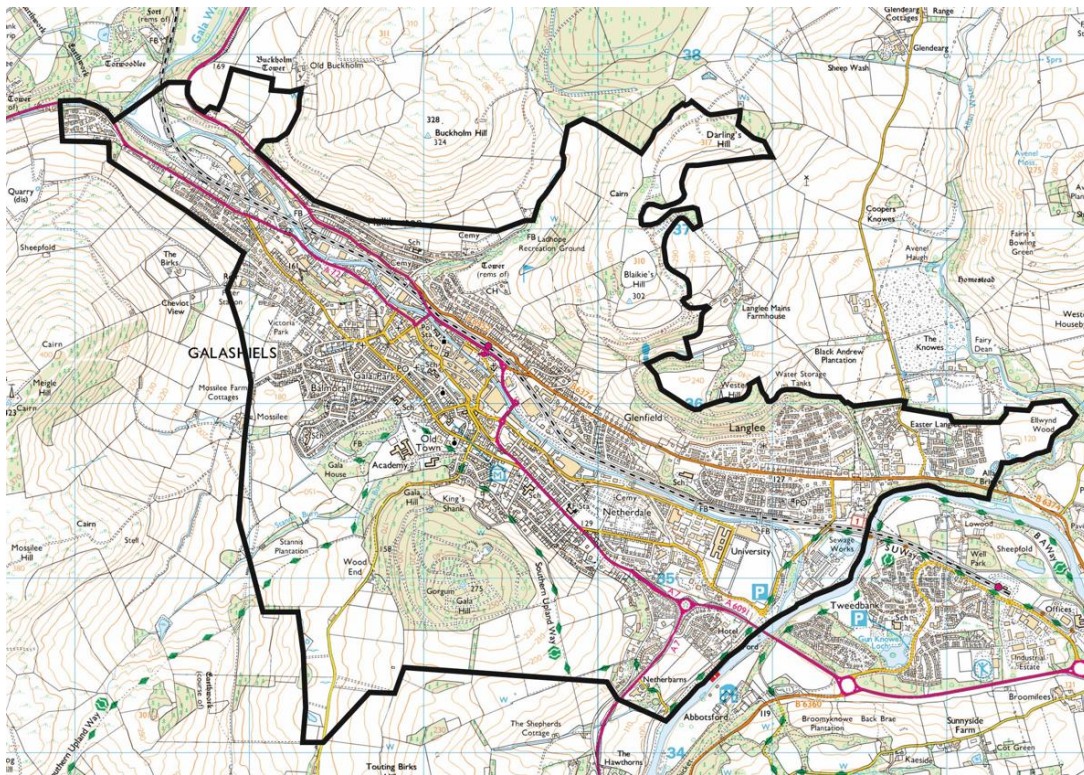


# Supporting Statement for Galashiels Local Place Plan



Prepared by: Galashiels Town Team / Energise Galashiels Trust

Date: 05/06/2025

## **1. Introduction**

This Supporting Statement forms part of the Local Place Plan submission to Scottish Borders Council and is accompanying the Galashiels Local Place Plan (LPP) dated 02/04/2025.

The LPP sets out the community's vision, regeneration strategy and project proposals for the future development of Galashiels. It was prepared by Galashiels Town Team, led by Energise Galashiels Trust (EGT), and informed through community engagement and stakeholder consultations gathered between 2017 and 2024.

This statement sets out how the proposed LPP aligns with current planning policy and locality plan priorities, justifications for amendments being sought to the Local Development Plan and an overview of community support for those proposals.

Section 8 provides evidence of compliance with Regulation 4 of the Town & Country Planning (Local Place Plan) (Scotland) Regulations 2021 which ensures that all local councillors and community councils within the LPP area and adjacent community councils have been notified and provided with adequate opportunity to comment on the proposed LPP.

## **2. Contact details**

Felicity Bristow, Manager, Energise Galashiels Trust & Convener of Galashiels Town Team

Contact email address: [manager@energisegalashiels.co.uk](mailto:manager@energisegalashiels.co.uk)

Energise Galashiels Trust are submitting the plan on behalf of the Galashiels Town Team. Energise Galashiels Trust is a Registered Scottish Charity and a community-controlled body as defined by Section 19 of the Community Empowerment (Scotland) Act 2015. You can find a copy of its written constitution in Appendix 1.

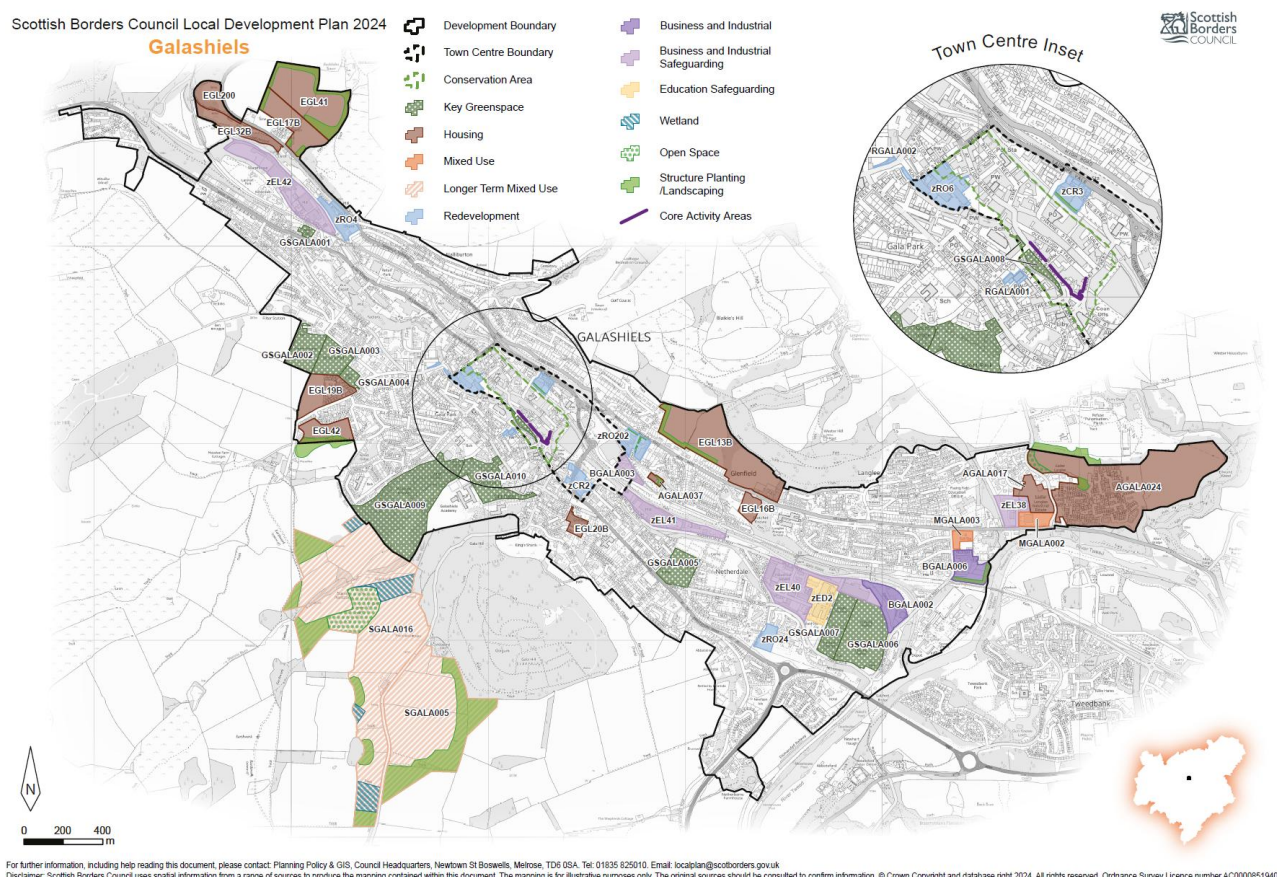
### 3. Regard given to the Local Development Plan (LDP)

The Scottish Borders Council (SBC) LDP was adopted on 22 August 2024 – following extensive evidence gathering, consultation, and independent review and Examination. The plan sets out land use proposals and planning policies to guide development and inform planning decisions within the Borders. This includes policies in relation to:

- Placemaking & Design
- Economic Development
- Housing Development
- Environmental Promotion and Protection
- Infrastructure and Standards

Across these policies it seeks to deliver sustainability and promote a net zero economy, promote health and wellbeing, promote economic growth, regenerate town centres and give protection to the built and natural heritage.

Within Volume 2 of the LDP a specific settlement profile for Galashiels is provided, including Development and Safeguarding Proposals for housing, business & industrial, mixed use, and redevelopment. It also identifies and allocates key greenspace around the town. See Figure 1: proposals map below.



**Figure 1 – SBC Local Development Plan (LDP) 2024 Proposals Map for Galashiels**



In assessing the key issues and project proposals emerging from community and stakeholder engagement, the Galashiels Town Team reviewed the LDP policies and specific land use proposals for Galashiels to identify clear areas of alignment as well as areas where the Local Place Plan might differ from LDP policies and proposals.

For the most part, the Town Team’s intervention proposals were very much aligned with the key aspirations of the LDP around the regeneration of town centres, heritage protection, the promotion of health and well-being (particularly through safe active travel and outdoor recreation) and the promotion of sustainable economic growth.

Table 1 (below) sets out how the proposed Local Place Plan aligns with the LDP (taken from Table 2, Appendix 2 of the proposed Galashiels Local Place Plan).

**Table 1: Local Place Plan Alignment with the SBC Local Development Plan 2024(LDP)**

SBC LDP2 Volume 1	Local Place Plan (LPP) Alignment
<b>AIMS</b>	
<b>Sustainability and Climate Change</b>	The LPP focusses largely on the repair and reuse of existing buildings rather than new construction. It promotes a greater concentration and mix of uses within the town centre which can help to minimise the need for private vehicular travel as it encourages multi-purpose trips in an accessible location served by public transport. It seeks to improve these public transport services and to improve the safety and appeal of key active travel corridors to the centre. It considers opportunities to improve the water environment and to create a better-connected network of greenspace corridors. It proposes a local energy support programme and a building decarbonisation pilot.
<b>Growing our Economy</b>	The LPP seeks to support existing businesses (MacArts, Hike & Bike, Little Arts Hub, Café Recharge) and promote the creation of new businesses, especially those that can help to repurpose vacant retail units and other empty town centre buildings. It also considers the potential to capitalise on and strengthen town centre / business / creative ties with the College and University. Measures to improve active travel routes and public transport services also look to increase town centre footfall to help grow the local economy.
<b>Planning for Housing</b>	The LPP proposes measures to promote Town Centre Living, increasing the number and quality of homes within, and within close walking distance of, the town centre, as a means of supporting town centre revitalisation and minimising the need for car-based travel.

	The LPP also considers the positive impact that carefully located, sited and designed new housing can have along key active travel corridors. Housing, for example, close to the Black Path or along Melrose Road should be designed to address these routes with main entrances and windows overlooking to improve the level of passive surveillance. This will increase perceptions of safety and encourage greater footfall. To this end the LPP proposes a reallocation of land use designation within the LDP Proposals Map from Business and Industrial Safeguarding to Residential or Redevelopment / Mix of Uses (Project 15).
<b>Town Centres</b>	One of the key objectives of the LPP is to regenerate Galashiels Town Centre. LPP proposals seek to support this regeneration through the promotion of Town Centre Living, through improved and sustainable connectivity, through increased support for a wider range of enterprise activity and tourism investment and through the restoration and promotion of its distinctive built heritage.
<b>Rural Environment</b>	The LPP follows the LDP aim of encouraging “diversification of the rural economy by supporting appropriate economic development and tourism in the countryside” in the countryside edge surrounding Galashiels – specifically in the form of the Biking Trails proposals around Glenearg Farm.
<b>Built and Natural Heritage</b>	The LPP supports the preservation and enhancement of Galashiels’ built heritage through a variety of project proposals, including the rehabilitation of empty town centre buildings such as those along Channel Street, the restoration of the Cornmill Fountain and of the Peter Womersley-designed Gala Fairydean Rovers Stand. It also seeks to protect and increase appreciation and use of its natural heritage assets such as the Gala Water.

The review also identified specific areas where the Local Place Plan proposals differed from the LDP and has led to proposed changes to the next iteration of the LDP (see section 6 below). These changes are intended either to strengthen policy delivery, such as through an increased promotion of Town Centre Living and a greater focus on the improvement of active travel routes (including identification of these key routes), or to propose, in specific locations, an alternative land use to those identified in the LDP. One example is the proposal to reconsider Business and Industrial Safeguarding allocations, zEL40 and zEL41, between the south bank of the Gala Water and Huddersfield Road to allow for residential and mixed-use development capable of providing overlooking / passive surveillance of this corridor.

All proposed amendments (together with justifications) are set out in Appendix 9 of the Local Place Plan.

## 4. Regard given to the National Planning Framework

National Planning Framework 4 was adopted on in February 2023 – and is a national spatial strategy for Scotland. It sets out spatial principles, regional priorities, national developments, and national planning policy. NPF4 forms part of the Development Plan alongside the Local Development Plan.

It sets out National Planning Policy organised around the priorities of:

**Sustainable** Places – where we reduce emissions, restore and better connect biodiversity.

**Liveable** Places – where we can all live better, healthier lives.

**Productive** Places – where we can have a greener, fairer and more inclusive environment and wellbeing economy.

Close regard has been had to NPF4 in the development of the Local Place Plan – seeking to identify, develop and plan for projects that are closely aligned to priorities in NPF4, in particular those most relevant to Galashiels around:

- Supporting **20-Minute Neighbourhoods and Local Living** – encouraging accessible, well-connected and compact neighbourhoods where people can easily access services, greenspace, learning, work, and leisure.
- Protecting and **enhancing historic environment assets** and places – and enabling positive change as a catalyst for regeneration and placemaking.
- Encouraging, promoting, and facilitating **opportunities for play, recreation and sport**, and making these accessible to the community.
- Tackling the **Climate and Nature Crises** – promoting locally-led projects, activities and initiatives that can support low-carbon lifestyles within the community and embed resilience to future climate change.

As a result, the themes and priority projects set out in the Local Place Plan are strongly aligned to, and consistent with, NPF4. Table 2 (below) sets out in more detail how proposed LPP projects are aligned with NPF4 policies (taken from Table 1, Appendix 2 of the proposed Galashiels Local Place Plan 2025).

**Table 2: Local Place Plan Alignment with National Planning Framework (NPF4) Policies**

NPF4 Policies	Local Place Plan Alignment
<b><i>Sustainable Places</i></b>	
<b>1. Tackling the climate and nature crises</b>	The LPP seeks to contribute towards zero carbon and nature positive places. Many of the project holistically address net zero and climate change. In particular, projects 19-23 support the creation of a greener and healthier environment, projects 1,2 and 7 support local living and projects 14-18 support active travel and sustainable transport.
<b>2. Climate mitigation and adaptation</b>	The LPP seeks to minimise emissions and create places that are more resilient to climate change impacts. Many of the project holistically address net zero and climate change. In particular, projects 14-18 support active travel and sustainable transport, projects 7-13 support conserving and recycling existing assets and project 23 supports climate mitigation.
<b>3. Biodiversity</b>	The LPP seeks to create nature positive places with biodiversity enhancement. In particular, projects 19-23 support the creation of a greener and healthier environment.
<b>6. Forestry, woodland and trees</b>	The LPP seeks to create nature positive places and protect existing natural assets. In particular, projects 19-23 support the creation of a greener and healthier environment.
<b>7. Historic assets and places</b>	The LPP seeks to ensure that historic assets and places are valued, protected and enhanced. In particular, projects 2, 3, 4 and 7-13 support the restoration and reuse of existing buildings and historic assets where possible.
<b>9. Brownfield, vacant and derelict land and empty buildings</b>	The LPP seeks to ensure that development is directed to the right locations to maximise the use of existing assets and minimising additional land take. In particular, projects 2, 3, 4, and 7 - 13 support the restoration and reuse of existing buildings and historic assets where possible. Project 15 includes a proposal to redesign a site on the Vacant and Derelict Land Register (Netherdale Ind. Estate) to residential / mixed use to enable it to address (provide passive surveillance over) a section of Tweed Road perceived to be unsafe.
<b>11. Energy</b>	The LPP seeks to contribute towards the NPF4 objective of creating a net zero Scotland by 2045. In particular, project 23 supports climate mitigation

	and renewable energy with options of pilot schemes for domestic retrofitting for energy efficiency.
<b>12. Zero waste</b>	The LPP will encourage developments to reduce, reuse and recycle materials in line with the waste hierarchy. In particular, projects 2, 3, 4 and 7-13 support the restoration and reuse of existing buildings and historic assets where possible.
<b>13. Sustainable transport</b>	The LPP seeks to create safe, accessible and connected places. In particular, projects 14-18 support active travel and sustainable transport, and projects 19-22 support healthy and active communities.
<b><i>Liveable Places</i></b>	
<b>14. Design, quality and place</b>	The LPP seeks to create quality places, spaces and environments. All projects are aligned with NPF4's placemaking policy. In particular projects 1-6 support a revitalised town centre with refurbished buildings, public realm improvements and town dressing / signage contributing towards the creation of a vibrant and successful place.
<b>15. Local living and 20 minute neighbourhoods</b>	The LPP seeks to improve local living and access to daily needs. In particular projects 1-6 support a revitalised town centre with housing and improved local facilities and amenities, projects 14-18 support active travel and sustainable transport, and projects 19-23 support access to improved greener and healthier environments.
<b>16. Quality homes</b>	The LPP seeks to encourage the creation of high quality housing. In particular, project 1 seeks to promote a Town Centre Living Strategy that supports acquisition of town centre properties to convert/ refurbish upper floors for residential.
<b>19. Heating and cooling</b>	The LPP seeks to contribute towards the NPF4 objective of creating a net zero Scotland by 2045. In particular, project 23 supports climate mitigation and renewable energy with options of pilot schemes for domestic retrofitting for energy efficiency.
<b>20. Blue and green infrastructure</b>	The LPP highlights the importance of creating, enhancing and protecting blue and green infrastructure. In particular, projects 19-23 support the creation of a greener and healthier environment with extended bike trails, opening up of the Mill Lade, Gala Water improvements and creating links to the Gala Policies.



<b>21. Play, recreation and sport</b>	The LPP seeks to safeguard and improve facilities that support physical and mental health and wellbeing including play space and sports facilities. In particular, project 13 seeks to restore the sports facility at Gala Fairydean Rovers Stand back to previous architectural glory.
<b>22. Flood risk and water management</b>	The LPP seeks to ensure that places are resilient to current and future flood risk. In particular, projects 21 and 23 support climate mitigation and improvements to local water bodies.
<b>23. Health and safety</b>	The LPP seeks to improve health and reduce health inequalities. In particular, projects 14-18 support active travel and healthy active lifestyles, and projects 19-23 support greener and healthier environments.
<b><i>Productive Places</i></b>	
<b>25. Community Wealth Building</b>	The LPP seeks to encourage local economic development with a focus on community and place benefits. All projects seek to holistically provide community benefit. In particular, projects 7-13 support and encourage education, culture and enterprise opportunities to strengthen local economic development, and projects 1-6 seek to create place based benefits with improvements to the town centre enhancing sense of place and vibrancy.
<b>26. Business and industry</b>	The LPP seeks to encourage economic development and enable alternative ways of working. In particular, project 12 supports the creation of artist workshops and business units/ studios to support emerging student enterprise.
<b>27. City, town, local and commercial centres</b>	The LPP seeks to encourage town centre vitality and successful places. Many of the projects holistically address the regeneration of the town centre. In particular, projects 1-6 support town centre revitalisation with town dressing, signage, improved public realm and restoration of heritage assets.
<b>28. Retail</b>	The LPP seeks to encourage retail investment to the most sustainable locations. In particular, projects 5 and 6 promote town dressing and waymarking to support town centre vibrancy for the retail industry, and projects 14-18 support active travel and sustainable modes of transport.
<b>30. Tourism</b>	The LPP seeks to encourage, promote and facilitate sustainable tourism. In particular projects 1-6 support town centre regeneration and improve the appearance of the town, and projects 7-13 support the improvement of the local retail, tourism and leisure offer.

<b>31. Culture and creativity</b>	The LPP seeks to encourage and promote development that reflects the diverse culture and creativity within Galashiels. In particular, projects 7-13 support the improvement of the local arts, retail, tourism and leisure offer within the town centre and facilitate education and enterprise opportunities.
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## 5. Regard given to the Locality Plan

Galashiels is situated within the Eildon Locality – for which the most recent Locality Plan was adopted in 2020. The Eildon Locality comprises the wards of Galashiels & District, Leaderdale and Melrose, and Selkirkshire. The Locality Plan outlines priorities for the Eildon area with a focus on reducing inequalities to improve the area for those who live, work and visit the area.

The Plan is structured around the themes of:

- **Our Economy, Skills & Learning.** Key priorities included improving rural digital connectivity and improving the reliability and accessibility of transport services.
- **Our Health, Care & Wellbeing.** Key priorities included increasing the range and accessibility of community activities to encourage a reduction in drug and alcohol use.
- **Our Quality of Life.** Key priorities included creating safe areas for young people within local communities and provide leisure facilities that are accessible and affordable.
- **Our Environment & Place.** Key priorities included creating appropriately placed, affordable and socially inclusive housing in the countryside, and developing attractions within the countryside to encourage visitors to the area.

The development of the Galashiels Local Place Plan, and projects therein, considered and had close regard to the Eildon Locality Plan. This identified strong alignment around a number of priority areas – particularly young people, transport services, and accessibility to leisure and recreation services. This is reflected in the priority projects that have emerged through the Local Place Plan development, as shown in Table 3 (taken from Appendix 2 of proposed Galashiels Local Place Plan 2025)

**Table 3: Local Place Plan Alignment with Eildon Locality Plan 2020**

Eildon Locality Plan 2020	Local Place Plan Alignment
<b>Eildon Locality Plan Priorities:</b>	The LPP aligns with the Eildon Locality Plan priorities as follows:
<b>Economy, Skills &amp; Learning</b> <ul style="list-style-type: none"> <li>• Improve rural digital connectivity, accessibility and use of technology.</li> <li>• Improve the accessibility and reliability of transport services.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Economy, Skills &amp; Learning:</b> LPP Project 7 supports the reuse of vacant buildings for enterprise uses, whilst projects 8-12 support creative arts, recreation and leisure</li> </ul>

	opportunities within and around the town centre.
<b>Health, Care &amp; Wellbeing</b> <ul style="list-style-type: none"> <li>• Increase the range and accessibility of community activities to encourage a reduction in drug and alcohol use in the Eildon locality.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Health, Care &amp; Wellbeing:</b> LPP Projects 14-18 supporting active travel and sustainable transport, and projects 19-23 supporting greener and healthier environments.</li> </ul>
<b>Quality of Life</b> <ul style="list-style-type: none"> <li>• Create safe areas for young people within local communities and provide leisure facilities that are accessible and affordable.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Quality of Life:</b> LPP Projects 14-18 support improvements to active travel and sustainable transport, projects 1-6 support the regeneration and creation of a safer town centre environment, and projects 19-23 promote interaction with the natural environment.</li> </ul>
<b>Environment &amp; Place</b> <ul style="list-style-type: none"> <li>• Create appropriately placed, affordable &amp; socially inclusive housing in the countryside.</li> <li>• Develop attractions within the countryside to encourage visitors to the area.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Environment &amp; Place:</b> LPP Projects 1-6 support a revitalised town centre with refurbished buildings, public realm improvements and town dressing / signage contributing towards the creation of a vibrant and successful place. Projects 19-23 supporting greener and healthier environments.</li> </ul>

## 6. Reasons for amendments being sought to Local Development Plan

There are a number of amendments being sought by the Galashiels Town Team to the next Local Development Plan (LDP). These amendments align closely with NPF4 policies and objectives and recognise that the next generation of Local Development Plans are expected to be place-based, visual, and accessible, reflecting a clear spatial strategy and community aspirations.

The proposed amendments and justifications are set out in more detail in Appendix 9 of the Galashiels Local Place Plan and are summarised as follows:

**Table 4: Galashiels Local Place Plan Proposed Amendments to SBC Local Development Plan**

Proposed amendment to LDP		Justification / reason
1	Strengthen policies to support Galashiels Town Centre regeneration with a focus on re-use of existing empty buildings, promoting town centre living and cultural uses.	To support increased town centre footfall, reduced vacancy rates and conservation of historic built environment.  <i>Supported in particular by NPF4 Policies 9: Brownfield, vacant and derelict land and empty buildings, 27: City, town, local and commercial centres and 31: Culture and creativity.</i>
2	Identify key sustainable and active travel routes to/from the town centre for improvements in terms of safety, comfort and convenience through a range of interventions and design criteria. These include the Black Path, Melrose Road, Huddersfield Road and Tweed Road / Abbotsford Road.	To encourage greater active and sustainable travel, particularly to the town centre, and reduce the number of private vehicles travelling to and within the town centre. Also helps to support student life at Netherdale Campus.  <i>Supported by NPF4 Policies 9: Brownfield, vacant and derelict land and empty buildings, 13: Sustainable transport, 14: Design, quality and place and 15: Local Living and 20 minute neighbourhoods.</i>
3	Amend Business and Industrial Safeguarding allocations (zEL40 & zEL41) along Huddersfield Road to allow for a greater level of	Residential development in this location would be able to contribute to overlooking/ passive surveillance that is required along Huddersfield Road for it to feel safe for active travel. Residential

	residential and mixed-use development.	<p>development alongside the Gala Water could also provide a degree of passive surveillance over the Black Path.</p> <p><i>Supported by NPF4 Policies 13: Sustainable transport, 14: Design, quality and place and 15: Local Living and 20 minute neighbourhoods.</i></p>
4	Remove the former builder's yard site north of Tweed Road from the current zEL40 Business and Industrial Safeguarding area and reallocate as 'Redevelopment' area.	<p>To allow this site to be developed for more active use, ideally with residential upper floors to provide passive surveillance of the adjacent section of Tweed Road to encourage student active travel along this route. This site is identified on the Vacant &amp; Derelict Land Survey.</p> <p><i>Supported by NPF4 Policies 9: Brownfield, vacant and derelict land and empty buildings, 13: Sustainable transport, 14: Design, quality and place and 15: Local Living and 20 minute neighbourhoods.</i></p>
5	Allocate site on corner of Tweed Road and Netherdale Brae for residential development, with criteria that building must address both frontages / corner to maximise overlooking.	<p>Site location provides scope for providing much needed passive surveillance of these secluded sections of Tweed Road and Netherdale Brae to encourage active travel.</p> <p><i>Supported by NPF4 Policies 13: Sustainable transport, 14: Design, quality and place and 15: Local Living and 20 minute neighbourhoods.</i></p>
6	Identify potential to provide a cycle lane along Tweed Road/ Abbotsford Road route as part of key route improvements (see 2 above).	<p>This is a key route between the Netherdale Campus and the town centre and also serves Galashiels Public Park and a large residential area. A cycle lane, if space allows, would encourage active travel to/from the town centre.</p> <p><i>Supported by NPF4 Policies 13: Sustainable transport, 15: Local Living and 20 minute neighbourhoods and 23: Health and safety.</i></p>



7	<p>Strengthen design criteria for allocated development sites along Melrose Road to ensure that they contribute to the increased safety and amenity for people walking, wheeling and cycling along this route. Developer contributions towards off-site access and road improvements may also be sought to ensure the delivery of co-ordinated street enhancements to calm vehicular speeds and improve the walking, wheeling and cycling environment.</p>	<p>Significant scope exists for new developments along Melrose Road to improve the amenity of this route to help promote active travel and better accommodate bus services. This includes ensuring active and high-quality frontages, increased passive surveillance and carriageway narrowing to help reduce vehicular speeds.</p> <p><i>Supported by NPF4 Policies 13: Sustainable transport, 14: Design, quality and place and 15: Local Living and 20 minute neighbourhoods.</i></p>
8	<p>Identify a blue-green corridor incorporating the Mill Lade with the objective of incrementally restoring and maintaining the lade and enhancing the green corridor (for biodiversity and recreation) which runs along much of its length.</p>	<p><i>This is supported by NPF4:</i></p> <ul style="list-style-type: none"> <li>• <b>Policy 7: Historic assets and places.</b> This requires that “LDPs, including through their spatial strategies, should support the sustainable management of the historic environment. They should identify, protect and enhance valued historic assets and places”.</li> <li>• <b>Policy 20: Blue and green infrastructure.</b> This requires that the LDP “spatial strategy should identify and protect blue and green infrastructure assets and networks; enhance and expand existing provision including new blue and/or green infrastructure. This may include retrofitting”.</li> </ul>
9	<p>Roxburgh Street Redevelopment site should include design requirements to open up / ‘daylight’ the Mill Lade as it crosses the site, if possible. This should include an active travel route alongside the lade which stretches to the site boundary to allow for current or future connection with paths on adjacent sites.</p>	<p>Without specific design requirements, there is a risk that an important opportunity for town centre connectivity, which supports town centre living, is missed.</p> <p><i>Supported in particular by NPF4 Policies 7: Historic assets and places, 13: Sustainable transport, 14: Design, quality and place, 15: Local Living and 20 minute</i></p>

		<i>neighbourhoods and 20: Blue and green infrastructure.</i>
10	Identify the Gala Water corridor as it passes through the town centre as a priority for river access and enhancement. This 'Enhancement Corridor' should include development sites either side of the river – these would be required to provide a riverside path along their river frontage with the potential to connect with adjacent section of riverside walkway.	<p>To reflect community aspirations for greater prominence of the Gala Water and to contribute to town centre vitality and enhanced active travel access.</p> <p><i>This is supported by NPF4 Policies 13: Sustainable transport, 14: Design, quality and place, 15: Local Living and 20 minute neighbourhoods and:</i></p> <ul style="list-style-type: none"> <li>• <b>Policy 20: Blue and green infrastructure.</b> This requires LDPs to “safeguard access rights and core paths, including active travel routes, and encourage new and enhanced opportunities for access linked to wider networks”. One of the intended outcomes of Policy 20 is that “Communities benefit from accessible, high-quality blue, green and civic spaces”.</li> </ul>

## **7. Community support for the Local Place Plan**

A high level of community support has been shown for the draft Galashiels Local Place Plan (LPP), which is itself informed largely by early-stage community engagement (including Place Standard Tool Surveys) and stakeholder consultation (2022/24). This is detailed in Appendix 1 of the LPP.

The initial draft LPP was consulted upon on 18<sup>th</sup> September 2024 and debated through a Town Team and Community Stakeholders Workshop (30 attendees, included six school pupils) which helped to refine the “potential projects” and introduce new projects to ensure a broader representation of community interests – the list expanded from 12 to 23 projects. The subsequent draft was consulted upon by the Town Team and through a Community Engagement event at the Little Arts Hub on 7<sup>th</sup> December 2024, where attendees were generally very supportive of the plan and projects identified.

The finalised draft LPP has been endorsed by Full Council (SBC, 27<sup>th</sup> February 2025) and approved by the Borderlands Place Programme Board (29<sup>th</sup> March 2025).

As part of the statutory planning process (see 8 below) the proposed LPP has been issued, together with an accompanying Information Notice (Appendix 2), to all Galashiels & District Ward Councillors and to all Community Councils within and adjacent to the LPP area. They were given at least 28 days to respond to the Galashiels Town Team / Energise Galashiels Trust. No responses were received within this time period or subsequently.

## 8. Evidence of compliance with Regulation 4

In accordance with the requirements of Regulation 4 of the Town & Country Planning (Local Place Plan) (Scotland) Regulations 2021 a copy of the proposed Local Place Plan and an accompanying Information Notice were issued on 09/04/2025 to the following:

### List of Councillors to whom the proposed Local Place Plan was sent:

#### *Galashiels & District Ward:*

- Cllr Euan Jardine: [ewan.jardine@scotborders.gov.uk](mailto:ewan.jardine@scotborders.gov.uk)
- Cllr Neil Mackinnon: [Neil.Mackinnon@scotborders.gov.uk](mailto:Neil.Mackinnon@scotborders.gov.uk)
- Cllr Fay Sinclair: [Fay.Sinclair@scotborders.gov.uk](mailto:Fay.Sinclair@scotborders.gov.uk)
- Cllr Hannah Steel: [Hannah.Steel@scotborders.gov.uk](mailto:Hannah.Steel@scotborders.gov.uk)

### List of Community Councils to whom the proposed Local Place Plan was sent:

#### *Within LPP Area*

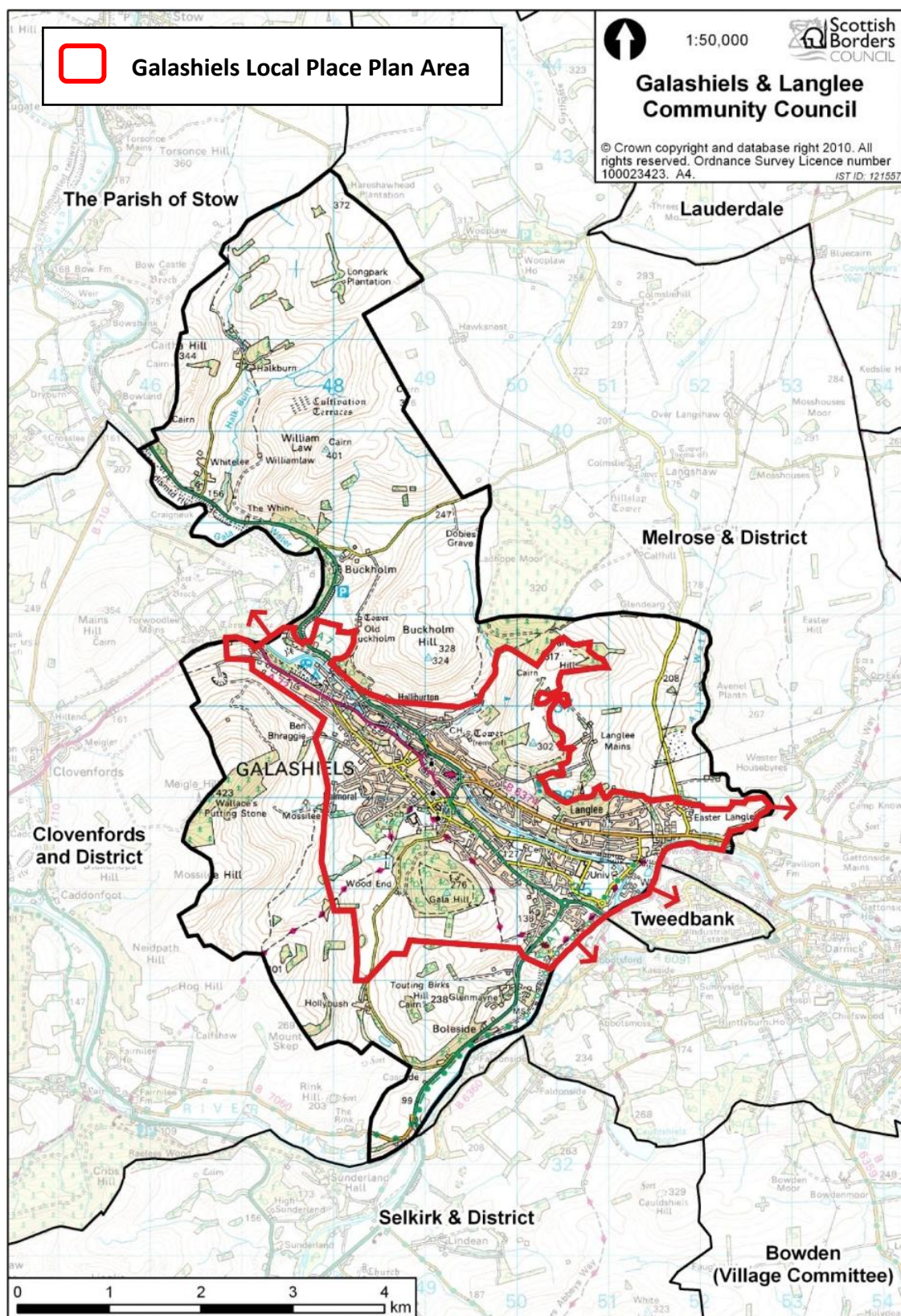
- Galashiels & Langlee Community Council, Secretary Tracey Alder  
[REDACTED]
- **Re-issued on 23/04/25** to the new Secretary of Galashiels & Langlee Community Council, Judith Cleghorn.  
[REDACTED]

#### *Adjacent to LPP Area (see Figure 2)*

- Melrose & District Community Council, Chairperson Mike Sherlock  
[REDACTED]
- Tweedbank Community Council, Secretary Jim Torrance [REDACTED]
- Clovenfords & District Community Council, Secretary Jennifer Jepson  
([clovenfordscommunitycouncil@gmail.com](mailto:clovenfordscommunitycouncil@gmail.com))

Copies of the emails issuing the draft Local Place Plan and including the Information Notice are contained in Appendix 2.

The original consultation period was extended to **26<sup>th</sup> May 2025** (originally 12<sup>th</sup> May) once the new contact details for Galashiels Community Council were received and Information Notice / LPP reissued (see Appendix 2).



**Figure 2: Community Councils covering or adjacent to Galashiels Local Place Plan Area**

## **Appendix 1: Copy of the Written Constitution for Energise Galashiels Trust**



**CONSTITUTION OF  
ENERGISE GALASHIELS TRUST**

*(revised August 2020)*

**CONSTITUTION**

**of**

**ENERGISE GALASHIELS TRUST**

<b>CONTENTS</b>		
<b>GENERAL</b>	type of organisation, Scottish principal office, name, purposes, powers, liability, general structure	Clauses 1-10
<b>MEMBERS</b>	qualifications for membership, application, subscription, register of members, withdrawal, transfer, re-registration, expulsion, termination	clauses 11-28
<b>DECISION-MAKING BY THE MEMBERS</b>	members' meetings, power to request members' meeting, notice, procedure at members' meetings, voting at members' meetings, written resolutions, minutes	clauses 29-53
<b>BOARD (CHARITY TRUSTEES)</b>	number, eligibility, election/retiral/re-election, termination of office, register of charity trustees, office bearers, powers, general duties, code of conduct	clauses 54-83
<b>DECISION-MAKING BY THE CHARITY TRUSTEES</b>	notice, procedure at board meetings, minutes	clauses 84-99
<b>ADMINISTRATION</b>	sub-committees, operation of accounts, accounting records and annual accounts	clauses 100-109
<b>MISCELLANEOUS</b>	winding up, alterations to the constitution, interpretation	clauses 110-115

## **GENERAL**

### **Type of organisation**

- 1 The organisation will, upon registration, be a Scottish Charitable Incorporated Organisation (SCIO).

### **Scottish principal office**

- 2 The principal office of the organisation will be in Scotland (and must remain in Scotland).

### **Name**

- 3 The name of the organisation is “ENERGISE GALASHIELS TRUST”.

### **Purposes**

- 4 The organisation’s purposes are:
  - 4.1 to provide a focus for engaging with the community, developing a vision for the town of Galashiels, and delivering actions with the aim of creating a more vibrant, welcoming and confident community in Galashiels Town Centre and the surrounding area, through;
  - 4.2 the advancement of citizenship or community development, including:
    - i) rural or urban regeneration, and
    - ii) the promotion of civic responsibility, volunteering, the voluntary sector or the effectiveness or efficiency of charities;
  - 4.3 the advancement of the arts, heritage, culture or science;
  - 4.4 the advancement of environmental protection or improvement;
  - 4.5 the advancement of education;
  - 4.6 the provision of recreational facilities, or the organisation of recreational facilities, or the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended;

## **Powers**

- 5 The organisation has power to do anything which is calculated to further its purposes or is conducive or incidental to doing so.
- 6 No part of the income or property of the organisation may be paid or transferred (directly or indirectly) to the members - either in the course of the organisation's existence or on dissolution - except where this is done in direct furtherance of the organisation's charitable purposes.

## **Liability of members**

- 7 The members of the organisation have no liability to pay any sums to help to meet the debts (or other liabilities) of the organisation if it is wound up; accordingly, if the organisation is unable to meet its debts, the members will not be held responsible.
- 8 The members and charity trustees have certain legal duties under the Charities and Trustee Investment (Scotland) Act 2005; and clause 7 does not exclude (or limit) any personal liabilities they might incur if they are in breach of those duties or in breach of other legal obligations or duties that apply to them personally.

## **General structure**

- 9 The structure of the organisation consists of:
  - 9.1 the MEMBERS - who have the right to attend members' meetings (including any annual general meeting) and have important powers under the constitution; in particular, the members appoint people to serve on the board and take decisions on changes to the constitution itself;
  - 9.2 the BOARD - who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for monitoring and controlling the financial position of the organisation.
- 10 The people serving on the board are referred to in this constitution as CHARITY TRUSTEES.

## **MEMBERS**

### **Qualifications for membership**

- 11 Membership is open to:
  - 11.1 Any individual residing in TD1 post code area, aged 16 and over;

- 11.2 Any business with interest in the TD1 area;
- 11.3 Any enterprise operating in the TD1 area.
- 12 Membership is open to non-voting affiliate:
  - 12.1 Any individual or enterprise from anywhere;
  - 12.2 Organisations and clubs in TD1 postcode area.
- 13 An annual subscription is payable of £12 or as agreed by the board from time to time.
- 14 Employees of the organisation are not eligible for membership.

### **Application for membership**

- 15 Any person who wishes to become a member must submit an application for membership; the application will then be considered by the board at its next board meeting.
- 16 The board may, at its discretion, refuse to admit any person to membership.
- 17 The board must notify each applicant promptly (in writing or by e-mail) of its decision on whether or not to admit him/her to membership.

### **Membership subscription**

- 18 The annual membership subscription will be payable by direct debit, cheque or cash. The annual start date is 1<sup>st</sup> April.

### **Register of members**

- 19 The board must keep a register of members, setting out:
  - 19.1 for each current member:
    - 19.1.1 his/her full name and address; and
    - 19.1.2 the date on which he/she was registered as a member of the organisation;
  - 19.2 for each former member - for at least six years from the date on which he/she ceased to be a member:
    - 19.2.1 his/her name; and
    - 19.2.2 the date on which he/she ceased to be a member.
- 20 The board must ensure that the register of members is updated within 28 days of any change:

20.1 which arises from a resolution of the board or a resolution passed by the members of the organisation; or

20.2 which is notified to the organisation.

21 If a member or charity trustee of the organisation requests a copy of the register of members, the board must ensure that a copy is supplied to him/her within 28 days, in accordance with the Data Protection Act 1998, providing the request is reasonable; if the request is made by a member (rather than a charity trustee), the board may provide a copy which has the addresses blanked out.

### **Withdrawal from membership**

22 Any person who wants to withdraw from membership must give a written notice of withdrawal to the organisation, signed by him/her; he/she will cease to be a member as from the time when the notice is received by the organisation.

### **Transfer of membership**

23 Membership of the organisation may not be transferred by a member.

### **Re-registration of members**

24 The board may, at any time, issue notices to the members requiring them to confirm that they wish to remain as members of the organisation and allowing them a period of 28 days (running from the date of issue of the notice) to provide that confirmation to the board.

25 If a member fails to provide confirmation to the board (in writing or by e-mail) that he/she wishes to remain as a member of the organisation before the expiry of the 28-day period referred to in clause 24, the board may expel him/her from membership.

26 A notice under clause 24 will not be valid unless it refers specifically to the consequences (under clause 25) of failing to provide confirmation within the 28-day period.

### **Expulsion from membership**

27 Any person may be expelled from membership by way of a resolution passed by not less than two thirds of the Trustees, providing the following procedures have been observed:

27.1 at least 21 days' notice of the intention to propose the resolution must be given to the member concerned, specifying the grounds for the proposed expulsion;

27.2 the member concerned will be entitled to be heard on the resolution at the trustees' meeting at which the resolution is proposed.



## **Termination**

- 28 Membership of the organisation will terminate on death.

## **DECISION-MAKING BY THE MEMBERS**

### **Members' meetings**

- 29 The board must arrange a meeting of members (an annual general meeting or "AGM") in each calendar year.
- 30 The gap between one AGM and the next must not be longer than 15 months.
- 31 Notwithstanding clause 29, an AGM does not need to be held during the calendar year in which the organisation is formed; but the first AGM must still be held within 15 months of the date on which the organisation is formed.
- 32 The business of each AGM must include:
- 32.1 a report by the chair on the activities of the organisation;
  - 32.2 consideration of the annual accounts of the organisation;
  - 32.3 the election/re-election of charity trustees, as referred to in clauses 59 to 63.
- 33 The board may arrange a special members' meeting at any time.

### **Power to request the board to arrange a special members' meeting**

- 34 The board must arrange a special members' meeting if they are requested to do so by a notice in writing (which may take the form of two or more documents in the same terms, each signed by one or more members) by members who amount to 20% or more of the total membership of the organisation at the time, providing:
- 34.1 the notice states the purposes for which the meeting is to be held; and
  - 34.2 those purposes are not inconsistent with the terms of this constitution, the Charities and Trustee (Investment) Scotland Act 2005 or any other statutory provision.
- 35 If the board receive a notice under clause 34, the date for the meeting which they arrange in accordance with the notice must not be later than 28 days from the date on which they received the notice.

### **Notice of members' meetings**

- 36 At least 14 clear days' notice must be given of any AGM or any special members' meeting.
- 37 The notice calling a members' meeting must specify in general terms what business is to be dealt with at the meeting; and
  - 37.1 in the case of a resolution to alter the constitution, must set out the exact terms of the proposed alteration(s); or
  - 37.2 in the case of any other resolution falling within clause 48 (requirement for two-thirds majority) must set out the exact terms of the resolution.
- 38 The reference to "clear days" in clause 36 shall be taken to mean that, in calculating the period of notice:
  - 38.1 the day after the notices are posted (or sent by e-mail) should be excluded; and
  - 38.2 the day of the meeting itself should also be excluded.
- 39 Notice, in writing, of every members' meeting must be given to all the members of the organisation, but the accidental omission to give notice, in writing, to one or more members will not invalidate the proceedings at the meeting.
- 40 Any notice, in writing which requires to be given to a member under this constitution must be:
  - 40.1 delivered to the member, at the address last notified by him/her to the organisation; *or*
  - 40.2 sent by e-mail to the member, at the e-mail address last notified by him/her to the organisation.

### **Procedure at members' meetings**

- 41 No valid decisions can be taken at any members' meeting unless a quorum is present.
- 42 The quorum for a members' meeting is 4 members, present in person.
- 43 If a quorum is not present within 15 minutes after the time at which a members' meeting was due to start - or if a quorum ceases to be present during a members' meeting - the meeting cannot proceed; and fresh notices of meeting will require to be sent out, to deal with the business (or remaining business) which was intended to be conducted.

- 44 The chair of the organisation should act as chairperson of each members' meeting.
- 45 If the chair of the organisation is not present within 15 minutes after the time at which the meeting was due to start (or is not willing to act as chairperson), the charity trustees present at the meeting must elect (from among themselves) the person who will act as chairperson of that meeting.

### **Voting at members' meetings**

- 46 Every voting member (as defined in clause 11) has one vote, which must be given personally.
- 47 All decisions at members' meetings will be made by majority vote - with the exception of the types of resolution listed in clause 48.
- 48 The following resolutions will be valid only if passed by not less than two thirds of those voting on the resolution at a members' meeting:
- 48.1 a resolution amending the constitution;
  - 48.2 a resolution directing the board to take any particular step (or directing the board not to take any particular step);
  - 48.3 a resolution approving the amalgamation of the organisation with another SCIO (or approving the constitution of the new SCIO to be constituted as the successor pursuant to that amalgamation);
  - 48.4 a resolution to the effect that all of the organisation's property, rights and liabilities should be transferred to another SCIO (or agreeing to the transfer from another SCIO of all of its property, rights and liabilities);
  - 48.5 a resolution for the winding up or dissolution of the organisation.
- 49 If there is an equal number of votes for and against any resolution, the chairperson of the meeting will be entitled to a second (casting) vote.
- 50 A resolution put to the vote at a members' meeting will be decided on a show of hands - unless the chairperson (or at least two other members present at the meeting) ask for a secret ballot.

The chairperson will decide how any secret ballot is to be conducted, and he/she will declare the result of the ballot at the meeting.

## **Minutes**

- 51 The board must ensure that proper minutes are kept in relation to all members' meetings.
- 52 Minutes of members' meetings must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.
- 53 The board shall make available copies of the minutes referred to in clause 51 to any member requesting them; but on the basis that the board may exclude confidential material to the extent permitted under clause 99.

## **BOARD**

### **Number of charity trustees**

- 54 The maximum number of elected/appointed charity trustees is 9, a majority of whom must be voting members, out of that:
  - 54.1 no more than 6 shall be charity trustees who were elected under clauses 59 and 60 (or deemed to have been appointed under clause 58); and
  - 54.2 no more than 3 shall be charity trustees who were co-opted under the provisions of clauses 64 and 65 (or deemed to have been appointed under clause 58).
- 55 The minimum number of charity trustees is 4.

### **Eligibility**

- 56 A person shall not be eligible for election/appointment to the board under clauses 58 to 61 unless he/she is a member of the organisation; a person appointed to the board under clause 64 need not, however, be a member of the organisation.
- 57 A person will not be eligible for election or appointment to the board if he/she is:
  - 57.1 disqualified from being a charity trustee under the Charities and Trustee Investment (Scotland) Act 2005; or
  - 57.2 an employee of the organisation.

### **Initial charity trustees**

- 58 The individuals who signed the charity trustee declaration forms which accompanied the application for incorporation of the organisation shall be deemed to have been appointed by the members as charity trustees with effect from the date of incorporation of the organisation.

### **Election, retiral, re-election**

- 59 The charity trustee will have a term of office of up to 3 years with the potential of serving for multiple terms without a limit on the number of terms.
- 60 At each AGM, the members may elect any member (unless he/she is debarred from membership under clause 57 to be a charity trustee.
- 61 The board may at any time appoint any member (unless he/she is debarred from membership under clause 57 to be a charity trustee.
- 62 At each AGM, those charity trustees elected/appointed under clauses 60 and 61 (and, in the case of the first AGM, those deemed to have been appointed under clause 58) shall retire from office, if their term of office is complete.
- 63 A charity trustee retiring at an AGM will be deemed to have been re-elected unless:
  - 63.1 he/she advises the board prior to the conclusion of the AGM that he/she does not wish to be re-appointed as a charity trustee; or
  - 63.2 an election process was held at the AGM and he/she was not among those elected/re-elected through that process; or
  - 63.3 a resolution for the re-election of that charity trustee was put to the AGM and was not carried.

### **Appointment/re-appointment of co-opted charity trustees**

- 64 In addition to their powers under clause 61, the board may at any time appoint any non-member of the organisation to be a charity trustee (subject to clause 54, and providing he/she is not debarred from membership under clause 57) if he/she has specialist experience and/or skills which could be of assistance to the board.
- 65 At each AGM, all of the charity trustees appointed under clause 64 shall retire from office – but shall then be eligible for re-appointment under that clause.

### **Termination of office**

- 66 A charity trustee will automatically cease to hold office if:
  - 66.1 he/she becomes disqualified from being a charity trustee under the Charities and Trustee Investment (Scotland) Act 2005;

- 66.2 he/she becomes incapable for medical reasons of carrying out his/her duties as a charity trustee - but only if that has continued (or is expected to continue) for a period of more than six months;
  - 66.3 (in the case of a charity trustee elected/appointed under clauses 60 and 61) he/she ceases to be a member of the organisation;
  - 66.4 he/she becomes an employee of the organisation;
  - 66.5 he/she gives the organisation a notice of resignation, signed by him/her;
  - 66.6 he/she is absent (without good reason, in the opinion of the board) from more than three consecutive meetings of the board - but only if the board resolves to remove him/her from office;
  - 66.7 he/she is removed from office by resolution of the board on the grounds that he/she is considered to have committed a material breach of the code of conduct for charity trustees (as referred to in clause 82);
  - 66.8 he/she is removed from office by resolution of the board on the grounds that he/she is considered to have been in serious or persistent breach of his/her duties under section 66(1) or (2) of the Charities and Trustee Investment (Scotland) Act 2005; or
  - 66.9 he/she is removed from office by a resolution of the members passed at a members' meeting.
- 67 A resolution under paragraph 66.6, 66.7, 66.8, or 66.9 shall be valid only if:
- 67.1 the charity trustee who is the subject of the resolution is given reasonable prior written notice of the grounds upon which the resolution for his/her removal is to be proposed;
  - 67.2 the charity trustee concerned is given the opportunity to address the meeting at which the resolution is proposed, prior to the resolution being put to the vote; and
  - 67.3 (in the case of a resolution under paragraph 66.6, 66.7 or 66.8) at least two thirds (to the nearest round number) of the charity trustees then in office vote in favour of the resolution.

### **Register of charity trustees**

- 68 The board must keep a register of charity trustees, setting out:
- 68.1 for each current charity trustee:



- 68.1.1 his/her full name and address;
  - 68.1.2 the date on which he/she was appointed as a charity trustee; and
  - 68.1.3 any office held by him/her;
- 68.2 for each former charity trustee - for at least 6 years from the date on which he/she ceased to be a charity trustee:
  - 68.2.1 the name of the charity trustee;
  - 68.2.2 any office held by him/her in the organisation; and
  - 68.2.3 the date on which he/she ceased to be a charity trustee.
- 69 The board must ensure that the register of charity trustees is updated within 28 days of any change:
  - 69.1 which arises from a resolution of the board or a resolution passed by the members of the organisation; or
  - 69.2 which is notified to the organisation.
- 70 If any person requests a copy of the register of charity trustees, the board must ensure that a copy is supplied to him/her within 28 days, providing the request is reasonable; if the request is made by a person who is not a charity trustee of the organisation, the board may provide a copy which has the addresses blanked out - if the SCIO is satisfied that including that information is likely to jeopardise the safety or security of any person or premises. Provision of information will be compliant with the Data Protection Act.

### **Office-bearers**

- 71 The charity trustees must elect (from among themselves) a chair, a treasurer and a secretary.
- 72 In addition to the office-bearers required under clause 71, the charity trustees may elect (from among themselves) further office-bearers if they consider that appropriate.
- 73 All of the office-bearers will cease to hold office at the conclusion of each AGM, but may then be re-elected under clause 71 or 72.
- 74 A person elected to any office will automatically cease to hold that office:
  - 74.1 if he/she ceases to be a charity trustee; *or*
  - 74.2 if he/she gives to the organisation a notice of resignation from that office, signed by him/her.

## **Powers of board**

- 75 Except where this constitution states otherwise, the organisation (and its assets and operations) will be managed by the board; and the board may exercise all the powers of the organisation.
- 76 A meeting of the board at which a quorum is present may exercise all powers exercisable by the board.

## **Charity trustees - general duties**

- 77 Each of the charity trustees has a duty, in exercising functions as a charity trustee, to act in the interests of the organisation; and, in particular, must:-
- 77.1 seek, in good faith, to ensure that the organisation acts in a manner which is in accordance with its purposes;
  - 77.2 act with the care and diligence which it is reasonable to expect of a person who is managing the affairs of another person;
  - 77.3 in circumstances giving rise to the possibility of a conflict of interest between the organisation and any other party:
    - 77.3.1 put the interests of the organisation before that of the other party;
    - 77.3.2 where any other duty prevents him/her from doing so, disclose the conflicting interest to the organisation and refrain from participating in any deliberation or decision of the other charity trustees with regard to the matter in question;
  - 77.4 ensure that the organisation complies with any direction, requirement, notice or duty imposed under or by virtue of the Charities and Trustee Investment (Scotland) Act 2005.
- 78 In addition to the duties outlined in clause 77, all of the charity trustees must take such steps as are reasonably practicable for the purpose of ensuring:
- 78.1 that any breach of any of those duties by a charity trustee is corrected by the charity trustee concerned and not repeated; and
  - 78.2 that any trustee who has been in serious and persistent breach of those duties is removed as a trustee.
- 79 Provided he/she has declared his/her interest - and has not voted on the question of whether or not the organisation should enter into the

arrangement - a charity trustee will not be debarred from entering into an arrangement with the organisation in which he/she has a personal interest; and (subject to clause 80 and to the provisions relating to remuneration for services contained in the Charities and Trustee Investment (Scotland) Act 2005), he/she may retain any personal benefit which arises from that arrangement.

- 80 No charity trustee may serve as an employee (full time or part time) of the organisation; and no charity trustee may be given any remuneration by the organisation for carrying out his/her duties as a charity trustee.
- 81 The charity trustees may be paid all travelling and other expenses reasonably incurred by them in connection with carrying out their duties; this may include expenses relating to their attendance at meetings.

### **Code of conduct for charity trustees**

- 82 Each of the charity trustees shall comply with the code of conduct (incorporating detailed rules on conflict of interest) prescribed by the board from time to time.
- 83 The code of conduct referred to in clause 82 shall be supplemental to the provisions relating to the conduct of charity trustees contained in this constitution and the duties imposed on charity trustees under the Charities and Trustee Investment (Scotland) Act 2005; and all relevant provisions of this constitution shall be interpreted and applied in accordance with the provisions of the code of conduct in force from time to time.

## **DECISION-MAKING BY THE CHARITY TRUSTEES**

### **Notice of board meetings**

- 84 Any charity trustee may call a meeting of the board *or* ask the secretary to call a meeting of the board.
- 85 At least 7 days' notice must be given of each board meeting, unless (in the opinion of the person calling the meeting) there is a degree of urgency which makes that inappropriate.

### **Procedure at board meetings**

- 86 No valid decisions can be taken at a board meeting unless a quorum is present; the quorum for board meetings is 4 charity trustees, present in person.
- 87 If at any time the number of charity trustees in office falls below the number stated in clause 55, the remaining charity trustee(s) will have power to fill the vacancies or call a members' meeting - but will not be able to take any other valid decisions.

- 88 The chair of the organisation should act as chairperson of each board meeting.
- 89 If the chair is not present within 15 minutes after the time at which the meeting was due to start (or is not willing to act as chairperson), the charity trustees present at the meeting must elect (from among themselves) the person who will act as chairperson of that meeting.
- 90 Every charity trustee has one vote, which must be given personally.
- 91 All decisions at board meetings will be made by majority vote.
- 92 If there is an equal number of votes for and against any resolution, the chairperson of the meeting will be entitled to a second (casting) vote.
- 93 The board may, at its discretion, allow any person to attend and speak at a board meeting notwithstanding that he/she is not a charity trustee - but on the basis that he/she must not participate in decision-making.
- 94 A charity trustee must not vote at a board meeting (or at a meeting of a sub-committee) on any resolution which relates to a matter in which he/she has a personal interest or duty which conflicts (or may conflict) with the interests of the organisation; he/she must withdraw from the meeting while an item of that nature is being dealt with.
- 95 For the purposes of clause 94:
- 95.1 an interest held by an individual who is “connected” with the charity trustee under section 68(2) of the Charities and Trustee Investment (Scotland) Act 2005 (husband/wife, partner, child, parent, brother/sister etc) shall be deemed to be held by that charity trustee;
- 95.2 a charity trustee will be deemed to have a personal interest in relation to a particular matter if a body in relation to which he/she is an employee, director, member of the management committee, officer or elected representative has an interest in that matter.

## **Minutes**

- 96 The board must ensure that proper minutes are kept in relation to all board meetings and meetings of sub-committees.
- 97 The minutes to be kept under clause 96 must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.
- 98 The board shall (subject to clause 99) make available copies of the minutes referred to in clause 96 to any member requesting them.

- 99 The board may exclude from any copy minutes made available to a member under clause 98 any material which the board considers ought properly to be kept confidential - on the grounds that allowing access to such material could cause significant prejudice to the interests of the organisation or on the basis that the material contains reference to an employee or other matters which it would be inappropriate to divulge.

## **ADMINISTRATION**

### **Delegation to sub-committees**

- 100 The board may delegate any of their powers to sub-committees; a sub-committee must include at least one charity trustee, but other members of a sub-committee need not be charity trustees.
- 101 The board may also delegate to the chair of the organisation (or the holder of any other post) such of their powers as they may consider appropriate.
- 102 When delegating powers under clause 100 or 101, the board must set out appropriate conditions (which must include an obligation to report regularly to the board).
- 103 Any delegation of powers under clause 100 or 101 may be revoked or altered by the board at any time.
- 104 The rules of procedure for each sub-committee, and the provisions relating to membership of each sub-committee, shall be set by the board.

### **Operation of accounts**

- 105 Subject to clause 106, the signatures of two out of three signatories appointed by the board will be required in relation to all operations (other than the lodging of funds) on the bank and building society accounts held by the organisation; at least one out of the two signatures must be the signature of a charity trustee.
- 106 Where the organisation uses electronic facilities for the operation of any bank or building society account, the authorisations required for operations on that account must be consistent with the approach reflected in clause 105.

### **Accounting records and annual accounts**

- 107 The board must ensure that proper accounting records are kept, in accordance with all applicable statutory requirements.
- 108 The board must prepare annual accounts, complying with all relevant statutory requirements; if an audit is required under any statutory provisions (or if the board consider that an audit would be appropriate

for some other reason), the board should ensure that an audit of the accounts is carried out by a qualified auditor.

- 109 The accounts must be prepared within 6 months of the financial year end date.

## **MISCELLANEOUS**

### **Winding-up**

- 110 If the organisation is to be wound up or dissolved, the winding-up or dissolution process will be carried out in accordance with the procedures set out under the Charities and Trustee Investment (Scotland) Act 2005.
- 111 Any surplus assets available to the organisation immediately preceding its winding up or dissolution must be used for purposes which are the same as - or which closely resemble - the purposes of the organisation as set out in this constitution.

### **Alterations to the constitution**

- 112 This constitution may (subject to clause 113) be altered by resolution of the members passed at a members' meeting (subject to achieving the two thirds majority referred to in clause 48) or by way of a written resolution of the members.
- 113 The Charities and Trustee Investment (Scotland) Act 2005 prohibits taking certain steps (e.g. change of name, an alteration to the purposes, amalgamation, winding-up) without the consent of the Office of the Scottish Charity Regulator (OSCR).

### **Interpretation**

- 114 References in this constitution to the Charities and Trustee Investment (Scotland) Act 2005 should be taken to include:
- 114.1 any statutory provision which adds to, modifies or replaces that Act; and
  - 114.2 any statutory instrument issued in pursuance of that Act or in pursuance of any statutory provision falling under paragraph 114.1 above.
- 115 In this constitution:
- 115.1 "charity" means a body which is either a "Scottish charity" within the meaning of section 13 of the Charities and Trustee


Investment (Scotland) Act 2005 or a “charity” within the meaning of section 1 of the Charities Act 2011, providing (in either case) that its objects are limited to charitable purposes;

- 115.2 “charitable purpose” means a charitable purpose under section 7 of the Charities and Trustee Investment (Scotland) Act 2005 which is also regarded as a charitable purpose in relation to the application of the Taxes Acts.

## **Appendix 2: Information Notice accompanying the proposed Galashiels Local Place Plan 2025.**



Re: Information Notice: Proposed Galashiels Local Place Plan 2025



From

Felicity Bristow - EGT Manager <manager@energisegalashiels.co.uk>

To

<Euan.jardine@scotborders.gov.uk>

Copy

Renwick, Sharon <Sharon.Renwick@scotborders.gov.uk>

Date

2025-04-09 11:46

 61112\_GalashielsLPP\_Final\_020425.pdf (~10 MB)

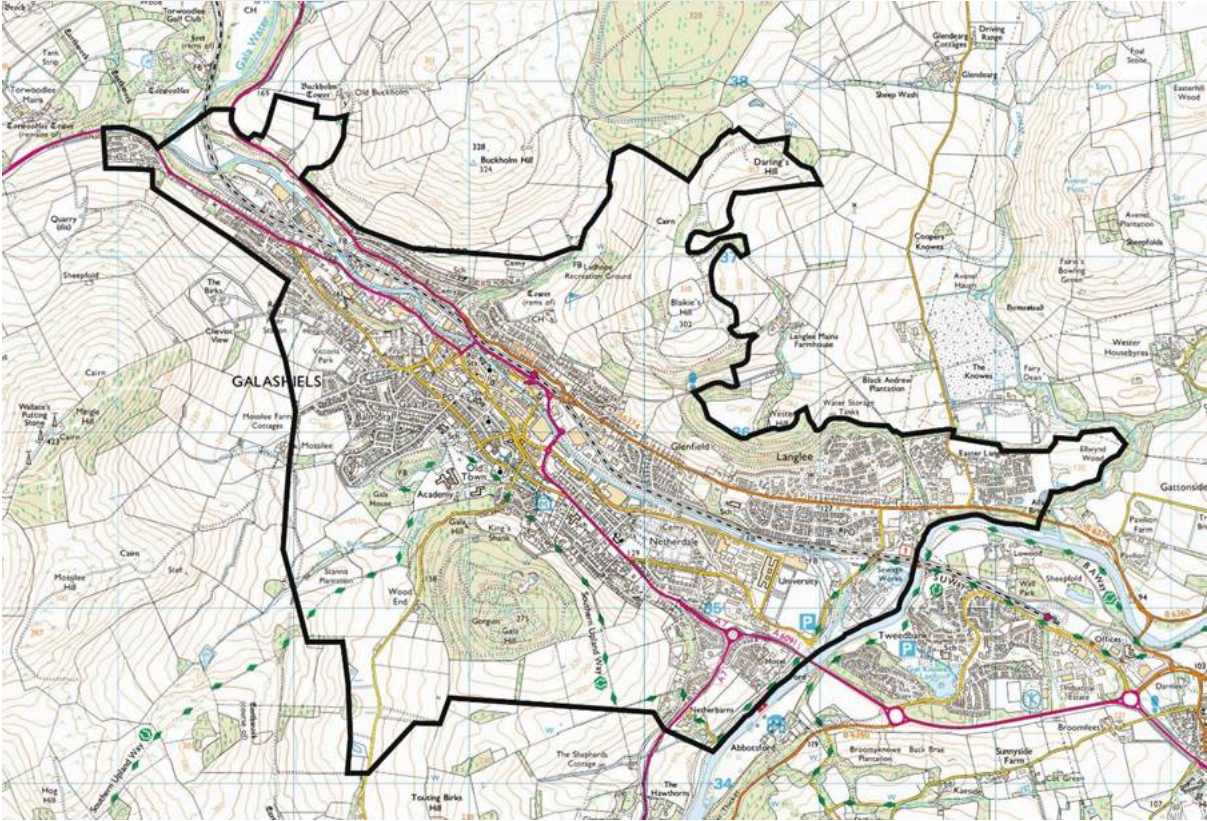
Dear Councillor,

Information Notice: Proposed Galashiels Local Place Plan 2025

The Galashiels Town Team and Energise Galashiels Trust (EGT), supported by Scottish Borders Council and South of Scotland Enterprise, have prepared a Local Place Plan.

In accordance with the requirements set out in Regulation 4 of the Town & Country Planning (Local Place Plan) (Scotland) Regulations 2021, the EGT hereby provide (attached to email) a copy of the proposed Galashiels Local Place Plan 2025 for your consideration. This email constitutes the 'Information Notice' to local Councillors required by those regulations.

Proposed Galashiels Local Place Plan 2025 Area Boundary



Content and Purpose of the Proposed Local Place Plan:

The Plan aims to present the Galashiels community's long-term vision, regeneration strategy and project proposals for their town. It is based on a wealth of community engagement and stakeholder consultations gathered between 2017 and 2024, together with relevant economic baseline information covering approximately the same period.

The Plan aligns closely with the National Planning Framework (NPF4) sustainable aims and policies, focusing on sustainable, liveable and productive places. It has also been prepared with full consideration of the Eildon Locality Plan 2020 and the Scottish Borders Local Development Plan 2024 (LDP).

Some of the proposed projects relate to the development and use of land. These are highlighted and expanded upon in Appendix 9, which sets out the Galashiels Town Team's 'Proposals for the Next Local Development Plan'.

Representations:

We would welcome any comments that you may wish to make on the content of the Proposed Galashiels Local Place Plan 2025. These comments should be provided in writing (via email if possible) to [manager@energisegalashiels.co.uk](mailto:manager@energisegalashiels.co.uk). All representations will be submitted to the Scottish Borders Council alongside the Local Place Plan. Please ensure that your representation is made by **12 noon, Monday 12<sup>th</sup> May 2025**.

For your information, a similar Information Notice has been sent alongside a copy of the Local Place Plan to the following Community Councils: Galashiels & Langlee, Melrose & District, Tweedbank and Clovenfords & District.

We kindly ask that you confirm receipt of this email and the attached proposed Local Place Plan at your earliest convenience.

Kind regards

Felicity Bristow  
Manager, Energise Galashiels Trust  
(Member/Convener of the Galashiels Town Team)  
--

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Kind regards

Felicity

Felicity Bristow  
Manager  
[Energise Galashiels Trust](#)  
07779 010868

Please be aware that I work part-time. My usual working days are Mondays and Tuesdays. I will respond to your email as soon as possible. If urgent please call 07779 010868.



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Re: Information Notice: Proposed Galashiels Local Place Plan 2025



From

Felicity Bristow - EGT Manager <manager@energisegalashiels.co.uk>

To

Judith Cleghorn [REDACTED]

Copy

Renwick, Sharon <Sharon.Renwick@scotborders.gov.uk>

Date

2025-04-23 13:57

 61112\_GalashielsLPP\_Final\_020425.pdf (~10 MB)

FAO: Galashiels & Langlee Community Council, Chair Judith Cleghorn

Dear Community Council,

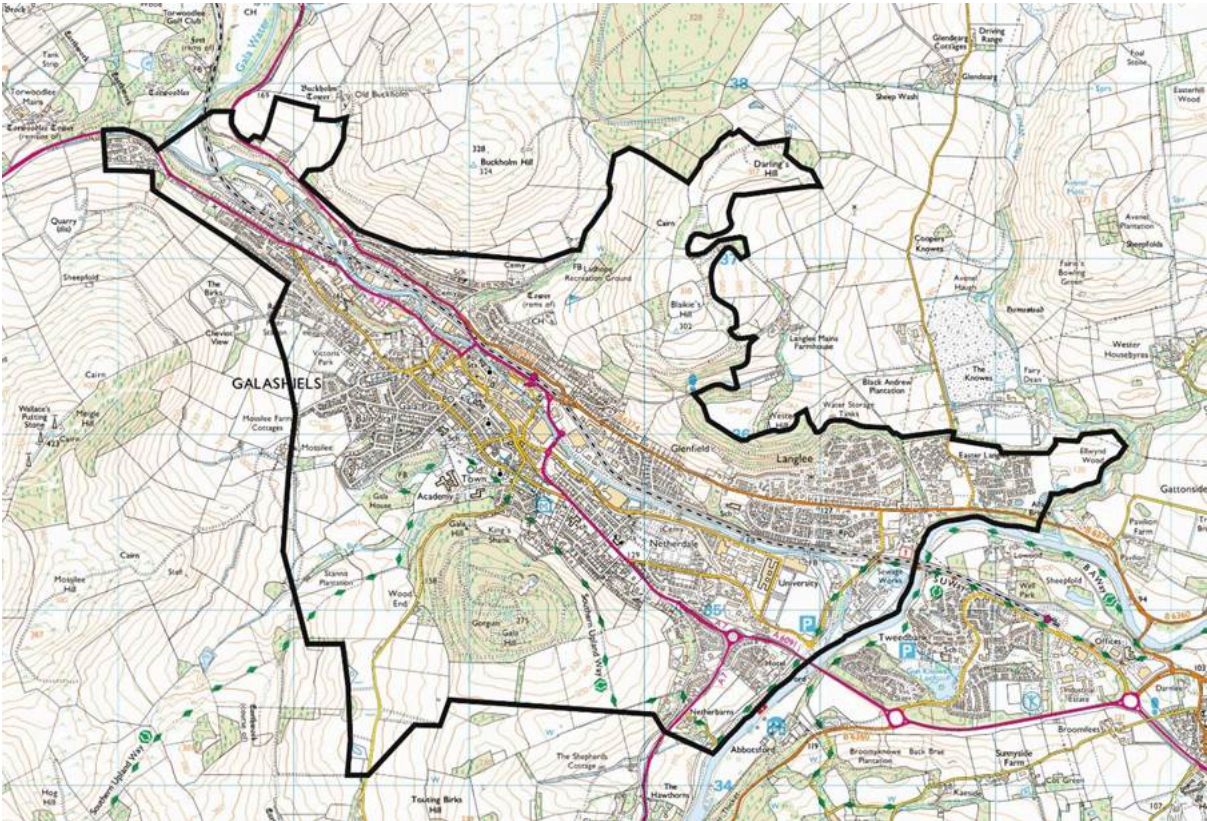
Information Notice: Proposed Galashiels Local Place Plan 2025

The Galashiels Town Team and Energise Galashiels Trust (EGT), supported by Scottish Borders Council and South of Scotland Enterprise, have prepared a Local Place Plan.

In accordance with the requirements set out in Regulation 4 of the Town & Country Planning (Local Place Plan) (Scotland) Regulations 2021, the EGT hereby provide (attached to email) a copy of the proposed Galashiels Local Place Plan 2025 for your consideration. This email constitutes the 'Information Notice' to local Community Councils required by those regulations.

This Information Notice and attached Local Place Plan is being sent to the following Community Councils: Galashiels & Langlee, Melrose & District, Tweedbank and Clovenfords & District.

Proposed Galashiels Local Place Plan 2025 Area Boundary



Content and Purpose of the Proposed Local Place Plan:

The Plan aims to present the Galashiels community's long-term vision, regeneration strategy and project proposals for their town. It is based on a wealth of community engagement and stakeholder consultations gathered between 2017 and 2024, together with relevant economic baseline information covering approximately the same period.

The Plan aligns closely with the National Planning Framework (NPF4) sustainable aims and policies, focusing on sustainable, liveable and productive places. It has also been prepared with full consideration of the Eildon Locality Plan 2020 and the Scottish Borders Local Development Plan 2024 (LDP).

Some of the proposed projects relate to the development and use of land. These are highlighted and expanded upon in Appendix 9, which sets out the Galashiels Town Team's 'Proposals for the Next Local Development Plan'.

Representations:

We would welcome any comments that you may wish to make on the content of the Proposed Galashiels Local Place Plan 2025. These comments should be provided in writing (via email if possible) to [manager@energisegalashiels.co.uk](mailto:manager@energisegalashiels.co.uk). All representations will be submitted to the Scottish Borders Council alongside the Local Place Plan. Please ensure that your representation is made by **12 noon, Monday 26th May 2025**.

We kindly ask that you confirm receipt of this email and the attached proposed Local Place Plan at your earliest convenience.

Kind regards

Felicity Bristow  
  
Manager, Energise Galashiels Trust

(Member/Convener of the Galashiels Town Team)

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Kind regards

Felicity

Felicity Bristow  
Manager  
[Energise Galashiels Trust](#)  
07779 010868

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