

**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, 26th May, 2015 at 4.00 pm

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Present:- Councillors G Turnbull (Chairman), A Cranston, W McAteer, D Paterson,  
R Smith, Mrs A Knight and Mr J Little.  
Apologies:- Councillors S Marshall.  
In attendance: Corporate Finance Manager (L Mirley), Solicitor with Legal Services (R Kirk)  
Estates Officer (J Morrison), Property Officer ( F Scott), Democratic Services  
Officer (J Turnbull).

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1. **MINUTE**  
There had been circulated copies of the Minute of the Meeting held on 13 May 2015.

**DECISION**  
**APPROVED the Minute for signature by the Chairman.**

2. **FINANCIAL ASSISTANCE**  
There had been circulated copies of an application from Hawick Honorary Provost Council requesting financial assistance of £2,000.00 to ensure the running costs of the Honorary Provost's Council. The Corporate Finance Manager suggested the grant should be reduced to £1,000.00 payable each year. Members considered the alternative proposal, however; as the amount requested depended on the events taking place, agreed to grant £2,000.00 as requested.

**DECISION**  
**AGREED to award a grant of £2,000.00 to Hawick Honorary Provost's Council for their running costs.**

3. **MONITORING REPORT FOR 12 MONTHS TO 31 MARCH 2015**  
There had been circulated a report by the Chief Financial Officer providing the year end out-turn for the Hawick Common Good Fund for the year 2014/15 including balance sheet values at 31 March 2015 and proposed budget for 2015/16. The Corporate Finance Manager, Ms Mirley, was in attendance and circulated, at the meeting, an amended Appendix 1 and 2. Appendix 1 provided the actual income and expenditure for 2014/15. This showed a surplus of £6,172 for 2014/15 and projected deficit of £40,305 for 2015/16. Appendix 2 provided the balance sheet value to 31 March 2015. This showed an increase in Reserves of £1,165,115, due to the revaluation of properties and the unrealised gain of the Newton Fund investment. Appendix 3 provided a breakdown of the property portfolio showing actual income and expenditure and effect of revaluation. Appendix 4 showed the value of the Newton Fund to 31 March 2015 was £18,320.00 which showed a positive return on the investment. Ms Mirley advised that the proposed budget for 2015/16 would include funds to complete the silage pit work at Pilmuir. Heritable assets were not revalued each year as they had no market value.

**DECISION**  
**(a) AGREED the proposed budget for 2015/16 as shown in Appendix 1 circulated at the Meeting.**

**(b) NOTED:**

- (i) The actual income and expenditure position for 2014/15 shown in Appendix 1, circulated at the Meeting;**
- (ii) The final balance sheet value to 31 March 2015 shown in Appendix 2, circulated at the Meeting;**
- (iii) The summary of the proposed portfolio in Appendix 3 of the report; and**
- (iv) The current position of the investment in the Newton Fund in Appendix 4 of the report.**

**4. MAINTENANCE OF COMMON HAUGH**

With reference to paragraph 11 of the Minute of 17 February 2015, there had been circulated with the Agenda a draft Memorandum of Understanding and associated plan for the maintenance of the Common Haugh, Hawick. Mr Richardson, Asset Manager, was in attendance and advised that Scottish Borders Council (SBC) would be responsible for maintenance of the car park surface, drainage gullies, street lighting and white lines. Maintenance to the Common Haugh would be carried out on a prioritisation basis, to similar standards applied across SBC's entire adopted road network. If the Sub-Committee required works carried out to a higher standard, then they would be able to fund the additional or enhanced works from Hawick Common Good Fund, or alternative funding sources. Mr Richardson confirmed that exit and entry signage was included and the agreement would be amended accordingly; information signage was not included. The footpaths were not included in the agreement as they were part of the adopted footpath network. Mr Richardson noted the request for a directional sign, to be erected in the centre of the car park and confirmed that he would follow up, with Neighbourhood Services, the cutting back and pruning of trees and bushes.

**DECISION**

**AGREED the Memorandum of Understanding with the addition of the following:-**

- (a) To add in clause 2.1 "directional signage", in relation to the car park;**
- (b) To include a clause whereby any repairs proposed by SBC, but which the Sub-Committee required carried out to a higher standard, the improved works only, be funded by Hawick Common Good Fund, or other funding sources.**

**5. MOVEABLE ASSETS INVENTORY**

With reference to paragraph 13 of the Minute of 17 February 2015, there had been circulated a report by the Cultural Services Manager which detailed the work to establish items in Hawick Museum and Town Hall that could be termed 'Common Good'. Mr Brown, Cultural Services Manager and Ms Shona Sinclair Curator (Hawick and Jedburgh) were in attendance. Mr Brown advised that they had made some progress and had identified a few items that were thought to be Common Good or might qualify as Common Good, but further work was still required. Mr Brown referred to the flowchart circulated with the report and explained that the museum service had began the process by ascertaining if there was a written record of the Item and if the gift was for community benefit. e.g. a letter, council minute, local newspapers. Mr Brown advised that it would assist their research process if any Member had knowledge, with written evidence, of any of the items. Four works from the fine art collection were almost certainly Common Good: Tom Scott – Deuchar Hill, Yarrow; Andrew Richardson – Hawick from Crumhaughhill; John McNairn – Hawick from Wester Braid Road and Andrew Kennedy – Hawick Common Riding. Approximately 13 other items had been identified that could also be Common Good, but further research was required. Mr Brown clarified that there

was no documentation indicating the basis on which Common Riding flags had been given to the museum, discussion would be held with the organisations. With regard to identifying paintings that had an artistry or monetary value, this would be addressed in the final report along with recommendations regarding valuations, insurance requirements and how the items should be cared for. Mr Brown concluded by stating that over the winter they would continue the classification of works and bring a report back to the May 2016 Sub-Committee meeting, with formal recommendations.

## **DECISION**

**AGREED to request a report back to the May 2016 Hawick Common Good Fund Sub-Committee.**

### 6. **PROPERTY UPDATE**

(a) **Willestruther Loch Footpath**

The Estates Officer advised that the footpath and car park works had been completed, signage would be erected and hopefully the project would be finalised in the next few weeks.

(b) **Pilmuir Cottage & St Leonards Farm**

The Estates Officer reported that a section of the ditch at Pilmuir leading into Acreknowe Reservoir had become choked and was impacting on the surrounding land. A drainage contractor had inspected the works and estimated that repair works would be completed in one day. SRDP grants were available again through the Scottish Government for maintenance works to dykes and fences, the closing date for applications was 15 June 2015, the grant should cover all costs of the works. A report on the outcome of the application for grant assistance would be brought to the next meeting.

(c) **Woodlots**

With reference to paragraph 12 of the Minute of 17 February 2015, the Estates Officer advised that discussion was still ongoing with the Woodlot Association. There would be an update report at the next meeting.

(d) **Common Haugh**

The Estates Officer advised that the owner of an electric vehicle had been unable to access the electric charging point. The Fun Fair operator had allowed access, on this occasion. To avoid confusion it was noted that signage advising closure of the car park for the Fun Fair, should include date and times, and be displayed at the appropriate time.

(e) **Silage Pit at Pilmuir Farm**

With reference to paragraph 3 of the Private Minute of 17 February 2015, the Property Officer, advised that the silage pit scheme was still being considered by SEPA, planning permission might also be required.

## **DECISION**

**NOTED the reports.**

### 7. **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 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**

1. **MINUTE**  
Members approved the private section of the Minute of 13 May 2015.
2. **PROPERTY UPDATE**  
The Sub-Committee considered a verbal report by the Estates Officer and Property Officer.
3. **FUN FAIR SITE, COMMON HAUGH, HAWICK**  
The Sub-Committee considered a report by the Service Director Commercial Services.
4. **DATE AND VENUE OF NEXT MEETING**  
**DECISION**  
**AGREED** that the next meeting be held on Tuesday, 18 August 2015 at 4.00 pm.

*The meeting concluded at 5.00 pm*