

SCOTTISH BORDERS COUNCIL
SELKIRK COMMON GOOD FUND SUB COMMITTEE

MINUTE of MEETING of the SELKIRK
COMMON GOOD FUND SUB COMMITTEE
held in the Committee Room, Victoria Hall,
Selkirk on Wednesday, 31 October 2012 at
3.30 p.m., and in Council Headquarters, on
Tuesday 13 November at 2.30 p.m.

Present: Councillors G. Edgar, V. Davidson.
In attendance: Legal & Licensing Services Manager, Senior Financial Analyst (A. Mitchell),
Estates Surveyor (J. Morison), Committee and Elections Officer
(F. Walling).

Members of the Public – 2

WELCOME

1. Members were welcomed to the first meeting of the Selkirk Common Good Fund group as a Sub Committee within the new administration.

APPOINTMENT OF CHAIRMAN

2. Councillor Davidson, seconded by Councillor Edgar, moved that Councillor Edgar be appointed as Chairman.

DECISION

AGREED to appoint Councillor Edgar as Chairman of the Working Group.

APPOINTMENT OF VICE CHAIRMAN

3. Councillor Edgar, seconded by Councillor Davidson, moved that Councillor Davidson be appointed as Vice Chairman.

DECISION

AGREED to appoint Councillor Davidson as Vice Chairman of the Working Group.

ORDER OF BUSINESS

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.

APPOINTMENT OF REPRESENTATIVE TO SERVE ON INVESTMENT STRATEGY WORKING GROUP.

4. Councillor Davidson, seconded by Councillor Edgar, moved that Councillor Edgar be appointed as the representative of Selkirk Common Good Fund Sub Committee to serve on the Investment Strategy Working Group.

DECISION

AGREED to appoint Councillor Edgar as representative to serve on Investment Strategy Working Group.

APPLICATIONS FOR FINANCIAL ASSISTANCE

Scott's Selkirk Association

5. There had been circulated copies of a request from Scott's Selkirk Association for a grant of £2,747.19 towards the cost of purchasing 20 new pop up market stalls and 2 large tunnel tents for use at the Scott's Selkirk event held annually in the month of December. The total cost of the new equipment was estimated to be £12,747.19 and prior to the meeting

confirmation had been received of a successful bid by Scott's Selkirk to "Awards for All" for £10,000.

DECISION

AGREED to grant the sum of £2,747.19 to Scott's Selkirk Association towards new market stalls and two tunnel tents.

Flodden 500 Association

6. There had been circulated copies of a request from the Flodden 500 Association for a grant of £3,000 towards the cost of purchasing interpretation boards and benches for the memorial garden in the grounds of the Victoria Hall in Selkirk. The total cost of the project was estimated to be £55,000 with £28,000 having been raised to date. The garden would be wheelchair friendly and would incorporate a seating area with interpretation boards telling the story of the Battle of Flodden. Included in the garden would be a plaque dedicated to the women and children left behind after the battle. Councillor Edgar explained that he had been advised during a discussion about the project with the chairman of the Flodden 500 Association the grant would not be required until 2013/14. It was therefore agreed to approve the grant application in principle, subject to planning permission and other grant monies being obtained, for payment in the next financial year.

DECISION

AGREED in principle to grant the sum of £3,000 from the 2013/14 budget to Flodden 500 Association, subject to planning permission for the project and to approval of additional grant funding.

Selkirk Silver Band

7. There had been circulated copies of a request from Selkirk Silver Band for a grant of £500 towards a total estimated cost of £2500 to host the Borders Entertainment Contest in November 2012. The event would attract 22 brass bands from all over Scotland, Northumberland, Durham and for the first time from the Isle of Man. Not only would the event showcase the Borders it would bring additional income into the town.

DECISION

AGREED to grant the sum of £500 to Selkirk Silver Band towards the cost of hosting the Borders Entertainment Contest.

URGENT BUSINESS

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

Selkirk Chamber of Trade and Commerce

8. There were tabled at the meeting copies of an application from Selkirk Chamber of Trade and Commerce for a grant of £2,890 to underwrite some match funding for a LEADER grant application to fund a project to improve the prospects for retailing in the town centre. The purpose of the project was to explore initiatives to use empty and underused shops in the town centre. This required an innovative and entrepreneurial approach and active and targeted marketing and promotion. The project would start on January 2013 and run until the end of the year. Members were minded to approve the application but the Legal and Licensing Services Manager advised that as accounts had not yet been received from the applicant approval could be only in principle at this stage.

DECISION

AGREED to approve in principle a grant of £2,890 from the 2013/14 budget, to Selkirk Chamber of Trade and Commerce, towards a project to improve the prospects for retailing in the town, with delegated powers to the Chairman and Senior Financial Analyst to approve the application on receipt of satisfactory accounts from the applicant.

MINUTE

9. There had been circulated copies of the Minutes of the Special Meeting held on 8 August 2012 and of the Meeting held on 4 September 2012.

DECISION

NOTED the Minutes for signature by the Chairman.

MATTERS ARISING

10. With regard to paragraph 4 (a) (ii) of the Minute of 4 September 2012 the Legal and Licensing Services Manager tabled at the meeting copies of a breakdown of the Central Support Services Budget as it applied to support of the Selkirk Common Good Fund Sub Committee and gave further explanation of the figures. In answer to a question from a member of the public the Legal and Licensing Services Manager confirmed that none of the charges to the Common Good related to Freedom of Information enquiries. She also reminded those present that although Scottish Borders Council had an obligation to service the management of all the Common Good Funds in the Borders there was no parity in the level of support required for each of those Funds. The way in which the Council managed its General Fund and allocated the services budget to each therefore had to be clearly accountable.

DECISION

NOTED the information received.

MONITORING REPORT FOR 6 MONTHS TO END SEPTEMBER 2012

11. There had been circulated copies of a report by the Chief Financial Officer setting out details of transactions for the 6 months to 30 September 2012 and projections of the annual outturn with variances from the final budget and the projected effect on Revenue and Capital Reserves at 31 March 2013. The report explained that expenditure was projected to be in line with the approved budget for 2012/13, whilst income was projected to be greater than budgeted by £1,562. The increase in income was due mainly to rent from a new source being higher than budgeted and interest rates now being obtained on Capital Deposits in SBC Loans Funds. The key financial data on the Revenue performance and Balance Sheet situation was brought together in Appendix 1 to the report. There was a projected 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, this being £1,562 lower than budget.

DECISION

(a) APPROVED the financial performance for 2012/13 as shown in Appendix 2.

(b) NOTED

- (i) the key figures shown in Appendix 1 to the report;**
- (ii) the Grants Analysis provided in Appendix 3 to the report;**
- (iii) the projected balances on Revenue and Capital Reserves as shown in Appendix 4 to the report; and**
- (iv) the performance of the Property Portfolio as shown in Appendix 5 to the report.**

MEMBER

Councillor Davidson left the meeting.

ADJOURNMENT

12. As there was no longer a quorum of Members present, the Chairman adjourned the meeting. It was suggested that the meeting be re-convened, to consider the private business on the agenda, at a time to be arranged following Executive on Tuesday 13 November 2012.

The meeting concluded at 4 pm.

THE MEETING RECONVENED AT 2.30 P.M. ON 13 NOVEMBER 2012 WITHIN THE COUNCIL CHAMBER, COUNCIL HEADQUARTERS, NEWTOWN ST BOSWELLS.

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

**PRIVATE BUSINESS
DECISION**

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

SUMMARY OF PRIVATE BUSINESS

Minute

1. Members noted the private section of the Minute of 4 September 2012.

Scottish Water Tank at South Common, Selkirk

2. Members agreed to recommend approval of the lease of 1.92 hectares of land at South Common to Scottish Water.

Planning application for new house adjacent to Selkirk Hill.

3. Members received a verbal update from the Estates Surveyor.

URGENT BUSINESS

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

Smedheugh Farm

5. Members discussed an advertisement relating to an Operators' Licence

Monitoring Report for 9 Months to end December 2012

Report by the Chief Financial Officer

Selkirk Common Good Sub Committee

1 March 2013

1 PURPOSE AND SUMMARY

- 1.1 This report sets out details of transactions for the 9 months to 31 December 2012 and projections of the annual outturn with variances from the final budget 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 £28,445 due, in the main, to receipt of the insurance settlement for the snow damage to farm sheds and also 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 The final account is now known for the provision of the new shed at South Common and account has been taken of this in the outturn projections. Provision has also been made for additional rent due to agreed Landlord Improvements .
- 3.4 The insurance settlement for the loss of old farm sheds at South Common Farm has been received and had not been set in the budget. This is the principle contributor to the reduced requirements of funding from the Revenue Reserve.
- 3.5 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.
- 3.6 Projected rental income is £1,885 above the budget level due to rent now being received for the use of the Green Hut and the impact of rent reviews and revisions.
- 3.7 A donation from the fishing club of £50 has been received but had not been budgeted for. Income has also been received for the use of land at Smedheugh .
- 3.8 Taking all of the above into consideration the Common Good Fund is projecting total expenditure of £168,723 and income of £93,590 supplemented by a draw down of £54,564 from the Revaluation Reserve, resulting in an outturn net expenditure of £20,569 being £28,388 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	£	£
<u>Projected Outturn</u>			
Property	Rental Income		62,288
	Less Expenditure on property		-21,000
	Net Income		41,288
Add Other income sources:-			
	Interest on Capital & Revenue Loans Funds with SBC	1,250	
	Donations	1,050	
			2,300
			43,588
Less Expenditure on running costs:-			
	Net Central Support Service Costs	-11,150	
			-11,150
Excess of income over running costs			32,438
Less Expenditure other than running costs			
	Expenditure on new shed	-58,057	
	less Insurance settlement on old sheds	25,050	
		-33,007	
	Grants & Donations made to local bodies	-20,000	
			-53,007
Projected Funding required from reserves			20,569

<u>Revenue Reserve</u>			
	Revenue Reserve at start of year		133,094
	Less Excess of expenditure over income for year from above		-20,569
	Projected Revenue Reserve at end of year		112,525

<u>Grants & Donations</u>			
-	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	-14,497	
-			-17,997
-	Remaining available budget		2,003

<u>2013/14 Grants & Donations</u>			
	Grants approved to be paid in 2013/14		5,890

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 31.3.13	Actual Transactions to 31.12.12	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	8,554		12,446	21,000	0	0
New Shed	58,000	40,958		17,042	58,057	57	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	17,997		2,003	20,000	0	0
Total Expenditure	168,666	67,509	0	101,157	168,723	57	0

Description	Current Budget for the year to 31.3.13	Actual Transactions to 31.12.12	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	59,208	1,195		62,288	0	1,885
Old Sheds Insurance Settlement	0	25,050		25,050	25,050	0	25,050
Donation	0	1,050		1,050	1,050	0	1,050
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	85,308	5,937	26,100	93,590	0	28,445
Funding from Fixed Asset Restatement Reserve	54,564	0	54,564		54,564	0	0
Total Income	119,709	85,308	60,501	26,100	148,154	0	28,445

Net Expenditure Totals	48,957	-17,799			20,569		
Net expenditure over spend & under generation of Income			0			0	
Net expenditure under spend & income over generation				66,756			28,388

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

Appendix 3

	Date Approved	£	£	£
Approved 2012/13 Budget				20,000
Paid as at 31 December 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		
Scott's Selkirk Association - New Stalls & tunnel tents	31/10/12	2,747		
Selkirk Silver Band - Hosting Borders Entertainment Contest	31/10/12	500		
Total paid as at 31 December 2012			17,997	
Approved but not paid as at 31 December 2012				
Total approved but not paid as at 31 December 2012			0	
Total paid and approved as at 31 December 2012			17,997	
Remaining available 2012/13 budget				<u>2,003</u>
Approved in principle from 2013/14 Budget				
Flodden 500- Interpretation boards & benches for memorial garden	31/10/12	3,000		
Selkirk Chamber of Commerce- Improve prospects for retailing in town	31/10/12	2,890		
Total commitment of 2013/14 budget			<u>5,890</u>	

SCOTTISH BORDERS COUNCIL

Appendix 4

SELKIRK COMMON GOOD FUND

RESERVES AT 31 MARCH 2013

Revenue Reserve	£
Balance as at 31 March 2012	133,094
Less Projected Net expenditure for 2012/13	-20,569
Projected balance at 31 March 2013	<u>112,525</u>
Capital Reserve	£
Balance as at 31 March 2012	48,606
Movement during 2012/13	0
Balance at 31 March 2013	<u>48,606</u>

**SCOTTISH BORDERS COUNCIL
SELKIRK COMMON GOOD FUND
Property Portfolio Performance**

Appendix 5

2012/13

	1.4.12 Book Value	Rental Income		Expenditure to 31 December 2012								
		Current Budget	Projected Outturn	Plumbing / Central Heating	Insurance	Painting	Roof	General repairs	Dykes Fencing & Drains	Common Riding related	Estates & Property Service	Total
	£	£	£	£	£	£	£	£	£	£	£	£
Linglie Farm Farmouse & Cottages	355,771	7,200	7,300		369						61	430
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		236						287	523

1.4.12 Book Value	Rental Income		Expenditure to 31 December 2012								
	Current Budget	Projected Outturn	Plumbing / Central Heating	Insurance	Painting	Roof	General repairs	Dykes Fencing & Drains	Common Riding related	Estates & Property Service	Total
£	£	£	£	£	£	£	£	£	£	£	£
Selkirk Town Hall Shops	0	0			608	106	221				935
Shop - 26 Market Place	23,957	4,150	4,123								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			2,228			2,283
Smedheugh Plantation	5,600	0	0								0
South Common Farm Farmhouse & Cottages	307,200	7,600	8,434		348		3,250				3,598
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	-80
2,211,246	60,403	62,288	75	845	608	106	3,471	2,228	865	356	8,554

CORPORATE RESOURCES*
 24 JAN 2013
 ADMIN & LEGAL



COMMON GOOD FUND
 APPLICATION FOR FINANCIAL ASSISTANCE

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p> <p>E-mail address:</p>	<p>SELKIRK FOOTBALL CLUB YARROW PARK ETTAICH HAUGH ROAD SELKIRK TD7 5AX 01750 778 147 SELKIRK FOOTBALL CLUB @ HOTMAIL.CO.UK</p>
<p>Address to which payment should be made:</p>	<p>SELKIRK F.C. TROBROCK. ADAM MURRAY 24 SCOTT CAUSWAY SELKIRK TD7</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 F.C. PROVIDE FOOTBALL ACTIVITY FOR PEOPLE OF ALL AGES, FROM PRE-SCHOOL TO ADULTS, THE CLUB HAS OVER 250 MEMBERS TAKING PART EVERY WEEK CONTRIBUTING TO A HEALTHIER POPULATION</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>£ 5000 IS REQUESTED TO HELP FUND 100 SEATER STANDS. PROVIDE BETTER EXPERIENCE FOR SPECTATORS ENCOURAGING MORE TO TAKE PART.</p>
<p>When will the donation be required:</p>	<p>PROJECT BE COMPLETED BY 31ST MARCH 2013</p>
<p>If this is a one-off project then please give the following details -</p> <p>Date (s):</p> <p>Estimated total cost:</p> <p>Funds already raised by applicant's own efforts:</p>	<p>PROJECT TO BE COMPLETED BY 31ST MARCH.</p> <p>£ 5000 HAS BEEN RAISED FROM CLUB'S OWN EFFORTS.</p>

<p>Funds raised or expected to be raised from other sources (please state sources):</p>	<p>£15,200 HAS BEEN RAISED VIA SCOTTISH FOOTBALL PARTNERSHIP.</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>THE STAND HAS TO BE BUILT TO MEET THE NEW SFA STANDARDS, WITHOUT THE STAND THE CLUB WOULD NOT BE ABLE TO COMPLETE IN NEW LEAGUE AND THE SCOTTISH CUP MAKING IT VERY DIFFICULT TO FINANCIALY SURVIVE</p>
<p><u>Declaration</u> I hereby make application for assistance as set out above and certify that the information I have provided is accur</p> <p>Signed: _____</p> <p>Position Held: <u>VICE CHAIRMAN</u></p> <p>Date: <u>23/1/2013</u></p>	
<p>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts</p>	
<p>This completed form, accounts and any supporting details should be submitted to the Legal and Licensing Manager, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 825002</p>	

* Insert name of Fund.

SELKIRK FOOTBALL CLUB
INCOME & EXPENDITURE ACCOUNT
For the year ended 31st May 2012

	2012		2011	
	£	£	£	£
Income				
Gate Receipts	2,174		4,489	
Subscriptions & Donations	960		475	
Lucky Letters Competition & Raffles	3,555		5,041	
	<u>6,689</u>		<u>10,005</u>	
SFA	15,000		13,750	
Scottish Cup Monies	2,300		0	
Sponsors & Advertising	2,110		106	
Bar & Canteen Income	7,466		8,157	
Functions & Fund Raising	2,900		0	
Bank Interest Received	2		16	
Miscellaneous Income	342		380	
Grants Received	<u>0</u>		<u>0</u>	
		<u>36,809</u>		<u>32,414</u>
Expenditure				
Property & Ground Maintenance	1,346		2,769	
Travel & Playing Costs	22,226		14,043	
Bar & Canteen Costs	6,888		8,540	
Functions	0		0	
Playing Equipment	2,552		4,509	
Laundry & Cleaning	2,058		1,471	
Insurances	859		746	
Heat & Light	4,040		4,206	
Other Admin Expenses	2,868		1,672	
		<u>42,837</u>		<u>37,956</u>
Net Surplus / (Deficit) for Year		<u>(6,028)</u>		<u>(5,542)</u>

SELKIRK FOOTBALL CLUB
BALANCE SHEET
As at 31st May 2012

	2012		2011	
	£	£	£	£
FIXED ASSETS				
Pavilion & Ground Improvements	225,621			
Less: Grants & Donations b/fwd	<u>191,243</u>			
		34,378		28,371
CURRENT ASSETS				
Debtors	-		-	
Cash at Bank & on Hand	<u>1,674</u>		<u>13,709</u>	
		1,674		13,709
CURRENT LIABILITIES				
Creditors	400	1,274	400	13,309
		<u>35,652</u>		<u>41,680</u>
General Fund	41,680		47,222	
Surplus/(Deficit) for Year	<u>(6,028)</u>		<u>(5,542)</u>	
		<u>35,652</u>		<u>41,680</u>

ACCOUNTANTS REPORT TO THE MEMBERS OF SELKIRK FOOTBALL CLUB

The Committee of the Club are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Club. They are also responsible for safeguarding the assets of the Club and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

To assist them in discharging their responsibilities in respect of keeping accounting records and preparing Accounts we have examined the records and confirm that the Income and Expenditure Account and Balance Sheet for the year ended 31st May 2012 are in accordance with the records, information and explanations given.

.....
JRW, Chartered Accountants

Accounts adopted and approved

.....
on behalf of Selkirk Football Club

21 August 2012

27 FEB 2013

ADMIN & LEGAL *

**COMMON GOOD FUND
APPLICATION FOR FINANCIAL ASSISTANCE**

<u>Applicant Details</u> Name and Address of Applicant/Organisation: Telephone No: E-mail address:	Selkirk Rhinos Rugby Club c/o Richard Sweetnam 21 Tower Street Selkirk TD7 4LR
Address to which payment should be made:	Caroline Penman Treasurer 56 Shawburn Road Selkirk
<u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:	<p>Selkirk Rhinos is the mini rugby section of Selkirk RFC, It runs 7 teams, one for each primary year group, during the August to May period. The club participates in tournaments across the Scottish Borders, providing the young players with the experience of learning the game of rugby, participation in sport and playing rugby against their peers.</p> <p>The catchment for the Selkirk Rhinos is the town of Selkirk, the Ettrick & Yarrow Valleys, Lilliesleaf, Caddonfoot and Midlem. Currently there are 100 members. For each team, there are 2 volunteer coaches, usually parents. In addition there is a Committee that provides the overall management and direction for the Club and link to the Senior Club and local schools. The benefits to Selkirk are considerable:</p> <ul style="list-style-type: none"> - Sporting participation, and development of rugby. Ensuring benefits to the children of regular sport; and providing the School, Youth Club and ultimately the Senior Club with a pool of future talent; - Profile benefits – pride in representing the town - Social/ Community – benefits of volunteering by a significant number of local families in running the club and socialising around that – fun days; fundraising events; supporting Selkirk.

<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>Every year the eldest Group, the P7s, go on a Tour that marks the end of their involvement in the Rhinos. This year the club has been invited to attend the Seapoint Tournament in Dublin, Ireland. This annual event attracts teams from all over Ireland, Wales, England and Scotland, and the Senior Club is delighted that Selkirk has been invited to participate. It is the first time that a team from the Scottish Borders has been invited. An estimated 1,400 children will be taking part.</p> <p>The aim is to bring a squad of 15 players and 4 coaches/ parent helpers to Dublin for 2 nights. The Tour Committee has estimated the total costs of travel, accommodation, subsistence at £4,300.</p> <p>We are applying to the Common Good Fund for a contribution of £700 (16%) towards these costs.</p>																																																																				
<p>When will the donation be required:</p>	<p>As soon as possible to contribute to up front costs – ferry and bus.</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>27-29 April</p> <p>A summary of the estimated costs is provided below:</p> <table border="0"> <tr> <td>Coach Hire/ Driver</td> <td>£</td> <td>1,130</td> <td></td> </tr> <tr> <td>Ferry to Dublin</td> <td>£</td> <td>865</td> <td></td> </tr> <tr> <td>Accommodation</td> <td>£</td> <td>667</td> <td>Local Hostel - 19 people 2 nights b&b</td> </tr> <tr> <td>Subsistence</td> <td>£</td> <td>1,129</td> <td>Based on 19 covers for 3 days</td> </tr> <tr> <td>Train Fares</td> <td>£</td> <td>48</td> <td></td> </tr> <tr> <td>Stadium Tours</td> <td>£</td> <td>70</td> <td>The New Aviva Stadium</td> </tr> <tr> <td>Contingency (10%)</td> <td>£</td> <td>391</td> <td></td> </tr> <tr> <td>Total Costs</td> <td>£</td> <td>4,300</td> <td></td> </tr> </table> <p>A summary of the funds already raised is provided below:</p> <table border="0"> <tr> <td>Players payment</td> <td>£</td> <td>300</td> <td>Secured</td> </tr> <tr> <td>Selkirk Rhinos Club</td> <td>£</td> <td>1,000</td> <td>Secured</td> </tr> <tr> <td>Donations</td> <td>£</td> <td>100</td> <td>Secured</td> </tr> <tr> <td>Toy Sale</td> <td>£</td> <td>300</td> <td>Secured</td> </tr> <tr> <td>Bag Packing</td> <td>£</td> <td>719</td> <td>Secured ASDA</td> </tr> <tr> <td></td> <td>£</td> <td>2,419</td> <td></td> </tr> </table> <p>A summary of the funds to be raised is estimated below:</p> <table border="0"> <tr> <td>Raffle/ Anagram competition</td> <td>£</td> <td>400</td> <td>Estimate</td> </tr> <tr> <td>Race Night (23rd March)</td> <td>£</td> <td>500</td> <td>Estimate</td> </tr> <tr> <td></td> <td>£</td> <td>900</td> <td></td> </tr> </table> <p>Based on the estimated income and costs, there is a current funding gap of £1,000. The Committee is reasonably comfortable that the fund raising efforts could realise more than the estimated £900 above.</p>	Coach Hire/ Driver	£	1,130		Ferry to Dublin	£	865		Accommodation	£	667	Local Hostel - 19 people 2 nights b&b	Subsistence	£	1,129	Based on 19 covers for 3 days	Train Fares	£	48		Stadium Tours	£	70	The New Aviva Stadium	Contingency (10%)	£	391		Total Costs	£	4,300		Players payment	£	300	Secured	Selkirk Rhinos Club	£	1,000	Secured	Donations	£	100	Secured	Toy Sale	£	300	Secured	Bag Packing	£	719	Secured ASDA		£	2,419		Raffle/ Anagram competition	£	400	Estimate	Race Night (23rd March)	£	500	Estimate		£	900	
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	<p>We are therefore asking the Selkirk Common Good Fund to contribute an amount of £700 towards the costs of the trip.</p> <p>If this request is unsuccessful then the Tour Committee would have to request an additional contribution from the players themselves. However, in previous tours the amount due by players has not exceeded £20, and the feedback from parents is that they may not be able to make this commitment. On this basis there is a risk that the Tour cannot proceed without the substantial support from the Fund.</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>As well as participating in an international event, the Selkirk Group will also be representing the town and Scotland at the event in Dublin. On the Saturday it is planned to bring the boys to bring the boys to a tour of the new Aviva Stadium (Lansdowne Road).</p> <p>All of the party live in Selkirk, except for 1 player, who lives in Lilliesleaf. All the children attend the local Selkirk schools and will be attending the local Highschool next year. As rugby will be a compulsory activity, this Tour will contribute towards that development.</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: RICHARD SWEETNAM</p> <p>Position Held: Selkirk Rhinos Committee Member, Coach and Tour Committee Member</p> <p>Date: 20 February 2013</p>	
<p>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts</p>	
<p>This completed form, accounts and any supporting details should be submitted to the Legal and Licensing Manager, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 825002</p>	

SELKIRK RHINOS MINI RUGBY FUND
Financial Report 9th June 2011

	2010	2011
Opening Balance	£ 2 706.28	£ 2 804.31
		10 699.76 bank 379.05 petty cash
Income	10 854.64	<u>11 078.81</u>
		9 256.87 bank 398.35 petty cash
Less Expenditure	10 756.61	<u>9 655.22</u>
Surplus	98.03	1 442.89
Closing Balance	<u>2 804.31</u>	<u>4 247.20</u>

CORPORATE RESOURCES
27 FEB. 2013
ADMIN & LEGAL

Note
included in figures above
Mrs Waldrum
Balance = £185.29 of
Memorial Donation of £500

prepared by Treasurer H. LANG.
Hiede Lang 9-6-11
Noted: + balance of
petty cash
of £19.30

Income Breakdown 2010 - 2011

Subscriptions total
£1295- insurance £300 = £ 995.00

Sk Tournament Sponsors = £ 975.00
+ Colin Turnbull

Selkirk Tournament
income from catering etc = £ 551.02

Sponsor Walk total = £ 1 338.99

Donations
Mrs Waldrum = £ 500.00
JA Waters xmas raffle = £ 207.00

Fundraising
Quiz Night = £ 97.62

Burger stall = £ 486.52

5151-15

Scotland Gas Networks
NB over 2 yrs will pay
for equipment invoice
direct .see Derek to value of £ 500.00

Expenditure breakdown 2010-2011

xmas party
inc. £511.13 scarf/hats = £ 769.48

murrayfield trip
£835-£225 of
parent contribs = £ 610.00

Tracksuits
£515-£190 of
parent contribs = £ 325.00

P7 cumbria tour
20 kids..total cost = £ 3005.80
-£1420 parent contribs.
-£ 370 coffee am. = £ 1215.80

P7 Dinner = £ 694.49
- parent contribs 320.00
£ 374.49

Selkirk Tournament
costs £ 730.98