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HAWICK COMMON GOOD FUND SUB-COMMITTEE WEDNESDAY, 25TH MARCH, 2015

A MEETING of the HAWICK COMMON GOOD FUND SUB-COMMITTEE will be held in the
LESSER HALL, TOWN HALL, HAWICK on WEDNESDAY, 25 MARCH 2015 at 3.30 pm

J. J. WILKINSON,
Clerk to the Council,

18 March 2015

BUSINESS		
1.	Apologies for Absence.	
2.	Order of Business.	
3.	Declaration of Interest.	
4.	Minute. (Pages 1 - 6) Consider Minute of meeting held on 17 February 2015 (copy attached).	2 mins
5.	Financial Assistance. Consider applications for financial assistance from:- (Pages 7 - 28) (i) The Heart of Hawick Children's Book Award (Copy attached). (ii) Hawick Welcome Initiative (Copy attached).	10 mins
6.	Item Likely To Be Taking 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 they involve the likely disclosure of exempt information as defined in paragraphs 4 of part 1 of Schedule 7A to the aforementioned Act."	
7.	Private Minute (Pages 29 - 30) Consider Minute of meeting held on 17 February 2015 (Copy attached),	2 mins
8.	Lease of Market Site, Common Haugh, Hawick The Estates Manager will report on expressions of interest received.	15 mins
9.	Date and Venue of the next Meeting	

Tuesday, 19 May 2015 at 4.00 pm in the Lesser Hall, Hawick.

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 Sub-Committee:- Councillors G Turnbull (Chairman), A Cranston, S Marshall, W McAteer, D Paterson and R Smith

Mrs A Knight, Burnfoot Community Council
Mr J Little, Hawick Community Council

Please direct any enquiries to Judith Turnbull, Tel No. 01835 826556
E-mail: Judith.Turnbull@scotborders.gov.uk

SCOTTISH BORDERS COUNCIL
HAWICK COMMON GOOD FUND SUB-COMMITTEE

MINUTE of MEETING of the HAWICK COMMON
GOOD FUND SUB-COMMITTEE held in the
Lesser Hall, Town Hall, Hawick on 17 February
2015 at 4.00 p.m.

Present:- Councillors G Turnbull (Chairman), A Cranston, W McAteer, S Marshall, D Paterson, Community Councillors Mrs A Knight (Burnfoot Community Council), Mr J Little (Hawick Community Council).

In Attendance:- Solicitor with Legal Services (R Kirk), Corporate Finance Manager (L Mirley) Estates Officer (J Morrison), Property Officer (F Scott), Democratic Services Officer (J Turnbull).

Members of the Public – 13 in attendance.

CHAIRMAN'S REMARKS

1. The Chairman welcomed Mr Derick Tait who, on behalf of Mrs Vestey, presented a painting to Hawick Common Good. The painting was gifted to the Common Good on behalf of Mrs Vestey's father-in-law and depicted a scene from the Common Riding (circa 1927). The Cornet portrayed was thought to be Mr James Glenny. The artist, Lionel Edwards (1878 – 1966) was known as the 'best animal painter of his day', and specialised in painting horses. The painting had been valued between £3k - £5k. Mr Tait advised that prints from the painting had been produced and these would be used for any suitable fund raising activities in the future. Members of the Sub-Committee were delighted to receive the painting and expressed their thanks to Mrs Vestey for her generous gift.

**DECISION
AGREED:-**

- (a) To thank Mrs Vestey for the donation of the painting to Hawick Common Good;
- (b) To fund the framing of the painting from Hawick Common Good funds; and
- (c) To arrange a suitable plaque for the painting, stating the donor and the date the painting was gifted to Hawick Common Good.

MINUTE

2. There had been circulated copies of the Minute of the Meeting held on 18 November 2014.

**DECISION
APPROVED the Minute for signature by the Chairman.**

REQUESTS FOR FINANCIAL ASSISTANCE:

Interest Link Borders

3. With reference to paragraph 2 of the Minute of the Meeting of 21 October 2014, there had been recirculated copies of an application from Interest Link Borders for financial assistance of up to £2,000.00. As requested by the Sub-Committee, Interest Link had pursued alternative funding sources, but had not been successful. Interest Link provided a non-statutory service providing social and leisure activities and personal development projects. In response to a question by Councillor Smith, Mrs Mirley reported that a report would be

sent to the Administration Advisory Group on 10 March 2015, outlining the proposals to amalgamate 34 existing trust funds into three new charitable trusts:– Welfare, Education and Community Enhancement. The report would also specify any restrictions and the mechanism for disbursement of the funds. Further details would be provided at the next meeting of the Sub-Committee.

DECISION

AGREED to award a grant of £2,000.00 to Interest Link Borders towards travel and activity costs of befriending groups for young people and adults with learning disabilities who lived in Hawick.

Hawick Reivers' Association

4. There had been circulated copies of an application from Hawick Reivers' Association requesting financial assistance of £2,000.00 towards the overall running costs of the Festival. Members congratulated the organisers on the success of the Festival and unanimously supported the grant towards the running costs of the Festival. However, it was requested that in future years the Association timeously approach external funders or the Community Grant scheme for development funding for activities.

DECISION

AGREED to award a grant of £2,000.00 to Hawick Reivers' Association towards the running costs of Hawick Reivers' Festival.

Bill McLaren Park Limited

5. There had been circulated copies of an application from Bill McLaren Park Limited requesting financial assistance of £7,000.00 which was the shortfall of funding from the tennis courts development. The funding was to redevelop the derelict courts adjacent to the river for the purpose of creating a flat grassed area and in addition, make good the lights at the Volunteer Park. Members discussed the application and were concerned that the financial plan included with the application, had no detail and it was unclear where the additional works fitted into the existing project. Mr Renwick was in attendance and explained that the funding required was for additional works and had not been included in their initial funding application. Members commended Bill McLaren Park Ltd on the project but requested that they liaise with SBC's Funding and Project Officer regarding the costs and explore alternative areas of funding. The Sub-Committee refused the request for funding at the present time.

DECISION

AGREED

(a) To refuse the request for funding from Bill McLaren Park Ltd; and

(b) To request that Bill McLaren Park Limited liaise with the Funding and Project Officer regarding project costs.

MONITORING REPORT FOR 9 MONTHS TO 31 DECEMBER 2014

6. There had been circulated a report by the Chief Financial Officer setting out details of transactions on the Hawick Common Good Fund for the nine months to 31 December 2014 and projects full year revenue income and expenditure for 2014/15 and balance sheet values at 31 March 2015. Appendix 1, to the report, provided a projected Income and Expenditure position. This showed a projected deficit of £657 for the year, assuming full expenditure of the grants budget. Appendix 2, to the report, provided a projected Balance Sheet to 31 March 2015 and showed a projected increase in the Capital Reserve of £899, based on the unrealised increase in market value of the Newtown Fund to 31 December 2014. Appendix 3 to the report, detailed the projected annual rental income by individual property. Mrs Mirley, Corporate Finance Manager, was in attendance and circulated at the meeting, a revised Appendix 4, investments externally managed in Newton Real Return and advised that the Newton Fund was currently anticipated to fully return the projected annual budgeted income of £8,350. Mrs Mirley continued, that the estimate for full year property costs had been increased by £8,000 to allow for anticipated costs, including an architect's fee in respect of Pilmuir Farm silage pit works and drainage works. Following the funding requests agreed in paragraphs 3 and 4 above, there remained £13,000 unallocated budget.

DECISION

- (a) **AGREED** the projected out-turn in Appendix 1 as the revised budget for 2014/15;
- (b) **NOTED:**
- (i) The projected Balance Sheet as detailed in Appendix 2 to the report;
 - (ii) The summary of the property portfolio in Appendix 3 to the report; and
 - (iii) The current position of the investment in the Newtown Fund as detailed in Appendix 4.

SUSPENSION OF STANDING ORDER

7. With reference to paragraph 7(f) of the Minute of the Meeting of 18 November 2014, the Chairman proposed a motion to suspend Standing Order No. 55(a). Members unanimously agreed to suspend the Standing Order.

DECISION

AGREED to suspend Standing Order No. 55(a) to enable further reconsideration of the request for a Fun Fair at the Common Haugh.

FUN FAIR, COMMON HAUGH

8. With reference to paragraph 7 of the Minute of the Meeting of 18 November, a request had been received to reconsider the decision of that meeting. Mr Stuart, the Fun Fair organiser was in attendance and advised that he had consulted with Environmental Health who would be monitoring noise levels. The opening hours would also be reduced to 10.00 pm. A donation to the Reivers' Festival would also be given. Councillor Smith advised that it was not only noise and litter, but disturbance to the use of the Common Haugh that was of concern. The Sub-Committee discussed the request and agreed that as Mr Stuart had taken action to mitigate concerns, permission be granted for Thursday, Friday and Saturday for two weeks. The Fun Fair to close at 9.30 pm on Thursdays and 10.00 pm on Friday and Saturdays, with no Fun Fair on Sunday. A report was also requested for the May meeting of the Sub-Committee on the Fun Fair.

DECISION

AGREED

- (a) **To grant use of the Common Haugh from Thursday 26 – Saturday 28 March 2015 and Thursday, 2 April - Saturday 4 April 2015; and**
- (b) **To request a report to the next meeting of the Sub-Committee**

PRIVATE BUSINESS

DECISION

9. **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 of the Act.

SUMMARY OF PRIVATE BUSINESS

Minute

1. Members approved the private section of the Minute of 18 November 2014.

Lease of Willestruther Cottage

2. The Sub-Committee considered a verbal report by the Estates Officer

Pilmuir Silage Pit

3. The Sub-Committee considered a verbal report by the Property Officer.

Lease of Market Site, Common Haugh, Hawick

4. The Sub-Committee considered a verbal report by the Estates Officer.

PUBLIC BUSINESS

NETHERLANDS NATIONAL CIRCUS

10. The Estates Officer, Mr Morrison, advised that he had received a request from the Netherlands National Circus for permission to use the Common Haugh from 22 to 24 June 2015.

DECISION

AGREED to the request to grant permission for use of the Common Haugh from 22 to 24 June, provided that the Circus was restricted to the grassed area and any damage made good.

MAINTENANCE OF COMMON HAUGH

11. Members requested that Mr Richardson, Asset Manager, be asked to provide an update on the longer term maintenance of the Common Haugh for the next meeting of the Sub-Committee.

DECISION

AGREED to request that the Asset Manager report on the maintenance of the Common Haugh for the May meeting of the Sub-Committee.

WOODLOT

12. The Estates Manager advised that the prospectus had been agreed for management of the woodlot. The next stage in the process would be to advertise for interested tenants. Any potential tenant would be interviewed to discuss proposals.

DECISION

AGREED to request that the Estates Manager proceed to the next stage of the process and advertise for interested tenants for the Woodlot. Any potential tenant(s) would be interviewed to discuss their proposals.

HAWICK COMMON GOOD INVENTORY

13. With reference to paragraph 6 of the Minute of the Meeting of the 18 November 2014, Mrs Mirley advised that Mr Brown, Cultural Services Manager, had met with Councillors on 8 December 2014 to discuss Hawick's inventory. Mrs Mirley advised that to compile the register was resource intensive. Members requested that consideration be given to appointing staff to carry out the inventory; payment of the staff could be from Common Good funds. Mrs Mirley advised that she would liaise with Mr Brown and report back to the next meeting of the Sub-Committee.

DECISION

AGREED to request that the Corporate Finance Manager, report on Hawick Common Good Fund's moveable assets at the next meeting of the Sub-Committee.

URGENT BUSINESS

14. 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 paragraphs should be considered at the meeting as a matter of urgency, in view of the need to keep Members informed/make an early decision.

ANCIENT ORDER OF MOSSTROOPERS

15. There had been circulated copies of a letter from Mr Telfer, the Honorary Secretary of the Ancient Order of Mosstroopers, requesting permission to hold their annual Junior Gymkhana on Hawick Moor, on the area beyond the paddock on Sunday, 31 May 2015. Permission was also requested to hold their annual Race Meeting on Saturday, 20 June 2015 on Hawick Moor. Members were advised that Hawick Vertish Hill Sports day would also be held on 20 June 2015; the Clerk would inform the Honorary Secretary as they might not be aware and advise the Sub-Committee of the date in due course.

DECISION

AGREED to grant permission to the Ancient Order of Mosstroopers in accordance with the usual terms for Saturday, 31 May 2015 and one other Saturday in June, the date to be advised.

The meeting concluded at 6.05 pm.

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

<p><u>Applicant Details</u></p> <p>Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p>	<p>The Heart of Hawick Children's Book Award C/o Julie Patterson (Secretary) or Caroline Smith (Co-ordinator)</p>																				
<p>Address to which payment should be made:</p>	<p>C/o Mary Towers (Treasurer)</p>																				
<p><u>Activities</u></p> <p>Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:</p>	<ul style="list-style-type: none"> • We invite publishers from all over the UK to send us newly published books from the last year, by 1st time authors for age groups 4-7years and 9-12 years. Our criterion is 1st time authors as they are usually still keen to take the time to come to Hawick to promote their books and meet our local children - and it gives them a boost to their new career as a writer! • We create a shortlist of 4 books for both categories and buy sets of these shortlisted books to put into the 9 Primary Schools in the Hawick cluster area, Hawick High School and the Library • The children all read the shortlisted books, vote for their favourites and write reviews • In May we hold our annual Awards Ceremony at Tower Mill in Hawick. All of the shortlisted authors and illustrators are invited to attend from all over the UK and share their knowledge and inspiration with the children. The Author with the most votes in both the Picture Book and 9-12 category are announced as the winner. We also show an animation film of one of the books that has been created by a group of local children. Each Author is given a 'Hawick Goody Bag' with Hawick Balls, local cheeses and other goods donated by local businesses, which hopefully gives our visitors a positive impression of the town. <p>Feedback from the project over the last 7 years has been extremely positive for these groups of children – many children involved have read a novel for the first time, giving them a great sense of achievement and setting them up for life as a reader and broadening career options. Many of the Authors who have come to Hawick have expressed on websites and in letters how much they enjoyed their visit to the town.</p>																				
<p><u>Assistance Requested</u></p> <p>Please indicate the sum requested and the purpose for which it will be used:</p>	<p>£2000</p> <p>The above amount would be used to run the Animation Workshop and Award Ceremony.</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 –</p> <p>Date (s):</p> <p>Estimated total cost:</p>	<p>The project has happened annually since 2008 The Award Ceremony is in May each year. This year is Thursday 14th May 2015</p> <p><u>Estimated costs to run the project at a basic level this year:</u></p> <table border="0"> <tr><td>Sets of books</td><td>£600</td></tr> <tr><td>Design posters, bookmarks</td><td>£120</td></tr> <tr><td>Print posters, bookmarks</td><td>£240</td></tr> <tr><td>Animation Film</td><td>£500</td></tr> <tr><td>Authors travel expenses</td><td>£400</td></tr> <tr><td>Buffet lunch for authors</td><td>£100</td></tr> <tr><td>£50 cash prize to Author</td><td>£400</td></tr> <tr><td>Bespoke Award x 2</td><td>£100</td></tr> <tr><td>Hawick Goody Bags</td><td>£100</td></tr> <tr><td>Total</td><td>£2560</td></tr> </table>	Sets of books	£600	Design posters, bookmarks	£120	Print posters, bookmarks	£240	Animation Film	£500	Authors travel expenses	£400	Buffet lunch for authors	£100	£50 cash prize to Author	£400	Bespoke Award x 2	£100	Hawick Goody Bags	£100	Total	£2560
Sets of books	£600																				
Design posters, bookmarks	£120																				
Print posters, bookmarks	£240																				
Animation Film	£500																				
Authors travel expenses	£400																				
Buffet lunch for authors	£100																				
£50 cash prize to Author	£400																				
Bespoke Award x 2	£100																				
Hawick Goody Bags	£100																				
Total	£2560																				

<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>Please see the attached posters for this year's local sponsors. Most have agreed to donate £50 for the next 3 years.</p> <p>Sainsbury's have promised to give us a voucher for certain food items to go towards our buffet on 14th May. Morrisons are allowing us to do a bag pack on Good Friday to raise funds.</p>
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<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>Please find attached for further information:</p> <ul style="list-style-type: none"> • Book Award Background Sheet • Posters showing this year's shortlists • Last year's programme from the Award Ceremony • Latest audited accounts <p>Please also see our website: www.hawickchildrensbookaward.org</p>
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Declaration
I hereby make application for assistance as set out above and certify that the information I have provided is accurate

Signer: _____

Position Held: Secretary/Committee Member

Date: 23.2.15

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 relevant area office –

Scottish Borders Council Area Offices, Corporate Resources Department, Newtown Street, Duns TD11 3DT. Telephone 01361 882600. (Duns Fund).

Scottish Borders Council Area Offices, Corporate Resources Department, Albert Place, Galashiels TD1 3DL. Telephone 01896 754751. (Galashiels, Lauder and Selkirk Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, High Street, Hawick TD9 9EF. Telephone 01450 375991. (Hawick, Jedburgh and Kelso Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, Rosetta Road, Peebles EH45 8HG. Telephone 01721 720153. (Peebles Fund).

* Insert name of Fund.

Heart of Hawick Children's Book Award – Background Information 2007-2015

The Heart of Hawick Children's Book Award is a voluntary project which was created by local parents, teachers and librarians, as part of the regeneration of our once thriving woollen mill town. **The aim of the project is to encourage reading for pleasure amongst children**, creating an enthusiasm for reading and books in and around Hawick. We do this by organising an annual award for a children's book, where children vote for their favourite book from a shortlist we compile. We provide books and organise events for children to participate in, across 10 schools.

In 2010 we expanded our work to include children aged 4-7 with a picture book category. This development for our project is very different in that the children need to be read to. This holds exciting possibilities for involving parents and carers in a structured, supportive way, in reading with their children; and encouraging children to develop a reading habit from a young age.

The project gives a focus to reading for pleasure and encourages a number of skills. The power of reading to overcome social disadvantage is well-documented, and neuroscience shows that reading changes the architecture of the brain, making children brighter and more constructive (National Literacy Trust). As well as giving children a great deal of pleasure, developing a reading habit is likely to improve their mental health aiding relaxation; improve their life expectancy through increased self-esteem; and generally improve their life chances and opportunities, through an ability to take in information and apply it to benefit their lives. Crucially, reading enables the development of empathy and compassion, both of which underpin healthy communities.

In the evaluation of the first few years of our project, there is evidence that using the Award to encourage children to read a range of books has led to **children reading a whole book for the first time**, taking up library membership and discovering the power of emotions in books, leading to an understanding of empathy and compassion for others. Children have also developed in confidence in both writing about the books they have read for our Book Review Competition and also when discussing books in Book club settings.

We have achieved a great deal over the years on a small budget, and the majority of our funding has come from local sponsors and grant-making bodies. Our sponsors to date include Hawick Cashmere, Johnstons of Elgin, Scott & Charters, Toyota, D Patterson Joinery, Gavin M Brodie Ltd, Thos B Oliver, Main Street Trading Co Hawick Pantomime Group and Bannerman Burke and a number of private individuals. This bedrock of local sponsorship has also enabled us to draw down further funds from grant-making bodies in this our eighth year.

February 2015

HEART OF HAWICK BOOK AWARD

ACCOUNTS FOR THE YEAR TO 30 JUNE 2015

	2015 £	2015 £	2014 £
INCOME			
Grant Income	0.00		
Sponsorship	0.00		1,500.00
Fund Raising and Donations	50.00		725.00
		50.00	383.00
	<hr/>		<hr/>
EXPENDITURE			
Books Awards	531.80		643.44
Author Events	0.00		225.00
Award Payments	75.00		850.00
Author Travel expenses	0.00		82.00
Stationery and Postage	0.00		27.50
Printing	372.72		554.08
Event Gifts	0.00		140.96
Catering & Photography	0.00		125.00
Website	0.00		24.99
Signs & Design Work	0.00	979.52	0.00
	<hr/>	<hr/>	<hr/>
(Deficit)/Surplus for year		<u><u>-929.52</u></u>	
Cash at Bank at 1 July 2014		1,398.05	
Add (Deficit)/Surplus for year		-929.52	
Cash at Bank 31 January 2015		<u><u>468.53</u></u>	

2014
£

2,608.00

2,672.97

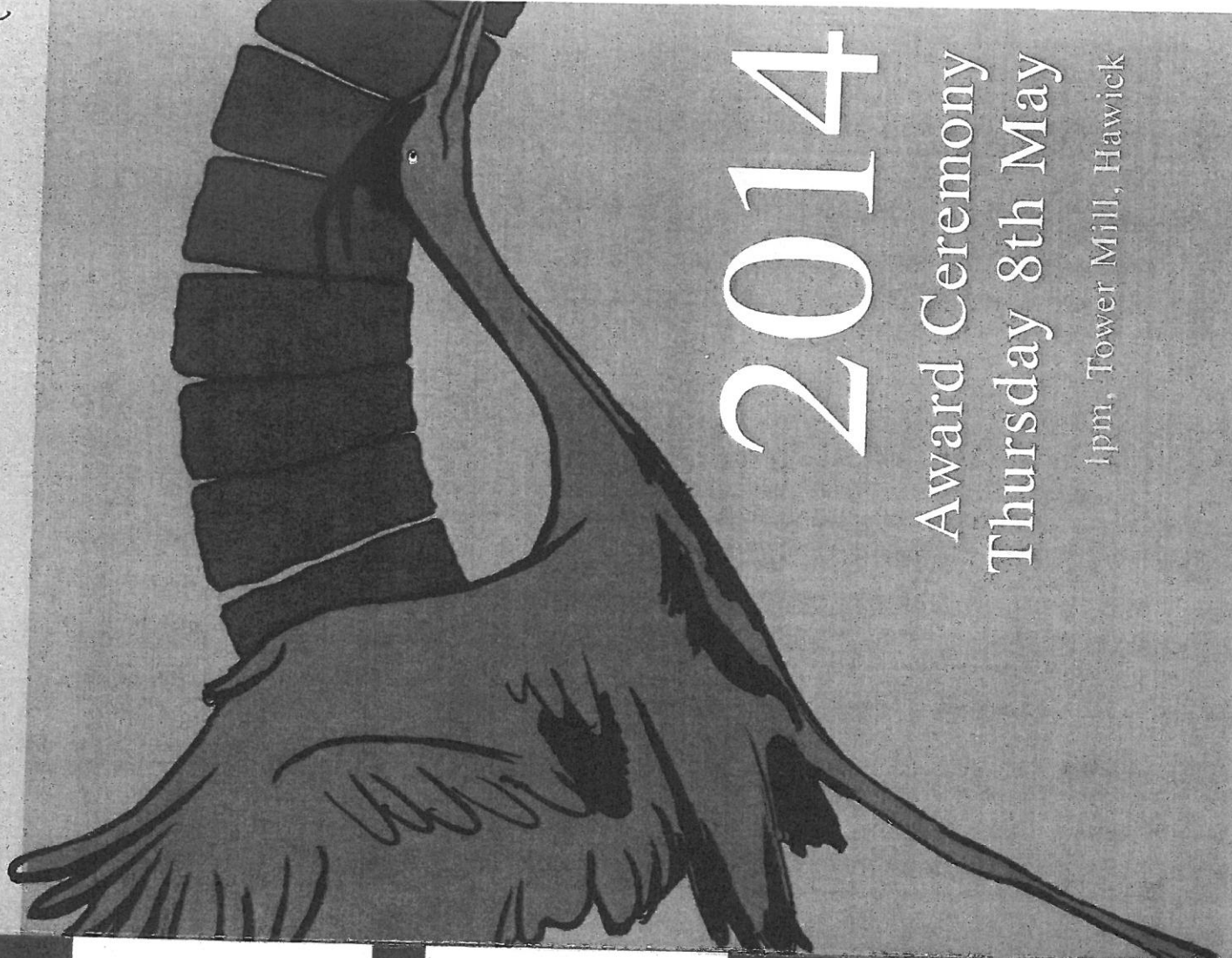
-64.97

1,398.05

-64.97

1,333.08

The Heart of Hawick Children's Book Award



2014

Award Ceremony
Thursday 8th May

1pm, Tower Mill, Hawick

With thanks

Sponsors

THE MAIN STREET TRADING COMPANY
BOOKS, CAFE DELI & HOME
 Friends of Hawick Library
 SCOTT'S CHARTERS
 Johnstons of Elgin
 D. PATTERSON JOINERY
 BANNERMANBURKE
 HAWICK CASHMERE OF SCOTLAND
 HAWICK KNITWEAR*

Supporters

BORDERS BOOK FESTIVAL
 heart of hawick
 Sainsbury's
 SB LIBRARIES
 VIVID
 MORRISONS
 Chrysties
 RACHEL HOCKEY
 MRS G NUTTALL
 MRS S LOCKIE
 LINDSEY GRIEVE TEACHERS
 SOUTHDEAN COMMUNITY COUNCIL
 HAWICK COMMON GOOD FUND

Schools and other thanks

We would like to thank everyone who took part in this our 7th HEART OF HAWICK CHILDREN'S BOOK AWARD. Thanks to the children who read all 4 books, wrote reviews and cast their votes, and to their teachers and parents for making time to help and encourage them. We hope you have enjoyed participating and are looking forward to finding out if your favourite won!

Thanks to: bookseller **NORMAN LATIMER** for agreeing to be this year's Review Competition judge, **PATSY GOODSIR** who has kindly volunteered to take photographs for us, and **EOIN COX** for handcrafting this year's awards.

Finally, a huge thank you to all the kind people who have given up their time to make this year's Book Award possible. We have a small group of tireless volunteers, as well as enthusiastic support from our local Library Service, who have worked extremely hard to make the Award happen today.

www.hawickchildrensbookaward.org



Welcome from **Phil Snape** of **The Heart of Hawick Children's Book Award**

This year's host **Tom Murray** will say a few words



The Empty Stodony by **Richard Curtis**

Message from author Richard Curtis and illustrator Rebecca Cobb *read* by Corrie Patterson, Denholm PS

Florentine & Pig have a very lovely picnic

by **Eva Katzler**
Eva to say a few words



Childe of Hale by **Rachel Lyon**

Rachel to say a few words

The Crocodile who didn't like water

by **Gemma Merino**
Video message from Gemma Merino

A short film showing children from Trinity PS talking about the picture books. Thanks to all at Trinity PS who helped with the film shoot!



Wild Boy by **Rob Lloyd Jones**

Read by Abbie Corbett, Burnfoot CS

Review by Lily Towers, Denholm PS

Message from Rob Lloyd Jones *read* by Jack Chelley, Hobkirk PS



Really Weird Removals.com

by **Daniela Sacerdoti**

Read by Alysha Paton, Trinity PS

Review by Kaie Shiel, Stitches PS
Daniela to say a few words

Hitler's Angel by **William Osborne**

Read by Niamh Scott, Wilton PS

Review by Adam Beatie, Trinity PS

Video message from William Osborne

Shrunks! by **Fleur Hitchcock**

Read by Finlay Deeks, Drumlanrig PS

Review by Sam Rowntree, St Margaret's PS
Fleur to say a few words



A short animation film of *Shrunks!* made by children from local primary schools working with animator Simone Russell.

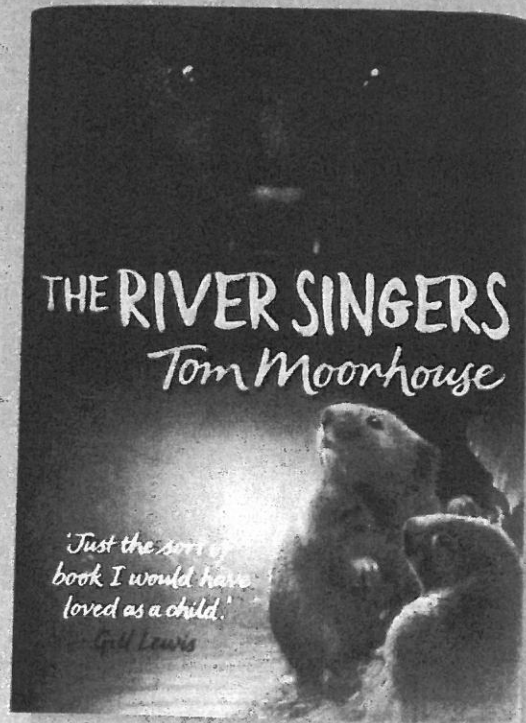
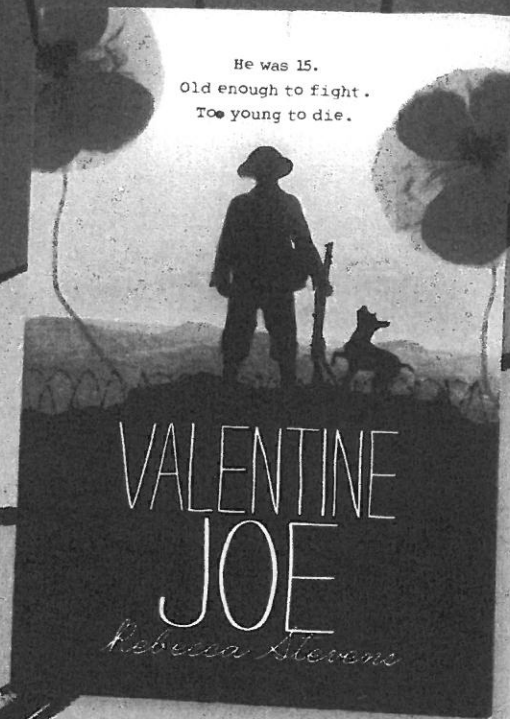
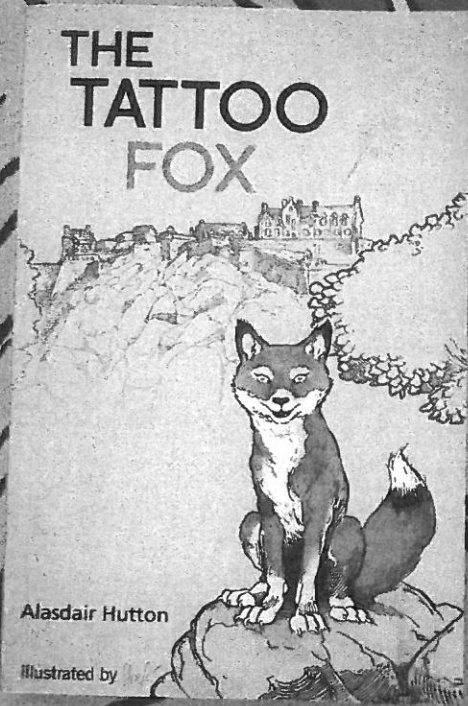
Presented by Norman Latimer

Tom Murray will open the floor to questions from children to the authors

Tom Murray will give acknowledgements to all shortlisted authors and announce the winner, and present the prize.

Julie Patterson of the Heart of Hawick Children's Book Award will give the closing thanks.

The Heart of Hawick Children's Book Award Shortlist 2015



The Heart of Hawick Children's Book Award is sponsored by:



Our Scottish Borders
Your community

HAWICK COMMON GOOD FUND



SB LIBRARIES
MORE THAN JUST BOOKS



THE MAIN STREET
TRADING COMPANY
BOOKS, CAFE
DELI & HOME

Page 15
hawick



BANNERMANBURKE

JOHNSTONS OF ELGIN
SINCE 1797

MARSHALL SCHOOL OF DANCING

THOS. B. OLIVER
ESTABLISHED 1913
MOTOR ENGINEER



SCOTT & CHARTERS

HAWICK CASHMERE
OF SCOTLAND

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

<p><u>Applicant Details</u></p> <p>Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p>	<p>Hawick Welcome Initiative Jack Yallop Chairman</p>
<p>Address to which payment should be made:</p>	<p>Mr Jim Anderson, Treasurer,</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>	<ul style="list-style-type: none"> ▪ The Hawick Welcome Initiative was set up as a private sector led project to enhance the visitor experience, to present a positive image of the town and to provide opportunities to the town's tourism and retail sector to improve its performance. ▪ Key activities are the presence over a 10 week period of uniformed, trained Hosts to provide an on street welcome to visitors to the town, to reinforce the image of a vibrant, welcoming town, production of a brochure to promote the town & sponsoring businesses and networking with local organisations for maximum effect. ▪ Hawick Welcome Initiative is working closely with Heart of Hawick to promote the new flagship regeneration project. ▪ Heart of Hawick is featured on the <u>front page</u> of the new style brochure together with featuring the Heritage Hub and the cinema etc. ▪ An Awards for All Grant in 2009 made possible growth and diversification, with the introduction of a new style brochure with the relevant tools to do the job. ▪ New since 2012 – Hawick Welcome Campervan - Allocated space in the Common Haugh with line paint. Provides a one night only overnight stay (Free of Charge) for one year to test the viability. Project is supported by the Hawick Hosts. <p>Benefits of the Project:</p> <ul style="list-style-type: none"> ▪ HWI were winners of the Scottish Borders Award – Best Community Project 2007 ▪ HWI helps create the “feel good factor” for residents, businesses and visitors. ▪ It enhances the visitor experience in Hawick through the provision of the Hosts and brochure). In a monitoring voucher 93% of visitors gave an excellent/good rating on their impression of the town, with 7% rating it average. Research over the previous years of the project has shown the value to visitors in the Hosts service, introduced in the belief that it is the personal contact that makes a visit memorable. Local residents and visiting friends and relations also benefit from these activities. ▪ It enhances the environment through the professionalism of the Hawick

	<p>Hosts in signposting and a friendly welcome.</p> <ul style="list-style-type: none"> ▪ It encourages businesses to provide excellence in customer service and reinforce the message of Hawick being a welcoming town. ▪ It provides opportunities for local businesses to attract and maintain the number of visitors shopping locally and thus increase sales levels. . Businesses surveyed have regularly expressed the view that the Hawick Welcome Initiative goes some way to making a positive contribution to the town's economy. ▪ VisitScotland Borders assume a spend figure of £15 per day visitor. Thus the value of business accruing from the visitors met by the Hosts can be calculated as significant. No claim is made that such a spend results from contact with the Hosts. However they make a major contribution in presenting a positive first impression of Hawick. ▪ HWI produces a brochure on Hawick, which, in the absence of any other current visitor print, is the definitive brochure on the town. Printed in Hawick, with a print run of 16,000, it is distributed widely across the town & wider Borders to encourage visitors staying in the area to come to Hawick. ▪ HWI creates 4 seasonal part-time posts and provides "town ambassadors" available as a presence to help at other events. ▪ It enhances local pride and presents a positive image of Hawick, as evidenced by comments from visitors and businesses and by the media coverage generated. The Hawick News" has shown continued support in giving extended coverage to HWI activities, reinforcing the impact of the project to local people. • It encourages local action and decision making in a partnership approach to improve the economy and image of the town, working with a range of local organisations to develop the project. e.g. Heart of Hawick, Hawick Summer Festival, Bright Eyed Daughters, Hawick Farmer's Market and the 2011 Walking Festival, Bill McLaren Foundation and Teviotdale Leisure Centre. ▪ A comparative study of figures over the lifetime of HWI shows increased business support and increased impact – thus contributing to the sustainability of the project which celebrates its 19th year. ▪ HWI thus benefits the community socially, culturally, environmentally and economically.
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<ul style="list-style-type: none"> ▪ £2500.00 ▪ This funding will go towards the Host operation, comprising 4 Hosts together with advertising and promoting a Campervan facility in Common Haugh. ▪ Without the vital HCGF contribution, activities will need to be cut back, or the contingency fund drawn down. The impact on the town will in consequence be lessened.
<p>When will the donation be required:</p>	<ul style="list-style-type: none"> ▪ March /April to allow for the recruitment of Hosts.
<p>If this is a one-off project then please give the following details – Date (s): Estimated total cost: Funds already raised by</p>	<p>n/a</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:

- Business sponsorship is ongoing with Heart of Hawick sponsoring the front page and demand it great for the back page sponsoring. However indications are that many businesses are positive about advertising in the brochure together with local events.
- Without a price tag on the brochure the Hosts project cannot be self sustaining and it has been mooted that a price tag would deter tourists from purchasing the brochure and thus losing out in the information contained therein and the businesses thus losing out on the tourism spend which ultimately would have a negative impact on the economy and welcoming of the town.
- The HWI raised circa £300 through a local coffee morning and £800 from music concert and the small organisation continually works towards fundraising for the project to assist sustainability .
- Two Awards for All applications have been made over the past few years it is unlikely that another awards would be granted and most grant funders will not support Hosts salaries.
- Consequently the support of HCGF is vital if activities are to be sustained in what is the project's 19th season. In previous years HCGF has given £2000 but with the introduction of the Campervan project we are seeking support of £2500.
- In conclusion, without the Initiative, there will be less potential to increase the length of stay of visitors to the town, and local businesses in the town's tourism and retail sector will be affected. The opportunity to contribute to the promotion of the Heart of Hawick will also be missed. Any scaling down of the project will reduce the level of impact and the quality of the service provided.

Declaration

I hereby make application for assistance as set out above and certify that the information I have provided is accurate

Signed:



Position Held:

Chairman

Date:

17.02.2015

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 relevant area office –

Scottish Borders Council Area Offices, Corporate Resources Department, Newtown Street, Duns TD11 3DT. Telephone 01361 882600. (Duns Fund).

Scottish Borders Council Area Offices, Corporate Resources Department, Albert Place, Galashiels TD1 3DL. Telephone 01896 754751. (Galashiels, Lauder and Selkirk Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, High Street, Hawick TD9 9EF. Telephone 01450 375991. (Hawick, Jedburgh and Kelso Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, Rosetta Road, Peebles EH45 8HG. Telephone 01721 720153. (Peebles Fund).

HAWICK WELCOME INITIATIVE
Report of the management committee
and financial statements
For the year ended 31 December 2013
Company Number SC 287256

Supported By:

Hawick Common Good Fund
Scottish Borders Council
And Local Businesses

Hawick Welcome InitiativeReport of Management Committee

The Management Committee have pleasure in submitting the Report and Accounts of the Hawick Welcome Initiative for the year ended 31 December 2013.

References and Administrative Details

Company Number SC287256

Principal Office Collena
4 West Stewart Place
Hawick
Scottish Borders
TD9 8BH

Accountants Tracey Kirkpatrick & Co Accountants
Suite B, 1 North Bridge Street
Hawick
Scottish Borders
TD9 9BD

Bankers Royal Bank of Scotland
31 High Street
Hawick
Scottish Borders
TD9 9BX

The Directors of the Company who served during the period were as follows :-

John A Yallop (Appointed 8 July 2005)

Objectives and Activities

Hawick Welcome Initiative exists to improve the quality of the tourist experience in Hawick and the surrounding area and to improve the overall performance of businesses operating in Hawick's tourism / retail sector.

The organisation was incorporated on 8 July 2005 and on 1 January 2006, it took over the activities of the previously unincorporated body of Hawick Welcome Initiative.

Structure, Governance and Management

Hawick Welcome Initiative is a Company Limited by Guarantee and does not have a Share Capital. It is governed by its Memorandum and Articles of Association. The Company is organised through regular meetings of Management Committee and administered by the Secretary. In the event of the Company being wound up, members are required to contribute an amount not exceeding £1.

Review of Risk

As stated above, the Management Committee exercise control over the Company through regular meetings and with the support of the Secretary and Treasurer. Regular reports on activities and finances enable the Management Committee to mitigate exposure to the major risks.

Hawick Welcome InitiativeReport of Management Committee (Cont)**Achievements, Performance and Financial Review**

The Company's main area of activity is its provision of 'Welcome Hosts' within the town. The 'Hosts' assist tourists on their arrival and inform them of places of interest, etc.

Local businesses pay a membership fee in exchange for an advertisement in the tourism brochure, which is distributed by the 'Hosts' and local shops. This generated income in the period of £6,380.

During the period the Company received Grants totalling £3,786.

Reserves Policy

The reserves are needed to meet the working capital requirements of the Company.

Statement of Responsibilities of the Management Committee Members

The Management Committee are responsible for preparing Accounts for each financial period which give a true and fair view of the state of affairs of the Company and of the Income and Expenditure of the Organisation for that period. In preparing those Accounts, the Management Committee are required to:-

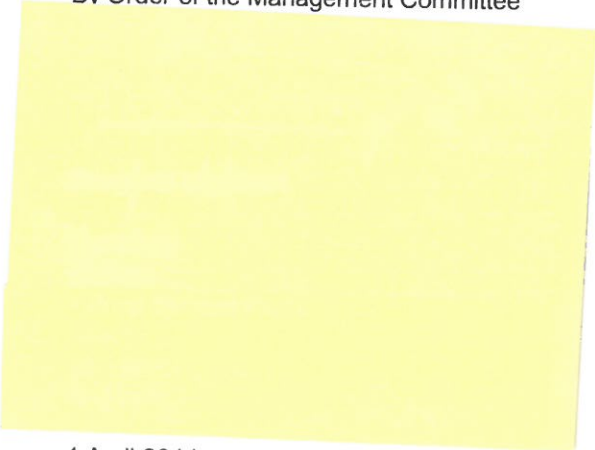
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on a going concern basis unless there are indicators to the contrary.

The management committee are responsible for keeping proper accounting records, for safeguarding the assets of the Company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiners

The Company is exempt from Audit and has appointed Tracey Kirkpatrick & Co Accountants as Independent Examiners.

By Order of the Management Committee



4 April 2014

Independent Examiners Report To

Hawick Welcome Initiative

We have examined, without carrying out an audit, the Accounts for the year ended 31 December 2013 set out on pages 4 to 7.

Respective Responsibilities of Management Committee and Independent Examiners

As described on page 1, the Management Committee Members are responsible for the preparation of the Accounts and they believe that the Organisation is exempt from an audit. It is our responsibility to examine the Accounts and, based on our examination to report our opinion, as set out below, to you.

Basis of Opinion

Our examination consisted of comparing the accounts and the accounting records kept by the Management Committee and making such limited enquiries of the Management Committee Members as we considered necessary for the purpose of this report.

The examination was not an audit conducted in accordance with Auditing Standard. Accordingly we do not express an audit opinion on the accounts. Therefore our examination does not provide any assurance that the accounting records are free from material misstatement.

Opinion

In our opinion, according to the best of our knowledge and belief and in accordance with the information and explanation given to us, the Financial Statements and notes thereon have been properly prepared from the Management Committee's records and have been prepared in accordance with the Companies Act 2006.

.....

Tracey Kirkpatrick & Co Accountants
Suite B, 1 North Bridge Street
Hawick
Scottish Borders
TD9 9BD

4 April 2014

Hawick Welcome InitiativeIncome & Expenditure Account
Period Ended 31 December 2013

	£	2013 £
Income:		
Membership Fees Received		6,380
Other Income		5,844
Grants Received -		
Hawick Common Good Fund	1,500	
Scottish Borders Community Support Grant Scheme	<u>2,286</u>	
		<u>3,786</u>
TOTAL INCOME		16,010
Expenditure:		
Wages	3,705	
Management Fees	-	
Administration Fees	800	
Other Expenses	<u>9,875</u>	
		<u>14,380</u>
NET SURPLUS / (DEFICIT) FOR PERIOD		<u><u>1,629</u></u>

CONTINUING OPERATIONS

The company's activities commenced on 1 January 2006.

TOTAL RECOGNISED GAINS AND LOSSES

The Company has no recognised gains and losses other than the profits / (loss) for the current period or previous periods.

Hawick Welcome InitiativeBalance SheetAs At 31 December 2013

	Notes	2013 £
Fixed Assets:		
Plant & Equipment	2	950
Current Assets:		
Debtors		-
Bank		2,348
		<u>3,298</u>
Creditors: amounts falling due within one year	3	<u>(225)</u>
NET ASSETS		<u><u>3,073</u></u>
Represented By:		
GENERAL RESERVE	4	<u><u>3,073</u></u>

For the year ended 31/12/13 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts the year in question in accordance with section 476. The director's acknowledge their responsibility for: (i) Ensuring the company keeps accounting records which comply to the Companies Act 2006; and (ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its financial year, and of its profit and loss for the financial year in accordance with the Companies Act 2006 and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

The Accounts were approved by the Management Committee on 4 April 2014 and were signed on its behalf by

.....
V

John Yallop - Director

Hawick Welcome InitiativeNotes To The Accounts
Period Ended 31 December 2013**1. Accounting Policies****Basis of Accounting**

The Accounts have been prepared in accordance with the Companies Act 2006, in accordance with the special provisions applicable to companies subject to the small companies' regime.

Turnover

Turnover represents the total invoice value, excluding value added tax, of membership fees charged during the year.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and Machinery - 20% on reducing balance

2. Fixed Assets**Plant and Equipment**

	Plant and equipment £	Total £
Cost		
At 01 January 2013	2,850	2,850
Additions	-	-
At 31 December 2013	<u>2,850</u>	<u>2,850</u>
Depreciation		
At 01 January 2013	1,662	1,662
Additions	238	238
At 31 December 2013	<u>1,899</u>	<u>1,899</u>
Net book value		
At 31 December 2013	<u>£950</u>	<u>£950</u>
At 31 December 2012	<u>£1,188</u>	<u>£1,188</u>

3. Creditors

Accountancy Fee to 31 December 2013	£ 225
Management Fee to 31 December 2013	£ -
Creditors	<u>£ 225</u>

4. General Fund

Surplus as at 31st December 2012	£ 1,444
Surplus for period	£ 1,629
Balance as at 31st December 2013	<u>£ 3,073</u>

Hawick Welcome InitiativeIncome & Expenditure Account
Year Ended 31 December 2013

	HWI 2013	HCW 2013	TOTAL 2013	TOTAL 2012
Income:				
Grant Received - Hawick Common Good Fund	£ 1,500	£ -	£ 1,500	£ 4,000
Grant Received - SBC Community Grant Scheme	-	2,286	2,286	-
Donation - Hawick and Drink Group	-	-	-	-
Donation - Hawick Community Council	-	-	-	-
Donation - Tracey Kirkpatrick & Co Accountants	-	-	-	-
Donation - Hawick Flower Show	691	-	691	-
Membership Fees	6,380	-	6,380	7,178
Printing / Copying	111	-	111	-
Scocha Concert	2,712	-	2,712	3,228
Scocha Concert - Raffle	172	-	172	-
Scocha Concert - Bar	1,217	-	1,217	1,360
Coffee Morning	728	-	728	360
Coffee Morning - Dressed Twin Dolls	137	-	137	-
Coffee Morning - Quiz	76	-	76	-
Bank Interest	-	0	0	0
	<u>£ 13,723</u>	<u>£ 2,286</u>	<u>£ 16,010</u>	<u>£ 16,004</u>
Expenditure:				
Wages - Welcome Hosts	£ 3,705	£ -	£ 3,705	£ 4,505
Management Fees	-	-	-	1,200
Professional Fees - Planning	-	-	-	319
Administration Fees	-	800	800	-
Hawick Welcome Broucher & General Printing	4,730	-	4,730	5,023
Printing / Copying Costs	68	-	68	-
Treasurer's Honorarium	250	-	250	500
Chairman's Honorarium	-	-	-	250
Scocha Concert Expenses	1,978	-	1,978	2,094
Scocha Concert - Bar Expenses	870	-	870	794
Coffee Morning Expenses	98	-	98	-
Postage, Stationery & Advertising	44	350	394	194
Signage and Bunting	-	400	400	50
Insurance	204	256	460	514
Uniforms & Interviews	13	-	13	99
Accountancy	225	-	225	200
Depreciation	238	-	238	297
Bad Debts	-	-	-	173
Miscellaneous	152	-	152	69
	<u>£ 12,574</u>	<u>£ 1,806</u>	<u>£ 14,380</u>	<u>£ 15,934</u>
NET SURPLUS FOR THE YEAR	<u>£ 1,149</u>	<u>£ 480</u>	<u>£ 1,629</u>	<u>£ 70</u>

This page does not form part of the statutory financial statements

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