

**SCOTTISH BORDERS COUNCIL**

**ACTION TRACKER (PUBLIC BUSINESS)**

**CHAMBERS INSTITUTION TRUST– AUGUST 2022 onwards**

Notes:-

Items for which no actions are required are not included

<b>NO.</b>	<b>MINUTE PARAGRAPH NUMBER, TITLE AND DECISION REQUIRING ACTION</b>	<b>DEPARTMENT</b>	<b>RESPONSIBLE OFFICER</b>	<b>OUTCOME</b>
<b>15 MARCH 2023</b>				
1. Burgh Hall Budget and Costs	Para 4.3 - AGREED (a) to postpone the installation of automated window blinds to a later phase of work once additional funding had been identified. (b) to consider a proposal from the Localities Development Coordinator to contract an SBC approved facilitator as part of a wider Peebles Place Making Plan at the next meeting on 10 May 2023. (c) to the formation of a sub group of the Beneficiaries Group to prepare a business plan for the Chambers Institution Trust.	Communities  Elected Members	Kenny Harrow	On agenda of 10 May 2023
2. 140 <sup>th</sup> Anniversary Celebration	Para 5 – AGREED (a) to host an invitation only event on Friday 18 May 2023 to mark the 140 <sup>th</sup> anniversary of William Chamber's death and the reopening of the Burgh Hall; and (b) to hold a volunteer fair in the Burgh Hall on Saturday 24 June with interested stakeholders	Live Borders  Live Borders	Fiona Colton  Fiona Colton	
<b>22 FEBRUARY 2023</b>				
2. Additional Wi-Fi Access Points	Para 6 – AGREED to approve: (a) the one-off cost of Wi-Fi installation into the Burgh Hall, Registrar's Office and Quadrangle at a cost of £4404.38 + VAT; (b) the annual fee of Connectify web filtering and splash page at a cost of £354 + VAT (c) the monthly broadband fee of £32.50 + VAT	Estates/ Property Live Borders	Norrie Curtis/Gareth Smith Fiona Colton	Purchase order raised 22 February 2023.
<b>19 OCTOBER 2022</b>				

NO.	MINUTE PARAGRAPH NUMBER, TITLE AND DECISION REQUIRING ACTION	DEPARTMENT	RESPONSIBLE OFFICER	OUTCOME
2. Any Other Items: Fire Exits – Fencing at Newby Court	Para 4 – action - a fire risk assessment to be carried out and quotes for fence and appropriate emergency exit gates be obtained to circulate at the next meeting	Estates	Norrie Curtis	
<b>3 AUGUST 2022</b>				
1. Boer War Memorial	Para 2 – action – to contact Conservation Officer re. listed building consent to resite the memorial and advise the Imperial War Museum	Estates	Norrie Curtis	