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JEDBURGH COMMON GOOD SUB-COMMITTEE WEDNESDAY, 3RD JUNE, 2015

A MEETING of the JEDBURGH COMMON GOOD SUB-COMMITTEE will be held in the
ASSEMBLY HALL, JEDBURGH GRAMMAR SCHOOL, HIGH STREET, JEDBURGH TD8 6DQ on
WEDNESDAY, 3RD JUNE, 2015 at 4.30 PM

J. J. WILKINSON,
Clerk to the Council,
27 May 2015

BUSINESS		
1.	Apologies for Absence.	
2.	Order of Business.	
3.	Declaration of Interests.	
4.	Minute. (Pages 1 - 8) Minute of Meeting of 4 February 2015 to be agreed and signed. (Copy attached.)	2 mins
5.	Monitoring Report for 12 months to 31 March 2015. (Pages 9 - 18) Consider report by Chief Financial Officer. (Copy attached.)	15 mins
6.	Applications for Financial Assistance. (Pages 19 - 22) Consider requests for financial assistance received from:-	
	(a) The Jetharts Callant's Festival. (Copy application attached.) (Pages 23 - 26)	15 mins
	(b) The United Roxburghshire and Jedburgh Horticultural Society (Pages 27 - 34)	15 mins
7.	Any Other Items Previously Circulated.	
8.	Any Other Items which the Chairman Decides are Urgent.	

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 J Brown (Chairman), S Scott, R Stewart and Community Councillor H. Wight

Please direct any enquiries to Fiona Henderson, Democratic Services Officer Tel: 01835826502
fhenderson@scotborders.gov.uk

SCOTTISH BORDERS COUNCIL
JEDBURGH COMMON GOOD FUND SUB-COMMITTEE

MINUTE of MEETING of the JEDBURGH
COMMON GOOD FUND SUB-COMMITTEE
held in the Tait Hall, Kelso on 4 February
2015 at 5.30 p.m.

Present:- Councillors J. Brown, S. Scott, R. Stewart, Community Councillor Mr. H. Wight.
In Attendance:- Solicitor (Graham Nelson), Capital and Investment Manager,
Democratic Services Officer (Mrs Fiona Henderson).

Members of the Public:- 0

MINUTE

1. There had been circulated copies of the Minute of the Meeting held on 26 November 2014.

**DECISION
NOTED.**

UPDATES

2. With reference to paragraph 2 of the Minute of 26 November 2014, there were circulated at the meeting copies of the breakdown of the Jedburgh Common Good Fund Revenue Reserve which totalled £157,231.96. The Sub-Committee noted that the £15,012.28 would be adjusted to come from the Capital Reserve rather than the Revenue Reserve.

DECISION

NOTED that the Reserve Fund was made up as follows:-

Revenue advances to Loans Fund	£ 62,149.68
Long Term loan to third party	£ 80,500.00
Sundry creditors	£ - 430.00
Investments (Newton Fund)	<u>£ 15,012.28</u>
	£157,231.96

3. With reference to paragraphs 2 and 3 of the Private Minute of 26 November 2014, there were circulated copies of a breakdown of the £50,000 loan made to Jedburgh Golf Club in 2004/05 by the Sub-Committee. The loan was given to Jed Golf Club to expand the course from a 9 hole course to an 18 hole Golf Course. Heritable Security was granted over the 2 additional fields acquired for the extension of the course in favour of Jedburgh Common Good Fund. In the event of the property being re-sold in the future by the Golf Club, £50K would be repayable to Jed Golf Club Fund interest free. It was explained that a Contingent Asset should not be recognised – but should be disclosed when an inflow of economic benefits was probable (When the realisation of income was virtually certain, then the related asset was not a contingent asset and its recognition was appropriate). Yearly re-payments of £2,500 were being received regularly and the loan would be re-paid by 2023/24.

MONITORING REPORT FOR 9 MONTH TO 31 DECEMBER 2014

4. There had been circulated copies of a report by the Chief Financial Officer which detailed transactions on the Jedburgh Common Good Fund for the 9 months to 31 December 2014 and projected full year revenue income and expenditure for 2014/15 and balance sheet values at 31 March 2015. Appendix I provided detail on income and expenditure for the 2014/15 financial year, the net position for the year was a deficit of £5,081 which would be funded from the Revenue Reserves. The report explained that the projected out-turn included an estimate for the interest receivable on cash deposited with the Council. However, this would not be shown as an actual income until the end of the financial year as the amount was dependent on interest rates and the average cash revenue balance invested with the Council's Loans Fund over the full financial year. The report detailed the Grants and other Donations distributed to 31 December 2014, which left an unallocated budget of £1,300. Appendix 2 provided the balance sheet position at 31 March 2014, the projected movement in year and a projected final balance sheet position for 31 March 2015. All fixed assets of the Common Good Fund were revalued every 5 years as part of the Council's rolling program and the fixed assets shown on the Balance Sheet were due for revaluation from 1 April 2014. The Council's Estates Section were finalising these and the final year end balance sheet would be adjusted to reflect these revaluations. The usable cash held by the fund as part of its Revenue Reserve was projected to be £78,521 an in year projected movement of £16,371 and the projected annual movement was summarised in the report. In response to Members questions it was reported that the Newton Fund was receiving 4% which was favourable compared to other funds. The format of the report had been reviewed in order to make it more understandable and would be brought to the Sub-Committee on a quarterly basis. It was further explained that the cash reserve could be reduced and more dividends purchased from the Newton Fund at any time and funds realised quickly too. The Sub-Committee commended the Capital and Investment Manager on the new format of the report, which was now readable and understandable.
5. The Sub-Committee questioned whether the Provosts Room being part of 3 Exchange Street, Jedburgh which was currently being marketed for sale was owned by the Common Good. Mr Nelson agreed to confirm the position with regard to ownership of the Provosts Room and report back to the next meeting. There was further discussion with regard to other land owned by the Common Good. Mr Wight agreed to provide an old map that he possessed of Common Good Land to the Capital Investment Manager for investigation.

DECISION

(a) AGREED:-

- (i) the projected out-turn in Appendix 1 as the revised budget for 2014/15;**
- (ii) to transfer £50,000 from the usable cash balance within the revenue reserve to the capital reserve invested in the Newton Fund;**
- (iii) that Mr Nelson confirm the position in terms of the ownership of the Provosts Room, 3 Exchange Street, Jedburgh.**
- (iv) that Mr Wight provide a Map showing Common Good Land to the Capital Investment Manager for investigation.**

(b) NOTED:-

- (i) the projected Balance Sheet as detailed in Appendix 2.**
- (ii) the current position of the investment in the Newton Fund as detailed in Appendix 3.**

APPLICATION FOR FINANCIAL ASSISTANCE

6. There had been circulated copies of an Application for Financial Assistance from the Jedforest Instrumental Band, copies of the accounts being circulated at the Meeting. The application was towards the development of a programme consisting of the recruitment and tuition of young players from local primary schools, the purchase of necessary brass and percussion instruments and the renovation of a room within their band hall to form a music library. The total cost of the project was estimated at £20,000, of which a request for £5,000 was made to the Jedburgh Common Good Fund to enable the Band to secure the rest of the funding from Awards for All, SBC Community Fund and the Youth Music Initiative. Following considerable discussion it was agreed to award £5,000 to the Jedforest Instrumental Band to be used to secure funding from other sources. The Sub-Committee further agreed that the Jedforest Instrumental band be asked to provide receipts in respect of the renovations and purchase of instruments in due course as evidence that the grant had been appropriately dispersed..

DECISION

AGREED:-

- (a) to award a grant of £5,000 to the Jedforest Instrumental Band in respect of the funding being used to release other sources of funding from the Awards for All and SBC Community Fund.
- (b) that the Jedforest Instrumental band be asked to provide receipts in respect of the renovations and purchase of instruments in due course as evidence that the grant had been appropriately dispersed.

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 they involved the likely disclosure of exempt information as defined in paragraph of Part 1 of Schedule 7A to the aforementioned Act.

SUMMARY OF PRIVATE BUSINESS

Minute

1. The Private Section of the Minute of 26 November 2014 was approved.

The meeting closed at 6.15 p.m.

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Monitoring Report for 12 Months to 31 March 2015

Report by the Chief Financial Officer

Jedburgh Common Good Sub Committee

3 June 2015

1 PURPOSE AND SUMMARY

- 1.1 This report provides the year end out-turn for the Jedburgh Common Good Fund for the year 2014/15 including balance sheet values at 31 March 2015 and proposed budget for 2015/16.**
- 1.2 Appendix 1 provides the actual income and expenditure for 2014/15. This shows a deficit of £11,248 and projected deficit of £6,615 for 2015/16.
- 1.3 Appendix 2 provides the balance sheet value to 31 March 2015. This shows an increase in Reserves of £94,734, due to the revaluation of properties and the unrealised gain of the Newton Fund investment.
- 1.4 Appendix 3 provides a breakdown of the property portfolio showing the effect of revaluation.
- 1.5 Appendix 4 shows the value of the Newton Fund to 31 March 2015.

2 RECOMMENDATIONS

- 2.1 It is recommended that the Common Good Sub Committee:**
 - (a) Notes actual income and expenditure position for 2014/15 in Appendix 1.**
 - (b) Agrees the proposed budget for 2015/16 as shown in Appendix 1.**
 - (c) Notes the final balance sheet value to 31 March 2015 in Appendix 2.**
 - (d) Notes the summary of the property portfolio in Appendix 3.**
 - (e) 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 31 March 2015 and proposed budgets for 2015/16. The report also contains a projected balance for the Common Good Fund to 31 March 2016.

4 FINANCIAL POSITION 2014/15

- 4.1 Appendix 1 provides detail on income and expenditure for the 2014/15 financial year.

4.2 **Income & Expenditure – Rental Income**

There is no Rental Income due from the Jedburgh Common Good properties.

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

The final out-turn shows a deficit of £2,467 mainly due to the Newton Fund Dividend 2014/15 budget forecast being overstated and out of line with other Common Good funds. See 4.4 re proposed 2015/16 dividends. The final out-turn includes the interest received on cash deposited with the Council. The annual rate of interest applied to the cash deposits is 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 £22,835 were received in total to 31 March 2015. This shows a decrease of £2,165 on the projected annual budget income of £25,000. Proposed 2015/16 dividends are calculated at 2.5% of the Market Value at 31 March 2015.

4.5 **Income & Expenditure – Property Expenditure**

There are no Property Expenses on the Jedburgh Common Good properties.

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

The grants and other donations distributed to 31 March 2015 are shown below. There are currently no other outstanding commitments.

Grant Recipients	Approved	£
Approved and Paid to 31 March 2015		
Jedburgh Border Games – New Cannon	02/04/15	700
Jedburgh Walking Festival – General Support	02/04/15	5,000
Refund from Jedburgh Walking Festival	-	(2,500)
Callants Festival (2014) General Support	04/06/14	4,000
Jed Shed – Start-up Costs	04/06/14	1,500
Jedburgh Rugby Club – Boilers & Heating System	01/10/14	15,000
Jedburgh Community Council – Xmas Lights	26/11/14	5,000
Jedforest Instrumental Band – Dev Programme	04/02/14	5,000
Total Paid to 31 March 2015		33,700
2014/15 Budget		33,700
Variance		0

4.7 **Income & Expenditure – Depreciation Charge**

The final out-turn shows an increase of £1,329 due to 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 and the 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 resulting in an increase of £85,877. Appendix 3 shows the difference in value from 31 March 2014 and 1 April 2014 for the individual properties.

4.10 Balance Sheet – Newton Investment

The final out-turn shows a market value of £955,289, including an unrealised gain of £40,115 through capital appreciation. Appendix 4 shows the performance of the fund since inception.

4.11 Balance Sheet – Cash Balance

The cash held by the fund at 31 March 2015 is £28,639, an in year net reduction of £31,444. The actual cash movement for 2014/15 is as follows:

Cash Balance at 31 March 2015	£	£
Opening Balance at 1 April 2014		60,083
Repayment of Principal (Long Term Debtors)		
Jedburgh Bowling Club Loan	21,000	
Jedburgh Golf Club Loan	1,000	
Jedburgh Community Trust Loan	167	22,167
Transfer to Newton Fund		(50,000)
Deficit for year from Income & Expenditure Statement		(11,248)
Net cash movement in Debtors/Creditors		7,637
Closing Balance at 31 March 2015		28,639

4.12 Balance Sheet – Capital Reserve

The Capital Reserves include the unrealised profits for the Newton Fund as at 31 March 2015.

4.13 Contingent Asset – Jedburgh Golf Club

The final accounts will also include a Contingent Asset of £25,000 for the remaining balance of the secured grant given to Jedburgh Golf Club in January 2005 for the purchase of two additional fields. This position will be reviewed on an annual basis to assess the likelihood of the Golf Club disposing of the fields.

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 82549
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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. We can also give information on other language translations as well as providing additional copies.

Contact us at Corporate Finance, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA.

Tel: 01835 824000
Fax: 01835 825166
Email: treasuryteam@scotborders.gov.uk

JEDBURGH COMMON GOOD FUND

INCOME AND EXPENDITURE 2014/15

	Actuals to 31/03/15 £	Approved 2014/15 Budget £	Over/ (Under) Spend £	Proposed 2015/16 Budget £	Para Ref	Commentary
Property Income						
Rentals Receivable	0	0	0	0	-	-
Non-Property Related Income						
Interest Receivable from Loans to – Jedburgh Bowling Club	(1,399)	(1,684)	285	(1,265)	-	-
Jedburgh Golf Club	(224)	(224)	0	(224)	-	-
Interest on Cash deposited with Council	(223)	(240)	17	(225)	4.3	Calculated at 0.4%
Newton Fund Investment – Dividends Rec'd	(22,835)	(25,000)	2,165	(23,900)	4.4	-
Other Income	0	0	0	0	-	-
Total Income	(24,681)	(27,148)	2,467	(25,614)		
Property Expenditure						
Property Costs – General	0	0	0	0	-	-
Total Property Expenditure	0	0	0	0		
Grants & Other Donations	33,700	33,700	0	30,000	4.6	-
Running Costs						
Central Support Service Charge	3,621	3,621	0	3,621	-	-
SBC Grant towards Service Charge	(1,392)	(1,392)	0	(1,392)	-	-
Net Running Costs	2,229	2,229	0	2,229		
Depreciation						
Depreciation Charge	11,600	10,271	1,329	11,600	4.7	Actual based on revalued
Contribution from Revaluation Reserve	(11,600)	(10,271)	(1,329)	(11,600)	4.7	Valuation
Net impact of Depreciation on Revenue Reserve	0	0	0	0		
Total Net (Surplus)/Deficit for year	11,248	8,781	2,467	6,615		

JEDBURGH COMMON GOOD FUND

BALANCE SHEET VALUE AS AT 31 MARCH 2015

	Opening Balance at 31/03/14 £	Movement £	Closing Balance at 31/03/15 £	Projected Balance at 31/03/16 £
Fixed Assets				
Land & Buildings ¹	414,123	74,277	488,400	476,800
Feu Duties	0	0	0	0
Total Fixed Assets	414,123	74,277	488,400	476,800
Capital in Newton Investment Fund				
Investment in Newton Fund	865,174	50,000	915,174	915,174
Unrealised Gains/(Loss)	8,410	31,705	40,115	40,115
Market Value²	873,584	81,705	955,289	955,289
Long Term Debtors				
Loan to Jedburgh Bowling Club	70,000	(21,000)	49,000	43,410
Loan to Jedburgh Golf Club	5,500	(1,000)	4,500	3,500
Loan to Jedburgh Comm Trust	5,000	(167)	4,833	3,833
	80,500	(22,167)	58,333	50,743
Current Assets				
Debtors	2,067	(2,067)	0	0
Cash deposited with SBC	60,083	(31,444)	28,639	22,024
	62,150	(33,511)	28,639	29,614
Current Liabilities				
Creditors	(430)	(5,570)	(6,000)	(6,000)
Receipts in Advance	0	0	0	0
	(430)	(5,570)	(6,000)	(6,000)
Net Assets	1,429,927	94,734	1,524,661	1,506,446
Funded by:				
Reserves				
Revenue Reserve ³	(142,220)	61,248	(80,972)	(74,357)
Capital Reserve ³	(876,257)	(81,705)	(957,962)	(957,962)
Revaluation Reserve	(411,450)	(74,277)	(485,727)	(474,127)
Total Reserves	(1,429,927)	(94,734)	(1,524,661)	1,506,446

¹ Book Value of Land & Buildings as at 31 March 2014 broken down on Appendix 3

² The Dividend Income on the Newton Fund is reflected in the Income and Expenditure Statement on Appendix 1

³ Opening Capital and Revenue Reserve Balances have been aligned to net asset values

JEDBURGH COMMON GOOD FUND

PROPERTY PORTFOLIO PERFORMANCE FOR 2014/15
(Actual Income and Expenditure to 31 March 2015)

Fixed Assets	Book Value at 31/03/14 Pre- revaluation £	Book Value at 01/04/14 Post- revaluation £	Diff in Value Incr/ (Decr) £	Actual Rental Income 2014/15 £	Actual Property Expenditure 2014/15				
					Repairs £	Rates, Water & Power £	Ins £	Other £	Total £
Jedburgh Castle Jail	1,575	-	(1,575)	-	-	-	-	-	-
Mary Queen Scots House	396,968	500,000	103,032	-	-	-	-	-	-
Provosts Room	15,580	-	(15,580)	-	-	-	-	-	-
Murray's Green Park	-	-	-	-	-	-	-	-	-
Dounehill	-	-	-	-	-	-	-	-	-
Ramparts	-	-	-	-	-	-	-	-	-
Market Cross	-	-	-	-	-	-	-	-	-
Property Expenditure (General)	-	-	-	-	-	-	-	-	-
Total	414,123	500,000	85,877	0	0	0	0	0	0

JEDBURGH COMMON GOOD FUND

INVESTMENTS EXTERNALLY MANAGED IN NEWTON REAL RETURN FUND

Cost of Investment	£
13 December 2013	43,708
17 January 2014	280,185
24 January 2014	276,008
3 February 2014	265,273
5 March 2015	50,000
Total Invested to 31 March 2015	915,174

Value of Investment	£
31 March 2014	873,584
30 June 2014	883,986
30 September 2014	869,505
31 December 2014	875,737
31 March 2015	955,289
Increase/(Decrease) from Total Cash Invested	40,115

Dividends totalling £22,835 have been received during 2014/15 and have been used to fund in year expenditure for 2014/15.

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

<u>Applicant Details</u> Name and Address of Applicant/Organisation: Telephone No:	Jethart Callant's Festival 9 Elliot Road Jedburgh TD8 6HN 01835 863823 or 07818 654205
Address to which payment should be made:	As above
<u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:	3 weeks of horse rideouts, public entertainment for all ages – dances, disco, family day, swimming gala, bike run, sports, ball, ceremonial events. The Festival brings the townspeople together and generates considerable income for the town trades, as well as attracting visitors to the town.
<u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:	£5000 – budget attached
When will the donation be required:	June, 2015
If this is a one-off project then please give the following details – Date (s): Estimated total cost: Funds already raised by applicant's own efforts: Funds raised or expected to be raised from other sources (please state sources):	

<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 costs of running this event rise each year with supplier increases, VAT increases, etc. The Committee put together a robust fundraising plan as detailed in the budget and continues to apply a "best value" policy for contracting services required.</p>
<p><u>Declaration</u> I hereby make application for assistance as set out above and certify that the information I have provided is accurate</p> <p>Signed:</p> <p>Position Held: Hon. SECRETARY</p> <p>Date: 21/3/2015</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 relevant area office –</p> <p>Scottish Borders Council Area Offices, Corporate Resources Department, Newtown Street, Duns TD11 3DT. Telephone 01361 882600. (Duns Fund).</p> <p>Scottish Borders Council Area Offices, Corporate Resources Department, Albert Place, Galashiels TD1 3DL. Telephone 01896 754751. (Galashiels, Lauder and Selkirk Funds).</p> <p>Scottish Borders Council Area Offices, Corporate Resources Department, High Street, Hawick TD9 9EF. Telephone 01450 375991. (Hawick, Jedburgh and Kelso Funds).</p> <p>Scottish Borders Council Area Offices, Corporate Resources Department, Rosetta Road, Peebles EH45 8HG. Telephone 01721 720153. (Peebles Fund).</p>	

* Insert name of Fund.

Jethart Callant's Festival

Budget 2015

	Income		Expenditure	
Grants				
	SBC	5000	Venue Hire -non chargeable events	800
	Common Good	5000	Hire of horses	6300
Fundraising	Patrons	2600	Uniforms	650
	Raffles	400	Donations to town bands etc	1350
	Coffee morning	350	First Aid cover	400
	Magazine profit	2100	Safety barriers	1000
	Income from bars	1500	Insurances	3200
			Admin expenses - postage, copying etc	300
			Awards,bunting etc	2000
			Hire of buses/transport	600
			Printing & advertising	600
			Refreshments/guests	1600
			Security	850
			Ride costs - improvements etc	600
			Contingency	500
		16950		20750

JETHART CALLANT'S FESTIVAL

ABSTRACT OF ACCOUNTS 2014

<u>Income</u>	<u>2014</u>	<u>2013</u>	<u>Expenditure</u>	<u>2014</u>	<u>2013</u>
Scottish Borders Council – Grant	£ 6500.00	£ 6500.00	Scottish Borders Council	£ 943.25	£ 683.75
Scottish Borders Council – Common Good	4000.00	4000.00	Allowances to Principals	384.91	1097.67
Raffle & Donation - OAP Concert	134.99	123.35	Horses	5808.00	6139.00
Donations & Sponsors (inc. Patrons)	4782.23	4908.30	Magazine	3250.00	2995.00
Magazine Adverts	1447.50	1670.00	Dances and Discos	650.00	401.60
Magazine Sales	3340.00	3865.00	Secretary's Expenses	-----	-----
Dances & Discos	425.00	365.00	Donations	1400.00	1705.00
Dolphinston Car Park	313.60	241.00	Trophies & Rosettes	2018.73	1847.98
Redeswire Badges	170.00	100.00	Redeswire Dinner - catering	1339.80	1321.65
Ball	14976.81	14535.00	Festival Lunch – catering	3904.75	3480.00
Sale of Merchandise	360.00	345.00	Ball	14818.80	14603.20
Redeswire Dinner	1432.50	1390.55	Refreshments	1013.64	991.50
Coffee Morning	-----	291.82	Transport	310.00	440.00
Festival Lunch	5325.00	3366.00	Insurance	3033.03	2913.38
Miscellaneous – Jed's Got Talent etc.	434.80	479.37	Printing & Advertising	202.12	199.37
Scottish Widows Bank - interest	80.17	217.70	General & Sundries	2848.42	2481.64
			Sashes	-----	1929.00
			Profit for Year	1797.15	417.35
	<hr/>			<hr/>	
	£ 43,722.60			£ 43,722.60	
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Jedburgh: 3rd December 2014

Examined and found to be correct in accordance with the books and vouchers presented

Examiner

Treasurer



**JEDBURGH 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>Ann Laidlaw - Secretary/Treasurer United Roxburghshire and Jedburgh Horticultural Society West Leas Bonchester Bridge HAWICK TD9 8TD</p> <p>01835 862524</p>
<p>Address to which payment should be made:</p>	<p>Bankend South Jedburgh TD8 6ED</p>
<p><u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:</p>	<p>The Society was founded nearly 200 years ago (four days after the Battle of Waterloo in 1815). The Society is held to be the oldest regional horticultural society in Scotland. It aims to promote horticultural excellence and encourages the growing of fine examples of fruit, vegetables and flowers through friendly competition. The Society nurtures the gardeners of the future by donating small potted plants to Primary School pupils every year - they are grown on by the children and entered in the Show. We raise funds and organise the annual Jedburgh Flower Show over a weekend in September. This Show incorporates flowers, vegetables and handicrafts and involves the whole community, encouraging people of all ages to take part.</p>

W

<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>£2142.00 (match funding for larger project)</p> <p>This project will support the Bi-centenary celebration of the Jedburgh Horticultural Society, due to take place in September 2015 to coincide with the annual Show. All the local schools are getting involved in designing posters, with a competition run through The Jed Eye (the local community magazine), who are also running a series of articles throughout the year. We have already given out over 500 starter plants at our cost for the pupils to grow on and enter in the Show and have given talks to schools to encourage them to take part. Information packs for children and teachers, to stimulate greater interest and further involvement in our heritage have been distributed. We would also like to create a stunning floral display throughout the town in this commemorative year by with 40 new hanging baskets, and planting a commemorative oak tree in Jedburgh, with tree guards and a bronze plaque. We are also looking for support to fund the Flower Show in this special year (hire of Town Hall and printing of Show schedule, school info packs etc.</p> <p>Other parts of the celebration which are being funded by others: The Society has been working with Scottish Borders Council to create a display at the Castle Jail Museum in Jedburgh, telling the story of the Society over 200 years, and a large floral display at the entrance to the Royal Burgh, depicting the town crest. We will provide bi-centenary commemorative medals from our own funds.</p>
<p>When will the donation be required:</p>	<p>Mid July 2015</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>Jedburgh Horticultural Society Annual Show 2015 Bi-centenary event</p> <p>5th September 2015</p> <p>£9142.00</p> <p>£1730.00</p> <p>£5000.00 application submitted to SBC Community Grants Scheme</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 the cost of the commemorative medals (18.9% of total), the Society is contributing a total of c.100 days of volunteer time by the various committee members who will work on the show preparations and event itself.</p> <p>500 plants and information packs for schools have been produced/ supplied by the Society at our cost.</p> <p>The oak tree and tree guard is being donated by a local company (the cost given above relates to the bronze plaque and fixings).</p> <p>This project has universal support from the community. We held a public meeting advertised in the Jed Eye to discuss how we could celebrate the bi-centenary with as much involvement of the local community as well as our members. This was very well attended and helped up to draw up the various elements of the project as a result. The project will encourage more people to participate in horticultural activities and to appreciate/look after the local environment. We hope it will attract even more members to the Society, which is getting stronger with every year. The hanging baskets will enhance the appearance of the town throughout the summer months, encouraging visitors to stay longer and stimulating pride in the community as we celebrate 200 years of our heritage. Planting an oak tree will mark the momentous achievement of our bi-centenary for at least another 200 years!</p> <p>It has been fully endorsed by the Jedburgh Community Council, the local elected members, all the local schools, uniformed organisations etc.</p>
<p><u>Declaration</u> I hereby make application for assistance as set out above and certify that the information I have provided is accurate</p> <p>Signed:</p> <p>Position Held: Secretary/Treasurer</p> <p>Date: 15/5/15</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 Democratic Services Team Leader, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 825005</p>	

* Insert name of Fund.

Sortcode 83-2314 Account No 00183951 Page 119
Statement of JEDBURGH HORTICULTURAL SOCIETY
Account for



Jedburgh Branch
38 High Street
Jedburgh
TD8 6DQ

MRS ANN LAIDLAW
BANKEND SOUTH
JEDBURGH
ROXBURGHSHIRE
TD8 6ED

31500
832314
01762
01



BIC RBOS GB 2L
IBAN GB42 RBOS8323 1400 1839 51

IAC -Automated
Pay In
BGC -Bank Giro
Pay In
BSP -Branch
Single
Payment
CDM -Cash &
Deposit
Machine
CHGCharges
C/L -Cashline
D/D -Direct Debit
DIV -Dividend
DR -Account
Overdrawn
FPR -Payment
Reclaimed
IBP -Inter-Branch
Payment
IFT -Int Free
Threshold
INT -Interest
INTL -International
NDC -No Dividend
Counterfeit
ODL -Overdraft
Limit
ODR -Overdraft
Rate
POC -Post Office
Counter
POS -Debit Card
Transaction

00061641
S/O -Standing
Order
F -Funds
Transfer
TSU -Direct
or
Banking
DPC -Transaction
Tel, or PC
Full details
available on
request.

CARD USERS
If your card is
lost or stolen
please contact
your branch
as soon as
reasonably
practicable
or telephone:
08705 13 35 50

Particulars
BALANCE FORWARD
000133

Withdrawn
114.00
Paid In
114.00

2014
12NOV
11DEC
Balance
7191.66
7077.66

Total Withdrawn
114.00

Total Paid In

2015
13JAN

Balance
7077.66

Lists

The United Roxburghshire and Jedburgh Horticultural Society

I have examined the Accounts of the above Society for the year ended 30th November 2014, indicating a surplus for the period of £1,020.34 and a closing cash balance of £7,062.66 and find these to be correctly stated in accordance with the Records, Vouchers and Bank Statements submitted to me.

It should be noted, however, that no supporting documentation in respect of the society's Income Prize Money was presented for audit.

J. Henderson
Hon. Auditor
2nd February 2014

JEDBURGH HORTICULTURAL SOCIETY
ACCOUNTS
TWELVE MONTHS TO 30th November, 2014

Twelve Months to
3rd December 2014

Twelve Months to
3rd December 2013

Income

From Cash in Hand

	<u>£1,101.00</u>	
Coffee Morning	£827.00 ✓	
Show Raffle	£250.00 ✓	£610.00
Sponsorship	£1,915.00 ✓	£243.00
Misc. (Schedule Advertising)	£100.00 ✓	£1,635.00
Show Teas	£60.00 ✓	£100.00
Door & Donations	£716.00 ✓	£93.00
Membership & Entries	£460.00 ✓	£782.00
Prize Money Not Required	£0.00 ✓	
Mis. Plant Slaes	<u>£350.00</u>	£125.00

Expenditure

	<u>£5,779.00</u>	<u>£0.00</u>
		<u>£3,588.00</u>
Insurance	£168.00 ✓	
General Insurance (Trophies, staging, etc.) inc.	inc. ✓	£168.00
Advertising	£235.31 ✓	inc
Show Schedules	£0.00 ✓	£64.00
Sundries	£262.30 ✓	£0.00
Show Prize Money	£2,018.00 ✓	£38.40
Royal British Legion (Coffee Morning)	£35.00 ✓	£2,030.00
Royal British Legion (Deposit for 2014 CM)	£25.00 ✓	£60.00
Catering	£571.50 ✓	£25.00
Scottish Borders Council Hall Rent	£155.25 ✓	£553.86
Judges Expenses	£75.00 ✓	£258.45
Cups and Engraving	<u>£112.30</u> ✓	£120.00
	<u>£3,657.66</u>	<u>£242.76</u>
		<u>£3,560.47</u>

Net Profit For The Period

£1,020.34 £2,121.34

£27.53

Bank Reconciliation:

Balance b/f	From Royal Bank of Scotland Bank A/c	£4,941.32 ✓	£6,014.79
	Income	<u>£5,779.00</u>	<u>£3,588.00</u>
		£10,720.32	£9,602.79
	Expenditure	<u>£3,657.66</u>	<u>£3,560.47</u>
		<u>£7,062.66</u>	<u>£6,042.32</u>

Funds:

	Cash in Hand	£0.00	
	Royal Bank of Scotland	<u>£7,191.66</u> ✓	£1,101.00
		£7,191.66	<u>£4,941.32</u>
Less -	Unpresented Cheques (£14.00 & £15.00)	<u>£129.00</u> ✓	<u>£6,042.32</u>
		<u>£7,062.66</u>	

CONSTITUTION OF THE UNITED ROXBURGHSHIRE AND JEDBURGH HORTICULTURAL SOCIETY

- 1 The Society will be called "**The United Roxburghshire and Jedburgh Horticultural Society**"
- 2 The objects of the Society shall be to promote and encourage Horticulture by holding Exhibitions annually and by such other means as the management may decide.
- 3 The Society shall have power to hire ground or buildings, purchase or hire tents, plant or material, enter into contracts they may consider necessary, and have power to sell, let or hire any of the subjects belonging to the Society.
- 4 The Society shall have power to hold Fetes, Industrial Competitions, promote sports, and arrange such other attractions as may be considered advisable and pay the expenses thereof, and prizes therefore out of the funds of the Society.
- 5 The prize money offered in the Schedule of any Exhibition promoted by the Society will be paid in full only if the funds of the Society, after providing for its whole other liabilities, are, in the opinion of the Committee, sufficient for the purpose. In the event of the funds of the Society not being sufficient to pay the prizes in full, the funds will be divided rateably among the prize winners, and the same being paid, the prize-winners shall have no further claim on the Society or its Office Bearers. The Committee shall be the sole judges of whether the Society is able to pay in full or not, and their judgement shall be final.
- 6 The whole affairs of the Society shall be managed and its funds administered by a committee composed of the acting Office Bearers who shall be the President, Vice-President, Secretary, Treasurer and Committee Members, the whole to be elected at the Annual General Meeting of the Society. The Committee shall have the power to appoint sub-committees and change of such part of the management of the Society as it may deem advisable.
- 7 A bank account in the name of the society shall be kept. The signatures of two persons out of three appointed from the Committee shall be required for its operation; signatories shall not be related
- 8 A Statement of Accounts shall be made up to 30th November in each year and shall be independently examined in accordance with any current legislation
- 9 At all meetings the President will have a deliberate and, if necessary, a casting vote; voting may be by ballot and there shall be no cumulative voting, seven members to form a quorum.
- 10 Membership of the Society is open to all members of the public interested in the objectives of the Society on payment of the subscription fee. Members shall be entitled to all rights of membership, and shall be entitled to compete in their appropriate sections, subject to the rules and bye-laws of the Society. Minimum subscription £5.
- 11 No person being a competitor, unless the President, Secretary and their assistants, can be admitted to the Show when judging of Exhibits is in progress.
- 12 The Society's funds (income and assets) shall be used solely for the purposes of its activities. The assets and property of the Society, in the event of the Society ceasing to exist or being dissolved by consent of its members, then its assets shall be realised and all liabilities of the Society shall be discharge, and any balance (funds or assets) shall be disbursed, so long as it is not to individual members, to a similar or other local society or charitable organisation in the area agreed by its members.
- 13 No alterations shall be made to these Rules and Constitution except at the Annual General Meeting of the Society and only on a vote of two-thirds of the members present and voting.

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