

Public Document Pack



PEEBLES COMMON GOOD FUND SUB-COMMITTEE WEDNESDAY, 23 FEBRUARY 2022

A MEETING of the PEEBLES COMMON GOOD FUND SUB-COMMITTEE will be held VIA MS TEAMS on WEDNESDAY, 23 FEBRUARY 2022 at 5.00 pm

J. J. WILKINSON,
Clerk to the Council,

16 February 2022

BUSINESS		
1.	Apologies for Absence.	
2.	Order of Business.	
3.	Declarations of Interest	
4.	Minutes (Pages 3 - 8) Consider Minutes of Meetings held on:- (a) 17 November 2021; and (b) 15 December 2021. (Copies attached.)	3 mins
5.	Monitoring Report for the 9 Months to 31 December 2021 and Proposed Budget for Financial Year 2022/2023 (Pages 9 - 20) Consider report by Director Finance and Corporate Governance. (Copy attached.)	10 mins
6.	Property Update Consider update by Estates Surveyor.	10 mins
7.	Haylodge Park Toilets Consider request from Peebles Community Council to extend the opening period for the toilets in Haylodge Park.	10 mins
8.	Request for Financial Assistance (Pages 21 - 28) Consider request for Financial Assistance from Peebles Christmas Lights Association. (Copy application attached.)	10 mins
9.	Any Other Items Previously Circulated.	

10.	Any Other Items Which The Chairman Decides Are Urgent.	
11.	Private Business Before proceeding with the private business, the following motion should be approved:- “That under Section 50A(4) of the Local Government (Scotland) Act 1973 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1 of Schedule 7A to the aforementioned Act.”	
12.	Minute (Pages 29 - 30) Consider private section of Minute of Meeting held on 17 November 2021. (Copy attached.)	2 mins

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 P. Maudsley

Please direct any enquiries to Louise McGeoch Tel: 01835 825005
Email: lmcgeoch@scotborders.gov.uk

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

MINUTE of Meeting of the PEEBLES
COMMON GOOD FUND SUB-COMMITTEE
held via Microsoft Teams on Wednesday, 17
November 2021 at 5.00 p.m.

Present:- Councillors R. Tatler (Chair) , H. Anderson, S. Bell, S. Haslam, E. Small
and Community Councillor P. Maudsley
Apology:- Councillor K. Chapman
In Attendance:- Treasury Business Partner (S. Halliday), Solicitor (G. Sellar), Estates
Surveyor (T. Hill), Democratic Services Team Leader

1. MINUTES

The Minutes of the Meeting of Peebles Common Good Fund Sub-Committee held on 18 August and 30 September 2021 were circulated.

DECISION

AGREED to approve the Minutes for signature by the Chairman.

2. BUDGET MONITORING FOR THE 3 MONTHS TO 30 SEPTEMBER 2021

There had been circulated copies of a report by the Director, Finance & Corporate Governance providing details of the income and expenditure for the Peebles Common Good Fund for the six months to 30 September 2021, a full year projected outturn for 2021/22 and projected balance sheet values as at 31 March 2022. Appendix 1 provided the actual income and expenditure position for 2021/22 and showed a surplus of £4,779 for the year which was less than previously reported as a result of the approved repair works at Venlaw Quarry. Appendix 2 provided a projected balance sheet value as at 31 March 2022 and showed a projected decrease in the reserves of £66,781. Appendix 3a provided a breakdown of the property portfolio showing projected rental income and net return for 2021/22. Appendix 3b provided a breakdown of the property portfolio showing projected property expenditure for 2021/22. Appendix 4 provided a breakdown of projected property valuations at 31 March 2022. Appendix 5 showed the value of the Aegon Asset Management Investment Fund to 30 June 2021. The Treasury Business Partner highlighted the main points in the report.

DECISION

AGREED:-

- (a) the projected income and expenditure for 2021/22 in Appendix 1 to the report and the revised budget for 2021/22;**
 - (b) to note the projected balance sheet value as at 31 March 2022 in Appendix 2 to the report;**
 - (c) to note the summary of the property portfolio in Appendices 3 and 4 to the report; and**
 - (d) to note the current position of the Aegon Asset Management Investment Fund in Appendix 5 to the report.**
- Page 3

3. **PROPERTY UPDATE**

3.1 **Peebles Highland Games – Siting of Shipping Container**

With reference to paragraph 6 of the Minute of 18 August 2021, there had been circulated copies of a paper by the Estates Surveyor advising that part of the land was in the ownership of the NHS. Peebles Rugby Club had advised that they had Minutes from the 1950's stating that the land was gifted to them and further proof of this was being sought. In response to a question the Solicitor advised that poor records for the Common Good existed from that time. Ms Hill advised that the claim would be investigated further and they were also speaking to the NHS. She proposed that if the land belonged to the Common Good then permission be granted for the rugby club and highland games association to proceed with their proposals for the land. The Council's Parks team had been consulted and had no objection to the proposals. The work would be subject to the clubs obtaining planning permission, permission from the NHS for the portion of land that was in NHS ownership and entering into a written agreement with the Common Good for the portion of land within Common Good ownership. She confirmed that appropriate conditions would be attached to the permission.

DECISION

AGREED to approve the request for the siting of the shipping container subject to the requirements detailed above.

3.2 **Venlaw Quarry**

With reference to paragraph 8.1 of the Private Minute of 18 August 2021, the Estates Surveyor advised that the fencing works had now been instructed but 3 additional trees needed to be removed at a cost of £865.

DECISION

AGREED to the additional works at Venlaw Quarry at a cost of £865.

3.3 **Peebles Tennis Club**

The Estates Surveyor advised that the Tennis Club were having problems with their Pavilion and she had been contacted regarding the Common Good Fund meeting maintenance costs. She had advised that maintenance was their responsibility but they had requested that this be reviewed. Members agreed that Ms Hill confirm the position regarding maintenance being their responsibility.

DECISION

AGREED that the Estates Survey confirm to Peebles Tennis Club that maintenance of the Pavilion was their responsibility`.

3.4 **Use of Common Good Fund Parks**

A paper by the Estates Surveyor had been circulated which set out the current arrangements for the booking of all parks including those belonging to the Common Good Fund and listed the requests for 2021. The system had recently been reviewed by the Council's Events Group and the views of the Common Good Fund were being sought. Following a discussion Members agreed that the current booking system be maintained but that if there was no charge attached to a booking that the event organisers be requested to consider making a donation to the Common Good Fund. The Estates Surveyor advised that she would provide regular updates on the bookings made.

DECISION

AGREED to that the current system of booking parks belong to the Common Good Fund remain unchanged but that the organisers of events for which no charge was being made be asked to consider making a donation to the Common Good Fund.

4. **VICTORIA PARK STEPS**

The Estates Surveyor advised that the cost of replacing the steps or the provision of a ramp, estimated at £11,200 would be met by the Council. A timescale for the work was

not yet available. In response to a request for the provision of low level lighting it was noted that this work could be carried out in the spring but would be a cost to the Common Good Fund.

DECISION

NOTED and that an update on the timescale would be provided in due course.

5. HAYLODGE PARK TOILETS

The Chairman welcomed Mike Pearson to the meeting. He had received provisional approval to use Haylodge Park on 12 December 2021 for a Winter Cross Country series event subject to Common Good Fund approval. He also requested to use the toilets for the event and would meet the costs. The Estates Surveyor advised that the costs would include £250 for legionella testing and £50 for cleaning. On the basis of the high level of costs the Chairman proposed that the Common Good Fund meet 50% of the costs and this was agreed.

DECISION

AGREED to confirm approval for the use of Haylodge Park and the use of the toilets on the basis that 50% of the costs would be met by the event organisers and 50% by the Common Good Fund.

6. FRIENDS OF VICTORIA PARK

Mike Pearson advised that the Friends of Victoria Park were made up mainly of people who lived next to the park. They hoped to apply for Green Flag status as a group and this required the preparation of a management plan. He had already met with Councillor Tatler and Craig Blackie to discuss this and the Council were co-ordinating the application. There was a need to improve some of the paths, the lighting and the provision of seating. The Chairman advised that he attended the meetings of the Group and suggested that the Common Good Fund should encourage the work of the Group and proposed that they report back once the management plan had been developed.

DECISION

AGREED to receive a further report from the Friends of Victoria Park when the management plan had been developed.

7. PRIVATE BUSINESS

DECISION

AGREED under Section 50A(4) of the Local Government (Scotland) Act 1973 to exclude the public from the meeting during consideration of the business detailed in the Appendix to this Minute on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 6 of Part I of Schedule 7A to the Act.

SUMMARY OF PRIVATE BUSINESS

8. MINUTES

The Private Minute of the meetings held on 18 August and 30 September 2021 were approved.

9. JEDDERFIELD FARM, PEEBLES

Members approved a report by the Director Infrastructure and Environment on the preferred tenant for the farm.

MEMBER

Councillor Haslam left the meeting.

10. TWEEDGREEN PAVILION

- . Members considered a paper from the Estates Surveyor and agreed that officers pursue the use of the Pavilion as a seasonal café.

The meeting concluded at 6.20 p.m.

SCOTTISH BORDERS COUNCIL PEEBLES COMMON GOOD FUND SUB-COMMITTEE

MINUTE of Meeting of the PEEBLES
COMMON GOOD FUND SUB-COMMITTEE
held by Microsoft Team on Wednesday, 15
December 2021 at 10.30 a.m.

Present:- Councillors R. Tatler (Chairman), H. Anderson, S. Bell, E. Small
Apologies:- Councillor K. Chapman, S. Haslam
In Attendance:- Principal Solicitor, Treasury Business Partner, Estates Surveyor (T. Hill),
Democratic Services Team Leader.

1. CONSULTATION ON HERITABLE AND MOVEABLE ASSET REGISTERS FOR THE FORMER BURGH OF PEEBLES

There had been circulated copies of a report by the Principal Solicitor seeking approval of the draft Common Good Registers for the former Burgh of Peebles and to advise on the next steps in the process for consultation and publication under the Community Empowerment (Scotland) Act 2015. The report explained that under the Community Empowerment (Scotland) Act 2015 the Council was required to establish and maintain a register of property which was held by the authority as part of the Common Good ("a Common Good Register"). Before establishing a Common Good Register, the Act required the Council to publish a list of property that it proposed to include in the Register and consult the public on this list. Council approved the process for compliance with the Community Empowerment (Scotland) Act 2015 on 31 January 2019, and since that date work had been ongoing in consolidating all information held in respect of heritable and moveable Common Good assets. From the work carried out, a draft list of assets considered to be a complete list of heritable and moveable assets held by the Peebles Common Good had been prepared, and was appended to the report. In response to a question from Councillor Anderson, Mrs MacLeod advised that although the consultation would commence before Christmas the 12 week period would be counted from January and the consultation would be widely publicised. The Chairman thanked officers for their work in preparing this comprehensive list of assets.

DECISION

AGREED to:-

- (a) approve the contents of the draft list of heritable and moveable property assets held by the Council within the former Burgh of Melrose;**
- (b) approve the publishing of the draft list to be made available for public consultation for a period of at least twelve weeks;**
- (c) note that following the period of consultation all comments would be brought to the Common Good Fund Sub-Committee for their consideration; and**
- (d) note that the Section 95 Officer would amend the Common Good accounts to include the additional assets identified as Common Good, namely Tweed Green Car Park, Haylodge Cottage, Kingsknowes toilets and Kingsland Primary School.**

The meeting concluded at 10.40 a.m.

MONITORING REPORT FOR 9 MONTHS TO 31 DECEMBER 2021 AND PROPOSED BUDGET FOR FINANCIAL YEAR 2022/23

Report by Director – Finance & Corporate Governance

PEEBLES COMMON GOOD FUND SUB-COMMITTEE

23 February 2022

1 PURPOSE AND SUMMARY

- 1.1 This report provides the details of the income and expenditure for the Peebles Common Good Fund for nine months to 31 December 2021, a full year projected out-turn for 2021/22, projected balance sheet values as at 31 March 2022 and proposed budget for 2022/23.**
- 1.2 Appendix 1 provides the projected income and expenditure position for 2021/22. This shows a projected surplus of £3,914 for the year, which is less than the surplus figure reported at the 17 November 2021 meeting, due to the approval of additional works at Venlaw Quarry.
- 1.3 Appendix 2 provides a projected balance sheet value as at 31 March 2022. It shows a projected decrease in reserves of £51,797.
- 1.4 Appendix 3a provides a breakdown of the property portfolio showing projected rental income and projected net return for 2021/22 and actual property income to 31 December 2021.
- 1.5 Appendix 3b provides a breakdown of the property portfolio showing projected property expenditure for 2021/22 and actual property expenditure to 31 December 2021.
- 1.6 Appendix 4 provides a breakdown of the property portfolio showing projected property valuations at 31 March 2022.
- 1.7 Appendix 5 shows the value of the Aegon Asset Management Investment Fund to 31 December 2021.

2 RECOMMENDATIONS

- 2.1 It is recommended that the Common Good Fund Sub-Committee:**
 - (a) Agrees the projected income and expenditure for 2021/22 in Appendix 1 as the revised budget for 2021/22;**
 - (b) Agrees the proposed budget for 2022/23 as shown in Appendix 1;**
 - (c) Notes the projected balance sheet value as at 31 March 2022 in Appendix 2;**

(d) Notes the summary of the property portfolio in Appendices 3 and 4;

(e) Notes the current position of the Aegon Asset Management Investment Fund in Appendix 5.

3 BACKGROUND

3.1 This report provides the Committee with financial information for the period to 31 December 2021, projections to 31 March 2022 and proposed budgets for 2022/23. The report also contains a projected balance sheet for the Common Good Fund as at 31 March 2022 and 31 March 2023.

4 FINANCIAL POSITION 2021/22

4.1 Appendix 1 provides details on income and expenditure for the 2021/22 financial year. The projected net position for the year is a surplus of £3,914. Also included is the proposed budget for 2022/23.

4.2 Income & Expenditure – Property Income

(a) Rental income for 2021/22 is shown in Appendices 1 & 3a, with Appendix 3a detailing the projected annual rental income by individual property. Actual income is reported on a cash basis until the year end with quarter 4 reports incorporating any annual adjustments for prepayments and accruals.

4.3 Income & Expenditure – Non-Property Related Income

(a) The projected outturn position shows an amount of £300 relating to interest receivable on cash held by SBC. Also included are dividends from the Common Good Funds investment in Aegon Asset Management amounting to £19,290 which is estimated at 4.5% return in the current year as a result of the market value dropping due to the impact of the COVID-19, with the proposed budget for 2022/23 returning to the 5% target and the monthly distribution profile projections provided by Aegon. The position will be monitored closely with Aegon Asset Management.

(b) Included within other income is a rebate from Aegon Asset Management of £255 which, along with the £126 received in March 2021, has been re-invested to purchase an additional 349 units.

4.4 Income & Expenditure – Property Expenditure

(a) The property expenditure for 2021/22 is shown in Appendices 1 & 3b, with Appendix 3b detailing the projected property expenditure by individual property. Actual expenditure is reported on a cash basis until the year end with quarter 4 reports incorporating any annual adjustments for prepayments and accruals.

(b) The projected expenditure for 2021/22 has increased by £865, following Committee approval for a further 3 trees to be removed at Venlaw Quarry.

(c) The total proposed budget for 2022/23 is shown in Appendix 1.

- (d) Appendices 3a and 3b now show a full breakdown of the proposed budget for property rental and repairs for 2022/23. These will be revised as further information is received.

4.5 Income & Expenditure – Grants & Other Donations

The grants and other donations approved and distributed to 31 March 2022 are shown below:

Grant Recipients	Approved	£
Approved and Paid to 31 December 2021		
Peebles Cricket Club	26/05/21	2,600
Tweeddale Youth Action	18/08/21	7,840
Remembrance Day	Annual	200
Total Paid to 31 March 2022		10,640
Approved but not yet paid		
Hire of Burgh Hall	07/09/04	100
Haylodge Park Toilets – Event 12/12/21	14/11/21	125
Total Grants Approved		225
Approved Budget 2021/22		27,000
(Unallocated)/Overallocated Budget		(16,135)

The budget for 2022/23 is proposed at £14,000, which is the average of the previous 3 years grant expenditure.

4.6 Income & Expenditure – Central Support Service Charge

The proposed charge for 2022/23 is currently estimated using a 2% uplift on the 2021/22 charge. This is subject to revision once a full Service Charge Review has been completed and approved by Council.

4.7 Income & Expenditure – Depreciation Charge

The projected depreciation charge for the year is £71,560. 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 actual balance sheet value as at 31 March 2021, the projected movement in year and a projected balance sheet as at 31 March 2022; along with projected balance to 31 March 2023.

4.9 Balance Sheet – Fixed Assets

All fixed assets of the Common Good Fund are revalued every 5 years as part of the Council's rolling programme. The fixed assets were revalued at 1 April 2019. Appendix 4 shows the actual values of the individual properties at 1 April 2021, projected depreciation charges for 2021/22 and projected values at 31 March 2022; along with projected value at 31 March 2023.

4.10 Balance Sheet – Investment Fund

The fund has a 3.93% unrealised gain in market value since investment, largely due to continued volatility in investment markets. Overall, taking account of the income received the fund has achieved a return of 25.02% since investment in February 2018.

4.11 Balance Sheet – Cash Balance

The cash held by the fund is projected to be £74,269 at 31 March 2022 and is detailed below:

Cash Balance	£
Opening Balance at 1 April 2021	60,865
Projected surplus for year from Income & Expenditure Statement	3,914
Net cash movement in Debtors/Creditors	0
Loan to East Gate Theatre – Full repayment	10,000
Rebate Investment in Aegon	(510)
Projected Closing Balance as at 31 March 2022	74,269

4.12 Balance Sheet – Capital Reserve

The projections for the Capital Reserves include the unrealised gain for the Aegon Asset Management Fund as at 31 March 2021, with an estimate for the current years' movement based on the market position at 31 December 2021.

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 Aegon Asset Management 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 Intergrated Impact Assessment

There is no impact or relevance to Equality Duty or the Fairer Scotland Duty for this report. This is a routine financial monitoring report which forms part of the governance of the management of the Common Good Funds. Nevertheless, a light touch assessment has been conducted and this will be published on SBC's Equality and Diversity Pages of the website as in doing so, signifies that equality, diversity and socio-economic factors have duly been considered when preparing this report.

5.4 Sustainable Development Goals

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 Climate Change

There are no effects on climate change 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 Data Protection Impact Statement

There are no personal data implications arising from the proposals contained in this report.

5.8 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 Legal Officer (including as Monitoring Officer), the Chief Officer Audit and Risk, Director (People Performance & Change), the Clerk to the Council and Communications have been consulted and their appropriate comments have been incorporated into this report.

Approved by

David Robertson
Director, Finance & Corporate Governance

Signature

Author(s)

Kirsty Robb	Pensions and Investments Manager - Tel:01835 825249
Sara Halliday	Treasury Business Partner - Tel:01835 824000 Extn 5854

Background Papers:

Previous Minute Reference: Peebles Common Good Committee 17 November 2021

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 Pension & Investment Team, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA. Tel: 01835 824000 Fax: 01835 825166
Email: t&cteam@scotborders.gov.uk

**PEEBLES COMMON GOOD FUND
PROJECTED INCOME AND EXPENDITURE 2021/22 AND 2022/23**

APPENDIX 1

	Actuals at 31/12/21	Full Year Approved Budget 2021/22	Full Year Projected Out-turn 2021/22	Full Year Projected Over/ (Under) Spend 2021/22	Full Year Proposed Budget 2022/23	Para Ref	Comments
	£	£	£	£	£		
Property Income							
Rental Income	(58,468)	(52,976)	(52,976)		(69,571)	4.2	
Non-Property Related Income							
Interest on Cash deposited with Council		(300)	(300)		(300)	4.3	
Interest on East Gate Theatre Loan	(44)	(44)	(44)		(0)	4.3	Loan fully repaid
Investment Funds – Dividends Rec'd	(15,332)	(19,290)	(19,290)		(23,313)	4.3	Est. 4.5% / 5% return
Other Income	(255)	(500)	(500)		(500)	4.3	
Total Income	74,099	(73,110)	(73,110)		(93,684)		
Property Expenditure							
Property Costs – General	9,682	24,765	25,630	865	65,000	4.4	
Haylodge Toilets – Cleaning etc	7,800	7,800	7,800		12,000		
Total Property Expenditure	17,482	32,565	33,430	865	77,000		
Grants & Other Donations	10,640	27,000	27,000		14,000	4.5	3 year average
Central Support Service Charge	8,766	8,766	8,766		8,941	4.6	Subject to review
Depreciation							
Depreciation Charge	0	71,560	71,560		71,560	4.7	
Contribution from Revaluation Reserve	0	(71,560)	(71,560)		(71,560)	4.7	
Net impact of Depreciation on Revenue Reserve	0	0	0		0		
Total Net (Surplus)/Deficit for year	(37,211)	(4,779)	(3,914)	865	6,257		

PROJECTED BALANCE SHEET VALUE AT 31 MARCH 2022 AND 31 MARCH 2023

	Opening Balance at 01/04/21	Projected Movement in Year	Projected Closing Balance at 31/03/22	Projected Closing Balance at 31/03/23
	£	£	£	£
Fixed Assets				
Land & Buildings	778,580	(71,560)	707,020	635,460
Feu Duties	1,619	0	1,619	1,619
Total Fixed Assets	780,199	(71,560)	708,639	637,079
Capital in Investment Fund				
Investment Fund Book Value	504,669	510	505,179	505,689
Unrealised Gains/(Loss)	3,615	15,849	19,464	19,464
Market Value	508,284	16,359	524,643	525,153
Current Assets				
Loan to Eastgate Theatre	10,000	(10,000)	0	0
Debtors	4,695	0	4,695	4,695
Cash deposited with SBC	60,865	13,404	74,269	67,502
Total Current Assets	75,560	3,404	78,964	72,197
Current Liabilities				
Creditors	(50)	0	(50)	(50)
Receipts in Advance	(5,828)	0	(5,828)	(5,828)
Total Current Liabilities	(5,878)	0	(5,878)	(5,878)
Net Assets	1,358,165	(51,797)	1,306,368	1,228,551
Funded by:				
Reserves				
Revenue Reserve	(152,351)	(3,914)	(156,265)	(150,008)
Capital Reserve	(475,410)	(15,849)	(491,259)	(491,259)
Revaluation Reserve	(730,404)	71,560	(658,844)	(587,284)
Total Reserves	(1,358,165)	51,797	(1,306,368)	(1,228,551)

PROPERTY PORTFOLIO PERFORMANCE FOR 2021/22
(Actual income to 31 December 2021 and projected 2022/23)

Rental Income – Land & Buildings	2021/22				2022/23	
	Approv'd Budget 2021/22	Project'd Budget 2021/22	Actuals as at 31/12/21	Project'd Net (Return) /Loss	Propos'd Budget	Propos'd Net Return
	£	£	£	£	£	£
25. Greenside Car Park	0	0	0	0	0	0
22. Kings Meadows Car Park	0	0	(20)	0	0	0
9. George Meikle Kemp Monument	0	0	0	0	0	0
11. Victoria Park	0	(801)	0	(801)	(801)	(801)
10. Victoria Park Tennis Courts	0	0	0	0	0	0
Peebles Disused Railway	0	0	0	0	0	0
6. Peebles Golf Course	(15,290)	(15,290)	(15,290)	(15,290)	(15,290)	(15,290)
1. Jedderfield Farm	0	0	(832)	1,000	(17,500)	47,500
1. Jedderfield Farm Grazing	(905)	(905)	(1,155)	(905)	0	0
2. Neidpath Grazings	0	0	0	0	0	0
8. Haylodge Park	(250)	(250)	(355)	2,215	(250)	(250)
17. Haylodge Depot	(9,500)	(9,500)	(8,260)	(9,500)	(9,500)	(9,500)
26. Old Corn Exchange Hall	(450)	(450)	(675)	(450)	(450)	(450)
34. Walkershaugh Store	(6,500)	(6,500)	(11,375)	(5,850)	(6,500)	(6,500)
28. Tweed Green	0	0	0	0	0	0
24. Cuddy Green (Part 1)	0	0	0	0	0	0
29. Venlaw Wood	0	0	0	0	0	0
20. Tweed Fishings	0	0	0	0	0	0
27. Peebles Town Clock	0	0	0	0	0	0
26. Old Corn Exchange Shop (Front)	(10,830)	(10,830)	(13,000)	(10,830)	(10,830)	(10,830)
28. Garage 1 Tweed Green	(300)	(300)	(300)	(300)	(300)	(300)
12. Venlaw Quarry	0	0	0	16,915	0	0
30. Venlaw Amenity Ground	0	0	0	0	0	0
Old Town Wall Monument	0	0	0	0	0	0
3. Haylodge Park Play Area	0	0	0	0	0	0
37. Walkershaugh ACF Site	(500)	(500)	(875)	(500)	(500)	(500)
36. Walkershaugh Bowling Green	0	0	0	0	0	0
40. Former Railway	0	0	0	0	0	0
35. Ninians Haugh Park	0	0	0	0	0	0
35. Ninians Haugh Play Area	0	0	0	0	0	0
19. Old Town Green	0	0	0	0	0	0
28. Garage 2 Tweed Green	(175)	(175)	(263)	(175)	(175)	(175)
28. Garage 3 Tweed Green	(175)	(175)	(263)	(175)	(175)	(175)
23. Land at March Street	0	0	0	0	0	0
38. Gas Governor Site	0	0	0	0	0	0
4. Fotheringham Bridge	0	0	0	0	0	0
16. Land at Haylodge Cottage Site	0	0	0	0	0	0
15. Garages Sites at Kirkland Street No 1-8	(800)	(800)	(805)	(800)	(800)	(800)
21. Land at Kingsmeadows Toilets	0	0	0	0	0	0
13. Haylodge Toilets	0	0	0	11,800	0	12,000
39. Land at Gytes Leisure Centre	0	0	0	0	0	0
26. Old Corn Exchange Shop (Rear)	(3,000)	(3,000)	(5,000)	(3,000)	(3,000)	(3,000)
7. Kingsland School Site	(3,500)	(3,500)	0	(3,500)	(3,500)	(3,500)
18. Haylodge Pavilion Site	0	0	0	0	0	0
5. Elliots Park Grazings	0	0	0	0	0	0
7. Kingsland Primary School Sub Stn	0	0	0	0	0	0
14. Connor Ridge Monitoring Site	0	0	0	0	0	0
General Property Expenditure	0	0	0	600	0	0
TOTAL	(52,175)	(52,976)	(58,468)	(19,546)	(69,571)	7,429

PROPERTY PORTFOLIO PERFORMANCE FOR 2021/22

(Actual expenditure to 31 December 2021 and projected 2022/23)

Property Expenditure – Land & Buildings	2021/22					2022/23
	Approv'd Budget	Propos'd Budget	Actual (Repair & Maint)	Actual (Other)	Actual Total	Propos'd Budget
	£	£	£	£	£	£
25. Greenside Car Park	0	0	0	0	0	0
22. Kings Meadows Car Park	0	0	0	0	0	0
9. George Meikle Kemp Monument	0	0	0	0	0	0
11. Victoria Park	0	0	0	0	0	0
10. Victoria Park Tennis Courts	0	0	508	(220)	288	0
Peebles Disused Railway	0	0	0	0	0	0
6. Peebles Golf Course	0	0	0	0	0	0
1. Jedderfield Farm	1,000	1,000	505	0	505	65,000
1. Jedderfield Farm Grazing	0	0	0	0	0	0
2. Neidpath Grazings	0	0	0	0	0	0
8. Haylodge Park	2,465	2,465	0	0	0	0
17. Haylodge Depot	0	0	120	0	120	0
26. Old Corn Exchange Hall	0	0	0	(207)	(207)	0
34. Walkershaugh Store	650	650	342	0	342	0
28. Tweed Green	0	0	0	0	0	0
24. Cuddy Green (Part 1)	0	0	0	0	0	0
29. Venlaw Wood	0	0	0	0	0	0
20. Tweed Fishings	0	0	0	0	0	0
27. Peebles Town Clock	0	0	0	0	0	0
26. Old Corn Exchange Shop –(Front)	0	0	0	(44)	(44)	0
28. Garage 1 Tweed Green	0	0	0	(13)	(13)	0
12. Venlaw Quarry	16,050	16,870	4,837	0	2,752	0
30. Venlaw Amenity Ground	0	0	0	0	0	0
Old Town Wall Monument	0	0	0	0	0	0
3. Haylodge Park Play Area	0	0	0	0	0	0
37. Walkershaugh ACF Site	0	0	0	0	0	0
36. Walkershaugh Bowling Green	0	0	0	0	0	0
40. Former Railway	0	0	0	0	0	0
35. Ninians Haugh Park	0	0	0	0	0	0
35. Ninians Haugh Play Area	0	0	0	0	0	0
19. Old Town Green	0	0	0	0	0	0
28. Garage 2 Tweed Green	0	0	0	(9)	(9)	0
28. Garage 3 Tweed Green	0	0	0	0	0	0
23. Land at March Street	0	0	0	0	0	0
38. Gas Governor Site	0	0	0	0	0	0
4. Fotheringham Bridge	0	0	0	0	0	0
16. Land at Haylodge Cottage Site	0	0	0	0	0	0
15. Garages Sites at Kirkland Street No 1-8	0	0	0	0	0	0
21. Land at Kingsmeadows Toilets	0	0	200	0	0	0
13. Haylodge Toilets	11,800	11,800	3,906	6,027	9,933	12,000
39. Land at Gytes Leisure Centre	0	0	0	0	0	0
26. Old Corn Exchange Shop (Rear)	0	0	0	0	0	0
7. Kingsland School Site	0	0	0	(103)	(103)	0
18. Haylodge Pavilion Site	0	0	0	0	0	0
5. Elliots Park Grazings	0	0	0	0	0	0
7. Kingsland Primary School Sub Stn	0	0	0	0	0	0
14. Connor Ridge Monitoring Site	0	0	0	0	0	0
General Property Expenditure	600	600	0	0	0	
Total	32,565	33,430	10,418	5,431	13,564	77,000

PROPERTY PORTFOLIO VALUATION FOR 2021/22

(Projected property valuation to 31 March 2022 and 31 March 2023)

Fixed Assets – Land & Buildings	Net Book Value at 01/04/21	Project'd Depn Charge 2021/22	Project'd Net Book Value at 31/03/22	Project'd Depn Charge 2022/23	Project'd Net Book Value at 31/03/23
	£	£	£	£	£
25. Greenside Car Park	0	0	0	0	0
22. Kings Meadows Car Park	0	0	0	0	0
9. George Meikle Kemp Monument	0	0	0	0	0
11. Victoria Park	0	0	0	0	0
10. Victoria Park Tennis Courts	28,600	0	28,600	0	28,600
Peebles Disused Railway	0	0	0	0	0
6. Peebles Golf Course	158,000	0	158,000	0	158,000
1. Jedderfield Farm	146,800	4,100	142,700	4,100	138,600
1. Jedderfield Farm Grazing	0	0	0	0	0
2. Neidpath Grazings	20,000	0	20,000	0	20,000
8. Haylodge Park	0	0	0	0	0
17. Haylodge Depot	57,520	12,240	45,280	12,240	33,040
26. Old Corn Exchange Hall	28,200	7,900	20,300	7,900	12,400
34. Walkershaugh Store	33,280	9,360	23,920	9,360	14,560
28. Tweed Green	0	0	0	0	0
24. Cuddy Green (Part 1)	0	0	0	0	0
29. Venlaw Wood	16,000	0	16,000	0	16,000
20. Tweed Fishings	0	0	0	0	0
27. Peebles Town Clock	0	0	0	0	0
26. Old Corn Exchange Shop –(Front)	69,450	22,150	47,300	22,150	25,150
28. Garage 1 Tweed Green	3,200	900	2,300	900	1,400
12. Venlaw Quarry	0	0	0	0	0
30. Venlaw Amenity Ground	0	0	0	0	0
Old Town Wall Monument	0	0	0	0	0
3. Haylodge Park Play Area	0	0	0	0	0
37. Walkershaugh ACF Site	10,000	0	10,000	0	10,000
36. Walkershaugh Bowling Green	500	0	500	0	500
40. Former Railway	0	0	0	0	0
35. Ninians Haugh Park	0	0	0	0	0
35. Ninians Haugh Play Area	0	0	0	0	0
19. Old Town Green	0	0	0	0	0
28. Garage 2 Tweed Green	1,920	540	1,380	540	840
28. Garage 3 Tweed Green	1,920	540	1,380	540	840
23. Land at March Street	0	0	0	0	0
38. Gas Governor Site	750	0	750	0	750
4. Fotheringham Bridge	0	0	0	0	0
16. Land at Haylodge Cottage Site	20,000	0	20,000	0	20,000
15. Garages Sites at Kirkland Street	6,750	0	6,750	0	6,750
No 1-8	0	0	0	0	0
21. Land at Kingsmeadows Toilets	2,600	0	2,600	0	2,600
13. Haylodge Toilets	15,540	4,730	10,810	4,730	6,080
39. Land at Gytes Leisure Centre	0	0	0	0	0
26. Old Corn Exchange Shop (Rear)	31,800	9,100	22,700	9,100	13,600
7. Kingsland School Site	70,000	0	70,000	0	70,000
18. Haylodge Pavilion Site	5,000	0	5,000	0	5,000
5. Elliots Park Grazings	50,000	0	50,000	0	50,000
7. Kingsland Primary School Sub Stn	750	0	750	0	750
14. Connor Ridge Monitoring Site	0	0	0	0	0
Total	778,580	71,560	707,020	71,560	(635,460)

Fixed Assets – 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

INVESTMENTS EXTERNALLY MANAGED

Cost of Investment	Units	£
Aegon Asset Management Investment (February 2018)	387,354	419,388
Aegon Asset Management Investment (August 2018)	22,187	24,000
Aegon Fund Rebate – (2018-2019)	422	452
Aegon Asset Management Investment – (May 19)	18,254	20,000
Aegon Fund Rebate – (2019-2020)	350	392
Aegon Asset Management Investment – (January 2021)	36,802	40,000
Aegon Fund Rebate – (2020-2021)	434	437
Aegon Fund Rebate – (2021-2022)	349	381
Total Invested to 31 December 2021	466,152	505,050

Value of Investment	£
31 March 2018	418,032
31 March 2019	446,938
31 March 2020	393,681
31 March 2021	508,284
30 June 2021	509,993
30 September 2021	506,392
31 December 2021	524,514
Increase/(Decrease) from Total Cash Invested	19,464

Return on Investment from inception	Capital Return %	Total Return %
to 31 March 2018	-0.03	
to 31 March 2019	+3.86	+9.41
to 31 March 2020	-15.16	-5.98
to 30 June 2020	-8.52	+2.76
to 30 September 2020	-7.91	+4.83
to 31 December 2020	-0.61	+14.09
to 31 March 2021	+0.78	+16.84
to 30 June 2021	+1.10	+18.71
to 30 September 2021	+0.36	+19.52
to 31 December 2021	+3.93	+25.02

Common Good Fund: Application Form for 2020/21*

*Please note this is a fund of last resort – you will need to demonstrate to the Common Good Fund Committee that you have tried to secure funding from other sources.

Applicant Group/Organisation:	Peebles Christmas Lights Association
Name of your project:	A better, safer display
The name of the Common Good Fund that you are applying to:	Peebles

What does your organization do and who does it support? If appropriate. (max. one hundred words)

Tell us what your group does, the activities it undertakes and in what way it benefits the community.

We are a small group of volunteers who plan, erect, take down, maintain and store the Christmas Lights display for Peebles town centre. In addition, we plan and run a 'switch on' event as close as possible to 1 December each year which now incorporates a Christmas market, late night shop opening, a funfair and on street entertainment. The benefit to the Community comes in two ways. Firstly, a Christmas 'feel good' factor for all in these depressing times. Secondly, an economic benefit for those trading from a market stall at our switch on and for the local businesses who open for the switch on, who see increased footfall in the town

Summarise what you want to use this funding for (max. 100 words)

(i.e. will it increase access, improve quality of life etc.)

We would like to use this funding for two essential purchases:

1. Funding was previously granted to allow us to purchase handheld radios. The 2021 display was the first chance we have had to use them 'in anger' both during our installation phase and during the Sunday switch on event. In the case of the latter they allowed key personnel to maintain contact whilst marshalling the street event, which was very well attended, and in the case of the former they proved quite simply invaluable for the team installing the high wall mounted displays. To do this we have two volunteers on a personnel platform hoisted into position, sometimes three stories up. Efficient communication between the installers and the driver of the machine below them are essential to allow the driver to place the installers within a few inches of where they need to be, and the radios now provide this. However, we now realise that we need harnesses to hold these expensive handsets securely on the body, and 'shoulder mikes' for hearing and making transmissions as we need to be as hands free as possible when working at height.
2. The missing link in our display is at the foot of the Old Town, where in previous years the Castle Warehouse have provided their own display. Their hardware is now obsolete, and detracted somewhat from our own display further up the street this past year as far as the bulbs used by them were of different quality. Their existing display also partly failed this year, which ruined the effect of the rest of our display. We have had discussions with the Castle Warehouse and they have agreed to our proposal to replace their own lights ribbons with new ones provided by us, and compatible with the rest of our display. We will also become responsible for the installation of this section. This all makes sense as we draw our power for this section from the Castle Warehouse, and it would put that particular business on the same footing as every other business in the town who host part of our display.

Summarise how the outcomes of the project will be measured/evaluated (max. 100 words)

We rely heavily on public perception of our display to guide future direction, and use social media in the main to canvass this. We will continue to use this methodology.

Tell us how your activity/project will make a difference to your organisation and how it will benefit the residents of the current/former Burgh (max. 200 words)

Tell us what activities you plan to carry out and how you will deliver it.

We try and continually improve our display, make it relevant and make sure our volunteers are safe when putting it up and taking it down. A good display and a well run switch on event makes for a happy Community at Christmas. If we achieve that, we are happy.

Tell us how your project will be sustainable in the future (max. 100 words)

For the past couple of years we have been gradually moving towards a wholly LED lighting display. This draws less power and the bulbs have much longer lives and are safer to handle. We are staffed entirely by volunteers and enjoy good relationships with other Community groups. Our radios, in particular, were quite a big purchase, and we have made it known to other groups that they are available to them if they need them. We expect The Beltane Committee in particular to make use of them as we return to normality in 2022. We usually have one major fund raising event per year in the form of a coffee morning and we hope to be able to do that this year, but have been unable to do so for the past two years. We also intend to launch a Crowdfunder soon to allow the public to contribute to what is, after all, their display. A previous Crowdfunder allowed us to meet our recurring financial obligations during lockdown. Our switch on event is run, as far as we can do, as a not for profit event but of course as we stage better and better events there is always a price tag. Our sponsorship by businesses such as Stobo Castle allows us to go from strength to strength in terms of what we hope to continue delivering, but would not allow us the flexibility to make these capital purchases. Like all small Community groups, we like to be financially secure which by necessity requires the retention of an element of funds raised for unforeseen expenses.

Expenditure: Please tell us how much money you need for the entire activity/project (you may be asked to provide up to 3 quotes to support your application)

Item of Expenditure	Cost (£)
New 'ribbon' for Old Town, and bulbs to match existing. Approx 140 metres plus 200 bulbs at £1.37 each. Cable comes in 100 metre rolls so 2 required. Remaining length will be used to maintain exiting ribbons. Unable to provide competitive quotes as we would need to use our existing supplier to ensure compatibility. Quote is copied below.	1380.00
8 radio harnesses and 8 shoulder microphones/speakers. Cost is shown for Motorola original equipment. Cheaper after-market versions are available but we would rather buy UK gear than cheap Chinese alternatives. See copy page below, using same supplier as radios already purchased.	504.91
Total Expenditure	1884.91
How much would you like from the Common Good Fund?	1884.91
Please supply a copy of your signed & dated Annual Accounts or Projected Financial Plan	

Have you received funding in the last 5 years from Scottish Borders Council or any other external funders? If so, please detail the fund name, the amount and the purpose of the grant.

Fund	Amount	Purpose
Community Grant	1125.00	Purchase of radios

Tell us about your own fundraising or how you have secured other funding for this project.

	Amount	Purpose
Collection boxes in local shops	196.04	Community contributions
Donations and sponsorship from local businesses and or benefactors	3376.12	To meet recurring expenses
Previous crowdfunding	1152.00	Community contributions

Individual/Group/Organisation details:

Contact Name:	Malcolm Bruce
Position in Group/Org: (if appropriate)	Committee member
Home Address:	
Post Code:	
Telephone Number:	
Email Address:	Page 23

Date:	28.1.2022
Signature:	C M Bruce

Equalities

Do you have an Equal Opportunities Policy or Equality Statement? Yes ☐ ☒ No ☐

Explain how your project complies with the obligations contained in the Equality Act 2010
N/A

Public Protection

Does your idea/project involve work with children, young people under the age of 18 or vulnerable adults? Yes ☐ No ☒

If yes what public protection policies do you have in place and how often are these reviewed?
Please provide a copy of these or give full details below.

Write here...

Permissions

Does your project involve work to a building or land? Yes ☐ No ☒

If yes do you have the following? (please tick relevant)

- ☐ A lease agreement (Date of lease and duration years)
- ☐ Written permission of owner
- ☐ Planning permission (Reference No.)

Common Good Funds

Common Good Funds in Scotland originated in the 15th century and are the assets and income of some of the current/former Burghs. They can represent a substantial portfolio of land, property, some moveable items and investments and by law continue to exist for the benefit of the inhabitants of the former Burghs to which they relate. Scottish Borders Council is the owner of these Funds and each Fund has a sub-committee comprising the relevant local Councillors who make the decisions on the management of the Fund's assets and approval of any requests for funding (up to a limit of £20,000 above which full Council approval is required).

If you are successful in being awarded Common Good Funds, you will be asked to complete a monitoring & evaluation form when your project is complete or within 1 year of receiving funding. Future applications will not be considered until this has been received and the Common Good Fund Sub-Committee are satisfied with the evaluation you have provided.

This completed form and supporting documents should be submitted to Louise McGeoch, Democratic Services Team Leader, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA. Email: lmcgeoch@scotborders.gov.uk Telephone: 01835 825005

The screenshot shows a web browser window displaying the Onedirect website. The page is for the 'Break-A-Way Chest Pack for Motorola DP1400 Series'. The product is shown as a black tactical vest. Key features listed include: Break-A-Way chest pack, Break-A-Way tabs (so can be pulled off), and Fits virtually any radio. The price is £59.99 (Excl. VAT) and £71.99 (Incl. VAT). There is an 'ADD TO CART' button. The page also shows a search bar, navigation menu, and a chatbot window.





Peebles Christmas Lights Association
Income and Expenditure Account for the 12 months ending 31st March 2021

2015/16	2016/17	2017/18	2018/19	2019/20		2020/21
£:p	£:p	£:p	£:p	£:p		£:p £:p
1,068.00	815.93	4,105.48	5,216.11	4,384.22	Brought Forward	4,508.55
					Income :-	
					Donations & Grants	
					Just Giving Appeal	1,152.67
					Grant received for Equipment	1,125.00
2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	Sponsorship - Stobo	0.00
			500.00		Legacy - Logan	
1,000.00					Bridge Inn - Raffle	
300.00	400.00	400.00	500.00	500.00	Glenrath Farms/Mrs Campbell	500.00
	300.00	350.00	200.00	500.00	Rotary Club	500.00
250.00					Castle Warehouse	
100.00	65.00	200.00	70.00		TSB	
	100.00				Peebles Circle of Friends	
120.00			192.13		Callants (Electricity)	200.00
			300.00	300.00	Holland & Sherry (Xmas cards)	
150.00	100.00	100.00	80.00		Guildry Corporation	
					Michael Banks	250.00
					M Sommerville	200.00
				100.00	Mr & Mrs Stark	
	117.00				RBS	
	400.00				Torchlight Procession	
		150.00		200.00	Manor Sheepdog Trials Bowling	
		250.00			Tontine	
				300.00	Haystoun - Sponsorship - lighting	
					Alistair MacDonald	100.00
					Other Donations less than £100	395.00
1,277.73	962.52	811.44	901.64	539.44	Collecting Cans	195.17
5,177.73	4,444.52	4,261.44	4,743.77	4,439.44		4,617.84
					Fundraising	
600.00	680.00	720.00	715.00	72.40	Christmas Switch On (Net)	(40.00)
	2,655.98	2,241.00	0.00		Calendars	
105.00					Quiz Night - Bridge Inn	
1,110.00	168.58		1,070.00	908.00	Christmas Cards	40.00
					Bulb Initialling	
	3.00				Advent Calendars	
15.00	196.00	153.00	53.00	12.00	Baubles	17.00
				30.00	Sale of old Equipment/Ladders	
529.80	465.85	348.32	324.10	372.66	Events - Coffee Morning	
	873.64	300.00	508.00		Kindling Income	
2,359.80	5,043.05	3,762.32	2,670.10	1,395.06		17.00
7,605.53	9,487.57	8,023.76	7,413.87	5,834.50	Total Income	4,634.84
					Expenditure :-	
					Lighting Expenses	
3,798.07	2,475.81	3,137.99	1,317.81	2,515.14	Purchase of bulbs/materials,	
698.87	524.63	357.00	448.39		Installing, dismantling & testing	171.00
949.93		76.54	3,343.20		New Lights, Crests, etc	1,315.32
					Radios, other equipment	1,807.19
124.99	175.00	175.00	210.00		Christmas Trees	
827.82	831.60	805.96	817.06	844.18	Insurance	661.77
57.90	201.20	164.07	128.20	184.02	Stationery/Other Costs	33.00
2.00	480.00	852.00	1,074.00	1,152.00	Radio Borders	
25.00					Advertising	
490.00	1,094.58	1,091.40	636.00	674.40	Calendars/Cards	
	174.00				Baubles	
72.00	74.00	77.00	77.00	82.00	Licences	
95.33	80.45	87.58	104.55	8.28	Electricity	254.08
85.00	86.75	88.59	89.55	108.65	Rent	77.50
168.00					Road Signs	
224.69				141.50	Ladders & Hi Viz vests	
7,857.60	6,198.02	6,913.13	8,245.76	5,710.17	Total Expenditure	4,319.86
(252.07)	3,289.55	1,110.63	(831.89)	124.33	Surplus/Deficit	314.98
815.93	4,105.48	5,216.11	4,384.22	4,508.55	Carried Forward	4,823.53

Represented by funds held in the Bank of Scotland

Treasurer (Colin G Snoddy) *Colin G Snoddy* Date 14/4/2021

I have examined the books and records of Peebles Christmas Lights Association for the Year Ended 31st March 2021 and in my opinion these accounts give a true and fair record of the affairs and of the profit/loss shown.

Examiner (Donald Swanson) *Donald Swanson* Date 15/4/2021

14/04/2021 19:48C:\Users\colin\Documents\Xmas Lights Accounts 2021

Document is Restricted

This page is intentionally left blank