

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

MINUTES of Meeting of the HAWICK
COMMON GOOD FUND SUB-COMMITTEE
held in Lesser Hall, Town Hall, Hawick on
Tuesday, 20 June 2017 at 4.00 pm

Present:-	Councillors G Turnbull (Chairman), W McAteer, S Marshall, D Paterson, N Richards, Mrs A Knight (Burnfoot CC), Mr I Turnbull (for Hawick CC)
Apologies In Attendance:-	Councillor C Ramage, Mr J Little (Hawick CC) Principal Solicitor (H Macleod), Senior Finance Officer (J Yallop), Estates Manager (N Hastie), Estates Surveyor (N Curtis), Property Officer (F Scott),
Members of the Public	Democratic Services Officer (J Turnbull). 6

1. **APPOINTMENT OF CHAIRMAN**

Following introductions the first item to be considered was the appointment of Chairman and Vice-Chairman. Councillor Marshall, seconded by Councillor McAteer moved that Councillor Turnbull be appointed as Chairman and this was unanimously agreed.

DECISION

AGREED that Councillor Turnbull be appointed as Chairman of the Hawick Common Good Fund Sub-Committee.

MEMBER

Councillor Turnbull in the Chair.

2. **APPOINTMENT OF VICE-CHAIRMAN**

The appointment of Vice-Chairman was then considered. Councillor Marshall seconded by Councillor Turnbull moved that Councillor McAteer be appointed as Vice-Chairman and this was unanimously agreed.

DECISION

AGREED that Councillor McAteer be appointed as Vice-Chairman of the Hawick Common Good Fund Sub-Committee.

3. **MINUTE**

There had been circulated copies of the Minute of the Meeting held on 21 February 2017.

DECISION

APPROVED the Minute for signature by the Chairman.

4. **MATTERS ARISING FROM THE MINUTE**

With reference to paragraph 9 of the Minute of 21 February, the Estates Surveyor, Mr Curtis, advised that a report on the Burgh Woodlot would be presented to the next meeting of the Sub-Committee.

DECISION

NOTED that a report on the Burgh Woodlot would be presented to the next meeting of the Sub-Committee.

5. **FINANCIAL ASSISTANCE**

It was noted that the application from Live Music Hawick had been withdrawn. The organisation had been granted funding from the Community Grant Scheme.

DECISION NOTED.

6. **COMMON HAUGH CAR PARK - INSTALLATION OF GATES**

6.1 With reference to paragraph 12(b) of the Minute of 21 February, there had been circulated a report by Chief Officer – Roads providing the Hawick Common Good Fund Sub-Committee with the requested information on the proposal to install gates to the entrance and exit of the Common Haugh Car Park, Hawick. An estimate of £3,000 had been obtained for the gates. The gates would be padlocked open when not required and could then be closed and padlocked shut to prevent access/egress to the car park. Police Scotland, Scottish Borders Council's Emergency Planning Officer and Network Manager had been consulted. They had raised concerns and their collective response did not support the installation of gates, they recommended the alternative provision of "Car Park Closed" signs and road cones at both entrance and exit to the car park when deemed necessary during any significant flooding event.

6.2 The Chairman, Councillor Marshall, advised that Hawick Flood Group would be disappointed that the installation of gates was not supported. However, he acknowledged the risks and mitigations detailed in the report. It was noted that Hawick Flood Group would liaise with the Police and the Council to support the provision of signage and road cones at both the entrance and exit to the car park during significant flooding events.

DECISION

- (a) **NOTED the content of the report and the concerns raised with regards to the installation of gates to the Common Haugh Car Park's entrance and exit; and**
- (b) **AGREED the alternative recommendation to provide and position "Car Park Closed" signs and road cones at both the entrance and exit to the car park when it was deemed necessary during any significant flooding event.**

7. **MOVEABLE ASSETS INVENTORY**

7.1 With reference to paragraph 5 of the Minute of 15 November 2016, there had been circulated a report by Depute Chief Executive. The report concluded the work started in 2015 to produce a current definitive list of all items that should be agreed as constituting the Hawick Common Good Moveable Assets Inventory. The Inventory being recommended for approval had been prepared by consolidating: the original inventory held by Scottish Borders Council (SBC); recommendations to Hawick Common Good Sub-Committee on 25 May 2015 and 15 November 2016 regarding the potential Common Good ownership of heritage objects held in Hawick Museum and Hawick Town Hall; the outcome of a consultation exercise with a number of Hawick organisations; and, additional research undertaken during the period February to June 2017.

7.2 Mr Brown, Cultural Services Advisor, was in attendance and highlighted that the Burgh flags and a portrait of Provost Fisher had been added to the Inventory. He advised that a search of Hawick Town Hall had been undertaken by the Town Hall Caretaker and uncovered a number of additional items which were listed in Appendix 1 to the report. These items had been reclassified as being owned by Hawick Common Good and added to the Inventory. It was also proposed that the Hornshole Monument donated by Mrs Turnbull should be added to the Inventory and this was agreed.

7.3 The Sub-Committee thanked Mr Brown and his team for the comprehensive Inventory. Members also noted that if new evidence suggested other materials should be added to the list, officers would bring forward to the Hawick Common Good Sub-Committee for consideration.

DECISION

- (a) NOTED the suggested reclassification of those moveable items shown in Appendix A to the Minute, as assets belonging to Hawick Common Good.**
- * **(b) AGREED to RECOMMEND to COUNCIL the moveable items shown in Appendix A to the Hawick Common Good Moveable Assets Inventory.**
- (c) AGREED to commission a valuation report on the items so listed in Appendix A, to the Minute.**

8. MONITORING REPORT FOR 12 MONTHS TO 31 MARCH 2017

- 8.1 With reference to paragraph 8 of the Minute of 21 February 2017, there had been circulated a report by the Chief Financial Officer providing details of the income and expenditure for the Hawick Common Good Fund for year 2016/17 including balance sheet values as at 31 March 2017 and the proposed budget for 2017/18. Appendix 1 to the report provided the actual income and expenditure for 2016/17. This showed a surplus of £3,053 a decrease from £13,326 reported at the February meeting for the year. Appendix 2 provided a balance sheet value to 31 March 2017, this showed a projected decrease in the reserves of £26,267. Appendix 3 provided a breakdown of the property portfolio showing projected rental for 2016/17 and actual property expenditure to 31 December 2016. Appendix 4 showed the value of the Newton Fund to 31 March 2017.
- 8.2 Mr Yallop, Senior Finance Officer advised that grants of £37k had been awarded which was £8.5k over the allocated budget. The proposed budget for 2017/18 was £26k which related to the three year average spend. Mr Yallop also advised that property expenditure during the period was in line with the budget.
- 8.3 Mr Yallop went on to discuss the Newton Fund and the Sub-Committee's concerns regarding the performance of the Fund. He explained that the Fund's objective was to seek a minimum return of one month GBP LIBOR rate + 4%. At the end of March this equated to 4.3%. He explained that the performance of the Fund was being closely monitored as over the last year the return achieved had been lower than that of its peers. The Council had therefore commissioned KPMG to assess the Fund's performance and to establish if there were other funds which could provide a better rate of capital return. KPMG's recommendations would be brought back to the Sub-Committee for consideration. In answer to a question regarding the poor performance of the Fund, Mr Yallop advised that Newton had been defensive in terms of their investment strategy - where many similar investment managers had predicted the stock market boom following Brexit and the election of President Trump, the Newton Fund had not.

DECISION

- (a) AGREED the proposed budget for 2017/18 as shown in Appendix 1.**
- (b) NOTED:-**
 - (i) The actual income and expenditure for 2016/17 as shown in Appendix 1 to the report;**
 - (ii) The final balance sheet value as at 31 March 2017 in Appendix 2 to the report;**
 - (iii) The summary of the property portfolio in Appendix 3 to the report; and**
 - (iv) The current position of the investment in the Newton Fund in Appendix 4**

9. **PROPERTY UPDATE**

Hornshole

9.1 Ms Macleod, Principal Solicitor, was in attendance and advised that Mr Kirk, Principal Solicitor for Hawick, was drafting a Disposition which was required to progress the matter.

9.2 Common Haugh

The Property Officer, Mr Scott, reported that the electrics at been vandalised and had been renewed.

9.3 James Wilson Statue

The Chairman advised that the Economist had gifted to Hawick a statute of John Wilson, the founder of the Economist, who was born in Hawick. The statute had been sculpted by John Steell who had a number of statutes in Edinburgh. The statue was 12ft tall with a 3ft base. It was suggested that the statue be located within Wilton Lodge Park, preferably situated near to CCTV. Mr Scott would prepare costings for the statue's base and suggest a suitable location for the statue. Once costs were available a special meeting of the Hawick Common Good Fund Sub-Committee would be arranged to confirm arrangements. The Sub-Committee noted that the Economist would arrange and fund the transportation of the statue to Hawick in August 2017; they would also produce a short film showing the statute's return to Hawick. It was also noted that future maintenance of the Statute would be the responsibility of Hawick Common Good.

9.4 Perambulation of Hawick Common

The Property Officer advised that the Perambulation of Hawick Common would take place on Saturday 14 October 2017. A timetable and registration form was circulated to Members at the Meeting.

9.5 Common Haugh

It was noted that the Members had not been consulted on a planning application for the location of a car wash on Victoria Road adjacent to the Common Haugh. Mr Turnbull, Hawick Community Council advised that the Community Council had received the application for consideration. Mr Hastie advised that he received notification of planning applications and would investigate and advise Members accordingly. It was noted that the Sub-Committee should have received notice and unanimously opposed the application.

9.6 Volunteer Park

Mr Hastie, Estates Manager, was in attendance and advised that the next stage in the Volunteer Park development was to consider the upgrading the current facilities. Engagement with stakeholders had taken place to develop a progress plan and a report would be presented to the next Sub-Committee for consideration.

DECISION AGREED

- (a) **To request that the Property Officer prepares costings for a plinth for the J James Wilson Statue;**
- (b) **That a Special meeting of Hawick Common Good be arranged to confirm the site and agree the estimate for the plinth for the James Wilson Statue; and**
- (c) **To request that the Estates Manager report back to the Sub-Committee on future plans for the Volunteer Park.**

10. **DATES OF HAWICK COMMON GOOD FUND SUB-COMMITTEE MEETINGS**

To note the dates of forthcoming meetings as follows:-

Tuesday, 15 August 2017 at 4.00 pm
Tuesday, 14 November 2017 at 4.00 pm
Tuesday, 20 February 2018 at 4.00 pm
Tuesday, 15 May 2018 at 4.00 pm.

All meetings would be held in the Lesser Hall, Town Hall.

DECISION

NOTED the meeting dates form 2017/2018

11. **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 the Minute on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 6 of Part 1 of Schedule 7A of the Act.

SUMMARY OF PRIVATE BUSINESS

12. **PRIVATE MINUTE**

Members approved the private section of the Minute of 21 February 2017.

13. **HAWICK MARKET**

The Sub-Committee noted a verbal update from the Estates Manager.

14. **HORNSHOLE**

The Sub-Committee discussed the transfer of the land.

15. **PROPERTY UPDATE**

The Sub-Committee noted a verbal update from the Property Manager.

16. **LETTING OPTIONS AT ST LEONARDS FARM**

The Sub-Committee considered a report by the Service Director Assets and Infrastructure and made recommendations.

The meeting concluded at 5.45 pm.