

Royal Burgh of Cupar & District Community Council

Minute of the Annual General Meeting held on Tuesday 28th October 2025 at 7.30pm within Cupar Baptist Church Hall, Bonnygate, Cupar.

Present: A Crockett, Chair
M Lumsden, Vice Chair
R Graham, Secretary, Treasurer
B McSeveney
F McHarg
D Adey
G Pay
M E Robertson
P McNally

E McLeod, Cupar Development Trust
K Cowcher, Cupar Arts
D Hill, Cupar Arts

Apologies: D Provan
M Alexander
Cllr J Caffrey, Fife Council
G Frail, Cupar Youth Cafe

Members of the Public: G Waddell

1. Chairs Annual Report

Alastair Crockett provided a short report on the activity and achievements over the last year. He thanked everyone for their contributions and support. The community council had embarked on improved engagement. Public meetings had been held regarding Cupar North, Solar Farm planning applications and hustings re elections of MP - NEF. Support continued with the defib projects across the town and thanks expressed to Stephen Stewart who volunteers to visit the defibs on a regular basis, order supplies and attend to any training required. Hogmanay Ceilidh commutes to be well patronised and again thanks to those volunteers who give of their time to make this a success - G Sharp, C Anderson and others. Disappointment at the loss of the minor injuries unit at Adamson, details of alternative health provision at Adamson yet to be advised.

2. Approval of the minute of the AGM held October 2024

Minute of the AGM 2024 was proposed by F McHarg, seconded B McSeveney. Copy posted on website and distributed at the meeting.

3. Matters Arising from the above

No matters arising were raised.

4. Election of Office Bearers 2025/26

Cllr M Kennedy took the chair and asked those present for nominations for the position of chair.

Chair - R Graham, nominated A Crockett, ME Robertson, seconded no other nominations received, **A Crockett duly elected.**

A Crockett, resumed to chair the meeting and sought nominations for the remaining office bearer positions:

Vice-Chair - A Crockett, nominated M Lumsden, P McNally seconded no other nominations received, **M Lumsden duly elected.**

Secretary - A Crockett, nominated R Graham, B McSeveney seconded no other nominations received, **R Graham duly elected.**

Treasurer - B McSeveney, nominated R Graham, F McHarg seconded no other nominations received, **R Graham duly elected.**

Minute Secretary - no nominations received, vacant. Nominations may be brought forward at any of the monthly meetings. (Secretary will record minute meantime).

Summary:

Chair - A Crockett

Vice Chair - M Lumsden

Secretary - R Graham

Treasurer - R Graham

Minute Secretary - Vacant

5. Nominations to fill Casual Vacancies

Stephen Stewart & Elizabeth Elliot both had expressed an interest in filling a casual vacancy. Both nominations were known to the community council and were active in the local community. Subsequently, both were unanimously elected to serve as a full-voting member for the remainder of the community council term.

Secretary will advise Fife Council, who will arrange “acceptance” returns from both candidates.

G Waddell, a regular attender in the public gallery, was asked if he would consider filling a vacancy, Gavin, thanked the Council for their offer but declined to accept due to other commitments.

List of full voting members, currently 14 persons:

A Crockett
M Lumsden
R Graham
B McSeveney
D Adey
G Pay
D Provan
ME Robertson
F McHarg
Steven Stewart
Stephen Stewart
E Elliot
P McNally
M Alexander

(4 Casual vacancy positions remain open, minimum number 9 persons, maximum 18 persons, quorum 40% of the positions filled - 5 persons of which an officer bearer should be present.)

6. Approval & Nomination of co-opted Organisations

Co-opted organisations contribute to the discussion, but do not have voting rights.

Cupar Arts	K Cowcher & D Hill
Sustainable Cupar	To be advised (Vacant)
Cupar Rotary	To be advised (Vacant)
Cupar Youth Cafe	Ellie Pay (nominated via G Frail Youth Cafe)
Cupar Development Trust	E McLeod
Bell Baxter High School	To be advised (Vacant)

Chair, A Crockett thanked co-opted members for their contributions and support. Noted ME Robertson, previously a co-opted member, had joined as a full member following a number of months being involved as a organisation rep. Agreed, this was a good example how, interested people can become further involved.

7. Approval of the Annual Accounts for the period 1st April 2004 - 31st March 2025.

Treasurer presented the independently examined accounts for the above period. Noted due to the purchase of the gazebo and bedding at the Flower Display, a deficit of £3,287.68 returned for this year. Income £2,049.04, Expenditure £5,336.72.

Noted Bank of Scotland had instigated service/bank charges for the Treasurer's Account held by the Commuity Council

R Graham, proposed, seconded by P McInally that the community council consider and open a "on-line account" with Bank of Scotland.

Balance of funds held on 31/3/25 was £13,253.96 represented by current account £13,248.22 and petty cash £5.74. Treasurer advised that funds were healthy, restricted funds £3,000 for ATS display, £4,000 for defib projects and £1,000 per annum for Hogmanay Ceilidh - available unrestricted funds in the region of £5,000 (inc annual grant 2025).

Annual accounts were proposed by A Crockett, Chair and seconded by M E Robertson.

Fife Council Annual Grant would be applied for including refund for Data Registration with ICO office.

8. Approval of the Independent Examiner for the accounts 2025 -2026.

Noted long standing examiner J Melville was retiring before next year and that an alternative would be sought and brought to the monthly meeting for approval, before 31st March 2026.

Unanimously agreed. Acknowledge J Melville's service over the last two commuity council terms.

9. Close

Chair, A Crockett thanked everyone present for their attendance and involvement, thanked Fife Cllrs for their on-going support and hoped the community council would continue to represent Cupar and looked forward to developments and further co-operation by all across the Town.

Meeting closed 8.30pm