

CLP Community Council – Minutes

Tuesday 28 April 2026, 7:00pm, Queen's Hall, Charlestown

1. Attendance

Present

Mandy Littlewood (Acting Chair/Secretary), Peter Hutchings, Sue Hamilton, Lesley Scott, Malcolm Hamilton, Brian Goodall (Councillor), Andrew Verrechia (Councillor), Tom Leatherland, Alex Lodge, Maggie Cuthbert, Brian Machray, Stephen and Carol Williams (PHS), Gwenetta Curry, Tommy Curry, Rami Bajis

Apologies

- Geoff Cartwright (Chair)
- Jo McFarlane (Nature Action – provided email update)
- Tess Gibson (Estate – on holiday)
- Leslie Laird
- Paul Byford (Treasurer)
- Councillor Andy Jackson

2. Minutes of Previous Meeting

The minutes of the previous meeting were approved with no amendments.

Proposed: Lesley Scott. **Seconded:** Sue Hamilton.

3. Matters Arising

- **Play Park works:** Delays reported due to contracting/bureaucracy. Start date expected once the contract is signed; the start date will be posted on the sign near the tennis court and emailed to the Chair/Secretary.
- **Double yellow lines:** No update; still in the queue for painting, expected alongside other road line refresh works.
- **Noticeboard (school area/Dunfermline Road):** Noticeboard installed, but concerns raised about size/fit and adhesive used on Peter Douglas's fence. Sue has put a notice up seeking a "keeper" to manage notices and the lock combination, and will speak to Peter Douglas.
- **ScotWays sign:** Installed and paid.
- **Scottish Water outfall/waste pipe at Red Row promenade:** Query raised about replacement timing. A contact at Scottish Water is being sought; response awaited.
- **Bollard at the school:** No news on this yet.
- **Pavement parking exemptions:** Upper Wellheads identified as suitable for an exemption, but design/markings work is required; progress is slow on decision-making on other streets due to resourcing constraints.

4. Estate Matters (Broomhall Estate)

- **Drainage at Peggy Bell's Brae:** Drain at the top of the steps noted; located on/near an unadopted road. Estate team notified; no confirmed timescale. Progress to be monitored.

- **Pattiesmuir Piggery security/asbestos:** Ongoing concern about access by young people and associated safety risk; described as an “accident waiting to happen”.
- **Hedge trimming:** Not scheduled during nesting season.
- **Queen’s Hall car park potholes:** Most repaired; one at the entrance from Double Row is deteriorating again—repair quality queried.

5. Charlestown Harbour

- **Clearance:** Remaining boat/debris on the land side reported as removed; one boat on a trailer still to be dealt with.
- **Surveys/repairs:** Additional survey of the inner/outer breakwaters to be undertaken by Narrow Associates with Morham and Brothie Cost Consultants; anticipated in Q2 2026 (date to be confirmed).
- **Boat removal plan:** Forth Cruising Club and Forsyth Cranes met on 27 April to plan removal of floating boats. Floating boats to be marshalled into a raft by Ballast Bank; crane removal anticipated around June (spring tides) to move boats onto Ballast Bank.
- **Owners’ liaison:** Limited progress; expectation that publicity of confirmed dates will prompt removals in May.
- **Processing/disposal:** John Cannell to meet boat breakers to discuss processing/disposal once boats are on Ballast Bank.
- **Boom installation:** Quotes received and approved in principle; John Cannell liaising with preferred supplier with the intent to install immediately after crane operations to maximise the owner removal window.
- **Spillage plan/training:** Fife Council feedback awaited (noted staff annual leave as a constraint). Harbour monitoring for spillages ongoing.
- **Community engagement:** Proposal for a public drop-in/information day in late June or early July (suggested dates 27 June or 4 July, in the Church Hall subject to venue availability/weddings). Residents and groups invited to share ideas for displays and discussion points; potential for stakeholder tables and a looping information video.

6. Treasurer’s Report

The Treasurer was not present. A full Treasurer’s report is expected to be provided at the AGM.

7. Nature Action (Charlestown, Limekilns & Pattiesmuir)

- **Sun 3 May (11:00–12:00):** Seagrass meadow walk in association with the Art/seaweed exhibition.
- **Sun 10 May (14:00–16:00):** Plant sale at Limekilns Community Garden; plant donations requested (drop at the metal shed step behind the tennis pavilion).
- **Sun 17 May (13:00–15:00):** River monitoring event (Linn Burn).
- **Sun 31 May (11:30–12:30):** Community social beach clean (beach to be confirmed).

- **Sun 28 June (11:30–12:30):** Community social beach clean (beach to be confirmed).
- **Sun 26 July (11:30–12:30):** Community social beach clean (beach to be confirmed). Community payback support noted.
- **INEOS meeting (12 May):** Meeting planned to discuss historical nurdle pollution and future plastic production plans. Members invited to share any questions to be raised.
- **CLP Nature Action launch of Rain Ready CLP community engagement project** with Scottish Water/CLP Nature Action interactive community event planned for 26th September in Limekilns Church 10-3, focusing on what we can all do to reduce excessive rainwater entering storm drains in heavy rain which overwhelm our combined sewage system and cause flooding and sewage related pollution locally.

8. Planning

- **Correspondence with Fife Council:** No response received from the Chief Executive to recent correspondence regarding concerns with the Planning Department; he delegated the matter to a Planning Officer.
- **Pitliver:** Application for development of four eco houses refused. (The Report of Handling was detailed and wide-ranging).
- **Thanks:** Chair recorded thanks to Peter Hutchings for drafting the community council submission and noted local objections (35–37 objections referenced).
- **Listed building (conservation area) – plastic windows:** Application withdrawn (with potential to reapply with revised specification).
- **Approvals:** Roseville (Pattiesmuir), 42 Main Street, and 15 Charles Way approved.
- **Kingswood/Limekilns Road tie-in:** Planning application noted affecting the road alignment where Limekilns Road joins the development; alignment expected to shift such that the junction moves through/near the existing Kingswood sign location.

9. Police Report

A police summary report was received immediately prior to the meeting. For the wider ward area, 36 crimes were reported for the period stated (27 January–1 April, as written). For sub-area “1C” (Pattiesmuir, Limekilns, Charlestown, Crombie, Kincardine Hill), 12 crimes were recorded, including road traffic offences, assaults, domestic offences and vandalism. Members noted the limited detail provided and expressed a desire for more specific/localised information and engagement with a local officer.

10. Councillor & Community Council Updates

- **Tree works near the Inn at Charlestown:** Reported that the Estate appointed a qualified contractor; bird survey undertaken and works linked to ash dieback. Transportation notice of temporary traffic lights was discussed as limited.

- **20mph request (Pattiesmuir):** Initial feedback suggested only the built-up section by housing may meet criteria. Members discussed whether to progress, given the likely limited extent and the consultation/reporting steps required.
- **Governance survey (community councils vs parish councils):** Invitation received to circulate a survey seeking views on greater powers/budgets (Parish-council style). Members discussed the need for clear explanation of implications before canvassing views; possible publication in the Village Link suggested.

11. Twinning Group Update

Malcolm Hamilton reported that the Twinning Group has established a board of trustees, with additional trustees joining and further interest expressed. Membership is open to village residents aged 18+ (free), with younger people able to participate when accompanied; village clubs/organisations may also join. The group plans to participate in the village gala and hold a family-focused event later in the year. Primary school children are designing a logo, to be published soon. Dates in September are being agreed for an inauguration ceremony with French partners (anticipated to take place locally).

12. Website Update

The Community Council website was reported as live. Members thanked those involved in setting it up and suggested sharing it via the village Facebook page.

13. AOCB

- **War memorial QR code:** A QR code linking to the Gellet Society's war memorial information page was produced and affixed to the memorial; durability/attachment method discussed.
- **Signage and CCTV (Pattiesmuir):** a resident raised concerns about signage and the activation/coverage of nearby CCTV. Other residents referenced previous incidents and stated CCTV was installed for security. It was noted that CCTV positioning/coverage and neighbour concerns are primarily private matters rather than Community Council business.

14. Date of Next Meeting

The next meeting will be held on Tuesday 26 May and will include the AGM (accounts to be received).