

SCOTTISH BORDERS COUNCIL
HAWICK COMMON GOOD FUND SUB-COMMITTEE

MINUTE of MEETING of the HAWICK COMMON
GOOD FUND SUB-COMMITTEE held in the
Tower Mill, Heart of Hawick, on
19 February 2013 at 4.00 p.m.

Present:- Councillors Z. Elliot (Chairman), A. Cranston, S. Marshall, D. Paterson.
R. Smith, G. Turnbull; Mr D. Nuttall (Hawick Community Council).
In Attendance:- Legal and Licensing Services Manager, Senior Financial Analyst (A. Mitchell),
Estates Surveyor, Property Officer – Hawick, Democratic Services Officer
(F. Walling).

MINUTE

1. There had been circulated copies of the Minute of the Meeting held on 20 November 2012.

DECISION

APPROVED the Minute for signature by the Chairman.

BUDGET AND MONITORING REPORT 2012/13

2. There had been circulated copies of a report by the Chief Financial Officer setting 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. Expenditure was projected to be greater than the approved budget by £24. Income was projected to exceed budget by £2,481. Appendix 1 to the report showed key information on the performance and activities of the Common Good Fund. Appendices 2 to 5 provided details on the Revenue budget in an expanded form, Grants paid and payable, Revenue and Capital reserves and the performance of the Property Portfolio. Appendix 1 indicated an improved position in terms of the projected funding required from reserves. With regard to Grants and donations it was indicated that the remaining budget available was £9,303 for the rest of the financial year. The Senior Financial Analyst drew attention to Appendix 3 which listed the donations and contributions paid and approved in 2012/13. He advised that commitments that had not been claimed by the applicant had been removed.

DECISION

- (a) **AGREED the financial performance for 2012/13 as shown in Appendix 2 to the report; and**
- (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.**

REQUESTS FOR FINANCIAL ASSISTANCE

3. There was tabled at the meeting a list of all the Grants and Donations awarded by Hawick Common Good Fund for every year from 2003/04 to 2011/12. This had been prepared by the Senior Financial Analyst following a request that morning by the Chairman who believed Members should have a clear account of the total amount of money awarded to

the organisations in the past in response to repeat applications. She felt this information should be taken into account when considering applications particularly in view of the fact that the amount of money available for financial assistance from the Common Good Fund would be likely to decrease as property maintenance costs rose.

4. There had been circulated copies of an application from the Heart of Hawick Children's Book Award for financial assistance of £2000 which would be used to run the Animation Workshop and Award Ceremony at the annual ceremony in May. It was noted that the Heart of Hawick (Book Award) had previously been awarded £1000 from the Common Good Fund in 2008/09. Members were supportive of the application but discussed the legitimacy of the application in respect of the geographical area to which it applied. The Legal and Licensing Services Manager advised that, in terms of the Local Government (Scotland) Act 1973 an award could be made providing this 'had regard to the inhabitants of the former Burgh'. Councillor Turnbull proposed that £1500 be awarded to the applicant but no Member seconded this motion. Councillor Marshall, seconded by Councillor Elliot, moved that an award of £1000 be made. This latter motion received the support of the remaining three Members.

DECISION

AGREED to award a grant of £1000 to the Heart of Hawick Children's Book Award.

5. There had been circulated copies of an application from Hawick Welcome Initiative for financial assistance of £2500 towards the Hosts' salaries for the summer of 2013. The application detailed the key activities of the Initiative and the benefits of the project to the town. Members voiced their support for the Hawick Welcome Initiative which was recognised as being unique in the Borders. However Members took into account the figures previously circulated which revealed that Hawick Common Good Fund had contributed a total of £15000 to the Hawick Welcome Initiative since 2003/04. The view was expressed that there should not be an expectation that repeat grants of similar amounts would be awarded year upon year to one organisation. Members gave unanimous support to a motion by Councillor Marshall, seconded by Councillor Smith, that an award of £1500 be made.

DECISION

AGREED to award a grant of £1500 to Hawick Welcome Initiative.

6. There had been circulated copies of an application on behalf of Hawick Reivers Association for financial assistance of £4000 towards costs associated with the annual Reivers Festival. Members recognised the value of business brought to the town during the festival. Hawick Reivers Festival had received a total of £10850 in grants from the Common Good Fund since 2003/04. Councillor Turnbull moved that £2000 be awarded but no Member seconded the motion. There was however support for a motion by Councillor Paterson, seconded by Councillor Smith, that £1000 be awarded with the additional offer that should the festival be facing significant financial difficulty the organisers could come back to Hawick Common Good Fund Sub Committee with a request for further assistance.

DECISION

AGREED to award a grant of £1000 to Hawick Reivers Association but that the organisers be invited to return with a further request for assistance should the festival be facing significant financial difficulty.

7. There had been circulated copies of an application from Burnfoot Community Council for financial assistance of £2500 towards the cost of holding the annual Burnfoot Carnival. To support the application there had also been circulated copies of a newspaper article which appealed for volunteers and explained that the future of the Carnival was in doubt. The figures previously circulated revealed that Burnfoot Community Council had received a total of £8685 for the Carnival, from the Common Good Fund, since 2005/06. The Legal and Licensing Services Manager explained that the Carnival was not part of the Council's

Festival Scheme for financial assistance which was recently approved for years 2012/13, 2013/14 and 2014/15. However she had suggested to Mr Batten, from Burnfoot Community Council, that fundraising should take place and an application put forward for the Carnival to join the Council's scheme at the next opportunity. In the meantime she advised that a grant may be possible through the Council's Community Grant Scheme.

VOTE

Councillor Marshall, seconded by Councillor Turnbull, moved that a grant of £1000 be awarded.

Councillor Paterson, seconded by Councillor Smith, moved as an amendment that a grant be not awarded but that Burnfoot Community Council be advised to apply for financial assistance from the Community Grant Scheme.

On a show of hands Councillors voted as follows:-

Motion 3 votes

Amendment 3 votes

The Chairman used her casting vote in favour of the motion which was duly carried.

DECISION

AGREED to award a grant of £1000 to Burnfoot Community Council.

HAWICK MOOR

8. There had been circulated copies of a letter from the Ancient Order of Mosstroopers seeking permission for the Club to use Hawick Moor, on the area beyond The Paddock for the annual Junior Gymkhana on Sunday 2 June 2013 and also for the annual Race Meeting on Saturday 15 June 2013. Members agreed to give permission for Hawick Moor to be used for both events but were advised by the Property Officer that the race course itself needed attention to bring it up to racing standard. This was to a large extent due to the extreme wet conditions of the previous year. It was agreed that an estimate of the costs be obtained and emailed to Members for agreement so that the necessary work could be carried out as soon as possible subject to weather and ground conditions.

DECISION

AGREED:-

- (a) to grant permission to the Ancient Order of Mosstroopers to use Hawick Moor as follows:-
 - (i) the area beyond the Paddock on Sunday 2 June 2013 for the Junior Gymkhana; and
 - (ii) for the annual Race Meeting on Saturday 15 June 2013.
- (b) that the Property Officer circulate to Members an estimate of the cost of works required to the racecourse to improve the ground conditions.

PRIVATE BUSINESS

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

Minute

1. Members approved the private section of the Minute of 20 November 2012.

Property Management

2. Members received an update from the Estates Surveyor and the Property Officer.

Lease of Fields at St. Leonards, Hawick

3. Members approved a report by the Chief Executive regarding lease of eight fields at St Leonards, Hawick.

New Shed at St. Leonards, Hawick

4. Members considered a report by the Chief Executive regarding a request from the tenant for consent to install a new lean-to on a farm shed at St Leonards.

URGENT BUSINESS

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.

DATE OF NEXT MEETING

Members were advised that a meeting of the Sub Committee would be required before the end of the financial year.

DECISION

AGREED that a special meeting of Hawick Common Good Fund Sub Committee be held on Tuesday 12 March 2013 at 2.00 p.m. at Council Headquarters

The meeting concluded at 5:50 p.m.

SCOTTISH BORDERS COUNCIL
HAWICK COMMON GOOD FUND SUB-COMMITTEE

MINUTE of SPECIAL MEETING of the HAWICK
COMMON GOOD FUND SUB-COMMITTEE held
in the Members' Dining Room, Council
Headquarters, on 12 March 2013 at 2.00 p.m.

Present:- Councillors Z. Elliot (Chairman), A. Cranston, S. Marshall, D. Paterson (from
para 1 of Private Business), R. Smith, G. Turnbull.
Apology:- Mr D. Nuttall (Hawick Community Council).
In Attendance:- Legal and Licensing Services Manager, Senior Financial Analyst (A. Mitchell),
Estates Surveyor, Democratic Services Officer (F. Walling).

HAWICK HORSE RACING ASSOCIATION

1. There had been circulated copies of a letter from Hawick Horse Racing Association seeking permission to use Hawick Moor to hold race meetings on the following dates in 2013:-

Saturday 4 May
Sunday 14 July
Sunday 11 August
Saturday 7 September
Sunday 8 September

Members agreed to give permission for the racecourse to be used on the dates requested but, further to paragraph of the Minute of 19 February 2013, discussion continued about the work required to improve the ground following the previous year's extreme wet conditions. Prior to the meeting the Property Officer had circulated to Members an estimate for the cost of remedial works, including drainage, aeration, raking and stone removal which came to approximately £2000 in total. He also indicated that the Mosstroopers had volunteered to carry out raking and stone removal which would save £200 from the total. Members agreed that this work should be carried out and expressed their appreciation for the offer of help from volunteers. It was also agreed that an increase in the rent of the racecourse should be considered for 2014 and that Hawick Horse Racing Association should be given warning of this.

DECISION

AGREED:-

- (a) to grant permission to Hawick Horse Racing Association to use Hawick Moor for their race meetings during 2013 on 4 May, 14 July, 11 August, 7 September and 8 September;
- (b) that the Property Officer arrange for remedial works to be carried out as soon as possible, to improve the ground conditions on the racecourse, up to the total estimated cost of £2000.

PRIVATE BUSINESS

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 paragraph 6 of Part I of Schedule 7A of the Act.

SUMMARY OF PRIVATE BUSINESS

MEMBER

Councillor Paterson joined the meeting prior to discussion of the items below.

Hawick Golf Course

1. Members discussed the Hawick Golf Club drainage project with the Flood Protection Manager and Project Manager.

Williestruther Kennels

2. Members received a brief update from the Head of Legal and Licensing Services.

The meeting moved back into public to consider the following urgent item of business.

URGENT BUSINESS

2. 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.

COMMON HAUGH

3. The Chairman informed Members that she had met with officers from Environment and Infrastructure to discuss the condition of the entrance to the car park at the Common Haugh where, at its junction with the road, there was extensive pothole damage. The officers had agreed that the surface would be replaced and that this work would be funded from the Environment and Infrastructure budget. On her request the officers also estimated a cost of £450 - £500 for filling and sealing potholes in the area of the car park allocated for camper vans. Members agreed that this work should be carried out but that the Common Good Fund should resist funding continuing repair of the car park which should be maintained by the Council. Members should, instead, meet annually with officers from Environment and Infrastructure to discuss the repairs required.

DECISION

AGREED that work be carried out to fill and seal potholes in the area of the Common Haugh allocated for campervans, at an estimated cost of £450 - £500 to be funded from the 2013/14 Hawick Common Good Fund budget.

The meeting concluded at 3.10 pm