



**HAWICK COMMON GOOD FUND  
SUB-COMMITTEE  
WEDNESDAY, 16TH SEPTEMBER, 2015**

A SPECIAL MEETING of the HAWICK COMMON GOOD FUND SUB-COMMITTEE will be held in the **COUNCIL CHAMBER, TOWN HALL, HAWICK** on WEDNESDAY, 16 SEPTEMBER 2015 at 2.00 pm

J. J. WILKINSON,  
Clerk to the Council,

9 September 2015

<b>BUSINESS</b>		
1.	<b>Apologies for Absence</b>	
2.	<b>Order of Business</b>	
3.	<b>Declaration of Interest</b>	
4.	<b>Minute</b> (Pages 1 - 4)  Consider Minute of meeting held on 18 August 2015. (Copy attached),	2 mins
5.	<b>Any Other Items Previously Circulated</b>	
6.	<b>Any Other Items which the Chairman Decides are Urgent</b>	
7.	<b>Items Likely to be taking in private</b>  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 items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 9 of Part 1 of Schedule 7A to the aforementioned Act."	
8.	<b>Private Minute</b> (Pages 5 - 6)  Consider the private section of the Minute of the Meeting held on 18 August 2015. (Copy attached).	2 mins
9.	<b>Lease of Willestruther Cottage</b> (Pages 7 - 36)  Consider briefing note by the Property Officer. (Copy attached). Documents presented to the Meeting on the 18 August 2015 attached for information.	30 mins

	NB Interview will commence at 2 pm.	
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## 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.**

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**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

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**SCOTTISH BORDERS COUNCIL**  
**HAWICK COMMON GOOD FUND SUB-COMMITTEE**

MINUTES of Meeting of the HAWICK  
COMMON GOOD FUND SUB-COMMITTEE  
held in Lesser Hall, Town Hall, Hawick on  
Tuesday, 18th August, 2015 at 4.00 pm

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Present:- Councillors G. Turnbull (Chairman), A. Cranston, S. Marshall, W. McAteer,  
D. Paterson and R. Smith, Mrs A Knight and Mr J Little.  
In Attendance:- Corporate Finance Manager (L Mirley), Managing Solicitor (R Kirk) Estates  
Officer (J Morison), Property Officer (F Scott), Democratic Services Officer (J  
Turnbull).

1. **DECLARATION OF INTEREST**

Mrs Knight asked for guidance in respect of Item No 5(ii) on the agenda, as she was a member of Burnfoot Community Council. The Committee agreed that she was not required to declare an interest.

**DECISION  
NOTED.**

2. **MINUTE.**

There had been circulated copies of the Minute of the Meeting held on 26 May 2015.

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

3. **MATTERS ARISING FROM THE MINUTE**

With regard to paragraph 4 of the Minute of 26 May, Mr Morison would discuss with Mr Richardson progress with the directional signage and report back to the next meeting. With regard to paragraph 6(c) of the Minute of 26 May, Mr Morison would report back to the next meeting on the Woodlot.

**DECISION  
NOTED.**

4. **FINANCIAL ASSISTANCE**

(i) Mr D Robertson

There had been circulated copies of an application from Mr Derek Robertson requesting financial assistance of £600.00 towards research purposes for the publication of a new history of Hawick and District during World War I. In particular, the funding would be used to search pay-per-view online records via Scotland's People. Hawick Archaeological Society, with the possible assistance of the Heritage Lottery Fund, had committed to funding the publication costs. The publication date would be November 2018.

**DECISION  
AGREED to award a grant of £600.00 to Mr Derek Robertson for research purposes towards the publication of a new history of Hawick and District during World War I.**

(ii) Burnfoot Community Council

There had been circulated copies of an application from Mr Batten on behalf of Burnfoot Community Council, requesting £6,000.00 financial assistance towards the Remembrance Garden in the Wilton Cemetery. The Grants Co-ordinator was in discussion with Mr Batten regarding the possibility of funding from the Community Grants Scheme towards the project. It was agreed that up to £6,000.00 from the Common Good Fund be granted towards the project; £2,000.00 of which to be payable immediately. If required, when the amount of community grant was known, the Chairman and Chief Financial Officer under delegated powers, to agree to make up any shortfall of funding, to a maximum of £4,000.00; making a total grant payment of £6,000.00.

**DECISION  
AGREED**

- (a) To award a grant of £2,000.00 to Mr J Batten on behalf of Burnfoot Community Council towards the Wilton Cemetery Remembrance Garden; and**
- (b) If required, the Chairman and Chief Financial Officer under delegated powers, to make a further grant payment, of up to £4,000.00 to meet any shortfall from the Community Grant Scheme. The combined Community Grant and Common Good Fund grant to be £6,000.00.**

**5. MONITORING REPORT FOR 3 MONTHS TO 30 JUNE 2015**

There had been circulated a report by the Chief Financial Officer providing details of the income and expenditure for the Hawick Common Good Fund for the three months to 30 June 2015 and full year projected out-turn for 2015/16 and projected balance sheet values at 31 March 2016. Appendix 1 to the report showed a projected deficit of £40,660 for the year. Appendix 2 to the report, showed a projected decrease in reserves of £83,454 to 31 March 2016. Appendix 3 to the report provided a breakdown of the property portfolio and showed actual Income and Expenditure to 30 June 2015. Appendix 4, to the report, showed the value of the Newton Fund to 30 June 2015. Ms Mirley highlighted the performance reduction of 2.76% from the Newton Fund, this was a result of the downturn across financial markets worldwide caused by the Greek debt crisis, possible interest rate rises in the US and the downturn in the growth rate of the Chinese economy. The Newton Fund had still grown in value and would be presenting annually to Council on their performance since the Fund's inception. There followed a discussion on the benefits of a five year plan which would show expenditure for investments, grant funding and projected spends on asset management. It was agreed that Ms Mirley and Mr Morison would bring to the next meeting, proposals for a five year plan, for consideration. Ms Mirley advised that she would also circulate to Members information on grants paid over the last five years, for information. Consideration would also be given for a procedure to administer grant assistance to organisations that requested annual funding.

**DECISION**

**(a) AGREED**

- (i) Projected Income and Expenditure for 2015/16 as shown in Appendix 1, to the report; and**
- (ii) The Corporate Finance Manager and Estates Officer to report on proposals for a five year plan for Hawick Common Good Fund.**

**(b) NOTED:**

- (i) The actual projected Balance Sheet value to 31 March 2016, as shown 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 Newton Fund in Appendix 4 of the report.**

6. **PROPERTY UPDATE**

(a) Market Site Lease

With reference to the Minute of the 13 May 2015, Mr Morison advised that the draft Lease had been sent to Geraud UK Ltd with a provisional date for entry of 22 August 2015. The Committee thanked Mr Little for collecting the stall rentals from the market traders in the interim period. Mr Little's assistance was much appreciated by the Sub-Committee.

(b) Common Haugh

With reference to paragraph 3 of the Private Minute of 26 May 2015, Mr Morison reported that a request had been received from Mr Stuart for permission for a Fun Fair to be held on the Common Haugh at the end of March, beginning of April 2016. There would be a similar number of rides and square footage as last year. The Sub-Committee requested that a formal application be submitted for consideration at the November meeting of the Sub-Committee.

**MEMBER**

Councillor Paterson joined the meeting during consideration of the above report.

(c) Moor Race Course

The Chairman advised that a request had been received from Mr McLeod for permission for a shower provision at the toilet block at Hawick Moor. It was agreed that the Property Officer, Mr Scott, liaise with Mr McLeod and arrange for shower provision.

(d) Silage Pit at Pilmuir Farm

With reference to paragraph 6(e) of the Minute of 26 May 2015, the Property Officer, advised that following trial holes, a new site had been identified for the silage pit. SEPA has approved the outline planning application for the new location. The Property Officer explained that until the structural design had been agreed the works could not be released for tender. It was agreed to delegate to the Chairman and Chief Financial Officer the awarding of the tender, if within the budget. If the tender exceeded the budget then a special meeting to be arranged.

(e) Willestruther Loch

Mr Scott advised that the ten year inspection of the loch had been carried out by an independent structural engineer at a cost of £3,050.00 which included the annual yearly inspection. The report was still awaited but there was nothing untoward. Mr Scott continued that from 2016 Scottish Borders Council (SBC) would not be the reporting authority and SEPA would be taking over responsibility for the Loch; Members requested further information be circulated regarding.

(f) Pilmuir Cottage

With reference to paragraph 2(b) of the Private Minute of 26 May 2015, property inspections of Pilmuir Cottage and St Leonards Farmhouse had been carried out that day. In respect of Pilmuir Cottage it was agreed to the replacement of two doors with PVC doors. The cause of the chimney leak was also to be investigated. At St Leonard's Farmhouse, Mr Scott was asked to arrange for tree maintenance to one tree at the front of the property and two at the rear. The beech tree at Woodend Cottage needed to be removed.

**DECISION**

**AGREED**

(a) **To thank Mr Little for his assistance in collecting the rent from the market stallholders;**

(b) **To request a formal application by Mr Stuart for consideration at the November meeting of the Sub-Committee for a Fun Fair;**

- (c) That the Estates Officer in discussion with Mr McLeod arrange for completion of shower provision at the toilet block at Hawick Moor;
- (d) To delegate permission to the Chairman and Chief Financial Officer for awarding the tender of the silage pit works at Pilmuir Farm;
- (e) To request that the Property Officer arrange for the necessary tree surgery works at St Leonard's Farm; and
- (f) To request that the Property Officer arrange for the replacement doors at Pilmuir Cottage.

7. **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 the Minute on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 6 of Part 1 of Schedule 7A of the Act.

**SUMMARY OF PRIVATE BUSINESS**

8. **MINUTE**

Members approved the private section of the Minute of 26 May 2015.

9. **LEASE OF WILLIESTRUTHER COTTAGE**

The Sub-Committee considered a private report by Service Director Commercial Services.

10. **PROPERTY INSPECTIONS**

The Sub-Committee considered a private verbal report.

11. **DATE AND VENUE OF NEXT MEETING**  
**DECISION**

**AGREED** that the next meeting be held on Tuesday, 17 November 2015 at 4.00 pm in the Lesser Hall, Town Hall, Hawick.

*The meeting concluded at 5.25 pm.*

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