Still closed to the public.	No update	Cllr George
12	January 2013	Graffiti outside Co-op on High Street.	Cllr George to contact appropriate department of Fife Council.	No update	Cllr George
13	February 2013	Stairs at Harbour Place need attention.		No update	Cllr George
14	February 2013	Overgrown branches on West Broomhill Road.		No update	Cllr George
15	March 2013	Chewing gum on pavements.	Payback in process of removing. Still a mess.		Cllr George Cllr Leslie.
16	March 2013	Red Tunnel needs stairs repaired and a railing.			Cllr George
17	March 2013	Seats opposite Porte have been removed for maintenance.	Bolts are sticking up and are dangerous. Seats now back.	March 2013	Cllr George
18	March 2013	Gas main at Toll Park.	To be upgraded.	No update	Cllr Leslie.
19	March 2013	Two caravans at Ross Point.	Have been there for up to a year. One is vandalised. Gas bottles are dangerous.		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.	Large crack.		John Bruce Cllr George
23	April 2013	Fly tipping near Monks Walk			Cllr George
24	April 2013	Monks Walk clean up.	In progress with Payback.		Cllr George.
25	April 2013	Old Admiralty ground needs cleared.			Cllr George.
26	April 2013	Alexander's Monument needs tidied up.	Cllr George to bring up with Kinghorn CC.		Cllr George.
27	April 2013	Manhole cover at Haugh Road.	Temporary repair awaiting permanent repair.		Cllr Leslie.

Issues highlighted in GREEN as completed will be removed in the next Summary.