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## SCOTTISH BORDERS COUNCIL CHAMBERS INSTITUTION TRUST

MINUTES of Meeting of the CHAMBERS  
INSTITUTION TRUST held via Microsoft  
Teams on Thursday, 21st March, 2024 at  
4.00 pm

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

Apologies:- Councillors E. Small and V. Thomson

In Attendance:- Director Corporate Governance (from 16:30), Director Corporate Governance, Property Officer and Statutory Reporting and Treasury Business Partner (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. An additional matter was to be considered under Item 8.

2. **MINUTE**

There had been circulated copies of the Minute of the Meetings held on 24 January and 28 February 2024.

**DECISION**

**AGREED to approve the Minutes for signature by the Chair.**

3. **BENEFICIARIES GROUP UPDATE**

The Chair shared the main points from the meeting of the Beneficiaries Group on 20 March 2024, the Note of which was to be appended to this Minute. The public consultation drop-in event held on 18 March saw around 70 attendees give their feedback on the project vision document. A summary of these responses was to be appended to this Minute, along with the Community Consultation Report by Jason Dyer. A few key points were highlighted by Members: the need to ensure good Wi-fi for the hearing loop to operate effectively; concern around the proposal to open a café and its impact on local businesses; a large amount of the Levelling Up award was to be spent on the fabric of the building to make it more sustainable for the future.

**DECISION**

**NOTED the update.**

4. **JOHN BUCHAN MUSEUM UPDATE**

Gareth Smith had no further update to provide on possible measures to improve the frontage and signage of the museum. The question of whether Estates was to take a lead on this was raised. A meeting with Planning officers and representatives of the John Buchan Museum was still to be arranged by Gareth Smith/Estates.

- 4.2 Gareth Smith provided an update on Burgh Hall works. Vents had been installed to the pipe box and were not to be painted. Their effectiveness was not known yet, but feedback was to be sought from the Peebles Pensioners Association who were regular

users of the hall. There was to be no curtain hung in the balcony and the acoustic panels were to be installed by the end of April.

**DECISION  
NOTED**

5. **ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT**

The Chair requested that two standing items be included on the monthly agenda going forward: Levelling Up Fund Report and Financial Report.

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.**

7. **PRIVATE MINUTE**

Members considered the Private Minutes of 24 January and 28 February 2024.

8. **BURGH HALL FOYER CABINET**

Members considered the placement of the cabinet and shelving and agreed to arrange a site visit for measurements to be taken.

***The meeting concluded at 4.30 pm***

- Work with Eastgate
- Revenue challenges
- Put the museum in the Mezzanine
- Very concerned about the effect of a mezzanine on patrons using the Burgh Hall – so no mezzanine
- Environment and light levels are major considerations for museum displays
- Don't like mezzanine (x2)
- Would prefer that the Burgh Hall does not have a mezzanine
- Feasibility/Business case needed for all changes
- Ask retailers to contribute to the case for the painting
- Where will CAB be relocated? Are they being consulted?
- Joint ticketing? Concerns about duplication with Eastgate
- CAB need relocation in a central place
- Geoffrey Hamilton – Carnegie personal involvement needs to be highlighted
- Parking issues
- Tweeddale Society talk in 2025?
- Can see no need for a café especially when space would appear to be tight. This could impact on local businesses
- Move more quickly
- Staying true to Chambers original intent
- Chambers gift – deed of Trust. Legal encumbrances around what should be provided?
- Good idea – move quickly
- Fiddy – the wonder dog, museum sculpture
- Wi fi
- Opportunities for artists to sell their work – commission?
- Quiet space for studying etc. but needs to be quiet. Encourage people to study/work here
- Separate staff room from offices – so staff can have a break from work
- Busy library needs better storage for staff resources
- Museum really needs updated – signage, lighting, displays, interactive facilities
- Book check in out self service?
- Thoughts about accessibility officer to oversee layout, lighting for physical and sensory improvements. Wi-fi access essential
- How to accommodate additional parking in the area
- New lift needs to be big enough to accommodate more than buggy and people at the same time
- Don't remove Registrars toilet
- Is the link corridor really necessary, how will it work? Sensitivities for different areas – Registrar
- Book bug and children's library should be a separate area
- Modern signage needed on High Street – interactive screen? Easy to read?
- Child-friendly donation boxes?
- Larger lift for all levels desperately needed
- More staff will be needed to provide services for an increased footfall
- Needs a big lift
- Accessible toilets

- Quiet area for research not next to busy/noisy area
- What's happening to CAB?
- Is a café really necessary? Threat to existing businesses
- Concerned at café – existing ones
- Great idea! Current frontage is dreadful
- Could there be an automatic door to aid wheelchair access
- Accessibility to Wi-Fi maximising communication
- Physical and sensory communication key
- Acoustic accessibility desk Wi-Fi access as standard link with loop experts
- Great to see improved access for lovely gallery on the top floor
- Acoustics, Wi-Fi essential
- Potential performance space for concerts
- A flexible space, community groups use and income generation
- If mezzanine level in and space for meetings on lower level how does the space work for coffee morning etc, needs better explanation of how this will work
- Museum accreditation is essential for high profile loans
- Will JB Museum be lost in the museum space?
- Live Borders manage and SBC steward collection
- Are some of the computer tables going to be wheelchair accessible?
- JB Museum has to have the same space as previously and keep its identity
- Wi-Fi essential and interactive displays