



Minute of the Meeting of Cameron Community Council
Wednesday 18 September 2019 at 6.30 pm
Cameron Parish Hall

Community Councillors Present: Ian Cameron, Katherine Christie, John Picken (Chair), Jay Spankie, Bruce Thomson

Ex Officio members present: Cllr John Docherty, Cllr Bill Porteous

1 Apologies

Gordon Ball, Stephen Lohoar, Innes Wright, Cllr Linda Holt, Community Police Team representative

2 Community Police Team: Update

The Secretary reported on the written update from the Community Police Team. During the month of August 2019 there were 310 calls to the police from the St Andrews area, but none were specific to the Cameron area. Additionally, there had been community engagement activity in local primary schools and with the new university student intake, liaison with retailers. Local initiatives in relation to anti-social behaviour, speed checks, town centre beggars and bike thefts were highlighted.

3 Approval of minutes of previous meetings

The minutes of the meeting of the previous CCC, on 21 August 2019, were approved as an accurate record.

4 Matters arising minutes of previous meeting, not otherwise on this agenda

a. Item 2b (Peat Inn solar lights): Actioned. Cllr Docherty confirmed this had been reported to FC and asked BT to tell him if there was no response within two weeks.

Action: BT to update Cllr Docherty re Peat Inn solar lights

b. Item 9a (BT Payphones): Actioned. The item is on CCC website. Following note of potential interest from community in using Peat Inn phone box as a swap hub, CCC agreed to adopt it on community behalf if this interest was confirmed.

Action: BT to confirm this interest with Peat Inn community

Action: Secretary to note adoption request to Fife Council

c. Item 9b (Children's Panels): Actioned. The item is on CCC website.

d. Item 9d (FC Play Spaces): Actioned. The item is on CCC website.

e. Item 9e (GDPR): Actioned. Following completion of GDPR toolkit on behalf of CCC, Secretary circulated policies that were relevant to CCC (**Attachment 1**): Data Protection Policy, Data Retention Policy, Confidentiality Policy, ICT Policy, Social Media Policy. The key points were highlighted and summarised:

- o In the course of its proper and normal business CCC will gather and use personal data. Less typically, but still possible, it may gather sensitive personal data.

- By the terms of GDPR legislation, CCC must undertake to do so lawfully, fairly and in a transparent manner.
- It may only do so for legitimate purposes, keeping the data secure and up to date, and retain it only for as long as is necessary.
- CCC members must only access and use personal data that they are authorised to access, and must respect confidentiality.
- Failure to comply with data protection legislation can lead to criminal and civil sanctions for both the individual and for CCC.

The Secretary distributed 'Volunteer Privacy Notices' to CCC members and confirmed a privacy notice was being finalised for the CCC website also.

- f. Item 12 (Meeting dates): Actioned. CCC meeting dates for 2019-20 were confirmed

5 Planning Applications for CCC attention

- a. New: CCC noted one new application for change of use of a cottage at Craigtoun Park, to education and office use, and no objections were reported.
- b. Following general discussion, Chairman agreed to check the Local Plan for identification of any sites in Cameron earmarked for housing.

Action: Chair to check Local Plan for housing site information

6 Roads in CCC Area

- a. *Matters arising from minutes of previous meeting:*

- Item 6a (Denhead/Road Safety): Actioned: Secretary confirmed the CCC Denhead road safety submission had been re-sent to FC on 27 August 2019 and circulated a copy of this correspondence (**Attachment 2**). To date there had been no response to CCC. Cllr Docherty reported Mr Stirling's assertion to him that 'legislation indicated there was no need for changes' at Denhead. CCC again expressed its dissatisfaction with FC's non-response to CCC and asked the Secretary once more to re-submit its requests on road safety measures in Denhead to FC with the request for a properly considered and timely response. Further, the Fife Councillors present agreed this should be copied to all three local Councillors who will follow up if there is still no response from FC.

Action: Secretary to re-submit Denhead road safety submission to FC

- Item 6b (Radernie): Actioned. Cllr Docherty provided details of the road survey carried out at Radernie: this indicated an average of 1300 cars per day, 85% of which were travelling within the 60mph limit. Average speed eastwards was 47mph, and westward was 49mph. FC considered this demonstrated there were no significant road safety issues that warranted a reduction in the speed limit.

7. Finance and Accounts

- a. *Matters arising from minutes of previous meeting:*

- Item 7a (Participatory Budgeting): Not yet actioned. Chair to provide costings to the Secretary for Higham Toll paved areas for an application to be made if possible.

Action: Chair to provide costings to Secretary; Secretary to make online application

- b. Following general discussion, and reflecting the views of CCC members that little financial or other support comes to the Cameron area from FC in comparison to other areas, CCC agreed to invite Janice Laird, Community Manager NE Fife, to its November meeting to provide further information relating to funds/grants available to community councils for supporting their local communities.

Action: Cllr Docherty to invite Ms Laird to CCC November meeting

8 Community Emergency Plan

The draft CCC Community Emergency Plan had been circulated (**Attachment 3**).

CCC had also received the final version of the ENCEPT Community Emergency Plan just prior to the meeting and this was circulated. CCC carefully considered the ENCEPT plan, and decided it related more to the East Neuk towns and villages than to Cameron and further, expressed concerns about routing notification of local incidents through the East Neuk when the area was likely to be supported during an incident from St Andrews or Cupar. CCC agreed the Secretary to send confirmation to ENCEPT that it would not be signing the MoU for participating in the Plan that had also been received.

Action: Secretary to confirm to ENCEPT that CCC would not be signing MoU

In relation to the draft CCC Community Emergency Plan, after discussion it was agreed a further meeting to look at the draft plan in depth was desirable and the Secretary was asked to book Cameron Hall on 9 October for this purpose.

Action: Secretary to book Cameron Hall for 9 October.

There was discussion on ways of promoting the Plan within the Cameron area, such as holding a coffee morning and seeking views of the community for input to the finalised version, highlighting the plan in *The Citizen* and/or on FC's Facebook page.

BT confirmed the CCC Plan would be submitted to FC Emergency Planning Officer for comment before final sign-off, and also that CCC might bid for a grant from The Scottish Resilience Group for emergency kit and resources.

9 Fife Councillors' Update

- Cllr Porteous reported there were concerns relating to shift patterns and staffing levels emerging about the recently agreed Out-of-Hours urgent care provision. Cllr Porteous enquired whether there were still concerns about the planning conditions at the North Bank development and responses from CCC indicated that there were but that there had been no useful responses to CCC's representations from FC planning and enforcement officers. The Chair suggested a meeting with the developers to outline CCC's concerns might be helpful. The FC Councillors confirmed their willingness to take up CCC's concerns with the Planning department.
- Cllr Docherty reiterated the concerns relating to Out-of-Hours urgent care provision. Cllr Docherty reported he was now a trustee of the Fife Equality Centre.

10 AOCB

- a. Craigtoun Hospital building: Concerns from a member of the community were reported to CCC of recent vandalism and the deteriorating condition of the empty building.

Action: Secretary to ask Old Course Hotel for an update on plans for the building

11 Date of next meeting

The next meeting will be held on 16 October 2019, 6.30pm, Cameron Parish Hall.

End of meeting

Proposer:

Seconder:

Date: