



## MINUTES

**7.00pm Thursday 19th October 2017 Townhill Community Centre**

**In Attendance:-**

**Community Council**

Chair Ronnie Cowan, Vice Chair Adrian Turk, Treasurer Niall Reid, Secretary Linda Cowan, Bill Hunter, Matt Colville, Arlene Watson, Joanne Davidson, David Foreman, Lynsey Brown

**Nominated Members of TCC** Rosemary Walmsley – TAG

**Co-opted member** Maria Smeaton – ‘Project Funding Representative’

**Community Police Officers** Lee Morris, Carol Crawford

**Fife Councillors** Councillor Helen Law, Councillor Ian Ferguson

**Guest Speaker** Pharmacist Mo Ameen

Neil Holgate Safer Communities Team

Townhill Residents

**1. 7.00pm Ronnie welcomed everyone to the meeting**

**2. Apologies** Councillor Gavin Ellis, Karen Woodhouse – School / Parent Council

**3. Agree August minutes** Agreed : Matt Colville Seconded: Joanne Davidson

**4. Matters Arising from Previous Minutes**

**a) Website – Update – Ronnie Cowan**

Ronnie advised that all reports, presentations, including the latest TCC presentation for Beautiful Fife 2017 etc. were also available for download on our community website along with all community information. The website is updated continuously whenever new information is received or changes occur. Ronnie invited anyone who would like anything placed on the website to get in touch.

**b) Facebook – Linda Cowan**

We have a Townhill Community Council Page Townhill Community Council - 1,043Likes  
We have a Townhill Dunfermline Page for less formal matters - 1,044 Likes  
Since our “Townhill Dunfermline” was converted to a page and our friends to “likes” we don’t get the same information through, therefore we invite Townhill folk to post any relevant information on our pages or PM us either on the Townhill Dunfermline page, the Townhill Community Council page or the Townhill Mining Heritage Garden page.

**c) Twitter - Lynsey Brown**

Our Twitter page is @TownhillCC and we have 324 followers and are following 319.

**d) Dunfermline Press Community news – Ronnie Cowan update**

Ronnie advised that the weekly report for the Dunfermline Press and Courier is written and submitted first thing on a Sunday morning and reminded everyone that if anyone has any news item or significant event etc. that they would like included in the report to send it to Ronnie by Saturday evening. We have had nothing to report over the past few weeks.

e) Councillor Helen Law updates:-

i. **TMHG Phase 2 – update**

Helen said the second phase of Townhill Mining Heritage Garden is under way and is scheduled to be completed by the end of October. The park is looking great with all the new additions and with those in progress.

Linda reported that TCC are collecting names of Townhill miners who either lived in the village or worked in the many Townhill pits for a memorial plaque which will be sited at the seating area in Phase 2. Please either email TCC at [Townhillcc@btinternet.com](mailto:Townhillcc@btinternet.com) or pop in to see us at 1 Green Street with miners names to include. TCC are waiting until the end of the year before ordering the plaque to make sure that we give everyone the chance to have their family members recognised and have decided not to ask for donations for the plaque but rather to fund this ourselves. After researching the names of miners who were killed or injured in horrific accidents in the pits beneath our feet, we found that there are so many who won't have relatives here today and we want to include them. Some of them were just children.

ii. **Parking areas e.g. Moncur Street & Wilson Street**

Helen is exploring another funding source to create a parking area in Crawford Place. They are hoping also to create extra parking for teachers to alleviate the parking issues in Wilson Street.

**Re Wilson Street** – As per previous minutes: -*“Helen has spoken with Scott Blyth and nothing can be done until Townhill Primary School has a ‘School Travel Plan’ in place.”* Meantime a resident has requested white demarcation lining for the existing car park at the top of Wilson Street and Helen is looking at budgets to pay for this.

**ACTION : As per previous minutes : Helen is liaising with the school to arrange to have a ‘School Travel Plan’ put in place and will pursue funding for white demarcation lines for Wilson Street Car Park.**

**Re Crawford Place** – There are a few difficulties progressing this with this site. Helen will keep it on the agenda and continue to work at achieving this.

iii. **Forest Place Path**

*As per July Minutes : A resident reported issue with a path flooding between Forest Place and Garden Court at the top of the steps. She had reported it to Fife Council who say that this path is not Fife Council property but further investigation is needed.*

Helen is meeting John O’Neill for a site visit next week.

**ACTION - Helen to arrange a site visit for next week.**

f) Councillor Gavin Ellis Updates

Loch Bin swap

*As per July minutes:- A Resident reported that the litter at the picnic area at the loch was overflowing from the small bin and the birds were strewing the litter everywhere. There was a larger bin further along the path and she asked if it would be possible to switch the bins around.*

Fife Council Parks have replaced this with a new large bin – problem solved – Thank you Fife Council.

**Prior to the meeting Gavin submitted the following report :-**

- “I have been made aware of some issues going on in the village with antisocial behaviour and illegal fishing and I am currently taking steps to address these issues working alongside the community council and hope that other elected members will support my motions to seek clarity and find a way forward.
- I have lodged two motions for the next meeting of the Environment, protective services & Community safety committee to ask officers to report on the current standing of illegal fishing and littering in and around Fife Council lochs and what can be done to address the issue from an information and enforcement point of view.
- I have lodged a further motion in regards to dog fouling and the apparent lack of enforcement to go with this.
- I want officers to report back on why there has been a drop in the amount of enforcement action taken across fife including Dunfermline North’s communities and how officers respond to this. I further want to know what happens currently if a fixed penalty notice goes unpaid.
- Below is the wording submitted for the motions and hopefully we can get some clarity and a way forward in tackling these issues.
- \*\*\*“Committee notes the lack of information and signage for the public on fishing in Fife Council Lochs and the effects illegal fishing is having on our environment and asks for a report on what action can be done to ensure all fishing is done in accordance with Fife Council rules along with what enforcement action can be carried out by officers.”\*\*\*
- \*\*\*“Committee notes a drop in the issuing of Fixed Penalty Notices for dog fouling in some wards across fife and seeks a report on how officers respond to complaints of dog fouling and what steps are taken if a Fixed Penalty notice issued to an accused person goes unpaid.”\*\*\*
- As soon as we have some answers Townhill Community Council will be updated and I will keep Ronnie informed during the process.”

**5. Safer Communities Team Fife Council**

Neil Holgate of Fife Council’s Safer Communities Team gave assurances that they will now be back on patrol around the loch area and will be taking action over dogs not under control. The team will also be dealing with irresponsible dog owners who neglect to clear up after their dogs and with any antisocial behaviour. One cygnet was killed by a dog this month, another badly entangled in fishing line left by careless fishermen.

It is illegal to fish the loch out with the hours of 10am and 4pm and to fish outside the designated fishing area at the North bank. It is also illegal to remove fish from the loch without written permission from Fife Council.

Neil agreed that the Safer Communities Team could explain this to those who were seen to be fishing illegally outside these restrictions.

**6. Treasurer’s report –Niall Reid**

**16th August to 20th October**

**Synopsis**

**Petty Cash**

|                        |          |               |
|------------------------|----------|---------------|
| Opening Balance        | £        | 321.90        |
| Income                 | £        | -             |
| Expenditure            | -£       | 61.28         |
| <b>Closing Balance</b> | <b>£</b> | <b>260.62</b> |

**RBS1**

|                        |          |               |
|------------------------|----------|---------------|
| Opening Balance        | £        | 459.54        |
| Income                 | £        | -             |
| Expenditure            | -£       | 221.04        |
| <b>Closing Balance</b> | <b>£</b> | <b>238.50</b> |

**Budget Account - Clydesdale Bank**

|                                      |          |                 |
|--------------------------------------|----------|-----------------|
| Opening Balance                      | £        | 7,813.57        |
| Income                               | £        | 0.06            |
| Expenditure                          | -£       | 2,143.47        |
| Transfer from RBS1 to Budget Account | £        | -               |
| <b>Closing Balance</b>               | <b>£</b> | <b>5,670.16</b> |

**RBS Project Account**

|                                       |          |                  |
|---------------------------------------|----------|------------------|
| Opening Balance                       | £        | 13,118.68        |
| Income                                | £        | -                |
| Expenditure                           | £        | 200.00           |
| Transfer from RBS1 to Project Account | £        | -                |
| <b>Closing Balance</b>                | <b>£</b> | <b>12,918.68</b> |

**INCOME**

|                  |          |
|------------------|----------|
| <b>Donations</b> |          |
| Budget Acc       | £ 112.20 |
| P/cash           | £ -      |
| RBS1             | £ 0.06   |
| Project Acc      | £ -      |

**7. Parks department/ FC updates – Ronnie Cowan**

Nothing to report

**8. Townhill Activity Reports**

**a) Community Police Update - Police Officer Lee Morris**

In our Area 2b which covers Townhill, Bellyeoman, Townhill Road area and surrounds and the Broomhead area the monthly stats from 19<sup>th</sup> September to 19<sup>th</sup> October are :-

Total of 143 calls resulting in 21 Crime Files

13 were detected and 8 remain undetected for further enquiry – only 3 of these crimes were committed in Townhill, 2 assaults and 1 theft & vandalism and all 3 have been detected.

Now that the school is back from holiday Lee and Carol will be visiting the children to explain to the children about stranger danger, road safety etc.

Ronnie thanked Lee for his report and welcomed Carol to our community.

Lee and Carol then left the meeting to return to their police duties

**b) Guest Speaker – Mo Ameen – Pharmacist Proposed Pharmacy for Townhill**

NHS Fife is in joint consultation with Townhill Pharmacy, regarding their proposed application for a new pharmacy to open on the Main Street in the village of Townhill. NHS Fife has to decide whether granting of the application would be necessary or desirable in order to secure adequate provision of pharmaceutical services in the neighbourhood in which the premises are located by persons whose names are included in the pharmaceutical list.

Townhill Pharmacy which wishes to submit the application has defined the neighbourhood as the village of Townhill in its entirety.

Townhill Pharmacy proposes to provide the following services from the pharmacy should the application be granted:

- Dispensing of Prescriptions
- Chronic Medication Service
- Acute Medication Service
- Minor Ailment Service
- Public Health Service (Smoking Cessation Services and Sexual Health Services)
- Unscheduled Care – urgent supply of repeat medicines and appliances
- Pharmaceutical Advice to Care Homes\*
- Gluten Free Food Service
- Stoma Care – appliance supply for patients with colostomy or urostomy

\* Should NHS Fife determine there is a requirement)

Townhill Pharmacy proposes to provide these services at the following times:

**Monday to Friday**            **9am to 5.30pm**  
**Saturday**                    **9am to 1pm**  
**Sunday**                        **Closed**

NHS Fife and Townhill Pharmacy are undertaking a joint public consultation. This consultation has two main purposes:

|    |   |
|----|---|
| a. | to assess the current provision of pharmaceutical services in the neighbourhood and whether it is adequate; and |
| b. | to establish the level of support from residents in the neighbourhood for the application.                      |

Mo explained that the consultation is in the form of a short questionnaire and can be completed online in a few minutes at <http://www.nhsfife.org/pharmacyconsultation>

Hard copies of the consultation form are available in the community centre and the post office for everyone to complete and can be handed back in to the community centre or to TCC at 1 Green Street. .

It is important that as many people as possible take the time to complete this survey in order than NHS can see that this is an essential service for Townhill. Only two or three new pharmacies have opened in Scotland over the past five years so you can see how important it is for the village to have input at this stage.

Townhill is an established community with no village health service provision. In this day and age we can do better for Townhill. Nearby areas benefit from a variety of pharmacies, it is time for Townhill to have access to its own.

Mo had a walk around the village speaking to residents and the positive response to having a pharmacy in Townhill was overwhelming.

Townhill residents often have to take two buses to get to a pharmacy or GP. This round trip can take several hours. Residents have mentioned long waiting times at pharmacies and unnecessary hurdles before they are able to see a GP. The latest figures for average waiting time to see a GP is 15 days, residents report that they have experienced waits of up to three weeks to see their GP. A local pharmacy would allow people with minor ailments to drop in and the pharmacist would be able to advise and help. This local provision would help raise awareness of what to do and who to turn to and would help reduce GP's waiting times by dealing with patients with minor ailments thus negating the need to wait for a doctor's appointment.

In periods of severe winter weather, Townhill has experienced road closures and has effectively been "cut off". A village community pharmacy is a much needed health service for Townhill.

After the consultation period ends, the information gathered will be used to help the Health Board make a decision when it meets to consider the application.

The more people that show support, the more likely we are to see a local pharmacy in Townhill. It's important to make your voice heard and Mo urges everyone to complete this consultation survey and help secure a community pharmacy for Townhill.

Ronnie thanked Mo and wished him well with his application.

**c) Church Update / Elderly Update –Dave McDonald**

Dave reported that the nibble and natter and The Messy Church were both doing well.

They will be upgrading the church hall.

Ronnie thanked Dave for his report.

**d) Allotments Update – Rosemary Walmsley**

Allotment users were busy clearing out the last of their produce. Peter Duncan is looking to have a higher fence fitted behind the goal area of the football pitch to alleviate the issue of balls and footballers going into the allotments.

Ronnie thanked Rosemary for her report.

**e) Book Lending Service– Linda Cowan**

Sarah Aitchison has now resigned as Chair of the Book Lending Service Committee. With the service now successfully up and running there is no further need for a TCC subcommittee and TCC will deal with this facility directly from now on.

TCC's Joanne Davidson, Lynsey Brown and Linda and Ronnie Cowan fitted colourful wall stickers in the Community Book Lending Room featuring the Alphabet, Gruffalo and other children's storybook characters.

Fife Cultural Trust offered us the opportunity to receive boxes of books throughout the year from Better Books which we have gratefully accepted. This will include books for children, teenagers, adults also large print and audio books.

TCC are holding a free community Halloween Story Telling Event on Saturday 28<sup>th</sup> October with Townhill's Book Bug lady Sarah Aitchison telling spooky stories to the children.

TCC will purchase juice, cookies for kids etc.

Halloween Decorations – Rosemary Walmsley has kindly offered to donate a box of Halloween decorations to TCC. We will decorate the room for the event.

#### **f) Planning Report– Linda Cowan**

**Reference 17/00766/FULL**

Alternative Reference Email Submission

Application Received Fri 17 Mar 2017

Application Validated Fri 21 Apr 2017

Address The Bungalow 35 Muir Road Townhill Dunfermline Fife KY12 0EG

ProposalErection of dwellinghouse with associated parking and access

Status Decided

Decision Application Permitted with Conditions

Decision Issued Date Thu 12 Oct 2017

**Reference 17/02830/FULL**

Alternative Reference 100065268-001

Application Received Wed 06 Sep 2017

Application Validated Wed 06 Sep 2017

Address 20 Loch Street Townhill Dunfermline Fife KY12 0HH

ProposalSingle storey extension to rear of dwelling house

Status Registered

#### **g) Road Safety Report**

Ronnie and Adrian will meet with Scott Blyth on 26<sup>th</sup> October to discuss the results of the recent traffic survey in the village and the possibility of having smiley face speed reminder cameras at both entrances to the village.

#### **h) Putting Green Report -Adrian Turk**

TCC is creating a putting green next to the container in the north of the park.

TCC have now appointed a new contractor for this project who will be starting in the next few weeks and this facility will be open to the public for use next year. Ronnie held up the plans which the contractor had submitted.

A resident enquired as to whether drainage would be fitted as this part of the park was a bit damp. Ronnie confirmed that this contractor was extremely professional and drainage was part of the plan. Adrian confirmed that this would be in the form of a herringbone soakaway.

The decorative metal archway for the entrance to the putting green is also on order.

Ronnie thanked Adrian for his report.

#### **i) Beautiful Fife Award – Lynsey Brown**

Lynsey advised that along with Ronnie and Councillor Helen Law she had attended the Beautiful Fife Award ceremony on the 6<sup>th</sup> September at the Rothies Halls. Lynsey and Helen collected a GOLD award for Townhill, followed by the BEST SMALL VILLAGE AWARD.

Ronnie thanked Lynsey for her report.

**j) Best Small Village Signs – Ronnie Cowan**

Signs are on order and will be fitted at either end of the village. Ronnie asked Elizabeth to pass on our thanks to Ramsay Handy for cutting back the trees so that the sign would be visible.



**k) Best Park in UK nomination – Ronnie**

Townhill Park has been nominated again for the Fields in Trust Best UK Park 2017. Voting is now open and closes at 5.00pm on Friday 3<sup>rd</sup> November.

Ronnie asked that everyone vote for our village par via this link :- [www.fieldsintrust.org/bestpark/scotland](http://www.fieldsintrust.org/bestpark/scotland)

**l) Remembrance Service Sunday 12<sup>th</sup> November**

This will be held at the War memorial in Main Street at 12.00 noon. Ronnie confirmed that TCC have already purchased the poppy wreath to lay on behalf of the people of Townhill.

Dave McDonald will confirm the time.

**m) Wildflower Area at Loch Entrance**

Community Payback made a fantastic job of clearing out this area. TCC had purchase wildflower seeds and they were planted last month as per the supplier's instructions. They are already growing.

**11. Community Issues Reported prior since last meeting - Ronnie Cowan**

**a) Loch Street Water Leak from flats above shop has returned**

**ACTION :Ronnie has asked Helen to contact Ian Jones and ask him to deal with this.**

**b) Dundas Street litter**

It was reported to TCC that a large pile of debris had been left in a garden in Dundas Street. Fife Council's Dawn Jamieson arranged for this to be cleared up.

**12. New Business**

**a) Christmas Fun Night**

- Linda advised that the community centre hall was now booked for our annual Christmas Fun Night and Light Switch On for Friday 1<sup>st</sup> December.
- Santa Claus has confirmed that he will be dropping in to visit the children and bring sweeties.
- Marie from the Loch Café has confirmed that the Loch Café will once again be a part of this event donating soup and hotdogs and their time for the night.
- TCC will provide hot and cold drinks, cookies, cakes etc. and will help Santa arrange the sweeties.
- Mary Byford of the Up in Lights Drama School who train in the community centre will be taking part with her pupils giving a performance of Caroline Copeland's new play "Christmas in the Glen Again".
- Mick Magic is confirmed again for the event, this year coming as Pirate Mick.
- Townhill Primary School's community Group will have a stall.
- Linda had previously asked KarenWoodhouse if perhaps the P1 or P2 children would like to take part this year, still waiting on confirmation.
- Our Fife Councillors will do the light switch on together
- **ACTION: Linda to check with Karen re the school re P1s or P2s taking part**

### 13. Correspondence - Linda Cowan

#### A. FIFEPLAN

Email from Jenni Whittle, Lead Officer (Development Plan) confirming that as of 21st September 2017 Fife Council has adopted FIFEplan under the Town & Country Planning (Scotland) Act 1997 as modified by the Planning etc. (Scotland) Act 2006. A statutory notice to this effect has been published in the press and the Adopted FIFEplan is now available at [www.fifedirect.org.uk/fifeplan](http://www.fifedirect.org.uk/fifeplan). The plan sets out the planning policies and proposals for the development and use of land across Fife. Our focus now moves to working with the development sector, communities and other stakeholders to deliver the plan's proposals for strategic development, supporting new housing development and the infrastructure for growth.

#### B. WHAT'S NEW IN ADULT SUPPORT & PROTECTION - AUG 17.

##### • SUICIDE PREVENTION WEEK

World Suicide Prevention Day is held each year on 10 September. This year's theme was about connecting with others and letting people know that #ITSOKAYTOTALK. For the first time in six years, the number of suicides has risen in Scotland. 728 people took their own lives in Scotland in 2016 including 43 people in Fife.

**If you are feeling suicidal, the best thing is to talk. Speak to someone you can trust or call a helpline.**

If you need help now, call 999. Don't try to cope alone. Samaritans are available 24 hours a day. Call 116 123 or email: [jo@samaritans.org](mailto:jo@samaritans.org)

Breathing Space is a free, confidential phone line service for anyone in Scotland who is experiencing low mood or depression and needs someone to talk to. Call 0800 83 85 87. [The Art of Conversation](#) is a guide to talking, listening and reducing stigma around suicide. [It's Time to Talk About It](#) gives advice from The Mental Health Foundation including ten tips we can all take to thrive.

- **FINANCIAL HARM** Action Fraud are reminding people to be alert for scams including:

**Fake Council Tax rebates:** Calls stating you are eligible for a general tax or council tax rebate, with an advance fee payment required to make the tax claim successful. A genuine company will never ask you for an advance payment to claim tax.

**Fake Pension websites:** which carry anti-scam messages to try to trick consumers into believing that they are legitimate businesses. For more information visit [The Pensions Regulator website](#).

**Student Loan scam email:** asking recipients to update their details using a web link to a fake website with the aim of getting personal details.

##### Action Fraud Top Tips:

- Don't assume anyone who has sent you an email is who they say they are.
- Real banks **never** email you for passwords or any other sensitive information by clicking on a link. A bank or building society will never call you to ask for personal details.
- Make sure your spam filter is on your emails. Mark suspicious email as spam and delete it.
- If in doubt, check it's genuine by asking the company itself. Never follow links provided in suspicious emails.
- Fraudulent emails often have poor-quality spelling, grammar or use odd 'spe11lings' or misplaced 'cApiTals' in the email subject. They may begin 'To our valued customer', or 'Dear...' because they do not know your name.
- Businesses and organisations don't use web-based addresses such as Gmail or Yahoo.
- You can find information about types of harm, including financial harm on the [Adult Support & Protection webpage](#)
- **Action on Elder Abuse (AEA)Scotland** would like to find out about older people's awareness of the support available for those affected by harm or abuse. Take 5 minutes to fill out their survey: <https://www.surveymonkey.co.uk/r/YSW73FV>  
The AEA Helpline is 080 8808 8141 (press 2 for Scotland) or e-mail: [scotland@elderabuse.org.uk](mailto:scotland@elderabuse.org.uk)



- [Three short powerful animated films](#) have been developed by the Royal College of Midwives to create awareness around the health and physiological consequences of female genital mutilation. They worked with FGM survivors to ensure the authenticity of the stories being told via the animations remained true to the realities of FGM and its psychological impact. Further information is available at: [www.fgmaware.org](http://www.fgmaware.org) and from the [Honour Crimes](#) section of the Fife Violence Against Women Partnership webpage where you will find the [FGM practitioners' guide](#).

- **Human Trafficking**

If you suspect someone - adult or child - may be a victim of Human Trafficking call 999 in an emergency. Otherwise contact:

- Police Scotland on 101
- Modern Slavery Helpline on 08000 121 700 (confidential)
- National Human Trafficking Unit by email on: [SCDNationalHumanTraffickingUnit@Scotland.pnn.police.uk](mailto:SCDNationalHumanTraffickingUnit@Scotland.pnn.police.uk).

Support to adult victims of trafficking is provided by Migrant Help (0141 884 7900 (daytime) 0141 212 8553 (out of hours) and TARA (0141 276 7724 (anytime). TARA provides support to women trafficked for commercial sexual exploitation and Migrant Help provides support to all other adult victims. More information is available at: <https://www.modernslaveryhelpline.org/scotland>

- This year the **Scottish Mental Health Arts Festival**, is inviting you to Reclaim. Reclaim your identity. Reclaim your creativity. Reclaim your sense of community. Reclaim your mental health. They have a new look, a new website and a slightly new name! For more information and to see what events are taking place near you in October visit: <https://www.mhfestival.com/> If you are interested in holding a 'Tea and Talk' event for World Mental Health Day on 10<sup>th</sup> October find information [here](#).
- The Ecology Centre in Kinghorn has set up a new **early onset dementia friendly Tool Shed session** on Thursday afternoons from 1.30pm - 4pm, and they have three new places available. For more information and to discuss whether this might be suitable for you call Lee on 01592 891567.

C. **Review of Polling Districts and Places in Fife Consultation open to 27th October**

D. **Scottish Government's Building Scotland's Low Emission Zones consultation.**

More information about this is below. The consultation is available here <https://consult.scotland.gov.uk/transport-scotland/building-scotlands-low-emission-zones/> and closes 28th November 2017.

The consultation will be available via the Transport Scotland and Citizen Space website until the 28 November 2017. Views can also be shared on Twitter using the hashtag #lezconsultation.

**14. Any Further Councillors' reports**

Nothing further to report

**15. Date of next meeting: 16<sup>th</sup> November 2017**

**16.** Ronnie thanked everyone for coming and for their input and wished them a safe journey home.

**17. Close of Meeting – 8.10pm**