

Charlestown, Limekilns and Pattiesmuir Community Council Meeting

Minutes

Date: 31 March 2026

Time: Meeting commenced at 7:00 pm

Location: Queen's Hall, Charlestown

Chair: Geoff Cartwright

Secretary: Mandy Littlewood

Attendees: Geoff Cartwright, Mandy Littlewood, Peter Hitchings, Cllr Brian Goodall, Cllr Andrew Verrecchia, Cllr Andy Jackson, Paul Byford, Tess Gibson, Robin and Lorna Gray, Matt Kirkbride, Eileen Begg, Grace Murray, George Barr, Bill and Doris Pike, Lesley Scott, Tom Leatherland, Sue Hamilton, Alex Lodge, Barbara McKenzie, Michelle Plummer, Jock Wilson, Brian Machray, Kirsty Ballantyne, Carol Ritchie, Vanessa and Steve Williams.

1. Welcome and Apologies

The Chair opened the meeting and welcomed attendees.

Apologies received: Peter Wilson (submitted a written update on the Play Park); no other apologies were noted.

2. Minutes of Previous Meeting (24 February)

The minutes of the meeting held on 24 February had been circulated in advance.

Members commented positively on the quality and presentation of the minutes.

Proposed: Peter Hitchings; seconded: Tom Leatherland.

Decision: Minutes approved.

3. Matters Arising

3.1 Play Park / Double Yellow Lines

No update on the installation of double yellow lines.

Both related road marking jobs are approved and expected to be completed together but remain in a backlog.

No dates provided.

3.2 Play Park Update (from Peter Wilson)

Tender closing date: 20 February. Tenders have come in within budget. Contract signing expected: 1 April. Further information on contractor and project timeline to be shared once available.

3.3 Village Notice Board

No progress on Men's Shed involvement. Matter to be left with Sue for further action.

3.4 Scotways Sign

£50 payment confirmed. Installation pending; suppliers to advise when sign will be erected.

4. Estate Matters

Hedge maintenance in Pattiesmuir: to be followed up.

Queen's Hall Car Park potholes: one repaired; others emerging and to be inspected.

Pattiesmuir Piggery: no budget currently available for major works; weekly inspections ongoing. Safety concerns raised regarding access and climbing points near the Piggery.

Overgrown vegetation (West Road / Cairns area): Overgrowth near bus stops and pavements reported. Possible encroachment onto roadway; to be reviewed.

Sutlery Shop: the Estate seeking a replacement shop tenant. The building currently being cleared by outgoing tenant. The CC expressed sadness at the Sutlery's closure.

5. Treasurer's Report

Accounts are in good order. Outstanding payments include website support, no longer required. Digital Fife support currently provided free of charge.

Accounts to be prepared for the AGM.

6. Nature Action / Environmental Report

Key points:

- Easter beach clean scheduled for 12 April (3–4 pm). Monthly beach cleans planned May–September.

- River monitoring on the Linn Burn ongoing.
- Work underway on invasive species control (e.g. giant hogweed).
- Community water capture and flood reduction project proposed.
- Major engagement event with Scottish Water planned for 6 June.
- Community garden hedge to be re-laid using native species.
- Seagrass interpretation board planned for Brucehaven Bay.
- Plant sale scheduled for 10 May.
- Positive engagement reported with Sterling Developments on biodiversity.
- Volunteers sought for fundraising events and social media support. Please contact clpnatureaction@gmail.com if you are interested.

7. Planning Matters

Several minor applications received; no objections raised.

Easter Cottage new build has been approved.

Listed Building Consent granted for harbour boom works.

Pitliver / Waulk Mill Farm development:

- Additional information requested by Council.
- Consultation period to reopen once updated documents submitted.
- Significant concerns raised by residents regarding road access, traffic safety, and accuracy of application details.

Old Schoolhouse application (apartments): repeat application, previously approved.

The Ship Inn:

A prospective purchaser addressed the Council regarding plans for The Ship Inn. Proposal to restore the listed building and convert to a guest house / residential use. Acknowledged heritage importance and community sensitivity. Council welcomed engagement and expressed regret at loss of pub but supported sympathetic restoration.

8. Police Report

No formal police report received for this meeting.

Issues discussed:

- Off-road bikes
- Theft from honesty boxes at car parks
- Suggestion made for police attendance at least annually with a few email updates during the year.

9. Councillors' Reports

Key updates included:

- Speed monitoring planned, particularly at Charlestown Main Road.
- Crombie Community Centre could possibly be removed from closure list.
- Pavement condition at Cairns to be inspected.
- Coastal Countryside Trust recycling performance highlighted.
- Charlestown Green edging project progressing (£25,000 budget). Timing to be discussed at April committee meeting. Cllr Goodall is hoping for work to be outsourced to speed up the process.

11. Charlestown Harbour Update

- Planning consent granted for harbour boom and structural works.
- Spill response plan drafted and under review by SEPA and Forth Ports.
- Briggs Marine appointed for spill response.
- Boat audit completed; removal ongoing.
- Significant costs identified for disposal of larger boats.
- Options being explored for future use, including salt marsh or alternative nature-based solutions.
- Community engagement event planned.

12. Any Other Competent Business (AOCB)

- AGM: To be held 26 May, prior to regular meeting.
- Scottish Water pipe replacement queried. Paul to identify suitable contact withing SW.
- School bollard replacement still outstanding. Cllr Goodall to follow up.
- Cllr Jackson has contacted Secretary re. Peggy Bell's Brae drainage issue. This is because of drainage issues on unadopted path (Hall Row).
- New broadband poles installed without consultation; damage to planting noted.
- Pavement parking exemption queries raised by residents. The review of exemption applications is much delayed.
- Request made for 20mph limit in Pattiesmuir.

13. Date of Next Meeting

28 April 2026 at 7pm in The Queen's Hall, Charlestown

Meeting closed with thanks from the Chair.