

**SCOTTISH BORDERS COUNCIL**  
**PEEBLES COMMON GOOD FUND WORKING GROUP**

MINUTE of MEETING of the PEEBLES  
COMMON GOOD FUND WORKING GROUP  
held in the Burgh Chamber, Peebles on  
Thursday, 11 October 2012 at 5.15 p.m.  
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Present:- Councillors W, Archibald (Chairman), S. Bell, N. Buckingham, G. Garvie  
G. Logan.  
Apology:- Councillor C. Bhatia.  
In Attendance:- Legal and Licensing Services Manager, Senior Financial Analyst (A.  
Mitchell), Estates Manager (N. Hastie), Committee and Elections  
Officer (K. Mason).

Members of the Public:- 3. -----

**MINUTE**

1. The Minute of Meeting of Peebles Common Good Fund Working Group of 9 August 2012 had been circulated.

**DECISION  
APPROVED.**

**MATTERS ARISING**

2. With reference to paragraph 2 of the Minute, it was noted that a report on valuations for fixed assets would be provided at the next meeting of the Common Good Fund Working Group.

**DECISION**

**AGREED that a report by the Estates Manager explaining the valuation of fixed assets be submitted at the next meeting.**

**FINANCIAL OUTTURN 2011/2012**

3. There had been circulated copies of a report by the Chief Financial Officer setting out the latest approved annual budget, details of transactions for the 6 months to 30 September 2012 and variances between them together with projections of the annual outturn with variances from the final budget, the effect on Revenue and Capital Reserves at 31 March 2013 and details of the performance of the property portfolio. Income and Expenditure was projected to produce a surplus of income over expenditure of £390 to transfer to the Revenue Reserve, which was £580 greater than the current budget a net expenditure of £190. The Senior Financial Analyst answered Members' questions relating to investments and reserves. During discussions it was noted that owing to the termination of the superior lease of the Corn Exchange that Ish'uze Youth Action were looking to relocate from the Corn Exchange to another premises. Members were minded to enter into a sub-lease with Ish'uze Youth Action for part of the premises for the period 1 December 2012 for 6 months. The Estates Officer was asked to negotiate a sub-lease with Ish'uze Youth Action at a nominal rent from 1 December for a period of 6 months. The Legal and Licensing Services Manager in referring to the lease agreement relating to the Band Hall submitted that there was a need for a consistent approach to be taken.

**DECISION**

**(a) APPROVED**

- (i) the financial performance for 2012/13 as shown in Appendix 2 to the report; and
  - (ii) the virements detailed in Appendix 6 to the report.
- (b) **NOTED**
- (i) the key figures shown in Appendix 1 to the report;
  - (ii) the Grants Analysis provided in Appendix 3 to the report;
  - (iii) the projected balances on Revenue and Capital Reserves as shown in Appendix 4 to the report; and
  - (iv) the performance of the Property Portfolio as shown in Appendix 5 to the report.
- (c) **AGREED** that the Estate's Officer meet with Ish'uze Youth Action to discuss the terms of a sub-lease for part of the Corn Exchange from 1 December 2012 for 6 months.

**APPLICATION FOR FINANCIAL ASSISTANCE – PEEBLES YOUTH TRUST**

4. With reference to paragraph 6(a) of the Minute of Meeting of 8 March 2012, there had been recirculated copies of an application from Peeblesshire Youth Trust (PYT) seeking financial assistance in the sum of £8,000 towards the cost of a new part time worker and co-ordinator, together with a letter from the Chairperson of PYT confirming receipt of £4,000 from the Peebles Common Good Fund and advising they had been unsuccessful in seeking the balance of £4,000 from other Council budgets. PYT had been requested to provide additional financial information and a paper was tabled at the meeting which had been prepared by the Senior Financial Analyst which related to receipts and payments for the year to 31 March 2012. Mr Robert Harrison, Chairman and Ms Angela Preston, Co-Ordinator (PYT) were present at the meeting and answered questions raised by Members relating to the operation of the trust and grant funding.

**DECISION**

**AGREED** to grant the balance of £4,000 to Peeblesshire Youth Trust towards the cost of a new part time worker and co-ordinator.

**HAY LODGE TOILETS – WATER SUPPLY**

5. The Legal and Licensing Services Manager advised that the cost relating to the water supply for the Hay Lodge Toilets was £16.50.

**DECISION**

**NOTED.**

**PAVILION, TWEED GREEN**

6. The Legal and Licensing Services Manager advised that the Property Officer had received an estimate to replace mesh at the Pavilion, Tweed Green, Peebles in the sum of £558.34. The mesh would be welded to the railings and gate access to prevent rubbish etc. being deposited within the building. In response to questions raised about the Pavilion being used as a café, the Legal and Licensing Services Manager advised that an offer had been received to use the pavilion as a café but this had fallen. A suggestion was raised to demolish the pavilion and seek a surplus band stand to be positioned in its place. Members discussed the proposal and submitted that if a band-stand was acquired this might encourage future use of the Pavilion as a café.

**DECISION**

**AGREED**

- (a) to replace mesh at the Pavilion, Tweed Green at a cost of £558.34.
- (b) that the Estates Manager report back to a future meeting of the Working Group on the possible acquisition of a surplus band-stand.

### **URGENT BUSINESS**

7. Under Section 50B(4)(b) of the Local Government (Scotland) Act 1973, the Working Group was of the opinion that the item dealt with in the following paragraph should be considered at the meeting as a matter of urgency, in view of the need to make an early decision.

### **COMMON GOOD AND TRUST FUND INVESTMENT STRATEGY**

8. With reference to paragraph 14 of Minute of Council held on 30 August 2012, the Working Group were asked to appoint a representative to serve on the short life Members/Officer Working Group for Common Good and Trust Fund Investment Strategy. Councillor Logan was unanimously appointed to serve on the Working Group.

### **DECISION**

**AGREED that Councillor Logan be appointed to serve on the Working Group for Common Good and Trust Fund Investment Strategy.**

### **PRIVATE BUSINESS**

9. **DECISION**

**AGREED under Section 50A(4) of the Local Government (Scotland) Act 1973 to exclude the public from the meeting during consideration of the business detailed in the Appendix to this Minute on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 6 and 8 of Part I of Schedule 7A to the Act.**

### **SUMMARY OF PRIVATE BUSINESS**

#### **Minute**

1. The Working Group approved the private section of the Minute of Meeting of 9 August 2012.

#### **Request for Land Lease or Purchase at Neidpath Grazing Field**

2. Members received an update on the request for Land Lease or Purchase at Neidpath Grazing Field from the Estates Manager and agreed that an offer of sale of land be made.

#### **New Gas Main through Victoria Park**

3. Members received an update on the gas main through Victoria Park from the Estates Manager and noted that the pipe had been installed.

*The meeting concluded at 6.10 p.m.*



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**LEASE OF OLD CORN EXCHANGE, HIGH STREET, PEEBLES**

**Report by Chief Executive**

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**PEEBLES COMMON GOOD FUND**

**26th November 2012**

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**1 PURPOSE AND SUMMARY**

- 1.1 **This report informs the Peebles Common Good Sub-Committee of the leases for the ground floor of the Old Corn Exchange and seek their views on future uses and proposals for the property.**
- 1.2 The ground floor of the Old Corn Exchange has been leased to John Scott Bakers since 2001. Their lease terminates on 30 November 2012 and they have confirmed that they do not want to continue. The current rent is £24,000 per annum.
- 1.3 John Scott Bakers have sub let the front shop to Muriel Urquhart and the rear of the premises to Ish'uze Youth Action.
- 1.4 Muriel Urquhart has now vacated the Old Corn Exchange and relocated to the shop at 25 High Street, Peebles.
- 1.5 Ish'uze Youth Action has indicated that they wish to continue to occupy the premises until May 2013.

**2 RECOMMENDATIONS**

- 2.1 **I recommend that the Peebles Common Good Sub-Committee:**
  - (a) notes the changes to the tenancies at the Old Corn Exchange and agrees to investigate possible renovation and improvement works to the property by an architect.**
  - (b) agrees to enter into a temporary 6 months lease with Ish'uze Youth Action for the part of the building they currently occupy.**

### **3 BACKGROUND & PROPOSALS**

- 3.1 John Scott Bakers took an assignation of the lease of the Ground Floor of the Old Corn Exchange from Chas N Whillans in December 2001. They subsequently sub-leased the premises to the Volunteer Centre Tweeddale (now Ish'uze Youth Action) and Muriel Urquhart.
- 3.2 The premises consist of a front shop which has been used as Central Baguette and rear rooms used as a youth centre with storage rooms. The toilets are at the rear of the premises and are shared by both sub-tenants along with the cold store used exclusively by Muriel Urquhart.
- 3.3 The front shop is disadvantaged because the toilets and cold storage are at the rear of the premises and the rear premises are disadvantaged because access is required to the toilets. Therefore neither of the occupiers have exclusive use of their premises and this reduces the rental value and potential demand for the property.
- 3.4 It is believed that Ish'uze currently pay a rent of £8,000 pa to John Scott Bakers.
- 3.5 In 2006 Scottish Borders Council architects section investigated the possibility of sub-dividing the property so that each occupier could have exclusive use. The splitting of services and disruption to the occupiers were problematic and no works were carried out. The estimated cost at the time was between £100k and £150k.
- 3.6 With the front shop now vacant an opportunity has arisen to re-examine the layout of the premises with a view to the possible sub dividing and creating exclusive areas and services for the front and rear areas. Architects could produce drawings of the proposed changes and seek estimate costs for the work involved.

### **4 IMPLICATIONS**

#### **4.1 Financial**

- (a) The termination of the lease by John Scott Bakers and vacation by Muriel Urquhart shall reduce the rent from £24,000 pa to £8,000 although this is still to be discussed and agreed with Ish'uze.
- (b) The premises are not in an easily lettable state due to the shared accommodation and so expenditure may be required to renovate and improve the property.

#### **4.2 Risk and Mitigations**

- (a) There is a risk that the empty front shop will deteriorate and require substantial repairs and maintenance expenditure.

4.3 **Equalities**

There are no adverse equality implications arising from this report.

4.4 **Acting Sustainably**

There are potential effects on the sustainability of the building if it is left vacant for a long time.

4.5 **Carbon Management**

There are no significant effects on carbon emissions.

4.6 **Rural Proofing**

None.

4.7 **Changes to Scheme of Administration or Scheme of Delegation**

There are no changes to be made.

**5 CONSULTATION**

- 5.1 The Chief Financial Officer, Clerk to the Council, Head of Legal & Democratic Services, Head of Audit & Risk have been consulted and their comments have been incorporated into the report.

**Approved by**

**Chief Executive**

**Signature**

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**Author**

Name	Designation and Contact Number
James Morison	Estates Surveyor, Property & Facilities 01835 824000

**Background Papers: None**

**Previous Minute Reference: None**

**Note** – You can get this document on tape, in Braille, large print and various computer formats by contacting the address below. James Morison can also give information on other language translations as well as providing additional copies.

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