



DRAFT MINUTES
Of the Royal Burgh of St Andrews Community Council (RBSTACC)
Held in the Council Chambers, St Andrews Town Hall
Monday 11 August 2025 at 7.00 pm.

The meeting may be recorded to help the Secretary to produce the Minutes.

Members are also respectfully asked to raise outstanding matters with Fife Councillors in advance of the meeting where possible.

Martin Passmore (Chair) welcomed everyone.

He opined that the declaration of interest as per the Fife Council Community Council Scheme should be a routine agenda item.

0.1 Membership

0.1.1 Martin Passmore would contact the two potential members about a brief cv and would arrange to meet with them

He outlined the protocol for potential members:

- A requirement of the Fife Council Scheme that any potential new member should be over 16 years old + be registered on the voting roll + have an address in the community council area.
- An informal meeting with the Chair followed by a letter to potential candidates from the Chair
- The name and the brief cv of the individual should be circulated to current Community Councillors who would discuss at the next Community Council meeting, which the applicant would not attend
- If approved the applicant would then be invited to attend the next again community council meeting to introduce themselves and to answer any questions
- An approve applicant would then sign the declaration of office form be welcomed as a member
- Anyone not approved would be informed by the Chair
- The completed declaration of office form would be sent to Fife Council for their records

0.1.2 He reminded members that Cam Brown would be the last Students' Association President as in future there will be 4 Presidents: Education, student opportunities, union affairs, wellbeing, and community. The President of union affairs would attend RBSTACC meetings. Cam had suggested that the other 2 student seats might be taken by someone from the office of the Rector and Rectors assessor and by a staff member of the students' association. Martin asked

members to consider the matter. Discussion noted that we would have to consult Fife Council in relation to the Scheme and possibly change our constitution if we agreed to such changes.

Extract from the Fife Council Scheme: the Royal Burgh of St. Andrews Community Council will include three persons appointed by the Student Representative Council who are students at the University of

St. Andrews and have been elected to the Student Representative Council.

1. SEDERUNT AND APOLOGIES.

1.1 The following Community Councillors attended: -

Martin Passmore, Penelope Fraser, Gina Wilson, David Murray, Callum Macleod, Mike Reid, Neil Cunningham Dobson, Chris Hilton, Carol Scambler, Greg Newman,

1.2 The following Fife Councillors attended: - Robin Lawson, Al Clark, Jane Ann Liston

1.3 The following nominated Members attended: - None

1.4 The following guests/temporary representatives attended: Sandy Mitchell.

1.5 Apologies were received from: -

Izzy Corbin, Judith Harding, Kenny Macdonald, Marion Mason, Micheal Veitch, Lesley Caldwell (University of St. Andrews Representative), Christine Randall-Klee – St Andrews Links Trust (SALT),

Georgina Heggie Business Improvement District – St Andrews (BID)

2 Police Scotland

2.1 Report from Police Scotland – report circulated.

3. Fife Councillors Business.

3.1. Councillor Robin Lawson – Report circulated.

- David Strachan again raised the matter of resurfacing the East Sands carpark as money from the University of St Andrews (as part of an S75 agreement) had been put aside but no resurfacing had occurred.
- It seems that SALT own the land from Strathtryum to Guardbridge and thus own the cycle path along the A91.
- Installation of 20 mph signage on Largo Road and North Street is delayed due to Fife Council holidays.

3.2. Councillor Al Clark – Report circulated.

- All 2100 drains in St Andrews are to be cleaned out because of potential and actual flooding issues.
- Castle Sands is owned by Fife Council and not the Crown Estate.
- Comments about the current planning application by Morrisons can be made via the 4 elected Fife Councillors
- Neil Cunningham Dobson noted that the trees in South Stret were not trimmed in time for the Lammas Fair which constituted a fire risk. Apparently BID and Fife Council are in discussions about tree trimming and the winter lights.

- David Strachan noted the obstruction issues caused by the current development at Kirkhill.

3.3. Councillor Jane Ann Liston –

- There is an irregular hut on the Lade Braes which she is researching.
- Fife Council has bought back 3 council houses in St Andrews. She will provide a copy of the information about applicants renting Council Houses
- Gibson House residents will move to the new accommodation on the Western development in August 2025.
- The issue of seagulls was raised. It was suggested that the Design Guidelines for St Andrews should be updated with an emphasis on standards and enforcement.
- Cleanliness of the whole of St Andrews or lack of it was raised as an issue by several members.

3.4. Councillor Ann Verner – Report circulated.

4. DRAFT MINUTES of 11 August 2025 – Minutes were not approved and amendments are required.

It was noted that the reports from various individuals and from the committees are important and are filed on the RBSTACC website, posted on Facebook and in the relevant display notice boards in St Andrews.

5. MATTERS ARISING

5.1 An honoured citizen application form had been composed but it was agreed that it be amended as it was an erroneous title.

5.2 Minor Injuries Unit in NE Fife - No update

5.3 Carol Scambler opined that we need to be creative in choice of new members and that all members need to be more active. Gina Wilson suggested that we review our terms of reference and everyone should be active in membership of the subcommittees

5.5 Any other matter arising not covered in the agenda - none

6 REPORTS FROM REPRESENTATIVES.

6.1. Student Representatives - None

6.2 St Andrews University - Lesley Caldwell – report circulated

6.3 BID Representative – Georgina Heggie– report circulated

6.4 SALT Representative Community Council- Christine Randall-Klee - report was circulated.

6.5 Representatives on other bodies

6.6 ST Andrews Community Trust discussion was deferred to be taken in camera later in the meeting.

6.7 Billy Hammond (Lammas Fair) had personally given £1,000 to the RBSTACC to be used for local charities. Martin Passmore will write to thank him formally.

6.8 Notice Board at Spar – Callum Macleod is organising this.

7. TREASURER – Greg Newman updated the Council on his progress about the accounts. A report will be sent to members. Action is still ongoing in relation to changing signatories. Greg is concerned that outgoings may exceed incoming monies in future.

A special meeting will be required in November 2025 to approve the draft accounts that will be sent to the independent assessor.

8. BUSINESS PROPOSALS -

8.1 Proposal from Sandy Mitchell for website. – circulated – duplicate of proposal 8.3

8.2 Proposal from Martin Passmore for an Annual Zoom Licence at £155.00 p.a. - circulated. Withdrawn to check on accessibility of required security checks. Martin Passmore to investigate Microsoft Teams as well.

8.3 Proposal from Neil C Dobson for website - circulated.

Proposal: Funding approval for recurring annual website costs £696.19

Motion for the Agenda; The new updated RBSTCC Website will have annual costs to cover the domain name, e-mail, e-newsletter, and website hosting.

Narrative: 1st year costs of set up of new community council website: £696.19

Hosting On Wix £100.80 per year.

2 Registered domain names £30.00 per year. Total annual costs £254.80 (could be more).

Gmail (Unknown what package) £124.00 per year.

Proposed by Neil Cunningham Dobson, Seconded by Carol Scambler – as there was no counter motion this proposal was approved for this year.

8.4.1 Proposal from Greg Newman for Bandstand and Storehouse - circulated.

Proposal to pay for: - Bass Band Concerts on Summer Sundays. Bandstand Concerts £3200 from Main account

Motion for the Agenda; Bandstand Concerts £3200 from Main account.

The Summer Sunday Brass Band concerts at Bow Butts are now half way through.

This proposal formalises our payment of £400 to the bands for each performance. This is the same amount as last year.

Donations at the Bandstand have been paid into the Bandstand account but will we ringfence in this account for Bandstand routine maintenance until we have agreed terms with Fife Council. (Note that, in any case the sums donated would not anyway cover the above payments.)

Noted that this was approved at a previous RBSTACC meeting on 3 February 2025.

8.4.2 Proposal to pay for: - Donation to Storehouse. £1,000.00

Motion for the Agenda; Donation to Storehouse: £1000 from Main account.

We have donated £1000 a year to the Storehouse foodbank for many years.

The Community Council approved a proposal that all donations in the name of the Community Council should be routed through the St Andrews Community Trust. There was a concern that via the St Andrews Community Trust it is possibly an annual expenditure and not recurring.

It appears that no payment has been made this year (2025).

The need for Storehouse is not, unfortunately, diminishing.

It is therefore proposed that we reinstate our annual payment to Storehouse and review.

Proposed Greg Newman Seconded Penelope Fraser

as there was no counter motion this proposal was approved

8.5 Proposal from Gina Wilson for Short Term Let Questionnaires. - circulated.

Planning committee request - £46 for Printing of Short Term Let flyers and questionnaires

Planning committee wish to apply for £46 for printing of 30 (10 pages) copies of the Fife Region Short Term Let Questionnaire. Fife region will not print or distribute paper copies of the Questionnaire. Planning feel that it is important to give everyone the opportunity to be

involved and since not everyone will be comfortable filling in an electronic copy, hence this request. The paper copies will be in the town library. We also wish to produce a poster on this which has been priced at £25 for 50 x A5 and 20 A4.

Proposed Gina Wilson Seconded Greg Newman - as there was no counter motion this proposal was approved.

9. COMMITTEE BUSINESS

9.1 Planning and Licensing Committee- draft minutes and report from Convenor (Judith Harding) circulated.

The planning application for Madras is now live. Individuals may comment as soon as possible.

9.2 COMMUNITY ENGAGEMENT AND WELL BEING COMMITTEE

9.2.1 Convenor's Report circulated together with Draft Minutes of the subcommittee – Gina Wilson.

9.3 TRANSPORT COMMITTEE – Next meeting in August 2025

9.4 COMMON GOOD COMMITTEE – No report

10. OFFICE BEARERS BUSINESS

10.1 Community Council Chair – Martin Passmore - Report Circulated.

10.2 Secretary – Izzy Corbin - No Report.

10.3 Treasurer – See agenda item 7

6.6 – St Andrews Community Trust - in Camera – notes separate to this draft minute.

11. ANY OTHER BUSINESS.

11.1 David Strachan 2027 Open golf – Izzy Corbin and Neil Cunningham Dobson are willing to join him in ongoing discussions.

Chris Hilton declared and interest.

11.2 There will be night flying from Leuchars from 26-29 August 2025.

12. Next Meeting on Monday 1 September 2025 at 7.00 p.m. in St Andrews Town Hall Council Chambers.

Subsequent RBSTACC meeting for 2025

6 October

3 November

8 December

