



**JEDBURGH COMMON GOOD FUND  
APPLICATION FOR FINANCIAL ASSISTANCE**

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p> <p>E-mail address:</p>	<p>Jedforest Instrumental Band and Scottish Borders Brass Band Association</p> <p>1 The Friars Jedburgh TD8 6BN</p> <p>01835 864238</p> <p>GeorgeBurt@enterprise.net</p>
<p>Address to which payment should be made:</p>	<p>As above</p>
<p><u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:</p>	<p>Among other activities, we organise the Borders Entertainment Contest every year in different towns. This year we are again holding it in Jedburgh Town Hall for the 6<sup>th</sup> time in 20 years (more than any other Border town).</p> <p>There is a huge influx of visitors. With 20 bands participating, over 700 players and supporters attend this contest, and previous experience is that every café, restaurant and public house are full almost all day, as well as shops reporting greatly increased sales.</p> <p>The event and its prizewinners, together with the name of Jedburgh will be widely reported in the brass band media throughout the world.</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>We request a donation of £500, towards the cost of the hall, the professional fees, travel and accommodation of two of the top adjudicators in the UK, and printing, trophies etc.</p>
<p>When will the donation be required:</p>	<p>Any time prior to or after the event</p>
<p>If this is a one-off project then please give the following details –</p> <p>Date (s):</p> <p>Estimated total cost:</p> <p>Funds already raised by applicant's own efforts:</p> <p>Funds raised or expected to be raised from other sources (please state</p>	<p>Saturday 4<sup>th</sup> November</p> <p>£2,700</p> <p>£1,100 (Entry fees from bands)</p> <p>£600 (Admissions, programmes and raffle) £500 (Sponsorship and adverts from businesses)</p>

sources):	
<u>Other information</u> If you have other information which you feel is relevant to this application please provide details including details of any previous assistance given:	Although the Borders Entertainment Contest is administered by the Scottish Borders Brass Band Association, it is locally organised and funded by the local band, in this case in 2017 by Jedforest Instrumental Band.  Previous events in Jedburgh have been supported by Jedburgh Common Good Fund.
<u>Declaration</u> I hereby make application for assistance as set out above and certify that the information I have provided is accurate  Signed: George Burt  Position Held: Treasurer  Date: 30 September 2017	
<b>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts</b>	
This completed form, accounts and any supporting details should be submitted to the Democratic Services Team Leader, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 825005	

# **JEDFOREST INSTRUMENTAL BAND**

**SC 029173**

**Annual Report 2015 – 2016**

# **JEDFOREST INSTRUMENTAL BAND**

## **Annual Report 2015 – 2016**

### **1. Name**

Jedforest Instrumental Band

### **2. Charity No**

SC029173

### **3. Address**

1 The Friars, Jedburgh TD8 5BN

### **4. Trustees when Annual Report approved**

George Burt  
Alan Jack  
David Lightbody  
Joyce Lightbody  
John Mabon  
Fiona Melrose  
Gordon Melrose  
Marion Macafee  
Fiona Neary  
David Plummer  
Adrienne Smith  
Scott Renwick  
David Sutherland

### **5. Other Trustees during 2015-2016**

None

### **6. Regulation and administration**

Jedforest Instrumental Band is regulated and administered on the basis of the Constitution adopted in October 1854, as amended by the General Meeting held on Tuesday 14th April 1998.

### **7. Recruitment and appointment of Trustees**

Trustees (Management Committee Members) are elected at the Annual General Meeting, and consist of :

Office Bearers : a President, a Vice-President, a Conductor, a Secretary, a Treasurer, and a Librarian.

Other Members : six Ordinary Members (ie players) and two Honorary Members (ie members of the public), of whom half will retire annually at each AGM, and will be eligible for re-election.

Election and appointments are decided by a majority of votes at the AGM. Casual vacancies may be filled at an EGM, or by the Management Committee until the following AGM.

#### **8. Purposes of Jedforest Instrumental Band**

The Aim of the Band is to advance the education of the public in the art of brass band music in Jedburgh and surrounding area. In furtherance of the above objects, the Band will undertake the following:

- a) the running of a Brass Band;
- b) achievement of the highest possible musical standards;
- c) provide teaching and training of young people and adults in musical theory and playing brass instruments.

#### **9. A summary of our main activities during 2015-2016**

The band organisation consists of two bodies – Jedforest Instrumental itself (comprised of experienced players, and competing in the 1<sup>st</sup> Section of the Scottish Brass Band Association classification), and Abbey Brass Jedforest (our “Junior” band for players who are developing their musical skills). In addition, we have a small training band for players (mainly young people) who are just starting to learn to play a brass instrument or percussion. In all, we had some 55 players in the organisation during 2015-2016.

The bands performed at 3 major concerts, plus some 50 other public engagements (community events, concerts, church services, Jethart Callant’s Festival, Kelso Civic Week, Gala Days, etc).

Both Jedforest Instrumental and Abbey Brass participated in a number of brass band competitions with some success, thus demonstrating the standard of playing being achieved.

#### **10. Policy on reserves**

The band holds reserves appropriate for its operations and turnover; at the end of the 2015-2016 year the cash assets have increased to £5,364.

#### **11. Operational surplus/loss**

A surplus of £711 was made, comparable to the surplus of £720 in 2014-15. Overall income was down by £1,625 compared to 2014-2015. Expenditure was also down, by £1,616.

Jedforest Instrumental Band itself is able to sustain itself financially through concerts and engagements, etc. The cost of running Abbey Brass (our youth band) is substantial and we depend upon our “Friends of the Band” scheme and grant funding to provide the needed additional finance.

**12. Donated facilities and services**

There were no donated facilities or services during the year.

17<sup>th</sup> November 2016

George Burt Treasurer  
Olivet  
Lanton Road  
Jedburgh TD8 6SD

# JEDFOREST INSTRUMENTAL BAND

Charity Number SC029173

## FINANCIAL STATEMENTS 2015 - 2016

### INCOME AND EXPENDITURE ACCOUNT

Income	2015-16	2014-15
Donations	£6,779	£5,737
Grants	£0	£5,000
Prizes	£0	£285
Fees	£3,800	£1,900
Concerts	£2,925	£2,311
Other	£104	£0
Total income	£13,608	£15,233
<b>Expenditure</b>		
Conductors	£4,999	£5,325
Transport	£538	£1,415
Contests	£643	£2,111
Music / Instruments	£2,469	£1,367
Concerts	£302	£245
Power	£816	£816
Hall	£677	£311
Insurance	£2,463	£2,482
Miscellaneous	£0	£442
Total expenditure	£12,897	£14,513
<b>Surplus/Deficit</b>	£711	£720

### STATEMENT OF BALANCES

	As at 30/09/2016	As at 30/09/2015
Bank balances	£5,364	£4,653

**Independent Examiner's Report to the Trustees of  
Jedforest Instrumental Band SC029173**

I report on the accounts of the charity for the year ended 30 September 2016 which are set out on page 5.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Accounts Regulations does not apply.

It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: *ISOBEL MARION LAFFERTY*

Relevant Professional qualification/professional body: *Inst of Certified Bookkeepers (Retir)*

Address:

Signed:

Date: *15th May, 2017*