



**Minutes of the Ordinary Meeting of the
Royal Burgh of St Andrews Community Council
held in the Burgh Chambers, St Andrews Town Hall
Monday 6 July 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, especially Mary Popple and new student representative Amy Elvins.

O. Membership and Declarations

No declarations.

Former Fife Regional Councillor Keith Neilson passed away recently and 95 tolls of the town bell were stuck to mark each year of his life.

1. Sederunt and apologies

1.1 The following Councillors attended:

Martin Passmore, Alison Stephenson, Isabel Corbin, Greg Newman, Marion Mason, Annie Wishart, Neil Cunningham Dobson, Ian Muir, Sandy Mitchell, Judith Harding, Penelope Fraser, David Strachan, Amy Elvins, Robert Moran

1.2 The following Fife Councillors attended:

Cllr Robin Lawson, Cllr Ann Liston

1.3. The following guests/temporary representatives attended:

Mary Popple and Peter Robinson

1.4. Apologies were received from:

Mike Reid, Fergal Cochrane, Callum MacLeod, Carol Scambler, Patrick Marks, Cllr Al Clark

2. Fair Trade

Mary Popple, supported by Peter Robinson, explained the history and importance of St Andrews as a Fair Trade town/community, noting that it gained Fair Trade status in 2005 and has maintained it for over 20 years alongside the University of St Andrews.

Mary outlined why Fair Trade matters globally: it supports smallholder farmers and small businesses, especially in the Global South, by ensuring fairer trading terms, upfront payments, safer working conditions, and opportunities for communities to develop locally. She gave examples from True Origin Foods, which imports Fair Trade goods from countries including Kenya, Malawi, Eswatini, Mozambique, South Africa, and India.

A major focus of the discussion was the removal of Fair Trade road signs from St Andrews in 2018. Mary argued that signage is not “virtue signalling” but a visible statement that the town values ethical trade and global responsibility. She requested support for reinstating at least one Fair Trade sign on the A91 entrance to the town.

The discussion also covered public awareness, the need for better education about Fair Trade, possible renewed collaboration between the Fair Trade group and the Community Council, and practical ideas such as promoting Fair Trade Fortnight events, creating updated directories of Fair Trade outlets, and organising another used-spectacles collection for Malawi.

Community Council members appeared broadly positive about supporting Fair Trade going forward. The meeting concluded with agreement that the Council should continue discussion at a future meeting, explore the practicalities and costs of new signage with Fife Council, and consider how the council and Fair Trade campaign group can work together more actively.

3. Extra Special Meeting

3.1 Audited Accounts from 2025/26 for approval.

Proposed: Annie Wishart, **Seconded:** Alison Stephenson

Approved: 9 in favour, 3 abstentions

3.2 Proposal to change the date of the AGM to June from 2027 was discussed with some concerns about availability of student and possible pupil members.

Proposed: Neil Cunningham Dobson, **Seconded:** David Strachan

Approved: 10 in favour, 2 abstentions

4. Draft Minutes

The minutes of the meeting held on Monday **1 June 2026** were approved as a correct record.

Proposed: Marion Mason

Seconded: David Strachan

5. Matters Arising

5.1 Parking Review

An update is still awaited from Fife Council about when a parking review will take place in St Andrews. To remain on Agenda until a plan is forthcoming.

Action: Fife Councillors to report back with timelines and updates.

5.2 Buildouts follow-up

Still an unsatisfactory response from Fife Council. We need to know who will be responsible for maintenance and enforcement. Fife Council need to provide more detail.

Action: Martin will invite the Head of Roads and Transportation, John Mitchell, to address the Community Council about their plans in this respect.

5.3 RBStACC Competitions

No Community Engagement and Wellbeing meetings have been convened for some months, during which the competition arrangements should have been discussed and there is concern that some will not now happen. It is also rather late to start organising the Civic Reception, but this could be combined with the Loches reception.

Action: Martin will produce a brief paper outlining what is needed.

5.4 Madras College Engagement

No further response from the rector of Madras College, so will have to wait until next term.

Actions: Martin to arrange visit to Madras College with interested Community Councillors.

5.5 & 5.6 The potential amalgamation of the Fife Council NE Fife Area Planning Committee with the West and Central Fife Area Planning Committee has been referred to a working group. Councillor Lawson was asked who the members of this group are. Although the committee's membership is in the public domain, this subgroup is not.

Action: Cllr Lawson to provide this list to the Secretary.

5.7 Arrange for SALT members to attend CC meeting (4.2) - Cllr Al Clark – deferred

5.8 Police Scotland report schedule – Cllr Jane Ann Liston – deferred

5.9 Negotiate timetable of separate meetings with SALT (7) - Cllr Al Clark, Sandy Mitchell, Neil Cunningham Dobson - deferred

5.10 Facebook

Callum tried to create admin privileges, but system has changed and he no longer has access.

Action: Marion has discovered the official method to recover admin access of a Facebook page and will attempt this.

5.11 Fife Council Glenrothes Storage Facility visit

Arrangements are being made to visit Glenrothes storage to view St Andrews Common Good items, with a suggestion to bring selected items to St Andrews.

Action: Martin Passmore will pursue.

6. Fife Councillors Business

6.1 Councillor Robin Lawson – report circulated

He, and subsequent discussion, informed the meeting that;

- 90 minute walkabout on 15th June with Head of Transportation and the Executive Director of Place for Fife Council, highlighting ongoing road and pavement issues has resulted in very little (roundabout repainting and one road resurface)
- Query about who monitors the CCTV. Unknown, but believed to be central
- Query as to the rateable value of SPACE Kilrymont. It is currently valued as student accommodation, but some of the accommodation is used exclusively as a hotel during term-time. Assessors have been to visit the site and are actively assessing how it should be rated and will look at how the site is being used in practice.
- Lammas market – Fife Council's intent to charge for lost parking revenue in addition to charging for use of the street is in discussion. Hope that Fife Council will be shamed into reversing this decision.

6.2 Councillor Jane Ann Liston – report discussed

- With reference to rateable value, the ssa.gov.uk website provides information on individual properties. Scotsman Group claims that principal use is halls of residence.
- Burnt-out car on the West Sands has been removed, but cleaning up still required.

- Poles (for road signs) beside Janettas roundabout are full of rusty holes and could be a danger to the public. Now duct taped as a temporary safety measure
- OpenReach pole erected on Market Street and grey box attached to house in conservation area without planning consent – in process.

Izzy queried parking tickets issued in Finlay Douglas Court. Need registration number and date on when this occurred to investigate. If they have been parking on the pavement and causing an obstruction, there is likely to have been a complaint. If a carve-out from the pavement parking is needed, because houses have no assigned parking, this may be considered.

Judith reported that the top of post in Argyle Street has fallen off and jagged bottom half is left with potential danger.

Penelope reported that the Right of Way at Kilrymont is open.

7. Police Scotland

No quarterly report yet.

8. Reports from Representatives

8.1 Student Representatives

Most of student community away, but looking at additional ways to support PG students. Wetherspoons target completion date at the Students' Union is 4th September. Query about legionella. Though not affecting the union it is believed to have been resolved for the time being with renovation work planned in the long term.

8.2 St. Andrews University – Lesley Caldwell – Report circulated.

8.3 BID Representative. - Georgia Heggie. – Report circulated.

8.4 SALT Representative - Christine Randall-Klee - Report circulated.

8.5 Representatives on other Bodies

Penelope reported that the AGM for St Andrews in Bloom took place and volunteers needed for planters and hanging baskets. Donations also needed from any willing source.

9. Community Trust

No movement since last time. Differences need to be resolved to enable donations to be given again. Sandy reported that Commercial director and the trustees were unaware of the 2010 agreement. SALT assumed that the donations agreement had already been agreed between the Community Council and the Community Trust. An AGM or EGM of the Community Trust must be called before anything can be resolved. The Community Council is being blamed for delays, when the delays are due to assumptions made by the other parties. Suggestion to mention OSCR or the press, but this may do more harm than good. There is an opinion that they are hoping we will concede as we don't have the financial resources, so we need to stand firm.

10. Affordable Housing, Short-Term lets and Student Accommodation

Fife Council is actively advancing plans to designate St Andrews (and parts of the East Neuk) as Short-Term Let Control Areas, but this requires Scottish Government approval. Fife Council has declared the lack of affordable housing as an emergency, but none are likely to

be built here soon. There is now too much student accommodation causing much of it to be turned into short-term lets, exacerbating the problem.

11. Community Engagement and Wellbeing

Previously discussed

12. Business Proposals

Concern was highlighted by a Community Councillor that RBStACC is spending significant monies when viewed over the year (rather than item by item) and that we may currently be authorising what could become debt for future years. The treasurer confirmed that there are sufficient monies available to currently fund the following business proposals, if agreed:

12.1 Raffle ticket - £65 plus VAT. Proposed by Annie Wishart, seconded by Sandy Mitchell.

Approved (unanimous bar 2 abstentions)

12.2 Document wallets for accounts - £25 estimate. Proposed by David Strachan, seconded by Ian Muir

Approved (unanimous bar 1 abstention)

12.3 Annual recurring website costs - £451.19 estimate. Deferred. Possible to reduce cost without non-essential add-ons.

12.4 Implement Microsoft Teams - £1000 estimate. Deferred. Lesley Caldwell at the University could be contacted for guidance.

There was some concern over the latter 2 business proposals being annual costs that may be unavoidable in the future at a time when the Community Council funds may not have the resources. It was agreed to determine what savings, if any could be made, with a preference towards local support of any implemented system.

13. Committee Business

13.1 Planning and Licensing Committee

Citizen office still requesting 6 flats with no parking. Gibson House Hotel valet parking is to be monitored, but is unlikely to happen. 10 Spaces in South Street and 45 in Kilrymont where people are already parking. If the parking system doesn't work, what is the recourse?

13.2 Community Engagement and Wellbeing Committee

No meeting of this committee.

Chewing gum remover to be deployed in the town, using a £22,500 grant from Keep Britain Tidy. Previous BID chewing gum remover machine cannot be repaired.

A second park group has been set up to plan and raise funds for the Lawmill Gardens Playpark in addition to the one at Shoolbraids. This has been helped through use of the Local Place Plan and engagement between the Community Council and Fife Council during site visits.

13.3 Transport Committee

Meeting occurred. Needs to be a parking review for the whole of St Andrews, not just the central area. Pedestrianisation was discussed.

13.4 Common Good Committee

13.4.1 A Common Good Application of £1,330.40 for Express Group in Fife. It was agreed that more information is needed on who is to be supported and whether all individuals

supported are from the St Andrews ward, exactly what it is for and whether it is appropriate expenditure.

Action: Martin to ask for more information from Frances Arbuckle (Local Community Planning Support Officer).

14. Office bearers' business

14.1 Chair– Nothing to Report

14.2 Secretary – Nothing to Report

14.3 Treasurer. Marion Mason. Report circulated.

15. Any Other Business

15.1 Need new microphone system as believe it is 50 years old or more.

15.2 Access to banking services survey to be completed by 20th July.

Action: Penelope will forward link to Alison

15.3 Hidden Gardens event made £300 profit.

15.4 Asset list provided by Gina

15.5 insurance due for renewal. Alison offered to read through.

16 Next Meeting **on Monday 10th August 2026 at 7.00**

Summary of Key Actions:

5.1	Timelines and updates on parking review	Fife Councillors
5.2	Invitation to Head of Transport	Martin Passmore
5.3	Report of what is needed re competitions and civic reception	Martin Passmore
5.4	Visit to Madras College with other members	Martin Passmore
5.5 & 5.6	List of members on Working group to secretary	Cllr Lawson
5.7	Arrange for SALT member to attend CC meeting	Deferred (Cllr Clark)
5.10	Facebook privileges	Marion Mason
5.11	Glenrothes storage facility	Martin Passmore
13.4.1	More information required on business proposal	Martin Passmore
15.2	Banking services survey to be circulated	Penelope Fraser, Alison Stephenson