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## CHAMBERS INSTITUTION TRUST THURSDAY, 18TH APRIL, 2024

A MEETING of the CHAMBERS INSTITUTION TRUST will be held VIA MICROSOFT TEAMS on THURSDAY, 18 APRIL 2024 at 4.00 pm.

N. MCKINLAY,  
Director Corporate Governance,

8 April 2024

<b>BUSINESS</b>		
1.	<b>Apologies for Absence</b>	
2.	<b>Order of Business</b>	
3.	<b>Declarations of Interest</b>	
4.	<b>Minute</b> (Pages 3 - 6)  Consider Minutes of meetings held on: (a) 13 March 2024; (b) 21 March 2024. (Copies attached.)	2 mins
5.	<b>Financial Report</b>  Consider report from Director Finance and Procurement. (Copy to follow.)	10 mins
6.	<b>Levelling up Fund Report</b>  Verbal update on progress of the Working Group to date.	2 mins
7.	<b>Beneficiaries Group Update</b>  Verbal update from Councillor Tatler, Chair of C.I.T.	5 mins
8.	<b>Community Festival Event</b> (Pages 7 - 8)  Consider request from the Peebles Retailers Association for the Burgh Hall Courtyard to be the site of a performance space for the school choir and the Silver and Pipe Bands.	
9.	<b>Any Other Items Previously Circulated</b>	
10.	<b>Any Other Items Which The Chairman Decides Are Urgent</b>	
11.	<b>Private Business</b>	

	<p>Before proceeding with the private business, the following motion should be approved:-</p> <p>“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 the relevant paragraphs of Part 1 of Schedule 7A to the aforementioned Act.”</p>	
12.	<p><b>Private Minute</b> (Pages 9 - 12)</p> <p>Consider Private Minutes of meetings held on:  (a) 13 March 2024;  (b) 21 March 2024.  (Copies attached.)</p>	2 mins
13.	<p><b>25 High Street</b> (Pages 13 - 14)</p> <p>Discussion on work to clear the premises and associated costs. (Copy attached.)</p>	10 mins

#### 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.**

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**Membership of Committee:-** Councillors R. Tatler (Chairman), D. Begg, M. Douglas, J. Pirone, E. Small and V. Thomson, S. Coe (Beneficiaries Group Observer)

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Please direct any enquiries to Lynne Cuerden Tel: 01835 826527  
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**SCOTTISH BORDERS COUNCIL  
CHAMBERS INSTITUTION TRUST**

MINUTES of Meeting of the CHAMBERS  
INSTITUTION TRUST held in via Microsoft  
Teams on Wednesday, 13 March at 5.00 pm

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Present:- Councillors R. Tatler (Chair), D. Begg, J. Pirone and M. Douglas  
Apologies:- Councillors E. Small and V. Thomson  
In Attendance:- Chief Legal Officer, Chief Officer Estates, Strategic Economic Investment  
Lead Officer, Community Engagement Officer (E. Husband), S. Coe  
(Beneficiaries Group) and Democratic Services Officer (L. Cuerden)

1. **PRIVATE BUSINESS**

**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.

2. **GOVERNANCE ARRANGEMENTS**

Members discussed governance arrangements for the Chambers Institution Trust and its Trustees.

*The meeting concluded at 5.50 pm*

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# SCOTTISH BORDERS COUNCIL CHAMBERS INSTITUTION TRUST

MINUTES of Meeting of the CHAMBERS  
INSTITUTION TRUST held via MICROSOFT  
TEAMS on Thursday, 21 March 2024 at 4.00  
pm

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

Apologies:- Councillors E. Small and V. Thomson

In Attendance:- Director Corporate Governance (from 16:30), S. Coe (Beneficiaries Group), J. Dyer, 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. An additional matter was to be considered under Item 8.

## 2. MINUTES

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

- 3.1 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

- 4.1 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 BUSINESS THE CHAIR DECIDES IS 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 4.30pm.***

Good afternoon

The Peebles business and retailers association are planning our community festival again this year on Sat 25th May.

We are making it a community festival rather than just a shopping festival.

We have invited the local schools to get involved in singing and would love to offer them a safe place for them to sing and for their families and friends and visitors to the town to enjoy their performance.

We would love it if we could use the courtyard in front of the Burgh hall for the school choir and potentially the silver and pipe band ?

Look forward to hearing from you

Kerrie Guiney

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