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SELKIRK COMMON GOOD FUND SUB COMMITTEE TUESDAY, 1ST DECEMBER, 2015

A MEETING of the SELKIRK COMMON GOOD FUND SUB COMMITTEE will be held in the
COUNCIL CHAMBER, HQ on TUESDAY, 1ST DECEMBER, 2015 at 3.00 PM

J. J. WILKINSON,
Clerk to the Council,

24 November 2015

BUSINESS		
1.	Apologies for Absence	
2.	Order of Business	
3.	Declarations of Interest	
4.	Minute (Pages 1 - 4) Minute of 1 September 2015 to be approved and signed by the Chairman (copy attached)	2 mins
5.	Financial Monitoring Report to 30 September 2015 (Pages 5 - 16) Consider report by Chief Financial Officer (copy attached)	10 mins
6.	Hill Management Group Verbal report	10 mins
7.	Any Other Items Previously Circulated	
8.	Any Other Items which the Chairman Decides are Urgent	
9.	Date of next meeting 17 February 2016	
10.	Item Likely to be taken in private Before proceeding with the private business, the following motion should be approved:- "That under Section 50A(4) of the Local Government (Scotland) Act 1973 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the relevant Paragraphs of Part 1 of Schedule 7A to the aforementioned Act."	

11.	Minute (Pages 17 - 18) Private Section of Minute of the meeting of 1 September 2015 to be approved and signed by the Chairman	2 mins
12.	Property Update (Pages 19 - 22) Consider private briefing note from Estates Surveyor. (Copy attached).	10 mins

NOTES

1. **Timings given above are only indicative and not intended to inhibit Members' discussions.**
2. **Members are reminded that, if they have a pecuniary or non-pecuniary interest in any item of business coming before the meeting, that interest should be declared prior to commencement of discussion on that item. Such declaration will be recorded in the Minute of the meeting.**

Membership of Committee:- Councillors G. Edgar (Chairman), M. Ballantyne, V. M. Davidson and T Combe

Please direct any enquiries to Fiona Walling 01835 826504
Email:- fwalling@scotborders.gov.uk

**SCOTTISH BORDERS COUNCIL
SELKIRK COMMON GOOD FUND SUB COMMITTEE**

MINUTE of Meeting of the SELKIRK
COMMON GOOD FUND SUB COMMITTEE
held in the Council Chamber, HQ on
Tuesday, 1 September, 2015 at 3.00 pm

Present:- Councillors G. Edgar (Chairman) and V. M. Davidson

Apologies:- Community Councillor T Combe

Absent:- Councillor M. Ballantyne

In Attendance:- Solicitor (J Webster), Corporate Finance Manager (L Mirley), Estates
Surveyor (J Morison), Property Officer (T Holmes), Democratic Services
Officer (F Walling)

1. MINUTE

- 1.1 There had been circulated copies of the minutes of 10 June 2015 and the special meeting of 25 June 2015.

DECISION

APPROVED the minutes for signature by the Chairman

- 1.2 With regard to paragraph 4(a) and in response to a point raised by Councillor Davidson, the Chairman agreed to raise with the Chief Financial Officer the issue of the comparative level of Central Support Charge applied to Selkirk Common Good Fund over the past few years.

DECISION

NOTED

2. FINANCIAL MONITORING REPORT TO 30 JUNE 2015

There had been circulated copies of a report by the Chief Financial Officer providing the details of the income and expenditure for the Selkirk Common Good Fund for the 3 months to 30 June 2015 and full year projected out-turn for 2015/16 and projected balance sheet values to 31 March 2016. Appendix I to the report provided detail of income and expenditure for the 2015/16 financial year. The projected net position for the year was a deficit of £3,699 assuming full expenditure of the grants and donations budget of £10,000. A projected Balance Sheet, shown in Appendix 2, indicated a projected decrease in the reserves of £80,026. With regard to the grants and donations budget the Corporate Finance Manager advised that the additional information required from the Christmas Illuminations Group had still not been received so the conditionally approved donation of £1,500 was unpaid. The payment to the Hill Management Group of £10,000 would be authorised once the Annual Accounts and report had been received. The Corporate Finance Manager went on to refer to the current position of the investment in the Newton Fund. Current uncertainties in financial markets worldwide had resulted in an average downturn across financial markets of 5%. Newton showed an overall performance reduction of 2.76% indicating a reduction in assets value but a lower level of relative performance reduction compared to the wider market over the quarter. The projections included an unrealised profit of £3,379 for the Newton Fund investment as at 30 June 2015. Appendix 4 to the report showed the performance of the fund since inception.

DECISION

(a) **AGREED** the projected Income and Expenditure for 2015/16 detailed in Appendix 1:-

(b) **NOTED:-**

(i) the projected Balance Sheet value to 31 March 2016 in Appendix 2;

(ii) the summary of the property portfolio in Appendix 3; and

(iii) the current position of the investment in the Newton Fund in Appendix 4

3. PROPERTY

3.1 An update on matters relating to property, owned by Selkirk Common Good, was given by Estates Surveyor, James Morison. With reference to paragraph 3 of the Minute of 10 June 2015, confirmation had been received that the current tenant wished to continue to rent the grazing on Selkirk Hill and would be putting on up to 100 sheep during the autumn and early winter. Mr Morison advised that at South Common work had been carried out by the tenant to install a water tank near the new shed to meet fire regulations. With regard to the Selkirk Flood Protection Scheme, and the possible new access road along the riverside on Common Good land, Mr Morison explained that a report would be prepared for presentation to the Sub Committee once further details were available.

3.2 With reference to paragraph 2 of the Minute of 25 June 2015 and to the decision not to grant formal access rights over Victoria Park to a new property on Buccleuch Road, Mr Morison advised that an email had been received to request the Common Good Fund Sub Committee to provide written confirmation of informal rights of access to the property. After discussion Members agreed that, although unauthorised, informal and occasional access was being taken over Victoria Park no informal rights of access could be confirmed to any part.

DECISION

(a) **NOTED** the update

(b) **AGREED** not to grant informal rights of access over Victoria Park

4. APPLICATION FOR FINANCIAL ASSISTANCE

There had been circulated copies of an application for financial assistance from Ettrick Forest Archers, a longbow archery club who offered traditional archery to members of the community currently from 12 to 82 years of age. It was explained that the club provided tuition on the basic art of archery and arrow making and took part in national and international contests. The application was for between £2000 and £4000 to help the club build a log cabin style secure store and shelter for archery equipment and archers at Thirladean. The total projected cost was £25,685 with £18,044 already raised. It was also confirmed that £4,673 had been awarded from the Community Grant Scheme. Members discussed the application and agreed to grant £3000 towards the project providing the remaining funding was in place.

DECISION

AGREED to grant £3000 to Ettrick Forest Archers towards the project to build a store and shelter, subject to the remaining funding required being in place

5. **ITEM LIKELY TO BE TAKEN IN PRIVATE**

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

6. **MINUTE**

Members approved the private sections of the Minutes of 10 June 2015 and 25 June 2015.

7. **TENANCY OF SMEDHEUGH FARM**

Members considered a letter sent on behalf of the tenant of Smedheugh Farm.

The meeting concluded at 4.40 pm

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Monitoring Report for 6 Months to 30 September 2015

Report by the Chief Financial Officer

Selkirk Common Good Sub Committee

1 December 2015

1 PURPOSE AND SUMMARY

- 1.1 **This report provides the details of the income and expenditure for the Selkirk Common Good Fund for the 6 months to 30 September 2015 and full year projected out-turn for 2015/16 and projected balance sheet values to 31 March 2016.**
- 1.2 Appendix 1 provides a projected Income and Expenditure position. This shows a projected deficit of £3,669 for the year.
- 1.3 Appendix 2 provides a projected Balance Sheet to 31 March 2016. It shows a projected decrease in the reserves of £80,026.
- 1.4 Appendix 3 provides a breakdown of the property portfolio showing actual Income and Expenditure to 30 September 2015.
- 1.5 Appendix 4 shows the value of the Newton Fund to 30 September 2015.

2 RECOMMENDATIONS

- 2.1 **It is recommended that the Common Good Sub Committee:**
 - (a) **Agrees the projected Income and Expenditure for 2015/16 in Appendix 1.**
 - (b) **Notes the projected Balance Sheet value to 31 March 2016 in Appendix 2.**
 - (c) **Notes the summary of the property portfolio in Appendix 3.**
 - (d) **Notes the current position of the investment in the Newton Fund in Appendix 4.**

3 BACKGROUND

3.1 This report provides the Committee with financial information for the period to 30 September 2015 and projections to 31 March 16. The report also contains a projected balance sheet for the Common Good Fund to 31 March 2016.

4 FINANCIAL POSITION 2015/16

4.1 Appendix 1 provides detail on income and expenditure for the 2015/16 financial year. The projected net position for the year is a deficit of £3,669, assuming full expenditure of the grants and donations budget of which £7,500 remains to be allocated.

4.2 **Income & Expenditure – Rental Income**

Rental income for 2015/16 is shown on Appendices 1 & 3, with Appendix 3 detailing the projected annual rental income by individual property.

4.3 **Income & Expenditure – Non-Property Related Income**

The projected out-turn includes an estimate for the interest receivable on cash deposited with the Council. This, however, does not show as an actual income until the end of the financial year as amount is dependent on interest rates and the average cash revenue balance invested with the Council over the full financial year. The annual rate of interest applied to the cash deposits is expected to be around 0.4%.

4.4 The capital reserve is invested in the Newton Fund and distributions are made twice a year in September and February. Dividends of £1,843 were received in September 2015 in line with the proposed budget of £3,400 for the year. The proposed budget for 2015/16 is based on a distribution of 2.5% which will be subject to the overall performance of the fund.

4.5 **Income & Expenditure – Property Expenditure**

The property expenditure to 30 September 2015 is detailed in Appendix 3 by property.

4.6 **Income & Expenditure – Grants & Other Donations**

The grants and other donations distributed to 30 September 2015 are shown below. There are currently £11,500 grants and other donations that have been approved but not yet paid.

Grant Recipients	Approved	£
Approved and Paid to 30 September 2015		
Ettrick Forest Archers – Secure Store/Shelter	01/09/15	3,000
Total Paid to 30 September 2015		3,000
Approved but not yet paid		
Hill Warden Management Agreement	04/09/14	10,000
Selkirk Xmas Illuminations Group – Power points	23/10/13	1,500
Total Grants Approved		14,500
Budget 2015/16		22,000

Unallocated Budget		7,500
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4.7 Income & Expenditure – Depreciation Charge

The depreciation charge is projected to be £76,358 based on the revaluation of the properties at 1 April 2014. This is not a cash transaction.

4.8 Appendix 2 provides the balance sheet value to 31 March 2015, the projected movement in year and a projected balance at 31 March 2016.

4.9 Balance Sheet – Fixed Assets

All fixed assets of the Common Good Fund are revalued every 5 years as part of the Council’s rolling programme. The fixed assets were revalued at 1 April 2014. Appendix 3 shows the values of the individual properties at 31 March 2015, projected depreciation charges 2015/16 and projected value at 31 March 2016.

4.10 Balance Sheet – Newton Investment

- a) The markets remain volatile due to the continued downturn in the growth rate of the Chinese economy and the US Federal Reserve’s decision to leave US interest rates unchanged. This has resulted in a small negative return of -0.78% for the quarter to 30 September 2015 in comparison to equity markets which fell by 6% in the same period. Newton continues to put plans in place to protect the Fund.
- b) Due to the volatility of the market conditions the projections do not include estimates for movements in the unrealised gains. Appendix 4 shows the performance of the Newton Fund since inception.

4.11 Balance Sheet – Cash Balance

The cash held by the fund is projected to be £86,422, an in year projected decrease of £3,669. The projected cash movement for 2015/16 is as follows:

Cash Balance	£
Opening Balance at 1 April 2015	90,091
Projected Deficit for year from Income & Expenditure Statement	(3,669)
Projected Closing Balance at 31 March 2016	86,422

4.12 Balance Sheet – Capital Reserve

The projections for the Capital Reserves include the unrealised gain for the Newton Fund as at 31 March 2015 but due to the extremely volatile nature of the markets no estimate has been made for the current years’ movement.

5 IMPLICATIONS

5.1 Financial

There are no further financial implications other than those explained above in Section 4.

5.2 Risk and Mitigations

There is a risk that investments in the Newton Fund may reduce in value due to market or investment performance. This risk cannot be fully mitigated; however it is being managed by the selection of a Fund Manager

with a clear objective of preserving capital values while aiming to produce returns in line with the benchmark.

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 and improvements in local amenities and nurturing of local talent. The potential improvement in levels of income through the use of the new investment fund will act to make the Common Good Fund more sustainable in the future.

5.5 Carbon Management

There are no effects on carbon emissions arising from the proposals contained in this report.

5.6 Rural Proofing

There are no effects on rural proofing arising from the proposals contained in this report.

5.7 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 Monitoring Officer, the Chief Legal Officer, the Service Director Strategy and Policy, the Chief Officer Audit and Risk, the Chief Officer HR 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)

Kirsty Robb	Capital and Investments Manager Tel: 01835 825249
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Background Papers:

Previous Minute Reference: Selkirk Common Good Committee 1 September 2015

Note – You can get this document on tape, in Braille, large print and various computer formats by contacting the address below. We can also give information on other language translations as well as providing additional copies.

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SELKIRK COMMON GOOD FUND

INCOME AND EXPENDITURE 2015/16

	Actuals at 30/09/15	Full Year Approved Budget 2015/16	Full Year Projected Out-turn	Full Year Projected Over/ (Under) Spend	Para Ref	Commentary
	£	£	£	£		
Property Income						
Rentals Receivable	(67,741)	(68,777)	(68,777)	0	4.2	
Non-Property Related Income						
Interest on Cash deposited with Council	0	(304)	(304)	0	4.3	Calculated at 0.4%
Newton Fund Investment – Dividends Rec'd	(1,843)	(3,400)	(3,400)	0	4.4	Calculated at 2.5%
Other Income	(50)	(850)	(850)	0		
Total Income	(69,634)	(73,331)	(73,331)	0		
Property Expenditure						
Property Costs – General	4,340	50,000	50,000	0		
Total Property Expenditure	4,340	50,000	50,000	0		
Grants & Other Donations	3,000	22,000	22,000	0	4.6	£11,500 approved not yet paid
Running Costs						
Central Support Service Charge	10,000	10,000	10,000	0		
SBC Grant towards Service Charge	(5,000)	(5,000)	(5,000)	0		
Net Running Costs	5,000	5,000	5,000	0		
Depreciation						
Depreciation Charge	0	76,358	76,358	0		
Contribution from Revaluation Reserve	0	(76,358)	(76,358)	0		
Net impact of Depreciation on Revenue Reserve	0	0	0	0		
Total Net (Surplus)/Deficit for year	(57,294)	3,699	3,669	0		

SELKIRK COMMON GOOD FUND

PROJECTED BALANCE SHEET VALUE AS AT 31 MARCH 2016

	Opening Balance at 01/04/15 £	Projected Movement in Year £	Projected Balances at 31/03/16 £
Fixed Assets			
Land & Buildings	3,311,642	(76,358)	3,235,284
Moveable Assets	1,500	0	1,500
Total Fixed Assets	3,313,142	(76,358)	3,236,784
Capital in Newton Investment Fund			
Investment in Newton Fund	130,000	0	130,000
Unrealised Gains/(Loss)	7,280	0	7,280
Market Value	137,280	0	137,280
Current Assets			
Debtors	5,715	0	5,715
Cash deposited with SBC	90,091	(3,669)	86,422
	95,806	(3,669)	92,137
Current Liabilities			
Creditors	(250)	0	(250)
Receipts in Advance	(10,453)	0	(10,453)
	(10,703)	0	(10,703)
Net Assets	3,535,524	(80,026)	3,455,498
Funded by: Reserves			
Revenue Reserve	(85,102)	3,669	(81,434)
Capital Reserve	(137,280)	0	(137,280)
Revaluation Reserve	(3,313,142)	76,358	(3,236,784)
Total Reserves	(3,535,524)	80,026	(3,455,498)

SELKIRK COMMON GOOD FUND

PROPERTY PORTFOLIO PERFORMANCE FOR 2015/16
(Actual Income and Expenditure to 30 September 2015)

Fixed Assets	Net Book Value at 31/03/15	Projected Depn Charge 2015/16	Projected Net Book Value at 31/03/16	Projected Rental Income 2015/16	Actual Property Expenditure at 30/09/15				
					Repairs	Rates, Water & Power	Ins	Other	Total
	£	£	£	£	£	£	£	£	£
The Green Hut	21,600	8,400	13,200	1,175	90	0	0	0	90
Town Hall Clock	0	0	0	0	0	0	0	0	0
Pant Well Monument	0	0	0	0	0	0	0	0	0
Victoria Hall Caretakers Flat	52,395	2,606	49,789	0	0	0	0	0	0
Victoria hall	798,000	39,000	759,000	0	840	0	0	0	840
Pringle Park	0	0	0	0	0	0	0	0	0
Victoria Park Pavilion site	2,000	0	2,000	200	0	0	0	0	0
Pringle Park Play Area	0	0	0	0	0	0	0	0	0
Selkirk Golf Course	78,500	0	78,500	0	0	0	0	0	0
South Common Farm	460,314	3,686	456,628	9,600	0	0	380	0	380
Smedheugh Farm	789,360	4,640	784,720	28,700	1,988	0	427	0	2,415
Selkirk Hill Grazings	35,000	0	35,000	410	0	0	0	0	0
Linglie Farm	626,333	3,667	622,666	7,500	0	0	402	0	402
Victoria Park & Caravan Site	0	0	0	0	0	0	0	0	0
26 Market Place	29,567	1,933	27,634	4,160	0	0	0	0	0
28 Market Place	39,860	2,640	37,220	5,600	0	0	0	0	0
Selkirk Town Hall	144,213	9,787	134,426	0	0	0	247	0	247
South Common Plantations	3,500	0	3,500	200	0	0	0	0	0
Smedheugh Farm Shootings	4,000	0	4,000	200	0	0	0	0	0
Smedheugh Plantations	9,500	0	9,500	0	0	0	0	0	0
Linglie Plantations	16,000	0	16,000	0	0	0	0	0	0
Linglie Farm Shootings	8,000	0	8,000	200	0	0	0	0	0
Linglie Mast Site	87,000	0	87,000	10,832	0	0	0	0	0
River Ettrick Salmon Fishing Right	700	0	700	0	0	0	0	0	0
Bog Park Recreation Area	0	0	0	0	0	0	0	0	0

Fixed Assets	Net Book Value at 31/03/15 £	Projected Depn Charge 2015/16 £	Projected Net Book Value at 31/03/16 £	Projected Rental Income 2015/16 £	Actual Property Expenditure at 30/09/15				
					Repairs	Rates, Water & Power	Ins	Other	Total
					£	£	£	£	£
Shawburn Amenity Ground	0	0	0	0	0	0	0	0	0
Shawburn Toll Embankment	0	0	0	0	0	0	0	0	0
Bog Park Playground	0	0	0	0	0	0	0	0	0
Victoria Park Play Area	0	0	0	0	0	0	0	0	0
Civic Amenity Site	70,800	0	70,800	0	0	0	0	0	0
Rosebank Quarry Former Tip Site	0	0	0	0	0	0	0	0	0
Rosebank Quarry Play Area	0	0	0	0	0	0	0	0	0
Shawpark Road Development Site	35,000	0	35,000	0	0	0	0	0	0
Property Expenditure - General	-	-	-	-	0	0	-33	0	-33
Total	3,311,642	76,358	3,235,285	68,777	2,918	0	1,422	0	4,340

REPAIRS ANALYSIS

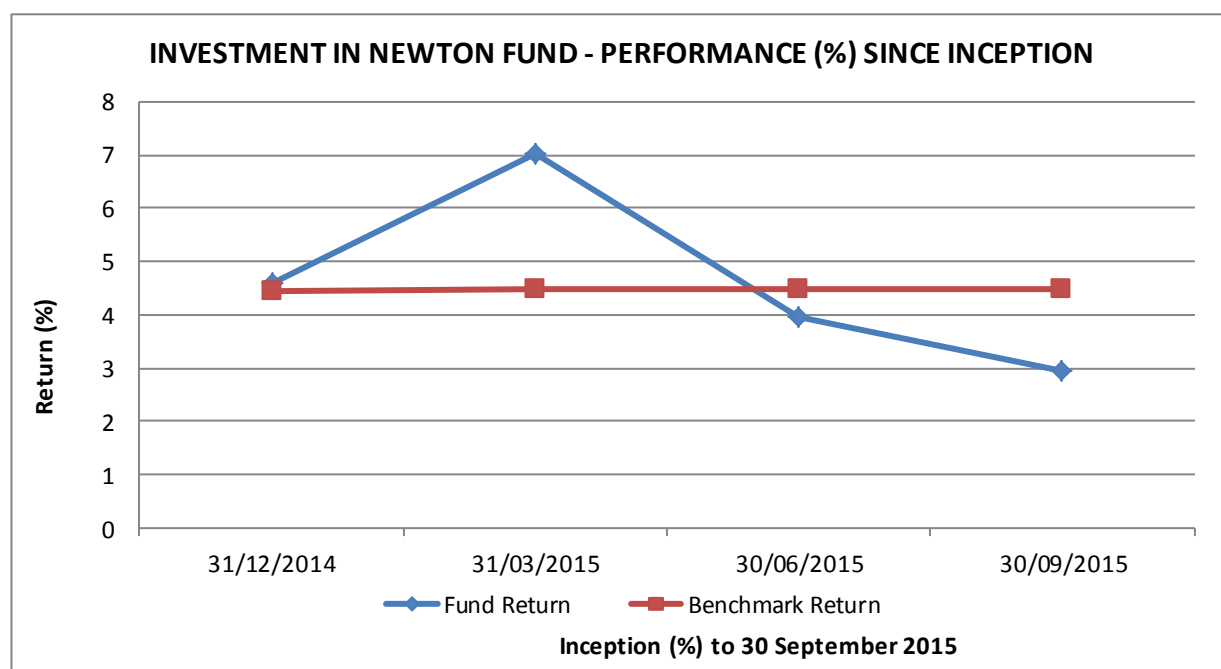
Property	Joinery (Common Riding)	Bathroom Repairs	Fountain Repairs	Clear Gutters					Total
The Green Hut	0	0	0	90	0	0	0	0	90
Victoria Hall	592	0	248	0	0	0	0	0	840
Smedheugh Farm	0	1,988	0	0	0	0	0	0	1,988
Total	592	1,988	248	90	0	0	0	0	2,918

SELKIRK COMMON GOOD FUND

INVESTMENTS EXTERNALLY MANAGED IN NEWTON REAL RETURN FUND

Cost of Investment	Units	£
13 December 2013	69,530	130,000
Total Invested to 30 September 2015	69,530	130,000

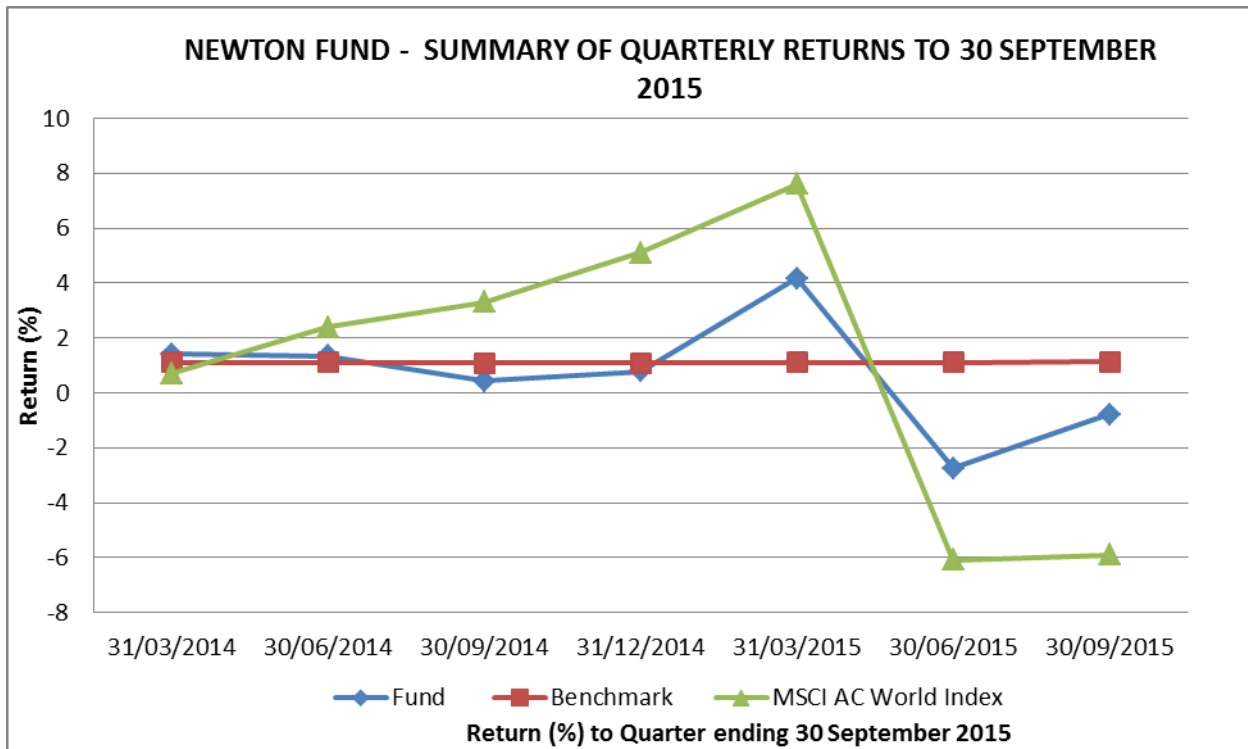
Value of Investment	£
31 March 2015	137,280
30 June 2015	133,379
30 September 2015	129,583
31 December 2015	
31 March 2016	
Increase/(Decrease) from Total Cash Invested	(417)



Note:

Benchmark is a performance aim of cash returns (1month GBP LIBOR) plus 4% per annum on a rolling 5 year average. Therefore if GBP 1 month LIBOR is 0.5% p.a., the benchmark for the Newton Fund is 4.5%. It is not an equity market based benchmark.

The following chart shows the Newton Funds quarterly return performance against the Benchmark and against an equity performance index (MSCI AC World Index).



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