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PEEBLES COMMON GOOD FUND SUB-COMMITTEE WEDNESDAY, 24 MAY 2023

A MEETING of the PEEBLES COMMON GOOD FUND SUB-COMMITTEE will be held in the VIA MICROSOFT TEAMS on WEDNESDAY, 24 MAY 2023 at 5.00 pm

All Attendees, including members of the public, should note that the public business in this meeting will be livestreamed and video recorded and that recording will be available thereafter for public view for 180 days.

J. J. WILKINSON,
Clerk to the Council,

15 May 2023

BUSINESS		
1.	Apologies for Absence.	
2.	Order of Business.	
3.	Declarations of Interest	
4.	Minute and Action Tracker (Pages 5 - 8) Consider the Minute of 19 April 2023 and updated Action Tracker. (Copies attached.)	5 mins
5.	Kingsmeadows Car Park Bays Consider a draft plan of the parking bays in Kingsmeadows Car Park, presented by Robert Reid and Paul Frankland.	15 mins
6.	Kingsmeadows Car Park Toilets Approval of opening hours.	
7.	Victoria Park - New Lighting Design and cost outline of new lighting in Victoria Park from Alex Young. (Copy to follow.)	10 mins
8.	Tree Planting in Haylodge Park A discussion on the apportioning of areas of Haylodge Park for planting to ensure biodiversity, with input from Simon Wilkinson, Tree Officer.	10 mins
9.	Wildflower Planting in Common Good Parks	10 mins

	Consider a request for permission for wildflower planting by Buglife: The Invertebrate Conservation Trust.	
10.	Energy saving alterations	
11.	Funding Application (Pages 9 - 14) Consider funding application from Peebles Pensioners Association. (Copy attached.)	10 mins
12.	Any Other Items Previously Circulated.	
13.	Any Other Items Which The Chairman Decides Are Urgent.	
14.	Private Business Before proceeding with the private business, the following motion should be approved:- “That under Section 50A(4) of the Local Government (Scotland) Act 1973 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 6 of Part 1 of Schedule 7A to the aforementioned Act.”	
15.	Minute (Pages 15 - 16) Consider Private Minute of the meeting held on 19 April 2023. (Copy attached.)	2 mins
16.	Old Corn Exchange Shop Discussion on the letting of the Old Corn Exchange shop.	10 mins
17.	Tweedgreen Pavilion Consider the painting of Tweedgreen Pavilion.	10 mins
18.	Future Meeting Dates The future meetings of the Peebles Common Good Fund Sub-Committee were scheduled as follows: <ul style="list-style-type: none"> • 16 August 2023 • 22 November 2023 • 28 February 2024 • 12 June 2024 	

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 R. Tatler (Chairman), D. Begg, M. Douglas, J. Pirone, E. Small, V. Thomson and P. Maudsley

Please direct any enquiries to Lynne Cuerden Tel: 01835 826527
Email: lynne.cuerden@scotborders.gov.uk

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**SCOTTISH BORDERS COUNCIL
PEEBLES COMMON GOOD FUND SUB-COMMITTEE**

MINUTES of Meeting of the PEBBLES
COMMON GOOD FUND SUB-COMMITTEE
held via Microsoft Teams on Wednesday,
19th April, 2023 at 1.30 pm

Present:- Councillors R. Tatler (Chair), D. Begg, M. Douglas, E. Small.
Apologies: Councillors J. Pirone and V. Thomson, Acting Chief Financial Officer, Acting
Chief Officer Corporate Governance
In Attendance:- Principal Solicitor G. Sellar, Democratic Services Officer (L. Cuerden)

1. ORDER OF BUSINESS

The Chair varied the order of business as shown on the agenda and the Minute reflects the order in which the items were considered at the meeting.

2. MINUTE

There had been circulated copies of the Minute of the Meeting held on 22 March 2023.

DECISION

AGREED the minute.

3. APPLICATIONS FOR FUNDING

- 3.1 There had been circulated copies of two funding applications from Peebles Youth Voice and Peebles Bowling Club. Peebles Youth Voice had requested £3,000 to help stage a series of teen events at the Eastgate Theatre. A project plan had been provided which detailed administrative arrangements and a financial plan. A draft plan of six events had been drawn up in collaboration with Eastgate Theatre which aimed to provide a safe place for the local youth to meet with friends and listen to music or watch films of their choice. The grant requested was to enable the launch of the initiative at a discounted price for the first year of operation.

DECISION

AGREED to approve the funding application from Peebles Youth Voice for £3,000 to fund a series of six youth events at Eastgate Theatre

- 3.2 There followed a brief discussion on the application from Peebles Bowling Club for a grant of £10,000. The Club were to embark on a major refurbishment programme, total expenditure £367,064, and had already applied to a number of other funding sources. In line with advice from the Acting Chief Financial Officer, it was agreed in principle to approve the application, pending the outcome of the external funding bids. The Club were to return to the Sub-Committee once other funding was in place to confirm the contribution from the Common Good Fund. Gillian Sellar informed members that under the Community Empowerment Act there was a statutory requirement for an 8 week community consultation exercise regarding the proposed change of use, due to it being sited on Common Good land.

DECISION

AGREED IN PRINCIPLE TO APPROVE the funding application from Peebles Bowling Club for £10,000, on condition of the outcome of the external funding bids.

4. ANY OTHER BUSINESS

- 4.1 With reference to paragraph 2 of the Minute of 22 March 2023, the Chair advised members that the process of designing and producing the pop up panels for the Peebles Common Good Fund Exhibition was underway. The proposed designs were to be circulated to members for approval via email given the timescales involved.
- 4.2 The Chair informed members of the offer of a small number of additional fruit trees to be planted in Haylodge Park. There had been a number of fruit trees already donated and planted near the playpark and Rae Burn with a view to creating a community orchard. There was general agreement to the planting. There followed a brief discussion on how to proceed with all future tree planting opportunities with a proposal that the responsibility be delegated to officers within the Parks Service. It was suggested that due consideration was given to the site and extent of each planted area and its biodiversity. To that end it was proposed that members apportion areas of Haylodge Park for specific types of planting under the guidance of the appropriate officer. It was agreed that the matter be added to the agenda for the next meeting of Peebles Common Good Fund Sub-Committee on 24 May 2023, with input from relevant officers where possible.

DECISION

AGREED:

- (a) to designs for the pop up panels to be circulated for approval via email;
 - (b) to the additional planting of fruit trees at the site near the playpark and Rae Burn, Haylodge Park; and
 - (c) to add an item to the agenda of 24 May 2023 to discuss areas for planting in Haylodge Park with input from relevant officers where possible.
5. **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.
6. **MINUTE**
Members considered the Private Section of the Minute of the Meeting held on 22 March 2023.
7. **PEEBLES RUGBY CLUB**
Members considered a presentation by Peebles Rugby Club.

The meeting concluded at 2:25 pm

SCOTTISH BORDERS COUNCIL

ACTION TRACKER (PUBLIC BUSINESS)

PEEBLES COMMON GOOD FUND– NOVEMBER 2022 onwards

Notes:-

Items for which no actions are required are not included

NO.	MINUTE PARAGRAPH NUMBER, TITLE AND DECISION REQUIRING ACTION	DEPARTMENT	RESPONSIBLE OFFICER	OUTCOME
19 APRIL 2023				
1. APPLICATIONS FOR FUNDING	Para 3.1 – AGREED to approve the funding application from Peebles Youth Voice for £3k to fund a series of six youth events at Eastgate Theatre	Democratic Services	Lynne Cuerden	Payment arranged to PCT for disbursement to PYV
	Para 3.2 – AGREED IN PRINCIPLE TO APPROVE the funding application from Peebles Bowling Club for £10k on condition of the outcome of the external funding bids	Democratic Services	Lynne Cuerden	
2. ANY OTHER BUSINESS	Para 4.1 – AGREED to designs for the exhibition pop up panels to be circulated for approval via email	Elected Members	Cllr Tatler	
	Para 4.2 – AGREED to the additional planting of fruit trees near the playpark and Rae Burn in Haylodge Park	Parks	Craig Blackie	Trees planted 3 May 2023
	Para 4.2 – AGREED to add an item to the agenda if 24 May to discuss areas for planting in Haylodge Parks with input from Tree Officer	Democratic Services	Lynne Cuerden	Simon Wilkinson to attend on 24 May
28 FEBRUARY 2023				
2. KINGSMEADOWS CAR PARK TOILETS	Para 6.0 - (b) AGREED to add an item to the next agenda to consider a report on the running costs and regime proposal for Kingsmeadows Car Park toilets.	Democratic Services	Lynne Cuerden	Email to Brian Young 10 March
3. KINGSMEADOWS CAR PARK TOILETS (BAYS)	Para 6.0 - (c) AGREED to request a report on a plan and summary of costs for the remarking of parking bays to maximise the use of space in Kingsmeadows Car Park.	Democratic Services	Lynne Cuerden	Email sent to Brian Young 10 March
5. PEEBLES BOWLING CLUB	8.0 - AGREED to	Estates	Tricia Hill	

NO.	MINUTE PARAGRAPH NUMBER, TITLE AND DECISION REQUIRING ACTION	DEPARTMENT	RESPONSIBLE OFFICER	OUTCOME
	(a) Peebles Bowling Club carrying out site investigations with a view to installing a silt trap and soakaway			
23 NOVEMBER 2022				
2. COMMON GOOD LAND PARKING	Para 3. - AGREED: (a) to add an item to the next agenda to consider a report on the revenue from Greenside car park	Democratic Services	L Cuerden	Report from John Curry due in 2023
3. UPDATE FROM THE PEEBLES STROKE GROUP ON USE OF FUNDING	Para 4. – AGREED to include previous evaluations and feedback from funding recipients in the Peebles Common Good Annual Report and to request updates from Fund recipients on confirmation of the award.	Elected Members	Cllr Tatler	
5. ANY OTHER ITEMS PREVIOUSLY CIRCULATED	Para 6. (a) Use of Parks under control of Peebles Common Good Fund – AGREED to (a) take the necessary action to have the matter of Common Good Land fees considered at a meeting of Scottish Borders Council; (b) include an agenda item at the next Sub-Committee meeting to review the fees charged in the past year	Democratic Services	L Cuerden	Report from John Curry due 2023

Common Good Fund: Application Form for 2022/23*

*Please note this is a fund of last resort – you will need to demonstrate to the Common Good Fund Committee that you have tried to secure funding from other sources.

Applicant Group/Organisation:	Peebles Pensioners Association
Name of your project:	Purchase of HP Spectre x360 16-f2001na Convertible UHD+ OLED Laptop - Core™ i7 (2023) Laptop
The name of the Common Good Fund that you are applying to:	Peebles Common Good Fund

What does your organisation do and who does it support? If appropriate. (max. 100 words)

Peebles Pensioners Association is a social group meeting throughout the year, with a membership of around 55. The members are supported through mutual friendship and chat with tea and coffee. Each meeting has either an interesting talk or presentation from a guest speaker or perhaps a film show such as photographs of old Peebles, which stimulates memories and sometimes it is just something new and innovative. We have a January coffee gathering, June summer lunch, August afternoon tea and Christmas lunch. All our events are either free or subsidised (up to 50% of the cost) to be affordable to all.

Summarise what you want to use this funding for (max. 100 words)

Since I took over as Secretary in February 2010 (when I was 47), I have used my own PC, laptop (for use at meetings for guest speaker's presentations) and high quality LaserJet printer. This has allowed me to effectively manage the Pensioners paperwork. However, as I near retirement, I am no longer in a position to fund the cost of a replacement laptop for Pensioners administration and for use by guest speakers for their presentations. The grant to purchase a replacement laptop, will keep all members well informed through newsletters, allow continuity of administration and guest speaker's presentations.

Summarise how the outcomes of the project will be measured/evaluated (max. 100 words)

The project will be deemed a success if, as Secretary, I can continue to provide continuity of administration, that guest speakers can continue to be invited, knowing that their presentations will be able to be shown, through use of the laptop and projector, onto the screen (the latter two items were purchased in 2017) and that I have successfully managed to have the technology I need to continue to keep Peebles Pensioners Association in existence for many years to come.

Tell us how your activity/project will make a difference to your organisation and how it will benefit the residents of the current/former Burgh (max. 200 words)

A grant to purchase a new laptop will make an unquantifiable difference to the continuity of administration. It is extremely important to be able to effectively communicate with members and I do so by producing monthly newsletters, schedules and booking forms for efficiency of administration of external events. I would be able to continue to communicate effectively with guest speakers and others through email and letters and it will enable me to continue to invite guest speaker who require AV facilities to talk to the members, knowing that they will be able to show their presentations. This will benefit the current members of the Pensioners, but it will also benefit potential new members by ensuring that there will still be a Pensioners group in the future, given that we are the last Pensioners group still running in Peebles. I rely heavily on my current laptop, since so much of what I do as Secretary and what the group does at meetings, relies on this technology.

Tell us how your project will be sustainable in the future (max. 100 words)

By purchasing the most up to date and high specification laptop, this will futureproof the Pensioners administration for many years to come.

Expenditure: Please tell us how much money you need for the entire activity/project (you may be asked to provide up to 3 quotes to support your application)

Item of Expenditure	Cost (£)
HP Spectre x360 16-f2001na Convertible UHD+ OLED Laptop - Core™ i7 (2023) Laptop (due to rapid advances in technology, this model may have been superseded by the time of purchase and therefore a substitute would be sought) – direct link to HP’s website product details noted below (cost accurate as at 11/05/23 but price can and often does, fluctuate):	2100.00
https://www.hp.com/gb-en/shop/product.aspx?id=7K834EA&opt=ABU&sel=NTB	
Total Expenditure	
How much would you like from the Common Good Fund?	2100.00
Please supply a copy of your signed & dated Annual Accounts or Projected Financial Plan	attached

Have you received funding in the last 5 years from Scottish Borders Council or any other external funders? If so, please detail the fund name, the amount and the purpose of the grant.

Fund	Amount	Purpose
Age Scotland Keeping the Doors Open Fund	£469.25	HP Printer

Tell us about your own fundraising or how you have secured other funding for this project.

	Amount	Purpose
N/A		Page 10 Fundraising currently on hold due to temporary move to smaller hall (where fund raising at meetings is

	impossible) whilst Burgh Hall undergoing renovations).
Individual/Group/Organisation details:	
Contact Name:	Laura Scott
Position in Group/Org: (if appropriate)	Secretary
Home Address:	████████████████████
Post Code:	██████
Telephone Number:	██████████
Email Address:	Peeblespensioners@btinternet.com
Date:	11/05/23
Signature:	████████████████████

Equalities
Do you have an Equal Opportunities Policy or Equality Statement? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
No application to join Peebles Pensioners Association will be declined on the grounds of race / sex / sexual orientation / religious beliefs / political alliance / disability. Every member will be treated fairly and with respect. No form of intimidation, bullying or harassment will be tolerated.

Public Protection
Does your idea/project involve work with children, young people under the age of 18 or vulnerable adults? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes what public protection policies do you have in place and how often are these reviewed? Please provide a copy of these or give full details below.
Write here...

Permissions

Does your project involve work to a building or land? Yes No

If yes do you have the following? (please tick relevant)

- A lease agreement (Date of lease _____ and duration _____ years)
- Written permission of owner
- Planning permission (Reference No. _____)

Common Good Funds

Common Good Funds in Scotland originated in the 15th century and are the assets and income of some of the current/former Burghs. They can represent a substantial portfolio of land, property, some moveable items and investments and by law continue to exist for the benefit of the inhabitants of the former Burghs to which they relate. Scottish Borders Council is the owner of these Funds and each Fund has a sub-committee comprising the relevant local Councillors who make the decisions on the management of the Fund's assets and approval of any requests for funding (up to a limit of £20,000 above which full Council approval is required).

If you are successful in being awarded Common Good Funds, you will be asked to complete a monitoring & evaluation form when your project is complete or within 1 year of receiving funding. Future applications will not be considered until this has been received and the Common Good Fund Sub-Committee are satisfied with the evaluation you have provided.

This completed form and supporting documents should be submitted to Louise McGeoch, Democratic Services Team Leader, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA. Email: lmcgeoch@scotborders.gov.uk Telephone: 01835 825005

Peebles Pensioners Association
Accounts 01/02/22 to 31/01/23

Opening Bank Balance as at 01/02/22 £ 5,606.44

Add Income:

Memberships	£	560.00			
Entrance Fees	£	452.00			
Tweed Wheels Community Bus	£	172.00			
Regular Donations	£	213.00			
Other Donations	£	210.90			
Sales (microfundraising)	£	190.50			
Sales (external)	£	805.32			
Sales (kindling)	£	562.50			
Summer lunch	£	500.00			
Afternoon Tea	£	239.00			
Christmas Lunch	£	587.00	add	£	4,492.22
			Subtotal	£	10,098.66

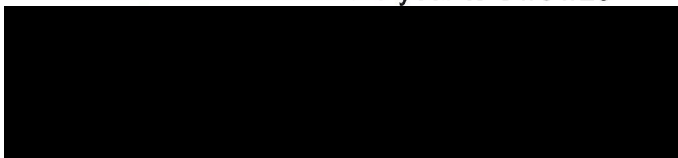
Less Expenditure:

Tweed Wheels (Membership / Transport)	£	175.00			
Live Borders (Hire of Burgh Hall)	£	135.70			
Office Expenses	£	86.10			
Gifts / Donations for Guest Speakers	£	201.00			
Raffle Prizes	£	270.00			
Summer Lunch	£	792.00			
Coffee morning (Summer)	£	50.00			
Coffee afternoon (Summer)	£	85.50			
Afternoon Tea	£	360.00			
Christmas Lunch	£	1,006.30			
Coffee morning (winter)	£	55.00			
Meeting Expenses	£	321.22			
Fundraising Expenses	£	72.04			
Insurance	£	90.72			
Gratuities	£	140.00	less	£	3,840.58

Balance carried forward 01/02/23 £ 6,258.08

Balance as per bank statement at 25/01/23		£ 6,358.08		
Less o/s cheque(s)		£ 100.00		
Agrees with balance above		<u>£ 6,258.08</u>		

I have examined the vouchers and statements of Peebles Pensioners Association produced to me for the year 01/02/22 to 31/01/23 and found them to be in agreement with Bank Records and the annual statement for the year to 31/01/23



(Jennifer Redfern)

12 MARCH 2023

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