**Present:**

Phillip Atkinson, John Bruce, Brendan Burns, Lesley-Anne Cronin, Christine Dewar, Alex MacDonald, George McLauchlan, Carole-Anne Patterson, Andy Smith, Anne Smith.

**Attending:**

Cllr. Backhouse, Cllr. Langlands, Bill Kirkhope (Burgh Buzz, 4 members of public.

1. **Chairman’s Opening Remarks and Apologies for Absence:**

1.1 The Chairman welcomed everyone and read out apologies from, Tim Hailey, Bruce Stuart, Derek Turnbull, Yvonne Crombie and Cllr. Leslie.

1. **Minutes of previous meeting (14th December 2018):**
	1. Amendment to last month’s minutes, item 7.1, agreed.
	2. Minutes proposed by Andy Smith and 2nd by Christine Dewar.
2. **Secretary’s Report:**
	1. The Treasurer drew attention to an email from a Mr. Bisset with regard to upkeep of the Links, this will be dealt with separately. Further information was made available with regard to a freedom of information request from Mr Christie. This was distributed to members and would be made available on-line.
	2. Information regarding the Councils disposal of a vacant site at 215 High Street, Common Good Property. No objections.
	3. Members advised that copies of the report by Scottish Natural Heritage regarding the Lammerlaws are available on-line.
	4. Members asked if they would like the Community Council to join the SCVO, (Scottish Council for Voluntary Organisations). The Chairman pointed out the benefits. It was agreed to join for an initial period of one year.
	5. The secretary advised the applications had been received for the Community Fund, which would be considered at the end of March’s meeting.

*Action- Secretary to reply to Mr. Bisset, complete application to SCVO. Gather together applications for Community Fund.*

1. **Treasurers Report:**
	1. See Appendix 1.
2. **Police Business:**
	1. 5.1 No report received. Cllr. Langlands said that the local police had requested that they should receive a copy of our Minutes. It was pointed out that the Minutes were already freely available to anyone on www.burntislandcc.org. the Secretary agreed to include the local police on the distribution list.
	2. Bill Kirkhope, again suggested that he provide the Council with a copy of the “Dalgety Bay Diary”, which provides a full breakdown of police incidents in the Dalgety Bay area. John Bruce thought it strange that such information could be made available in one area of Fife but not in another.
	3. It was agreed that John Bruce and Andy Smith will arrange a meeting with local Community Officers and raise Council’s concerns.

*Action- Secretary to add local Community Officer to mailing list.*

1. **Environment:** (John Bruce)
	1. John reported that he is currently working with Paul Dow joiner, to supply a further 3 of the Pick’n-Fix boxes in the Links and Toll Park area. John also reported on a Fife Council initiative with a company called Ticspac, to provide boxes with free poo bags within the town. John will report on progress with this. Andy Smith wondered if providing these boxes and free bags was making a difference or if it was just providing free bags rather than people having to buy them. John Bruce aid that he regularly filled these boxes up, so people were using them.
	2. Fife Council are still in discussions with regard to cleaning and fencing of the Toll Burn. It has been agreed in principle that Fife Council will undertake this work. Discussions are on going with regard to funding. Fife Council may ask the Community Council to apply for funding to SEPA for part of the costs. Andy Smith thought that there were a number of people all trying to do the same thing with the Toll Burn, what was needed was a joint initiative to ensure that the work was done.
2. **Planning Applications: Tim Hailey**
	1. Nothing to report.
3. **Burgh Buzz: Bill Kirkhope.**
	1. Bill advised members that the current issue of the Burgh Buzz was in the process of being distributed.
	2. Carole-Anne Paterson asked Bill if he could ensure that any spare copies left after distribution, could be handed in to the Co-op.

*Action- Bill Kirkhope to supply Co-op with any spare Buzz copies.*

1. Any Other Business:
	1. Out of Hours Urgent Care. Alex MacDonald informed members that Fife Health Board was currently in the process of consultation with regard to out of hours care. The Board is looking for more public representation in respect to the seven areas of Fife. A meeting will be taking place in Cupar and anyone interested in attending, please inform either Alex or the Secretary, ASAP.
	2. Moss Moran. The continuation of the consultation meeting with Leslie Laird MP, will take place in the Adam Smith Centre on 15th Feb. It was hoped that Tim Hailey would represent Burntisland Community Council.
	3. Public Access to Dock Area. Alex MacDonald informed members that he had been in communication with the Chief Operating Manager who had invited the group to arrange a meeting with the Ports Manager. Alex will arrange with those interested for a suitable date.
	4. Community Emergency Plan. John Bruce gave a quick run down on the progress made with the plan so far. The group has had constructive meetings with Yvonne Crombie, manager of the Toll Centre and hope to arrange a meeting with Emma Palmer, Team Leader in Fife Council. A discussion was had with regard to members of the public using their own 4x4s during bad weather to assist in ferrying people, it was thought that this was not a good idea and could lead to legal problems.
	5. Dalgety Bay Panto. Christine Dewar reported on a very successful and enjoyable evening. Christine thanked all those who helped out on the day.
	6. Links Management. Andy Smith reported to members that he has had no further meetings with regard to management of the Links. From his last meeting it is hoped that trial planting of wild flowers on bare spots will commence next month.
	7. Parking Restrictions. George McLauchlan raised the issue of proposed parking measures to be introduced in the Sommerville Square/Kirkgate/ West Leven street area. George thought that these proposals were being considered without alternative parking being provided. Parking is an ongoing issue in the town, especially the lack of parking for rail commuters. Cllr Langlands said that land at the docks had been looked at but no funding was available at present. Cllr Langlands suggested that the Community Council should engage with the new Burntisland Tourist Initiative, which was looking at bringing cruise liners to the port and may or may not cover parking solutions**.** Members were asked to form their opinions on the parking restrictions proposals and they would be discussed at the next meeting. The Traffic Regulation Order would be discussed at Kirkcaldy Area Committee meeting on 26th February after which objections can be lodged during the statutory 21day period.

*Action- Members to inform secretary if they wish to attend meeting in Cupar for Out of Hours Emergency Care. Tim Hailey to attend Moss Moran meeting on 15th Feb. Alex to arrange meeting with Forth Ports re access and inform members of CC with an interest.. Members to discuss parking restrictions at next meeting.*

1. Awaiting Update:
	1. Burgh Chambers. George McLauchlan advised members that updated plans were available showing the architects proposals for both floors of the Burgh Chambers/ Local Office. Comments should be submitted to George by the 15th February. Until the Community Council submit these comments, Community Enterprise will be unable to complete the final report. David Murdoch from the public benches commented that he could not see how any of the current proposals could be viable.
	2. Christmas Lights: Carole-Anne Paterson reported on a successful meeting of the Lights group the previous Tuesday. Many fundraising suggestions had been discussed. This year’s promotion will start on 9th March in the Co-op, where council members will promote the Christmas Light cause to members of the public. A tombola will be held on the 30th March, again in the High Street Co-op. An appeal was made for prizes, members were also asked to lend their full support to subsequent events.
	3. Cemetery Signage. John Bruce reported that the lectern was now in place. The artwork for the lectern was being adjusted and would be fitted shortly. John will arrange a short unveiling event in the spring.
	4. Paths Group. Anne Smith said that a meeting had been arranged with representatives of Fife Council and Fife Coast and Countryside Trust at the Beacon Leisure Centre on Monday 11th February. This meeting will discuss the pathway at Bin Pond/ Gale Slap. Current estimates put this work at around 8.5K. Ways of raising the funding will be discussed. Andy Smith suggested that responsibility for this work lay with the landowners and not with the local authority. Cllr. Langlands suggested that some form of match-funding, as used at Kinghorn Loch/ Craigencalt may be the way forward.
	5. Safe Places Scheme. Carried forward.
	6. Community Fund. George McLauchlan reminded members that requests for funding from groups should be in before the meeting on March 8th. Members will discuss distribution at the end of the next meeting.

*Action- Members of standing groups to report on progress at next month’s meeting.*

1. **Date of next meeting: *Friday 8th March 2019***

Appendix 1:

