

SCOTTISH BORDERS COUNCIL
HAWICK COMMON GOOD FUND SUB-COMMITTEE

MINUTE of MEETING of the HAWICK COMMON
GOOD FUND SUB-COMMITTEE held in the
Lesser Town Hall, High Street, Hawick on
20 November 2012 at 2.00 p.m.

Present:- Councillors Z. Elliot (Chairman), A. Cranston, R. Smith, G. Turnbull.
Apologies:- Councillors S. Marshall, D. Paterson.
In Attendance:- Legal and Licensing Services Manager, Senior Financial Analyst (A. Mitchell),
Estates Surveyor, Property Officer – Hawick, Committee and Elections Team
Leader.

APPOINTMENT VICE CHAIRMAN

1. With reference to paragraph 1 of the Minute of 16 October 2012, Councillor Elliot, seconded by Councillor Turnbull, moved that Councillor Marshall be appointed as vice-chairman.

DECISION

AGREED that Councillor Marshall be appointed as Vice Chairman of Hawick Common Good Fund Sub-Committee.

MINUTES

2. There had been circulated copies of the Minutes of Meetings held on 18 September 2012 and 16 October 2012.

DECISION

APPROVED the Minutes for signature by the Chairman.

BUDGET AND MONITORING REPORT 2012/13

3. There had been circulated copies of a report by the Chief Financial Officer setting out details of transactions for the 6 months to 30 September 2012 and projections of the annual outturn with variances from the final budget, with resultant requested budget virements and the projected effect on Revenue and Capital Reserves at 31 March 2013. Expenditure was projected to be significantly below the approved budget by £52,846 due to a revision to the Pilmuir Cottage renovation budget and the slippage of the replacement shed at Pilmuir into the next financial year. Income was projected to exceed budget by £1,352 due to improved interest rates and rental income projections. Appendix 1 to the report was being developed and showed key information on the performance and activities of the Common Good Fund. Appendices 2 to 6 provided details on the Revenue budget in an expended form, Grants paid and payable, Revenue and Capital reserves, the performance of the Property Portfolio and proposed budget virements.

DECISION

(a) AGREED:-

- (i) **the financial performance for 2012/13 as shown in Appendix 2 to the report and**
- (ii) **the virements set out in Appendix 6 to the report relating to the reduced expenditure on the renovation of Pilmuir Cottage and the new start date for the replacement of the shed at Pilmuir Farm.**

(b) NOTED:-

- (i) **the key figures shown in Appendix 1 to the report;**

- (ii) the Grants Analysis provided in Appendix 3 to the report;
- (iii) the projected balances on Revenue and Capital Reserves as shown in Appendix 4 to the report; and
- (iv) the performance of the Property Portfolio as shown in Appendix 5.

URGENT BUSINESS

4. Under Section 50B(4)(b) of the Local Government (Scotland) Act 1973, the Chairman was of the opinion that the item dealt with in the following paragraph should be considered at the meeting as a matter of urgency, in view of the need to make an early decision.

DECLARATION OF INTEREST

Councillor Smith declared an interest in the following item of business in terms of Section 5 of the Councillors Code of Conduct.

REQUEST FOR FINANCIAL ASSISTANCE

5. There was circulated at the meeting copies of an application from Hawick Rugby Football Club for financial assistance of £600 to cover the costs of 20 disclosure applications for players to train the Hawick Minis. Members discussed the application and noted that funding was also available from other sources for disclosure applications. Councillor Turnbull proposed that £300 being 50% of the request be granted and this was unanimously approved.

DECISION

AGREED to award a grant of £300 to Hawick Rugby Football Club and that they be advised of the other funding opportunities.

PRIVATE BUSINESS

6. **DECISION**

AGREED under Section 50A(4) of the Local Government (Scotland) Act 1973 to exclude the public from the meeting during consideration of the business detailed in the Appendix to this Minute on the grounds that it involved the likely disclosure of exempt information as defined in paragraphs 6, 8 and 9 of Part I of Schedule 7A of the Act.

SUMMARY OF PRIVATE BUSINESS

Common Haugh Market Site

1. Members received an update from the Estates Surveyor and Ms L. Maby of Spook Erection Limited and agreed terms from 1 April 2013 to 31 March 2014.

Minute

2. Members approved the private sections of the Minute of 18 September 2012 and received an update on the items relating to Whitlaw Wood House, Pilmuir Farm and St Leonards Farmhouse.

Lease of Pilmuir Cottage

3. Members approved a report by the Chief Executive.

Property Management

4. Members received an update on the Common Haugh Car park.

Urgent Business – Capital Investment

5. Members recommended approval of a transfer of funds.

The meeting concluded at 3.30 p.m.

Monitoring Report for 9 Months to end December 2012

Report by the Chief Financial Officer

Hawick Common Good Sub Committee

19 February 2013

1 PURPOSE AND SUMMARY

- 1.1 **This report sets out details of transactions for the 9 months to 31 December 2012 and projections of the annual outturn with variances from the final budget, with resultant requested budget virements and the projected effect on Revenue and Capital Reserves at 31 March 2013.**
- 1.2 Expenditure is projected to be greater than the approved budget by £24. Income is projected to exceed budget by £2,481. Appendix 1 shows key information on the performance and activities of the Common Good Fund.

2 RECOMMENDATIONS

- 2.1 **It is recommended that the Common Good Sub Committee approves:-**
- (a) the financial performance for 2012/13 as shown in Appendix 2 and notes:-**
 - (b) the key figures shown in Appendix 1**
 - (c) the Grants Analysis provided in Appendix 3**
 - (d) the projected balances on Revenue and Capital Reserves as shown in Appendix 4**
 - (e) the performance of the Property Portfolio as shown in Appendix 5.**

3 PROJECTED OUTTURN 2012/13

- 3.1 Appendix 1 brings together key financial data on the Revenue performance and Balance Sheet situation for 2012/13.
- 3.2 Appendices 2 to 6 provide details on the Revenue budget in an expanded form, Grants paid and payable, Revenue and Capital reserves, the performance of the Property Portfolio and proposed budget virements.
- 3.3 Interest is not credited until the end of the year and therefore the amount is dependent on interest rates over the remainder of the year. It should be remembered that whilst Capital Funds held in SBC loans funds are placed on 90 day notice and attract currently an interest rate of 1.25%, the balances held on the Revenue Loans Funds are receiving a substantially lower rate of interest. The Sub Committee should continue to regularly review the amount held in the Revenue Loans Fund.
- 3.4 Taking all of the above into consideration the Common Good Fund is projecting total expenditure of £144,218 and income of £107,725 supplemented by a draw down of £35,853 from the Revaluation Reserve, resulting in a projected outturn net expenditure of £640. This is £2,457 lower than the current budget of £3,097.

4 REVENUE & CAPITAL RESERVES

- 4.1 Appendix 4 shows the effect on accumulated reserves of the projected outturn for 2012/13.

5 IMPLICATIONS

5.1 Financial

There are no financial implications, other than those explained above in Sections 3 and 4.

5.2 Risk and Mitigations

No significant risk to the financial position of the fund is identified.

5.3 Equalities

It is anticipated that there are no adverse equality implications arising from the proposals contained in this report.

5.4 Acting Sustainably

Whilst there are no economic, social or environmental effects arising from the proposals contained in this report, there are, through the activities reported upon, positive impacts upon the economy through protection of employment, positive impacts upon the quality of community life,

improvements in local amenities and nurturing of local talent.

5.5 **Changes to Scheme of Administration or Scheme of Delegation**

There are no changes required to the Scheme of Administration or Scheme of delegation arising from the proposals contained in this report.

6 **CONSULTATION**

- 6.1 The Head of Legal and Democratic Services, the Head of Audit and Risk and the Clerk to the Council have been consulted and their appropriate comments have been incorporated into this report.

Approved by

David Robertson - Chief Financial Officer **Signature**

Author(s)

Name	Designation and Contact Number
Andrew R S Mitchell	Senior Financial Analyst, Financial Services. 01835 824000 Extn 5342

Background Papers:

Previous Minute Reference:

Note – You can get this document on tape, in Braille, large print and various computer formats by contacting the address below. Andrew Mitchell can also give information on other language translations as well as providing additional copies.

Contact us at Andrew Mitchell, Senior Financial Analyst, Financial Services, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA. Tel: 01835 824000 Extn 5342 Fax: 01835 825011, email: amitchell@scotborders.gov.uk

Key Figures

Based upon data to 30.9.12

	£	£
Projected Outturn:		
Property Rental Income		96,093
Less Expenditure on property		-41,000
Net Income		55,093
Add other income sources:-		
Miscellaneous		33
Interest on Capital & Revenue Loans Funds with SBC		2,335
Investment Income		3,700
		61,161
Less Expenditure on running costs:-		
Administration	-500	
Net Central Support Service Costs	-5,277	
		-5,777
Excess of Income over running costs		55,384
Less Expenditure other than running costs:-		
Grants & Donations made to local bodies		-33,000
Cost in current year of Pilmuir Cottage restoration		-20,000
Cost of replacement shed door at Pilmuir		-3,024
Projected Funding required from Reserves		640

Projected Revenue Reserve		
Revenue Reserve at start of year		255,461
Less Projected funding required for Revenue Expenditure above		-640
		-
Less Transfer to Capital Reserve		150,000
Projected Revenue Reserve at end of year		104,821

Grants & Donations		
Total Grants budget for the year		33,000
		-
Prior Year Grants	19,338	
Grants approved in 2012/13 to date	-4,359	
		-23,697
Remaining budget available for Grants in the rest of the year		9,303

Investments & Loans		
Investments externally managed		144,794
Revenue in SBC Loans Funds		
Funds invested in SBC Revenue Loans Fund at start of current year		272,564
Capital in SBC Loans Funds		
Funds invested in SBC Capital Loans Fund at start of current year		53,290
Movement in this fund in the year to date		150,000
		203,290

Effect of inflation on the value of the Funds invested in the SBC Capital Loans Fund		
RPI March 2011 to March 2012	3.57%	
Transfer from revenue required to retain buying power of this investment		1,902

**SCOTTISH BORDERS COUNCIL
HAWICK COMMON GOOD FUND
REVENUE BUDGET MONITORING 2012/13**

Appendix 2

Description	Current Budget for the year to 31.3.12	Actual Transactions to 30.9.12	Over spend to date against full year budget	Under spend to date against full year budget	Projected Outturn for year to 31.3.13	Projected over spend for year against full year budget	Projected under spend for year against full year budget
	(1)	(2)	(3)	(4)	(5)	(6)	(7)
	£	£	£	£	£	£	£
Expenditure							
Property costs	41,000	38,530		2,470	41,000	0	
Property Renovation Pilmuir Cottage	20,000	19,175		825	20,000		0
Property Renovation Pilmuir Farm	3,000	0		3,000	3,024	24	
Central Support Services Recharges	10,841	0		10,841	10,841	0	
Administration	500	62		438	500	0	
Depreciation	35,853	0		35,853	35,853	0	
Donations and contributions	33,000	22,197		10,803	33,000	0	
Total Expenditure	144,194	79,964	0	64,230	144,218	24	0

Description	Current Budget for the year to 31.3.12	Actual Transactions to 30.9.12	Under generation of income to date against full year budget	Over generation of income to date against full year budget	Projected Outturn for year to 31.3.13	Projected under generation of income for year against full year budget	Projected over generation of income for year against full year budget
	(1)	(2)	(3)	(4)	(5)	(6)	(7)
	£	£	£	£	£	£	£
Income							
Rents etc	94,180	97,392	(3,212)		96,093		1,913
Interest received	1,800	0	1,800		2,335		535
Dividend income	3,700	0	3,700		3,700		0
Other Income	0	33		33	33		33
Central Support Services support grant	5,564	0	5,564		5,564		0
	105,244	97,425	7,852	33	107,725	0	2,481
Funding from Fixed Asset Restatement Reserve	35,853	0	35,853		35,853		0
Total Income	141,097	97,425	43,705	33	143,578	0	2,481
Net Expenditure Totals	3,097	-17,461			640		
Net expenditure over spend & under generation of Income							
Net expenditure under spend & income over generation				20,558			2,457

**SCOTTISH BORDERS COUNCIL
HAWICK COMMON GOOD FUND
DONATIONS AND CONTRIBUTIONS PAID AND APPROVED 2012/13**

Appendix 3

	Date			
	Approved	£	£	£
Approved Budget				33,000
Paid as at 30 September 2012				
Hawick Reivers Assoc. Festival support - hall hire	20.3.12	500		
Volunteer Park Sports Club Contribution to new boiler for clubhouse	20.3.12	4,500		
Hawick Welcome Initiative support re Hosts operation	20.3.12	4,000		
Burnfoot Community Futures Hire of 2 Portaloos - Easter Funday	20.3.12	132		
Burnfoot Community Council Burnfoot Carnival support	20.3.12	2,000		
Future Hawick Support for Empty shop frontage pilot scheme	20.3.12	2,750		
Salvation Army Town Hall hire for Carol Service Christmas 2011	20.3.12	240		
Salvation Army Town Hall hire reduction	20.3.12	-75		
Hawick & District Railway Socy Model Railway Show Hall hire	19.6.12	550		
Hawick Honorary Provost's Council	19.6.12	2,000		
Hawick Community Council - Bill McLaren Memorial Project (Bust)	15.3.11	3,000		
Hawick Community Council - Bill McLaren Memorial Project (Bust)	19.6.12	2,000		
Hawick Rugby Football Club Disclosure re Mini Rugby coaches	20.11.12	300		
Connor Telfer Assistance with cycling as member of Scottish squad	18.9.12	300		
Total paid as at 30 September 2012			22,197	
Approved but not paid at 30 September 2012				
Volunteer Park Sports Club Contribution to new boiler for clubhouse	20.3.12	500		
Salvation Army Town Hall hire balance approved	20.3.12	75		
Friends of St Margaret's Pupil swimming	1.4.10	216		
Available to be written back as not required		791		
Written back as not required		-791		
The Ancient Order of Mosstroopers "Horse" restoration fund contribution	20.9.11	1,500		
Total approved but not paid at 30 September 2012			1,500	
Total paid and approved at 30 September 2012				23,697
Remaining Budget for 2012/13				9,303

SCOTTISH BORDERS COUNCIL

Appendix 4

HAWICK COMMON GOOD FUND

PROJECTED RESERVES AS AT 31 MARCH 2013

Revenue Reserve	£
Balance as at 31 March 2012	255,461
Less Projected net expenditure for 2012/13	-640
Less transfer to Capital reserve	-150,000
Projected balance at 31 March 2013	<u>104,821</u>

Capital Reserve	£
Balance as at 31 March 2012	337,601
Projected movement during 2012/13	150,000
Projected balance at 31 March 2013	<u>487,601</u>

HAWICK COMMON GOOD FUND
Property Portfolio Performance
to end September 2012

Appendix 5

	1.4.12 Book Value	Rental Income		Expenditure to end September 2012									
		Current Budget	Projected Outturn	Repairs	Ground Maint.	Plumbing & Drains	Ins.	Rates Water & Power	Estates & Property Service	Misc	Cottage restoration	Letting Costs	Total
Fixed Assets	£	£	£	£	£		£	£				£	£
Hawick Moor Racecourse & Bld	30,325	900	310	5,318	2,128	1,718		256					9,419
Hut at St Leonards	13,110			1,503				210					1,713
Mill Path Stables	16,400			33				263					296
Bunting For Common Riding										339			339
Sub Total		900	310	6,854	2,128	1,718	0	729	0	339	0	0	11,767
Common Haugh	328,000	6,700	8,776	14,256		15		667					14,938
Hawick Golf Course	86,500	4,700	4,700										0
Haggis Ha/Burnflat wall				993									993
Hawick Moor Shootings	3,000		600										0
Lothian St. Stores	16,785	2,550	2,550										0
Nipknowes (Woodend Grazings-East)	850	150	75										0
Nipknowes (Woodend Grazings-West)	850	150	75										0
Pilmuir Farm & Farmhouse	1,047,375	45,000	45,000	2,271									2,271
Pilmuir Farm Cottages	59,000	4,500	4,800					172				547	719
Pilmuir Farm Cottage restoration	0										19,175		19,175
Pilmuir Farm Shootings	0		-300										0
St Leonards Horse Gallop	10,000	750	550										0
St Leonards Cottage & Park	119,487	5,100	5,100										0
St Leonards Farmhouse & buildings	201,860	8,300	8,300			369							369
St Leonards Grazings	200,000	7,315	7,315										0
Williestruther Cottage	111,900	6,250	6,250	95	200								295
Williestruther Loch	4,500	315	375	538	557								1,095
Under Haugh	0												0
Volunteer Park & Stand	277,700	1,500	1,617	292									292
Moat Park	0												0
Hawick Burgh Woodland	73,000												0
Acreknowe Reservoir	0												0
Ca'Knowe Monument	0												0
Feu Duty Redemptions	18												0

Fixed Assets

100 Stairs and adjacent land
 Property & Estates Service - Time
 Charges
 NFU Subscription (part)
 General
Income & Expenditure Totals
 Book Value of Assets at 1.4.12

1.4.12 Book Value	Rental Income		Expenditure to end September 2012									
	Current Budget	Projected Outturn	Repairs	Ground Maint.	Plumbing & Drains	Ins.	Rates Water & Power	Estates & Property Service	Misc	Cottage restoration	Letting Costs	Total
£ 0	£	£	£	£		£	£	£			£	£
								2,770				2,770
						3,020						3,020
	94,180	96,093	25,298	2,884	2,102	3,020	1,569	2,770	339	19,175	547	57,705
2,600,660												




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

<u>Applicant Details</u>	The Heart of Hawick Children's Book Award C/o Julie Patterson (Secretary) or Caroline Smith (Co-ordinator) The Gallops Springfield Hassendean Bank Chesters Denholm Southdean HAWICK HAWICK Telephone No: 01450 780395 01450 860267																				
Address to which payment should be made:	C/o Mary Towers (Treasurer) Rockview, Leyden's Road, Denholm, HAWICK, TD9 8NB																				
<u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:	<ul style="list-style-type: none"> • We invite publishers from all over the UK to send us newly published books from the last year, by 1st time authors for age groups 4-7years and 9-12 years. Our criterion is 1st time authors as they are usually still keen to take the time to come to Hawick to promote their books and meet our local children - and it gives them a boost to their new career as a writer! • We create a shortlist of 4 books for both categories and buy sets of these shortlisted books to put into the 9 Primary Schools in the Hawick cluster area, Hawick High School and the Library • The children all read the shortlisted books, vote for their favourites and write reviews • In May we hold our annual Awards Ceremony at Tower Mill in Hawick. All of the shortlisted authors and illustrators are invited to attend from all over the UK and share their knowledge and inspiration with the children. The Author with the most votes in both the Picture Book and 9-12 category are announced as the winner. We also show an animation film of one of the books that has been created by a group of local children. Each Author is given a 'Hawick Goody Bag' with Hawick Balls, local cheeses and other goods donated by local businesses, which hopefully gives our visitors a positive impression of the town. <p>Feedback from the project over the last 6 years has been extremely positive for these groups of children – many children involved have read a novel for the first time, giving them a great sense of achievement and setting them up for life as a reader and broadening career options. Many of the Authors who have come to Hawick have expressed on websites and in letters how much they enjoyed their visit to the town.</p>																				
<u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:	£2000 The above amount would be used to run the Animation Workshop and Award Ceremony.																				
When will the donation be required:	As soon as possible																				
If this is a one-off project then please give the following details – Date (s): Estimated total cost:	<p>The project has happened annually since 2008 The Award Ceremony is in May each year. This year is Wednesday 15th May 2013 <u>Estimated costs to run the project at a basic level this year:</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Sets of books</td><td style="text-align: right;">£600</td></tr> <tr><td>Design posters, bookmarks</td><td style="text-align: right;">£120</td></tr> <tr><td>Print posters, bookmarks</td><td style="text-align: right;">£240</td></tr> <tr><td>Animation Film</td><td style="text-align: right;">£500</td></tr> <tr><td>Authors travel expenses</td><td style="text-align: right;">£400</td></tr> <tr><td>Buffet lunch for authors</td><td style="text-align: right;">£100</td></tr> <tr><td>£50 cash prize to Author</td><td style="text-align: right;">£400</td></tr> <tr><td>Bespoke Award x 2</td><td style="text-align: right;">£100</td></tr> <tr><td>Hawick Goody Bags</td><td style="text-align: right;">£80</td></tr> <tr><td style="text-align: right;">Total</td><td style="text-align: right;">£2540</td></tr> </table>	Sets of books	£600	Design posters, bookmarks	£120	Print posters, bookmarks	£240	Animation Film	£500	Authors travel expenses	£400	Buffet lunch for authors	£100	£50 cash prize to Author	£400	Bespoke Award x 2	£100	Hawick Goody Bags	£80	Total	£2540
Sets of books	£600																				
Design posters, bookmarks	£120																				
Print posters, bookmarks	£240																				
Animation Film	£500																				
Authors travel expenses	£400																				
Buffet lunch for authors	£100																				
£50 cash prize to Author	£400																				
Bespoke Award x 2	£100																				
Hawick Goody Bags	£80																				
Total	£2540																				

<p>Funds already raised by applicant's own efforts:</p> <p>Funds raised or expected to be raised from other sources (please state sources):</p>	<p>Please see the attached posters for this year's local sponsors. Most have agreed to donate £50 for the next 3 years.</p> <p>Southdean Community Council has pledged £50. Morrisons have promised to supply food items to go towards our buffet on 15th May.</p>
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<p><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:</p>	<p>Please find attached for further information:</p> <ul style="list-style-type: none"> • Book Award Background Sheet • Posters showing this year's shortlists • Last year's programme from the Award Ceremony • Latest audited accounts <p>Please also see our website: www.hawickchildrensbookaward.org</p>
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Declaration
I hereby make application for assistance as set out above and certify that the information I have provided is accurate

Signed: 

Position Held: Secretary/Committee Member

Date 7/1/13

Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts

This completed form, accounts and any supporting details should be submitted to the relevant area office –

Scottish Borders Council Area Offices, Corporate Resources Department, Newtown Street, Duns TD11 3DT. Telephone 01361 882600. (Duns Fund).

Scottish Borders Council Area Offices, Corporate Resources Department, Albert Place, Galashiels TD1 3DL. Telephone 01896 754751. (Galashiels, Lauder and Selkirk Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, High Street, Hawick TD9 9EF. Telephone 01450 375991. (Hawick, Jedburgh and Kelso Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, Rosetta Road, Peebles EH45 8HG. Telephone 01721 720153. (Peebles Fund).

* Insert name of Fund.

Heart of Hawick Children's Book Award

The Heart of Hawick Children's Book Award is a voluntary project set up to encourage reading for pleasure amongst children, creating an enthusiasm for reading and books in and around Hawick. We do this by organising an annual award for a children's book, where children vote for their favourite book from a shortlist we compile. We provide books and organise events for children to participate in, across 11 schools and seek to include 1 primary centre working with children with additional needs, when appropriate.

We have recently expanded our work to include children aged 4-7 with a picturebook category. This development for our project is very different in that the children need to be read to. This holds exciting possibilities for involving parents and carers in a structured, supportive way, in reading with their children; and encouraging children to develop a reading habit from a young age.

The project gives a focus to reading for pleasure and encourages a number of skills. The power of reading to overcome social disadvantage is well-documented, and neuroscience shows that reading changes the architecture of the brain, making children brighter and more constructive (National Literacy Trust). As well as giving children a great deal of pleasure, developing a reading habit is likely to improve their mental health aiding relaxation; improve their life expectancy through increased self-esteem; and generally improve their life chances and opportunities, through an ability to take in information and apply it to benefit their lives. Crucially, reading enables the development of empathy and compassion, both of which underpin healthy communities.

In the evaluation of the first few years of our project, there is evidence that using the Award to encourage children to read a range of books has led to children reading a whole book for the first time, taking up library membership and discovering the power of emotions in books, leading to an understanding of empathy and compassion for others. Children have also developed in confidence in both writing about the books they have read for our Book Review Competition and also when discussing books in Bookclub settings.

We have achieved a great deal in our first few years on a small budget, and the majority of our funding has come from local sponsors and grant-making bodies. Our sponsors to date include D Patterson Joinery, Gavin M Brodie Ltd, A S Crawford - Groundworks Ltd, Hawick Pantomime Group and Bannerman Burke and a number of private individuals. This bedrock of local sponsorship has also enabled us to draw down further funds from grant-making bodies in this our fifth year, such as Awards for All Scotland, which has funded the development of our picturebook category.

April 2012

HEART OF HAWICK BOOK AWARD

ACCOUNTS

FOR THE 6 MONTHS ENDING 31 DECEMBER 2012

	31/12/2012	31/12/2012	2012	2012
	£	£	£	£
INCOME				
Grant Income	0.00		2,200.00	
Sponsorship	350.00		1,550.00	
Donations	0.00		5.99	
Book sales - Awards	0.00		810.77	
Book sales - Reivers Book	0.00		56.00	
Interest (gross)	<u>0.00</u>	350.00	<u>0.00</u>	4,622.76
EXPENDITURE				
Books Awards	0.00		2,467.29	
Books - Reivers Book	0.00		0.00	
Author Events	0.00		1,905.00	
Award Payments	0.00		1,150.00	
Stationery	0.00		85.48	
Printing	417.98		409.00	
Tax on interest	0.00		0.00	
Event Gifts	0.00		0.00	
Catering	0.00		0.00	
Website	0.00		107.98	
Signs & Design Work	<u>0.00</u>	417.98	<u>0.00</u>	6,124.75
Deficit for year		<u>-67.98</u>		<u>-1,501.99</u>
Cash at Bank at 1 July 2012		521.71		2,023.70
Add Deficit for year		-67.98		-1,501.99
Cash at Bank 31 December 2012		<u>453.73</u>		<u>521.71</u>

HEART OF HAWICK BOOK AWARD

ACCOUNTS

FOR THE YEAR ENDING 30 JUNE 2012

	2012	2012	2011	2011
	£	£	£	£
INCOME				
Grant Income	2,200.00		1,400.00	
Sponsorship	1,550.00		950.00	
Donations	5.99		1,429.14	
Book sales - Awards	810.77		817.05	
Book sales - Reivers Book	56.00		503.00	
Interest (gross)	<u>0.00</u>	4,622.76	<u>4.22</u>	5,103.41
EXPENDITURE				
Books Awards	2,467.29		1,435.35	
Books - Reivers Book	0.00		1,523.00	
Author Events	1,905.00		2,072.50	
Award Payments	1,150.00		950.00	
Stationery	85.48		238.81	
Printing	409.00		556.15	
Tax on interest	0.00		0.80	
Event Gifts	0.00		273.98	
Catering	0.00		175.23	
Website	107.98		0.00	
Signs & Design Work	<u>0.00</u>	6,124.75	<u>1,000.00</u>	8,225.82
Deficit for year		<u>-1,501.99</u>		<u>-3,122.41</u>
Cash at Bank at 1 July 2011		2,023.70		5,146.11
Add Deficit for year		-1,501.99		-3,122.41
Cash at Bank 30 June 2012		<u>521.71</u>		<u>2,023.70</u>

I have reviewed the Accounts of the Heart of Hawick Book Award for the year ended 30 June 2012 and have found them to be correct and in accordance with the vouchers and information supplied to me.

Mary Towers
10 September 2012

* HAWICK COMMON GOOD FUND
APPLICATION FOR FINANCIAL ASSISTANCE

<p><u>Applicant Details</u></p> <p>Name and Address of Applicant/Organisation:</p>	<p>Hawick Welcome Initiative Jack Yallop Chairman 32 Cheviot Road Hawick</p>
<p>Telephone No:</p>	<p>01450 374101</p>
<p>Address to which payment should be made:</p>	<p>Mr Jim Anderson, Treasurer, 13 Wilton Hill, Hawick TD9 8BA</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>	<ul style="list-style-type: none"> ▪ The Hawick Welcome Initiative was set up as a private sector led project to enhance the visitor experience, to present a positive image of the town and to provide opportunities to the town's tourism and retail sector to improve its performance. ▪ Key activities are the presence over a 10 week period of uniformed, trained Hosts to provide an on street welcome to visitors to the town, to reinforce the image of a vibrant, welcoming town, production of a brochure to promote the town & sponsoring businesses and networking with local organisations for maximum effect. ▪ Hawick Welcome Initiative is working closely with Heart of Hawick to promote the new flagship regeneration project. ▪ Heart of Hawick is featured on the <u>front page</u> of the new style brochure together with featuring the Heritage Hub and the cinema etc. ▪ An Awards for All Grant in 2009 made possible growth and diversification, with the introduction of a new style brochure with the relevant tools to do the job. <p>Benefits of the Project:</p> <ul style="list-style-type: none"> ▪ HWI were winners of the Scottish Borders Award – Best Community Project 2007 ▪ HWI helps create the “feel good factor” for residents, businesses and visitors. ▪ It enhances the visitor experience in Hawick through the provision of the Hosts and brochure). In a monitoring voucher 93% of visitors gave an excellent/good rating on their impression of the town, with 7% rating it average. Research over the previous years of the project has shown the value to visitors in the Hosts service, introduced in the belief that it is the personal contact that makes a visit memorable. Local residents and visiting friends and relations also benefit from these activities. ▪ It enhances the environment through the professionalism of the Hawick Hosts in signposting and a friendly welcome. ▪ It encourages businesses to provide excellence in customer service and reinforce the message of Hawick being a welcoming town. ▪ It provides opportunities for local businesses to attract and maintain the number of visitors shopping locally and thus increase sales levels. . Businesses surveyed have regularly expressed the view that the Hawick Welcome Initiative goes some way to making a positive contribution to the town's economy.

	<ul style="list-style-type: none"> ▪ VisitScotland Borders assume a spend figure of £15 per day visitor. Thus the value of business accruing from the visitors met by the Hosts can be calculated as significant. No claim is made that such a spend results from contact with the Hosts. However they make a major contribution in presenting a positive first impression of Hawick. ▪ HWI produces a brochure on Hawick, which, in the absence of any other current visitor print, is the definitive brochure on the town. Printed in Hawick, with a print run of 16,000, it is distributed widely across the town & wider Borders to encourage visitors staying in the area to come to Hawick. ▪ HWI creates 4 seasonal part-time posts and provides "town ambassadors" available as a presence to help at other events. ▪ It enhances local pride and presents a positive image of Hawick, as evidenced by comments from visitors and businesses and by the media coverage generated. The "Hawick News" has shown continued support in giving extended coverage to HWI activities, reinforcing the impact of the project to local people. • It encourages local action and decision making in a partnership approach to improve the economy and image of the town, working with a range of local organisations to develop the project. e.g. Heart of Hawick, Vision 2014, Hawick Summer Festival, Bright Eyed Daughters, Hawick Farmer's Market and the 2011 Walking Festival, (Walking Weekend Festival 2013) Bill McLaren Foundation and Teviotdale Leisure Centre. ▪ A comparative study of figures over the lifetime of HWI shows increased business support and increased impact – thus contributing to the sustainability of the project which celebrates its 13th year. ▪ HWI thus benefits the community socially, culturally, environmentally and economically.
<p>Assistance Requested Please indicate the sum requested and the purpose for which it will be used:</p>	<ul style="list-style-type: none"> ▪ £2500.00 ▪ This funding will go towards the Hosts salaries for the summer of 2013. ▪ Without the vital HCGF contribution, activities will need to be cut back. The impact on the town will in consequence be lessened. We are aware only too well that the Common Good Fund supports the host element of this project and the Committee are working hard at fund raising events to minimise this support. Further growth in business support would be required before sustainability could be obtained but in the current climate this proves difficult.
<p>When will the donation be required:</p>	<ul style="list-style-type: none"> ▪ March /April to allow for the recruitment of Hosts.
<p>If this is a one-off project then please give the following details – Date (s): Estimated total cost: Funds already raised by applicant's own efforts: Funds raised or expected to be raised from other sources (please state sources):</p>	<p>n/a</p>

Other information

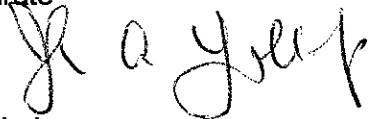
If you have other information which you feel is relevant to this application please provide details including details of any previous assistance given:

- Business sponsorship is ongoing with Heart of Hawick sponsoring the front page and demand is great for the back page sponsoring. However indications are that many businesses are positive about advertising in the brochure together with local events.
- Without a price tag on the brochure the Hosts project cannot be self sustaining and it has been mooted that a price tag would deter tourists from purchasing the brochure and thus losing out in the information contained therein and the businesses thus losing out on the tourism spend which ultimately would have a negative impact on the economy and welcoming of the town.
- The HWI have undertaken fundraising through local coffee morning and a Scocha concert has helped towards the overall running of the project. Other diverse innovative ways of raising funds to help sustainability are ongoing.
- Two Awards for All applications have been made over the past few years it is unlikely that another awards would be granted. Most grant funders will not support tourism Hosts salaries.
- Consequently the support of HCGF is vital if activities are to be sustained in what is the project's 16th season. In previous years HCGF has given £2000.
- In conclusion, without the Initiative, there will be less potential to increase the length of stay of visitors to the town, and local businesses in the town's tourism and retail sector will be affected. The opportunity to contribute to the promotion of the Heart of Hawick will also be missed. Any scaling down of the project will reduce the level of impact and the quality of the service provided.

Declaration

I hereby make application for assistance as set out above and certify that the information I have provided is accurate

Signed:



Position Held: Chairman

Date:

07/01/2013

Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts

This completed form, accounts and any supporting details should be submitted to the relevant area office –

Scottish Borders Council Area Offices, Corporate Resources Department, Newtown Street, Duns TD11 3DT. Telephone 01361 882600. (Duns Fund).

Scottish Borders Council Area Offices, Corporate Resources Department, Albert Place, Galashiels TD1 3DL. Telephone 01896 754751. (Galashiels, Lauder and Selkirk Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, High Street, Hawick TD9 9EF. Telephone 01450 375991. (Hawick, Jedburgh and Kelso Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, Rosetta Road, Peebles EH45 8HG. Telephone 01721 720153. (Peebles Fund).

* Insert name of Fund.

HAWICK WELCOME INITIATIVE

**Report of the management committee
and financial statements**

For the year ended 31st December 2011

Company Number SC 287256

Supported By:

**Hawick Common Good Fund
Scottish Borders Council
And Local Businesses**

Hawick Welcome InitiativeReport of Management Committee

The Management Committee have pleasure in submitting the Report and Accounts of the Hawick Welcome Initiative for the year ended 31st December 2011.

References and Administrative Details

Company Number SC287256

Principal Office Collena
4 West Stewart Place
Hawick
Scottish Borders
TD9 8BH

Accountants Tracey Kirkpatrick & Co Accountants
Suite B, 1 North Bridge Street
Hawick
Scottish Borders
TD9 9BD

Bankers Royal Bank of Scotland
31 High Street
Hawick
Scottish Borders
TD9 9BX

The Directors of the Company who served during the period were as follows :-

John A Yallop (Appointed 8th July 2005)

Objectives and Activities

Hawick Welcome Initiative exists to improve the quality of the tourist experience in Hawick and the surrounding area and to improve the overall performance of businesses operating in Hawick's tourism / retail sector.

The organisation was incorporated on 8th July 2005 and on 1st January 2006, it took over the activities of the previously unincorporated body of Hawick Welcome Initiative.

Structure, Governance and Management

Hawick Welcome Initiative is a Company Limited by Guarantee and does not have a Share Capital. It is governed by its Memorandum and Articles of Association. The Company is organised through regular meetings of Management Committee and administered by the Secretary. In the event of the Company being wound up, members are required to contribute an amount not exceeding £1.

Review of Risk

As stated above, the Management Committee exercise control over the Company through regular meetings and with the support of the Secretary and Treasurer. Regular reports on activities and finances enable the Management Committee to mitigate exposure to the major risks.

Hawick Welcome InitiativeReport of Management Committee (Cont)**Achievements, Performance and Financial Review**

The Company's main area of activity is it's provision of 'Welcome Hosts' within the town. The 'Hosts' assist tourists on their arrival and inform them of places of interest, etc. Local businesses pay a membership fee in exchange for an advertisement in the tourism brochure, which is distributed by the 'Hosts' and local shops. This generated income in the period of £6,788. During the period the Company received Grants totalling £2,000.

Reserves Policy

The reserves are needed to meet the working capital requirements of the Company.

Statement of Responsibilities of the Management Committee Members

The Management Committee are responsible for preparing Accounts for each financial period which give a true and fair view of the state of affairs of the Company and of the Income and Expenditure of the Organisation for that period. In preparing those Accounts, the Management Committee are required to:-

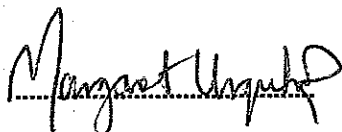
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on a going concern basis unless there are indicators to the contrary.

The management committee are responsible for keeping proper accounting records, for safeguarding the assets of the Company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiners

The Company is exempt from Audit and has appointed Tracey Kirkpatrick & Co Accountants as Independent Examiners.

By Order of the Management Committee



Margaret Urquhart

Secretary
Collena
4 West Stewart Place
Hawick
Scottish Borders
TD9 8BH

19th March 2012

Independent Examiners Report To

Hawick Welcome Initiative

We have examined, without carrying out an audit, the Accounts for the year ended 31st December 2011 set out on pages 4 to 7.

Respective Responsibilities of Management Committee and Independent Examiners

As described on page 1, the Management Committee Members are responsible for the preparation of the Accounts and they believe that the Organisation is exempt from an audit. It is our responsibility to examine the Accounts and, based on our examination to report our opinion, as set out below.

Basis of Opinion

Our examination consisted of comparing the accounts and the accounting records kept by the Management Committee and making such limited enquiries of the Management Committee Members as we considered necessary for the purpose of this report.

The examination was not an audit conducted in accordance with Auditing Standard. Accordingly we do not express an audit opinion on the accounts. Therefore our examination does not provide any assurance that the accounting records are free from material misstatement.

Opinion

In our opinion, according to the best of our knowledge and belief and in accordance with the information and explanation given to us, the Financial Statements and notes thereon have been properly prepared from the Management Committee's records and have been prepared in accordance with the Companies Act 2006.

.....T. Kirkpatrick.....

Tracey Kirkpatrick & Co Accountants
Suite B, 1 North Bridge Street
Hawick
Scottish Borders
TD9 9BD

19th March 2012

Hawick Welcome InitiativeIncome & Expenditure Account
Period Ended 31 December 2011

	£	2011 £
Income:		
Membership Fees Received		6,788
Other Income		2,056
Grants Received - Hawick Common Good Fund	<u>2,000</u>	<u>2,000</u>
TOTAL INCOME		10,843
Expenditure:		
Wages	3,715	
Management Fees	1,200	
Other Expenses	<u>6,258</u>	<u>11,173</u>
NET SURPLUS / (DEFICIT) FOR PERIOD		<u>-330</u>

CONTINUING OPERATIONS

The company's activities commenced on 1st January 2006.

TOTAL RECOGNISED GAINS AND LOSSES

The Company has no recognised gains and losses other than the profits / (loss) for the current period or previous periods.

Hawick Welcome Initiative

Balance Sheet
As At 31 December 2011

	Notes	2011 £
Fixed Assets:		
Plant & Equipment	2	1,485
Current Assets:		
Debtors		224
Bank		1,065
		<u>2,774</u>
Creditors: amounts falling due within one year	3	<u>(1,400)</u>
NET ASSETS		<u><u>1,374</u></u>
Represented By:		
GENERAL RESERVE	4	<u><u>1,374</u></u>

For the year ended 31/12/11 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts the year in question in accordance with section 476. The director's acknowledge their responsibility for: (i) Ensuring the company keeps accounting records which comply to the Companies Act 2006; and (ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its financial year, and of its profit and loss for the financial year in accordance with the Companies Act 2006 and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

The Accounts were approved by the Management Committee on 19th March 2012 and were signed on its behalf by


.....

John Yallop - Director

Hawick Welcome InitiativeNotes To The Accounts
Period Ended 31 December 2011**1. Accounting Policies****Basis of Accounting**

The Accounts have been prepared in accordance with the Companies Act 2006, in accordance with the special provisions applicable to companies subject to the small companies' regime.

Turnover

Turnover represents the total invoice value, excluding value added tax, of membership fees charged during the year.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and Machinery - 20% on reducing balance

2. Fixed Assets**Plant and Equipment**

	Plant and equipment £	Total £
Cost		
At 01 January 2011	2,850	2,850
Additions	-	-
At 31 December 2011	<u>2,850</u>	<u>2,850</u>
Depreciation		
At 01 January 2011	994	994
Additions	371	371
At 31 December 2011	<u>1,365</u>	<u>1,365</u>
Net book value		
At 31 December 2011	<u>£1,485</u>	<u>£1,485</u>
At 31 December 2010	<u>£1,856</u>	<u>£1,856</u>

3. Creditors

Accountancy Fee to 31 December 2011	£ 200
Management Fee to 31 December 2011	£ 1,200
Creditors	<u>£ 1,400</u>

4. General Fund

Surplus as at 31st December 2010	-£ 769
Deficit for period	-£ 330
Balance as at 31st December 2011	<u>-£ 1,099</u>

Hawick Welcome InitiativeIncome & Expenditure Account
Year Ended 31 December 2011

	2011	2010
Income:		
Grant Received - Community Grant Scheme	£ -	£ 2,500
Grant Received - Hawick Common Good Fund	2,000	-
Grant Received - Hawick Events Forum	-	1,500
Donation - The Co-operative Group	500	-
Donation - Hawick and Drink Group	50	-
Donation - Hawick Community Council	50	-
Donation - Tracey Kirkpatrick & Co Accountants	50	-
Donation - Gloverall Plc	50	-
Membership Fees	6,788	6,830
Printing / Copying	1,035	-
Coffee Morning	320	-
Wheelie Bin Race	-	49
	<u>£ 10,843</u>	<u>£ 10,879</u>
Expenditure:		
Wages - Welcome Hosts	£ 3,715	£ 4,334
Management Fees	1,200	1,200
Hawick Welcome Broucher & General Printing	4,462	4,182
Printing / Copying Costs	303	-
Treasurer's Honorarium	250	250
Coffee Morning Expenses	79	-
Postage, Stationery & Advertising	25	75
Signage and Bunting	-	-
Insurance	514	510
Uniforms & Interviews	-	-
Accountancy	200	180
Bank Charges	-	-
Depreciation	371	464
Bad Debts	-	400
Miscellaneous	54	54
	<u>£ 11,173</u>	<u>£ 11,648</u>
NET DEFICIT FOR THE YEAR	<u>-£ 330</u>	<u>-£ 769</u>

This page does not form part of the statutory financial statements



CORPORATE RESOURCES
15 JAN 2013
ADMIN & LEGAL

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

<p>Applicant Details Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p>	<p>Catherine Elliott on behalf of Hawick Reivers Association Rosalee Rosalee Brae Hawick TD9 7HH</p>
<p>Address to which payment should be made:</p>	<p>Mr J Craig (Treasurer) C/o JRW Group, 19 Buccleuch St. Hawick TD9 0HL</p>
<p>Activities Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:</p>	<p>The Reivers Festival is now an annual event (this will be the 11th) and has become extremely popular with Towns Folk. It also attracts a large number of visitors to the town over the weekend. Particularly in the current economic climate we have endeavoured to maintain many of the events as free of charge and we have also not increased the prices for our ticketed events for the last few years. However this inevitably puts a strain on our budget and while we still have a good working reserve we feel it is very important to maintain it at this level to secure the future of the festival</p>
<p>Assistance Requested Please indicate the sum requested and the purpose for which it will be used:</p>	<p>£4000 This money would allow us to insure the same quality of performances and concerts as we have had in previous years and allow us to maintain ticket prices at the same level. We are very dependent on public support to generate our income (both at ticketed events and by donations / support in kind etc) and we envisage that the overall income could be significantly reduced this year due to the current financial / economic situation.</p>
<p>When will the donation be required:</p>	<p>By 22nd March 2013</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</p>	<p>We have been working hard this year to raise additional funds in the</p>

<p>applicant's own efforts:</p> <p>Funds raised or expected to be raised from other sources (please state sources):</p>	<p>time leading up to the festival – thus far we achieved £1200 from organising a Craft Fayre in the run up to Christmas and £400 from a Coffee Morning</p>
<p><u>Other information</u></p> <p>If you have other information which you feel is relevant to this application please provide details including details of any previous assistance given:</p>	<p>While we are in a position of currently having a surplus in our account we are striving hard year on year to maintain this. The festival is now virtually self-funding but sustained a significant deficit in 2012. We appreciate that we have received support year on year from the Common Good Fund but we hope you will agree that the Reivers Festival has now become a very established event in the Hawick calendar enjoyed by all ages and that it is worthy of your support again this year. The committee are all volunteers and put in very many hours of their own time to secure the success of the event. I would be very happy to attend the area committee to speak to this application.</p>
<p><u>Declaration</u></p> <p>I hereby make application for assistance as set out above and certify that the information I have provided is accurate</p> <p>Signed: <i>Catherine S. C. Elhatt</i></p> <p>Position Held: <i>CHAIRMAN HAWICK REIVERS ASSOCIATION</i></p> <p>Date: <i>12th Jan 2013</i></p>	
<p>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts</p>	
<p>This completed form, accounts and any supporting details should be submitted to the Legal and Licensing Manager, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 825002</p>	

* Insert name of Fund.

- 6 FEB 2013

ADMIN & LEGAL

Scottish
Borders

C O U N C I L

* Hawick

COMMON GOOD FUND

APPLICATION FOR FINANCIAL ASSISTANCE

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p>	<p>Garnie Batten, 34b, Clay Blyth Place Hawick TD9 8HY Vice Chairman/Treasurer on behalf of Burnfoot Community Council</p> <p>01450 377447</p>
<p>Address to which payment should be made:</p>	<p>Garnie Batten, Vice Chairman/Treasurer. B.C.C. 34b, Clay Blyth Place, Hawick TD9 8HY</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>Burnfoot Community Council is involved in many local issues. The event that brings the most benefit to our local community is our annual Carnival, that year on year is going from strength to strength. Hundreds of people descend on the estate giving us an opportunity to show Burnfoot at its best.</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>Assistance is being requested to help us put on our annual Carnival, with every penny going towards events to be put on, on the day. £2,500 please.</p>
<p>When will the donation be required:</p>	<p>As soon as possible, so we know that planned events can be financed for our special day. (all of them)</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 sources):</p>	<p>No, an annual event that is expanding year on year, hence my request for financial help.</p> <p>13th JULY 2013</p> <p>PLEASE SEE ATTACHED SHEET FOR INFORMATION</p> <p>Santander. £56.10 Woods ISB £2,985.85 } £3,041.95</p> <p>NONE. We still have to finance our Corries Night a not for profit event. The Big Light are entertained by Burnfoot Community Council. Last year date cost £1260p</p>

Other information

If you have other information which you feel is relevant to this application please provide details including details of any previous assistance given:

Ellis Smith, Elliot, as Honorary Provosts have both opened the Carnival, Ellis Turnbull, Craunton and Marshall have all attended the Carnival, and seen what a huge undertaking it is. The major amount of finance gained at our Carnival is ring fenced for the next year. Carnival 2012 was almost a wash out, so we are turning to you, yes again for financial help. Add funds in our coffers plus £2,500, asked for £5,541.95. Still short of estimated cost of Carnival 2013. Received 2012 £1,000, 2011 £500. With the future of The Party on the Pitch uncertain, we cannot let the Carnival must carry on for the good of all in the town.

Declaration

I hereby make application for assistance as set out above and certify that the information I have provided is accurate

Signed: A.J. SBBatten

Position Held: Vice Chairman / Treasurer

Date: Burnfoot Community Council
5/2/2013

Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts

This completed form, accounts and any supporting details should be submitted to the Legal and Licensing Services Manager, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 825002

* Insert name of Fund.

Projected costs Carnival 2013

Carnival Queens outfit	£85.00
Carnival Cornets outfit	£85.00
Fancy dress prizes	£60.00
Bands	£1,600.00
Pipe Band	£125.00
Marquee	£200.00 *
Magician	£350.00
Funfair	£1,000.00
Stage	£100.00
Raffle tickets	£100.00
Programmes	£450.00
Public entertainment licence	£40.00
Insurance	£120.00
Toilets	£360.00
Contingency	£500.00
Posters / Flyers	£125.00
Gazebos	£350.00 **
	£5,650.00

*M rugby Club run the liquor licensed bar, to help their funds
 ** After last years awful weather gazebos have to be replaced

Volunteers wanted as carnival future in doubt

SARAH WILLIAMSON
sarah.williamson@jpress.co.uk

AN urgent appeal for volunteers has been issued to stop this year's Burnfoot Carnival from being the last.

The rallying cry has been issued by carnival chairman Richard Knight this week in a bid to save the popular event, which currently only boasts three pairs of helping hands.

He told the Hawick News: "It's been getting harder and harder every year to get people to help, with some of our committee getting too old to be lifting and carrying tables and chairs, or putting up gazebos. If we don't get any more help, we just don't know what the future is going to be. And if the carnival has to be cancelled, it would be a huge

loss to the community."

The family day in front of Burnfoot Community School - which costs from around £5,500-£6,000 to stage - has become a firm favourite in the summer calendar since it was revived six years ago, attracting large crowds to hear live bands and enjoy the fancy dress parade and funfair.

And although the bar, marquee and concert is organised from help out with Burnfoot Community Council, Mr Knight says it is not enough. "The carnival is something the people of Burnfoot asked us to bring back and it's been getting bigger and better", he stated. "But we need a certain level of volunteers to make it possible."

Community Council chairman Mr Knight has

stressed that this year's carnival will be going ahead, but has warned: "We try and make the day as affordable as possible for the people of Burnfoot, because they are the people that matter and we want to provide a community event for them, but we need people to consider lending a hand to safeguard its future. It need only be a couple of hours on the day to take money or man a stall. But if it is as stressful this year, it is under serious threat."

Anyone interested is urged to attend a meeting in the school on Tuesday, February 19, at 7pm.

Mr Knight added: "Everyone is welcome, and people need only come to one meeting to let us know they can help."

For more information call Mr Knight on 371123.

CORPORATE RESOURCES
FEB 2013

Enclosed is an addendum to the Hawick Common Good Fund. With the future of the Party on the Pitch, up in the air, it is, I believe all the more important Burnfoot Community Council receives, financial help. We have been fund raising selling raffle tickets holding family nights and putting adverts into our Carnival programme. All money taken at the carnival is ring fenced for the following year. Totally beyond our control the weather was not good. Currently we have £3,041.95 in our coffers, estimated cost of carnival 2013 £5,680.00 we are asking councillors, yes again this year for £2,500. As Vice Chair and Treasurer of Burnfoot Community Council about to start in May my twenty eighth year, I have tried my best for the people of Burnfoot. Best wishes regards
Samuel Batten

Ancient Order Of Mosstroopers

20 Orchard Terrace
HAWICK
TD9 9LX
Tel. 01450 372893
3 February 2013

Area Services Officer
Corporate Resources
Scottish Borders Council
High Street
Hawick
TD9 9EF

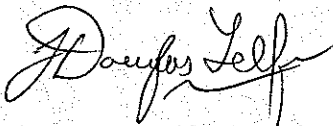
Dear Sir/Madam

SCOTTISH BORDERS COUNCIL – HAWICK COMMON GOOD FUND

On behalf of The Ancient Order of Mosstroopers I wish to seek permission for the Club to hold our annual Junior Gymkhana on Hawick Moor on the area beyond The Paddock on Sunday 2nd June 2013 and also for our annual Race Meeting on Saturday 15th June 2013.

I look forward to hearing from you

Yours faithfully



J Douglas Telfer (Hon. Sec.)