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CHAMBERS INSTITUTION TRUST WEDNESDAY, 16 FEBRUARY, 2022

A MEETING of the CHAMBERS INSTITUTION TRUST will be held VIA MICROSOFT TEAMS on
WEDNESDAY, 16 FEBRUARY 2022 at 4.00 pm

J. J. WILKINSON,
Clerk to the Council,

9 February 2022

BUSINESS		
1.	Apologies for Absence	
2.	Order of Business	
3.	Declarations of Interest	
4.	Minute (Pages 3 - 4) Minute of Meeting held on 19 January 2022 to be approved and signed by the Chairman. (Copy attached.)	2 mins
5.	Financial Update Update by Pension and Investments Manager.	5 mins
6.	Property Update Update by Estates Surveyor.	10 mins
7.	Consultation Process Discussions on final arrangements for carrying out the consultation process.	20 mins
8.	Stakeholder Group Consider proposals for Stakeholder Group (Copy paper to follow.)	15 mins
9.	Place Making & Levelling-Up Funding Update on schemes to be met from Place Making and Levelling-Up funding.	15 mins
10.	Any Other Items Previously Circulated	
11.	Any Other Items Which The Chairman Decides Are Urgent	

NOTES

1. **Timings given above are only indicative and not intended to inhibit Members' discussions.**
2. **Members are reminded that, if they have a pecuniary or non-pecuniary interest in any item of business coming before the meeting, that interest should be declared prior to commencement of discussion on that item. Such declaration will be recorded in the Minute of the meeting.**

Membership of Committee:- Councillors S. Bell (Co-Chair), R. Tatler (Co-Chair), K. Chapman, H. Anderson, S. Haslam and E. Small

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**SCOTTISH BORDERS COUNCIL
CHAMBERS INSTITUTION TRUST**

MINUTE of Meeting of the CHAMBERS
INSTITUTION TRUST held in Via Microsoft
Teams on Wednesday, 19 January 2022 at
4.00 pm

Present:- Councillors R. Tatler (Chairman) H. Anderson, S. Bell, S. Haslam, E. Small
Apologies:- Councillor K. Chapman

In Attendance:- Pensions and Investments Manager, Solicitor (G. Sellar), Estates Surveyor
(T. Hill), Localities Development Co-ordinator (K. Harrow), Democratic
Services Team Leader, J. Hogg (Live Borders)

1. **MINUTE**

There had been circulated copies of the Minute of the meeting held on 15 December 2021.

DECISION

AGREED to approve the Minute.

2. **CONSULTATION PROCESS**

With reference to paragraph 4 of the Minute of 15 December 2021, the Localities Development Co-ordinator advised that given the improving Covid situation there was now the possibility of having an in person event and he was happy to facilitate and also assist with the Stakeholder Group. The former TIC was suggested as a possible venue as the Burgh Hall was being used as a vaccination centre. It was noted that Steven Renwick was due to report back in February with proposals for the first phase of works to be funded from the UK Levelling Up fund. The Chairman advised that he and Councillor Bell had drafted some FAQs and these would also be brought to the next meeting. The possibility of showing the flythrough on a screen in the former TIC window was to be investigated. Mr Harrow confirmed it would also be made available on the Council's website and virtual drop-in session were also an option. It was agreed that the consultation arrangements would be finalised at the next meeting with a view to commencing in early March.

DECISION

AGREED to finalise the consultation arrangements at the meeting on 16 February with a view to commencing the consultation in early March.

3. **FORMATION OF STAKEHOLDER GROUP**

With reference to paragraph 2 of the Minute of 15 December 2021, the Chairman welcomed Mr Keith Bellville to the meeting. Mr Bellville was the Chairman of the Memorial Hall, Innerleithen Support Group which had been set up in 2007 to allow the main users of the hall to have a voice on how the hall was used and to help increase usage. The Group had been refreshed 4 years ago following the involvement of Live Borders and meetings were open to anyone with an interest in the hall. Councillor Tatler was the Council's representative on the Group. Mr Bellville advised that there were good links with officers from both Live Borders and the Council and the Group had helped with a number of improvements to the hall to increase use including events like weddings. The long term lease of the office space had also been achieved. Although the Group was constituted it did not hold funds so applications for funding were managed through the Innerleithen Community Trust. The Community Trust had also been able to help with match funding to allow grants to be applied for. The Group met around 4 times per year

and focused on user priorities and issues with recent meetings being held on-line. Mr Bellville answered Members questions and confirmed they were a reference group not a management group and were consulted on any refurbishment plans. There was no requirement for members to attend a certain number of meetings and Live Borders passed on meeting invites to any new regular users so they could join in. Ms Hogg confirmed the arrangement worked well. Members agreed to support a similar stakeholder model and the Chairman advised he would put together a proposal for the next meeting.

DECISION

AGREED that Councillor Tatler prepare a proposal for the Stakeholder Group to be considered at the next meeting of the Trust.

4. PLACE MAKING FUNDING

With reference to paragraph 7.2 of the Minute of 15 December 2021, the Estates Surveyor advised that Mr Johnstone was to submit a report to the Executive in February and quotes were being obtained for the works to remove the suspended ceiling in the Burgh Hall together with associated works. In response to a question on the need for Listed Building Consent, Ms Hill advised she would check and report back to the meeting in February. She further advised that the works to the kitchen were almost complete with just the flooring to be laid.

DECISION

NOTED that an update would be provided to the meeting on 16 February.

5. ERECTION OF POLE BY BT

The Estates Surveyor advised that a request had been received from BT to erect a pole in the allotments to allow the provision services to a neighbouring property. She had consulted the allotment holders and there were no objections. It was noted that a payment of £157.50 would be received. Members agreed to the request subject to it being a wooden pole.

DECISION

AGREED to approve the request from BT to erect a pole in the allotments subject to the pole being made of wood.

6. PRIVATE BUSINESS

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 Paragraph 6 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

7. PRIVATE MINUTE

Members approved the Minute of the meeting held on 15 December 2021.

The meeting concluded at 4.50 p.m.