



Royal Burgh of Falkland & Newton of Falkland Community Council

**Minute of AGM & Meeting - 9th November 2021
held at 7pm in the Falkland Community Hall
(public invited to attend)**

Welcome from Chair,

Chair introduced the two new council members and clarified that the meeting will be in two segments,

- Annual General Meeting
- November monthly meeting.

Present: Rod Crawford, Jim Brown, Stuart Knowles, John Smith, Douglas Young, Peter Burman, Keiran Allan, David Anderson

Lauren Ballantine (minutes)

Councillors: Cllr D MacDiarmid, Apologies from Cllr A Heer, Cllr D Lothian

Police: nil

Residents: 3

Apologies for absence: Roz Esslemont, Gavin Lawson, Kenny Lumsden

AGM – 2021

Item	Discussion	Action
<u>Declarations of Interest;</u>	<p>At monthly CC meetings, members declare any new potential conflicts of interest. For clarity, members gave a recap of all Declarations of Interest / Memberships of other relevant organisations:</p> <p>R Crawford – Falkland War Memorial Trust, Fife Community Climate Action, Falkland Gardening Group J Smith – Falkland War Memorial Trust, Falkland Stewardship Trust, Falkland Society P Burman – Falkland Society (chair), Falkland Stewardship Trust D Young – Falkland Gardening Group (chair), Rotary Howe of Fife</p>	
<u>Minutes of Previous AGM;</u>	<p>The last AGM had been held in December 2020, minutes of that meeting were approved at the January 2021 council meeting. Chair requested if there were any further comments relating to these minutes. No further comments. Previous AGM minutes approved.</p>	
<u>A1 Chair's Report</u>	<p>The unusual situation that was reported last year due to the Covid 19 pandemic has continued through the whole of 2021 with all CC meetings until October 2021 continuing to be on an online basis. The community has adjusted to a new normal with the re-opening of schools, non-essential shops and hospitality but, despite the successful vaccination programmes, we face the prospect of a winter spike in the pandemic due to new variants and vigilance must be maintained.</p> <p>The Community Council were involved in consultations and agreement between various sections of the community and business to facilitate the</p>	



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	<p>use of public space at the Mill Green to alleviate the problems faced by the hospitality sector and these operated successfully.</p> <p>Work continues with Sustrans and external consultants to carry forward some proposals following on from the Charrette activity but this is proceeding at a very slow pace due in part to the difficulty to carry out public consultation activities in the light of COVID lockdowns etc.</p> <p>One member of the council resigned for personal reasons during the period and efforts have been made to find replacement council members during the period, both for Falkland and Newton of Falkland Residents. Roz Esslemont joined the council immediately after the last AGM and two further new members, Keiran Allan and David Anderson, have recently joined the council. This has achieved a significant change for the better in the age and gender demographic of the council. Unfortunately we have not managed to find candidates for the two Newton of Falkland vacancies on the council although we hope to address this in the coming year. Fife Council have confirmed that the Falkland / Newton composition of the Community Council cannot be varied.</p> <p>Two of our most senior members, Peter Burman and John Smith have moved to co-opted / nominated councillor status (non-voting) to enable the introduction of fresh members into the council.</p>													
<p><u>A2</u> <u>Treasurers</u> <u>Report</u></p>	<p>Financial statements to 31/03/2021 have been circulated to members for review and approval. These statements have not yet been subject to independent third party examination so it is proposed that they will be approved at this meeting "Subject to independent third party check".</p> <p>Key points of the Financial Statements are as follows; -</p> <table data-bbox="336 1597 1126 1917"> <tr> <td>Income for year ending 31/03/2021</td> <td style="text-align: right;">£2,238.24</td> </tr> <tr> <td>Expenditure for year ending 31/03/2021</td> <td style="text-align: right;">£3,079.59</td> </tr> <tr> <td>Statement of Funds at 31/03.2021</td> <td style="text-align: right;">£13,851.86</td> </tr> <tr> <td colspan="2">Retained funds at 31/03/2021 includes the following ring fenced amounts;-</td> </tr> <tr> <td>War Memorial Fund surplus (maintenance)</td> <td style="text-align: right;">£2,075.08</td> </tr> <tr> <td>Defibrillator Funds</td> <td style="text-align: right;">£1,180.00</td> </tr> </table> <p>For information, Current cash at Bank as at 09/11/2021 is £13,887.67</p>	Income for year ending 31/03/2021	£2,238.24	Expenditure for year ending 31/03/2021	£3,079.59	Statement of Funds at 31/03.2021	£13,851.86	Retained funds at 31/03/2021 includes the following ring fenced amounts;-		War Memorial Fund surplus (maintenance)	£2,075.08	Defibrillator Funds	£1,180.00	
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	<p>There were no comments on the draft statements, Chair proposed approval on above basis, seconded by D Young. Agreed unanimously.</p>	
<p><u>A3</u> <u>Election of</u> <u>Community</u> <u>Council Officer</u> <u>Bearers:</u></p>	<p>As confirmed at the last AGM, office bearer positions are for the duration of the council with no automatic requirement for annual re-election.</p> <p>R Crawford and J Brown have indicated that they are willing to continue in their roles of Chair and Treasurer respectively.</p> <p>The position of Secretary is currently vacant and Roz Esslemont has indicated she would be prepared to carry out this role. Proposed by Chair, seconded D Young. There being no other candidates, carried unanimously.</p> <p>As John Smith has moved to Co-opted member status, the position of Vice-chair must also be filled. Chair asked if any members were willing to take this role with no initial responses. J Brown has offered to carry out this role if there were no other candidates. Proposed by Chair, seconded D Young, carried unanimously.</p>	
<p><u>A4</u> <u>Any Other</u> <u>Business (AGM)</u></p>	<p>Chair confirmed that the next elections for Community Councils will be in 2023.</p>	
<p><u>A5</u> <u>Closure of AGM</u></p>	<p>There being no further AGM business, the AGM section of the meeting was declared closed.</p>	



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November 2021 – Community Council Meeting

Agenda Item	Discussion	Action
3 Declarations of new Interest	None. See note above under AGM	
4 Minute of Previous Meeting	October minute, taken by Lauren Ballantine approved.	Approved.
5 Matters arising not on the agenda	None.	
6 Police Update	Monthly police report for October - 15 calls concerning Falkland resulting in 3 charges. Community Officers to be invited to attended future meetings when held in-person again.	RC – to issue invitation
7 Correspondence	<p>i) Local Development Plans Local Development Plan (FIFEPLAN), Email received from Fife Council noting that preparation work for the next iteration of the LDP will commence in 2022. Communities can now become more involved in this process through the preparation of Local Place Plans (LPP's) as provided for in latest Scottish planning legislation. Community Councils will generally be the lead organisation if a community intends to produce an LPP. Fife Council will hold seminars and publish guidance for community organisations interested in producing LPP's. LPP proposals will not be automatically included in the revised LDP but the council should take note of community aspirations.</p> <p>ii) Queens Platinum Jubilee Email from Lord Lieutenant's office re celebrations for Queens Jubilee in 2022, inviting communities to participate in hosting beacons and other activities. Request for info on any existing community proposals. CC to set up small sub-committee with wider grouping of organisations incl Falkland Estate & Falkland Events etc. Invite community feedback and investigate opportunities Fife-wide. Agreement in principle to take forward and RC/JB to draft response letter.</p>	RC / JB to respond.



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	<p>iii) Email from FC advising proposed revised rules / regulations for use of Public Open Spaces/Parks.</p> <p>iv) Email from FC advising Climate Change Seminar for Community Councillors on 30 November on MS teams</p> <p>v) Reminder for CC Annual Grant Application to FC. Deadline 31/12/2021.</p>	JB to submit
<p>8 Planning, Listed Buildings and Conservation</p>	<p>PB advised that Matthew Price of Fife Council Planning/ Built Heritage will attend the December CC meeting to give a presentation on the “Falkland Conservation Area Appraisal and Management Plan” (FCAAMP) and to discuss possibilities for an update of this document. Projector can be borrowed from Falkland Society if required.</p> <p>Planning Applications; Falkland Estate has submitted an application to relax requirements for the visibility splays on the A912 at the Forest of Falkland car park junction. These were not built as per original approval. It appears this is only to regularise previous verbal agreement between Fife Transportation team /Falkland Estate. If this has been pre-agreed, there is little point in CC issuing a comment. No other applications to report.</p>	No Action.
<p>9 Falkland’s Future / Sustrans PFE project</p>	<p>JB advised there are no significant updates to report. Awaiting consultants OPEN to produce visualisations in December for public consultation. Timing is too close to Christmas so consultations will be deferred to early in New Year.</p> <p>Stakeholder meeting – proposal to restart and to hold 2 weeks prior to next CC meeting (1 December). TBC.</p> <p>SK gave update on role & responsibilities of Sustrans & New Minister for Active Travel (Patrick Harvie). PFE Proposals for Falkland are in line with Scottish Govt proposals for 20 mph default speed limit plans for all residential areas.</p>	
<p>10 Residents Issues</p>	<p>i) Resident B Gilchrist again raised issues regarding ownership of the Balmbrae track & maintenance burdens. Falkland Estate have stated they do not own this although this is disputed by Fife Council. JS presented photo of a multi-purpose machine for sale</p>	



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	<p>(£1500) that could be used to maintain the road privately by residents and proposed that CC could assist with purchase. This proposal was not supported.</p> <p>ii) Back Dykes Terrace – Resident raised concern that handrail cut down by house owner to allow electric car charging presents safety issue and should be reinstated urgently before bad weather. This item was previously being investigated by Cllr Heer. Cllr McD to liaise with Cllr Heer for update.</p>	
<p>11 Community Council Issues</p>	<p>i) Community Council Vacancies. No response for vacancies (2no.) for Newton of Falkland. CC propose to hold CC meeting in Newton hall early in New Year.</p> <p>ii) Fountain Proposals. Meeting to take place 12 November with ARC Architects (Paul Higginson). with particular focus on: unified approach, , recommended solutions, costs and listed building/structure issues.</p> <p>iii) Flood Action Group. JS gave update on responsibilities/ownership of various issues including Balmbrae ‘leaky barrier’.</p> <p>iv) Edge of Village car park. National Trust for Scotland have invited RC and JB to a meeting 19 November to outline NTS proposals for way forward regarding car park and other development.</p> <p>v) Facebook/Website. Community Council FB page has been set up, mainly to allow posts in Community Council’s name on other social media pages including Falkland Residents HYS group page. Initially, RC and JB will have admin access to page. CC Website, Volunteers sought within CC to maintain website. JB will approach Ross Burgess to see if he would be willing to assist with this activity.</p> <p>vi) Lomond Tavern. New proprietors have taken on lease for premises as a Café & Chocolate shop. Internal renovations have commenced. This is a very positive development.</p> <p>vii) War Memorial responsibilities. John Brown (former CC Chair) has indicated that the CC own the fabric of War Memorial & are responsible for maintenance. Fife Council own the land but not the memorial itself. Memorial may need the crest repainted /gilded professionally (approx. £1300/ time). CC has £2075 financial reserves available ring fenced for memorial. JS/RC to bring up ownership issue at next WMT meeting.</p> <p>viii) Christmas Tree and Lighting. Estate gifted tree for 2020, RC to contact estate for 2021. JS – lights tested, some not working. National Trust for Scotland have nets of lights to put on palace hedge but these require to be PAT tested. Late Night Festive Shopping – 17 November. Lights to be up before this date if</p>	<p>Newton meeting date to be finalised.</p> <p>PB – to update at next available meeting on Fountain proposals.</p> <p>RC/JB to report back.</p> <p>JS/RC – bring up ownership issue of memorial at next WMT meeting.</p>



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	<p>practicable. The CC paid for installation of electrical boxes at Brunton Green – ownership and responsibility to be confirmed</p> <p>Lights for fountain, Stoveco will again assist – RC to apply to FC for traffic permit for cherrypicker.</p> <p>ix) Defibrillator. Pharmacy relocating to Pleasance however keeping existing defibrillator in place on Back Wynd meantime. Possible new defibrillator at new pharmacy building. CC still has £1185 reserves towards defibrillator costs.</p>	
<p>12 Elected Members Issues Cllr MacDiarmid's Report</p>	<p>i) Actions ongoing:</p> <ul style="list-style-type: none"> • Bollards at Cross Wynd have been repaired, poor workmanship and not by FC, will ask to be re-done. • Cemetery benches funding • Cemetery signage (gates) • West Loan grass area (currently in dispute between FC/Falkland Estate as to responsibility) <p>ii) Bridge at Balmbrae has been repaired</p> <p>iii) Kerb at Bakers & Cobbles at Fayre Earth asked for repair requested ?</p> <p>iv) Scottish Water – meeting to be held to review East Loan culverts responsibility</p> <p>v) A92 Transport Scotland meeting re Freuchie junctions– 23 November, invitation open to Falkland CC representation. SK interested Cllr McD to pass on email for details .</p> <p>vi) National Trust have confirmed they intend to fly Saltire for St Andrews Day.</p> <p>vii) Update on Fife Council Roads / Transport staffing – Richard Simmons retiring, as well as Derek Crowe and Colin Stirling, John Mitchell is the new Senior Manager.</p> <p>New Issues;</p> <p>DY - Queried if any changes proposed to grass cutting regime. Cllr DMcD confirmed will be maintained on monthly basis in growing season.</p> <p>DY/RC – Garden Group have noted faults in flagstone steps leading down to West Loan playpark and request repairs.</p>	
<p>13 A.O.C.B</p>	<p>None.</p>	

Next Meeting: 14 December, 7pm (Falkland Village Hall)