

# Public Document Pack

## SCOTTISH BORDERS COUNCIL

MINUTES of Meeting of the CHAMBERS  
INSTITUTION TRUST held via MICROSOFT  
TEAMS on Wednesday, 10th May, 2023 at  
2.00 pm

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Present:- Councillors R. Tatler (Chairman), D. Begg, M. Douglas, J. Pirone and  
V. Thomson

Apologies:- Councillors E. Small

In Attendance:- Locality Development Co-ordinator and Principal Solicitor

### 1. **MINUTE AND ACTION TRACKER**

There had been circulated copies of the Minute of the Meeting held on 15 March 2023 and the Action Tracker. With reference to the Action Tracker it was noted that all actions had been carried out with the exception of the final 2 which were not able to be updated in the absence of a representative from the Estates Section.

#### **DECISION**

**AGREED to approve the action tracker and the Minute for signature by the Chair.**

### 2. **BENEFICIARIES GROUP UPDATE**

2.1 The Chair provided a brief summary of the meeting held on 9 May 2023 and a copy of the Minute is contained in the appendix to this Minute. With regard to the Burgh Hall the majority of the works had now been carried out with a few minor items which should be completed by the end of the week. However, some additional works had been required to deal with rot which had been discovered around a fan which had cost an additional £15k. It was reported that the vestibule had not been included as part of the hall works and it was agreed that it should be repainted in the same colours as the hall. The Trust approved the repainting subject to the receipt of quotes for the work. It was further noted that there was some damage to the glass in the sunburst windows. A quotation of £1,297 had been received for the works and this was approved by the Trust. The Chair reminded everyone that this was just Phase 1 of works to the hall and that future works would also be needed to areas such as the floor, the stage and access to the kitchen. The Chair thanked officers, the contractors, the Beneficiaries Group and the Trust Members for their input into ensuring that the works so far had been so successful.

#### **DECISION**

**AGREED to approve:-**

(a) **the repainting of the vestibule to match the colours of the hall subject to obtaining quotes for the works; and**

(b) **the quotation of £1,297 for the works to repair the sunburst window.**

2.2 The Chair invited Fiona Colton to update the Trust on an event which had been organised for 19 May. Ms Colton advised that the hall would be open from 3 p.m. to 8 p.m. on Friday 19 May to allow the public to come and see the refurbished hall. There would also be information regarding the Chambers Anniversary, how to book the hall and a chance to meet those involved in the works. In response to a question about publicity she confirmed it would be on their website and there would be signage out on the street. Any assistance

with publicity would be appreciated and she agreed to send the details to the Peeblesshire News. The Chair suggested she contact Gareth Smith to obtain the photographs which he had taken showing the progress of the works and also to display the pop-ups relating to the consultation. A further event was being organised by Lorna McCullough of Borders Community Action for 27 May. This was a fair for volunteers which would be held both in the Burgh Hall and on Tweed Green. Adrian Lucas had also been assisting on behalf of the Lord-Lieutenant of Tweeddale. Kerrie Guiney from the new Peebles Retailers Association was also organising events in the town on that day.

- 2.3 The Chair advised that a Business Planning Group was now to be established and the members were Councillor Pirone as Chair together with Councillor Marshall Douglas, Sam Coe, Brian McCrow, Peter Maudsley and Kerrie Guiney. Fiona Colton agreed that she would also be happy to attend meetings. Details of the remit and role of the Group would be submitted at the next meeting of the Beneficiaries Group in July. There would also be a special meeting of the Beneficiaries Group in June to discuss the consultation process in detail. There had been a meeting of the Sub-Group with Page Park to discuss the feasibility study and there would be a further session with the Beneficiaries Group to discuss proposals.
- 2.4 The Beneficiaries Group had discussed the Condition Survey and the need to also include dimensions. Fiona Colton had shared her thought regarding the management of the spaces and the need to take advantage of the options to use the building in a sustainable way. A Group had been set up to look at fund raising which comprised Councillor Tatler, Peter Maudsley and Lorna McCullough.
- 2.5 Sam Coe reported on the works which had been carried out to the roof with the wrong type of slate and without the benefit of an application for listed building consent. This was of great concern on an 'A' listed building. He expected the Council to lead by example in such circumstances and expressed the hope that a retrospective application would be submitted and the slates replaced with the correct type. The Chair confirmed that this would be looked at as part of the overall project with the slates being replaced with "like for like"

#### **DECISION**

**NOTED the update on the Beneficiaries Group meeting.**

### **3. CONDITION SURVEY**

In the absence of Gareth Smith, Property Officer, the Chair advised that as mentioned above a detailed discussion had been held at the Beneficiaries Group where it had been agreed that the survey should also cover dimensions in addition to condition. It was suggested that Page Park provide a specification on what the survey should cover. They were also able to recommend contractors for this type of work. The Estates Section would be required to obtain quotes.

#### **DECISION**

**AGREED to include dimensions in the survey and to continue this item to the next meeting for an update.**

### **4. FACILITATOR APPOINTMENT**

Kenny Harrow, Community Engagement Officer advised that if the appointment of a facilitator was included in the place making process for Peebles this would give access to the place planning procurement framework, would help maximise the place making process by including the plans for the Chambers Institution together with the wider plans for Peebles and allow opportunities to access funding. Mr Harrow confirmed that it could also allow involvement in other place plans over the whole of Tweeddale. Members agreed to this approach on the basis that other funding opportunities needed to be found

to realise the ambition for the Chambers Institution with the only concern being that it might slow progress down. Mr Harrow reassured Members that this should not be an issue as Peebles was already well ahead with its plans.

**DECISION**

**AGREED that the appointment of a facilitator be included as part of the place making proposals for Peebles to allow access to the procurement framework.**

5. **JOHN BUCHAN MUSEUM**

The Chair advised that the John Buchan Museum had been discussed at the Beneficiaries Group and had also been raised by the Community Council as there was a desire to improve the look of the building and the signage. This would be taken forward by Gareth Smith and Neil Pringle. Discussions would also require to be held with the Planning Officer as it was a listed building.

**DECISION**

**NOTED the update.**

6. **DATES OF FUTURE MEETINGS**

6.1 It was noted that it had been previously agreed that meetings would now be held every second month going forward. However, at the request of the Chair it was agreed that the June meeting be moved to 26 July and that to keep the 2 monthly cycle dates from September onwards would be agreed at the next meeting.

6.2 The Chair advised that the Trust currently only received annual financial reports. However, given the recent level of expenditure it was agreed that the Finance Department be asked to provide a report to either the July or September meeting so that the Trust had a clear picture of the current financial position.

**DECISION**

**AGREED that:-**

- (a) **the next meeting of the Trust be held on 26 July 2023;**
- (b) **a schedule of meetings for September, November, January, March and May be considered at the next meeting; and**
- (c) **a financial report be requested for either the July or September meeting.**

*The meeting concluded at 2.50 pm*

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## **Chambers Institute Beneficiaries**

### **Meeting held 9<sup>th</sup> May 2023 on MS Teams**

#### **Present:**

Cllr Robin Tatler, SBC (Chair)  
Lorna McCullough, Borders Community Action (Minutes)  
Cllr Marshall Douglas  
Sam Coe, Peebles Civic Society  
Cllr Eric Small  
Cllr Drummond Begg  
Cllr Julie Pirone  
Kerrie Guiney Peebles Retailers Association  
Joe Fernand Renew Crew  
Peter Maudsley

#### **Apologies:**

Hannah Lacon, SBC  
Ian Buckingham

1. Welcome and introductions
2. Notes from Meeting held on 14th March
3. Burgh Hall – update, opening event on 27th May, consideration of next phase

### **Gareth Smith update**

Works nearly complete  
Lights need programmed, laptop needed for this  
Low level panelling needs a final coat of paint  
Hall, kitchen and toilets need a final clean, quoted nearly £5k. Alternative company found at affordable price, initial builder clean done, final clean scheduled in after works finished.

Rot found round sunburst window, now fixed, gable now getting painted and this repair work has increased by £15k as scaffolding had to be reconstructed. Scaffold may be removed by end of this week, latest Monday.

Last remaining job is wifi installation, due to be done 15<sup>th</sup> May.

Entrance hall has not been factored in but will need to be painted the same colour, further costs being sought asap. More work needed, but noted this is phase 1 only, further works planned when funding is secured. Lighting needs to be done same as hall too.

Some of the glass in the sunburst windows is damaged, quote obtained £1297, group agreed this needs

#### Additional Costs

- Cleaning £820
- Blacksmiths for ducting in fans in attic space £453
- Fan removal £603
- Gable end costs, in total came to extra £15664

Gareth talked through progress pictures. Looking tremendous! Robin congratulated Gareth and the team on a great job. Also the sub group who worked to agree design options, thanks given to all involved.

Live Borders are planning an opening event for Live Borders, Fiona Colton planned for 16<sup>th</sup> May. Beltane Committee have a meet and greet Monday.

### **Volunteer Fair in planning, meeting tomorrow.**

Peebles Retailers event planning well underway, music, radio coverage and food all involved. Music in hall and on street. BBC Scotland coming down.

## **4. Business Plan Group – role, remit, composition, timetable**

2 volunteers, Same Coe and Brian McCrow already, need a councillor to lead the group for the business plan group, Julie agreed to volunteer. Peter Maudsley, Marshall Douglas, Kerrie Guiney. Need someone to administer and chair, reporting back to beneficiaries group. Julie to lead. Live Borders rep, Fiona Colton to liaise. Plan needed for next beneficiaries meeting in July, role, remit and timescales.

Once plan is in place, the trust will run the building instead of Live Borders. SBC and Live Borders are happy with this approach, Julie keen to get SOSE on board regarding funding. SLA with Live Borders needs reviewed although this is part of a wider piece of work.

## **5. Consultation process – update, next stage**

Suggested interim meeting in June to look at consultation process only, in June.

Kenny Harrow confirmed place making process needs to bring together all the different projects going on to maximise resources. Peebles Place plan needs to be updated and see how it can come together. More chance of success in an all town approach in funding planning.

## **Page Park update**

Briefing workshop on 24<sup>th</sup> March following presentation of initial plans. Sub group of beneficiaries group attended, brain storm about what Chambers Institution can be used for going forward. Summary report provided.

Catch up meeting taken place to discuss architectural solutions to help future discussions and workshop next stage. Particularly the proposed mezzanine level under discussion and how the space can be used.

Feasibility study needs to be progressed, aim to complete before consultation discussions.

## **6. Condition Survey of all buildings**

Many surveys will be needed, condition, dimensional and topographical as old drawings are not sufficient. PP need measurements of whole building and quotes needed, budget to be determined. Also roof, and all external areas. PP have provided/suggested contractors for this work. 3D image of whole building can be obtained. Prices to be sought. Environmental assessment needed, condition survey will assess energy efficiency.

Sustainable West Linton have experienced resource for museum storage of artifacts, worth connecting to find out how they can support this work. Joe to provide contact details.

JBSM external appearance being reviewed, Gareth seeking quotes. Railings, bench, bin and signage. Brought forward to next meeting.



## **7. Fundraising**

Unsuccessful in UK Levelling up funding. Heritage Lottery funding, Robin to contact The National Lottery to gauge level of support they may be able to provide.

Robin, Peter and Lorna to look at funding strategy for next meeting. Peter confirmed Historic Environment have various funding programmes that are worth pursuing.

## **8. AOB**

'A' listed building, previously carried out roof repairs using wrong type of slate did not seek planning permission first. A retrospective application has been withdrawn. Issue needs to be addressed. Architectural Society Association for Scotland have lodged a strong objection.

Roof condition, danger to public and securing building and its historical contents cited as reason for quick work done during Covid pandemic, but a more detailed planning permission application is being considered. Proportionate and pragmatic at the time, but now needs to be corrected. Correct type of slate can be sourced and cut to size.

## **9. Date and place of next meeting**

July, date TBC, interim consultation meeting in June in person proposed.

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