

Crail Community Partnership SCO 49189

CCP Board - Minutes

Tuesday 4th October 2021 at 5.30pm in Crail Community Hall

1. **Attendance:** D. Gowans, D. Jerdan, H. Armitage, W. Cresswell, C. Broome, B. McConnel, D. Mann and D. Brown.
 - **Apologies:** M. Taylor, J. McCallum, H. Aird, L. Dochard.
2. **Minutes** of meeting held on 31st August 2021. Approved.
3. **Finance report** – Report submitted. Discussion deferred.
4. **Membership** update and Volunteers
 - New members: Andrew Fraser (Life), Pauline and Mark Dalton (Life) and Hannah Pummer (Annual). Membership fees confirmed.
5. **Sub Committee** reports`

Harbour improvements: Progressing with plans for (lobster pot) beach clean at Balcomie, cooperation with golf club (Bob Meikle) to arrange a suitable date, for heavy lift work (3 large groups of pots).

Open Spaces

South Kilminning,

Two families of travellers moved in, police came the next day after a request, no effect from police presence. Scheduled earthworks were accelerated which caused early departure of travellers as their exit was blocked. Skip required to clean up the travellers debris. Badger set causing problems for Mark Ireland. License required for work near badger set, WC requested CCP offer financial support for licensing. Trustees in agreement.

Kilminning partially cut but problem with mower cut job short.

Bow Butt is cut. Thistles will be dealt with later in the winter.

Objections from JY regarding blocking access relayed to HA. WC to follow-up.

Pinkerton - Pond work should be done this winter, revised thinking is that we should make the best efforts to create a durable structure. Remaining funds £3,765. Mark Ireland has volunteered to assist. Plan is to remove border fence this winter. Plans also to widen paths.

Signage. Agree to two elements of signage, one sign about ownership (as at CCH) and one for additional information (sponsorship, plans, events, etc). Ownership notices at the entry to the owned property.

Open Space Crowdfunding: No constraints on time to spend crowdfunding, but if we want to use the processes again we should use the funds within 12 to 15 months.

Residual amounts: Bow Butts = £3,462; South Kilminning = £4,117; Pinkerton = £3,765

Community Hall

Activity level still growing. Some of the social community activity building, fortnightly Friend/Social lunch and Wee Crailers on a monthly basis. Random events develop, e.g. Kingdom Housing renting small hall for one day. Wedding inquiries now out into 2023.

Forecast very similar to last meeting, exceeding business plan.

Long term plans. DM has circulated prior CCH development plans for comment. Plan to have next CCH sub-committee meeting specifically about long term plans.

Adjunct to above the concept of Toolshare Hub that could become a revenue earning opportunity for CCP. Could be developed in conjunction with a Man (Person) Shed. Not simple but could be of value to Crail. Concept is operational on a smaller level. Transition Group (St Andrew Uni) doing something similar. Ali McLeod leading this, BM can make introduction. Perhaps working with Anstruther may be a more viable concept. Possible facilities Children's Centre or Blacksmith's.

Also consideration for Crail Festival to replace the current (Shed) storage method, so that Car Park can be more fully used. Include additional storage in the long term plans.

Repairs and maintenance. A big Thank You to Eric Morris for the work on the small hall notice board areas which have been spruced up and create a very positive effect on the hall.

Licensing. Briefing note circulated (Appendix B), it is clear that outside caterers can have as many licenses as possible but CCP hall use will be limited to 12 occasional licenses. Wine Club being the largest users of these licenses. DJ will acquire Personal License. Proposal that next Wine Club funds the costs of obtaining the Personal License.

Murder Mystery. Proposal to use card scanning method for donations. Support to continue investigation. Target availability for Xmas Fair.

Planning- Briefing on Local Place Plans. Briefing paper (Appendix A) distributed prior to the meeting.

Proposal to have session with trustees to discuss this further before the end of the year, then take to the Crail public in the spring time. Need to recognise that knowledge of the Charrette and LPP is probably waning so we need to re-engage with the community soon. It would be good to re-engage with Nick Wright as he has been involved in the legislation review.

Proposal to run session on 8th January. We need to be clear in advance what the **scope, purpose and outcomes** of the discussion would be. To be reviewed at next meeting.

Very Strong compliments from most recent Folk Club artists regarding the venue.

Proposal to set up a **CCH/CCP Card Reader** to allow Donations to be made at events and for bar sales at future events. Will develop a proposal for trustees to review.

6. Community Projects -

Funding received from Crail Common Good Fund for **Victoria Gardens**. One small amount still to be settled.

Looking for designer to work on the **Covid Memorial** (Cherry Tree avenue) for Beech Walk Park. Connected with this is the need to Crail Preservation Society to plant trees to compensate for removal of trees at Lumsden Monument and Mercat Cross. Previously it was proposed that we start planting interim trees between the very large trees.

(School) Play park - small team is still working on this researching similar projects in the East Neuk. Will probably need to come to CCP for fundraising support.

7. Website & Publicity

6. AOCB

- Future meeting schedule to be confirmed to accommodate Heather Aird work schedule.

Next meeting Tuesday 2nd November 2021 at 5.30pm

Appendix A.

CRAIL LOCAL PLACE PLAN UPDATE

October 5th 2021

During the next 12 months we will see additional legislation concerning Local Place Plans (LPP) passing through Holyrood. This is under the umbrella of changes to Planning Legislation.

We are asking the Trustees to consider the following as likely requirements under the new legislation if we are to register our LPP thus giving the local community more say over local developments. We feel the current plan needs refining and updating to meet the legislation.

1. The plan is now a few years old and it will need to demonstrate that it reflects the current views of the community. How do Trustees feel we can achieve this?
2. The plan needs to offer our views on how any potential development sites should be utilised. We need the views of the Trustees on a few sites detailed below. We need to set our views on housing need in Crail.
3. We need to confirm the plan and its preparation has complied with all legal requirements. A technical issue only for us.

We suggest time be set aside for a session to focus on this topic alone. DM and DJB are willing to facilitate this session.

DETAIL

Planning legislation in Scotland was updated in 2019 with the passing of the Planning (Scotland) Act 2019. Since then work has been ongoing at SG to draft the secondary legislation required to implement some of the principles contained in the core legislation.

Fundamental to the Act is a desire to empower communities and strengthen links between citizens, communities and the planning system. Local Place Plans are seen as a strong way for community aspirations to feed into the overall planning process administered by the Local Authority.

Scottish Government has been carrying out a consultation process on the development of Regulations relating to LPPs and their registration, with the intention of bringing forward secondary legislation later this year/early 2022. LPPs will become the means whereby a community can have input to the way in which their locality develops.

Recent publications from SG and FC have given an indication of how the requirements for content of LPPs might look as well as considering the registration process for LPPs. FC had been developing its own "How To" guide to preparing a LPP but considering SG publishing a draft guide they decided to promote the SG guide. A link to the guide is here <https://www.transformingplanning.scot/media/2236/draft-how-to-guide-pdf-format.pdf> The guide advises on an approach which broadly mirrors that undertaken by the Crail charrette process, and provides some interesting and useful additional information.

We had considered the output from the charrette process to be our LPP but it appears there may be some additional content required to meet SG requirements and the passage of time since publication.

The final draft of the Regulations will not appear for some time but to be ahead of the game we need to ensure that our current document meets the requirements for registration as we anticipate they may look.

To assist in understanding what might be in the Regulations the consultation questions and Fife Council's responses are available here <https://www.fife.gov.uk/kb/docs/articles/about-your-council2/politicians-and-committees/committees/fife-wide-or-strategic/economy,-tourism,-strategic-planning-and-transportation-committee/meetings/economy,-tourism,-strategic-planning-and-transportation-sub-committee-10th-june-2021>

POINTS FOR DISCUSSION

If we are to submit our document, Deciding Crail's Future as our Local Place Plan we will need to re-evaluate some of its content and ensure that it meets the anticipated requirements for a LPP. In some ways this may be a moot point as FC already describe it as our LPP in documents such as the most recent update to the Fifeplan., however we will need to comply with the requirements for formal registration

After meetings and consideration of our document we believe the main areas where our document may be failing to meet the requirements are:

1. The main rationale behind the LPP concept is that it gives the community the opportunity to consider sites and land that may be suited to development and to comment on what such development should/could be. Our document focussed heavily on the proposed Crail North development and may therefore seem to be a bit limited in its consideration of development.

We propose that the Trustees have a session where we discuss:

Our perception of housing need in Crail. This might cover Starter homes, affordable homes, sheltered homes and permanent homes. Consideration should be given to homes suitable for home working. A further issue is the shortage/lack of small commercial or workshop units that could be used for small businesses or artisan use.

All the known sites and land in our patch that may be developed and arrive at a view on what might be deemed suitable use for them. Sites that came to mind were The Childrens Centre, The old blacksmiths yard, the garden centre, the old bank, the Harbourmasters Office. In addition we have two areas that could be large-scale housing developments-Crail North and Crail Airfield. We know both sites have access and transportation issues but it would be wise for us to reach a current view on development at both sites.

2. We need to demonstrate that the content of the plan has community support and still reflects the aspirations of the community. Our document was published in June 2019 and was based on work carried out during the preceding 18 months. By the time we get to the point of registering our plan it will be some time since we consulted the community and the plan may fail the test of reflecting the views of the community.

We propose that following the Trustee discussion and, as likely timescales to LPP registration become clearer CCP uses some of our successful means of communicating with the community to take their views on housing and development in Crail. This would validate our final submission for registration.

To keep cost to a minimum we suggest that an addendum to the original document be produced to be incorporated for registration.

3. It may be a requirement that Local Place Plans submitted for registration must include a statement from the Community Body confirming how it has complied with the legal requirements. These are covered in the consultation document noted above . This will be relatively easily dealt with in the run up to submission.

The development of a Design Code for Crail was suggested in the charrette document. We have considered this and believe that the development of a design code would be costly and would potentially be something that would have no statutory status in the planning world. The Fife Council document "Making Places" which had additional supplementary guidance adopted in 2018 encapsulates much that a new design code would. We propose that the Trustees consider this document with a view to making sure that the principles contained therein are robustly applied to any future development in Crail.

ADDITIONAL POINTS

In the course of our considerations we looked at some additional issues. Whilst these are not specific to the planning brief we feel it would be timely for Trustees to discuss these as they are mentioned in and have relevance to the LPP.

Car parking during the summer months is problematic in Crail. A solution would be to identify a peripheral site that could serve as summer parking, possibly with a shuttle bus service into the centre of the village.

Related to this, the issue of traffic speed control must be addressed more vigorously. Again this is an action listed in the LPP.

Finally, we feel the issue of lack of transport links should be addressed/discussed. We have the current service but if we are to encourage greener travel then perhaps a more localised service serving Crail-Kingsbarns-Boarhills-St. Andrews-Anstruther should be considered.

David Brown

David Mann

October 4th 2021

Appendix B.

Attending: DJ, DG and Maree Christie (Licensing Administrator).

Discussion points sent in advance:

- As a charity now running a function and community venue what do we need to be concerned about with respect to licensing.
- We would like clarification on the limits applied to occasional licenses, given that we expect to have 10 to 12 wedding functions each year and would also like community events to use occasional licenses

DG: Hall acquired from Fife Council in February 2021. Business Plan is to have commercial activities that allow us to provide subsidised community activities. Most commercial activity is weddings, our business plan says we need 10 to 12 per annum. If we have that many weddings, with licenses provided by caterers does that cause us a problem?

MC: Caterers will have their Personal License and will use that to apply for Occasional Licenses, there is not a limit for them applying for Occasional Licenses for one off events.

DG: They can do this because they have acquired the Personal License.

MC: Yes, they have the Personal License. Have done the course and acquired the PL, for the specific council area.

DJ: So as a charity if we run one off events we can apply for Occasional Licenses?

MC: You can apply under Voluntary Organisation but all proceeds must go back to the hall committee.

DJ: Is there a limit on how many of them we can use in a year?

MC: If they are only one day at a time, then there would be 12 within the year.

DJ: This where we became concerned about the number of occasional licenses, with wedding events and hall events.

MC: The wedding events do not count towards the 12 total, if all are applied for by caterers with Personal Licenses. The other option you have is to apply for more if you have someone from your organisation with a Personal License. Someone would have to go through the course.

DJ: If it is done through the organisations Personal License then the person has to be in attendance?

MC: They either have to be at the event or they have to give training to those running the event, as it all comes back to their Personal License.

DG: Anything else we need to watch out for, as a new organisation.

MC: I can give you the email of Licensing Standards officers, this is more to do with Licenses Premises but they can also advise on occasional licenses.