Levenmouth Tourism Association - Minutes
Monday 19th October 2026, 6.00pm
Lomond Guest House

Attendees -

- Linn Williamson - Welcome to Fife
- Calum Maclachlan - Lomond Guest House
- Fiona Maclachlan - Lomond Guest House
- Councillor Ken Caldwell
- Mary Connor - Putting Green
- Anne Marie Caldwell – Rotary Club
- Councillor Eugene Clark
- Kirsty Suttie - Kirsty Suttie Makeup
- Councillor Alistair Suttie
- Antonia Pettifer – Largo Castaway Sauna

Minutes

1. Welcome and Apologies

Apologies-

Rebecca Moncrieff - KHEE Homeware
Jan Kerr - Homelands Trust
Ian Clark – Woodland Gardens (Largolaw)
Geoff Proudlock
Dave Patterson - Fife Council
Fiona Stenke – Fife Historic Buildings
Michelle Connolly – The Cairns

2. Matters Arising

Linn confirmed the posting of the signed LLTA Constitution on to the LLTA Webpages of the WTF site.

Linn also advised there is a digital WTF Presentation looping on displays at the Bus Station. Should any Member wish to have slides inserted for display, contact Linn directly.

No progress/update on the possible installation of Visitor Information Touch Screens at the Railway Station.

LLTA Treasurer (Douglas) to feedback, at the next Meeting, information from the Production Team of the quarterly Largo Links Information Leaflet.

LLTA to contact the Council's Community Safety team to request increased Dog Warden Patrols and the installation of 'Warning' posters.

Changing Places Toilet Update – *missing note*

3. Projects

LLTA Secretary (Brett) to provide an update of Dog Waste Bag Dispensers, at next LLTA Meeting.

Discussion surrounded the changed approach to painting the Putting Green Container/Office. Agreement was reached and approval was given for Lisa Graef, of Graef Sign Company, to undertake the work, tentatively scheduled for November (weather dependent), at a total cost of £4,000.

Flyer to be designed and issued to Members and the wider community, advertising the Social Media Training scheduled for March. It's hoped a first message can be issued by/at the LLTA December Meeting. Linn advised a note of the Training opportunity can be included in the WTF Newsletter…details to be forwarded for her attention.

Further enquiries to be made to establish what Social Media Training is available from Business Gateway.

4. Calendar of Events

Linn confirmed there are two Calendar of Events pages on the WTF site; one for Industry/Commercial partners and one for Visitors/General Public. A review of the Visitors Calendar undertaken for the November Meeting, followed by an assessment to determine if/how best this Calendar may be used or if A N Other approach should be developed.

5. Improving Engagement and Meeting Participation

A lengthy discussion surrounded LLTA Meeting attendance, participation, engagement, awareness and the dates and times scheduled for the Meeting.

A lack of awareness of the Association was cited as was it 'feeling' very Leven centric.

A proposal to address the challenges surrounding attendance, engagement and broadening the appeal of the Association includes;

- Inviting representation from the various Levenmouth Community Councils, Buckhaven & Denbeath, Largoward and Methilhill.
- On a rotational basis, have the LLTA Meeting hosted in the Community Council areas.
- Schedule the meeting to take place either just before of just the respective Community Council Meetings (in the same venue).
- Meeting times to be schedule alternately for a morning/afternoon start and an evening start.
- Virtual/hybrid meeting allowing those who cannot make the meeting in person to attend via Zoom/TEAMS. Linn thought the Association may have some IT Kit which may have been purchased in the last 2-3years… be followed-up.
- Prepare and issue a Press Release highlighting the work, ambitions and purpose of the LLTA. Linn suggested a note of Press contacts could be forwarded to the LTA.
- Inquire with Business gateway if a message can be issued to their Database of users/members?
- Hosting a Networking event for Community Councils, Rotary Clubs, LTAs from the wider Region, Council, Community Organisations and other interested groups/bodies and persons.

6. LLTA Christmas Activity

Discussion surrounded as to whether Decembers was simply too busy a time for the LLTA to host a Christmas event. The Association Office Bearers will further discuss and provide an update at the next Meeting.

7. Putting Green and LTA Support for Other Local Initiatives

Mary advised the Putting Green will be hosting Weekend Bonanza of activities. Coinciding with the Drone Show on the evening of Saturday 7 November, the putting Green will see a range of events take place through out the day, starting at 2.30pm. A bar will operate from the Putting Green container/HQ, until 6pm. The activities recommence on Sunday 8 November, 10am – 2pm to include Family Fun activities and Crafts.

Work on the Mural painting of the Container provisionally scheduled to start in November, weather dependent.

Fundraising for the Drone show has been very successful with around £5K to be pledged before the November event. The LTA has agreed to provide further support with a second £1,000 donation. Efforts to reach the funding goal continue.

8. The Open 2027 - update

Little to report from the last meeting.

9. Finance update

First round of Project Grant funding received, £2,993.

Funds already allocated for spending;

- Reimbursement of expenses for Mary
- Mural (Putting Green)
- Dog Waste bag Dispenser installing along FCP
- Social media Training Packages

Putting Green Account Balance - £1,027.17

LTA Main Account Balance - £10,214.98

10. Welcome to Fife Update

Successful launch of the Fife Five food and drink pledge where businesses are invited to take part by simply using 5 different items of local produce. Businesses are encouraged to take part.

New WTF Marketing campaign available to view on STV Player.

Fife Council is currently preparing for the forthcoming Visitor Levy consultation, beginning in January. Current thoughts are a flat £4 will be applied to the nightly accommodation rate, all year round. Likely no exemptions other than Touring Pitches. The option allowing businesses to retain 5% of the levy revenue is also being considered.

Although a different approach for Visitor Levy collection is being employed across the various regions in Scotland, the same administrative system is being used by all.

Fife Tourism Showcase event, 4 November, Dean Park Hotel, Kirkcaldy is sold out.

Digital Efficiency Grants scheme now closed to applications. There were 2 applications from Levenmouth area.

Linn provided a great deal more in the WTF update and were it not for the poor Minute taking efforts of the stand in Clerk (Calum), those details would be included here.

11. AOCB

1. Reiteration of the times, dates and location of the Association Meetings may change, as part of the efforts to increase awareness, participation and engagement.

2. Suggestion of the install of a Dog Wash Station was put forward for further discussion.

3. Mary committed to seek feedback from the membership to establish what is understood of the Association's ambitions and purpose, relevance and awareness levels. Mary will provide an update at a future Meeting.

4. Representation from Leven Community Council will be in attendance at future LTA Meetings

5. It was proposed the Association should approach Police & Fire Service volunteers to assist and support large Association organised events. The Sea cadets were also mentioned as being keen to be involved and support such events.

6. A question was asked concerning the Twinning of Leven with Bruges (southwestern France); what was the current state of the twinning arrangement, what benefits it has brought and is yet to bring, and who was/is responsible for the arrangement? It was suggested Linda Judge was the Head of the Twinning Committee and should be approached to find out more in the first instance.

12. Next Meeting

Future meeting dates – (Times/dates likely subject to change)

November 9th, 6pm - Cornerstone of Leven
December 14th, Christmas Social - TBC
January 11th, 2027, 6pm - Cornerstone of Leven
February 8th, 2027, 6pm - Cornerstone of Leven
March 8th, 2027, 6pm - Cornerstone of Leven
April 12th, 2027, 6pm - Cornerstone of Leven
May 10th, 2027, 6pm - Cornerstone of Leven
June 14th, 2027, 6pm - AGM - Caledonian Hotel