

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, 23 October 2013 at 3.00 p.m.

Present: Councillors G. Edgar (Chairman), M. Ballantyne.
Community Councillor T. Combe.
Apologies: Councillor V. Davidson.
In attendance: Legal & Licensing Services Manager, Senior Financial Analyst (A. Mitchell),
Democratic Services Officer (F. Walling).

Member of the Public – 1

MINUTE

1. There had been circulated copies of the Minute of 4 September 2013.

DECISION

APPROVED the minute for signature by the Chairman.

FINANCIAL MONITORING

3. There had been circulated a report by the Chief Financial Officer setting out details of transactions for the 6 months to 30 September 2013, the projections of the annual outturn with variances from the current budget, virement to address a required budget change and the projected effect on Revenue and Capital Reserves at 31 March 2014. It also provided information to enable the Sub Committee to recommend a level of funding to transfer into the Council's new Investment Fund. Details were set out in appendices to the report and the Senior Financial Analyst, Andrew Mitchell, highlighted the main points for Members. Total expenditure was projected to be in line with the approved budget for 2013/14, whilst income was projected to be less than budgeted by £127 due, in the main, to minor adjustments to rent and interest outturn projections. A surplus of £7,376 was projected to increase Reserves producing a projected Revenue Reserve at the end of the financial year of £136,017. With regard to paragraph 6 of the Minute of 4 September 2013 the agreement to enter into a five-year management agreement with the Selkirk Hill Management Group required the creation of a definitive annual budget of £10,000 out of the funds budget for Grants and Donations. To this end a budget virement was proposed. Following Council's approval of the setting up of a new Investment Fund in line with the approved Single Investment Strategy for Common Good and Trust Funds there was a requirement for the Sub Committee to consider and determine how much of Selkirk Common Good's funds should be recommended to be invested in this way. An appendix to the report set out the total level of funds and identified a level of retention of funds for short term use and the level of funds which could be considered available for medium and long term investment. After considering the funds available for investment, the level of revenue income and the projected funding requirements it was agreed to recommend to transfer £130,000 to the new Investment Fund.

DECISION

- (a) **NOTED the key figures, grants analysis, projected balances on Revenue and Capital Reserves and the performance of the Property Portfolio, as shown in appendices to the report.**
- (b) **AGREED:-**
 - (i) **the financial performance for 2013/14 as shown in Appendix 2 to the report;**

(ii) **the budget virement of £10,000 from 'Grants and Donations' to a definitive annual budget headed 'Management Fee' in respect of the annual payment to Selkirk Hill Management Group; and**

* (iii) **to recommend that a sum of £130,000 be transferred from Revenue Reserves to the Council's new Investment Fund for Common Good and Trust Funds.**

PROPERTY UPDATE

4. The Estates Surveyor was not in attendance but had forwarded an update following the site visits by Members of the Sub Committee to properties owned by the Common Good which had taken place on 18 September 2013. With regard to the need for replacement windows at Linglie Farmhouse, he reported that the three houses at Linglie had been visited by a Green Deal Assessor but assessment reports had not yet been received. With regard to the visit to Smedheugh Farm and the discussion about building works to the straw shed, the Property Officer was arranging for quotes to be obtained. In the discussion that followed about property issues Members requested that an item be added to the agenda of the next meeting to consider and agree a proactive future maintenance plan for properties owned by Selkirk Common Good. With this in mind Members agreed to request an options appraisal from the estates section to assist in their deliberations. It was also suggested and agreed that a training/information session for Members of the Sub Committee, in respect of a maintenance regime for Common Good properties, be held in the meantime.

DECISION

AGREED to discuss at the next meeting the setting up of a proactive maintenance plan for the future management of properties owned by Selkirk Common Good.

DECLARATION OF INTEREST

5. Community Councillor Combe declared an interest in the application discussed in the paragraph below and took no part in the discussion. However, at the request of the Sub Committee he remained in the room as, being a member of the Selkirk Christmas Illuminations Group, he was able to provide some additional factual information.

APPLICATION FOR FINANCIAL ASSISTANCE

Selkirk Christmas Illuminations Group

6. With reference to paragraph 9 of the Minute of 4 September 2013, there had been circulated copies of a request from the secretary of the Selkirk Christmas Illuminations Group for a grant of £1000 - £1500 to help fund the installation of five new power points. A copy of an email from David Richardson (Asset Manager, Scottish Borders Council) was included with the application which referred to the assistance already being given by the Council through the Council's Festive Lighting Project. The work by Scottish Power to install the power points would be arranged through Scottish Borders Council, the contribution from the community amounting to £3500. Once installed the new LED energy efficient lights could be run from these power points instead of from the supply of private individuals and businesses in the town centre as had happened in the past. It was explained that applications for financial assistance had also been made to the Community Grant Scheme and Awards for All. However Members were advised that there would be no further money available from these funds until next year. After further discussion Members agreed that they wished to support the project if funding could not be obtained from an alternative source and subject to the project being funded in total. Councillor Ballantyne offered to look into whether the project could be supported from the Council's Small Schemes Budget.

DECISION

AGREED to grant a maximum of £1500 towards the installation of Power Points in Selkirk, should funding not be secured from alternative sources and subject to sufficient funding being available in total to complete the project.

PRIVATE BUSINESS

DECISION

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

SUMMARY OF PRIVATE BUSINESS

Minute

1. Members approved the private section of the Minute of 4 September 2013.

The meeting concluded at 4.05 p.m.