

ANGUS COUNCIL

MINUTE of MEETING of the **KIRRIEMUIR CONSERVATION AREA REGENERATION SCHEME (CARS) STEERING GROUP** held in the Board Room, Community Hub, Bank Street, Kirriemuir on Tuesday 20 June 2017 at 9 am.

Present: Councillors JULIE BELL, ANGUS MACMILLAN DOUGLAS OBE and RONNIE PROCTOR MBE.

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

Officers in Attendance: KAREN WEST (CARS Project Officer), JILL PATERSON (Environment and Development Plan Manager), MAGGIE SHERRIT (Communities Manager) and FIONA ANDERSON (Committee Officer).

1. CHAIR OF THE MEETING AND WELCOME

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

Councillor Proctor welcomed all members to the meeting and thanked and paid tribute to previous Councillors Iain and Jeanette Gaul for their valuable contribution to the group over the last four years.

2. APOLOGIES

An apology for absence was intimated on behalf of Jennifer Anderson, Communities Officer.

3. DECLARATION OF INTEREST

Councillor Ronnie Proctor and Mr Paul Fretwell both declared an interest in item 5 as they had attended a meeting of the Heritage Trust where an update had been given on the CARS Project. Both indicated that they would take part in any discussion and voting.

Mr Paul Fretwell declared an interest in item 7 as he had produced plans associated with the grant application for 2 – 8 Bank Street, Kirriemuir. He indicated that he would take part in any discussion and voting.

4. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Steering Group of 7 March 2017 was submitted and approved as a correct record.

5. CARS PROJECT OFFICER'S REPORT

With reference to Article 6 of the minute of previous meeting, there was submitted a Report by the CARS Project Officer summarising progress in relation to the following:-

(i) Former Hooks Hotel, Bank Street

The Project Officer confirmed that since the Urgent Works Notice had been served on 17 January 2017, Angus Council had carried out the necessary works as specified in the Notice. The works commenced on 24 April, using the Council's appointed contractors and were signed off on 17 May, just short of three weeks to be undertaken. The invoice had been received from the contractor and the Council's Legal Services were currently pursuing payment of this through the Applicant's Solicitor. Should the cost of this work not be reimbursed to the Council, a charge will be put on the building for payment should it be sold at any time in the future. It was noted that no CARS monies had been used to pay for the urgent works.

The Steering Group noted the position and welcomed the vast improvement in the appearance of the building.

Maggie Sherrit joined the meeting at this point.

(ii) Current/on-going works

The Report indicated that one grant application had been submitted under the Small Grants Scheme and would be considered later on in the agenda.

With regard to a number of small grant projects, the following was noted by the Steering Group:-

- **Church Centre, 17 Bank Street** – work underway and to be completed by end of June which was the deadline given to the grant applicant and his Solicitors to ensure that the missives for the sale of the building were completed in time and the grant application in the name of the new owner signed and returned.
- **7 Brechin Road** – During the course of grant eligible works at 7 Brechin Road (repointing of north and gable elevations, 2no. replacement windows and window repairs), the builder had discovered that the stone chimney at the gable was severely eroded and structurally unsound. Given that this would have been grant eligible works at the time of the original grant award (31 March 2017), the Project Officer took delegated responsibility to allow for such repairs works to be undertaken at the same time whilst the stone masons were on site (the chimney had to be dismantled and rebuilt with second hand stone) and to increase the original grant award accordingly.

It was noted that the previous Small Grant award of £7,978 for grant eligible works amounting to £9,386, had now increased to a total grant of £10,273 for grant eligible works amounting to £12,086, giving a top-up of £2,295 in grant monies. The Steering Group noted that the grant eligible works were now complete resulting in a marked difference in the appearance of the historic Category B listed building.

- **Ogilvy Arms** – Members noted that works were still on-going at the former Ogilvy Arms in High Street. The Agent has experienced some problems with workmanship at this project which was hopefully now resolved. It was noted that unfortunately, there was difficulty in communication with the Agent and Applicant/Developer, however, the CARS Project Officer will continue to pursue. The works to be closely monitored.
- **Visocchi's** – the grant eligible works to renovate the shop frontage at Visocchi's had been delayed due to protracted communication difficulties between the Applicant, his Agent and the Contractors to enable the revised works to progress. An amended planning application was required (which has now been approved) and a revised specification for the render works agreed.

It was noted that the render works had commenced but was weather dependent. Hopefully this will be completed by the end of June. The additional cost of the works were still to be finalised by the contractor and it was likely to amount to a top-up grant of approximately £5,000 which will bring up the amount of grant for this project to the maximum grant award of £20,000 in total as agreed by the Steering Group at their last meeting.

The Steering Group noted that since the last meeting, the following grants had been completed at 3 Croft Terrace, 6 Glengate, 23A Reform Street, 18 and 24 Bank Street, 72 and 76 Roods, with grant monies having been paid out to the Applicants.

It was also noted that 50 buildings within the Kirriemuir Conservation Area had benefitted from CARS grant assistance from the Small Grants Scheme. This was in addition to the 2 main Priority Projects which were completed at the Glengate Hall and in the Roods. Just over £400,000 of grant monies had been paid out in Small Grants with approximately £90,000 still due to be paid out to the projects currently underway.

(iii) New Grant Application

With reference to Article 6 (ii) of the minute of previous meeting, it was reported that interest in grant assistance had been expressed by the owner of the business premises Currie & Co Accountants at 2 – 8 Bank Street, in respect of building repairs to the leadwork above the shopfront and repairs to /replacement of the mutual cast iron gutter and downpipes at high level on the Bank Street façade. Discussions had been on-going since mid-April between Planning Officers and the CARS Project Officer.

The Steering Group noted the position and agreed that the details of the grant application be discussed in full at agenda item 7 (ii).

(iv) Public Realm Works

It was reported that the road works to enable improved pedestrian access across Reform Street from St. Colme's Close to the Dementia Friendly garden behind Lyell Court had now been completed.

The Steering Group noted that a scaled plan for the St. Colme's Close "Memory Mural" had been prepared by a local artist with confirmation from Planning that planning permission would not be required to install this within the pend entrance to the Close from Bank Street, next to the Community Hub. Unfortunately however, the position on ownership of the pend wall at this stage had not been clarified as it would appear that the Council only lease and do not own the premises, allowing Kirriemuir Connections to use it. Regrettably, the owners of the building (a Business College in London) were not willing to give permission for the mural to be installed within the Close. It was understood that other options for locating the Mural were are now being considered by Roads.

(v) Wayfinding App

It was reported that the work by Webster's High School pupils to develop the Treasure Trails app for Kirriemuir was completed on schedule at the end of March (to ensure payment of grant monies by the end of the financial year).

The Project Officer reported that unfortunately, there was no project brief drawn up and despite information on the CARS project and details of some of the buildings which had benefitted from CARS funding being provided to those involved in its coordination and development (School, Global Treasure Apps, Council Officers), there had been little reference in the narrative for the finalised Trails (Kirrie's Unknown History and Kirriemuir Trail) to any of the CARS funded projects as requested by the Steering Group.

It was noted that this omission had been brought to their attention but there was little time due to exam leave etc. before the finalised App were due to be launched in a small ceremony in the Square on the 19 May. Notwithstanding this, the CARS Project did receive considerable publicity in the local press from this event and for sponsoring the work by the School in general.

It was noted that since that date, the Project Officer had provided historical/grant funding information and photos of three buildings within the town centre, relevant to the CARS project for inclusion as questions within the Kirrie's Unknown History Trail.

The Steering Group noted with regret that the app had not reflected the work of CARS project and agreed that the School be contacted and encouraged to develop it further with funding being pursued through different sources.

(vi) Cupar Heritage Society

With reference to Article 8 of the minute of previous meeting, it was reported that Councillor Proctor and the Project Officer had met with Board Members of Cupar Development Trust on their visit to Kirriemuir in mid-April.

It was reported that the group were most interested in hearing the story of Kirriemuir CARS, noting the many property owners who had been stimulated to take action to conserve the fabric of their properties, of the results which have been achieved overall and the limitations which had been experienced. They were particularly impressed with the involvement of representatives from the local community (i.e. the CARS Steering Group) in the governance of the determination of applications and as a special bonus to be shown the inspiration within the local community to relate through activities in the Hub and with development of the Dementia Garden.

(vii) CARS Legacy

The Steering Group noted that as the grant funded projects were nearing completion, work would commence this summer to undertake a photographic survey within the Conservation Area to highlight the condition of the buildings as a point of reference for future development. It was agreed that it would be useful to form "before and after" records of those buildings which received CARS funding to see where small "pockets" of financial investment can achieve the most impact. It was hoped that this would culminate in a slideshow for presentation in the Community Hub or the Museum when the CARS project finally came to an end.

The Project Manager proposed to send out questionnaires to grant applicants and those who had attended training courses in traditional building skills for feedback on the grant process and learning points for the future. The CARS webpages would also be up-to-date with project funding, building works completed to date and all other associated benefits of the CARS project funding in the town.

6. FINANCIAL UPDATE TO 20 JUNE 2017

There was submitted a Report detailing the financial position as at 20 June 2017. The amounts shown in red still required to be paid out.

The Project Officer gave an overview of the financial position during which it was noted that there was currently a small underspend of £16,005. However, she indicated that she was hopeful to bring forward a proposal for small shop front enhancements and/or new signage within the town centre but there were time constraints with planning permission.

It was agreed that the Project Officer and Jill Paterson explore a number of options to enable them to spend the amount before the time limit expired.

7. SMALL GRANTS SCHEME

The Steering Group noted that two grant applications had been received.

(i) 3 Bellies Brae, Kirriemuir

The Project Officer reported that she had received on 19 June 2017, a grant application in connection with the premises at 3 Bellies Brae, Kirriemuir regarding the replacement of windows. It was noted that two quotes had been received however, more information would be required to clarify the works being proposed as there was a considerable difference between the two quotes.

The Steering Group agreed that the application be refused as there was not sufficient time to complete this project within the timescales given.

(ii) 2 – 8 Bank Street, Kirriemuir

The Steering Group considered a grant application from George Currie for the premises at 2 – 8 Bank Street, Kirriemuir.

It was reported that the Applicant had applied for grant funding to carry out repairs to/replace the cast iron rainwater goods, to repair the overhang and attach a lead cloak above the commercial unit and to remove the existing wall finish and apply a smooth coated lime render to the front of the building. The proposed repair works were considered necessary and technically appropriate to remove a non-traditional cementitious render and protect the

historic fabric of this listed building. The Applicant had received Listed Building Consent for the additional rendering element of work on 15 June 2017.

However, it was noted that the building was in three separate ownerships and the owner of the ground floor premises had decided to undertake and pay for repairs to the frontage of the building with the aim of recharging the other property owners for their share of the repair work.

The Project Officer advised that letters of consent still required to be obtained from the two remaining owners, however, to date, any such arrangements had not been confirmed by the Applicant or evidence provided.

It was noted that although the grant application was submitted at the end of March 2017, the CARS application deadline, discussions over this project have been on-going with the applicant since early last year but not actively progressed until October 2016. The two revised quotes to include the rendering works were received at the end of March/ beginning of April however, was not progressed at this stage due to issues around cost reviews and further information required for the planning application.

Discussion took place regarding the ability for the Applicant to complete the works within the timescale of the CARS scheme allowing for a six months defects liability period and it was noted that there were legal issues with ownership and potential risk to the Council. However, it was recognised by the Steering Group that this was an important historic building in a prominent position within the town centre and the Conservation Area boundary and was now desperately in need of repairs to protect and secure the building.

Following much discussion, the Steering Group agreed with regret to refuse the grant application as there was insufficient time to complete this project by 30 June 2017 due to outstanding legal issues requiring to be resolved.

8. ANY OTHER BUSINESS

As there was no further business to discuss the members of the Steering Group agreed to go on a walkabout around the town to view the many projects that had benefited from the CARS funding.

9. DATE OF NEXT MEETING

The Steering Group agreed that the next meeting be held on Tuesday 22 August 2017 at 9am.