

SCOTTISH BORDERS COUNCIL
SELKIRK COMMON GOOD FUND WORKING GROUP

MINUTE of SPECIAL MEETING of the
SELKIRK COMMON GOOD FUND
WORKING GROUP held in Committee
Room 3, Council Headquarters, Newtown St.
Boswells on Wednesday 8 August 2012 at
1.00 p.m.

Present: Councillors G. Edgar (Chairman), M. Ballantyne.
Flodden 500 Association: Jake Wheelans (Chairman), Andrew Heatlie
(Vice Chairman), Sheila Heatlie (Secretary), Sheila Lockie (Treasurer).
Apologies: Councillor V. Davidson.
In attendance: Legal & Licensing Services Manager, Estates Manager (N.Hastie), Senior
Financial Analyst (A. Mitchell), Committee and Elections Officer
(F. Walling).

FLODDEN 500 ASSOCIATION – MEMORIAL GARDEN

1. The Chairman welcomed the office bearers of the Flodden 500 Association to the special meeting with Members of the Selkirk Common Good Fund Working Group, to discuss in more detail the use of land at the Victoria Hall for a memorial garden. A letter from the Flodden 500 Association had first been considered at the meeting of the Working Group on 5 June 2012, when Members had supported the request for approval to install the garden in principle. However further information had been requested regarding the design and maintenance of the proposed garden and with respect to any legal agreement that needed to be completed to enable the group to occupy the site.
2. The Association's representatives had brought along to the meeting detailed plans to show the layout of the proposed garden which they viewed as an enhancement to the existing grounds. Members were impressed by the design and agreed that the garden would add significantly to the attraction of the site. A significant sum of money had been raised by the Association but external match funding would be required to complete the project. Mr Heatlie confirmed that the Flodden 500 Association would be wholly responsible for the maintenance of the garden, the intention being for the Association to continue in existence and raise funds as required. Although it had been suggested that as part of a major project the whole area adjacent to the building could be incorporated, Mr Wheelans confirmed that the extent of the garden according to the Association's current project was as shown on the plans, that is covering an area up to the line from which the marquee usually stood for the Common Riding. This would obviously not rule out the possibility of an extension to the garden at a later time.
3. It was stressed that the proposal did not constitute a change of use of the land in question. However Mr Wheelans explained that a letter of comfort was required from Scottish Borders Council, as administrator of the Selkirk Common Good Fund, to give Flodden 500 Association control over the piece of ground for a specified time to enable the Association to have the necessary legal basis to bid for match funding to construct the garden. Members were in agreement that such a letter should be prepared but that there should be a caveat added to the letter to ensure that, should the Association cease to exist, the control of the section of land would revert to the Council. The Legal and Licensing Services Manager confirmed that public liability insurance would remain with the Council as owners of the land.

**DECISION
AGREED:-**

- (a) to approve the request from Flodden 500 Association to install a memorial garden on land at the Victoria Hall, Selkirk;**
- (b) that the Legal and Licensing Services Manager liaise with the External Funding Officer and write a letter of comfort to Flodden 500 Association to give control of the section of land in question for the required length of time, thereby providing a legal basis from which the Association could bid for match funding; and**
- (c) that responsibility for construction work and maintenance of the garden would lie with Flodden 500 Association.**

The meeting concluded at 1.30 pm.

SCOTTISH BORDERS COUNCIL
SELKIRK COMMON GOOD FUND WORKING GROUP

MINUTE of MEETING of the SELKIRK
COMMON GOOD FUND WORKING
GROUP held in the Committee Room,
Victoria Hall, Selkirk on Tuesday, 4
September 2012 at 2.00 p.m.

Present: Councillors G. Edgar (Chairman), M. Ballantyne, V. Davidson.
In attendance: Legal & Licensing Services Manager, Senior Financial Analyst (A. Mitchell),
Estates Surveyor (J. Morison), Funding Officer (J. Robertson), Committee
and Elections Team Leader.

Members of the Public – 6

ORDER OF BUSINESS

1. The Chairman varied the order of business as shown on the agenda and the Minute reflects the order in which the items were considered at the meeting.

MINUTE

2. There had been circulated copies of the Minute of the Meeting held on 5 June 2012.

DECISION

NOTED the Minute for signature by the Chairman.

MATTERS ARISING

3. With reference to paragraph 8 of the Minute of 5 June 2012, it was confirmed that the amended wording for the note of the Informal meeting held with the Selkirk Regeneration Company had been received.

DECISION

NOTED.

FINANCIAL OUTTURN 2011/12

4. There had been circulated copies of a report by the Chief Financial Officer setting out the monitoring statement of the financial outturn for 2011/12, variances against the 2011/12 final budget and the effect upon Revenue and Capital Reserves at 31 March 2012. The Total Expenditure for the year was £107,692, which was £39,753 above the budget for expenditure of £67,939 and Total Income of £121,345 including funding from the Revaluation Reserve of £54,564 was £37,048 greater than the budget of £84,297. The resultant increase in Revenue Reserves of £13,654 was £2,704 less than budgeted. A new appendix 1 had been produced which showed key information on the performance and activities of the Common Good Fund. Members noted that Council had now agreed implementation of the investment strategy and interim arrangements would be put in place until the Fund Managers had been appointed. In response to a request for a further breakdown of the administration costs charged to the Common Good Fund, the Legal & Licensing Services Manager advised that she could provide a breakdown of the legal costs from their time recording system.

DECISION

(a) AGREED:-

- (i) the financial performance for 2011/12 as shown in Appendix 2 to the report;
and
- (ii) that a further breakdown of the legal costs be provided.

(b) NOTED:-

- (i) the key figures shown in Appendix 1 to the report;**
- (ii) the details of Grant payments shown in Appendix 3 to the report;**
- (iii) the balances on Revenue and Capital Reserves as shown in Appendix 4 to the report;**
- (iv) the Balance Sheet as at 31 March 2012 provided in Appendix 5 to the report; and**
- (v) the performance of the property portfolio shown in Appendix 6 to the report.**

MEMBER

Councillor Ballantyne left the meeting during discussion of the following item.

BUDGET SETTING AND MONITORING REPORT FOR 3 MONTHS TO END JUNE 2012

5. There had been circulated copies of a report by the Chief Financial Officer setting out the proposed budget for the year to 31 March 2013 for which approval was sought, together with details of transactions for the 3 months to 30 June 2012 and projections of the annual outturn with variances from the final budget and the effect on Revenue and Capital Reserves at 31 March 2013. Income and Expenditure was projected to be in line with the proposed budget for 2012/13. A new appendix 1 had been produced which showed key information on the performance and activities of the Common Good Fund. Members commented on the high cost of the replacement shed at South Common and it was agreed that the Estates Surveyor would provide Members with details of the estimates received. With regard to the budget for Donations, Councillor Davidson, seconded by Councillor Edgar moved that the budget be increased by £10,000 for one year only.

DECISION

(a) APPROVED:-

- (i) the proposed budget for 2012/13 with the amount for donations being increased to £20,000 for 2012/13 only; and**
- (ii) that the Estates Surveyor provide Members with details of the estimates received for the replacement of the shed at South Common.**

(b) NOTED:-

- (i) the key figures shown in Appendix 1 to the report;**
- (ii) the financial performance for 2012/13 as shown in Appendix 2 and 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.**

APPLICATIONS FOR FINANCIAL ASSISTANCE

Borders Scrap Store

6. There had been circulated copies of a request from the Borders Scrap Store for a grant towards the rental cost of their Selkirk Premises. Borders Scrap store currently paid an annual rent to the Council of £10,140 for the premises. The Company had lost £6,600 SLA funding from the Council this year and a further £8,900 would be lost from 1 April 2013. Members discussed the application and agreed to continue consideration until their next

meeting to allow further information to be provided regarding the other funding which they received and the actual amount of grant needed.

DECISION

AGREED to continue consideration of the application until the next meeting to allow further information to be obtained regarding the other funding which the Scrap Store received and the actual amount of grant needed.

Selkirk Hill Management Group

7. There had been circulated copies of a request from Selkirk Hill Management Group for a grant of £10,000 towards the costs of warden's wages, petrol, equipment, services and insurance. It was noted that this land belonged to the Common Good Fund and was maintained for the people of Selkirk.

DECISION

AGREED to approve a grant of £10,000 to the Selkirk Hill Management Group.

CREATION OF NEW PLAY FACILITIES AT PRINGLE PARK, SELKIRK

8. There had been circulated copies of a report by the Chief Executive on the Selkirk Playpark Project (SPP) group's project proposal to create new play facilities at Pringle Park, to replace the existing facilities. The report explained that SPP was a constituted community group and had been fundraising since 2007 in order to improve play provision in the town. The project would see the existing (central) play area in Pringle Park being redesigned and redeveloped to create play opportunities from birth to teenagers, with additional thought also being given to providing an improved space for adult users of the park. A Partnership/Maintenance Agreement with the Council would ensure any equipment was inspected and the park was maintained and cared for at current levels. The project would cost around £290,000 and funding was expected to come from Big Lottery Fund (BIG) Community Spaces - £250,000, SBC Landfill Communities Fund - £25,000, SBC Community Grant Scheme - £5,000 and SPP own funds of £10,000. BIG required SPP to hold an assignable lease of at least 10 years without a break clause. If this was not legally possible BIG was happy to discuss alternative methods of security of tenure, such as a Deed of Dedication. The Council's Funding Officer provided further details of the proposed scheme and that the deadline for the BIG Stage 2 was 12 October 2012. A public meeting was to be held in Selkirk on 13 September 2012 to get feedback on the proposals.

DECISION

AGREED to grant SPP security of tenure over Pringle Park (or part thereof) subject to the proposed legal method of security complying with the requirements of BIG and that Members be provided with a copy of the final agreement.

MEMBER

Councillor Ballantyne rejoined the meeting during consideration of the above item.

DECLARATION OF INTEREST

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

APPLICATION FOR FINANCIAL ASSISTANCE – ROWLAND'S (SELKIRK)

9. There had been circulated copies of a request from Rowland's (Selkirk) for a grant of £500 towards the costs of providing a summer programme of youth activities for the summer of 2012. Costs of the programme included fees for professional activity leaders, venue hire, transport and associated expenses. Members agreed to support the request but asked that the Group be encouraged to keep up their own fundraising.

DECISION

AGREED to approve a grant of £500 to Rowland's (Selkirk).

PRIVATE BUSINESS

10. **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 and 9 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

Minute

1. Members noted the private section of the Minute of 5 June 2012.

The meeting concluded at 3.30 p.m.

Monitoring Report for 6 Months to end September 2012

Report by the Chief Financial Officer

Selkirk Common Good Sub Committee

31 October 2012

1 PURPOSE AND SUMMARY

- 1.1 **This report sets out details of transactions for the 6 months to 30 September 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.**
- 1.2 Expenditure is projected to be in line with the approved budget for 2012/13, whilst income is projected to be greater than budgeted by £1,562 due, in the main, to rent from a new source and higher than budgeted interest rates now being obtained on Capital Deposits in SBC Loans Funds.

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 5 provide details on the Revenue budget in an extended format, Grants paid and payable, Revenue and Capital reserves and the performance of the Property Portfolio.
- 3.3 Projected income from interest on balances invested in the Council's Loan Fund is projected to be £460 greater than the budget since currently the capital advanced to SBC Loans Fund is now earning 1.25% against 0.475% used to set the budget. 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.
- 3.4 Projected rental income is £1,052 above the budget level due to rent now being received for the use of the Green Hut.
- 3.5 A donation from the fishing club of £50 has been received but had not been budgeted for.
- 3.6 Taking all of the above into consideration the Common Good Fund is projecting total expenditure of £168,666 and income of £66,707 supplemented by a draw down of £54,564 from the Revaluation Reserve, resulting in an outturn net expenditure of £47,395 being £1,562 lower than the budget.

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

**Scottish Borders Council
Selkirk Common Good**

Appendix 1

Key Figures

2012/13

£

£

Projected Outturn			
Property	Rental Income		61,455
	Less Expenditure on property		-21,000
	Net Income		40,455
Add Other income sources:-			
	Interest on Capital & Revenue Loans Funds with SBC	1,250	
	Donations- Fishing Club	50	
			1,300
			41,755
Less Expenditure on running costs:-			
	Net Central Support Service Costs	-11,150	
			-11,150
Excess of income over running costs			30,605
Less Expenditure other than running costs			
	Expenditure on new shed	-58,000	
	Grants & Donations made to local bodies	-20,000	
			-78,000
Projected Funding required from reserves			47,395

Revenue Reserve

Revenue Reserve at start of year		133,094
Less Excess of expenditure over income for year from above		-47,395
Projected Revenue Reserve at end of year		85,699

Grants & Donations

Total Grants budget for the year		20,000
Less Prior year grants approved to be paid in 2012/13	-3,500	
Less Grants approved in 2012/13 to date	-11,250	
		-14,750
Remaining available budget		5,250

Investments & Loans

Investments externally managed		0
Revenue in SBC Loans Funds		
Funds invested in SBC Revenue Loans Fund at start of current year		136,022
Capital in SBC Loans Funds		
Funds invested in SBC Capital Loans Fund at start of current year		48,606
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 2011 to March 2012	3.57%	
Transfer from revenue required to retain buying power of this investment		1,735

**SCOTTISH BORDERS COUNCIL
SELKIRK 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	21,000	5,234		15,766	21,000	0	0
New Shed	58,000	2,039		55,961	58,000	0	0
Central Support Services recharges	15,102	0		15,102	15,102	0	0
Administration	0	0		0	0	0	0
Depreciation	54,564	0		54,564	54,564	0	0
Donations and contributions	20,000	14,750		5,250	20,000	0	0
Total Expenditure	168,666	22,023	0	146,643	168,666	0	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	60,403	42,775	17,628		61,455	0	1,052
Donation	0	50		50	50	0	50
Interest received	790	0	790		1,250	0	460
Central Support Services support grant	3,952	0	3,952		3,952	0	0
	65,145	42,825	22,370	50	66,707	0	1,562
Funding from Fixed Asset Restatement Reserve	54,564	0	54,564		54,564	0	0
Total Income	119,709	42,825	76,934	50	121,271	0	1,562

Net Expenditure Totals	48,957	-20,802			47,395		
Net expenditure over spend & under generation of Income			0			0	
Net expenditure under spend & income over generation				69,759			1,562

SCOTTISH BORDERS COUNCIL

SELKIRK COMMON GOOD FUND

Appendix 3

DONATIONS AND CONTRIBUTIONS PAID AND APPROVED 2012/13

	Date Approved	£	£	£
Approved Budget				20,000
Paid as at 30 September 2012				
Plant to Plate & Scottish Borders Junior Chef Challenge	27/03/12	3500		
Selkirk Silver Band Uniforms	05/06/12	750		
Selkirk Community Council - Selkirk Hill management	04/09/12	10,000		
Rowland's Summer activity	04/09/12	500		
Total paid as at 30 September 2012			14,750	
Approved but not paid as at 30 September 2012				
Total approved but not paid as at 30 September 2012			0	
Total paid and approved as at 30 September 2012				14,750
Remaining available budget				<u>5,250</u>

SCOTTISH BORDERS COUNCIL

SELKIRK COMMON GOOD FUND

Appendix 4

RESERVES AT 31 MARCH 2013

Revenue Reserve

£

Balance as at 31 March 2012

133,094

Projected Net expenditure for 2012/13

-47,395

Projected balance at 31 March 2013

85,699

Capital Reserve

£

Balance as at 31 March 2012

48,606

Movement during 2012/13

0

Balance at 31 March 2013

48,606

**SCOTTISH BORDERS COUNCIL
SELKIRK COMMON GOOD FUND
Property Portfolio Performance
2012/13**

Appendix 5

1.4.12 Book Value	Rental Income		Expenditure to 30 September 2012								Total	
	Current Budget	Projected Outturn	Plumbing / Central Heating	Insurance	Painting	Roof	General repairs	Dykes Fencing & Drainage	Common Riding related	Estates & Property Service		
£	£	£	£	£	£	£	£	£	£	£	£	
Linglie Farm Farmouse & Cottages	355,771	7,200	7,300		370						43	413
Linglie Farm Shootings	7,500	750	750									0
Linglie Mast Site	68,500	10,832	10,832									0
Linglie Plantation	10,000	0	0									0
Pant Well	0	0	0									0
Pringle Park	0	0	0									0
Pringle Park Play Area	0	0	0									0
Shawburn Rd Amenity Ground	0	0	0									0
Shawburn Toll Embankment	0	0	0									0
Bog Park Recreation Ground	0	0	0									0
Rosebank Quarry	0	0	0									0
Rosebank Quarry Play Area	0	0	0									0
River Ettrick Salmon Fishing	700	0	0									0
Selkirk Golf Course	69,000	0	0									0
Selkirk Shooting Range	0	11	11									0
Selkirk Hill	20,500	410	410									0
Selkirk Town Hall Clock	0	0	0									0
Selkirk Town Hall	129,430	0	0		235					235		470
Selkirk Town Hall Shops	0	0	0			608	106	221				935
Shop - 26 Market Place	23,957	4,150	,123									0
Shop - 28 Market Place	32,870	5,600	5,600									0
Smedheugh Farm Shooting	1,750	175	175									0
South Common Farm Shootings	1,750	175	175									0
Smedheugh Farm & Farmhouse	296,400	23,500	23,500	75	-20				2228			2,283
Smedheugh Plantation	5,600	0	0									0
South Common Farm Farmhouse & Cottages	307,200	7,600	7,600		348							348

1.4.12 Book Value	Rental Income		Expenditure to 30 September 2012								Total
	Current Budget	Projected Outturn	Plumbing / Central Heating	Insurance	Painting	Roof	General repairs	Dykes Fencing & Drainage	Common Riding related	Estates & Property Service	
£	£	£	£	£	£	£	£	£	£	£	£
South Common Plantation Selkirk	2,400	0	0								0
Riverside Amenity Site land	75,000	0	0								0
The Green Hut	24,083	0	979								0
Shawpark Rd Development Site	37,500	0	0								0
Victoria Hall	700,770	0	0						865		865
Victoria Hall Caretakers Flat	38,815	0	0								0
Victoria Park & Caravan Park	0	0	0								0
Victoria Park Pavilion site	1,750	0	0								0
General					-88						8
	2,211,246	60,403	61,455	75	845	608	106	221	2228	865	286
											5234



CORPORATION

27 SEP 2012

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

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p>	<p>T R. Combe Scott's Selkirk Association 68 Back Row Selkirk TD7 4AG</p> <p>01750-720921</p>
<p>Address to which payment should be made:</p>	<p>As above</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>The purpose of the group is to promote and stage an annual event during the first weekend in December. The event includes drama, musical, entertainment, Christmas Market, 'Ba' game re-enactment, courtroom dramas, fireworks etc. The event promotes the town, its shops and visitor attractions and reverts to the days of Sir Walter Scott, celebrating his life and work.</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>£2,747.19</p> <p>We initially purchased 10 market stalls back in 1999 to accommodate the sale of local produce, crafts etc. Over the years we have required to hire or borrow market stalls to accommodate increasing numbers at a cost to the Committee.</p> <p>In order to meet growing demand we would like to purchase 20 new pop up stalls which can accommodate the growing traders who take part in the event and which are easier to store, erect and dismantle. We would also like to purchase 2 large tunnel tents to protect from the elements as the event takes place during the month of December when the weather can be severe.</p> <p>The provision of more equipment will reduce the need for hire and enable more exhibitors to take part in the event.</p>
<p>When will the donation be required:</p>	<p>As soon as possible</p>
<p>If this is a one-off project then please give the following details – 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>£12,747.19</p> <p>Awards for All - £10,000 (in progress)</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>Scott's Selkirk was a millennium project which took place for the first time in 2000 and was so popular it turned into an annual event for our town. The event has continued to grow over the past 12 years, attracting not only the local community but also visitors from all over the country.</p> <p>It relies totally on help from volunteers, many of whom are elderly and retired, and we try to ensure that the work involved with the erection of the main equipment is as safe and easy as possible.</p> <p>Entry is free, with income being generated from the hire of market stalls, donations, and sale of refreshments.</p> <p>The new equipment will enable us to meet the growing need of core equipment for the increasing number of traders who wish to take part in the event, as well as providing more user friendly equipment to be erected and dismantled by our volunteers.</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: <i>CHMIR</i></p> <p>Date: <i>25/9/12</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 Services Manager, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 825002</p>	

* Insert name of Fund.

SCOTT'S SELKIRK ASSOCIATION CONSTITUTION

1. Title

The Association shall be known as: The Scott's Selkirk Association.

2. Object

The object of this Association shall be:

To advance and promote the arts in the Royal and Ancient Burgh of Selkirk amongst its population and the general public through associating with voluntary organisations, local authorities and other bodies of whatever status together with individuals by increasing the knowledge, the popular perception and to celebrate and interpret the life, works and historical context of Sir Walter Scott, and in particular his association with the Royal and Ancient Burgh of Selkirk, by means of an annual fair to be known as SCOTT'S SELKIRK.

3. Powers

In order to promote these objects, the Association may:

- a) employ staff to supervise, organise and carry out the work of the Association, and to make reasonable provisions for the payment of pensions / superannuation where possible;
- b) engage and pay fees to professional and technical advisers/consultants to assist in the work of the Association;
- c) enter into agreement with performers, artists, writers and all other persons, firms, agents, institutions, societies and companies, public and local authorities, whose services are necessary or desirable for the carrying out of the objects of the Association;
- d) present, promote organise and manage such events, fairs, festivals, exhibitions, competitions and other literary, musical, dramatic and artistic performances as shall further the objects of the Association;
- e) cause to be prepared and printed or otherwise reproduced and circulated publications, other documents or recordings as shall further the objects of the Association;
- f) take out membership of organisations whose activities and interests would be beneficial and compatible with the objects of the Association;

- g) purchase, take on lease or exchange, hire or otherwise acquire any moveable property and any rights and privileges necessary for the promotion of the said aims of the Association;
- h) take on lease or hire any heritable property necessary for the promotion of the said aims of the Association and make regulations for the management of any such property;
- i) sell, let, grant securities over or dispose of all or any of the property or assets of the Association;
- j) raise money for the Association's aims and accept gifts on such terms as shall be deemed necessary;
- k) invest the monies of the Association not immediately required as may be thought fit, subject to conditions (if any) as may be imposed or acquired by law and do all such other lawful things incidental or conducive to the attainment of the objects of the Association.

4. Membership

- a) The membership will be open to all individuals, over the age of 16, in the Royal Burgh of Selkirk and its landward area who wish to further the objects of the organisation, on application to the Secretary.
- b) Honorary Members may be elected at the discretion of the Management Committee.
- c) The Management Committee shall have the right for good and sufficient reason to terminate the membership of any individual. The individual member concerned shall have the right to be heard by the Management Committee before a final decision is taken.
- d) The Secretary will maintain a register of full membership.
- e) Members shall pay a nominal annual subscription to be determined at the Annual General Meeting.

5. Officers

- a) The Association shall elect from its membership at the Annual General Meeting, a Management Committee from whom a Chairperson, a Vice Chairperson, a Secretary and a Treasurer, and any other officers as the Association consider necessary shall be elected
- b) The officers of the Association shall hold office until the conclusion of the Annual General Meeting following their election but shall be eligible for re-election.
- c) The Chairperson, Vice Chairperson, Secretary and Treasurer may execute legal documents on behalf of the Association. Any two of the Association office bearers shall sign such documents.

6. Committee

- a) The Officers, together with other individuals the Association Membership may elect at the Annual General Meeting, shall be known as the Association Management Committee. The Committee shall comprise of a minimum of 5 members including the Officers.
- b) The members of the Committee shall serve until the conclusion of the Annual General Meeting following their election but shall be eligible for re-election.
- c) Any member of the Management Committee who fails to attend three consecutive Management Committee meetings, without proper noted apologies will deem to have resigned.
- d) The Committee shall meet not less than six times per calendar year. Minutes shall be kept of all Committee Meetings.
- e) The proceedings of the Management Committee shall not be invalidated by any failure to elect or any defect in the election, appointment, co-option or qualification of any member.
- f) The Management Committee may appoint sub-committees as necessary and shall determine their terms of reference, powers, duration and composition. All acts and proceedings of such sub-committees shall be reported back to the Management Committee as soon as possible.
- g) All members of the Management Committee shall serve on at least one sub-committee.

7. General Meetings

- a) The Management Committee shall hold an Annual General Meeting of the Membership in March of each calendar year and shall give a minimum of 21 days notice in writing to the Membership. The following procedures will be conducted: the presentation of the report and accounts for the previous financial year, the election of members of the Management Committee, the appointment of a suitably qualified independent examiner for the Association's accounts.
- b) The Chairperson may at his/her discretion call a Special General Meeting of the Association membership. The Secretary will notify the Membership of any such meeting, giving 21 days notice, and giving the reasons for the meeting.

8. Rules of Procedure at all Meetings

a) Quorum

The quorum at a meeting of the Association shall be one third of the total membership of the Association, Management Committee or Committee as the case

may be or such other number as the Association in general meeting from time to time determine;

b) **Voting**

Unless it is otherwise specified in this constitution, all questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote. The Management Committee may make arrangements for proxy voting. No person shall exercise more than one vote even if he or she may have been appointed to represent two or more interests, but in the case of an equality of votes the Chair at the meeting shall have the casting vote when appropriate. Such casting votes shall be second votes and shall be final.

c) **Minutes**

The minutes of meetings of the Association, the Management Committee and Committees, and Sub-committees shall contain a record of all proceedings, resolutions and decisions. Minutes of Management Committee meetings shall be circulated to all members of that committee within one week of the next meeting. The minutes of each Annual General Meeting shall be circulated at the subsequent Annual General Meeting.

9. **Financial Authority**

- a) All monies raised by or on behalf of the Association shall be applied to further the aims and objects of the Association, and for no other purpose, excepting the payment of proper remuneration under sections 3 (a-c).
- b) No payment shall be made to members of the Management Committee or of any Committee or Sub-committee other than reasonable out of pocket expenses or as payment for professional services commissioned by the Management Committee in accordance with 9(a). In such cases, the members shall be commissioned on the basis of their suitability to provide the required services at the going rate for the job.
- c) The accounts shall be examined at least once a year by the independent examiner or examiners appointed at the Annual General Meeting.
- d) If the independent examiner appointed at the Annual General Meeting ceases to hold that appointment during the period between Annual General Meetings, the Management Committee shall have power to appoint a suitably qualified replacement to hold the appointment until the next Annual General Meeting.
- e) An independently examined statement of the Accounts for the last financial year shall be submitted by the Management Committee at the Annual General Meeting.

- f) A bank/building society account shall be opened in the name of the Association, as the Management Committee shall decide. The Management Committee shall authorise in writing, four members of the Management Committee, one of whom shall be the Treasurer to sign cheques on behalf of the Association. All cheques must be signed by not less than two of the four authorised signatories.
- g) The Treasurer shall keep proper accounting records and shall prepare proper accounts annually and at other such intervals as the Management Committee may direct.

10. Alterations to the Constitution

Any alteration of this constitution shall require the agreement of not less than two thirds of the members of the Association present and voting at a General Meeting whether Annual or Special providing that notice of any such alteration shall have been received by the Secretary in writing not less than 21 clear days before the meeting at which the alteration has to be proposed. Notice in writing of such a meeting setting forth the terms of the alteration, shall be sent by the Secretary to each member of the Association provided that no alteration shall be made which would have the effect of causing the Association to cease to be recognised by the Inland Revenue as a Charity.

11. Dissolution

If the Management Committee by a simple majority decide at any time on the ground of expense or otherwise it is necessary or advisable to dissolve the Association, it shall call a Special General Meeting of the Association, of which meeting not less than 21 days notice (stating the terms of the resolution to be proposed thereat) shall be given.

If the decision is confirmed by a two-thirds majority of those present and entitled to vote, the Management Committee shall have power to dispose of any assets held by or on behalf of the Association. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable organisation or organisations having aims or objectives similar to those of the present Association as the committee may determine.

Chairman

Vice Chair

1/10/2004

Expenditure Analysis

Administration		Equipment Hire/Purchase		Marketing	
29/02/2012	28/02/2011	29/02/2012	28/02/2011	29/02/2012	28/02/2011
65.00	65.00	2,649.25	Stage & tables	153.60	86.95
1,395.00	1,025.00	700.00	1st Class	622.00	622.00
234.75	260.55	420.00	Van & bus hire	739.32	865.00
403.20	Red Cross	100.00	Carriage	270.00	264.38
156.40	Wreath & flowers	129.60	Keddies	1,449.00	Johnston Press
104.99	Diesel	555.00	Big Sky	6.78	Misc
400.00	Security		486.41		
334.54	Misc admin	215.40	Lights & electrical		
	375.00		Advanced Signs		
200.00	0.00		10.00		
500.00	Bobby & Rip	180.00	Bordaloo		
130.60	Fireworks	148.98	Skip		
10.00	Ba Game costs	660.00	Misc		
	Drinks licence	60.00	Repair of minibus		
			Fire extinguishers		
3,934.48	1,964.12	5,818.23	1,174.57	3240.70	1,838.33

Item 8(b).

Rec'd
24/9/12




28 SEP 2012

ADAM & LINDA

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

Applicant Details	
Name and Address of Applicant/Organisation:	Flodden 500 Association 48 Sentry Knowe SELKIRK TD7 4BG
Telephone No:	01750 21054
E-mail address:	andrew@heatlie3224.freeserve.co.uk
Address to which payment should be made:	Thornfield Lodge 1 Thornfield Avenue SELKIRK TD7 4DT
Activities Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:	Our group was established to raise funds to commemorate the 500 th Anniversary of the Battle of Flodden in 2013. We wish to create a memorial garden in the grounds of the Victoria Halls in Selkirk to be used by both townspeople and visitors alike. The garden will be wheelchair friendly and will incorporate a seating area with interpretation boards telling the story of the Battle of Flodden. Included in the garden will be a plaque dedicated to the women and children left behind after the Battle. It is hoped that the garden will encourage tourists to the area as it is situated next to the Fletcher statue which is one of the most notable sites highlighted in the Flodden Echo-museum web site.
Assistance Requested Please indicate the sum requested and the purpose for which it will be used:	£3,000. To go towards the cost of purchasing interpretation boards and benches for our memorial garden.
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):	Garden to be completed by September 2013
Estimated total cost:	£55,000

<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>We have currently raised just over £28,000</p> <p>Community Grants Scheme - £5,000 Appeals from local businesses and organisations Our own continued fund raising events</p>
<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>Through fund raising in the community over the last five years the public of Selkirk have donated over £28,000 to this project.</p> <p>After several public meetings in which the overwhelming support for this project has encouraged Flodden 500 to move forward.</p> <p>Currently, Selkirk does not have a public garden where people, especially tourists, can sit and relax anywhere near the town centre. We hope that this memorial garden will make a rather neglected corner of the Victoria Hall grounds into a lovely, peaceful garden area. This area hopefully can be used by young and old alike, to sit and enjoy the plants and shrubs, the nearby fountain and by reading the story-boards gain an insight into the Battle of Flodden.</p>
<p><u>Declaration</u> 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: Vice Chairman</p> <p>Date: 25th September 2012</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.

Project Reference: HEAT8411
See Drawing: HEAT01D11

Date: 25th January 2012

COST ESTIMATES AND NOTIONAL BUDGETS

1. Downtakings & Site Preparation:	£700.00
2. Paving (excluding Insignias):	£12,130.00
3. Preparing Bed & Borders and Planting:	£3,648.00
4. Installation of Security Lighting:	£954.00
5. Insignias (Notional Budget):	£10,000.00
6. Benches & Interp. Stands (Notional Budget):	£2,200.00

Collection:	£29,632.00
VAT @ 20%:	£5,926.40
TOTAL:	£35,558.40



Email: enquiries@jamesgarden.net
Website: www.jamesgarden.net
V.A.T. Reg. No. 658 4155 14

Gardens of Distinction since 1992

Garden Options

LANDSCAPING

TO:

Jake Wheelans
 Border Safeguard
 Selkirk

QUOTATION

Quote No.: 00742
 Date: 01.09.11

DESCRIPTION	PRICE
Flodden 500 Landscape Project.	
Guide prices to carry out the landscaping project discussed at our last meeting.	
Groundworks : Strip out all existing vegetation, lawn turf and any other non required material. Remove the topsoil from the area and stockpile for possible re-use. Supply and spread hardcore infill as required and compact with vibrating roller.	£3000.00
Paving : To supply and lay quality hardwearing stone paving to all areas excluding the centre circle.	14000.00
To supply and lay central circle to include stone paving, small square setts, cobbles and edge stones to form the Flodden 500 emblem.	8000.00
Walling : Erect concrete block retaining walling to form 3 raised planting beds. Stone face the walls with random Sandstone to match the existing walling. Add drainage and infill with topsoil. (from site)	9000.00
Planting : Supply and carry out suitable planting to form year round interest.	1500.00
Misc : Factors such as altering ground levels for new gradients, walling/seating around the Birch tree, edging to pathways etc	3000.00
Sub Total	£38500.00
VAT @ 20%	£7700.00
TOTAL	£46200.00

www.gardenoptions.co.uk

High Street, Melrose TD6 9PA T: 01896 820 630 E: enquiries@gardenoptions.co.uk
 Garden Options Limited is registered in Scotland. Registered No: SC278837. Vat No: 789192862

Info

From: iomhar maciver [beltanestudios@btconnect.com]

Sent: 18 August 2011 11:52

To: kirstys@bordersafeguard.co.uk

Subject: Flodden Plaque

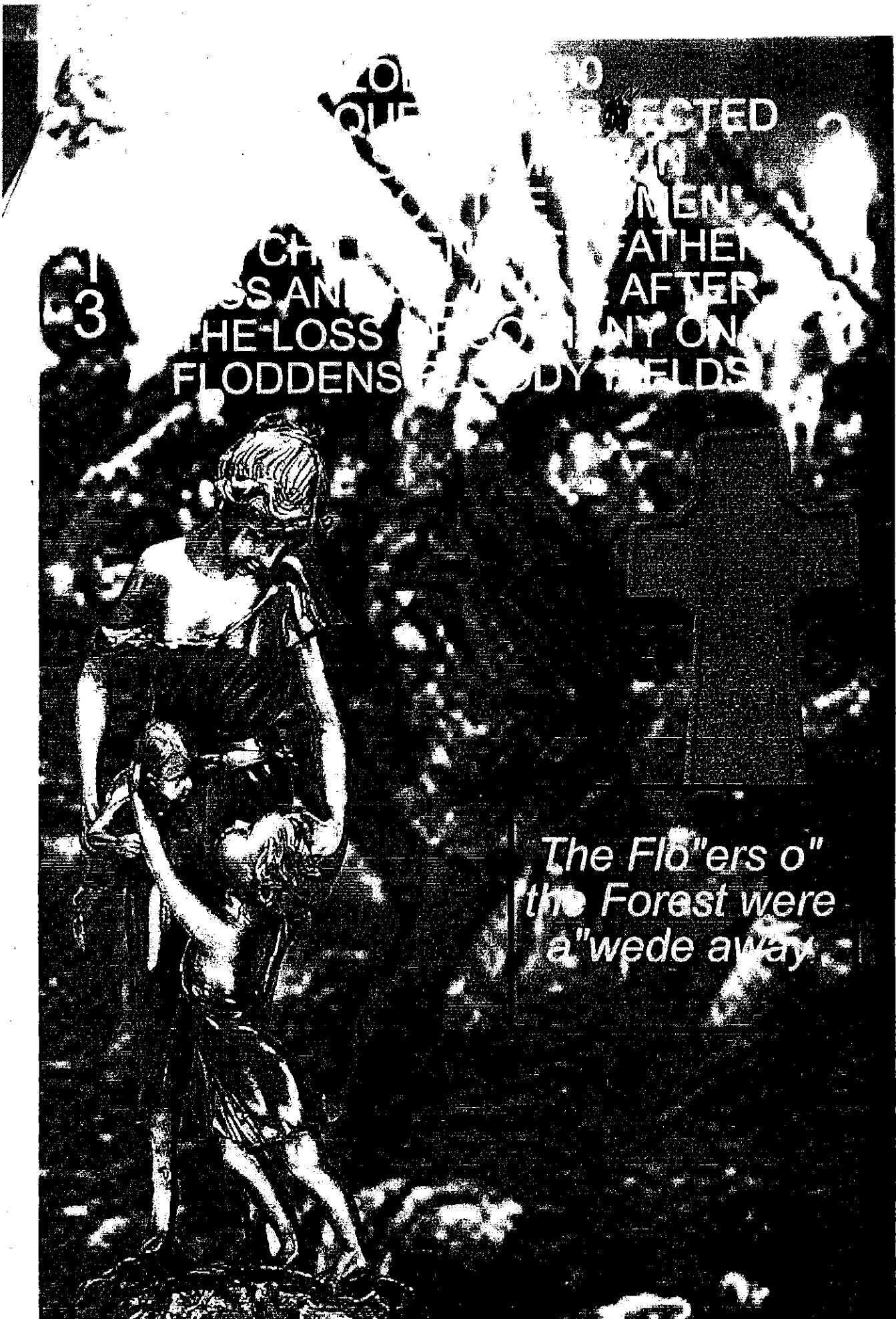
Estimated prices for bronze plaque (600 x 900 mm approx)

With Mother and Children group rendered as a line drawing £ 3 750.00

With Mother and Children group modelled in relief £ 5000.00

Prices exclude VAT

Includes moulded "frame" edge , all artwork , fittings and finishes



OF THE
LECTED
MEN
ATHER
AFTER
ON
FLODDENS BLOODY FIELDS

*The Flo"ers o"
the Forest were
a"wede away.*

Info

From: iomhar.maciver [beltanestudios@btconnect.com]

Sent: 07 March 2012 10:08

To: Jake C Wheelans

Subject: Plaque price

Hello Jake ,

I did send this last week just after I talked to you . I hope this gets through OK

The price of an A2 size (595 x 422 mm) bronze Plaque would be £ 1800.00 Ex. VAT .

Price includes fixing points and finishing .

Thank you for your enquiry .

Best regards ,

Ruaraig Maciver

Beltane Studios Ltd . Peebles 01721 724888

1513

203



FLODDEN 500

Garden Options LANDSCAPING

TO:

Flodden 500
c/o Jake Wheelans
Border Safeguard
Selkirk

QUOTATION

Quote No.: 00764
Date: 07.03.12

DESCRIPTION	PRICE
<p><i>Quotation to carry out garden landscaping as per our discussion and as per the plan drawing provided.</i></p> <p>Flodden 500 Garden-Selkirk.</p> <p>Estimated cost to supply all materials and carry out the landscaping works as per the specification.</p>	<p>£40,000</p>
Sub Total	£40000.00
VAT @ 20%	£8000.00
TOTAL	£48000.00

FLODDEN 500 MEMORIAL GARDEN

AS AT 1ST SEPTEMBER 2012

COSTS INVOLVED

GARDEN ESTIMATE	£32,918.00 INC VAT
PLAQUES	£ 8,160.00 INC VAT
GARDEN DESIGN	£ 705.00 INC VAT
BENCHES (4 OF)	£ 3,600.00 INC VAT
INFORMATION BOARDS (7 OF)	£ <u>4,200.00</u> INC VAT

£49,583.00 INC VAT

MONIES RAISED BY FUNDRAISING
FOR GARDEN

£29,000.00

GRANT ASSISTANCE REQUIRED

£20,000.00

TOTAL COST

PROJECT/GARDEN

£49,583.00 INC VAT



THE OSPREY COMPANY
GUARDS ROAD,
COLDSTREAM,
BERWICKSHIRE,
SCOTLAND,
TD12 4EE.

TEL: 01890 883127
FAX: 01890 882138
email: enquiries@ospreyco.com
Web: www.ospreyco.com

Our ref. Q12079
Your ref.

6th September 2012

Mrs. Shella Lockie
Flodden 500 Committee
Thornfield Lodge
Thornfield Avenue
Selkirk
TD7 4DT

Dear Shella,

Thank you for your enquiry regarding the production of a series of Interpretive panels for your memorial garden. We would very much like to be involved with this and I have pleasure in giving our quotation.

As mentioned on the telephone, I think that for panels incorporating 80 words of text, A2 (594mm x 420mm) should be perfectly adequate in terms of size. For a total of seven boards at that size, complete with powder-coated steel lecterns, the total cost would be £4,495.00 plus VAT. That includes delivery. I have also allowed a contingency in that price for us to lay out the panel designs, based on Lady Steel's text.

I have attached a couple of images of panels in steel lecterns that we produced for a memorial garden for the Battle of Linlithgow Bridge and also enclosed some general info about our products and materials.

I hope this is of help. Please do not hesitate to get in touch should you require any further information.

Yours sincerely,

Peter Blood (Partner),

CAST IRON

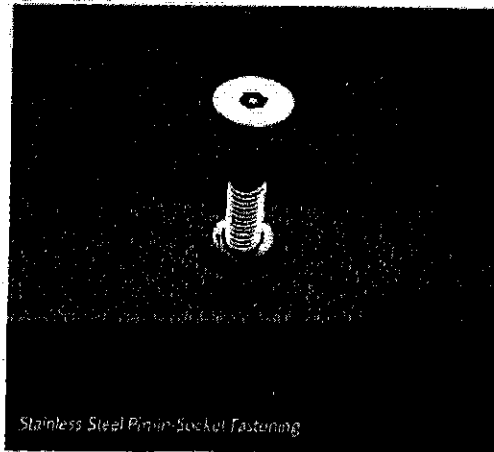
For full specifications of the options for castings see page 14

POLYBOARD

For full specifications of this material see page 63

FASTENINGS

Almost all our products use stainless steel fastenings in their construction, which immediately distinguishes them from the products most other manufacturers offer. This is an ideal material for external environments, because it is strong, does not rust and will look good indefinitely. In addition to being made from stainless steel, most of the fastenings we use have pin-in-socket tamper resistant heads on them (either as standard, or as an option). This makes them easy to undo for maintenance purposes, because you are supplied with the special key required, but difficult for vandals to tamper with. Many of our installation kits can now be specified with pin-in-socket fastenings as an option.



Stainless Steel Pin-in-Socket Fastening

DELIVERY AND ASSEMBLY

All goods are delivered with full assembly and installation instructions. Items delivered unassembled come with all necessary fastenings and the special keys required. Delivery is normally made using our own vehicles and personnel, to reduce the risk of damage to goods in transit. It is the customer's responsibility to ensure that there is suitable access to enable these vehicles to get to the stores or off-load points.

Assistance is often required with off loading, particularly with large or awkward products, and customers are always phoned in advance of delivery to make the necessary arrangements.

Delivery periods vary, but are typically four to six weeks. Standard products are often available in small quantities at very short notice, if required.



STANDARD COLOUR OPTIONS

ALL METAL FINISHES



Blue RAL 5013



Blue B.S. 20C40



Blue RAL 5017



Green B.S. 14C39



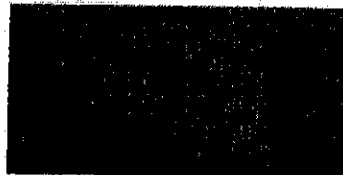
Green B.S. 14C40



Green RAL 6029



Maroon RAL 3004



Red RAL 3001



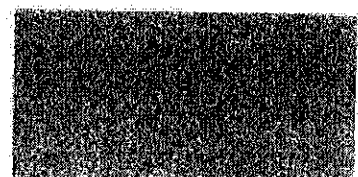
Yellow RAL 1028



Brown B.S. 08B29



Black

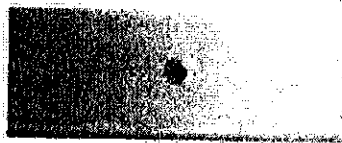


Silver Grey

JUNIOR RANGE SOFTWOOD BOARDS



Brown



Yellow



Blue



Green



Red

Colours shown here are reproduced as accurately as printing limitations permit. Please note however that when applied to a large item, sited outside, colours will appear significantly lighter in tone than the small samples above.

Whilst every effort has been made to make the dimensions and weights stated for each product as accurate as possible, these are only approximate. Weights especially are prone to variation, particularly with products made from European oak.



Streetmaster (South Wales) Ltd, Woodlands Business Park,
 Ystradgynlais, Swansea SA9 1JW. mail@streetmaster.co.uk Fax: 01639 844106
 Tel: 01639 845394 www.streetmaster.co.uk

To: Peter Henderson
 Fax No:

Date: 30th August 2012

PLEASE QUOTE REFERENCE No. MS/12/695		PLEASE CONTACT: MARGARET SHANNON
RE: CAST IRON SEATS FOR MEMORIAL GARDEN, VICTORIA HALL		
To supply 5no 1800 Georgian standard Seats - with no end plate as standard with steel boards finished in acrylic black (or any of our twelve standard colours) and frames finished in black Acrylic Plus Coating @ £ 473.00 per seat		£ 2,365.00
To supply 5no Sets Logo Plates -Floden 500 logo plates in cast bronze, stove enamelled and fixed to cast iron frames (2 per seat) @ £ 125.00 per seat		£ 625.00
To supply 1no design cost - for logo plates. @ £ 40.00 one-off charge		£ 40.00
To supply 1no highlighting cost - for logo plates, blue, white and black (shading not possible) @ £ 100.00 per seat		£ 500.00
To supply 5no Engraved Stainless Steel Plaques - 63 x 152mm, flush mounted and fixed from the rear with tamper resistant bolts, length of inscription 5 lines or under with no more than 36 characters in any line (please allow £ 14.00 for longer inscription) @ £ 93.00 per plaque		£ 465.00
GOODS TOTAL		£ 3,995.00
Carriage and Packing (UK mainland)		£ 235.00
Ground Fixing Options		
K2	M10 rawl bolts, (set of 4)	£12.00
K2T	M10 tamper resistant pin-in-socket cap head bolts, (set of 4)	£20.00
K4	M10 x 180mm extended rawl bolts & spacers, for securing through pavlours to concrete sub base, (set of 4)	£20.00
K4T	M10 tamper resistant pin-in-socket cap head bolts x 180mm extended rawl bolts & spacers, for securing through pavlours to concrete sub base, (set of 4)	£28.00
K5	225mm galvanised ground fix extensions with M10 socket cap head bolts, (set of 4)	£32.00
K5C	225mm galvanised ground fix extensions with M10 coach bolts, (set of 4)	£32.00
K5T	225mm galvanised ground fix extensions with M10 tamper resistant pin-in-socket cap head bolts, (set of 4)	£40.00
K11	400mm galvanised ground fix extensions with M10 socket cap head bolts, (set of 4)	£38.00
K11C	400mm galvanised ground fix extensions with M10 coach bolts, (set of 4)	£38.00
K11T	400mm galvanised ground fix extensions with M10 tamper resistant pin-in-socket cap head bolts, (set of 4)	£46.00
K12	M12 x 240mm extended rawl bolts & spacers, for securing through pavlours to concrete sub base, (set of 4)	£34.00
K17T	'H' section Georgian seat 225mm galvanised ground fix extensions, with M10 pin-in-socket cap head bolts, (set of 2)	£78.00

All prices quoted exclude V.A.T.

Bespoke Plaques for Cast Iron Seat Frames - Due to the difficulty in finding foundries to undertake small production runs at an economical price, we have changed the style of plaque available for cast iron seats. These new plaques are cast in solid bronze, and after stove enamelling the top surface is machined off revealing a bright bronze image. They are then stove enamelled again in clear lacquer, which makes the image very clear, attractive and durable.

Delivery - After you have received your order confirmation, delivery will follow in approximately 3 -6 working weeks, although this may be extended at certain times of the year / due to the current world steel shortage. All goods are delivered with full assembly and installation instructions, and items delivered unassembled come with all necessary fastenings and the special keys required. Delivery is normally made using our own vehicles and personnel, to reduce the risk of damage to goods in transit. It is the customer's responsibility to ensure that there is suitable access for delivery vehicles to stores or off-load points. Delivery excludes off-loading, however our driver will be able to assist, and customers are always phoned in advance of delivery to make the necessary arrangements.

This quotation is valid for three months from the above date.

Please note - For non standard items or for customers and contractors who do not have an account history with us, we would require payment against a Pro-forma invoice prior to manufacture of these goods.

Street-tough, Acrylic Coating and Acrylic Plus Coating are all available in any of twelve standard colours listed below inclusive in the price quoted or in any other BS or RAL colour at a surcharge depending on quantities ordered with £60 minimum charge. Standard colours: Black, Green BS 14C39, Green BS 14C40, Green, Green RAL 6029, Brown BS 08B29, Blue RAL 5013, Blue BS 20C40, Blue RAL 5017, Yellow RAL 1028, Red RAL 3001, Maroon RAL 3004 and Silver Grey RAL 9007.

Acrylic Coating is not advised for sea front environments where rusting would occur.

Please ask for
Margaret Shannon



METAL FINISHES

STREET-TOUGH

Our Street-Tough finish has been developed to offer a durable and maintainable finish for steel framed and all-steel products, and is particularly recommended for aggressive environmental conditions, such as places close to the sea, or areas with severe vandalism problems. Though more expensive than the Acrylic Coating, it is a good investment, as products specified with this finish will need less maintenance in the future.

This four stage system involves:-

1. Hot dipped galvanising to ISO 1461
2. Chemical etching to provide key for paint
3. Priming with high build two pack epoxy
4. Top coating with two pack satin finish acrylic polyurethane

- The galvanised base treatment protects the metal even if the finish is damaged.
- The chemical etching is done by fully immersing the product or component in a phosphoric acid wash, to provide the perfect key for paint. Etching primers are nothing like as effective as this method.
- The sprayed top coat is durable and resistant to the "chalking" action of ultra-violet light.
- The metal can be refinished on site with any ordinary paint in the future.
- Available in any of twelve standard colours at no extra cost (see page 85).
- Also available in any other B.S. or RAL colour for a surcharge.

ACRYLIC COATING

Our Acrylic Coating is offered as an economy option for our steel framed and all-steel products. It is less expensive than our Street-Tough finish, and has similar benefits, but without the considerable advantage of galvanising. It is not recommended for sea front environments (particularly on all-steel products) where rusting would occur.

This system involves:-

1. Jet cleaning to remove grease and dirt
2. Priming with high build two pack epoxy
3. Top coating with two pack satin finish acrylic polyurethane

- The sprayed top coat is durable and resistant to the "chalking" action of ultra-violet light.
- The metal can be refinished on site with any ordinary paint in the future.
- Available in any of twelve standard colours at no extra cost (see page 85).
- Also available in any other B.S. or RAL colour for a surcharge.

ACRYLIC PLUS COATING

This is the standard finish we offer for our cast iron products. Because of their complexity castings are difficult to finish, so to ensure a good covering of primer (which is the most important element of the finish) we apply an additional intermediate coat of two pack epoxy.

This system involves:-

1. Priming with high build two pack epoxy
2. Intermediate coat of high build two pack epoxy
3. Top coating with two pack satin finish acrylic polyurethane

- The sprayed top coat is durable and resistant to the "chalking" action of ultra-violet light.
- The metal can be refinished on site with any ordinary paint in the future.
- Available in any of twelve standard colours at no extra cost (see page 85).
- Also available in any other B.S. or RAL colour for a surcharge.

Materials
& Finishes
Information

SEA FRONT SPECIFICATION

This is an improved finish specification option for our cast iron products. It consists of an extra top coat on the castings, and an extra coat on the boards (whether they are wood or steel).

CASTINGS

1. Priming with high build two pack epoxy
2. Intermediate coat of high build two pack epoxy
3. Top coating with two pack satin finish acrylic polyurethane
4. Additional Top coat of two pack satin finish acrylic polyurethane

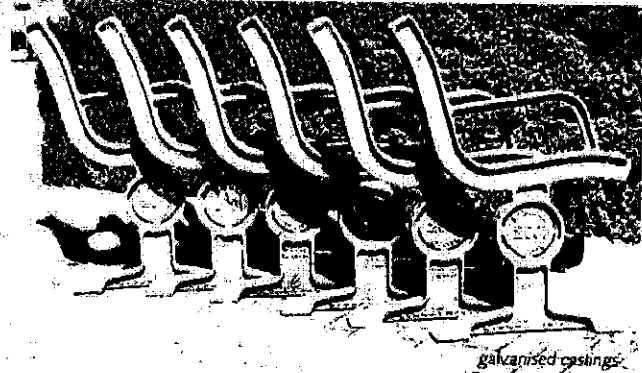
BOARDS

Recycled plastic boards require no finishing. Iron boards are finished in three coats of Cuprinol exterior wood stain. Steel boards are finished in:

1. Hot dipped galvanising to ISO 1461
2. Chemical etching to provide key for paint
3. Priming with high build two pack epoxy
4. Top coating with two pack satin finish acrylic polyurethane
5. Additional top coat of two pack satin finish acrylic polyurethane

SEA FRONT PLUS SPECIFICATION

This is the "ultimate" finish specification option we offer for our cast iron products. It is, in effect, our Street-Tough finish applied to castings, and has all the qualities of our Sea Front Specification above, PLUS galvanising. The castings finished to this specification have an extended holiday period from maintenance, and simply look good for longer. The boards gain a useful extra coat of Cuprinol exterior wood stain, which helps to counteract the abrasive effect of wind and water borne sand.



CASTINGS

1. Hot dipped galvanising to ISO 1461
2. Chemical etching to provide key for paint
3. Priming with high build two pack epoxy
4. Intermediate coat of high build two pack epoxy
5. Top coating with two pack satin finish acrylic polyurethane
6. Additional top coat of two pack satin finish acrylic polyurethane

BOARDS

Recycled plastic boards require no finishing. Iron boards are finished in three coats of Cuprinol exterior wood stain. Steel boards are finished in:

1. Hot dipped galvanising to ISO 1461
2. Chemical etching to provide key for paint
3. Priming with high build two pack epoxy
4. Top coating with two pack satin finish acrylic polyurethane
5. Additional top coat of two pack satin finish acrylic polyurethane

FLODDEN 500 ASSOCIATION
CONSTITUTION

1. The name of the Association to be called Flodden 500.
2. The Management of the Association shall consist of a Chairman, Vice-Chairman, Secretary, Treasurer and other members of the such Sub-Committees as may be required.
3. The above positions to be nominated at the Annual General Meeting.
4. The Management Committee will appoint members onto the General Committee at their discretion and as required.
5. Applications for membership shall be made to the Honorary Secretary or Honorary Treasurer.
6. Membership is open to all and no application for membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of race, occupation, sex or religious, political or other opinion.
7. Annual subscription to be due before 1st December.
8. The object of the Association is to raise funds and commemorate "The Battle of Flodden" in whatever way the members and Management Committee feel worthy of the occasion.
9. All accounts to be audited by an independent auditor and approved at the Annual General Meeting.
10. Any disputes of the Association to be the final decision of the Management Committee.
11. If, upon the winding up or dissolution of "The Flodden 500" Association there remains after the satisfaction of all its debts and liabilities any property or assets whatsoever, the same shall be given or transferred to some other organisation or organisations having objects similar to the objects of "The Flodden 500" project. Such organisation or organisations to be determined by the members of "The Flodden 500" by resolution passed at a General Meeting or before the time of dissolution, and in so far as effect cannot be given to such provision then to some charitable object.

Signed
Chairman

Signed...
Vice-Chairman

Signed.....
Secretary

Signed...
Treasurer

Dated: 4 October 2007

BALANCE SHEET 30TH NOV 2011
FLODDEN 500

<u>2010</u>	<u>INCOME</u>	<u>2011</u>
536.	Subscriptions	385.00
-----	Xmas Hamper	181.00
	Hogmany Dance	
	Tickets	1569.00
	Raffle	<u>291.00</u>
		1860.00
	Piper	100
	Food	550
	Disco	<u>250</u>
894.00		<u>900.00</u> 960.00
	Xmas Coffee Morn	753.03
	Hall Rent	30.00
810.44	Other Exps	<u>13.30</u> <u>43.30</u> 691.73
	Easter Coffee Morn	647.92
	Hall Rent	<u>30.00</u> <u>30.00</u> 617.92
	CR Hamper	357.00
647.20	Duck Race	517.00
744.50	Sponsored Walk	1107.50
514.23	Fake That (Hall still to pay)	1562.50
	Quiz (Feb)	335.00
361.00	Quiz (Nov)	280.00
	Pampered Chef	269.52
150.07	Charities Bazaar	-----
8.11	Pennies & Dross	149.03

<u>2010</u>		<u>2011</u>
	Jeans Quiz	94.00
75.00	Lucky Squares	-----
56.00	Tablet Sales	106.30
	Donation (Jake)	1571.46
835.25	Donations	95.00
8.32	Bank Interest	7.32
76.00	Scott Selkirk	-----
<u>5714.81</u>		<u>9312.28</u>

EXPENDITURE

5.85	Postage	-----	
10.00	Hall Hire AGM	10.00	
250.00	Insurance	253.00	
	Rugby Club Hire		
70.00	Hogmany	70.00	
	Advertising	7.97	
<u>£ 335.85</u>		<u>£340.97</u>	340.97
			<u>£8971.31</u>
	Cash in Bank at 30 th November 2010		<u>£16155.22</u>
	Total Cash in Bank at 30 th November 2011		<u><u>£25126.53</u></u>

25/1/12
Checked and approved.

CHAIRMAN

CORPORATE RESOURCES

Scottish Borders



C O U N C I L

22 OCT 2012

ADMIN & LEGAL

* SELKIRK COMMON GOOD FUND APPLICATION FOR FINANCIAL ASSISTANCE

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p>	<p>SELKIRK SILVER BAND FOREST ROAD SELKIRK</p> <p>01750 20513</p>
<p>Address to which payment should be made:</p>	<p>John Stratford, Secretary, Selkirk Silver Band, 14, Victoria Cres, Selkirk td7 5de</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>Selkirk Silver Band is one the main features of Selkirk Common Riding, providing musical entertainment at many functions and events leading up to the main day itself. Other engagements include Lauder Common Riding, Musselburgh Fancy Dress Parade, Selkirk 7's, Scott's Selkirk, entertainment around the town on New Year's Day, all of which provide a strong link within the Community.</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>Approximately £500 to host the Borders Entertainment Contest.</p>
<p>When will the donation be required:</p>	<p>November 2012</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>November 2012</p> <p>Approx £2500</p> <p>Various fundraising events throughout the year such as coffee morning, annual sponsored walk, quiz night which all goes towards general running costs .</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:

This year this event will attract 22 brass bands from all over Scotland, Northumberland Durham and for the first time the Isle of Man. It should attract upwards of 500/600 players alone. Not only will this showcase the Borders it will bring additional income into the town.

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

Date: 19/10/2012

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.

SELKIRK SILVER BAND
UNAUDITED FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2011

SELKIRK SILVER BAND
FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2011

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SELKIRK SILVER BAND
FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2011

GENERAL INFORMATION

TREASURER: Mrs Lynne Kemp

ADDRESS: c/o Mrs Lynne Kemp
8 Viewfield Park
Selkirk
TD7 4LH

ACCOUNTANTS: Deans Chartered Accountants & Business Advisors
1 Melgund Place
Hawick
TD9 9HY

BANKERS: Bank of Scotland
Market Place
Selkirk
TD7 4BX

SELKIRK SILVER BAND
FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2011

Accountants Report to Selkirk Silver Band

In accordance with your instructions we have prepared without carrying out an audit the attached financial statements from the accounting records of Selkirk Silver Band and from information and explanations supplied to us.

^

Deans Chartered Accountants and Business Advisors
1 Melgund Place
HAWICK
TD9 9HY

Client Approval Certificate

I approve these financial statements and confirm that I have made available all relevant records and information for their preparation.

Mrs Lynne Kemp
TREASURER

Date: ...21/10/11.....

SELKIRK SILVER BAND
RECEIPTS AND PAYMENTS ACCOUNT
YEAR ENDED 31 AUGUST 2011

	<u>2011</u>		<u>2010</u>	
	£	£	£	£
Receipts				
Concerts/events		5,375		3,790
Donations, sponsorship & fundraising		5,692		7,357
Subscriptions & patrons		1,155		305
Prize money		300		450
Grants		3,900		2,300
Property Grant		2,169		-
CD sales		130		114
Bank interest		3		4
		<u>18,724</u>		<u>14,320</u>
Payments				
Concert expenses	1,977		3,664	
Conductor fees	4,010		5,250	
Insurance	1,445		1,375	
Heat & light	811		1,074	
Advertising	649		412	
Travel	858		680	
Repairs	196		479	
Equipment	3,947		-	
Uniforms	173		2,029	
Subscriptions	489		431	
Sundry expenses	320		402	
Accountancy	180		173	
Professional fees	389		257	
Stationery & postage	26		85	
		<u>15,470</u>		<u>16,311</u>
Surplus/(Deficit) for the year		<u>3,254</u>		<u>(1,991)</u>

SELKIRK SILVER BAND
BALANCE SHEET
AS AT 31 AUGUST 2011

	£
Assets	
Bank Account - Bank of Scotland Treasurers account	6,692
Petty Cash	<u>9</u>
	<u>6,701</u>
Funds	
Brought forward	3,447
Surplus/(Deficit) for the year	<u>3,254</u>
	<u>6,701</u>
As at 31 August 2010	<u>6,701</u>