



Royal Burgh of Burntisland Community Council
Draft Minutes.

Friday 12th August 2016
7.00pm Burgh Chambers.

Present:

Ben Barron, John Bradshaw, Christine Dewar, Morag Douglas, Alex MacDonald, Gordon Langlands, George McLauchlan, John Russell, Lesley-Anne Cronin, Tim Healey, Billy Symington.

Attending:

Cllr. Leslie, Cllr. Kay, Cllr. George. 12 members of the public.

1.0 Chairman's Opening Remarks and Apologies for Absence.

- 1.1 The chairman welcomed members back after the summer break.
- 1.2 The Chairman announced resignation letters from Colin Fraser as a member of the Community Council and from John Russell as Treasurer and also as a member of the Community Council. The Chairman expressed his thanks to both Members for their contribution, and in particular to John Russell for his long service as a member and as Treasurer.
- 1.3 The Chairman asked members to remain after the formal meeting for a closed session, to discuss filling the resulting vacancies.
- 1.4 Apologies were received from John Bruce. Apologies from Cllr. George, who will leave at 8.30pm.
- 1.5 The Chairman announced receipt of a donation of £300, from the Showmen of Burntisland to assist with community events.

2.0 Minutes from previous meeting (10th June 2016)

- 2.1 The minutes were proposed by John Bradshaw and seconded by Tim Hailey.

3.0 Police Report

- 3.1 See Appendix 1
- 3.2 Gordon Langlands read out the crime statistics provided by Ross Masterton for the month of June. These showed 24 crimes being reported and 13 detected. Gordon again pointed out that although the details provided were extremely useful for comparing year on year, and month on month, there was no dialogue accompanying them. Hopefully there will be a dialogue provided at the next Community Engagement session (Tuesday 23rd. August at 6.30pm / Tuesday 30th. August 9.30am).
- 3.3 A member of the public asked if there was a trend towards a lower detection rate. Alex MacDonald said that it appeared to be around 50%, fairly consistently. The member of the public thought that this was not good enough for a community the size of Burntisland. Gordon Langlands felt that the Community Council should wait

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until the end of the year when more comparative data is available, before commenting.

Action: Secretary to pursue matters of concern at Community Engagement Meeting

4.0 Secretary's Report

- 4.1 Exiles Reception. This was well attended, with both visitors from Flekkefjord and previous Community Award winners attending. It was thought that additional help from council members would be appreciated at future events. Concern was raised with regard to capacity, this would be looked into.
- 4.2 Attendance. After circulating a letter among C.C. members regarding attendance, one resignation had been received.
- 4.3 MUGA. Gordon Langlands has spoken to Gillian Lowe, with regard to replacement of the back board on the basketball goal. He also raised the question of providing tennis equipment on the MUGA. He hoped that by doing this, more people could be encouraged to use this resource. Cllr Kay did not think the Gillian had responsibility with regard to repairs, and that he would contact the appropriate department with regard to the damaged back board.
- 4.4 Cancellation of September meeting. A request was made that the September meeting be rescheduled as it clashes with the Flekkefjord Male Voice Choir concert. The Chairman felt that if there was sufficient to form a quorum, the meeting should go ahead. After a show of hand on who was intending to attend the concert, it was decided that the meeting go ahead as planned.

Actions:

*Councillor Kay to contact Fife Council with regard to MUGA basketball back board.
Secretary to make enquiries with regard to capacity in Burgh Chambers.*

5.0 Treasurer's Report

- 5.1 John Russell presented the August accounts. See Appendix 2.
- 5.2 John Russell presented the Annual Accounts. See Appendix 3. These were unanimously adopted.
- 5.3 The Funding Grant for the current year has been received.
- 5.4 West/East Links Play Park Funding. See Appendix 4.
A general discussion took place with regard to the monies received from community fundraising. Cllr Kay felt that the individual involved had been unfairly targeted for what was regarded as a splendid job of fundraising. The Chairman assured the meeting that no offence was intended, and that as he had received a complaint with regard to the fundraising effort, he was obliged to investigate it. John Russell felt that as Treasurer he should have been made aware of any other accounts being used on behalf of the Community Council; as the Chairman was aware of this account,

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he should have mentioned this at the earliest opportunity. The fundraiser was under the impression that the Community Council wanted nothing to do with fundraising until it was complete. John Russell said that this was not the case, that he had said that he did not want to handle cash. A full detail of fundraising amounts raised was distributed and the Treasurer informed members that all monies raised were now lodged in the Community Council accounts.

6.0 Environment Report (John Bruce)

- 6.1 In the absence of John Bruce, John Bradshaw read the report.
- 6.2 Dog Fouling. This continues to be a major problem despite the many efforts of the Community Council, working with groups within the town, and outside agencies. Recent initiatives include Pick'n'Fix, providing bags, gloves, wipes and 'pickers', (pickers have all been stolen), and a competition at the Primary School to design posters encouraging people to clean up after their dog. These posters are now prominently displayed around the town. The winners received certificates.
- 6.3 Beach Clean. Linda Howard a representative from Lloyds Banking Charity Team, has organized a Beach Clean for Wednesday 7th September at 10am, seafront at the Beacon. A further litter pick will take place the same day and will cover the breakwater wall along to the Sailing Club. 12noon- 4.00pm. Confirmation of these times will be posted on the Community Council website and on Facebook.
- 6.4 20mph for Kirkcaldy Road. Consideration and discussion should take place with regard to imposing a lower speed limit on this approach to the town.
- 6.5 John Bruce has reported concern with regard to weeds at the Old Bell Tower opposite the Parish Church, Fife Council are looking in to this. A sewage leak at the tunnel to Pettycur has also been reported and is being attended to.
- 6.6 A member of the public drew attention to the large amount of weeds growing between the fences at the Primary School on Toll Park. Cllr. Kay agreed that it needed attending to and he would take this up with the appropriate authority.
- 6.7 It was noted that a group of 'travellers' had been parked in the dock area for a number of weeks. Cllr Kay thought that they were preparing to move on. If not, he would raise this with Railtrack/ Abelio.
- 6.8 Parking. A number of members of the public raised concern with regard to indiscriminate parking, both on the Links and on pavements throughout the town. Gordon Langlands had

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approached local police who advised him that there was little they could do as long as they were not blocking the Highway. One member of the public felt that this was untrue and that driving on a pavement was illegal. Cllr. Kay concurred that the police can take action if the highway is obstructed, but not with regard to parking. Cllr. Kay felt that general parking within the town will ease by the end of September with the completion of the contract at Bifab, resulting in several hundred less vehicles. Cllr Kay also said that it would be helpful if members would meet with representatives of the various agencies and work together to resolve this. Cllr Kay offered to arrange this. Gordon Langlands felt that as many members of the public as possible should attend the Community Engagement meeting in September and raise their concerns.

- 6.9 Games Day Parking. A member of the public raised concern with the lack of parking provided on Games day. It was noted that no parking cones had been distributed this year. Alex MacDonald also noted that many of the additional officers deployed that day had no local knowledge. Parking on the Links was also discussed. It was felt that Fife Council depended too much on people being insured, should they cause an accident while driving on the Links. The accident at the Beacon car park where a car drove into the water was highlighted as an example where someone driving with a cast/support may not have been insured.

Actions:

*Reminder to members of Beach/Docks clean-up on Wednesday 7th September.
Cllr. Kay to follow up on weeds at Toll Park, Travellers at dock area, arrange for meeting with representatives of agencies/police and Community Council to discuss parking problems.*

7.0 Local Planning Applications (Tim Hailey)

- 7.1 Tim advised members that the only thing of any significance to members was a change in application for the old St. Serfs hall, from two detached houses to conversion to a storage facility. This may cause congestion problems on a narrow road, however, this would be up to neighbours and local Planning Authority.
- 7.2 Edinburgh Airport Consultation. Tim advised members that Kinghorn Community Council requested a meeting with Edinburgh Airport Authority to explain the implications of the planned changes. This meeting will take place on August 18th at 7.30pm in Kinghorn Community Centre. A member of the public raised concern that with an increase in air traffic of up to 50%, and planes flying at 4000ft, this would cause an unacceptable level of noise. Cllr Kay advised members that Kinghorn C.C. were awaiting the facts before commenting. Alex MacDonald and John

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- 7.3 Bradshaw said that they would attempt to attend the meeting. Portacabin at Seamill. The positioning of this has been altered and will now follow the tree line thus making it less expensive and quicker to get permission.

Action: Alex MacDonald and John Bradshaw to liaise with regard to Airport meeting in Kinghorn on 18th August.

8.0 Burgh Buzz

- 8.1 No representative in attendance.

9.0 Other Business

- 9.1 Pharmacy Application. Alex MacDonald advised members that the appeal by the applicants had been successful and that a new application will be heard on Thursday September 29th at 2.00pm.
9.2 215, High Street. Cllr Kay advised members that the prospective new owners of this property will be making an application to develop land at the rear of the property which is in Common Good ownership. It was generally thought that this would be a positive move to develop a derelict piece of ground.
9.3 147, Kinghorn Road. Several complaints have been received with regard to common access in this area. This has been blocked by earth and fencing removed from excavations. Cllr. Kay advised members that he is aware of this and that access has been blocked for two months. Cllr. Kay is liaising with all agencies in trying to resolve this issue.
9.4 Castle Community Barbeque will be held on 3rd. September.
9.5 Closure of Bank of Scotland branch in Kinghorn. It was felt that this issue will be dealt with by Kinghorn Community Council, and that we should await the outcome.

Actions:

Councillor Kay to report back on problem of access at 147 Kinghorn Rd.

Members reminded of Castle Community barbeque 3rd September.

10.0 Ongoing Business

- 10.1 Heat Map/ Energy Plan. Deferred to September.
10.2 Climate Action Plan. Deferred to September
10.3 Burgh Chambers June Meeting. No minutes had been distributed from this meeting due to holidays. Cllr Kay will follow this up.

Action: Cllr Kay to obtain on minutes for meeting held in Burgh Chambers 28th June.

11.0 Awaiting Update

- 11.1 ABC Routes. Alex MacDonald advised members that he had heard nothing further with regard to this proposal. Carried forward to

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- September.
- 11.2 Community Action Plan. Alex MacDonald advised members that despite a disappointing launch day, there had been positive feedback from the brochure and its proposals/ findings. Several people had registered an interest in being involved with projects and they would be contacted in due course. Alex encouraged as many people as possible to contact the Community Council to register support.
- 11.2.1 Burntisland Futures Trust. Cllr. Leslie voiced concern of the possibility of their being two Trusts competing against each other. She felt that far more could be achieved by working together. She felt that those involved should get around the table and work out their differences. Cllr Kay agreed with the sentiments but said that work on forming a second Trust will continue.
- 11.2.2 Charitable Status. Gordon Langlands raised the possibility of the Community Council applying for charitable status. This had been made possible by a change of law in 2010. It was felt that both the formation of a Trust and application for charitable status required a fuller discussion. A meeting to which anyone with an interest in the formation of a Trust or the implications of charitable status is invited will be held in the Burgh Chambers at 7.00pm on 24th August.
- 11.3 East Links/ West Links Play Area Funding. Funding has been completed for the East Links project with any potential shortfall being guaranteed by Fife Council Local Area Fund. Funding for the West Links continues with a Quiz Night in the Jubilee Tavern on Friday 26th August. It is hoped that the West Links project can go to tender later this month. Planning applications have been applied for and it is hoped that both projects will be completed either later this year or early spring of 2017. The effort put in by both Claire Masterton and Morag Douglas should be acknowledged and our grateful thanks given.
- 11.4 Kirkton Church project. George McLauchlan reported that the project is now fully funded and that it is hoped that phase 2 will commence within the next few weeks. Phase two will see the wall capping being completed, the stonework re-pointed, boundary wall repaired, environmental work carried out and interpretation panels installed.
- 11.5 Half Moon/ Sailors Walk. Work is ongoing in this area with Payback clearing Shipyard Steps and also doing work along Monks Walk. It is hoped that the Steps will be open in the next few weeks. This should make a vast difference to the area and open up a new route for walkers.

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Action: Alex MacDonald to report back on outcome of meeting on 24th August.

12.0 Closed Session.

- 12.1 William Symington was appointed Treasure.
- 12.2 Responsibility for event planning was assumed by George McLauchlan, assisted by John Bradshaw.
- 12.3 It was agreed that any applicants for positions on the Community Council should first attend three sessions as members of the public before being offered co-opted membership. Any current applicants will be informed by the Secretary.

Action: Secretary to inform prospective new members of attendance for three consecutive meetings before application for co-opted membership will be considered.

13.0 Date of Next Meeting- 9th September 2016, Burgh Chambers. 7.00pm

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Appendix 1:

JUNE 2016		JUNE 2015	
Number of Crimes	Number of Detections	Number of Crimes	Number of Detections
24 Includes: 12 Assaults 3 Vandalisms 5 Dishonesty 2 Misuse of Drugs 1 Road Traffic Act 1 Sexual Offences 4 Named Suspects still to be traced and detected.	13	40 Includes: 9 Assaults 4 Vandalisms 11 Dishonesty 10 Sec 38 2 Misuse of Drugs 2 Road Traffic Act 2 Sexual Offences 6 Named Suspects still to be traced and detected.	21
May 2016		May 2015	
Number of Crimes	Number of Detections	Number of Crimes	Number of Detections
39 Includes: 11 Assaults 11 Vandalisms 10 Dishonesty 3 Bail Offences 3 Anti- Social Offences 1 Road Traffic Act 6 Named Suspects still to be traced and detected.	19	36 Includes: 14 Dishonesty 7 Assaults 5 Anti-social Offences 4 Vandalisms 2 Communications Act 2 Sexual Offences 1 Carrying a Knife 1 Bail Offence	22
April 2016		April 2015	
Number of Crimes	Number of Detections	Number of Crimes	Number of Detections
18 Includes: 5 Anti- Social Offences 4 Dishonesty 2 Assaults 2 Vandalisms 1 Bail Offence 1 Road Traffic Act 1 Misuse of Drugs 1 Communications Act 1 Wilful Fire-raising	11	27 Includes: 8 Anti- Social Offences 7 Dishonesty 5 Assaults 4 Vandalisms 2 Communications Act 1 Sexual Offence	16

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Appendix: 2.

Burntisland Community Council			
Treasurer's Report			
12th August 2016			
Details	Income	Expenditure	Balance
Balance Carried Forward 31/03/16	£23,541.12		
BCC Accounts to 12/08/16 (See Notes)	£25,325.24	£5,045.40	£43,820.96
Notes:			
The overall Community Council Account Balance includes balances held for the individual projects listed below.			
Burntisland Community Futures	£5,368.00	£4,591.80	£776.20
Burntisland Community Futures balance held in BCC Account 31/03/16	-£92.00		
Total Burntisland Community Futures Balance @ 12/08/16			£684.20
Exiles Reception	£100.00	£172.02	-£72.02
Exiles Reception balance held in BCC Account 31/03/16	£168.63		
Total Exiles Reception Balance @ 12/08/16			£96.61
Chimes balance held in BCC Account 31/03/16	£330.20		£330.20
East Links Playpark Project	£17,165.50		£17,165.50
East Links Playpark balance held in BCC Account 31/03/16	£22,844.00		
Total East Links Playpark Balance @ 12/08/16			£40,009.50
West Links Playpark Project	£1,418.31		£1,418.31
West Links Playpark balance held in BCC Account 31/03/16	£0.00		
Total West Links Playpark Balance @ 12/08/16			£1,418.31
Total held on Account for Projects			£42,538.82
Balance available to Community Council @ 12/08/16 (See Notes)			£1,282.14


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Appendix: 3.

Burntisland Community Council			
Income & Expenditure Account for year ended 31 March 2016			
	Notes	31/03/2016	31/03/2015
Income			
Community Council Grant		1,193.92	1,260.54
Burntisland Community Futures		10,900.00	-
BCC Exiles Reception		300.00	260.00
Pick N Fix Project		116.00	-
Chimes		-	-
War Memorial		-	46,390.66
East Links Play Park		22,844.00	-
Burgh Chambers Furniture		-	330.00
Scots Verse Donation		100.00	100.00
Beach Clean Donation		-	200.00
		<u>£ 35,453.92</u>	<u>48,641.20</u>
Expenditure			
Burntisland Community Futures		10,986.75	-
Pick N Fix Project		140.40	-
Sundry Expenses (Insurance, Safe Custody, Postage etc)		85.35	1,335.92
Hall hire		359.63	421.71
BCC Exiles Reception		149.04	131.95
Remembrance Day Buffet		299.09	-
Scots Verse Buffet		256.98	-
Community Award Buffet, Badges & Scroll		532.63	-
Chimes		-	-
War Memorial		-	47,960.64
Burgh Chambers Furniture		-	8,052.00
		<u>12,809.87</u>	<u>57,902.22</u>
		<u>22,644.05</u>	<u>- 9,361.02</u>
Income Over Expenditure			
Statement of Funds			
		31/03/2016	31/03/2015
Balance B/F at start of year		<u>824.07</u>	10,185.09
Income over Expenditure		22,644.05	- 9,361.02
Fund at 31.03.16		<u>£23,468.12</u>	<u>824.07</u>
Represented By			
RBS Current Account Balance		809.91	
TSB Account Balance		22,658.21	
		23,468.12	

Notes

Signature  (Treasurer)
Date 8.7.16

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  (Independent Examiner)
Date 10.7.16

IE Name Miss I Dickson
IE Address 4 Broom Drive
Burntisland
810 210
IE Contact Number 01592 872201

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Appendix: 4.

West Links Play Park							
Income/Expenditure							
1st April 2015 - 31st March 2016							
Month	Date	Transaction	Pay In No	Cheque No	Income	Expenditure	Balance
May	16	(West Links Play Park)			£251.61		£251.61
June	6	Burgh Buzz West Links Playpark			£300.00		£551.61
	27	John Bruce (West Links Playpark)	500013		£25.00		£576.61
		John Russell (West Links Playpark)			£25.00		£601.61
							£601.61
July	13	West Links Play Park (online Giving)	500015		£1111.70		£713.31
Aug	2	West Links Play Park	500017		£445.00		£1,158.31
	8	West Links Play Park (Showmens Night Out)	500018		£260.00		£1,418.31
		Page Total			£1,418.31	£0.00	£1,418.31

East Links Play Park							
Income/Expenditure							
1st April 2015 - 31st March 2016							
Month	Date	Transaction	Pay In No	Cheque No	Income	Expenditure	Balance
Apr	1	Carried Fwd from 2015-2016					£22,844.00
	25	Fife Council (East Links Play Park)	BACs		£5,145.00		£27,989.00
May	3	Asda (East Links Play Park)			£2,000.00		£29,989.00
Aug	9	Inclusive Playpark			£10,020.51		£40,009.51
		Page Total			£17,165.51	£0.00	£40,009.51