



# Royal Burgh of Burntisland Community Council.

Friday, 9<sup>th</sup> June 2017  
7.00 p.m.  
Burgh Chambers.

## Final Approved Minutes.

Present:

Andy Smith, Christine Dewar, John Bruce, Leslie-Anne Cronin, Alex MacDonald, George McLauchlan, Tim Hailey

Attending:

Cllr, Langlands, Bill Kirkhope. (Burgh Buzz), Sgt Adamson & Const. Lea (Police Scotland)

3 members of the public.

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

- 1.1 The Chairman welcomed Sgt. Adamson and Const. Lee.
- 1.2 A closed meeting would be held at the end of the session.
- 1.3 Apologies of absence were received from Bruce Stuart, Carole-Anne Crossan, Cllr. Leslie, Cllr. Backhouse.

### **2.0 Minutes of previous meeting (12<sup>th</sup> May 2017)**

- 2.1 An objection was lodged by John Russell that the previous months minutes did not include notes on the closed meeting. The chairman advised that this was not required.
- 2.2 The minutes were approved by Tim Hailey and seconded by Christine Dewar.

### **3.0 Police Report**

- 3.1 See Appendix 1
- 3.2 After reading through the monthly report, Sgt Adamson took questions from the floor. The general feeling was that there was still concern with regard to anti-social behaviour and youth crime; that there was not a visible presence of police in the town and that communication with local officers was difficult, i.e. through 101. Sgt Adamson assured members that besides a police presence, there was a regular patrol by Safer Communities officers and that there was a youth outreach worker. The police themselves are working to change youth behaviour. Sgt. Adamson assured members that he is constantly monitoring crime figures in the area; he needed the public to phone in with their concerns, if no call is made it cannot be registered and therefore not recorded. Bill Kirkhope requested that the police provide the Burgh Buzz with more detailed information on crime statistics so that these could be published.
- 3.3 Andy Smith raised concern regarding behaviour at Toll Park during recent football matches. Drinking, foul language and litter appear to have become a problem. Safer Communities have been informed and this will be monitored.
- 3.4 John Bruce reported on the Community Engagement meeting on 29<sup>th</sup> May. Most of the subjects discussed were covered by Sgt Adamson. With regard to the 20mph proposals, John advised members that a Bill covering general proposals on speed limits is being discussed and the public can respond on

# Royal Burgh of Burntisland Community Council.

Friday, 14<sup>th</sup> April 2017  
7.00 p.m.  
Burgh Chambers.

## Final Approved Minutes.

[www.smartsurvey.co.uk/s/20mphSpeedLimits/](http://www.smartsurvey.co.uk/s/20mphSpeedLimits/)

*Action- Sergeant Adamson to continue monitoring youth disorder in town. Members who are interested to fill on line survey re 20mph.*

### **4.0 Secretaries Report (George McLauchlan)**

- 4.1 It was drawn to the secretaries' attention that we may have to register under the Data Protection Act. The secretary will get guidance on this from Fife Council.
- 4.2 The Secretary advised members that the annual grant application had been applied for and an application to the Common Good Fund submitted.

*Action- Secretary to follow up on Data Protection registration.*

### **5.0 Treasurer's Report (George McLauchlan)**

- 5.1 The annual independent examined accounts were submitted, these were approved by Leslie-Anne Cronin and seconded by Tim Hailey. *Appendix 2*
- 5.2 Treasurer's Report. *Appendix 3*

### **6.0 Environment Report (John Bruce)**

- 6.1 Just Bin It Campaign. This is an ongoing campaign with new signage placed throughout the town including the Toll Park, Glebe Park, Links and Beach. A full detailed report will be issued to the Community Council once the campaign is completed.
- 6.2 Paths for All. This is a Scottish charity offering grants of up to £1500 to communities wishing to create or upgrade pathways. A meeting has been arranged with interested parties to identify suitable sites within the town. Any application would be applied in next year's funding.
- 6.3 There is an open invitation to a Fife Access Forum Event on Tuesday 13<sup>th</sup> June, 7.00pm. The evening offers the opportunity to hear from F.A.F. and to have an update from Fife Council about core paths and other access issues.
- 6.4 The pathway leading from Cromwell Road to Dick Crescent has been cleared by the Pay Back Team.
- 6.5 F.A.B. The hanging baskets are being distributed along High Street and Links. Thanks to additional sponsors there are more baskets than ever. Again, Burntisland has entered into the Beautiful Fife Competition and we wish them well and thanks them for their hard work and dedication for making Burntisland look fabulous.
- 6.6 Toll Park. Concern was raised with regard to storage of goal-posts at Toll Park. These are padlocked to the fence and may cause a safety issue. Further reference was made to litter after matches and also foul language. Alex MacDonald advised that Fife Council were responsible for management of the park. Cllr. Langlands confirmed that teams had to book the park and were responsible for clearing any rubbish. With regard to foul language, Bill Kirkhope said that this was inherent in the game. Cllr. Langlands will contact relevant department with regard to goal posts and litter problem.

*Action- John Bruce to report back on Just-Bin-It & Paths for All initiative. Any*

# Royal Burgh of Burntisland Community Council.

Friday, 14<sup>th</sup> April 2017  
7.00 p.m.  
Burgh Chambers.

## Final Approved Minutes.

*relevant issue from Fife Access Forum. Cllr. Langlands to follow up on safety concern re goal post at Toll and also problem of litter.*

### **7.0 Planning Applications (Tim Hailey)**

**7.1** Tim advised members that an application by Fife Council had been submitted for repairs to the sea wall between Burntisland and Petycur. The only concern would be if this was carried out during the summer season. A change to planning permission had been submitted by Devron Homes to increase the number of houses from 37 to 43. These are smaller houses but would increase the number of people being housed.

### **8.0 Burgh Buzz (Bill Kirkhope)**

**8.1** Bill advised that this was a busy time of year for events and that he would appreciate timely reminders to his team from any organization's wanting coverage. Copy deadline for the next issue is Mid July.

### **9.0 Other Business**

**9.1** Mural by Schoolchildren. Proposals have been received from the Primary school, working with Starleyhall, to produce a mural. Ideas are being sought on the subject and on sites. Tim Hailey suggested that the inside of the tunnels leading to the beach may be suitable. Any suggestions should be directed to the secretary.

**9.2** Post Office. It was agreed that a general letter of support for any application for a Post office be submitted.

**9.3** Cars on Links. Tim Hailey pointed out that still no action had been taken with regard to cars driving on the Links. It was also pointed out that a large part of the Lammerlaws car park had been blocked off by Network Rail. Cllr Langlands said he would take this up with the appropriate department.

**9.4** Christine Dewar noted that the pathway at the side of 147 Kinghorn Road was still closed although the houses were completed. Cllr Langlands to follow up.

**9.5** Community Emergency Plan. John Bruce explained to members that the initiative was to harness and develop local response and expertise during an emergency in a way that compliments the response of Emergency services and responders. John is organizing an initial meeting with volunteers. This will allow them to meet up and gain a better understanding of the Community Emergency Plan and explain the main purpose of this plan. Anyone interested in helping please contact John direct or through the Secretary. John will be attending a Resilience workshop on 22<sup>nd</sup> June.

**9.6** Public Toilets. Cllr. Langlands has been cooperating with Fife Council with regard to opening times. It is felt that these are still not catering for visitors to the town in the summer. It has been agreed that a board with opening times will be erected and also assign directing to the nearest alternative site. Andy Smith raised the condition of the toilets at the East end of the Links and also the sporadic opening times. Cllr Langlands will continue pursuing

# Royal Burgh of Burntisland Community Council.

Friday, 14<sup>th</sup> April 2017  
7.00 p.m.  
Burgh Chambers.

## Final Approved Minutes.

this issue.

*Action- Members to contact Alex or secretary with ideas re School Mural. Alex send letter of support to Post Office. Cllr. Langlands to follow up on Links Parking, Lammerlaws car park/ Network Rail, pathway at 147 Kinghorn Road, Links toilets. John Bruce report on Community Emergency Plan.*

### 10.0 New Business

**10.1** Charter Branches-trees, Woodlands. This is a celebration of the launch of a new Tree Charter. 800 legacy trees will be planted across the UK. A portion of the trees have been reserved for community councils. The tree will be free and is conditional on attaining permission from the landowner. It was agreed to sign-up for this.

**10.2** Community Choices Fund. George McLauchlan introduced this possible opportunity for funding. It is open to Community Organisations and Community Councils. It is targeted particularly at work in deprived areas and applicants can apply for a minimum of £20,000 up to a maximum of £100,000. George will investigate this further.

*Action-George McLauchlan to report back on Charter Branch Trees and Community Choices Fund.*

### 11.0 Awaiting Updates

**11.1** Burntisland Common Good Trust. Continued.

**11.2** Spider Park. Cllr Langlands advised members that the play area was now complete and awaiting handover to the council. It should be open in the next few days. Signage has been ordered for both the spider park and the East Links area. A date for an official opening is to be arranged.

**11.3** Burgh Chambers Complex. Continued

**11.4** Kirkton Church project. George McLauchlan advised members that work was progressing and should be completed by the end of July. There was a site visit on Thursday with Susan Buckham of Kirkyard Consulting to identify headstones of interest and also identify stones in need of stabilizing.

**11.5** Exiles Reception. George McLauchlan advised members that letters of invitation would be going out in the next 10 days. The appropriate permissions had been applied for. An appeal was made for prizes for a raffle. Help was required on the day (July 17<sup>th</sup>) please gather at the Burgh Chambers 9.00am -9.30am.

**11.6** Play-park Piper Crescent. Cllr. Langlands had visited the playpark and agreed that the equipment was not up to standard. It was felt that this was a problem in the various recreational areas in the town. There is an annual safety check on equipment, unfortunately in most cases if a problem is detected the equipment is removed, and not replaced. It was felt that the Community Council may be able to take the lead on play areas in the town and organize a sub-committee to look at funding. The Secretary will circulate members and various organizations to look for support. Cllr. Langlands suggested that the Community Council may wish to apply for

# Royal Burgh of Burntisland Community Council.

Friday, 14<sup>th</sup> April 2017  
7.00 p.m.  
Burgh Chambers.

## Final Approved Minutes.

**May 2017**

**May 2016**

funding to support a bench to be placed in the Collinswell recreation area.  
*Action- Christine Dewar to report on Common Good Trust. Cllr. Langlands report on Spider Park/ West Links play area, also any developments with Piper Crescent play area. George McLauchlan to report on Kikrton Church, Burgh Chambers complex and Exiles reception. George McLauchlan to circulate for support of Playpark sub-committee.*

### **12.0 Closed Meeting**

**12.1** Sensitive matters relating to the exiles reception were discussed. George McLauchlan reported on a private discussion he had had regarding commercial options, and it was agreed to fund the fitting of blinds in the “Courtroom” within the Burgh Chambers up to £400. The Treasurer was authorised to spend £25 as a goodwill payment.

**13.0 Date of Next Meeting: 11<sup>th</sup> August 2017**

*George McLauchlan 11/06/17*

**Appendix 1**

# Royal Burgh of Burntisland Community Council.

Friday, 14<sup>th</sup> April 2017  
7.00 p.m.  
Burgh Chambers.

## Final Approved Minutes.

Number of Crimes	Number of Detections	Number of Crimes	Number of Detections
<p><b>23</b></p> <p>Includes:</p> <p>7 Dishonesty</p> <p>6 Assaults</p> <p>2 Anti-social Offences</p> <p>2 Communications Act</p> <p>2 Bail Offences</p> <p>2 Road Traffic Offences</p> <p>1 Misuse of Drugs</p> <p>1 Vandalisms</p> <p>3 named suspects. 7 live enquiries.</p>	<p><b>13</b></p>	<p><b>39</b></p> <p>Includes:</p> <p>11 Assaults</p> <p>11 Vandalisms</p> <p>10 Dishonesty</p> <p>3 Bail Offences</p> <p>3 Anti- Social Offences</p> <p>1 Road Traffic Offences</p>	<p><b>19</b></p>

### Analysis:

- Overall reduction in crime of 41%.
- Main Issues:
- Serious Assault – Dick Crescent. As most will already be aware a serious assault took place on 26/05/17 in the street. A male received substantial facial injuries and was attacked by a group of both males and a female. To date 3 individuals have been charged, two of which are adults, one has been remanded in custody and the other has bail conditions not to be in Burntisland. The investigations are still ongoing with a number of other suspects having been identified and will be reported in due course.
- Anti-social behaviour continues to be a concern for the community, in particular youth disorder. Overall ASB calls (including youth calls) have declined over the past month compared with the previous year (30 calls in May 2016 to 18 calls in May 2017, 40% reduction); this reduction is a trend that has been seen over the past 12 months, compared with the previous year.
  - Period from 01/06/2015 to 31/05/2016 (390 calls)

# Royal Burgh of Burntisland Community Council.

Friday, 14<sup>th</sup> April 2017  
7.00 p.m.  
Burgh Chambers.

## Final Approved Minutes.

- Period from 01/06/2016 to 31/05/2017 (252 calls)

This demonstrates a 35% reduction in calls received regarding ASB.

However, that being said incidents such as the one that occurred on 26/05/17 highlights the need for the Community Officers to continue to treat ASB as a top priority and will continue to work closely with the community to prevent and deter the behaviour that led to such an incident occurring in the first place.

# Royal Burgh of Burntisland Community Council.

Friday, 14<sup>th</sup> April 2017  
7.00 p.m.  
Burgh Chambers.

## Final Approved Minutes.

Sheet1

**Royal Burgh of Burntisland Community Council**  
**Treasurer's Report As at 4th June 2017**

<b>Balance @ 31st March 2017</b>		<b>£47,005.10</b>
<b>Income (Deposits)</b>		
Date	Description	Amount
<b>Total Income (Deposits)</b>		<b>£0.00</b>
<b>Expenses (Cheques)</b>		
Date	Cheq. No. Description	Amount
10/04/17	33 Scroll	£190.00
<b>Total Expenses (Cheques Written)</b>		<b>£190.00</b>
<b>Closing Balance At</b>		<b>£46,815.10</b>
<b>Monies Held For Specific Projects</b>		<b>Amount</b>
East Links Play Area		£40,009.51
West Links Play Area		£4,783.46
Chimes/Clock		£430.20
Community Futures		£684.20
Community Emergency Plan		£107.38
<b>Total Held For Projects</b>		<b>£45,994.75</b>
<b>Total Available</b>		<b>£820.35</b>

*George D. McLauchlan*  
*Treasurer*  
*4th June 2017*

Page 1



# Royal Burgh of Burntisland Community Council.

Friday, 14<sup>th</sup> April 2017  
7.00 p.m.  
Burgh Chambers.

## Final Approved Minutes.

Royal Burgh of Burntisland Community Council							
<i>Income and Expenditure Account for Year Ended 31st March 2017</i>							
	31/03/2017	31/03/2016					
<b>Income</b>							
Fife Council Grant	£1,199.32	£1,193.92					
Common Good Grant	£500.00						
Pick 'N Fix		£116.00					
Community Action Plan	£500.00						
Raffle	£97.10						
Community Futures	£5,345.00	£10,900.00					
East Links Play Area	£17,165.51	£22,844.00					
West Links Play Area	£4,763.46						
Donations	£500.00	£400.00					
Transfer from Royal Bank	£136.44						
	<b>£30,206.83</b>	<b>£35,453.92</b>					
<b>Expenditure</b>							
Safe Custody (Royal Bank)	£69.45						
Sundry Expenses	£323.56	£85.35					
Community Action Plan	£392.62						
Pick 'N Fix		£140.40					
Hall Hire	£273.00	£359.63					
Community Futures	£4,591.80	£10,986.75					
Exiles Reception	£172.02	£149.04					
Remembrance Day	£406.70	£299.09					
Community Award	£258.00	£532.63					
Scots Verse	£240.24	£256.98					
	<b>£6,727.39</b>	<b>£12,809.87</b>					
Opening Balance	£23,468.12						
Income	£30,206.83	£35,453.92					
	£53,674.95						
Expenditure	£6,727.39	£12,809.87					
	£46,947.56						
Uncashed Cheques	£193.98						
	£47,141.54						
Transfer Balance from Royal Bank	£136.44						
Closing Balance at 31/03/17	<b>£47,005.10</b>	<b>£23,468.12</b>					
<b>Signature</b>	<i>[Handwritten Signature]</i>						
<b>Date</b>	<i>14/03/17</i>						
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.							
<b>Signature</b>	<i>[Handwritten Signature]</i>	<b>Independent Examiner</b> <i>ELGE I DICKSON</i>					
<b>Date</b>	<i>14.3.17</i>						
	<table border="1"> <tr><td><i>ELGE I DICKSON</i></td></tr> <tr><td><i>4 SALMON DRIVE</i></td></tr> <tr><td><i>BURNTISLAND</i></td></tr> <tr><td><i>FIFE</i></td></tr> <tr><td><i>K43 914P</i></td></tr> </table>	<i>ELGE I DICKSON</i>	<i>4 SALMON DRIVE</i>	<i>BURNTISLAND</i>	<i>FIFE</i>	<i>K43 914P</i>	<i>07977904521</i>
<i>ELGE I DICKSON</i>							
<i>4 SALMON DRIVE</i>							
<i>BURNTISLAND</i>							
<i>FIFE</i>							
<i>K43 914P</i>							