



# Royal Burgh of Burntisland Community Council. Draft Minutes.

Friday, 13<sup>th</sup> February 2015  
7.00 p.m. Burgh Chambers.

## **Present**

John Bradshaw, John Bruce, Christine Dewar, Morag Douglas, Colin Fraser, Tim Hailey, Gordon Langlands, George McLauchlan, John Russell, Bruce Stuart, Bill Symington.

## **Attending**

Bill Kirkhope (Burgh Buzz). Cllr. George, Cllr. Kay, Cllr. Leslie, Chief Inspector Shepherd (Police Scotland). 5 Members of the public.

### **1.0 Chairman's Opening Remarks and Apologies for Absence.**

- 1.1 In the absence of Chairman Alex MacDonald, Vice Chair John Bradshaw chaired the meeting.
- 1.2 Apologies from Alex MacDonald and Ben Barron.

### **2.0 Minutes of previous Meeting (9<sup>th</sup> Jan. 2015).**

- 2.1 Minutes approved by Christine Dewar and seconded by John Bruce.

### **3.0 Police Report**

- 3.1 PC Murray advised of 18 reported crimes over the previous month; 11 of these were detected and 7 are still under investigation. These were mainly to do with children climbing on scaffolding in the Kirkgate and playing football on the High Street.
- 3.2 Liaison with the Burgh Buzz is being undertaken by Sergeant Adamson in Kirkcaldy.
- 3.3 Police have been in attendance on Cowdenbeath Road to monitor problems with parking during school opening and closing; no problems were encountered. Efforts are being made to get the Community Wardens to patrol this area.
- 3.4 A member of the public enquired what criteria was used by the police to move cars illegally parked on the High Street. PC Murray advised that the general problem of parking is left to the Wardens employed by Fife Council, however, if a vehicle is illegally parked, i.e. on the zigzags of a pedestrian crossing, they will act. Cllr. Leslie advised that 'obstruction', is a police matter.
- 3.5 John Bruce commented on the small number of crimes being reported and wondered if this could be due to people not bothering to report anti-social behaviour. PC Murray agreed that under-reporting may be happening and urged anyone seeing something to phone either 101, or for something serious 999.
- 3.6 The Vice Chairman introduced Chief Inspector Shepherd, from Police Scotland to inform the council on the Community Police Strategy being piloted in Fife.
  - 3.6.1 CI Shepherd explained that from the 12<sup>th</sup> January the new initiative had been in place. It was about getting back to community policing, being more focussed on the concerns of the community. Although there was a smaller number of officers based in the community, these officers were dedicated to the community and were there to deal with community concerns. CI Shepherd asked for the new strategy to be given a chance, that it was bedding-in and that feedback from the public was essential. It will be re-evaluated where necessary and the pilot in Fife could have an influence on Police Scotland policy. When asked about response times to incidents, CI Shepherd advised that when a call went out, the nearest unit responded,

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whether that unit was from Kirkcaldy area or not. On the subject of cover for absence of Community Officers, PC Murray advised that the remaining officer would be paired-up with a Community Officer from another area so that cover was always available.

- 3.6.2 Stop and Search. CI Shepherd advised that stop and search had been police policy for many years. What had changed was that all searches were now being recorded, whereas previously only those where something was found had been recorded. CI Shepherd advised that a search can be something as simple as asking someone to open their jacket, this still had to be recorded. CI Shepherd thought that this was a very important police tool, that it was normally very focussed on particular areas and searching the right people. This is reflected in well over half of those being searched, proving positive. Both Cllr. Kay and Cllr. Leslie thought that stop and search was not something the general public were particularly troubled by. Cllr. Kay said that in all his years as a councillor he had not received one complaint from a member of the public with regard to this.

Action- Police to monitor illegal parking in High Street and attempt to have a warden presence on Cowdenbeath Road.

#### 4.0 Secretary and Treasurer's Reports.

- 4.1 The Secretary read out a letter of thanks from Walter Anderson, recipient of the Community Award.
- 4.2 The Secretary advised of a seminar in Lochgelly with regard to Heritage Project Funding. It was agreed that George McLauchlan would attend this on the 25<sup>th</sup> February.
- 4.3 Treasurer's Report. *See Appendix 1*

Action- George McLauchlan to Book seminar for Lochgelly.

#### 5.0 Environment Report

- 5.1 With regard to the skips for general and large household waste which have been placed in the Rossend area. Christine Dewar indicated she had been approached by members of the public who were not pleased. They would also like to have this facility in their area. Cllr. Leslie pointed out that this had been organised jointly by local councillors and Housing Services, at the request of local residents. Cllr Kay added that the 'Castle' was an area of "Multiple Deprivation", and as such could access additional funding for such projects, which are not available to other areas of the town.
- 5.2 John Bruce drew attention to the poor condition of the pathways at the Rose Garden on the links. Cllr Leslie apologised for this and said she would see the appropriate department.
- 5.3 Attention was drawn also to the pathways at the cemetery. Cllr. Kay said that a lot of work had been carried out at the cemetery and that this was ongoing. He was sure the pathways would be attended to.
- 5.4 John Bruce asked if the railings at the top of Kirkgate could be painted. Cllr Kay advised that he had spoken to council officials with regard to this, and hopefully would also get the railing at the Palais stairs seen to.

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5.5 Morag Douglas has had reports of a number of street lights which have been faulty and requiring attention for a number of weeks.  
Cllr Kay said he would attend to this.

5.6 Bill Symington brought up the problem of dog fouling on the Links. John Bradshaw said that this was an ongoing problem and one that the Community Council had attempted to tackle.  
Cllr. Kay said that Kinghorn had had success last year using graphic posters. It was agreed that dog fouling tended to be seasonal, that it is worse in the winter months than in the summer.

Actions- Cllr. Leslie to attend to pathways at Rose Garden.

Cllr. Kay to see about railings being painted at top of Kirkgate and if possible the Palais stairs; also to report faulty street lighting.

## 6.0 Burgh Buzz

6.1 Bill Kirkhope was happy with the last edition which was printed using the new local firm. It was cheaper and a lot handier.

## 7.0 Local Planning Applications

7.1 Tim Hailey advised that there was nothing of significance this month. He had spoken about the number of parking spaces available at the development at the old school and that the requirement would rise significantly next month. However as the application was in before this date the old rules would apply.

## 8.0 New Business

8.1 Scots Verse 2015. John Bradshaw advised that a winner had been chosen and that a provisional date of 27<sup>th</sup> February had been set. This to be confirmed.

8.2 Invite To Visit Burntisland Primary School. An invitation has been received but no date set. A show of hands was asked for those wishing to attend.  
Approx. 10 people showed interest. Date to be confirmed.

8.3 Cllr. Leslie raised the matter of the new funds available for Burntisland which had been discussed through the budget negotiation process in order to progress a feasibility study and business plan for the Common Good Properties on the High Street. She also said that this would allow funds to be applied for which may in the long term allow the clock tower to be rebuilt.  
Cllr George informed the meeting of an email he had received from David Ross, Council Leader of Fife Council, dated 13<sup>th</sup> February. This was with regard to a new initiative, Community Asset Renewal and Transfer Fund. (CARAT), "This will help facilitate communities to undertake feasibility and preparatory work aimed at attracting external funding for renewal of community assets or to facilitate the transfer of council assets to the community". The email went on to say, "An initial commitment of up to £50k will be made available to Burntisland Community Council to undertake a feasibility study of Common Good and other community properties in need of renewal in the town to allow external funding applications to be prepared to carry out the work identified". Cllr George went on to read, "The terms of reference and governance arrangements for the fund will still have to be signed off by the Councils Executive Committee, and we will obviously need

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a submission and a business case from the Community Council to justify any funding to them. But, you should advise them to start preparing their submissions now so that it's ready to go once arrangements for the new fund are finalised". This statement from Cllr. George caused some consternation as it was totally unexpected.

Cllr Kay complained that he had not known about this prior to the budget meeting.

Morag Douglas wondered if the Council were trying to get out of replacing the town steeple.

The Vice Chair thought that further consideration was needed on this and that it should be discussed at another time.

**Actions-** Secretary to inform members of date of Scots Verse presentation.  
Secretary to inform members of date for Primary School visit.  
Chairman to advise on response to Community Asset Renewal and Transfer Fund.

## 9.0 Ongoing Business

9.1.1 All outstanding business listed in the Agenda has been attended.

## 10.0 Awaiting Update

**10.1** Community Award 2015. This was presented to Walter Anderson on Friday 6<sup>th</sup> February. The Vice Chair offered his thanks to Council members and their wives who assisted with the buffet. A letter of thanks from Walter was received by the Secretary.

**10.2** Kirkton Cemetery Funding Application. George McLauchlan advised that a meeting of the Heritage Group had been held on the 27<sup>th</sup> January. Quotations for work were still being received but it was thought that a total outlay of around £110k was likely. The group restated that the project would be community led, that the opportunity to involve other groups as the work progressed. It was agreed that the interpretation panels would be similar to the bronze ones at the entrance to the links. It was agreed that interim funding would be required, so approaches will be made to other sources. The next meeting will take place on the 24<sup>th</sup> February.

**10.3** Granite Sets at War Memorial. Cllr. Kay advised that he had still not received costing for this and would follow it up.

**10.4** Sea Mill Entrance. Cllr. Kay advised that 30 tons of skimmings had been delivered from Cupar, and these would be spread imminently.

**10.5** West Links Play Area. *See Appendix 2 & 3*

10.5.1 Morag Douglas concluded that the 'SPIDER' at the West Links was an important attraction and should be replaced or repaired, whatever option was chosen.

10.5.2 A general discussion took place where concern was expressed with regard to the legal ramifications of the Community Council being involved with the purchase of play equipment.

Both Cllr. Kay and Cllr. Leslie assured the meeting that once the cost of purchasing the equipment had been secured, the Council would then take full responsibility for repair, maintenance and insurance. It

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was pointed out by Cllr. Kay that independent groups, such as the Community Council can access funds which are not available to the Council.

10.5.3 Bruce Stuart brought up the prospect of the formation of a group which would look at all the play areas in the town in an ongoing capacity. Cllr. Leslie said that she would try to get a report on the condition of all play equipment in the town.

**10.6** War memorial Wrap-up. This is in the final stages.

**10.7** Upholstery of Burgh Chambers Furniture. This has been uplifted and should be back in the Burgh Chambers within two weeks.

**10.8** Community Action Plan/ Strategic Projects. As the next meeting had been scheduled for the 27<sup>th</sup> February, this was likely to clash with the Scots Verse presentation, therefore this has been cancelled and a further date will be set.

**Actions-** Cllr. Kay to pursue costings for laying granite sets and to ensure skimmings are spread at Seamill.

Gordon Langlands to report on progress with re-upholstery.

Chairman to set date for new meeting of Strategic Projects Group.

**Next Meeting: Burgh Chambers, Friday 13<sup>th</sup> March 2015 at 7.00pm.**

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## Appendix 1:

<b>Burntisland Community Council</b>			
<b>Treasurer's Report</b>			
<b>13<sup>th</sup> February 2015</b>			
Details	Income	Expenditure	Balance
Balance Carried Forward 31/03/14	£10,145.09		
BCC Accounts to 13/02/15 (See Notes)	£47,095.98	£55,291.67	<b>£1,949.40</b>
<b>Notes:</b>			
The overall Community Council Account Balance includes balances held for the individual projects listed below.			
Burgh Chambers Furniture	£0.00	£7,020.00	-£7,020.00
Burgh Chambers Furniture balance held in BCC Account 31/03/14	£7,722.00		
<b>Total Burgh Chambers Furniture Balance @ 13/02/15</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£702.00</b>
Exiles Reception	£260.00	£187.14	£72.86
Exiles Reception balance held in BCC Account 31/03/14	-£55.19		
<b>Total Exiles Reception Balance @ 13/02/15</b>			<b>£17.67</b>
Chimes balance held in BCC Account 31/03/14	£330.20		<b>£330.20</b>
War Memorial Project	£45,275.64	£46,845.62	-£1,569.98
War Memorial balance held in BCC Account 31/03/14	£1,500.00		
<b>Total War Memorial Balance @ 13/02/15</b>			<b>-£69.98</b>
<b>Total held on Account for Projects</b>			<b>£1,084.51</b>
<b>Total held on Account</b>			<b>£1,084.51</b>
<b>Balance available to Community Council @ 13/02/15 (See Notes)</b>			<b>£864.89</b>

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## Appendix 2:

### **Minutes of the Links Play Park Group 4th February 2015**

1. Morag welcomed everyone to the meeting. Introductions were made. Those attending:

Burntisland Community Council

Morag Douglas, John Bruce, Colin Fraser, Gordon Langdons, Ben Barron Councillors

Peter George, Susan Leslie, George Kay Others

Derek Armitage-Dalgety Play Equipment Group Claire Masterton-Parent

2. Apologies-No Apologies

3. Review of previous meeting

At the previous meeting options for both sites on the links were discussed. These options are;

1 - Introduce accessible swing park at the East links and develop a new West links park including a repaired SPIDER

East Links - £ 60,000 including professional fees West Links - £ 50,000 including professional fees

2 - Introduce accessible swing park at the east links and develop a new west links park East Links - £ 60,000 including professional fees

West Links - £ 50,000 including professional fees

3 - Leave East links and develop a new west links park with accessible equipment and other equipment including a repaired spider

West Links -£ 50,000 including professional fees

4 - Leave east Links and develop a new west links with accessible equipment and other equipment

West Links - £ 50,000 including professional fees

4. Discussion of proposals

Issues were raised and discussed regarding:

\* Costs

\* Professional fees

\* Other play parks in Burntisland

\* Accessible equipment being available at the East Links

\* The importance of the "spider" aspect of the West Links

\* To consider slides and other preferences from children Conclusion

It was decided to proceed with option 1, with a new spider frame. It should be suggested that there is some accessible equipment at the West Links but most of the accessible equipment should be at the East Links

5. Actions

It was agreed to

\*Get advice from Claire Lovett.about the current state of the spider \*To draw up a list of potential funders

\*A small group to look at options, plans and costings with Claire Lovett \*To consult on any draft plans, possibly via Burgh Buzz, as well as the school \*To organize another meeting once Claire Lovett has drawn up plans

## Appendix 3:

### **WEST LINKS PLAY AREA/PLAY PARKS BURNTISLAND**

**Questions we need to ask and receive replies to before we proceed to take on project.**

(1) IS THE REMAINING EQUIPMENT AT WEST LINKS SAFE AND USEABLE

(2) CAN WE OBTAIN AN UP TO DATE INSPECTION AND MAINTENANCE REPORT ON ALL OUR PLAY EQUIPMENT IN BURNTISLAND

(3) IF BCC GROUP TAKE ON THIS PROJECT WHO WOULD THEN BE RESPONSIBLE FOR THE MAINTENANCE AND INSPECTION OF EQUIPMENT AND WHO WOULD BE RESPONSIBLE FOR LIABILITY INSURANCE COVER

(4) CAN WE EXAMINE ANY PARTNERSHIP AGREEMENTS THAT FIFE COUNCIL HAVE WITH OTHER COMMUNITY GROUPS TO ESTABLISH CONDITIONS OF AGREEMENT BEFORE WE START RAISING FUNDS AND TAKING ON THIS PROJECT

(5) CAN WE ESTABLISH FROM FIFE COUNCIL WHAT MAINTENANCE WORK HAD BEEN DONE IN ALL OUR PLAY PARKS AFTER THEY WERE INSPECTED