

SCOTTISH BORDERS COUNCIL
DUNS COMMON GOOD FUND WORKING GROUP

MINUTE of MEETING of the DUNS COMMON
GOOD FUND WORKING GROUP held in the
Convener's Room, Council Headquarters on
30 August 2012 at 2 p.m.

Present:- Councillors J. Greenwell, F. Renton.
Apologies:- Councillor D. Moffat.
In Attendance:- Managing Solicitor – Commercial Services,
Senior Financial Analyst, Committee and Elections Officer (F. Walling).

APPOINTMENT OF CHAIRMAN

1. Councillor Renton proposed herself as chairman. She was seconded by Councillor Greenwell so was duly appointed.

FINANCIAL OUTTURN 2011/12

2. There had been circulated copies of a report by the Chief Financial Officer setting out a monitoring statement of the financial outturn for 2011/12, variances against the 2011/12 final budget and the effect upon Revenue and Capital Reserves at 31 March 2012. A new appendix to the report had been produced which showed key information on the performance and activities of the Common Good Fund. Further appendices showed the financial performance for 2011/12, the balances on Revenue and Capital Reserves and the Balance Sheet as at 31 March 2012. In summary the report explained that the total expenditure for the year was £4,790, which was £59 below the budget for expenditure of £4,849. The total income of £3,877 including funding from the Revaluation Reserve of £2,320 was £7 greater than the budget of £3,870. The resultant reduction in Revenue Reserves of £913 was £66 less than budgeted. Total expenditure was below budget due to lower than budgeted payment for property costs and payment of unbudgeted expenditure towards administration.
3. Members discussed the fact that, due to diminishing reserves, the decision had been made some time ago not to give any grants or donations from the Duns Common Good Fund. However it was recognised that there were groups within the town who would welcome the financial assistance that a small grant could offer. It was noted that if the property at South Street could be sold this would not only boost the level of reserves but would remove the associated property costs and should therefore allow a small number of grants to be awarded each year. The Managing Solicitor referred to the difficulties relating to the title of the property, which would have to be resolved before it was sold, but undertook to investigate how this was being taken forward by Legal Services.

DECISION

- (a) **AGREED to approve the financial performance for 2011/12 as shown in Appendix 2 to the report; and**
- (b) **NOTED:-**
 - (i) **the key figures shown in Appendix 1**

- (ii) the balances on Revenue and Capital Reserves as shown in Appendix 3
- (iii) the Balance Sheet as at 31 March 2012 provided in Appendix 4

PROPOSED REVENUE BUDGET 2012/13 AND MONITORING REPORT FOR THREE MONTHS TO 30 JUNE 2012

4. There had been circulated copies of a report which set out a proposed budget for the year to 31 March 2013, together with details of transactions for the 3 months to 30 June 2012. Also included were projections of the annual outturn with variances from the final budget and the effect on Revenue and Capital Reserves at 31 March 2013. Income and expenditure was projected to be in line with the proposed budget for 2012/13. A new appendix was provided to show key information on the performance and activities of the Common Good Fund. Further appendices to the report showed the financial performance for 2012/13, the projected balances on Revenue and Capital Reserves and the detailed property income and expenditure.

DECISION

- (a) **AGREED to approve the proposed budget for 2012/13; and**
- (b) **NOTED:-**
 - (i) the key figures shown in Appendix 1;
 - (ii) the financial performance for 2012/13 as shown in Appendix 2;
 - (iii) the projected balances on Revenue and Capital Reserves as shown in Appendix 3; and
 - (iv) the detailed property income and expenditure provided in Appendix 4.

NEXT MEETING

5. It was agreed that there would be no further meetings of the working group until such time as information was available on the sale of the property, or until the annual financial monitoring meeting, whichever was the sooner.

The meeting concluded at 2.15 pm