

ANGUS COUNCIL

MINUTE of MEETING of the **KIRRIEMUIR CONSERVATION AREA REGENERATION SCHEME (CARS) STEERING GROUP** held in the Town Hall, Kirriemuir on Tuesday 25 February 2014 at 9.00 am.

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

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

Officers in Attendance: ROY MADDEN (Natural and Built Environment Manager), KAREN WEST (CARS Project Officer), GRAEME HODGE (Community Learning and Development Officer) and SARAH FORSYTH (Committee Officer).

1. CHAIR OF THE MEETING

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

2. APOLOGIES

There were no apologies intimated.

3. DECLARATIONS OF INTEREST

Councillor Proctor declared an interest in item 6 as the proposed enhancements had been discussed at a recent meeting of Kirriemuir Heritage Trust, and as he had received a number of e-mails in this regard. He indicated that he had not made any comment and that he had advised constituents which officers to contact to discuss their concerns, and would therefore take part in any discussion and voting.

Derek Marshall declared an interest in item 8(ii) as a Trustee of the Bridges building, 42-44 Bank Street, Kirriemuir. He indicated that he would not take part in any discussion and voting and would leave the meeting during consideration of the item.

Paul Fretwell declared an interest in item 6 as he had discussed the proposed enhancements at a recent meeting of Kirriemuir Heritage Trust. 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 21 January 2014 was submitted and approved as a correct record, subject to the following amendment:-

Article 5

'(ii) to confirm that the project would remain as a priority project, and that the current level of funding towards potential grant funded works (85% of eligible costs up to a maximum grant of £102,000) would also remain unaltered.'

5. MATTERS ARISING

Cathy Stephenson expressed disappointment that a recent press article regarding the former Airlie Arms Hotel had been inaccurate.

6. THE SQUARE: PROPOSED ENVIRONMENTAL ENHANCEMENTS

With reference to Article 4 of the minute of previous meeting, Roy Madden, Natural and Built Environment Manager indicated that the Landscape Designers had made further changes to the preliminary concept proposals as a result of the discussions at the last meeting.

It was now proposed that the public consultation commence on Monday 3 March 2014 for a period of six weeks, with large scale drawings and leaflets placed in the Library, ACCESS Office and on the 'Have Your Say' website. It was also proposed to circulate the appropriate information to properties and businesses within The Square. A presentation would also be given to Kirriemuir Community Council on 26 February 2014.

Councillor Iain Gaul sought clarification on the aspects of the proposed improvements that were deemed unacceptable by the Steering Group and it was noted that there had been ongoing discussion with the Transport team regarding the design of the bus shelter.

Cathy Stephenson expressed concerns regarding the timescales and suggested that the consultation be delayed by approximately four weeks to allow time to finalise the consultation leaflets and for officers to present the proposals to the Community Council and other interested Groups.

Following discussion, the Steering Group agreed:-

- (i) to delay the public consultation by a period of four weeks; and
- (ii) that Roy Madden/Karen West present the proposals to a joint meeting of Kirriemuir Community Council/Kirriemuir Heritage Trust.

7. 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 priority projects.

- **Glengate Hall**

The Project Officer indicated that the works were progressing well and that it was still anticipated that the external works would be completed by the end of the financial year. Replacement windows were expected to be installed shortly.

- **1-3 Roods**

The Project Officer advised that planning and listed building consent applications had been submitted on 27 January 2014.

The Steering Group expressed concerns regarding the proposal to render two of the external elevations on the building which had not previously been rendered. The Project Officer advised that she also had concerns regarding the proposal however she would require to await the outcome of the planning applications.

Following discussion, it was agreed that the Project Officer write to the Planning Officer outlining the Steering Group's concerns in relation to the rendering of the building.

- **Warehouse/Store Ogilvy's Close**

It was noted that there was no progress to report.

Discussion then followed regarding the time period for submitting an application for grant funding for a priority project and it was agreed that projects would be kept under review when considering the Project Officer's Report. It was recognised that uptake of the grants scheme was slow however it was hoped that this would improve once the Scheme progressed.

- **4 St Malcolm's Wynd**

No further progress to report.

- **Small Grants Scheme/Public Realm Works**

The Report gave details of the Small Grants Scheme and of Public Realm Works. Whilst it was noted that there continued to be considerable interest in the small grants scheme, many of the potential applicants had intimated that they were having difficulty in obtaining eligible quotes from contactors, which had inevitably delayed further grant applications being submitted.

The Project Officer indicated that she intended to have further discussions with local contractors with a view to highlighting the benefits of the Scheme for enhancing traditional buildings skills.

Thereafter, the Project Officer advised the Steering Group that two further grant applications had been received and were currently being processed.

- **Other Matters**

The Report also gave details of the dedicated CARS web page and potential training opportunities through the CARS Scheme.

Thereafter, the Steering Group noted the terms of the Report and the updated positions.

8. GRANT APPLICATIONS

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

(i) Bookworms, 14 Glengate, Kirriemuir

The description of the grant eligible works for Bookworms included replacement hardwood timber panelled entrance door, with two upper glazed panels, traditional style ironmongery, full paint finish in a colour to be agreed and VAT.

The total amount of grant eligible works amounted to £1,478.89 with the grant award at 85%, giving a grant of £1,257.

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

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

(ii) Bridges, 42-44 Bank Street, Kirriemuir

The description of the grant eligible works included stonework repairs to delaminated masonry and re-pointing works to chimneyheads on the Bank Street/Kirkwynd elevations using traditional lime based materials and techniques, repairs to/replacement of cast iron gutters and downpipes including painted finish, replacement stone step to match existing at front entrance door, scaffolding including permits and VAT.

The total amount of grant eligible works amounted to £21,264 with the grant award at 85%, giving a grant of £18,074.

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

9. ANY OTHER BUSINESS

With regard to proposed enhancements within the Square and the community consultation, Graeme Hodge indicated that Community Learning and Development could assist in the promotion of the consultation by way of an information gazebo located within the Square.

It was agreed that Graeme Hodge, Cathy Stephenson and Roy Madden meet to discuss this further.

10. DATE OF NEXT MEETING

The Steering Group noted that the next meeting would be held on Tuesday 18 March 2014 at 9.15 am in the Lesser Hall, Kirriemuir.