

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 5 December 2017 at 9.07 am.

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

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

Officers in Attendance: JILL PATERSON (Environment and Development Plan Manager), KAREN WEST (Project Officer), PAUL LOWRIE (Transport 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 Ronnie Proctor MBE chaired the meeting.

2. APOLOGIES

Apologies for absence were intimated on behalf of Jennifer Anderson, Communities Officer.

3. DECLARATIONS OF INTEREST

Mr Paul Fretwell declared an interest in item 5 as he had attended a meeting of the Heritage Trust where an update had been given on the CARS Project. 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 17 October 2017 was submitted and approved as a correct record.

5. 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:-

(i) Small Grants Scheme Update

The Steering Group noted that all small grant scheme monies, other than 17 Bank Street, had now been paid out, subject to some remaining retention payments due on 5 properties within the next few months. In total, some £498,855 of grant money under the Small Grants Scheme had been paid out which represented a substantial investment in the town's historic building stock.

Following discussion, it was agreed that an up-to-date financial statement should be submitted to the next meeting of the Steering Group.

(ii) Current/Ongoing Works

- **17 Bank Street**

The Steering Group noted that following the last meeting, a Notice of Breach of Contract was served to the applicants on 25 October 2017 giving an 8 week notice period for delivery of a valid marketable title to the property at 17 Bank Street under the terms of the grant contract.

The Project Officer advised the Steering Group that her colleagues in Legal Services had confirmed that the sale/purchase of this building had finally concluded. While there was still some paperwork that required to be dealt with,, she was hopeful she would receive confirmation today that this had been dealt with which would allow funds to be released.

(iii) Historic Environment Scotland

The Steering Group noted that formal notification had recently been received from the Head of Grants at Historic Environment Scotland confirming a supplementary grant award of up to £34,000 towards Kirriemuir CARS. The additional funding would contribute towards the repair of the wall at Reform Street car park, two plaques for local attractions and the leaflet printing as outlined in the original request.

The Project Officer confirmed that, on behalf of the CARS Steering Group, she had accepted the offer of grant, which was subject to the same conditions as stated in the original offer in March 2013.

(iv) Public Realm Works

The Steering Group noted that wall restoration project at Reform Street car park had commenced on Monday 13 November.

Interest had been expressed by Webster's High School who planned to send a group of pupils and a supervisor/teacher to complete one week of training, with a possibility of extending this, depending on their availability. Bespoke training days were also being offered to local contractors and building professionals through direct marketing by Frew Conservation, the appointed training provider.

Frew Conservation had also provided a separate costing for the Manse Close wall section, details of which were contained within the Report. It was understood that the mosaic work for the mural had now been completed and it was anticipated that the mounting of the mural on the Manse Close Wall would now take place in the early part of 2018.

The Project Officer advised the Steering Group that since the last meeting, Frew Conservation and Mr Fretwell had examined the Manse Close wall and it was their opinion that the wall may not be suitable for re-pointing. She indicated that a structural engineer may require to examine the wall in more detail to establish if the intended work could be carried out, and sought the Steering Group's views in relation to the mural still being mounted on the wall should it become apparent that the work could not be advanced.

Following a full discussion, the Steering Group agreed to instruct a Structural Engineer to confirm if the Manse Close wall could be repointed, with an update Report being submitted to the next meeting of the Group for consideration.

(v) Wayfinding App

The Steering Group noted that Global Treasure Apps were currently developing the marketing pack for the App.

(vi) CARS Legacy

The Project Officer advised the Steering Group that following discussions at the previous meeting, a draft Legacy Plan had been prepared which would showcase the CARS project within the town, prior to the final completion date of 31 March 2018. It was suggested that the Legacy Plan would comprise of a photographic survey, an exhibition/public event and a web page/story map and details of each section were detailed within the Report.

The Project Officer respectfully invited Members to consider the draft proposals and discussion took place in relation to the suggested Legacy Plan.

Following a full discussion and having heard from all members, the Steering Group agreed:-

- (i) the Legacy Plan should comprise the 3 elements as detailed within the Report;
- (ii) a leaflet should also be produced to distribute to those who may be unable to access the digital story map;
- (iii) £5,000 should be ring-fenced to assist with the funding of the Legacy Plan;
- (iv) to instruct Mr Fretwell to investigate the possibility of a Dundee University student assisting with the Legacy Plan;
- (v) to instruct Councillor Bell, the CARS Project Officer, the Environment and Development Plan Manager and any other relevant Officers to form a short-term working group to progress the Legacy Plan; and
- (vi) a further update on the Legacy Plan be provided at the next meeting of the Steering Group.

6. SITE VISIT

The Project Officer invited members of the Steering Group to view the ongoing restoration work at Reform Street Car Park at the conclusion of the meeting.

The Chair, on behalf of the Steering Group, conveyed his gratitude to Kinnordy Estates for providing the stone and supplies for this particular project.

7. ANY OTHER BUSINESS

(i) Bus Shelter

With reference to Article 5 of the minute of the Steering Group of 24 February 2015, the Transport Officer provided members with an overview of the current situation in relation to the proposed bus shelter in The Square which had yet to be erected.

He reminded members that an objection to the proposed site for the Bus Shelter had previously been received from the proprietors of the Ironmongers in The Square and sought the views of the Steering Group in relation to this objection and the location of the bus shelter.

Following a full discussion, and having heard the views of all members, the Steering Group agreed:-

- (i) that it was the view of the Steering Group that a bus shelter was still required within the town centre;
- (ii) that it was the view of the Steering Group that the most suitable location for the bus shelter remained outside the Ironmongers on Bank Street; and
- (iii) that the Transport Officer should submit a Report to the next meeting of the Steering Group detailing the design of the bus shelter.

8. DATE OF NEXT MEETING

The Steering Group agreed that the next meeting be held on Tuesday 23 January 2018 at 9am.