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PEEBLES COMMON GOOD FUND SUB-COMMITTEE WEDNESDAY, 29 NOVEMBER 2017

A MEETING of the PEEBLES COMMON GOOD FUND SUB-COMMITTEE will be held in the COUNCIL CHAMBER, ROSETTA ROAD, PEEBLES on WEDNESDAY, 29 NOVEMBER 2017 at 5.00 pm

J. J. WILKINSON,
Clerk to the Council,

22 November 2017

BUSINESS		
1.	Apologies for Absence.	
2.	Order of Business.	
3.	Declarations of Interest	
4.	Minute (Pages 5 - 8) Minute of Meeting held on 30 August 2017 to be noted. (Copy attached.)	2 mins
5.	Monitoring Report for 6 Months to 30 September 2017 (Pages 9 - 20) Consider report by Chief Financial Officer. (Copy attached.)	10 mins
6.	Peebles Parks	30 mins
	(a) Report from Mike Pearson of the Victoria Park Action Group.	
	(b) Confirm decision in principle to allow the Peebles Callant's Club to plant bulbs in Victoria Park.	
	(c) Consider request from Parkrun UK to hold weekly runs in Haylodge Park.	
	(d) Consider requests from the Property officer for the following:- (i) Footpath resurfacing for Cuddyside and Haylodge Park footpaths. (ii) Maintenance of Haylodge Boundary Wall (Campbells Dyke). (iii) Repair of floor in the gents toilets at Haylodge Park. (Details attached.)	(Pages 21 - 30)

7.	Applications for Financial Assistance	15 mins
	(a) Royal Burgh of Peebles Callants Club. (Copy attached.)	(Pages 31 - 34)
	(b) Peebles Mens Shed. (Copy attached.)	(Pages 35 - 36)
	(c) Eastgate Theatre. (Copy attached.)	(Pages 37 - 58)
	(d) Letter of Thanks from Peebles Archaeological Society. (Copy attached.)	(Pages 59 - 60)
8.	Any Other Items Previously Circulated.	
9.	Any Other Items Which The Chairman Decides Are Urgent.	
10.	<p>Private Business</p> <p>Before proceeding with the private business, the following motion should be approved:-</p> <p>“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 the relevant paragraphs of Part 1 of Schedule 7A to the aforementioned Act.”</p>	
11.	<p>Minute (Pages 61 - 62)</p> <p>Private Section of the Minute of 30 August 2017 to be noted. (Copy attached.)</p>	1 mins
12.	<p>Old Corn Exchange, Peebles</p> <p>Consider update by Estates Surveyor.</p>	
13.	<p>Peebles Golf Club</p> <p>Consider update by Estates Surveyor.</p>	

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 R. Tatler (Chairman), H. Anderson, S. Bell, K. Chapman, S. Haslam, E. Small and Community Councillor L. Hayworth

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

MINUTE of MEETING of the PEEBLES
COMMON GOOD FUND SUB-COMMITTEE
held in the Peebles Community Centre,
Walkershaugh, Peebles on 30 August 2017 at
5.00 p.m.

Present:- Councillors R. Tatler (Chairman), H. Anderson, S. Bell, K. Chapman, S.
Haslam, E. Small

In Attendance:- Community Councillor G. Mackie (substitute for CC Hayworth)
Solicitor (C. Kubala), Capital and Investments Manager, Estates
Surveyor (A. Graham), Democratic Services Team Leader

Members of the Public:- 4.

1. **MINUTE**

The Minute of the Meeting of Peebles Common Good Fund Sub-Committee held on 14 June 2017 had been circulated.

**DECISION
APPROVED.**

2. **MONITORING REPORT FOR 3 MONTHS TO 30 JUNE 2017**

There had been circulated copies of a report by the Chief Financial Officer providing details of the income and expenditure for the Peebles Common Good Fund for the three months to 30 June 2017 and full year projected out-turn for 2017/18 and projected balance sheet values as at 31 March 2018. Appendix 1 to the report provided a projected Income and Expenditure position which currently showed a projected deficit of £313 for the year. Appendix 2 to the report contained a projected Balance Sheet to 31 March 2017 and projected a decrease in the reserves of £37,754. Appendix 3 to the report detailed the breakdown of the property portfolio showing projected rental income for 2017/18 and actual property expenditure to 30 June 2017. Appendix 4 to the report showed the value of the Newton Fund to 30 June 2017. The Capital and Investments Manager advised that following an evaluation by KPMG on the performance of the Newton Fund a report would be submitted to Council seeking approval to undertake a procurement exercise to appoint new investment managers. In response to a question she advised that there would be no penalties involved in changing the investment manager but there would be costs relating to the procurement exercise.

**DECISION
AGREED:-**

- (a) **the projected Income and Expenditure for 2017/18, as detailed in Appendix 1 to the report as the revised budget for 2017/18;**
- (b) **to note the projected Balance Sheet value as at 31 March 2018, as detailed in Appendix 2 to the report;**
- (c) **to note the summary of the property portfolio, as detailed in Appendix 3 to the report; and**

- (d) to note the current position of the investment in the Newton Fund, as detailed in Appendix 4 to the report.

APPLICATIONS FOR FINANCIAL ASSISTANCE

3. **Peeblesshire Archaeological Society**

There had been circulated copies of a request for funding in the sum of £823 towards the cost of funding a new laptop, software, digital projector and screen for use at lecture meetings and other events. Members considered the application and agreed that it be approved.

DECISION

AGREED that a grant of £823 be given to Peeblesshire Archaeological Society.

4. **Peebles Scout Group**

With reference to paragraph 7(b) of the Minute of 25 May 2016, there had been circulated copies of a request for funding in the sum of between £8,000 and £12,000 to cover the cost of fire resistant cladding which had been omitted from the original quotation for the building works. Members considered the application and expressed the view that this was surely a contractual issue with the builders who they felt should not have provided a quotation for a building which did not meet building warrant requirements. It was noted that the total cost of the cladding works was £25,415.75 but it was unclear if this formed part of the original estimated cost of £193,348. Members agreed that in the first instance the application should be refused and that the Scout Group should take this matter up with their building contractor. However, if further information became available this would be considered.

DECISION

AGREED that the application be refused.

5. **Inchorus**

There had been circulated copies of a request for funding in the sum of £2,000 towards the cost of making two professional music videos. Two representatives of Inchorus were present at the meeting and the Sub-Committee Members questioned them on the purpose of the videos. Members discussed the application and agreed that if the videos did not have a wider purpose than to promote the choir that funding should not be given. However, if the group could demonstrate that the videos would have a wider community benefit then funding could be given.

DECISION

AGREED to defer consideration of the application to allow Inchorus to provide additional information on the wider benefits of the videos.

DECLARATION OF INTEREST

Councillor Anderson declared an interest in the following item of business in terms of Section 5 of the Councillors Code of Conduct and left the room during the discussion.

6. **Peebles Community Trust**

There had been circulated copies of a request for funding in the sum of £3,600 to cover the first 6 months rental of an office and work space for the Trust. Mr Crick Carlton, Trust Co-ordinator was present at the meeting and explained the need for the funding. Members discussed the request and noted that an application for funding had been made to the Community Choices Fund but the outcome was not yet known. Concern was expressed regarding how the Trust would fund the rental after the first 6 months. Councillor Chapman, seconded by Councillor Bell, moved that the application be refused at present as insufficient detail and evidence had been provided. Councillor Haslam, seconded by Councillor Tatler, moved as an amendment that the application be approved subject to the success of the application to the Community Choices Fund.

VOTE

On a show of hands Members voted as follows:-

Motion - 2 votes
Amendment - 3 votes
The Amendment was accordingly carried.

DECISION

DECIDED to approve funding in the sum of £3,600 subject to evidence being provided in respect of the success of the funding application to the Community Choices Fund.

7. **OLD CORN EXCHANGE, PEEBLES**

AGREED that this matter be considered under private business.

8. **DATE AND LOCATION OF FUTURE MEETINGS**

Members discussed moving the meetings of the Common Good Fund Sub-Committee to a different date than those of the Locality Committee.

DECISION

AGREED that the dates of the Common Good Fund Committee be changed so that they no longer coincided with meetings of the Locality Committee.

9. **URGENT BUSINESS**

Under Section 50B(4)(b) of the Local Government (Scotland) Act 1973, the Chairman was of the opinion that the items 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 and to make an early decision.

10. **CALLANTS' CLUB TREE PLANTING**

With reference too paragraph 3 of the Minute of the Minute of 1 March 2017, the Chairman advised Members that he had been contacted by Mr John Falla of the Callant's Club regarding issues around the future maintenance of the trees to be planted. Ms Kubala advised that she had been in touch with the Callant's Club and the Council's Landscape Architect and, if the correct tree types were chosen, the maintenance regime should not be onerous.

DECISION

AGREED that the Chairman, Councillor Bell and appropriate officers meet with the Callant's Club to agree a way forward.

11 **VICTORIA PARK GROUP**

The Chairman advised that Mr Mile Pearson wished to attend the next meeting of the Sub-Committee regarding Victoria Park which was part owned by Scottish Borders Council.

DECISION

AGREED that Mr Pearson be invited to the next meeting and that he be asked to bring forward a specific proposal..

12. **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 it involved the likely disclosure of exempt information as defined in Paragraph 9 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

13. **Minute**

The Private Section of the Minute of the Meeting of Peebles Common Good Fund Sub-Committee held on 14 June 2017 was approved.

Declaration of Interest

Councillor Haslam declared an interest in the following item of business in terms of section 5 of the Councillors Code of Conduct and left the room.

Old Corn Exchange, Peebles

14. The Estates Surveyor briefed Members on the current position regarding the lease of the Old Corn Exchange, Peebles.

The meeting concluded at 6.15 p.m.



MONITORING REPORT FOR 6 MONTHS TO 30 SEPTEMBER 2017

Report by the Chief Financial Officer

PEEBLES COMMON GOOD SUB-COMMITTEE

29 November 2017

1 PURPOSE AND SUMMARY

- 1.1 This report provides the details of the income and expenditure for the Peebles Common Good Fund for the six months to 30 September 2017 and full year projected out-turn for 2017/18 and projected balance sheet values as at 31 March 2018.**
- 1.2 Appendix 1 provides a projected income and expenditure position. This shows a projected deficit of £12,467 for the year.
- 1.3 Appendix 2 provides a projected balance sheet as at 31 March 2018. It shows a projected decrease in the reserves of £49,908.
- 1.4 Appendix 3 provides a breakdown of the property portfolio showing projected rental income for 2017/18 and actual property expenditure to 30 September 2017.
- 1.5 Appendix 4 shows the value of the Newton Fund to 30 September 2017.

2 RECOMMENDATIONS

- 2.1 It is recommended that the Common Good Sub-Committee:**
 - (a) Agrees the projected income and expenditure for 2017/18 in Appendix 1 as the revised budget for 2017/18;**
 - (b) Notes the projected balance sheet value as at 31 March 2018 in Appendix 2;**
 - (c) Notes the summary of the property portfolio in Appendix 3; and**
 - (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 2017 and projections to 31 March 2018. The report also contains a projected balance sheet for the Common Good Fund as at 31 March 2018.

4 FINANCIAL POSITION 2017/18

4.1 Appendix 1 provides detail on income and expenditure for the 2017/18 financial year. The projected net position for the year is a deficit of £12,467 assuming full dispersal of the £43,000 budget for Grants & Other donations projected during 2017/18, see Par 4.6 below.

4.2 Income & Expenditure – Property Income

Rental income for 2017/18 is shown in Appendices 1 & 3, with Appendix 3 detailing the projected annual rental income by individual property. The Old Corn Exchange Shop has remained unlet during the current financial year and is unlikely to be let until early to mid-2018, although a prospective tenant has been identified. It is therefore proposed to reduce the rental income by a further £7,500 to zero. The tenant at Haylodge Depot has relinquished the let as from the 30 September 2017. This is due to be advertised on the open market and it is therefore proposed to reduce the budget by £4,654 leaving the proposed income at £4,096 for 2017/18.

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 the 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 0.30%.

4.4 The capital reserve is invested in the Newton Fund and distributions are made twice a year in September and February. The first of two annual Dividends (£5,816) was received in October 2017, therefore not shown in the actuals in Appendix 1. The proposed budget for 2017/18 is based on a distribution of 2.4% which will be subject to the overall performance of the fund. The receipt of £5,816 is in line with the annual proposed budget.

4.5 Income & Expenditure – Property Expenditure

The property expenditure to 30 September 2017 is detailed in Appendix 3 by property.

4.6 Expenditure – Grants & Other Donations

The grants and other donations approved and distributed to 30 September 2017 are shown below.

Grant Recipients	Approved	£
Approved and Paid to 30 September 2017		
Peebles Golf Club – Driving Range & Swing Studio	23/11/16	5,000
Peebles Archaeological Society - Equipment	30/08/17	823
Total Paid to 30 September 2017		5,823
Approved but not yet paid		
Peebles Lawn Tennis Club – Court/Floodlights	23/11/16	10,000
Tontine Hotel – Remembrance Day Catering	03/12/14	300
PA System for Remembrance Day Service	27/09/04	200
Hire of Burgh Hall	27/09/04	100
Total Grants Approved		16,423
Budget 2017/18		43,000
Unallocated/(Overallocated) Budget		26,577

4.7 **Income & Expenditure – Depreciation Charge**

The depreciation charge is projected to be £37,441. This is not a cash transaction and is off-set by a corresponding contribution from the Revaluation reserve at the end of the financial year.

4.8 Appendix 2 provides the balance sheet value to 31 March 2017, the projected movement in year and a projected balance as at 31 March 2018.

4.9 **Balance Sheet – Fixed Assets**

All fixed assets of the Common Good Fund are revalued every five 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 2017, projected depreciation charges 2017/18 and projected value at 31 March 2018.

4.10 **Balance Sheet – Newton Investment**

- (a) The Newton fund delivered a negative return once more (-0.6% against benchmark of +1.1) in the quarter to 30 September 2017. General hedging against risk within the portfolio has contributed to this negative return. Negative returns from corporate and government bonds were also seen. Equities within the fund generated positive returns, but underperformed against broader equity markets which were driven by cyclical factors.
- (b) Importantly, this negative quarterly return has resulted in a 5 year rolling return that is below the 5 year benchmark, which the fund is ultimately measured against (3.6% against benchmark of 4.4%). The fund has delivered below benchmark performance for in the last 5 quarters.
- (c) Scottish Borders Council approved the commencement of a procurement exercise to ensure the funds are managed by the Fund Manager best aligned to the Common Good & Trust Investment

Strategy. The outcome of the procurement exercise will be reported to Scottish Borders Council on 14 December 2017 for final approval.

4.11 Balance Sheet – Cash Balance

The cash held by the fund is projected to be £28,165 at 31 March 2018 and is detailed below:

Cash Balance	£
Opening Balance at 1 April 2017	40,632
Projected surplus/(deficit) for year from Income & Expenditure Statement	(12,467)
Projected Net cash movement in Debtors/Creditors	0
Projected Closing Balance as at 31 March 2018	28,165

4.11 Balance Sheet – Capital Reserve

The projections for the Capital Reserves include the unrealised gain for the Newton Fund as at 31 March 2017 but due to the nature of the markets no estimate has been made for the current years' movement.

5 IMPLICATIONS

5.1 Financial

In addition to the financial implications explained above in Section 4, costs may be incurred for the procurement of a new Investment Fund Manager.

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 Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Chief Officer Audit and Risk, the Service Director HR and the Clerk to the Council have been consulted and any comments received have been incorporated into the final report.

Approved by

David Robertson
Chief Financial Officer

Signature

Author(s)

Kirsty Robb John Yallop	Capital and Investments Manager Tel: 01835 825249 Senior Finance Officer – Treasury & Investments Tel: 01835 824000 Extn 5933
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Background Papers:

Previous Minute Reference: Peebles Common Good Committee 30 August 2017

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PEEBLES COMMON GOOD FUND

PROJECTED INCOME AND EXPENDITURE 2017/18

	Actuals at 30/09/17	Full Year Approved Budget 2017/18	Full Year Projected Out-turn 2017/18	Full Year Projected Over/ (Under) Spend £	Para Ref	Commentary
	£	£	£	£		
Property Income						
Rentals Receivable	(39,119)	(48,840)	(36,686)	12,154	4.2	Haylodge & Old Corn Exchange
Non-Property Related Income						
Interest on Cash deposited with Council	(0)	(211)	(211)	0	4.3	
Newton Fund Investment – Dividends Rec'd	(0)	(10,449)	(10,449)	0	4.4	
Other Income	(54)	(54)	(54)	0	4.3	Millennium Fountain income
Total Income	(39,173)	(59,554)	(47,400)	12,154		
Property Expenditure						
Property Costs – General	107	5,000	5,000	0	4.5	
Haylodge Toilets – Cleaning etc	6,118	6,800	6,800	0	4.5	
Total Property Expenditure	6,225	11,800	11,800	0		
Grants & Other Donations	5,823	43,000	43,000	0	4.6	
Running Costs						
Central Support Service Charge	0	7,827	7,827	0		
SBC Grant towards Service Charge	(0)	(2,760)	(2,760)	0		
Net Running Costs	0	5,067	5,067	0		
Depreciation						
Depreciation Charge	0	37,441	37,441	0	4.7	
Contribution from Revaluation Reserve	(0)	(37,441)	(37,441)	0	4.7	
Net impact of Depreciation on Revenue Reserve	0	0	0	0		
Total Net (Surplus)/Deficit for year	(27,125)	313	12,467	12,154		

PEEBLES COMMON GOOD FUND

PROJECTED BALANCE SHEET VALUE AT 31 March 2018

	Opening Balance at 01/04/17 £	Projected Movement in Year £	Projected Balances at 31/03/18 £
Fixed Assets			
Land & Buildings	838,926	(37,441)	801,485
Feu Duties	1,619	0	1,619
Total Fixed Assets	840,545	(37,441)	803,104
Capital in Newton Investment Fund			
Investment in Newton Fund	422,082	0	422,082
Unrealised Gains/(Loss)	13,279	0	13,279
Market Value	435,361	0	435,361
Current Assets			
Debtors	1,988	0	1,988
Cash deposited with SBC	40,632	(12,467)	28,165
	42,620	(12,467)	30,152
Current Liabilities			
Creditors	0	0	0
Receipts in Advance	(7,882)	0	(7,882)
Total Current Liabilities	(7,882)	0	(7,882)
Net Assets	1,310,643	(49,908)	1,260,735
Funded by:			
Reserves			
Revenue Reserve	(34,819)	12,467	(22,352)
Capital Reserve	(485,074)	0	(485,074)
Revaluation Reserve	(790,750)	37,441	(753,309)
Total Reserves	(1,310,643)	49,908	(1,260,735)

PEEBLES COMMON GOOD FUND

PROPERTY PORTFOLIO PERFORMANCE FOR 2017/18
(Actual Income and Expenditure at 30 September 2017)

Fixed Assets	Net Book Value at 31/03/17	Projected Depn Charge 2017/18	Projected Net Book Value at 31/03/18	Projected Rental Income 2017/18	Actual Property Expenditure at 30/09/17				
					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 Tennis Courts	21,000	0	21,000	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	134,600	1,800	132,800	2,100	0	0	0	0	0
Neidpath Grazings	20,000	0	20,000	0	0	0	0	0	0
Haylodge Park	0	0	0	0	0	0	0	0	0
Haylodge Depot	58,350	5,550	52,800	4,096	0	0	0	0	0
Old Corn Exchange Hall (Front)	29,260	3,580	25,680	450	0	0	0	0	0
Walkershaugh Store	37,925	4,025	33,900	6,500	0	0	0	0	0
Tweed Green	0	0	0	0	79	0	0	0	79
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	105,900	14,700	91,200	0	0	0	0	0	0
Garage 1 Tweed Green	2,600	800	1,800	200	0	0	0	0	0
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 31/03/17	Projected Depn Charge 2017/18	Projected Net Book Value at 31/03/18	Projected Rental Income 2017/18	Actual Property Expenditure at 30/09/17				
					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	1,750	500	1,250	0	0	0	(5)	0	(5)
Garage 3 Tweed Green	1,500	500	1,000	0	0	0	(5)	0	(5)
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	800	0	0	0	0	0
Land at Kingsmeadows Toilets	2,000	0	2,000	0	0	0	0	0	0
Haylodge Toilets	26,281	1,906	24,375	0	0	118	0	6,000	6,118
Land at Gytes Leisure Centre	0	0	0	0	0	0	0	0	0
Old Corn Exchange Shop (Rear)	32,760	4,080	28,680	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	250	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 Garage	0	0	0	50	0	0	(39)	0	(39)
Property Expenditure (General)	-	-	-	0	77	0	0	0	77
Total	838,926	37,441	801,485	36,686	156	118	(49)	6,000	6,225

Moveable Assets

Leather Chairs (14)
Chairs (5)
China Cabinet
Antique Mirror
Square Coal Scuttle
Oak Mantle Clock (1930)
Antique Fire Irons & Grate
Log Effect Electric Fire
Oval Oak Table
Light Pendants (5)
Single Pendant
4 Single Brass Gas Wall Fittings

PEEBLES COMMON GOOD FUND

INVESTMENTS EXTERNALLY MANAGED IN NEWTON REAL RETURN FUND

Cost of Investment	Units	£
Initial Investment - 13 December 2013	187,196	350,000
Further 2014-15 Investment	10,341	20,082
Further 2016-17 Investment	27,165	52,000
Total Invested to 30 September 2017	224,702	422,082

Value of Investment	£
31 March 2017	384,308
30 June 2017	440,260
30 September 2017	430,283
31 December 2017	
31 March 2018	
Increase/(Decrease) from Total Cash Invested	8,201

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31 AUG 2017

SCOTTISH BORDERS COUNCIL



Cuddyside - Footpaths Repairs

BILL OF QUANTITIES SP/17-18/67

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Council Responsibility				
1	Scrape, trim, and surface defective footpaths with Close Graded Macadam to varying depths not exceeding 70mm deep	m ²	145	£39.50	£5,727.50
	Common Good Responsibility				
2	Scrape, trim, and surface defective footpaths with Close Graded Macadam to varying depths not exceeding 70mm deep	m ²	65	£39.50	£2,567.50
				TOTAL	£8,295.00

SCOTTISH BORDERS COUNCIL



31 AUG 2017

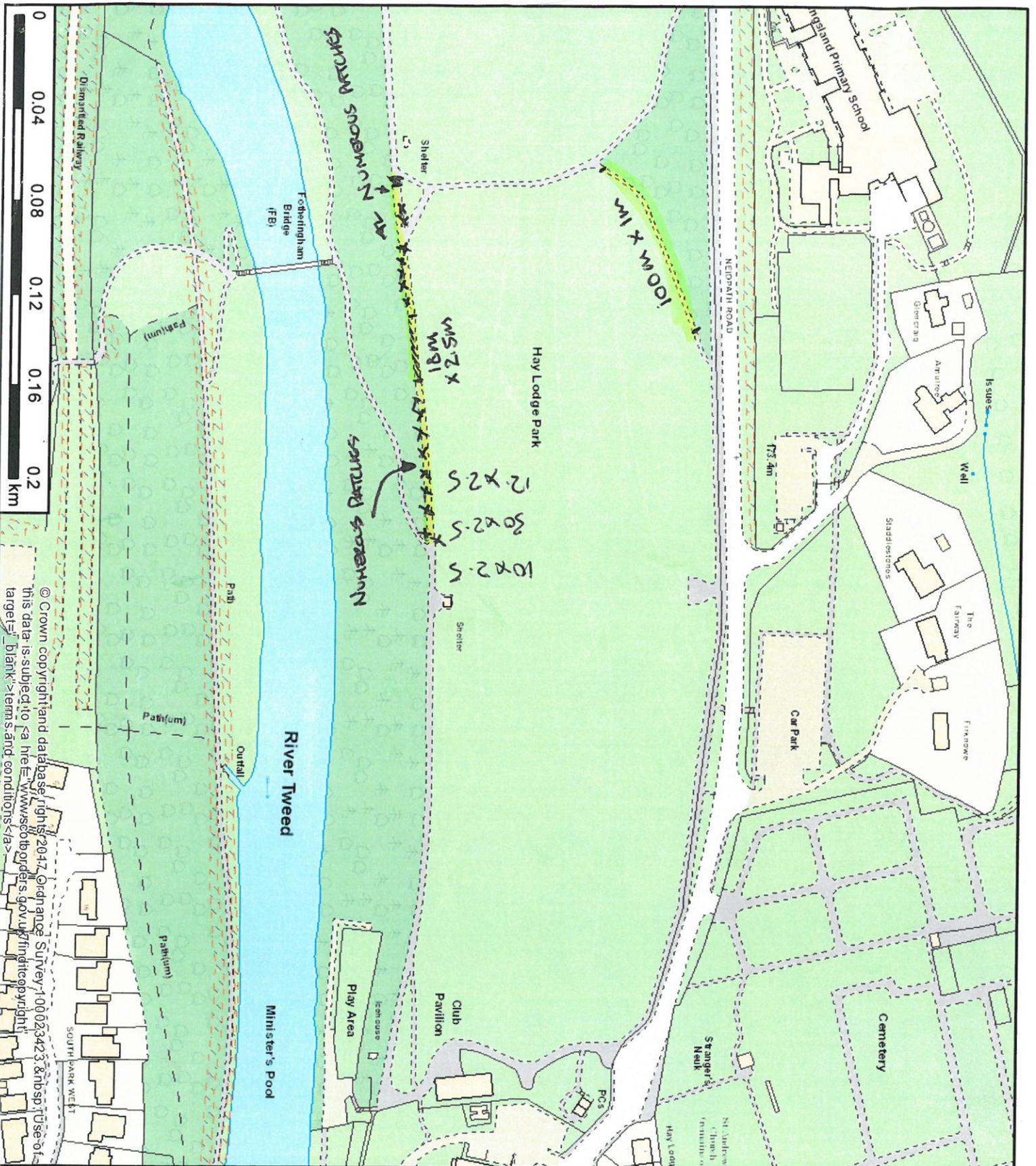
Haylodge Park, Peebles - Footpaths Repairs

BILL OF QUANTITIES SP/17-18/66

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	Patching / Resurfacing Scrape, trim, and surface defective footpaths with Close Graded Macadam to varying depths not exceeding 70mm deep	m ²	300	£31.65	£9,495.00

Hay Lodge Park, Peebles

Footpath Repairs



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This map was produced using SBC's WebGIS system. For further information or help please contact FP_LVF@scotborders.gov.uk

See attached:-

(i) footpath resurfacing estimates for Cuddyside and Hay Lodge Park footpaths which come under Common Good responsibility.

(ii) Also, Property Maintenance were hoping to carry out some pointing / repair work to Hay Lodge boundary wall, locally known as 'Campbell's Dyke'. This is a very long wall and even though not in a dangerous state could do with the worst areas pointed up and any loose stones bedded back in before they deteriorate further. We would like to carry out in the region of £5000-£8000 of work annually to the wall. I have attached a location plan showing the wall.

I would be grateful if you could forward these estimates / proposal at the next Peebles Common Good meeting for discussion.

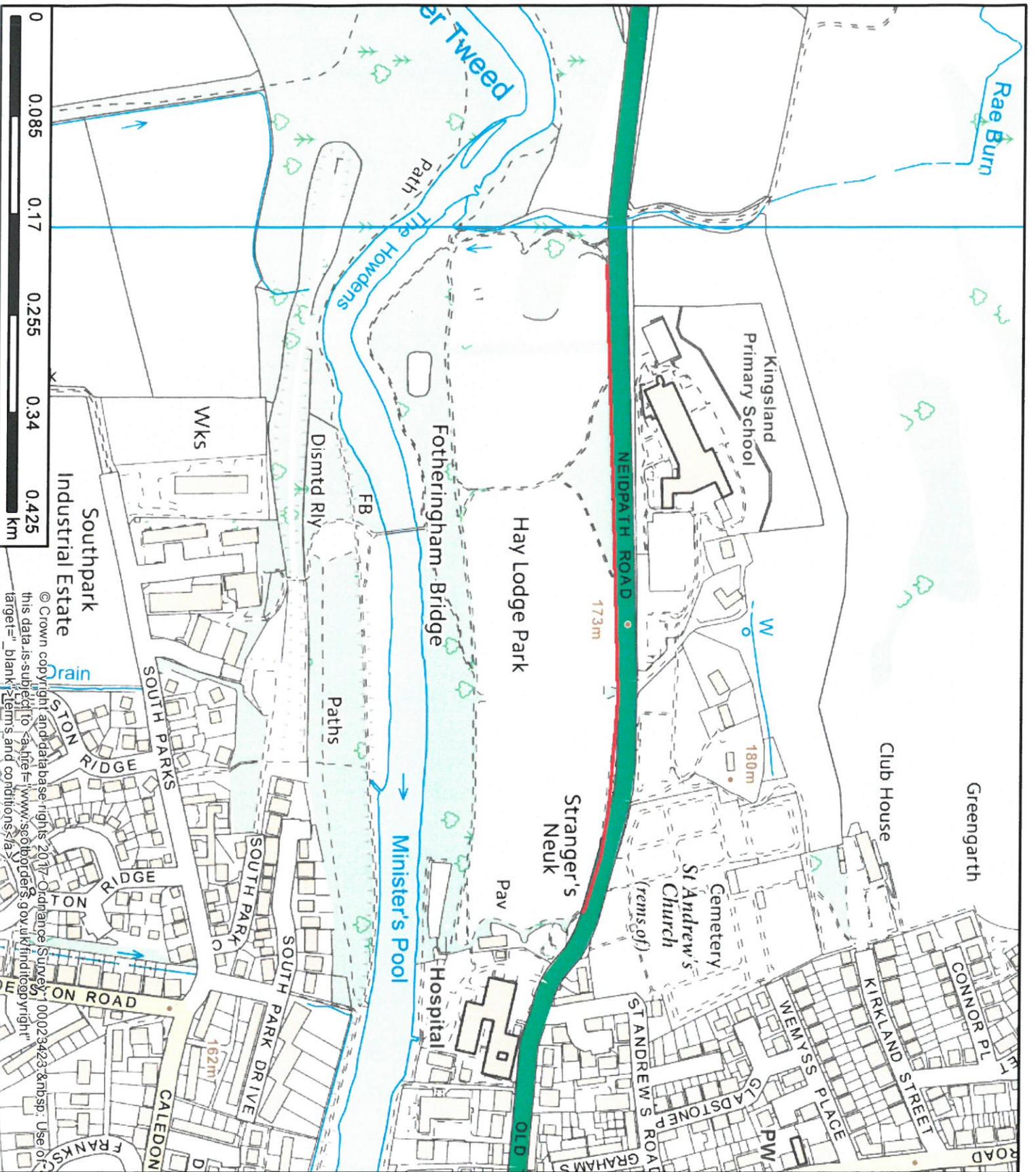
Many thanks, Gareth.

**Gareth R. Smith,
Property Officer,
Scottish Borders Council,
Rosetta Road,
Peebles,
Tweeddale,
EH45 8HG.
(07831660442)**

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Campbell's Dyke Boundary Wall

Hay Lodge Park



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Works to Hay Lodge Toilets

See estimate below to paint tidy up and floor tile repair in the gents toilets at Hay Lodge Park

Could you please present this at the next common good meeting for consideration.

Thanks, Gareth.

From: [drew mcneil](#)

Sent: 19 October 2017 06:25

To: [Smith, Gareth](#)

Subject: haylodge toilets

to repair floor tiles repair walls and decorate

16 hrs @ £22 =£352

material £110

travel £7 .20

total £469.20

yours drew

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Chief Executive The Royal Burgh of Peebles Callants Club

11 OCT 2017

Democratic Standard

3 Marmion Road

Peebles

EH459BE

9.10.17

Dear Kathleen

I would be grateful if you could include this request on the agenda for the next meeting of Peebles Common Good Fund.

The Royal Burgh of Peebles Callants Club has undertaken to produce an up to date version of the book, "Peebles and Its People" and is currently progressing the project. The first version, in 2003, sold over one thousand copies and raised funds which went towards the construction of the "access for all" ramp at Fotheringham Bridge.

The book is a also a historical record of life and work in Peebles and as we have an ever-changing community and many of the shops and characters included in the original book, have sadly closed down or passed away, we feel the time for an updated version is now.

Our vision is to create the latest historical chapter of our town, so generations to come will be able to look back and appreciate what a vibrant, caring community we all live in.

All monies raised from this venture will be used for local projects within our community.

To help in the initial production of the new "Peebles and Its People" the Callants' Club would like to apply for a grant from Peebles Common Good Fund. All work involved in production of the book will be done in Peebles and involves members of the Callants, Peebles Photography Club, Elmbank Printing and Caledonian Printers. Initial costing for 1000 books is estimated at £13652.00 and a grant in the region of 50% will ensure the project proceeds.

I am at your disposal if you need more information and look forward to hearing from you at your convenience.

Yours sincerely

Kenny Wilson

Secretary

**PEEBLES 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>Royal Burgh of Peebles Callants' Club Kenny Wilson Honorary Secretary 3 Marmon Road Peebles EH45 9BF.</p>
<p>Address to which payment should be made:</p>	<p>3 Marmon Road Peebles EH45 9BE</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 align="center"><u>CONSTITUTION OF THE ROYAL BURGH OF PEEBLES CALLANTS' CLUB</u></p> <p>1. The Club shall be known as the Royal Burgh of Peebles Callants' Club. 2. The "<u>Objects of the Club</u>" shall be:- a) To preserve and stimulate interest in the history and traditions of the Royal and Ancient Burgh of Peebles. b) To encourage the cultivation of local sentiment and to foster local literature and song. c) To provide support, or assistance to improve the quality of community life in the town of Peebles, or for its individual citizens</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>£6826.00 To match Callants funding in publishing volume 2 of "Peebles and Its People"</p>
<p>When will the donation be required:</p>	<p>November / December 2017</p>
<p>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>	<p>Production of the book is set for December 2017 at an estimated cost of £13652.00 Callant funds to cover half the cost are in place ie. £6826.00</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:

This project is the follow up to the very successful first volume printed in 2003 which was supported financially by Peebles Common Good Fund. We regard this book as a historical record for the benefit of Peebles and it meets the objects of our constitution as well as being held in high esteem locally.

Declaration

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

Signed

Position Held: Honorary Secretary

Date: 9/10/17

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 Kathleen Mason Democratic Services Officer, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 826772

3

Abstracts of accounts 2016

INCOME

Subscriptions	600.00
Annual dinner	2005.00 ✓
Coffee morning	1631.00 -
Duck hire	290.00
Sale of Ties	60.00
Post Office interest	19.53
Donations	441.50
Burns Night	<u>1946.35</u> ✓
TOTAL	<u>6993.38</u>

EXPENDITURE

Hall hire	30.00
Old Folks treat	150.00
Ex Cornets Lassies	100.00
Beltane Patrons	50.00
Beltane clothing fund	200.00
Cost of Ties	380.04
Kirkwood & Son	68.16
Elmbank printing	156.90
Bulbs	353.00
Scent of Ginger	25.00
Caldwell's ices	489.60
Tontine Hotel	1873.35 -
Coffee float	410.00
School Grants	400.00 -
SBC hall rent	54.00
Gift voucher	25.00
Internet services	86.26
Burns Competition	74.20
Arts Festival	110.00
Poppy wreath	31.50
Bonnie Peebles	500.00
of Burns Night	1830.32
Sundries	<u>329.97</u>
materials	<u>7727.30</u>
trls	

Balance brought forward	9594.98
Loss after expenses	<u>-733.92</u>
	<u>8861.06</u>

Current Account	3713.44
Post Office	<u>5147.62</u>
	<u>8861.06</u>

[Handwritten signature]

INDEPENDENT EXAMINERS REPORT

I have examined the accounts of the Royal Burgh of Peebles Callants Club and confirm that they are in agreement with the books, records and vouchers submitted to me.

11/3/17



**PEEBLES 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>Peebles Men's Shed c/o 3 Edderston Ridge Park Peebles EH45 9NG</p> <p>██████████</p> <p>████████████████████</p>
<p>Address to which payment should be made:</p>	<p>As above, but see below under assistance requested.</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>Peebles Men's shed will aim to provide recreational facilities and advance the social needs, health and well being of men of all ages and backgrounds living in Peebles and surrounding areas by offering opportunities to meet and undertake creative, physical, purposeful and recreational activities of their choice, thus contributing to the physical and mental wellbeing of members. In so doing this will help develop the capacity of men in the Peebles area to share their skills and knowledge with others in the community, to the wider benefit of that community. In a 2015 study, 3.5% of the population of Tweeddale reported that they felt lonely or isolated. A thriving Men's Shed in Peebles would go some way towards reducing that number. Another recent study undertaken identified that in an Aberdeenshire shed, the Social Return on Investment could be quantified at a value of £48,844 worth of outcomes in one year against running costs of £5,000. Beneficiaries were identified as the shedders themselves, their partners and families, the local Health Service and the wider community in which the shed was based.</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>A sum equivalent to the annual lease charges for the building known as the Hay Lodge Depot, believed to be in the region of £1000 per calendar month, to enable us to secure that lease on an ongoing basis or the exclusive lease of the building on a charge free basis, whichever is easier. Security of tenure would be important to the long term viability of the group, so the latter would be the preferable outcome to the group, allowing us to properly plan for the future.</p>
<p>When will the donation be required:</p>	<p>As soon as possible to allow further set up plans to be put into place.</p>
<p>If this is a one-off project then please give the following details –</p> <p>Date (s):</p>	<p>This a long term project, and one which will be run by the members for the members. In due course, once premises have been secured for use as a Shed, members will be asked to contribute a small sum weekly towards ongoing running costs and a programme of fund raising within the community would be devised. At only our second</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>meeting which attracted 15 men, when a steering group was formed to progress matters, £30 was raised as a start. This has already been used to affiliate to the Scottish Men's Shed Association to whom we will turn for inspiration and procedural guidance in future. It may not seem much, but it was a start. Contact has also been made with Age Scotland, who annually provide individual grants of £1000 to Men's Sheds in Scotland. Unfortunately we just missed the deadline for this year but are hopeful of obtaining a grant next year. Another funding source being explored are donations from local wind farm operators and an application will be made for access to funding from the SBC Community Fund.</p>
<p><u>Other information</u></p> <p>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>We are in the process of securing recognition as a Scottish Charitable Incorporated Organisation (SCIO), as will be required by our constitution which is already being drafted using guidance from the Scottish Men's Shed Association. This will be placed before the members for approval and adoption at our next planned meeting on 6 December.</p> <p>As we are still in the very early stages of our existence, no audited accounts are yet available.</p> <p>Finally, it is estimated that our target population for membership, or in other words those whom this assistance would directly benefit, is in the region of 850 men, or 10% of the current population of Peebles.</p>
<p><u>Declaration</u></p> <p>I hereby make application for assistance as set out above and certify that the information I have provided is accurate</p> <p>Signed: Malcolm Bruce (signed electronically)</p> <p>Position Held: Member of steering group.</p> <p>Date: 15 November 2017</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 Louise McGeoch, Democratic Services Team Leader, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA. Telephone 01835 825005</p>	



**PEEBLES 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>Eastgate Theatre (Peebles) Ltd c/o Caroline Adam General Manager Eastgate Theatre & Arts Centre Eastgate Peebles EH45 8AD</p> <p>01721 725785</p> <p>generalmanager@eastgatearts.com</p>
<p>Address to which payment should be made:</p>	<p>Payments are in principle requested as follows:</p> <p>(a) £3,000 to Landfill Operator to be identified by the Land Trust (b) £5,375 to Landfill Operator to be identified by WREN – FCC Environment (a waste management company)</p> <p>Details of operators and addresses will be provided once confirmation is received from the Land Trust and WREN that grants of (respectively) £30,000 and £50,000 have been awarded. These grants are dependent on an assurance that the above payments can be made by a third party (see attached note of explanation) – hence this request for in principle funding from Peebles Common Good Fund.</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>Eastgate Theatre (Peebles) Ltd is a community-based company incorporated in Scotland and registered as a charity. It was originally established in 1996 in order to campaign for community arts facilities in Tweeddale. Following several years of fundraising, the company acquired a 19th century church located at the east end of Peebles High Street, and converted this into a theatre and arts centre which opened to the public in 2004.</p> <p>Since then the Eastgate Theatre has developed into a vibrant creative centre and community hub which serves Peebles, Tweeddale and the Scottish Borders, and has become an essential part of Scotland's cultural infrastructure.</p> <p>The theatre's current activities include:</p> <ul style="list-style-type: none"> • A year-round events programme consisting of more than 100 live performances and 100 film screenings per annum; in 2016/17 around 18,500 tickets were sold for 207 public events • A further four short festivals offering a more concentrated mix of events for residents and visitors alike; an additional 3,000

	<p>admissions were recorded for festival events in 2016/17 which included performances, films, guided walks and outdoor activities</p> <ul style="list-style-type: none">• A wide range of creative classes, workshops and courses catering for all ages, from pre-school to senior citizens, and making provision for all levels of ability• A series of outreach projects designed to provide creative opportunities for people who may find it difficult to access the building – including the elderly, frail and isolated• Facilities, services, advice and support made available to a large number of organisations and individuals throughout the year; in 2016/17 this included more than 30 Borders-based community groups, as well as many local artists and arts organisations• The building is generally used from 1000 till 2200 each weekday, and frequently remains open seven days a week; public events and private bookings in 2016 resulted in a total of 340 days of operation• The growing demand for activities, services and facilities has already outstripped existing space and resources; and it is for this reason that the Eastgate Development Project has been established
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<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>This application to Peebles Common Good Fund is for a total contribution of £8,375 – which is required to secure landfill funds of £80,000 under the operating rules of the Scottish Landfill Communities Fund (see below*).</p> <p>This will be part of a package of funding needed to support a major capital project which aims to extend the Eastgate Theatre physically and operationally in order to meet the needs and demands of the growing population of Peebles and surrounding areas both now and for the future.</p> <p>The Eastgate Development Project will increase the floor space of the building; improve its layout, design and accessibility, significantly improve the theatre’s energy efficiency and reduce its carbon footprint. These changes will enable the Eastgate to provide new activities and facilities within the theatre, and increase outreach and support to groups outwith the building.</p> <p>New income streams and reduced running costs due to greater operational efficiency will also help ensure the sustainability of the Eastgate Theatre over the longer term.</p> <p>*The project’s funding strategy is based on contributions by a number of different public and private funding bodies, including the Scottish Landfill Communities Fund. The location of the theatre means that it is eligible for support from the SLCF, which now allows applications to be made to landfill funds generated in areas outwith the Scottish Borders.</p> <p>Landfill Operators in these areas (distributing funds through other Approved Bodies such as Land Trust and WREN) require a Contributing Third Party payment. Under the SLCF scheme, if a Landfill Operator agrees to provide funds of (say) £30,000, they are permitted by Revenue Scotland to recover only 90% of that amount as a landfill tax credit. So in order to make the offer of funds ‘cost neutral’ to the Landfill Operator a contributing third party payment is necessary.</p> <p>The Land Trust requires this payment to be 10% of the award (£3,000) while WREN requires 10.75% (£5,375) in order to cover WREN administration fees as well. The contributing third party payment is paid directly to the respective Landfill Operator, once identified by the Approved Body at the funding award stage.</p> <p>(An extract from Revenue Scotland - Contributing Third Party guidance is attached for further information.)</p>
<p>When will the donation be required:</p>	<p>May 2018</p>
<p>If this is a one-off project then please give the following details –</p> <p>Date (s):</p>	<p>Sep – Dec 2017 Pre-contract development currently underway (funded by the Big Lottery Fund’s Community Assets programme)</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>Apr – Dec 2018 Phase one: full design development</p> <p>Jan – Sep 2019 Phase two: construction and fit-out</p> <p>£1,300,000</p> <p>Fundraising plan launched November 2017 aiming to raise £40,000 from local businesses, organisations and individuals by April 2018.</p> <p>Applications currently underway to a number of public and private funders in order to secure £1,260,000 by June 2018. Details of amounts and decision dates are as follows:</p> <p>Big Lottery Fund £700,000 (decision April 2018) (BIG has already provided £45,850 for pre-contract development)</p> <p>LEADER £150,000 (May 2018)</p> <p>WREN £50,000 (June 2018)</p> <p>Land Trust £30,000 (June 2018)</p> <p>BCCF Environmental £30,000 (March 2018)</p> <p>Robertson Trust £100,000 (March 2018)</p> <p>Foyle Foundation £100,000 (June 2018)</p> <p>Garfield Weston £100,000 (June 2018)</p>
<p><u>Other information</u></p> <p>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>Any Common Good Fund award would be treated as a pledge at this stage. Confirmation of this pledge would enable two applications for funding to be made to the Scottish Landfill Communities Fund resulting in leverage of £80,000 of funds into Tweeddale.</p> <p>No other funders can be identified that have the ability to provide a Contributing Third Party payment.</p>
<p><u>Declaration</u></p> <p>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: General Manager</p> <p>Date: 13 November 2017</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 Louise McGeoch, Peebles Common Good Fund, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 825005</p>	

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2017
for
Eastgate Theatre (Peebles) Limited
(A Company Limited by Guarantee)**

Eastgate Theatre (Peebles) Limited

**Contents of the Financial Statements
for the Year Ended 31 March 2017**

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Detailed Statement of Financial Activities	13 to 14

Eastgate Theatre (Peebles) Limited

Report of the Trustees for the Year Ended 31 March 2017

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2017. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

SC163829 (Scotland)

Registered Charity number

SC024713

Registered office

Eastgate Theatre & Arts Centre
Eastgate
Peebles
Borders
EH45 8AD

Trustees

A I Jenkins	Vice Chairman	
Mrs K A M Innes		
S Bell		- resigned 10/5/2017
Mrs C Maxwell Stuart		
W K Archibald		- resigned 10/5/2017
Sir David Younger	Chairman	
W A Staempfli		- resigned 25/5/2017
K A Brunton		
P W Fagan		- appointed 2/9/2016
E S Gowrie		

Independent examiner

Karen Graham
Chartered Accountant
Braidwood Graham
One Cherry Court
Cavalry Park
Peebles
Borders
EH45 9BU

Solicitors

DWF Biggart Baillie
Fountainbridge
Edinburgh

Bankers

The Royal Bank of Scotland
4 Eastgate
Peebles
EH45 8SL

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Eastgate Theatre (Peebles) Limited is a private company limited by guarantee and a registered charity governed by its memorandum and articles of association.

Eastgate Theatre (Peebles) Limited

Report of the Trustees for the Year Ended 31 March 2017

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

Trustees, or directors, are appointed by the existing Board of Directors and recruited within the local community. Directors are all volunteers and are drawn from different backgrounds to ensure the charity has the best mix of business, financial, marketing technical and arts advice.

Induction and training of new trustees

All directors have been made aware of their duties and responsibilities.

Organisational structure

The directors act in accordance with OSCR guidelines and take advice on relevant issues from representatives of Scottish Borders Council and LIVE Borders. Other delegated decisions rest with the theatre manager Ms Caroline Adam and other staff where appropriate.

Related parties

Scottish Borders Council is entitled to appoint up to two directors of the company who can serve as trustees on the Board.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives can be summarised as the promotion and advancement of public education by encouragement of the arts, and the provision of facilities to meet the needs of special groups and the public at large. The board's strategy to achieve these objectives is to arrange a diverse programme of activities including community events, cinema and live shows on a variety of subject matters.

Volunteers

The use of volunteers in the day to day running of the Eastgate - including administrative tasks, assistance in the cafe, front of house and event support - has been invaluable and the board recognises the hard work put in by the volunteers and is most grateful for the dedication of all those involved.

During the year to 31 March 2017, the number of hours of voluntary work was estimated at 5,000 hrs (2016: 5,000 hours), which equates to approximately £40,000 (2016: £40,000) worth of donated services..

ACHIEVEMENT AND PERFORMANCE

The year to 31 March 2017 marked the nineteenth anniversary of the company and the thirteenth year in which it has been fully operational as a theatre and arts centre.

The main activities are the provision of live events and film screenings; provision of many arts centre activities such as exhibitions, classes and workshops and outreach projects; as well as facilities and support for community activities. There is also a café for all the Eastgate patrons, as well as the general public.

During the year, as can be seen from the financial statements, the general fund shows a deficit of £10,864 which is mainly due to the depreciation charges of £15,505 on the Theatre's assets. There is therefore a pre-depreciation profit of £4,641.

FINANCIAL REVIEW

Reserves policy

The charity would like to be in a position of having three months sufficient free reserves (i.e. funds not tied up in fixed assets) to meet expenses, however in these difficult financial times, this ideal has not currently been achieved.

Eastgate Theatre (Peebles) Limited

Report of the Trustees for the Year Ended 31 March 2017

FINANCIAL REVIEW

Principal funding sources

Principal funding sources come from fundraising activities of admission income, cafe trading, core grant funding by LIVE Borders and grants from Creative Scotland and other public and other charitable organisations. In the current climate, and in common with other charities, a guarantee of future core funding for more than a year in advance cannot be obtained in writing. Indeed LIVE Borders have indicated an ongoing reduction in funding over future years. The charity's survival is very much dependent on this funding.

Investment powers

The company has the power to raise and receive monies in the furtherance of the objects; to invest monies in the furtherance of the objects and to invest monies not immediately required in such investments, securities or property as may be thought fit.

FUTURE ACTIVITIES

The company, in common with many charities, faces challenges going forward and for the foreseeable future it will depend both on volunteers to fulfil many functions, coupled with fundraising and grants to bridge the gap between revenue and expenditure. Meanwhile, the board and employees are working very hard indeed to increase the attendances whilst containing expenditure at a viable level. Planning ahead is challenging in the current financial climate where the charity is dependent on core funding from LIVE Borders. Note 18 to the accounts draws attention to the future commitment difficulty. The trustees are embarking on an ambitious capital project which will extend the capacity of the Theatre by developing an expanded suite of facilities via extension and refurbishment of the building. The project will also broaden the contact with wider audiences by extending the scope of the Theatre's community activity. This work will have to be funded from external sources, principally the Big Lottery Fund's Community Assets programme, and preparatory work will be undertaken during 2017/18. The trustees acknowledge the risks associated with a major capital project and steps will be taken to ensure that these risks are managed as the project develops.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Eastgate Theatre (Peebles) Limited for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 21 September 2017 and signed on its behalf by:

Sir David Younger - Trustee

**Independent Examiner's Report to the Trustees of
Eastgate Theatre (Peebles) Limited**

I report on the accounts for the year ended 31 March 2017 set out on pages five to twelve.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Karen Graham
Chartered Accountant
Braidwood Graham
One Cherry Court
Cavalry Park
Peebles
Borders
EH45 9BU

Date:

Eastgate Theatre (Peebles) Limited

**Statement of Financial Activities
for the Year Ended 31 March 2017**

	Notes	Unrestricted fund £	Restricted fund £	Total 2017 funds £	Total 2016 funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		21,080	-	21,080	23,189
Activities for generating funds	2	359,242	-	359,242	348,153
Investment income	3	-	-	-	9
Incoming resources from charitable activities					
Grants		<u>116,587</u>	<u>-</u>	<u>116,587</u>	<u>119,506</u>
Total incoming resources		496,909	-	496,909	490,857
 RESOURCES EXPENDED					
Charitable activities					
Management and administration	4	48,163	-	48,163	65,189
Cost of operation theatre & arts centre		426,492	15,505	441,997	415,370
Governance costs	7	<u>17,613</u>	<u>-</u>	<u>17,613</u>	<u>17,500</u>
Total resources expended		<u>492,268</u>	<u>15,505</u>	<u>507,773</u>	<u>498,059</u>
 NET INCOMING/(OUTGOING) RESOURCES					
		4,641	(15,505)	(10,864)	(7,202)
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>(4,911)</u>	<u>363,075</u>	<u>358,164</u>	<u>365,366</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>(270)</u></u>	<u><u>347,570</u></u>	<u><u>347,300</u></u>	<u><u>358,164</u></u>

CONTINUING OPERATIONS

All incoming resources and resources expended arise from continuing activities.

Eastgate Theatre (Peebles) Limited

**Balance Sheet
At 31 March 2017**

	Notes	Unrestricted fund £	Restricted fund £	Total 2017 funds £	Total 2016 funds £
FIXED ASSETS					
Tangible assets	11	63,949	347,570	411,519	422,955
CURRENT ASSETS					
Stocks	12	2,876	-	2,876	2,235
Debtors	13	10,471	-	10,471	15,730
Cash at bank and in hand		<u>25,270</u>	<u>-</u>	<u>25,270</u>	<u>7,247</u>
		38,617	-	38,617	25,212
CREDITORS					
Amounts falling due within one year	14	(102,836)	-	(102,836)	(90,003)
		<u>(64,219)</u>	<u>-</u>	<u>(64,219)</u>	<u>(64,791)</u>
NET CURRENT ASSETS/(LIABILITIES)					
		<u>(64,219)</u>	<u>-</u>	<u>(64,219)</u>	<u>(64,791)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>(270)</u>	<u>347,570</u>	<u>347,300</u>	<u>358,164</u>
NET ASSETS/(LIABILITIES)					
		<u>(270)</u>	<u>347,570</u>	<u>347,300</u>	<u>358,164</u>
FUNDS					
Unrestricted funds	17			(270)	(4,911)
Restricted funds				<u>347,570</u>	<u>363,075</u>
TOTAL FUNDS					
				<u>347,300</u>	<u>358,164</u>

The notes form part of these financial statements

Eastgate Theatre (Peebles) Limited

Balance Sheet - continued
At 31 March 2017

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2017 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 21 September 2017 and were signed on its behalf by:

Sir David Younger -Trustee

P W Fagan -Trustee

Eastgate Theatre (Peebles) Limited

Notes to the Financial Statements for the Year Ended 31 March 2017

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Financial reporting standard number 1

Exemption has been taken from preparing a cash flow statement on the grounds that the charitable company qualifies as a small charitable company.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

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

Freehold property	- 2% on cost
Fixtures and fittings	- 20% on cost
Computer equipment	- 25% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The company is a charity recognised in Scotland by H.M Revenue & Customs and therefore is not liable to corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. ACTIVITIES FOR GENERATING FUNDS

	2017	2016
	£	£
Admission Fees and Hires	232,179	220,087
Bar & Cafe Sales	126,394	125,501
Other Sales & Commission	669	1,565
Creative Place	-	1,000
	<u>359,242</u>	<u>348,153</u>

Eastgate Theatre (Peebles) Limited

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2017**

3. INVESTMENT INCOME

	2017	2016
	£	£
Deposit account interest	<u>-</u>	<u>9</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 5)	Support costs (See note 6)	Totals
	£	£	£
Management and administration	26,032	22,131	48,163
Cost of operation theatre & arts centre	<u>218,047</u>	<u>223,950</u>	<u>441,997</u>
	<u>244,079</u>	<u>246,081</u>	<u>490,160</u>

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2017	2016
	£	£
Programme	167,544	158,929
Bar & Cafe Purchases	50,503	54,277
Publicity and Marketing	<u>26,032</u>	<u>21,792</u>
	<u>244,079</u>	<u>234,998</u>

6. SUPPORT COSTS

Total support costs of £246,081 (2016: £245,561) were allocated to the appropriate category above. Wages costs were separately identified and appropriately allocated. Indeterminate overheads were allocated based on office space and theatre operation at 5% and 95% respectively.

The average number of staff in the year to 31 March 2017 was 7 (2016: 8) There were no staff members with emoluments of more than £60,000.

7. GOVERNANCE COSTS

	2017	2016
	£	£
Book-keeping	15,000	15,000
Accounting	<u>2,613</u>	<u>2,500</u>
	<u>17,613</u>	<u>17,500</u>

8. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2017	2016
	£	£
Accounting	2,613	2,500
Depreciation - owned assets	<u>15,504</u>	<u>15,036</u>

Eastgate Theatre (Peebles) Limited

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2017**

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2017 nor for the year ended 31 March 2016.

10. STAFF COSTS

	2017	2016
	£	£
Wages and salaries	156,871	153,273
Social security costs	<u>5,895</u>	<u>7,034</u>
	<u><u>162,766</u></u>	<u><u>160,307</u></u>

The average monthly number of employees during the year was as follows:

	2017	2016
	<u>7</u>	<u>8</u>

No employees received emoluments in excess of £60,000.

11. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2016	543,718	241,143	60,793	845,654
Additions	<u>-</u>	<u>4,068</u>	<u>-</u>	<u>4,068</u>
At 31 March 2017	<u>543,718</u>	<u>245,211</u>	<u>60,793</u>	<u>849,722</u>
DEPRECIATION				
At 1 April 2016	130,678	232,253	59,768	422,699
Charge for year	<u>10,869</u>	<u>3,870</u>	<u>765</u>	<u>15,504</u>
At 31 March 2017	<u>141,547</u>	<u>236,123</u>	<u>60,533</u>	<u>438,203</u>
NET BOOK VALUE				
At 31 March 2017	<u>402,171</u>	<u>9,088</u>	<u>260</u>	<u>411,519</u>
At 31 March 2016	<u>413,040</u>	<u>8,890</u>	<u>1,025</u>	<u>422,955</u>

12. STOCKS

	2017	2016
	£	£
Stocks	<u>2,876</u>	<u>2,235</u>

Eastgate Theatre (Peebles) Limited

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2017**

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017	2016
	£	£
Trade debtors	7,869	7,871
Other debtors	<u>2,602</u>	<u>7,859</u>
	<u>10,471</u>	<u>15,730</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2017	2016
	£	£
Bank loans and overdrafts (including unrepresented cheques) (see note 15)	27,657	16,901
Trade creditors	12,792	6,364
Taxation and social security	4,679	4,500
Other creditors	<u>57,708</u>	<u>62,238</u>
	<u>102,836</u>	<u>90,003</u>

15. LOANS

An analysis of the maturity of loans is given below:

	2017	2016
	£	£
Amounts falling due within one year on demand:		
Bank overdraft (including unrepresented cheques)	<u>27,657</u>	<u>16,901</u>

16. SECURED DEBTS

The following secured debts are included within creditors:

	2017	2016
	£	£
Bank overdraft (including unrepresented cheques)	<u>27,657</u>	<u>16,901</u>

17. MOVEMENT IN FUNDS

	At 1/4/16	Net movement in funds	At 31/3/17
	£	£	£
Unrestricted funds			
General fund	(4,911)	4,641	(270)
Restricted funds			
Restricted fund	363,075	(15,505)	347,570
	<u>358,164</u>	<u>(10,864)</u>	<u>347,300</u>

Eastgate Theatre (Peebles) Limited

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2017**

17. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	496,909	(492,268)	4,641
Restricted funds			
Restricted fund	-	(15,505)	(15,505)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>496,909</u>	<u>(507,773)</u>	<u>(10,864)</u>

18. CONTINGENT LIABILITIES

A lien on the property and the assets purchased was taken by the former Scottish Arts Council, now Creative Scotland, for the capital grant of £1.6m provided through the National Lottery as part of the original funding to convert the Theatre and Arts Centre. This standard security ends in March 2029. If the original grant conditions are breached, the grant is technically repayable. The building cannot be sold, transferred or mortgaged without the consent of the former SAC, now part of Creative Scotland.

19. ULTIMATE CONTROLLING PARTY

The Board of Trustees listed in the trustees report on page 1 control the company.

20. GOING CONCERN

In common with charitable organisations, the company relies on core funding from the local authority, routed through LIVE Borders (Sport and Leisure Trust). These uncertain financial times means it is difficult to obtain a written commitment of funding beyond one year of the balance sheet signing date. At this specific time, the directors assume it will continue and therefore the accounts are prepared on this basis.

Eastgate Theatre (Peebles) Limited

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2017**

	2017	2016
	£	£
INCOMING RESOURCES		
Voluntary income		
Donations and Subscriptions	7,576	11,798
Friends of the Eastgate	12,754	10,207
Gift aid	<u>750</u>	<u>1,184</u>
	21,080	23,189
Activities for generating funds		
Admission Fees and Hires	232,179	220,087
Bar & Cafe Sales	126,394	125,501
Other Sales & Commission	669	1,565
Creative Place	<u>-</u>	<u>1,000</u>
	359,242	348,153
Investment income		
Deposit account interest	-	9
Incoming resources from charitable activities		
Restricted Grants	9,000	3,743
Creative Scotland	15,000	28,763
LIVE Borders Grant	83,000	85,000
Creative Scotland Programming	9,587	-
Other Grants	<u>-</u>	<u>2,000</u>
	<u>116,587</u>	<u>119,506</u>
Total incoming resources	496,909	490,857
RESOURCES EXPENDED		
Charitable activities		
Programme	167,544	158,929
Bar & Cafe Purchases	50,503	54,277
Publicity and Marketing	<u>26,032</u>	<u>21,792</u>
	244,079	234,998
Governance costs		
Book-keeping	15,000	15,000
Accounting	<u>2,613</u>	<u>2,500</u>
	17,613	17,500
Support costs		
Management		
Wages and Salaries	156,871	153,273
Social security	5,895	7,034
Carried forward	162,766	160,307

This page does not form part of the statutory financial statements

Eastgate Theatre (Peebles) Limited

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2017**

	2017	2016
	£	£
Management		
Brought forward	162,766	160,307
Rates and water	2,099	2,302
Insurance	7,647	8,639
Heat, Light and Cleaning	20,166	21,308
Telephone	2,824	3,118
Postage and stationery	1,673	2,732
Property Costs	10,973	9,201
Professional Fees	850	2,651
IT	6,848	6,102
Licenses and Subscriptions	<u>8,240</u>	<u>7,767</u>
	224,086	224,127
Finance		
Bank charges	6,435	6,359
Bank Interest	<u>55</u>	<u>39</u>
	6,490	6,398
Depreciation		
Freehold property	10,870	10,870
Fixtures and fittings	3,870	3,056
Computer equipment	<u>765</u>	<u>1,110</u>
	<u>15,505</u>	<u>15,036</u>
Total resources expended	507,773	498,059
	_____	_____
Net expenditure	<u><u>(10,864)</u></u>	<u><u>(7,202)</u></u>

Extract from <https://www.revenue.scot/scottish-landfill-tax/scottish-landfill-communities-fund/projects>

Third Party Contributions

Project applicants should provide supporting documentation where a third party contribution is integral to the application for funding. Please note that a third party contribution is not treated as a donation towards the cost of a project and should not be deducted from the project cost.

What is a Third Party Contribution?

The SLCF enables landfill operators to contribute money to Approved Bodies in Scotland to support community and environmental projects.

Having made a qualifying contribution to the SLCF, the landfill operator can then claim a tax credit of 90% of the money contributed. The contributing landfill operator does not receive tax credit for all of its contribution to the SLCF. In practice, this means that the landfill operator only receives tax credit for £90 out of every £100 they contribute to the SLCF. In some cases the landfill operator will absorb this cost themselves, being aware of the benefits that can be derived from participating in the fund. Alternatively, the landfill operator may require a third party to pay the 10% required to make their contribution to the SLCF cost neutral. This third party is known as the Contributing Third Party.

An Approved Body may require that projects arrange or secure a third party contribution before releasing the payment of agreed SLCF funds. In this case, the Contributing Third Party payment should not be taken into account when the Approved Body is deciding on which projects to fund in principle. All Contributing Third Party payments must be made directly to the landfill operator(s) that made the qualifying contribution(s) and not to the Approved Body. The Third Party contribution should not exceed 10% of the qualifying contribution(s) that will be used to fund the project (to cover the 10% shortfall in tax credit the landfill operator is entitled to claim from a qualifying contribution). A Contributing Third Party is not allowed to benefit from their contribution or the project it is linked with, other than by being part of a group who generally benefits (e.g. because they are a member of the public that makes use of the project).

Who can make a Third Party Contribution?

Subject to certain conditions, a Contributing Third Party can contribute or reimburse this 10% to the landfill operator:

- A private company, public sector organisation, charity, voluntary body or an individual can be a Contributing Third Party
- A public sector organisation might make a contribution as part of their community relations strategy or because a specific project meets their own social or environmental objectives

- The Contributing Third Party must be an entity which is entirely separate from the Approved Body which has received the original qualifying contribution
- The Contributing Third Party should make the payment to the landfill operator with the intention of encouraging the landfill operator to make a contribution to the SLCF to reimburse them for all or part of their contribution
- The Third Party Contribution should be paid directly to the landfill operator
- Approved Bodies cannot accept third party contributions
- Although in practice a Contributing Third Party is likely to have links to a particular project, the Contributing Third Party cannot receive unique benefit from the project or from having made the Third Party Contribution.

Mail from Peebles Archaeological Society

Dear Louise

Further to our previous correspondence I am just writing to let you you know that the Peeblesshire Archaeological Society has recently acquired its new lecture equipment in the form of a powerpoint projector, projection screen, laptop and associated software, all made possible by the generous grant awarded from the Peebles Common Good Fund at its meeting in late August.

In particular, I am pleased to report that our meeting last Thursday evening saw all our new lecture equipment being used in active service for the first time, when our invited guest speaker was Andrew Nicholson, the Dumfries and Galloway Council archaeologist, on the subject of *'Excavating the Galloway Hoard'*. A full house heard an enthralling talk about the discovery and excavation of this spectacular Viking Age hoard found in Galloway in September 2014. In fact, by a lucky coincidence, the date of our talk coincided with the announcement by National Museums Scotland that it had achieved its fundraising target of £1.98 million in order to acquire the hoard on behalf of the nation.

I would therefore be grateful if you could convey our thanks to the members of the Peebles Common Good Fund Sub-Committee: in a manner of speaking, our new projection equipment will help us to shine a brighter light on the past!

Kind regards

Trevor

Trevor Cowie
Chairman
Peeblesshire Archaeological Society

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