

# ANGUS COUNCIL

MINUTE of MEETING of the **KIRRIEMUIR CONSERVATION AREA REGENERATION SCHEME (CARS) STEERING GROUP** held in the Lesser Hall, Kirriemuir on Tuesday 17 November 2015 at 8.45 am.

**Present:** Councillors JEANETTE GAUL, IAIN GAUL and RONNIE PROCTOR MBE.

**Non Councillor Members of the Group:** PAUL FRETWELL and DEREK MARSHALL.

**Officers in Attendance:** KIRSTY MACARI (Senior Planning Officer - Environment and Development Plan), KAREN WEST (CARS Project Officer), MIKE LOFTUS, Landscape Services Officer and LAURA STEWART (Committee Assistant).

## 1. CHAIR OF THE MEETING

In accordance with the constitution of the Steering Group, the chair rotating between elected members, Councillor Jeanette Gaul chaired the meeting.

## 2. APOLOGIES

No apologies for absence were intimated.

## 3. DECLARATION OF INTEREST

Paul Fretwell declared an interest in item 7 as the Agent for the grant application at 88 Degrees, 17 High Street, Kirriemuir. He indicated that he would not take part in any discussion and voting and would leave the meeting during consideration of this item.

## 4. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Steering Group of 20 October 2015 was submitted and approved as a correct record.

## 5. MATTERS ARISING

With reference to Article 5 of the minute of previous meeting, Mike Loftus, Landscape Services Officer, advised the Steering Group that the successful contractor had now been appointed and it was proposed that work would commence on-site no later than 1 March 2016, with a completion date of late April 2016.

Thereafter, Mike Loftus presented the Steering Group with samples of the stone carving which could be used in the proposed Square enhancements.

Following discussion and inspection of the stone carvings, the Steering Group agreed that the lighter shaded sample of stone should be used, as per the examples circulated at the meeting.

*Mike Loftus, Landscape Services Officer, left the meeting at this point.*

## 6. CARS PROJECT OFFICER'S REPORT

With reference to Article 5 of the minute of previous meeting, there was submitted a Report by the CARS Project Officer summarising progress in relation to the following priority projects and small grants scheme:-

### (i) Priority Projects

#### 1-7 Roads

The Project Officer indicated that grant works continued to progress on site, however, due to a delay with the architect's instructions, it was now anticipated that works would not be completed until late November 2015.

### **Warehouse/Store, Ogilvy's Close**

The Project Officer indicated that, following the members' decision to award a grant amount of £44,658 to this priority project in respect of grant eligible works at the last meeting, she had received an addendum to the original tender from the lowest contractor for enabling works to the warehouse/store.

She indicated that this additional work included dismantling the south gable wall and part of the flanking east and west elevations and to rebuild. The overall cost of this supplementary building work, including preliminaries, contingencies and fees, amounted to an additional £105,830.

The Steering Group noted that the agent had been requested to provide a structural survey and, following a closer examination of the revised tender, it confirmed that only a small amount of the additional works proposed would be grant eligible conservation work. The Council's QS service had since examined the revised tender and made a number of observations, details of which were outlined within the Report.

The Project Officer indicated that the revised amount for additional grant eligible works now amounted to £42,074 with a grant award at 85% giving a grant of £35,763, with an amended total grant award for this project of £80,421.

Following a comprehensive discussion, and having heard from both the Project Officer and the Senior Planning Officer (Environment and Development Plan) the Steering Group agreed to approve the additional grant application based on the grant eligible works, subject to the conditions as previously stated.

### **(ii) Small Grants Scheme – Grant Update**

The Project Officer indicated that the 12 small grant applications which were approved at the last Steering Group meeting were currently being processed by Legal Services.

The Steering Group noted that grant enquiries had declined recently but of the few enquiries which had been made, they had involved properties outwith the priority town centre area.

Discussion then took place regarding the possibility of these applications being considered by the Steering Group and it was agreed that, given the current budget, the focus of CARS funding should continue to remain within the town centre area for the foreseeable future.

The Steering Group noted that to date a total of £401,798 had been awarded from the small grants budget, leaving a grant budget of £35,634, subject to the two pending grant applications being approved at today's meeting. A full breakdown of the grants awarded to date were contained within Appendix 1 of the Report.

### **(iii) Training Update**

The Project Officer indicated that the first training event would take place on Saturday 28 November 2015 in the Parish Church Hall. The event was being organised and delivered by Kirriemuir CARS in association with Frew Conservation and would be the inaugural session for the CARS sponsored training programme in traditional building skills for any interested property owners, building professionals and contractors in Kirriemuir or the surrounding area.

A number of topics relating to the repairs and maintenance of traditional buildings covering dampness, summer/winter limework, pointing and stonework repairs, energy efficiency and roof and window repairs, would be covered through lectures and hands-on training events from Spring 2016.

The Project Officer advised that a press release, highlighting details of the forthcoming training sessions and the training programme for 2016 would be issued in mid-

November with flyers and posters also being displayed and distributed throughout the town. It was also envisaged that a press release would be issued to highlight the cumulative total of grant awards made by the Steering Group and the progress of grant aided projects at a number of town centre buildings.

*Councillor Iain Gaul left the meeting at this point.*

## **7. SMALL GRANTS SCHEME**

Having declared an interest at Article 3 above, Paul Fretwell left the meeting during consideration of the following item.

There was submitted a Report by the Project Officer indicating that one grant application had been received, namely:-

- **88 Degrees, 17 High Street, Kirriemuir**

The description of the grant eligible works included minor works to repair and restore the original canopy sunblind on the public (south) elevation of this Category C Listed Building.

The total amount of grant eligible works amounted to £3,040, with the grant award at 85%, giving a grant of £2,584.

The Steering Group agreed to approve the grant application based on the grant eligible works, subject to conditions as detailed in the Report.

## **8. TIMETABLE OF MEETINGS 2016**

There was submitted and agreed the timetable of meetings of the Steering Group for 2016.

## **9. COMMUNITY COUNCIL REPRESENTATION**

The Chair advised members that, following the recent community council elections, the Clerk had actively been seeking confirmation of the nominated person to represent Kirriemuir Community Council on the Steering Group and it was expected that the new representative would be available to attend the next meeting of the Group.

## **10. DATE OF NEXT MEETING**

The Steering Group noted that the next meeting would be held on Tuesday 12 January 2016 at 9.15 am in the Lesser Hall, Kirriemuir.