# SCOTTISH BORDERS COUNCIL LAUDER COMMON GOOD FUND SUB-COMMITTEE

MINUTE of the MEETING of the LAUDER COMMON GOOD FUND SUB-COMMITTEE held in Committee Room 3, Council Headquarters, Newtown St Boswells on 25 February 2013 at 1.00 p.m.

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Present:- Councillors D. Parker (Chairman), J. Torrance.

Also Present:- Mr A. Smith, Chairman, Lauderdale Community Council.

In Attendance:- Legal and Licensing Manager (A. Isles), Senior Financial Analyst (A. Mitchell),

Estates Surveyor - Property and Facilities Management (J. Morison), Democratic

Services Officer (K. Mason).

#### **MINUTE**

1. The Minute of Meeting of 30 October 2012 had been circulated.

### **DECISION**

APPROVED for signature by the Chairman.

### **MONITORING REPORT FOR 6 MONTHS TO 31 DECEMBER 2012**

2. There had been circulated copies of a report by the Chief Financial Officer providing details of transactions for 9 months to 31 December 2012 and projections of the annual outturn with variances from the final budget and the projected effect on Revenue and Capital Reserves at 31 March 2013. Expenditure was projected to be in line with the approved budget for 2012/13, whilst income from interest was projected to turn out at £1,250 above the initial budget due to interest from the loan to the Golf Club starting and increased interest, currently at 1.25%, now available on the Capital held in the SBC Loans Fund. Appendix 1 to the report detailed the key information on the performance and activities of the Common Good Fund. The Senior Financial Analyst answered Members' questions. In referring to donations and contributions paid and approved 2012/13 as detailed in Appendix 3 to the report, Members agreed that the sum of £300 approved to the Trading Post CIC towards the cost of an 18-month broadband contract for Lauder Public Hall be written out.

### **DECISION:-**

- (a) AGREED
  - (i) to approve the financial performance for 2012/13 as shown in Appendix 2 to the report.
  - (ii) that the sum of £300 approved to the Trading Post CIC in relation to Broadband for Public Hall as shown in Appendix 3 to the report be written out
- (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 detailed property income and expenditure provided in Appendix 5 to the report.

### <u>APPLICATION FOR FINANCIAL ASSISTANCE - LAUDERDALE COMMUNITY COUNCIL</u>

3. There had been circulated copies of an application for financial assistance from Lauderdale Community Council in the sum of £2,918 to be paid in two equal instalments in 2013 and 2014. The purpose of the grant was to meet the costs of paying for the upkeep of (a) path cutting as in the past; (b) additional paths/areas for maintenance; and (c) flower beds and flower arrangements. This related to a two year trial project which would be monitored during the two years and reviewed at the end of the second year to ascertain the benefits which accrued from the pilot project. If deemed successful in terms of the agreed outcomes the intention would be to approach Lauder Common Good Sub-Committee to consider an annual contribution to establishing the work on an annual basis. Members noted the constraints on the Common Good Fund, in particular in relation to housekeeping issues for the Town Hall and considered that an annual grant would be too much of a burden on Common Good Funds. Future grants for funding the project might be available from other sources.

#### **DECISION**

AGREED to grant Lauderdale Community Council the sum of £2,918 to be paid in two equal instalments in 2013 and 2014 towards the upkeep of (a) path cutting as in the past; (b) additional paths/areas for maintenance; and (c) flower beds and flower arrangements.

### **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 9 of Part I of Schedule 7A of the Act.

### Land at Piggery Field, Lauder

1. The Sub-Committee considered and approved terms of proposed lease to BMX Group of land at Piggery Field, Lauder.

The meeting concluded at 1.20 p.m.

ITEM 5

### **LAUDER COMMON GOOD**

## Outturn for year to 31.3.13 and Monitoring of the 3 months to 30.6.13

Key Figures 2012/13

		£	£	£
Outturn for 2012/1:	3	Renwick Bequest		Common Fund
Property	Rental Income Woodland Income & Wayleaves Transfer back from Revenue Reserves being rent billed in 2011/12 and in the Reserves at 31.3.12 but relating to			1,770 340
	2012/13 Total 2012/13 Property Income Less Expenditure on property		-	7,800 9,910 -6,145
Add other source	Net Income s of Income Interest on Loan to Lauder Golf Club Interest on Capital & Revenue Loans Funds with SBC			3,765 430
	General Fund Renwick Bequest	864		1,394
		864		5,589
Less Expenditure	on running costs			

SBC grant to reduce Central Support Services Charge		5,422	
Less Central Support Service Charge		-9,762	
Net Central Support Service Costs			-4,340
Excess of running costs over income		_	1,249
Sale of Land		250,750	
		-	
Less Playpark expenditure		146,571	
		_	104,179
			105,428
Expenditure other than running costs:-			
Grants & Donations made to local bodies		_	-1,750
Projected Income available to supplement Revenue Reserves	864		103,678

	Renwick		
Revenue Reserve	Bequest	General	Total
Revenue Reserve at start of year	104,623	34,038	138,661
Less transfer back to 2012/13 Rent Income above		-7,800	-7,800
	104,623	26,238	130,861
Add Excess Income over Expenditure above	864	103,678	104,542
Revenue Reserve at end of year	105,487	129,916	235,403
Note: The General Revenue Reserve at 31.3.12 included £7800 which income in 2012/13	h will be tr	ansferred t	o rental

Grants & Donations	
Grant paid in 2012/13	1,750
Grants approved but unpaid at year end	300_
	2,050

<u>Investments</u>	
Externally managed investment funds	0
Loan to Lauder Golf Club to be repaid fully on 1.7.22	25,000
Less repayments due in year to 31.3.13	-1,482
Projected balance at 31.3.13	23,518
Revenue in SBC Loans Funds	
Funds invested in SBC Revenue Loans Fund at 31.3.13	214,891
Capital in SBC Loans Funds	
Funds invested in SBC Capital Loans Fund at start of year	96,821
Movement in this fund in the year to date	0

28%
3,176

## **REVENUE BUDGET MONITORING 2012/13**

Description	Current Budget for the year to 31.3.13	Actual Transactions to 31.3.13	Projected over spend for year against full year budget	Projected under spend for year against full year budget
	(1)	(2)	(6)	(7)
Expenditure	£	£	£	£
Property costs	7,000	6,145		855
Playpark	0	146,571	146,571	
Central support recharges	9,762	9,762		0
Administration	0	0		0
Depreciation	9,228	9,228		(0)
Donations and contributions	5,000	1,750		3,250
Total Expenditure	30,990	173,456	146,571	4,105

Description	Current Budget for the year to 31.3.13	Actual Transactions 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)	(6)	(7)
Income	£	£		£
Rents etc				
2012/13 Rent charges	1,770	1,770		0
2012/13 Rent billed in 2011/12 now				
transferred back from Reserves	7,800	7,800		0
	9,570	9,570	0	0
Sale of Land	0	250,750		250,750
Wayleave	40	40	_	0
Woodland Income	300	300		0
Interest received				
General Common Good	550	1,824		1,274
Renwick Bequest	500	864		364
Central Support Recharges Grant	5,422	5,422		0
	16,382	268,770	0	252,388
Funding from Fixed Asset Restatement Reserve	9,228	9,228		0
Total Income	25,610	277,998	0	252,389

Net Expenditure Totals	5,380		
Net Income Totals		104,542	
Net expenditure over spend & under generation of Income			
Net expenditure under spend & income over generation			109,922

### **DONATIONS AND CONTRIBUTIONS PAID AND APPROVED 2012/13**

	Date Approved	£	£
Paid as at 31 March 2013 Lauderdale Football Club 2011/12 hire costs at Earlston	22.3.12		1750
Total paid as at 31 March 2013		-	1,750
Approved but not paid as at 31 March 2013 Trading Post CIC 18 months Broadband for Public	Date Approved		
Hall	22.3.12	300	
Total approved but not paid as at 31 March 2013	-		300
Total paid and approved as at 31 March 2013		-	2,050

## **MOVEMENTS IN RESERVES for year to 31 March 2013**

Revenue	Reserve
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Revenue Reserve			
	Renwick Bequest	General	Total
	£	£	£
Balance as at 31 March 2012	104,623	34,038	138,661
Less Transfer back to 2012/13 Rent Income		-7,800	-7,800
	104,623	26,238	130,861
Add projected net income for 2012/13	864	103,678	104,542
Projected balance at 31 March 2013	105,487	129,916	235,403
Capital Reserve			£
Balance as at 31 March 2012			96,821
Projected movement during 2012/13			0
Projected balance at 31 March 2013		<u>-</u>	96,821

## Key Figures 2013-14

	£	£	£
	Renwick	General	Common
Projected Outturn for 2013/14	Bequest	Good	Fund
Property Rental Income			9,650
Less Expenditure on property			-6,000
Net Income			3,650
Add other sources of Income			
Golf Club Loan			600
Interest	0		1,200
	0		5,450
Less Expenditure on running costs			
SBC grant to reduce Central Support Services Charge		5,422	
Less Central Support Service Charge		-9,762	
Net Central Support Service Costs			-4,340
Excess of running costs over income			-1,110
Expenditure other than running costs:-			
Grants & Donations made to local bodies			5,000
Projected Funding required from Revenue Reserve			3,890

	Renwick		
Revenue Reserve	Bequest	General	Total
Revenue Reserve at start of year	105,487	129,916	235,403
	-		
Less projected transfer to SBC Capital Funding	103,000		-103,000
Less Projected Excess of Expenditure over Income above		-3,890	-3,890
Projected Revenue Reserve at end of year	2,487	126,026	128,513

## **Grants & Donations**

Total Grants budget for	the year		5,000
Less:-	Prior year Grants to be paid this year	-300	
	Grants approved in current year to date	-1,459	
		_	-1,759
Remaining Budget for (	Grants in the rest of the year		3,241

<u>Investments</u>	
Externally managed investment funds	0
Lean to Louder Colf Club to be repaid fully on 1.7.22	22 540
Loan to Lauder Golf Club to be repaid fully on 1.7.22  Less repayments due in year to 31.3.14	23,518   -2,262
Projected balance at 31.3.14	21,256
Revenue in SBC Loans Funds	
Funds invested in SBC Revenue Loans Fund at start of year	214,891
Reduction projected for transfer of Renwick Bequest	-103,000
	111,891
Capital in SBC Loans Funds	
Funds invested in SBC Capital Loans Fund at start of year	96,821
Movement in this fund in the year to date	0

	Effect of inflation on the value of the Funds invested in the SBC Capital Loans Fund				
	RPI March 2012 to March 2013	3.28%			
l	Transfer from revenue required to retain buying power of this investment		3,176		

## **REVENUE BUDGET MONITORING 2012/13**

Description	Proposed Current Budget for the year to 31.3.14	Actual Transactions to 30.06.13	Over spend to date against full year budget	Under spend to date against full year budget	Projected Outturn for year to 31.3.14	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	6,000	1,002	_	4,998	6,000	0	0
Central support recharges	9,762	0	_	9,762	9,762	0	0
Administration	0	0		0	0	0	0
Depreciation	9,228	0		9,228	9,228	0	0
Donations and contributions	5,000	1,459		3,541	5,000	0	0
Total Expenditure	29,990	2,461	0	27,529	29,990	0	0

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Dranaad	Actual	l lucal au	0,40#		Drojected	Duningtod
Proposed	Actual	Under	Over	Projected	Projected	Projected
•			,			

Description	Current Budget for the year to 31.3.14	Transactions to 30.6.13	generation of income to date against full year budget	generation of income to date against full year budget	Outturn for year to 31.3.14	under generation of income for year against full year budget	over generation of income for year against full year budget
	(1)	(2)	(3)	(4)	(5)	(6)	(7)
Income	£	£	£		£		£
Rents etc	9650	3,154	6,496		9,650		
Interest received							
General Common Good	1,800	0	1,800		1,800	0	0
Renwick Bequest		0	0			0	0
Central Support Recharges Grant	5,422	0	5,422		5,422	0	0
	16,872	3,154	13,718	0	16,872	0	0
Funding from Fixed Asset Restatement							
Reserve	9,228	0	9,228		9,228	0	0
Total Income	26,100	3,154	22,946	0	26,100	0	0
Net Expenditure Totals	3,890				3,890		
Net Income Totals		693			_		
Net expenditure under spend & under generation of Income			4,583				

### **DONATIONS AND CONTRIBUTIONS PAID AND APPROVED 2013/14**

	Date Approved	£	£	£
Approved Budget for 2013/14	Approved			5000
Paid as at 30 June 2013 Footpath maintenance			1459	
Total paid as at 30 June 2013		-	1,459	
Approved but not paid as at 30 June 2013 Trading Post CIC 18 months Broadband for Public Hall	Date Approved 22.3.12	300		
Total approved but not paid as at 30 June 2013			300	
Total paid and approved as at 30 June 2013		-		1,759
Remaining Budget available for 2013/14			- -	3,241

### PROJECTED RESERVES AT 31 MARCH 2014

### **Revenue Reserve**

Revenue Reserve	Renwick Bequest	General	Total
	£	£	£
Balance as at 31 March 2013 Less projected transfer to SBC Capital	105,487	129,916	235,403
Funding	-103000		-103,000
Less projected net expenditure for 2013/14		-3,890	-3,890
Projected balance at 31 March 2014	2,487	126,026	128,513
Capital Reserve			£
Balance as at 31 March 2013			96,821
Projected movement during 2013/14			0
Projected balance at 31 March 2014		-	96,821

## LAUDER COMMON GOOD FUND APPLICATION FOR FINANCIAL ASSISTANCE



Applicant Details	
Name and Address of Applicant/Organisation:	LAUDERDALE COMMUNITY COUNCIL
	Anne Hogarth
	Mosshouses
	Galashiels TD1 2DC
	TD1 2PG 01896 860242
Telephone No:	01690 600242
Address to which payment should be made:	As above
Activities Please supply a brief	Lauderdale Community Council operates in accordance with the constitution as approved by Scottish Borders Council
description of the activities of your	In addition to any other purpose which it may pursue, the Community Council shall:-
organisation and the	(a) ascertain, co-ordinate and express to the Scottish Borders Council
benefits it brings to the local community:	the Local Authority for its area, and to other public authorities, the views of the community which it represents in relation to matters for which those authorities are responsible;
	(b) make known within the community such information as may be received from the Scottish Borders Council and other public
	authorities; and (c) promote the wellbeing of the community and take such action in
	the interests of that community as appears to it to be expedient and practicable.
Assistance Requested Please indicate the sum requested and the purpose for which it will be used:	We seek a grant of £500 in support of the planned Health and Well—Being Programme to take place between August and October 2013. A copy of the recent Press Release is attached in order to provide a summary of the events planned.
When will the donation be required:	It would be helpful to know of any grant awarded by the end of July but the donation would not be required until the end of August.
If this is a one-off project then please give the following details –  Date (s):	This is a one off project but as the press release intimates there may be successful attempts to initiate legacy projects on specific features of the Health and Well-Being programme. Successful legacy projects would be pursued during the following nine months.  August – October 2013
Estimated total cost:	£1800
Funds already raised by applicant's own efforts:	£300
Funds raised or expected to be raised from other sources (please state sources):	£800 Morrison's Construction £200 Doughty Bequest

### Other information

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

All of the information is as explained in the attached summary. Completion of all of the events as indicated will depend on funding in support of the major voluntary support on offer from the 25 organisations who have indicated an interest in participating in the programme. Financial support is required for hire of facilities, some catering, basic administration and publicity including the publication of a brochure on the programme detail and the new Health Centre

### Declaration

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

Signed:

Position Held:

Date:

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).

<sup>\*</sup> Insert name of Fund.

## **Lauderdale Community Council**

# Receipts & Payments for the year to 31 March 2013

	2012/13	2011/12
Receipts Scottish Borders Council grants Awards for all grant	£3,370 £5,324 £895	£5,871
Donations	£9,589	£5,871
Payments Queens Jubilee W/e Police Bicycle Cornet Tie Pins	£6,132 £250 £270 £474	£291
Grass cutting Library Broadband campaign Hall hire	£181 £41 £66	£20
Scotways membership Poppy wreath Planning Fees Xmas Tree	£28	£27 £399 £25
Public Hall sound system Sound system grant excess to be refunded Bank charges	£1,675 £35 £9,152	£4,950 £5,712
Surplus/Deficit for the year	£437	£159
Opening balance Difference below Surplus/Deficit for the year Closing balance	£1,215 £2,400 £437 £4,052	£106 £950 £159 £1,215
Contingency account Opening balance Less funds transferred to/from Contincency Closing balance	£5,150 -£4,000 £1,150	£1,150 £4,000 £5,150
Creditors (money due out) Public Hall sound system actual cost Less funds transferred to/fm Contincency Difference	£1,675 -£3,275 £4,000 £2,400	£4,950 £4,000 £950

prepared in accordance with the underlying books and records.

AUDITED + FOUND TO BE CORRECT IN ACCORDANCE WITH THE BOOKS, U OUCHERS + INFORMATION PROJUDED TOWNIE.

11/5/13

### Lauderdale Community Council Year to 31 March 2013 Cash Book

	Cash Dook				
Money in  Details	Amount £1,214.71	Grants	Donations	Trfs	Other £1,214.71
Opening balance	£5,325,00	£5,325.00			
Awards for All	£2.266.00	£2,266.00			
SBC Cash from Ice Crean Van Jubille w/e	£50.00		£50.00		
Graeme Donald	£245.00		£245.00		
Dought Bequest	£600.00		£600.00		
SBC grass cutting	£473.75	£473.75			
Contingency A/c	£4,000.00			£4,000.00	02 275 05
SBC Chq ret unpaid	£3,275.05				£3,275.05
SBC annual support grant	£630.00			01.000.00	C4 490 76
SBC amidal support gramm	£18,079.51	£8,694.75	£895.00	£4,000.00	£4,489.76
Total for accounts		£9,589.75			

Books, voichers + INFORMATION PROJUDED TO ME.

11/5/13

### LAUDERDALE COMMUNITY HEALTH and WELL BEING PROGRAMME

Lauderdale Community Council is co-ordinating a Community Health and Well Being project during August/September/October 2013 to coincide with the opening of the new Health Centre based in Lauder and to reflect their intention to feature the people of the Lauderdale Community rather than buildings and places as in the recent past.

The main aim of the Programme is to improve awareness and increase confidence in all health matters - Physical; Emotional and Spiritual - and to consider possible legacies arising from the programme.

If you are involved or interested in any aspect of Health and Well Being please make contact directly with Graeme Donald (<a href="mailto:graeme.donald@btopenworld.com">graeme.donald@btopenworld.com</a>) who is coordinating the planning of the project.

To date 24 individuals and organisations have agreed to participate. Some examples of programme content already confirmed are: Stow and Lauder Health Practice – an Public Open Day in early August as soon as the Health Centre is handed over by Morrison/Border Construction; Pupils, Staff and Parents' Councils of Channelkirk and Lauder Primary Schools – activities including sponsored walk, whole school intergenerational workshops, a Health/Fitness Week, Lunch Box preparation and Label Reading; Guided by Community Learning and Development Staff, Earlston High School Students planned the key features of the six week programme and will assist in running some of the events; Leader Leisure Centre – membership and class promotions with social events held during the Physical Week; Channelkirk and Lauder Church – Spiritual work perhaps through 'Praise in the Park'; Exhibitions on Complementary Therapies; Emotional Well-Being and Advice for the Elderly are at an active planning stage through Border Therapies; Lauder Trading Post and Elder Voice; Borders Sport and Leisure will contribute to the Physical Week and offer support to schools through Active Health Co-ordinators; NHS Borders will participate through their Fitness is Fun Programme, including Healthy Eating and Budget Cooking.

Recently appointed Chairman of Lauderdale Community Council Mrs Gaye Colquohoun commented "We are delighted with the positive response from local organisations associated with community well-being and particularly encouraged by the willingness of both the Council and NHS(Borders) to participate. This will be the longest project we have undertaken as a Community Council - usually a one day or weekend is all we can manage!! If this event proves successful we may continue to focus on people rather than places in Lauder by organising an annual or biennial event."

The official opening of the new Health Centre will not take place until late September or early October on completion of the community programme when a special collage of tiles painted by all pupils of Channelkirk School will be unveiled. On that occasion it is planned to launch a special review of health needs and services across Lauderdale as part of the SBC/NHS review of Health Services in the Borders 2020 (following the consultative report by Dr Eric Baijal released recently for public consultation). Other possible legacies include plans by Lauderdale Development Trust to open a monthly drop in facility to allow those who perhaps don't socialise as often as they would like to meet and chat with their friends and peers in a friendly atmosphere. Also present could be various service providers and support services to give advice and arrange further appointments if required and, further work on establishing an Allotment.

A novel legacy could well be 'The Lauderdale Shed'

The idea of 'The Shed' (a workshop and a hobby/relaxation area for men) is based on the successful project developed in Australia. Men bring in their own projects to work on in the workshop or 'Shed'. Some because they don't have the facilities at home, or simply come along for the company; others to get advice on a technique they are not familiar with or to pass on their knowledge. 'The Shed' is not just for the retired though- working age men can come along during late night opening hours!!.

Most of the core programme will be finalised by the beginning of July so there is still time to bring ideas and contributions to the attention of the organisers. The detailed programme will be available towards the end of July.