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PEEBLES COMMON GOOD FUND SUB-COMMITTEE WEDNESDAY, 2 DECEMBER, 2015

A MEETING of the PEEBLES COMMON GOOD FUND SUB-COMMITTEE will be held in the COUNCIL CHAMBER, COUNCIL OFFICERS, ROSETTA ROAD, PEEBLES on WEDNESDAY, 2 DECEMBER, 2015 at 5.30 PM

J. J. WILKINSON,
Clerk to the Council,

25 November 2015

BUSINESS		
1.	Apologies for Absence.	
2.	Order of Business.	
3.	Declarations of Interest	
4.	Minute (Pages 1 - 2) Minute of Meeting of 27 August 2015 for noting. (Copy attached.)	2 mins
5.	Monitoring Report for 3 Months to 30 September 2015 (Pages 3 - 14) Consider report by the Chief Financial Officer providing the details of the income and expenditure for the Peebles Common Good Fund for the 6 months to 30 September 2015 and full year projected out-turn for 2015/16 and projected balance sheet values to 31 March 2016. (Copy attached.)	10 mins
6.	Application for Financial Assistance (Pages 15 - 26) Consider application for financial assistance from the Royal Burgh of Peebles and District Community Council. (Copy attached.)	10 mins
7.	Management of Venlaw Community Woodland, Peebles (Pages 27 - 32) Consider report by Service Director Commercial Services on the management agreement with Borders Forest Trust for the Venlaw Community Woodland. (Copy attached.)	5 mins
8.	Any Other Items Previously Circulated.	
9.	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 W. Archibald (Chairman), S. Bell, C. Bhatia, K. Cockburn, G. H. T. Garvie, G. Logan. Community Councillor L. Hayworth.

Please direct any enquiries to Kathleen Mason Tel: 01835 826772 Email: kmason@scotborders.gov.uk

SCOTTISH BORDERS COUNCIL
PEEBLES COMMON GOOD FUND SUB-COMMITTEE

MINUTE of MEETING of the PEEBLES
COMMON GOOD FUND SUB-COMMITTEE
held in the Council Chamber, Council
Headquarters, Newtown St Boswells on 27
August 2015 at 2.00 p.m.

Present:- Councillors W. Archibald (Chairman), S. Bell, C. Bhatia, K. Cockburn,
G. Garvie, G. Logan.
Community Councillor L Hayworth.

In Attendance:- Solicitor (G. Nelson), Chief Financial Officer (J. Yallop), Democratic
Services Officer (K. Mason).

Members of the Public:- 0.

MINUTE

1. The Minute of Meeting of Peebles Common Good Fund Sub-Committee of 25 June 2015 had been circulated.

**DECISION
NOTED.**

2. With reference to paragraph 3(b) in relation to the application for financial assistance from Tweeddale Rovers AFC, Community Councillor Hayworth asked for an update on clarification of the ownership of the pavilion. The Democratic Services Officer advised she would seek an update from the Estates Manager and report back to a future meeting.

DECISION

AGREED that the Democratic Services Officer would liaise with the Estates Manager and provide an update on clarification of the ownership of the pavilion at a future meeting.

INCOME AND EXPENDITURE – GRANTS AND OTHER DONATIONS

3. In response to a query raised, the Senior Finance Officer advised he would check the position in respect of the contribution of £2,500 from Scottish Gas Network towards the landscaping of the garden area of the new sheltered housing complex at Dovecot, Peebles. He further advised that the accounts for the Peebles Common Good Fund detailed there was a balance of £1,075 remaining of the £30,000 budget allocation for funding applications for financial assistance.

DECISION

AGREED that the Senior Finance Officer would check the position in respect of the contribution of £2,500 from Scottish Gas Network towards the landscaping of the garden area of the new sheltered housing complex at Dovecot, Peebles.

APPLICATIONS FOR FINANCIAL ASSISTANCE

4. (a) Peebles Arts Festival
There had been circulated copies of an application for financial assistance from Peebles Arts Festival in the sum of £2,500 towards the work of a contractor towards increasing the Arts Festival's on-line and social media promotion of the Festival. The Democratic Services Officer advised that the Treasurer of Peebles Arts Festival had amended the application and the sum requested was now £1,000.

In discussing the application and noting there were high levels of reserves detailed in the Peebles Arts Festival's accounts; Members agreed that the application for financial assistance be refused.

DECISION

AGREED that the application from Peebles Arts Festival for financial assistance be refused.

- (b) Peebles Hendaye Twinning Association
There had been circulated copies of an application for financial assistance in the sum of £2,360 from Peebles Hendaye Twinning Association towards supporting administration relating to functions/hospitality to facilitate the visit of Mutxiko (a Basque dance group) which comprised of 32 members. Members discussed the application and agreed that it was reasonable to provide some support to the Twinning Association. Councillor Bell recommended that the Twinning Association be granted the sum of £1,580 towards parts of their request which the association could not cover for themselves, noting that the Association could charge an entry fee for the Ceilidh, and this was approved by Members. Members also asked that the Democratic Services Officer liaise with officer bearers of the Twinning Association for arrangements to be held for an informal discussion with Councillors regarding their plans for funding similar events in the future.

DECISION

AGREED

- (i) **to grant the sum of £1,580 to Peebles Hendaye Twinning Association towards supporting administration relating to functions/hospitality to facilitate the visit of Mutxiko; and**
- (ii) **that the Democratic Services Officer would liaise with the Office Bearers of the Twinning Association to make arrangements for them to have an informal meeting with Councillors regarding their plans for funding similar events in the future.**

The meeting concluded at 2.15 p.m.

Monitoring Report for 3 Months to 30 September 2015

Report by the Chief Financial Officer

Peebles Common Good Sub Committee

2 December 2015

1 PURPOSE AND SUMMARY

- 1.1 This report provides the details of the income and expenditure for the Peebles Common Good Fund for the 6 months to 30 September 2015 and full year projected out-turn for 2015/16 and projected balance sheet values to 31 March 2016.**
- 1.2 Appendix 1 provides a projected Income and Expenditure position. This shows a projected surplus of £9,362 for the year.
- 1.3 Appendix 2 provides a projected Balance Sheet to 31 March 2016. It shows a projected decrease in the reserves of £37,079.
- 1.4 Appendix 3 provides a breakdown of the property portfolio showing actual Income and Expenditure to 30 September 2015.
- 1.5 Appendix 4 shows the value of the Newton Fund to 30 September 2015.

2 RECOMMENDATIONS

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

3 BACKGROUND

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

4 FINANCIAL POSITION 2015/16

4.1 Appendix 1 provides detail on income and expenditure for the 2015/16 financial year. The projected net position for the year is a surplus of £9,362.

4.2 Income & Expenditure – Rental Income

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

4.3 Income & Expenditure – Non-Property Related Income

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

4.4 The capital reserve is invested in the Newton Fund and distributions are made twice a year in September and February. Dividends of £5,235 were received in September 2015 in line with the proposed budget of £9,800 for the year. The proposed budget for 2015/16 is based on a distribution of 2.5% which will be subject to the overall performance of the fund.

4.5 Additional income received by way of £2,500 donation from the BBC for filming in the area and a £300 contribution from Tommy's Honor Productions for Kingsmeadows Car Park has increased the projected income by £2,800.

4.6 Income & Expenditure – Property Expenditure

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

4.7 Income & Expenditure – Grants & Other Donations

The grants and other donations distributed and committed to 30 September 2015 are shown below. The current approved budget for 2015/16 of £30,000 will be overspent by £505 when the grant to the Peebles Hendaye Twinning Association is paid (as approved on the 27th August).

Grant Recipients	Approved	£
Approved and Paid to 30 September 2015		
Peebles Burgh Silver Band	04/03/15	7,000
Peebles Mural Project – prep of wall	07/05/14	1,870
Tweedlove Trails	27/05/15	10,000
Treefest Partnership	27/05/15	1,850
Peebles Strictly Seniors Dance Group	27/05/15	2,000
PA System for Remembrance Service	03/12/14	205
Tweeddale Rovers AFC	25/06/15	6,000
Total Paid to 30 September 2015		28,925
Approved but not yet paid		
Peebles Hendaye Twinning Association		1,580
Total Grants Approved		1,580
Budget 2015/16		30,000
Over Allocated Budget		(505)

4.8 **Income & Expenditure – Depreciation Charge**

The depreciation charge is projected to be £46,441 based on the revaluation of the properties at 1 April 2014. This is not a cash transaction.

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

4.10 **Balance Sheet – Fixed Assets**

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

4.11 **Balance Sheet – Newton Investment**

a) The markets remain volatile due to the continued downturn in the growth rate of the Chinese economy and the US Federal Reserve's decision to leave US interest rates unchanged. This has resulted in a small negative return of -0.78% for the quarter to 30 September 2015 in comparison to equity markets which fell by 6% in the same period. Newton continues to put plans in place to protect the Fund.

b) Due to the volatility of the market conditions the projections do not include estimates for movements in the unrealised gains. Appendix 4 shows the performance of the Newton Fund since inception.

4.12 **Balance Sheet – Cash Balance**

The cash held by the fund is projected to be £73,500, an in year projected increase of £9,362. The projected cash movement for 2015/16 is as follows:

Cash Balance	£
Opening Balance at 1 April 2015	64,138
Projected Surplus for year from Income & Expenditure Statement	9,362
Projected Closing Balance at 31 March 2016	73,500

4.13 Balance Sheet – Capital Reserve

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

5 IMPLICATIONS

5.1 Financial

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

5.2 Risk and Mitigations

There is a risk that investments in the Newton Fund may reduce in value due to market or investment performance. This risk cannot be fully mitigated; however it is being managed by the selection of a Fund Manager with a clear objective of preserving capital values while aiming to produce returns in line with the benchmark

5.3 Equalities

It is anticipated that there are no adverse equality implications arising from the proposals contained in this report.

5.4 Acting Sustainably

Whilst there are no economic, social or environmental effects arising from the proposals contained in this report, there are, through the activities reported upon, positive impacts upon the economy through protection of employment, positive impacts upon the quality of community life and improvements in local amenities and nurturing of local talent. The potential improvement in levels of income through the use of the new investment fund will act to make the Common Good Fund more sustainable in the future.

5.5 Carbon Management

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

5.6 Rural Proofing

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

5.7 Changes to Scheme of Administration or Scheme of Delegation

There are no changes required to the Scheme of Administration or Scheme of Delegation arising from the proposals contained in this report.

6 CONSULTATION

- 6.1 The Monitoring Officer, the Chief Legal Officer, the Service Director Strategy and Policy, the Chief Officer Audit and Risk, the Chief Officer HR and the Clerk to the Council have been consulted and their appropriate comments have been incorporated into this report.

Approved by

David Robertson
Chief Financial Officer

Signature

Author(s)

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

Previous Minute Reference: Peebles Common Good Committee 2 September 2015

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

Contact us at Corporate Finance, Council Headquarters, Newtown St Boswells,
Melrose, TD6 0SA.
Tel: 01835 824000
Fax: 01835 825011
Email: treasuryteam@scotborders.gov.uk

PEEBLES COMMON GOOD FUND

PROJECTED INCOME AND EXPENDITURE 2015/16

	Actuals at 30/09/15	Full Year Approved Budget 2015/16	Full Year Projected Out-turn	Full Year Projected Over/ (Under) Spend	Para Ref	Commentary
	£	£	£	£		
Property Income						
Rentals Receivable	(53,512)	(55,170)	(55,170)	0	4.2	
Non-Property Related Income						
Interest on Cash deposited with Council	0	(164)	(164)	0	4.3	Calculated at 0.4%
Newton Fund Investment – Dividends Rec'd	(5,235)	(9,800)	(9,800)	0	4.4	Calculated at 2.5%
Other Income	(2,800)	0	(2,800)	(2,800)	4.5	BBC & T Honor Productions
Total Income	(61,548)	(65,134)	(67,934)	(2,800)		
Property Expenditure						
Property Costs – General	6,462	10,000	10,000	0		
Haylodge Toilets – Cleaning etc	5,000	13,000	13,000	0		
Shop Division	0	0	0	0		
Total Property Expenditure	11,462	23,000	23,000	0		
Grants & Other Donations	30,505	30,000	30,505	505	4.7	
Running Costs						
Central Support Service Charge	7,827	7,827	7,827	0		
SBC Grant towards Service Charge	(2,760)	(2,760)	(2,760)	0		
Net Running Costs	5,067	5,067	5,067	0		
Depreciation						
Depreciation Charge	0	46,441	46,441	0		
Contribution from Revaluation Reserve	0	(46,441)	(46,441)	0		
Net impact of Depreciation on Rev Res	0	0	0	0		
Total Net (Surplus)/Deficit for year	(14,514)	(7,067)	(9,362)	2,295		

PEEBLES COMMON GOOD FUND

PROJECTED BALANCE SHEET VALUE AS AT 31 MARCH 2016

	Opening Balance at 01/04/15 £	Projected Movement in Year £	Projected Balances at 31/03/16 £
Fixed Assets			
Land & Buildings	913,809	(46,441)	867,368
Feu Duties	1,619	0	1,619
Total Fixed Assets	915,428	(46,441)	868,987
Capital in Newton Investment Fund			
Investment in Newton Fund	370,082	0	370,082
Unrealised Gains/(Loss)	19,935	0	19,935
Market Value	390,017	0	390,017
Current Assets			
Debtors	1,249	0	1,249
Cash deposited with SBC	64,138	9,362	73,500
	65,387	9,362	74,749
Current Liabilities			
Creditors	(4,598)	0	(4,598)
Receipts in Advance	(6,831)	0	(6,831)
Total Current Liabilities	(11,430)	0	(11,430)
Net Assets	1,359,402	(37,079)	1,322,323
Funded by: Reserves			
Revenue Reserve	(54,039)	(9,362)	(63,401)
Capital Reserve	(439,730)	0	(439,730)
Revaluation Reserve	(865,633)	46,441	(819,192)
Total Reserves	(1,359,402)	37,079	(1,322,323)

PEEBLES COMMON GOOD FUND

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

Fixed Assets	Net Book Value at 31/03/15	Projected Depn Charge 2015/16	Projected Net Book Value at 31/03/16	Projected Rental Income 2015/16	Actual Property Expenditure at 30/09/15				
					Repairs	Rates, Water & Power	Ins	Other	Total
	£	£	£	£	£	£	£	£	£
Greenside Car Park	0	0	0	0	0	0	0	0	0
Kings Meadows Car Park	0	0	0	0	0	0	0	0	0
George Meikle Kemp Monument	0	0	0	0	0	0	0	0	0
Victoria Park	0	0	0	0	0	0	0	0	0
Victoria Park Sports Ground	0	0	0	0	0	0	0	0	0
Victoria Park Tennis Courts	21,000	9,000	12,000	0	0	0	0	0	0
Peebles Disused Railway	0	0	0	0	0	0	0	0	0
Peebles Golf Course	155,000	0	155,000	15,290	0	0	0	0	0
Jedderfield Farm	138,200	1,800	136,400	2,100	0	0	110	0	110
Neidpath Grazings	20,000	0	20,000	400	0	0	0	0	0
Haylodge Park	0	0	0	0	0	0	0	0	0
Haylodge Depot	69,450	5,550	63,900	8,150	0	0	0	0	0
Old Corn Exchange Hall	36,420	3,580	32,840	450	43	0	161	0	205
Walkershaugh Store	45,975	4,025	41,950	6,500	0	0	288	0	288
Tweed Green	0	0	0	0	5,195	0	0	0	5,195
Cuddy Green (Part 1)	0	0	0	0	0	0	0	0	0
Venlaw Wood	16,000	0	16,000	0	0	0	0	0	0
Tweed Fishings	0	0	0	0	0	0	0	0	0
Peebles Town Clock	0	0	0	0	0	0	0	0	0
Old Corn Exchange Shop	135,300	14,700	120,600	13,750	0	0	-53	0	-53
Garage 1 Tweed Green	4,200	800	3,400	200	0	0	9	0	9
Venlaw Quarry	0	0	0	0	0	0	0	0	0
Venlaw Amenity Ground	0	0	0	0	0	0	0	0	0
Old Town Wall Monument	0	0	0	0	0	0	0	0	0
Haylodge Park Play Area	0	0	0	0	0	0	0	0	0

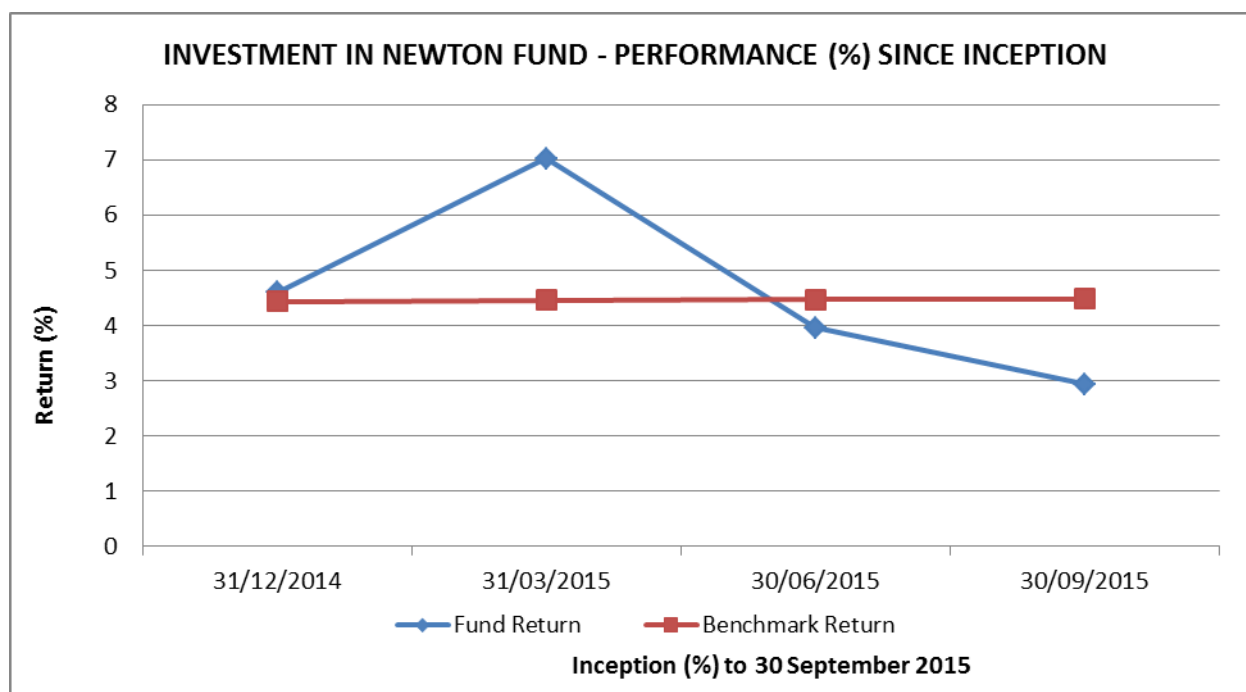
Fixed Assets	Net Book Value at 31/03/15	Projected Depn Charge 2015/16	Projected Net Book Value at 31/03/16	Projected Rental Income 2015/16	Actual Property Expenditure at 30/09/15				
					Repairs	Rates, Water & Power	Ins	Other	Total
					£	£	£	£	£
Walkershaugh ACF Site	7,500	0	7,500	450	0	0	0	0	0
Walkershaugh Bowling Green	500	0	500	0	0	0	0	0	0
Former Railway	0	0	0	0	0	0	0	0	0
Ninians Haugh Park	0	0	0	0	0	0	0	0	0
Ninians Haugh Play Area	0	0	0	0	0	0	0	0	0
Old Town Green	0	0	0	0	0	0	0	0	0
Garage 2 Tweed Green	2,750	500	2,250	250	0	0	12	0	12
Garage 3 Tweed Green	2,500	500	2,000	250	0	0	12	0	12
Land at March Street	0	0	0	0	0	0	0	0	0
Gas Governor Site	750	0	750	0	0	0	0	0	0
Fotheringham Bridge	0	0	0	0	0	0	0	0	0
Land at Haylodge Cottage Site	11,500	0	11,500	0	0	0	0	0	0
Garages Sites at Kirkland Street	6,750	0	6,750	680	0	0	0	0	0
Land at Kingsmeadows Toilets	2,000	0	2,000	0	0	0	0	0	0
Haylodge Toilets	30,094	1,906	28,188	0	219	0	0	5,000	5,219
Land at Gytes Leisure Centre	0	0	0	0	0	0	0	0	0
Old Corn Exchange Shop	40,920	4,080	36,840	3,000	0	0	0	0	0
Kingsland School Site	70,000	0	70,000	3,500	0	0	0	0	0
Haylodge Pavilion Site	1,250	0	1,250	150	0	0	0	0	0
Elliots Park Grazings	95,000	0	95,000	0	0	0	0	0	0
Kingsland Primary School Sub Stn	750	0	750	0	0	0	0	0	0
Connor Ridge Monitoring Site	0	0	0	0	0	0	0	0	0
Tweed Green Car Park Site	0	0	0	0	0	0	0	0	0
Victoria Park Construction Store	0	0	0	0	0	0	0	0	0
Walkershaugh Railway Embank	0	0	0	0	0	0	0	0	0
Biggiesknowe	0	0	0	50	0	0	-35	0	-35
Property Expenditure (General)	-	-	-	0	0	500	0	0	500
Total	913,809	46,441	867,368	55,170	5,457	500	505	5,000	11,462

PEEBLES COMMON GOOD FUND

INVESTMENTS EXTERNALLY MANAGED IN NEWTON REAL RETURN FUND

Cost of Investment	Units	£
13 December 2013	187,196	350,000
11 March 2015	10,341	20,082
Total Invested to 30 September 2015	197,537	370,082

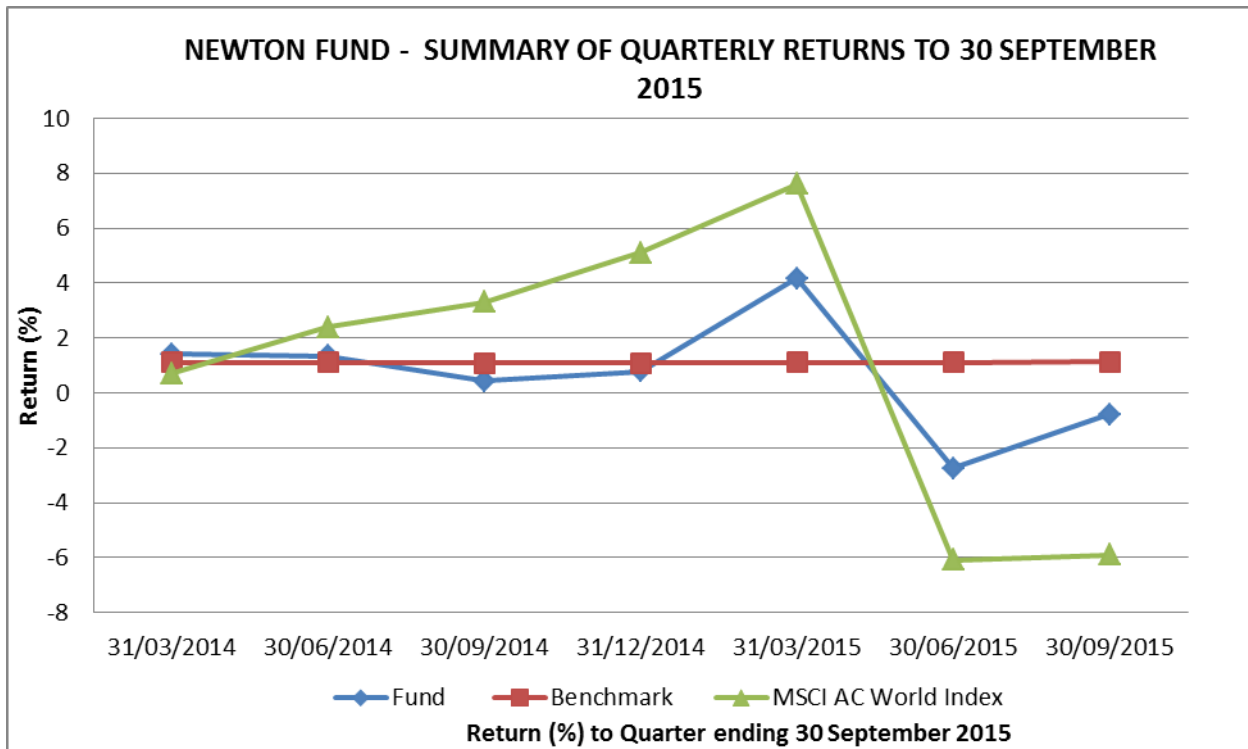
Value of Investment	£
31 March 2015	390,017
30 June 2015	378,935
30 September 2015	368,150
31 December 2015	
31 March 2016	
Increase/(Decrease) from Total Cash Invested	(1,932)



Note:

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

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



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**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>Community Council of the Royal Burgh of Peebles and District c/o Robin Tatler, Chairman, 2a Springwood Terrace Peebles EH45 9ET</p> <p>01721 725161</p> <p>rtatler@gmail.com</p>
<p>Address to which payment should be made:</p>	<p>As above.</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 Community Council represents the views of the local community to Scottish Borders Council and to other public bodies. It also undertakes projects for the benefit of the local community.</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>We are requesting the sum of £400 to complete the funding of the Peebles Mural including the costs associated with the official unveiling.</p>
<p>When will the donation be required:</p>	<p>December 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>The mural was unveiled on 18th November 2015.</p> <p>£10,660</p> <p>£10,260</p>

Signing copy

Community Council of the Royal Burgh of Peebles & District - Annual Accounts 2014/2015 - Treasurer's Account

	<u>2013/2014</u>	<u>2014/2015</u>	Notes :-
<u>Income</u>			
Balance B/F	£ 764.28	£ 585.36	
Grants	£ 2,552.60	£ 2,021.90	
Donations	£ -	£ 70.00	
Other	£ 369.80	£ -	M. Baete waived £50 entitlement to 1st quarter Secretarial honorarium.
Total	£ 3,686.68	£ 2,677.26	
<u>Expenditure</u>			
Honoraria	£ 780.00	£ 830.00	
Secretarial expenses	£ 107.36	£ 15.58	
Stationery & copying	£ -	£ 14.40	
Subs/donations	£ 122.50	£ 30.00	
Equipment	£ -	£ -	
Sundries	£ 26.00	£ 55.60	
Other	£ 2,055.46	£ 1,348.28	
Total	£ 3,101.32	£ 2,293.86	
Surplus/(deficit)	£ 585.36	£ 383.40	
Uncashed cheques at 31.3.15	£ 136.40	£ 346.11	Honoraria £200 + advert £136.44 + sundry £9.67
Balance C/F	£ 721.76	£ 729.51	

A G Mackie - Treasurer

Date 2/5/15

Independent Examiner's Report

I have examined this income and expenditure account for the year to 31st March 2014 and confirm that it is in agreement with the books, records and vouchers submitted to me.

D Swanson - Examiner

Date 04/05/2015

Community Council of the Royal Burgh of Peebles & District - Annual Accounts 2014/2015 - Projects Account

<u>Income</u>	<u>2013/2014</u>	<u>2014/2015</u>	<u>Notes :-</u>
Balance B/F	£ 1,012.90	£ 706.24	
Grants	£ -	£ 7,350.00	Previous year Included Q.Jubilee and FoD grants.
Donations	£ 250.00		
Other	£ 617.51	£ 78.50	Hill Race, PIB Income and Central Tweeddale Paths grant
Coffee morning		£ 207.00	
Total	£ 1,880.41	£ 8,341.74	
<u>Expenditure</u>			
Activity week	£ 619.80	£ -	
Peebles in Bloom	£ 377.26	£ 404.46	
Silver Jubilee	£ -	£ -	
Other projects	£ 177.11		
Coffee morning	£ -	£ 35.22	Transfer of SBC grant to Central Tweeddale Paths.
Total	£ 1,174.17	£ 439.68	
Surplus/(deficit)	£ 706.24	£ 7,902.06	
Uncashed cheques @ 31 March 2015		£ -	
Balance C/F	£ 706.24	£ 7,902.06	

A.G Mackle - Treasurer

Date 3/5/15

Independent Examiner's Report

I have examined this income and expenditure account for the year to 31st March 2014 and confirm that it is in agreement with the books, records and vouchers submitted to me.

D Swanson - Examiner

Date

04/05/2015

Community Council of the Royal Burgh of Peebles & District 2014/2015 - Treasurer's Account

Bank Reconciliation

Balance at 1st April 2014	£385.56
Income	£2,051.90
Expenditure	£2,753.85
Unreashed cheques (expenditure)	£346.11
New Balance	£739.51
Per Bank of Scotland at 31/03/2015	£739.51

OK

Date	Description	Cr Slip no. (Receipt)	Grants & other receipts	Donations	Total
15/04/2014	Central Tweeddale Paths SSC Payment	9000031 (1)	£206.00		
20/06/2014	SBC annual grant		£1,365.00	£20.00	
26/06/2014	Myrian Baise walker of honorarium 1st qtr	10767 (6)			
20/03/2015	Central Tweeddale Paths SSC payment		£450.00		
31/03/2015	Cash donation (re use of equipment)			£20.00	
			£2,021.90	£70.00	£2,091.90

Note: Balance at 1st April 2014 includes 2013/2014 cheque 010748 for £139.40 cashed 14/4/2014

EXPENDITURE

Date	Description	Cheq No. (Receipt)	Honouraria	Sub Expts	Stationery & Photocopying	Sale & Donations	Equipment	Subsidies	Other Expenses
09/04/2014	Google PCC account	D/D							
10/04/2014	Central Tweeddale Paths	10735 (1)	£30.00					£1.48	£206.90
02/05/2014	D Swanson audit fee (payable Peebles PRC)	10760 (n/a)							
09/05/2014	Google PCC account	D/D		£15.58		£30.00			
08/06/2014	Bridge membership	10763 (3)							
08/06/2014	Amanda Jubile astro-rol expenses	10762 (2)							
05/06/2014	Photocopied annual accounts	10763 (4)							
09/06/2014	Cancelled cheque	10764 (n/a)			£14.40				
09/06/2014	PN AGM advice	10765 (5)							
08/06/2014	CC Secretary 1st qtr honorarium	10766 (6)	£150.00						£207.37
08/06/2014	CC Minutes Secretary 1st qtr honorarium	10767 (6)	£50.00						
11/07/2014	Google PCC account	D/D				£20.00			
10/07/2014	Google PCC account	D/D							
03/08/2014	Douglas Wright reception (invitations)	10768 (7)							£34.40
08/08/2014	Douglas Wright reception (births)	10769 (8)							£180.00
12/08/2014	Google PCC account	D/D							
08/08/2014	CC Secretary 2nd qtr honorarium	10770 (9)	£200.00						£38.80
08/08/2014	PCC annual poppy wreath	10771 (10)							£47.75
26/08/2014	Douglas Wright reception (wine)	10772 (11)							£16.83
26/08/2014	Douglas Wright Reception (various)	10773 (12)							£30.00
26/08/2014	Douglas Wright Reception (bouquet)	10774 (13)							
09/09/2014	Google PCC account	D/D							
09/10/2014	Google PCC account	D/D							
09/11/2014	Google PCC account	D/D							
10/12/2014	Google PCC account	D/D							
11/12/2014	CC Minutes Secretary 3rd qtr honorarium	10776	£50.00						
11/12/2014	CC Secretary 3rd qtr honorarium	10777	£130.00						
09/01/2015	Google PCC account	D/D							
09/02/2015	Google PCC account	D/D							
12/02/2015	Printing	10778 (14)							
09/03/2015	Google PCC account	D/D							
26/03/2015	PN advert re CC election	10779 (15)							
26/03/2015	Sundry expenses to A Snoddy	10780 (16)							
26/03/2015	Central Tweeddale Paths (contra)	10781							
26/03/2015	CC Secretary 4th qtr honorarium	10782							£450.00
26/03/2015	CC Minutes Secretary 4th qtr honorarium	10783							
			£890.00	£15.58	£14.40	£30.00	£0.00	£55.60	£1,349.28
									£2,299.85

Community Council of the Royal Burgh of Peebles & District 2014/2015 - Projects Account

Income

Date	Description	Chq Slip No.	Coffee morning	Peebles In Bloom	Mural	Total
15/04/2014	Proceeds of Coffee Morning	9000024	£207.00			
26/08/2014	PIB Raffle money	9000025		£78.50		
20/03/2015	Grant for mural				£7,350.00	
			£0.00	£78.50	£7,350.00	£0.00
						£0.00
						£7,635.50

Expenditure

Date	Description	Chq No. (Receipt)	Coffee morning	Peebles In Bloom	Total
15/04/2014	Hire of Peebles RFC Hall for Coffee Morning	10060 (1)	£25.00		
17/04/2014	Anne Shoddy expenses Coffee Morning	10061 (2)	£10.22		
03/05/2014	Cancelled cheque	10062 (n/a)			
26/08/2014	Peebles in Bloom expenses	10063 (3)		£183.19	
26/08/2014	Peebles in Bloom expenses	10064 (4)		£55.24	
19/09/2014	Peebles in Bloom expenses	10065 (5)		£122.03	
09/10/2014	Peebles in Bloom expenses	10066(6)		£44.00	
			£0.00	£404.46	£0.00
					£0.00
					£0.00
					£439.68

Bank Reconciliation

Balance at 1st April 2014	£706.24
Income	£7,635.50
Expenditure	£439.68
Uncashed cheques (income)	£0.00
Uncashed cheques (expenses)	£0.00
New Balance	£7,902.06
Per Bank of Scotland at 31/03/2015	£7,902.06

OK

Community Council of the Royal Burgh of Peebles and District

Bonnie Peebles Account

Income and Expenditure

01 April 2014 to 31 March 2015

INCOME		EXPENDITURE	
Donations	£2465.69	Bridge Membership	£ 10.00
Mile of Coins	313.03	Plants/ Materials	1757.98
Quiz Night	369.00	Christmas Market/Comp.Expenses	35.20
Collection Boxes	658.68	Secretarial/Printing	20.04
Christmas Market	395.11	Projects	1507.20
Bank Interest	1.97		
	<hr/>		<hr/>
	£4203.48		£3330.42
Balance B/Fwd	£4308.60	Royal Bank of Scotland	£5181.66
Surplus for year	£ 873.06		
	<hr/>		<hr/>
	£5181.66		£5181.66
	<hr/>		<hr/>

*True copy of Income and Expenditure of Bonnie Peebles Account
for year to 31 March 2015*

10th April 2015

Treasurer

10th April 2015

Community Council of the Royal Burgh of Peebles and District

Bonnie Peebles Account

Income and Expenditure

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	<hr/>		<hr/>

*True copy of Income and Expenditure of Bonnie Peebles Account
for year to 31 March 2015*

10th April 2015

Treasurer

10th April 2015

Community Council of the Royal Burgh of Peebles and District

Bonnie Peebles Account

Income and Expenditure

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	-----		-----
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	-----		-----

*True copy of Income and Expenditure of Bonnie Peebles Account
for year to 31 March 2015*

10th April 2015

Treasurer

10th April 2015.



Management of Venlaw Community Woodland, Peebles

Report by Service Director Commercial Services

PEEBLES COMMON GOOD SUB-COMMITTEE

2 December 2015

1 PURPOSE AND SUMMARY

- 1.1 **This report updates the Peebles Common Good Sub-Committee on the management agreement with Borders Forest Trust for the Venlaw Community Woodland and recommends that the management agreement is terminated due to the demise of the Venlaw Community Woodland Group.**
- 1.2 Since 2005 Borders Forest Trust has had a management agreement for Venlaw Community Woodland. The management of the woodland has been carried out by the Venlaw Community Woodland Management Group.
- 1.3 The Venlaw Community Woodland Management Group has lost members willing to be actively involved in the management and is no longer willing to carry out the woodland management.
- 1.4 Borders Forest Trust is not in a position to continue the management agreement and request it to be terminated.

2 RECOMMENDATIONS

- 2.1 **I recommend that the Peebles Common Good Sub Committee authorises the termination of the Venlaw Community Woodland Management Agreement with Borders Forest Trust effective from 15 February 2016.**

3 BACKGROUND

- 3.1 In 2000 Mrs Grace Davidson gifted a woodland area of 7 acres at Venlaw to the Peebles Common Good Fund. The gift was on the condition that the area is kept as an amenity for the enjoyment of the inhabitants of Peebles and is never developed. (see attached plan with the woodland area shaded pink)
- 3.2 Borders Forest Trust (BFT) was approached by members of the Peebles community to help them develop a Community Woodland at Venlaw. In 2005 BFT entered into a 25 year Management Agreement which permits BFT to establish a Community Woodland in line with a management plan.
- 3.3 The Venlaw Community Woodland Group has managed the woodland with some technical assistance from BFT since 2005.
- 3.4 The Venlaw Community Woodland Group (VCWG) consist of approximately 25-30 members however only 5 volunteers are willing to be involved in the Management Committee and the VCWG is no longer quorate. All but one of the Management Committee are past retirement age and finding new younger members has proved difficult.
- 3.5 One of the routine tasks that the VCWG carried out was to arrange for an inspection report by a woodland consultant. This year's report recommended the felling of a mature beech tree in the middle of the Community Woodland because it was thought to be decaying and a potential danger. However, once felled the tree was considered to be in better condition. The VCWG therefore consider the routine inspections and reports to be excessive in the context of the whole wood, except along the boundary areas with other properties.
- 3.6 As well as offering technical assistance, Borders Forest Trust include the area under their insurance policy as a Community Woodland. VCWG has paid £100 each year to BFT for the insurance cover. If the BFT agreement is terminated, the Council's block policy would cover the public liability insurance without an increase in the recharge of insurance to the Common Good fund.
- 3.7 The general condition of the Community Woodland is currently good with no trees in a dangerous state or in a condition which may present a risk to the public.
- 3.8 The Management Agreement with BFT does not give a right of termination to BFT, however SBC/Peebles Common Good Fund has the right to terminate the agreement with six months written notice.
- 3.9 BFT and VCWG have sought other parties to take on the management of the woodland. Tweed Green had shown an interest in a small section of the woodland but they do not have an interest in managing the whole Community Woodland area.

- 3.10 The Community Woodland has some paths and benches for public use. These will continue to be available to the public and are not considered to require maintenance in the short term.

4 PROPOSAL

- 4.1 It is proposed that the Management Agreement with BFT is terminated on 15 February 2016 thus allowing the VCWG to officially disband. As the VCWG are not currently quorate there is no advantage in giving six months notice of termination to BFT.

5 IMPLICATIONS

5.1 Financial

- (a) The VCWG as at 31 October 2015 have a cash surplus of £1,378. Much of this sum came from Peebles Community Council as the residue of the Jubilee Woodland Group. It is proposed that when the VCWG disband their cash surplus will be handed back to the Community Council (£1,142.60) and the balance to Peebles Common Good Fund.
- (b) If tree works are required in future years, the Peebles Common Good fund will be directly responsible for the procurement and cost of the required work. In the next two years no works are considered necessary however from 2017/18 a budget cost may have to be allocated for potential tree work.
- (c) Over the years the Common Good fund has awarded grants to the VCWG to manage the woodland and carry out various works.

5.2 Risks and Mitigations

If the management agreement is not terminated, Borders Forest Trust will need to find a group to manage the woodland.

5.3 Equalities

There are no adverse equality implications.

5.4 Acting Sustainably

There are no effects on the economic, social or environmental aspects contained in this report.

5.5 Carbon Management

There are no effects on carbon emissions as a result of the proposal in this report.

5.6 Rural Proofing

This report does not affect the Council's rural proofing policy.

5.7 Changes to Scheme of Administration or Scheme of Delegation

There are no changes to the Scheme of Administration or the Scheme of Delegation as a result of the proposals in this report.

6 CONSULTATION

- 6.1 The Chief Financial Officer, Service Director Strategy and Policy, Service Director Regulatory Services, Chief Officer Audit and Risk, Chief Officer Human Resources and the Clerk to the Council have been consulted in the preparation of this report.

Approved by

Andrew Drummond-Hunt
Service Director Commercial Services

Signature

Author(s)

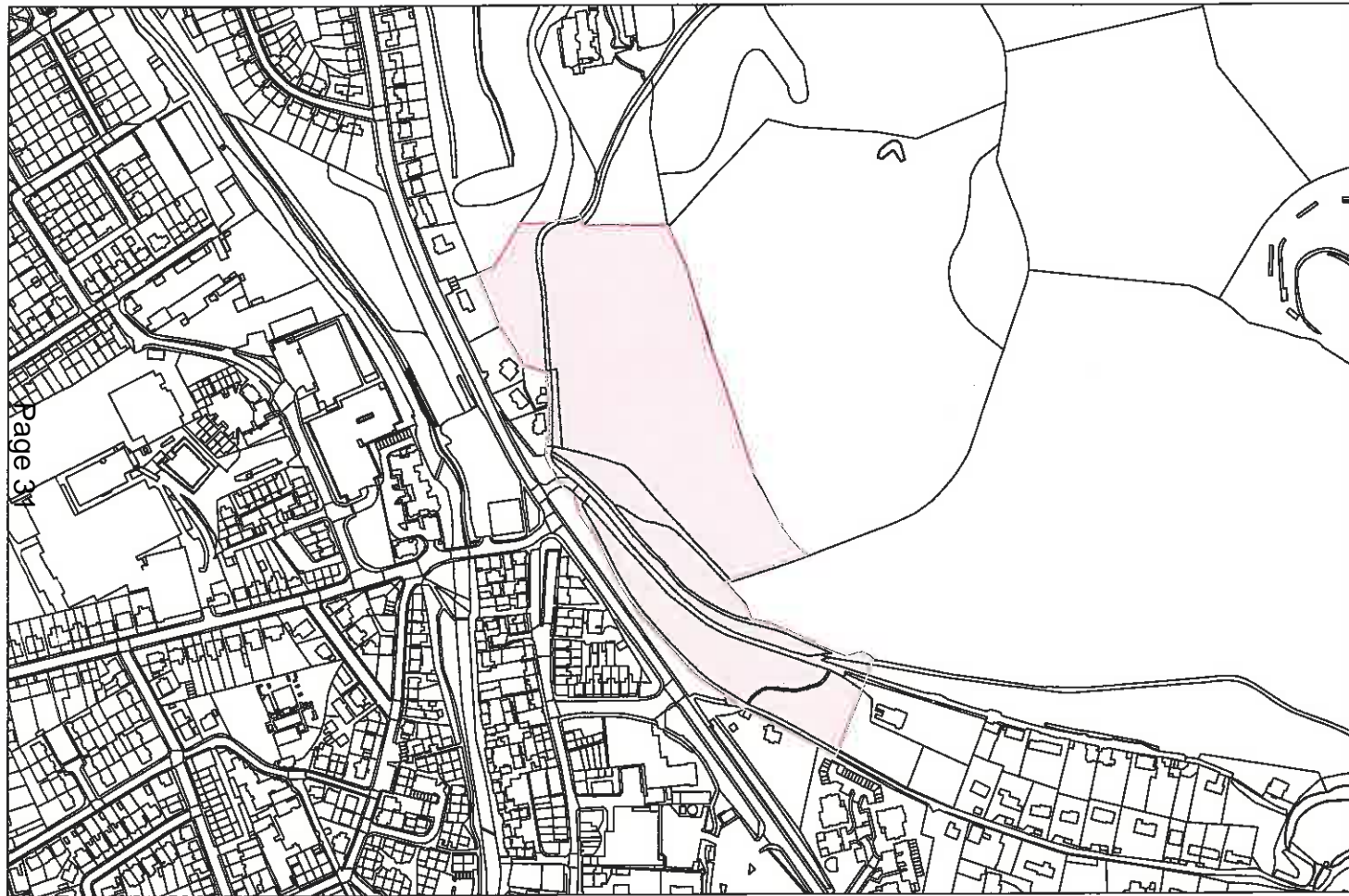
Name	Designation and Contact Number
James Morison	Estates Surveyor tel 01835 824000 Ext. 5295

Background Papers: None

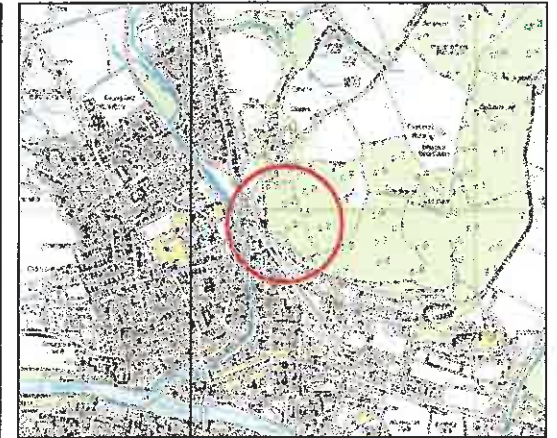
Previous Minute Reference: None

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

Contact us at Scottish Borders Council, Council Headquarters, Newtown St Boswells, Melrose, Scottish Borders, TD6 0SA tel 01835 824000 fax 01835 793110 e-mail jmorison@scotborders.gov.uk



Scale 1:1,250



LOCATION PLAN (SCALE 1:25,000)

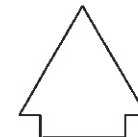
Woodland Agreement at:

Venlaw
Peebles

Area: 48900m² o.t.
(4.89Ha o.t.)

11/CG/006

Date: 20th June 2011



NORTH



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