



Minutes
Of the Royal Burgh of St Andrews Community Council.
Held in the Burgh Chambers, St. Andrews Town Hall.
Monday 6nd April, 2026 at 7.00pm

Members are respectfully reminded of the requirement to declare an interest in accordance with section 9.8 of the Fife Council Community Council Scheme.

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

Martin Passmore (Chair) welcomed everyone.

O. Membership.

Izzy Corbin has started a waiting list for applicants wishing to join the Community Council.

1. Sederunt and apologies

1.1 The following Community Councillors attended:-

Martin Passmore, Isabel Corbin, Neil Cunningham Dobson, Penelope Fraser, Judith Harding, Callum MacLeod, Marion Mason, Sandy Mitchell, Mike Reid, Carol Scambler, David Strachan, Annie Wishart, Zoe Bremner, Fergal Cochrane, Alice Hodges, Robert Moran

1.2 The following Fife Councillors attended

Cllr Jane Ann Liston, Cllr Robin Lawson, Cllr Al Clark

1.3. The following guests/temporary representatives attended:-

Tao Yazaki, feature writer for The Saint, student newspaper.

1.4. Apologies were received from:-

Alison Stephenson, Ian Muir, Lesley Caldwell. Representative of St.Andrews University, Christine Randall-Klee (SALT).

2. Police Scotland

2.1 Report from Police Scotland – no report.

3. Fife Councillors Business

- 3.1 Councillor Robin Lawson – report circulated.
- 3.2 Councillor Al Clark – no information.
- 3.3 Councillor Jane Ann Liston – no information.
- 3.4 Councillor Ann Verner – no report.

4. Draft Minutes

The January, February and March Minutes were not approved due to some CC not receiving the items before the meeting and updates required. Approval was deferred to the May meeting.

5. Matters Arising

- 5.1 CT/SALT update - Martin Passmore – no information.
- 5.2 Community Hospital - Penelope – A meeting has been arranged between NHS Fife managers, Angela Anderson (Chair of the Out of Hours group and Penelope Fraser to discuss the possibility of pre-operative assessments being held at St Andrews Community Hospital.
- 5.3 Finance Officer – no information
- 5.4 Change Agent – Ten Community Councillors attended the workshop. Carol Scambler will distribute the summary prepared by Dave McGrath from Fife Voluntary Action.
- 5.5 Accounts Scottish night – deferred.
- 5.6 Income and expenditure for Big Hoolie – deferred.
- 5.7 Accounts - RBSTACC stall – deferred.
- 5.8 Save Elmwood – Izzy Corbin, Judith Harding and Penelope Fraser attended a public meeting and will provide updates when available.
- 5.9 Facebook Administration – It was mentioned that Alison might like to be added as an admin on this account.
- 5.10 50 Years of CC project – Sandy Mitchell – no information.
- 5.11 Donation – The Chair advised that it should be recorded in the minutes that it had been agreed in previous meetings that there should be a donation of £350 each to the five groups who performed on the night. The Treasurer could now proceed and make these payments. An additional five groups have been selected by five CC members to receive an equivalent donation. This will proceed by way of a business proposal at the next meeting.
- 5.12 Coat of Arms – Sandy to resend his article again.

6. Reports from Representatives.

- 6.1 Student Representatives. - Alice Hodges, Zoe Bremner and Robert Moran. Zoe Bremner will be stepping down from the CC as she will be graduating. She was thanked for her efforts. A replacement will be advised in due course.
- 6.2 St. Andrews University – Lesley Caldwell – Report circulated.
- 6.3 BID Representative. - Georgia Heggie. – no information.
- 6.4 SALT Representative - Christine Randall-Klee - Report circulated.

7. Business Proposals

7.1 Penelope Fraser – That RBStACC fund a defibrillator (c.£1250), cabinet (£400) and installation (£200) at a total cost of £1850 (ex VAT) for a defibrillator unit for St Andrews.

7.2 Penelope Fraser – That RBStACC fund defibrillator/CPR training sessions for the public via Heartstart in autumn 2026 and Spring 2027 at a cost per session of c.£250 (A donation of c£200 to Heartstart and c£50 to the Cosmos centre for refreshments).

8. Committee Business

8.1 Planning and Licensing Committee – See Appendix A. Outstanding action for Martin to contact Transport to invite someone to present to CC.

8.2 Community Engagement and Wellbeing Committee – no information as to whether a convenor has been formally appointed

8.3 Transport Committee – Fergal Cochrane appointed as Convenor

8.4 Common Good Committee – No meeting held and next meeting TBC. Discussion about cartilage application on The Scores on Common Good Land. It was opined that an Environmental Impact Survey would be required.

9. Office Bearers Business

9.1 Chair – Nothing to Report

9.2 Secretary – Nothing to Report

9.3 Treasurer. Our new Treasurer, Marion gave the following update.

The accounts for 24/25 were audited by Bryan Weir, Fife Accounting Services, Leven and agreed by the CC at the AGM earlier this evening,

She is now in a position to advise Fife Council that the accounts were approved and they will consider all the evidence already provided along with the audited accounts to determine the annual grant award for 24/25.

The bank balances as at Monday 6th April 2026 were as follows:

1. Commercial Instant Access Savings - £7,676.11
2. Main Community Account - £7,239.06
3. Community Council Bandstand Account - £6,146.19

A sum of approximately £600 for expense dating back to the years 22, 23 and 25 for the Bandstand and Civic Reception have still to be paid to David Strachan once the figures and receipt agree.

10 Any Other Business- None

Martin Passmore (Chair) Thanked everyone for their input and attendance.

11 Next Meeting on Monday 11th May, 2026.

Appendices

Appendix A

I attach a possible request to Fife Council to review the buildouts on South Street. From the planning applications in 2024, St Andreans objected to all five, there were two general comments and one support for two of the applications. Is it time to ask for a review? Fergal has had some ideas about that.

Most applications were no comment but 34 Argle Street and 2 Hepburn Gardens want large changes, probably to enable short term lets and there is a garage in Buchanan Gardens to be a self-contained unit, as happened before the last Open Championship! 8 Donaldson Gardens has had a third set of plans; comments now before 23rd April.

Request

Buildouts March 2026 Draft

The Scottish Government has approved the use of tables and chairs on pavements, provided there is space for pedestrians to pass in safety. But during Covid buildouts were put up and five of them left on South Street for the last six years. The Royal Burgh of St Andrews objects to the five proposed permanent buildouts on South Street, work now scheduled to be started in October 2026. Before then we believe several of our concerns need to be reviewed and addressed by several departments in Fife Council.

The Stantec consultation on buildouts November 22 to January 2023 showed 46% in favour 42% against - a very small margin - with 12% in favour of some parts. Many students and local people were away and it is believed Fife Council officers set the questions. Most locals have now seen the results of the present buildouts and we hear, are not in favour of the approved plans. Some of the points are set out below.

In the planning applications already approved there are no conditions set out. We want to know the following.

SITE

South Street is in the conservation area. It is a wide, tree-lined boulevard, having been used as a pilgrim route from the West Port to the Cathedral. Its historical integrity should not be compromised so that tourists can have drinks in the open air.

HEALTH and SAFETY

There is no check for crossing the pavement to service customers using the buildouts. There is a hazard from dropped glassware, spillage of hot drinks, pedestrians having to dodge servers. Should the preparation be done at the buildouts themselves? Scavenging seagulls are also a problem.

FIRE SERVICE

There is no report from the Fire Service that their vehicles could easily access any emergency in the flats above the businesses using the buildouts

MANAGEMENT PLAN

There appears to be no plan for who is responsible for managing cleanliness and upkeep of the buildouts. It appears that both the businesses and Fife Council have neglected the temporary buildouts in place. Is there anything in writing to say who is responsible for what? Nor is there any demand for a financial contribution towards this. At present there seems to be no demand from Fife Council for a licence, insurance, removal of tables and chairs overnight. We believe this should be enforced, as occurs in other councils with pavement use.

DISCRIMINATION

The loss of over forty parking spaces to the serendipitous benefit of some businesses is discriminatory and unfair. All businesses pay high rates, yet we have discovered that Fife Council think any income collected from the pavement buildouts will not be enough to justify additional admin needed. We wish to see the figures given for this decision, as rough calculations suggest a possible loss of over £340 a day six and a half days a week, in parking fees, if busy. We wish to know which departments have been involved in this decision. We have been told all parking money goes into a central pot.

DISABILITY

There are not many vacant shops in the centre and we wish to retain the shops we have. Many of our local population are older and have mobility issues, therefore being able to park near a variety of shops rather than going to a retail park is important to them. St Andrews has the highest percentage in Scotland of people over sixty-five.

ACTIVE TRAVEL

Active Travel is important but insisting on bus, bike and pedestrian travel is unenforceable and cannot be an economic factor. More pressing ways to use the Active Travel budget available would be to promote the cycle paths from Strathkinness and from Crail , upgrading the route from Guardbridge or the routes suggested in the Active Way local survey 2024.