

**THE FIFE COUNCIL - NORTH EAST FIFE AREA COMMITTEE – BLENDED MEETING**

**JP Court Room, County Buildings, Cupar**

**18 June 2025**

**9.30 am – 11.50 am**

**PRESENT:** Councillors Jonny Tepp (Convener), Al Clark, Fiona Corps, Sean Dillon, Stefan Hoggan, Margaret Kennedy, Louise Kennedy-Dalby, Allan Knox, Robin Lawson, Jane Ann Liston, Donald Lothian, David MacDiarmid and Ann Verner.

**ATTENDING:** Kirstie Freeman, Community Manager - North East Fife, Vicky Wilson, Area Community Development Team Manager, North East Fife, Communities and Neighbourhood Services; Roy Lawrence, Principal Lead for Organisational Development and Culture, Rebecca Simpson, Senior Community Led Support Officer, Health and Social Care; Alasdair Rankin, Lead Professional, Economic Development; Vicki Storrar, Lead Consultant - Roads Lighting and Asset Management, Allan Maclean, Lead Consultant - Roads Lighting and Asset Management, Sustainable Traffic and Travel, Vivian Dyas, Co-ordinator (Programme and Financial Management), Nigel Hampton, Technician Engineer, Traffic Management, Roads and Transportation Services; Sheila Rodger, Solicitor, Planning and Environment and Diane Barnet, Committee Officer, Legal and Democratic Services.

**223. DECLARATIONS OF INTEREST**

No declarations of interest were submitted in terms of Standing Order No. 22.

**224. MINUTE**

The committee considered the minute of meeting of the North East Fife Area Committee of 23 April 2025.

**Decision**

The committee approved the minute, subject to an amendment to decision (2) of Para 210 – Re-allocation of Community Recovery Funding 2025-26 – Dutch Village, Craigtoun Park Project, to read:

‘agreed to reallocate an underspend of £87,828 toward the continuation of temporary staffing and £25,000 to provide contingency funds to the Dutch Village, Craigtoun Park project.’

**225. HEALTH AND SOCIAL CARE LOCALITY PLANNING – NORTH EAST FIFE**

The committee considered a report by the Principal Lead for Organisational Development and Culture, Health and Social Care, providing an overview of the Health and Social Care Partnership (H&SCP) Locality Planning Outcomes for North East Fife (NEF) during 2024.

**Decision**

The committee:-

- (1) noted the content of the annual Health and Social Care Locality Planning report providing evidence on the key outcomes and achievements attained by the locality planning group in 2024;
- (2) noted the collaborative efforts and joint initiatives undertaken within the NEF Community Planning/People and Place Group as detailed in the report; and
- (3) requested an update on outcomes and learning from the North East Fife Test of Change, 'How Services Work Together' following its presentation to the Mental Health and Wellbeing in Primary Care and Community Settings Programme Board in September 2025.

*Councillor Dillon joined the meeting during consideration of the above item.*

**226. APPLICATION FOR FUNDING FROM CUPAR LOCAL COMMUNITY PLANNING BUDGET – CUPAR FOOD STATION PROJECT**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for a contribution of £9,600 to Cupar Development Trust from the Local Community Planning Budget (LCPB) for Ward 20.

**Decision**

The committee approved a contribution of £9,600 to Cupar Development Trust from the Ward 20 Local Community Planning Budget - towards the costs of commissioning a technical study, and legal support to negotiate the sale/lease of the building thereafter.

**227. APPLICATION FOR FUNDING FROM CUPAR COMMON GOOD FUND – CUPAR FOOD STATION PROJECT**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of a contribution of £9,600 from the Cupar Common Good Fund to Cupar Development Trust.

**Decision**

The committee approved a contribution of £9,600 from the Cupar Common Good Fund to Cupar Development Trust towards the costs of commissioning a technical study, and legal support to negotiate the sale/lease of the building thereafter.

**228. APPLICATION FOR FUNDING FROM ST ANDREWS COMMON GOOD FUND – ST ANDREWS BURGH CHAMBERS CHAIR REFURBISHMENT**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of a contribution of £14,637 from the St Andrews Common Good Fund.

**Decision**

The committee approved a contribution of £14,637 from the St Andrews Common Good Fund for the cost of replacement chairs for the St Andrews Burgh Chambers.

**229. NORTH EAST FIFE AREA LOCAL COMMUNITY AND COMMUNITY LEARNING AND DEVELOPMENT (CLD) PLANS**

The committee considered a report by the Head of Communities and Neighbourhoods Service providing an annual update on the progress of the North East Fife Local Community Plan and Community Learning and Development Plans.

**Decision**

The committee:-

- (1) noted the local area progress in both plans to deliver outcomes to meet the identified priorities; and
- (2) acknowledged the work to date in identifying any gaps in the delivery on community-based need.

**230. GILLINGSHILL NATURE RESERVE - LOCAL MANAGEMENT GROUP**

The committee considered a report by the Lead Professional, Property Investment and Development, seeking approval to establish a Local Management Group (LMG) to manage Gillingshill Nature Reserve (as shown on the location plan in appendix 1), subject to conclusion of its proposed sale on the open market.

To ensure the retention of its designation as a Nature Reserve, the Council required to retain an interest in its management and it was proposed that an LMG be established on which the Council would be represented by the Fife Coast and Countryside Trust (FCCT).

The report also provided further details relating to the proposed management agreement and proposed marketing exercise as part of the disposal process.

**Decision**

The committee:-

- (1) subject to conclusion of the sale of Gillingshill Nature Reserve, agreed to establish an LMG to ensure retention of its designation as a nature reserve, preserving public access rights;
- (2) agreed to appoint FCCT to represent the Council's interest on the LMG; and
- (3) agreed to consider a further update report, as appropriate and on a date to be agreed, once the marketing campaign was under way.

**231. SOUTH STREET, ST ANDREWS – STREET LAYOUT**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals to amend various parking restrictions in St Andrews town centre.

**Motion**

Councillor Tepp, seconded by Councillor Verner moved approval of the proposals to amend various parking restrictions in St Andrews town centre, as detailed in the report and appendices, including an amendment to request, subject to confirmation of the TRO – where feasible and the existing street layout mirrored that of the finalised construction layout – that the TRO restrictions were implemented as soon as possible.

**Amendment**

Councillor Knox, seconded by Councillor Corps, moved as an amendment to approve the proposals to amend only those parking restrictions detailed in the drawings in appendices 1, 2 and 4 of the report, as it was considered that the design of the proposed loading bay detailed in appendix 3 would result in a significant reduction in existing trading space at that location.

**Roll Call**

**For the Motion** – 10 votes

Councillors Clark, Dillon, Hoggan, Kennedy-Dalby, Lawson, Liston, Lothian, MacDiarmid, Tepp and Verner.

**For the Amendment** – 3 votes

Councillors Corps, Kennedy and Knox.

Having received a majority of votes, the motion was carried.

**Decision**

The committee, in the interests of traffic management:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to amend various parking restrictions as detailed in drawing nos. TRO25\_18-Layout1 - 4 (appendices 1 – 4);
- (2) requested, subject to confirmation of the TRO – where feasible and the existing street layout mirrored that of the finalised construction layout – that the TRO restrictions were implemented as soon as possible; and
- (3) authorised officers to confirm the TRO within a reasonable period unless there were objections.

**232. PROPOSED LIMITED WAITING RESTRICTION: HIGH STREET, ELIE**

The committee considered a report by the Head of Roads and Transportation Services relating to a proposal to introduce a limited waiting parking restriction at High Street, Elie.

**Decision**

The committee, in the interests of traffic management and road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO25\_27 (appendix 1) with all ancillary procedures;
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections; and
- (3) agreed to revoke the TRO for the redundant no waiting at any time order for Park Place.

**233. DAIRSIE – SPEED LIMIT AMENDMENTS**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for the introduction of 20mph speed limits on Main Street and Station Road with the introduction of appropriate 40mph speed limits on the A91 approaches.

**Decision**

The committee, in the interests of traffic management and road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_13a/b/c (appendices 1 - 3) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

**234. NEWPORT-ON-TAY – SPEED LIMIT AMENDMENTS**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for the introduction of 20mph speed limits on Cupar Road and Kirk Road.

**Decision**

The committee, in the interests of traffic management and road safety:

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_12-1 and TRO25\_12-2 (appendices 1 and 2) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

**235. ELIE, PITTENWEEM, ANSTRUTHER AND CELLARDYKE – SPEED LIMIT AMENDMENT**

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for the introduction of 20mph speed limits on the A917 through Elie, Pittenweem, Anstruther and Cellardyke, B9131 at Anstruther and appropriate 40mph speed limits on the A917 approaches to Elie.

**Decision**

The committee, in the interests of traffic management and road safety:

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawings TRO25\_14a/b/c/d/e/f/g/h/i (appendices 1 - 9) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

*The meeting adjourned at 11.20 am and reconvened at 11.30 am.*

**236. SCHOOL BRAE, LETHAM UPDATE**

The committee considered a report by the Head of Roads and Transportation Services relating to options for the upgrading and adoption of School Brae, Letham to the List of Public Roads (LOPR) in response to a public petition dated 29 November 2024, providing an update since its meeting on 26 February 2025 when the petition was considered.

**Decision**

The committee:-

- (1) agreed that Roads and Transportation Services (RTS) collaborate with relevant Services, including the Education Service and frontagers, in developing options and possible funding packages to potentially bring School Brae, Letham to a standard suitable for adoption;
- (2) agreed, in the meantime, for RTS to continue to assist with the repair of safety defects via the Service's Private Roads budget;
- (3) requested RTS arrange a site visit for members to enable a better understanding of the matter; and
- (4) agreed to consider a progress report at a future meeting, on a date to be confirmed, as matters progressed.

**237. AREA ROADS PROGRAMME 2024/25 - FINAL REPORT**

The committee considered a report by the Head of Roads and Transportation Services advising on the delivery of the 2024-25 Area Roads Programme (ARP).

**Decision**

The committee noted the contents of the report and appendices.

**238. PROPERTY TRANSACTIONS**

The committee considered a report by the Head of Property Services relating to action taken using the List of Officer Powers in relation to property transactions.

**Decision**

The committee noted the contents of the report.

**239. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PLAN**

The committee considered a report by the Executive Director, Finance and Corporate Services, relating to the workplan for future meetings of the committee.

**Decision**

The committee:-

- (1) noted the draft workplan for North East Fife Area Committee;
- (2) as outlined at Para 225 (3) - North East Fife Test of Change, 'How Services Work Together' – agreed to consider an update on a date and in a format to be advised;
- (3) as outlined at Para 230 (3) - Gillingshill Nature Reserve - Local Management Group – agreed to consider an update report, as appropriate, on a committee meeting date to be agreed; and
- (4) Para 236 (4) – School Brae, Letham Update – agreed to consider a progress report at a future meeting as matters progressed.