



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

<u><b>Applicant Details</b></u> Name and Address of Applicant/Organisation:   Telephone No:  E-mail address:	Lauderdale Library c/o The Old Jail Mid Row Lauder TD2 6SZ  Cathy Rooney (Treasurer) T. 0131 536 5975  Cathy.rooney@tesco.net
Address to which payment should be made:	Bank of Scotland Lauderdale Library Treasurers Account Branch: Newtown St Boswells Sort Code: 80-17-91 Ac No. 00407900
<u><b>Activities</b></u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:	<p>Lauderdale Library was established over 12 years ago following a survey of local residents by Lauderdale Community Council on the development of local facilities and amenities.</p> <p>The Library is run entirely by volunteers (12 at present). It has over 2500 books covering all fiction genres, junior fiction, childrens' picture books, history, biography and a local reference section. There are about 150 borrowers from Oxton, Lauder and Blainslie and the surrounding areas. Visitors call in while researching the area or their family history. It is also used as a public information point (eg: windfarm applications)</p> <p>The Library also manages the Bill Hardie Archive and sells locally authored books on the history of Lauderdale.</p>
<u><b>Assistance Requested</b></u> Please indicate the sum requested and the purpose for which it will be used:	Approximately £1000 pa is required to cover the cost of electricity and insurance. It is anticipated that these funds will be required each year for the next 5 years until SBC investment of the Lauderdale Library and Ormiston Trust Fund starts to pay out an annual return to cover the running costs of the Library.
When will the donation be required:	Immediately to cover recent electricity bill.
If this is a one-off project then please give the following details –	Not applicable.

<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>Between 2001 and 2012, the Library was located in the Smiddy at the Leader Leisure Centre but relocated to the Old Jail when the premises became vacant (due to closure of the Registrar's Office) and a local businesses expressed an interest in renting the Smiddy.</p> <p>Around £5,300 was raised from Awards for All by the Library Committee to refurbish the Old Jail. This was supplemented with £500 of Library funds and a significant amount of volunteer time to enable the move. The Library re-located to the Old Jail in August 2012 and has successfully operated from there for 18 months.</p> <p>Before the Library moved to the Old Jail, Bill Walker (Library vice-convenor and Kate Hankey (secretary) met with the Common Good/Town Hall Trustees, SBC Property and SBC Legal personnel to clarify liabilities. Kate and Bill were given verbal assurance that the Library Trust Fund (~£30,000; no disbursement for several years due to historical over-payment and the need to re-build capital) and Common Good Funds were due to be better invested so as to increase income generated but that the Library would be helped out in the interim if necessary.</p> <p>The running costs (electricity and insurance) incurred by the Library since moving to the Old Jail are rapidly depleting Library funds (funds are raised primarily through surplus book sales with the main aim of purchasing books to keep our lending stock current and in good order) hence the application for interim funding while the Library Trust Fund is re-invested with the aim of covering or significantly contributing to Library running costs in the future.</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:</p> <p>Position Held: <i>Treasurer, Lawderdale Library</i></p> <p>Date: <i>10th February, 2014</i></p>	
<p><b>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts</b></p>	
<p>This completed form, accounts and any supporting details should be submitted to the Democratic Services Team Leader, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 825005</p>	

\* Insert name of Fund.



LAUDERDALE LIBRARY TREASURER'S REPORT 2013

Date	Item	£
01/11/2012	Balance br fwd	712.38
30/11/2012	Book donors	49.20
31/12/2012	Book donors	19.00
26/03/2013	Book donors	14.80
11/04/2013	Income from book sales	19.00
14/05/2013	Scottish Borders Council grant for electricity	636.00
17/05/2013	Book sales	11.50
25/06/2013	Book donors	18.40
08/08/2013	Sale of antique books	100.00
	Total Income	867.90
	Balance at 30 September 2013	413.30

Date	Item	Running costs £	Old Jail refit £	Book resale £	Book acquisitions £
22/11/2012	Kate Hankey expenses	16.01			
31/12/2012	Scottish Hydro Q3 std chg.	32.80			
23/01/2013	Kelso Graphics display panels	96.00			
11/04/2013	Lauderdale Dev Forum book sale			12.50	
11/04/2013	Andrew Mercer book sale			5.00	
11/04/2013	Kate Hankey expenses	11.55			
13/04/2013	Scottish Hydro Q4 std. chg.	32.80			
13/06/2013	Scottish Hydro Jul12-Mar13	635.68			
26/07/2013	Scottish Hydro Apr13-Jun13 (meter)	98.10			
26/07/2013	Keegan & Pennykidd insurance	169.60			
02/09/2013	Kate Hankey book purchases				56.94
	Totals	1,092.54	0.00	17.50	56.94
	Total expenditure	1,166.98			

Notes:

Note 1. Electricity bills reimbursed by Scottish Borders Council following email correspondence (attached)

Note 2.

KH Cash Purchases:  
Pens, packing tape, books  
Postage, labels, card

16.01  
11.55

Note 3.

Income from Book Sales at Lauderdale Library

	Cost Price	reimbursed
Through Time and Place by A		
Mercat @ £6.50 per copy	1	6.50
LDT Books:		
1 copy sold @ £15 per copy	1	15.00
1 copy sold @ £5 per copy	1	5.00
P&P		4.00
Net Library Income from Book Sales	30.50	17.50
		9.00

Note 5.

No income from SBC Library Fund received during 2012/13

Note x

No rates payable on Old Jail (see letter from SBC 18 March 2013).

Accounts prepared by Cathy Rooney, Treasurer 25 November 2013

28/11/13  
18th Nov '13