

SCOTTISH BORDERS COUNCIL

ACTION TRACKER (PUBLIC BUSINESS)

CHAMBERS INSTITUTION TRUST– AUGUST 2022 onwards

Notes:-

Items for which no actions are required are not included

NO.	MINUTE PARAGRAPH NUMBER, TITLE AND DECISION REQUIRING ACTION	DEPARTMENT	RESPONSIBLE OFFICER	OUTCOME
10 MAY 2023				
1. Beneficiaries Group Update	Para 2.1 – AGREED to approve:- (a) the repainting of the vestibule to match the colours of the hall subject to obtaining quotes for the works; and (b) the quotation of £1,297 for the works to repair the sunburst window.	Property Property	Gareth Smith Gareth Smith	1 quote obtained; on agenda for 2 August
Future Meetings	Para 6 – AGREED that (a) the next meeting of the Trust be held on 26 July 2023; (b) a schedule of meetings for September, November, January, March and May be considered at the next meeting; and (c) that a financial report be requested for either the July or September meeting.	Democratic Services	Lynne Cuerden	Meeting changed to 2 August and in Member's Diaries. Financial report received 22 June.
19 OCTOBER 2022				
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	Josephine Stewart	
3 AUGUST 2022				
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	Josephine Stewart	