

# Public Document Pack



## JEDBURGH COMMON GOOD SUB-COMMITTEE MONDAY, 28TH FEBRUARY, 2022

A MEETING of the JEDBURGH COMMON GOOD SUB-COMMITTEE will be held on MONDAY, 28TH FEBRUARY, 2022 at 5.15 PM. The Meeting will be conducted by Microsoft Teams.

Arrangements are in place to stream the meeting for public viewing. A link will be provided on the Council's website before the meeting.

J. J. WILKINSON,  
Clerk to the Council,

21 February 2022

<b>BUSINESS</b>		
1.	<b>Apologies for Absence.</b>	
2.	<b>Order of Business.</b>	
3.	<b>Declaration of Interests.</b>	
4.	<b>Minute.</b> (Pages 3 - 6)  Minute of Meeting of 17 November 2021 to be agreed and signed. (Copy attached.)	5 mins
5.	<b>Monitoring Report for 9 months to 31 December 2021 and Proposed Budget for Financial Year 2022/23</b> (Pages 7 - 20)  Consider report by Director of Finance and Corporate Governance. (Copy attached.)	15 mins
6.	<b>Allerley Well Play Park Funding Proposal</b> (Pages 21 - 28)  Consider report by Director of Infrastructure and Environment. (Copy attached.)	15 mins
7.	<b>Applications for Financial Assistance - Continuation for Jedburgh Thistle Rugby Football Club</b> (Pages 29 - 62)  Continue consideration of the request for Financial Assistance from Jedburgh Thistle Rugby Football Club and the following additional information requested:-  (a) E-mail dated 10 February 2022  (b) E-mail dated 4 October 2021	20 mins

	(c) Extract of Minute of Meeting held on 13 September 2021 (d) Application and supporting papers	
8.	<b>Any Other Items Previously Circulated.</b>	
9.	<b>Any Other Items which the Chairman Decides are Urgent.</b>	

**NOTES**

1. **Timings given above are only indicative and not intended to inhibit Members' discussions.**
2. **Members are reminded that, if they have a pecuniary or non-pecuniary interest in any item of business coming before the meeting, that interest should be declared prior to commencement of discussion on that item. Such declaration will be recorded in the Minute of the meeting.**

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**Membership of Committee:-** Councillors J. Brown (Chairman), S. Scott, S. Hamilton and Taylor.

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Please direct any enquiries to Fiona Henderson Tel: 01835 826502  
E:mail - fhenderson@scotborders.gov.uk

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

MINUTES of Meeting of the JEDBURGH  
COMMON GOOD SUB-COMMITTEE held  
via Microsoft Teams on Wednesday, 17  
November 2021 at 4.30 pm

Present: - Councillors S. Hamilton, S. Scott, Community Councillor J. Taylor

Apologies:- Councillor J. Brown.

In Attendance:- Director - Finance and Corporate Governance, Chief Legal Officer,  
Democratic Services Officer (F. Henderson).

Members of the Public:- 1

1.0 **MINUTE**

The Minute was not available to be circulated and would be considered at the next meeting.

**DECISION  
NOTED.**

2.0 **MONITORING REPORT FOR 6 MONTHS 30 SEPTEMBER 2021**

2.1 There had been circulated copies of a report by the Director - Finance and Corporate Governance which provided the income and expenditure for the Jedburgh Common Good Fund for six months to 30 September 2021, a full year projected out-turn 2021/22 and projected balance sheet values as at 31 March 2022. Appendix 1 provided the projected income and expenditure for 2020/21 which showed a projected surplus of £5,184 for the year. Appendix 2 provided projected Balance Sheet value at 31 March 2022 and showed a projected decrease in the reserves of £6,549. Appendix 3(a) provided a breakdown of the property portfolio showing projected rental income and projected net return for 2021/22 and actual property income to 30 September 2021. Appendix 3(b) provided a breakdown of the property portfolio showing projected property expenditure for 2021/22 and actual property expenditure to 30 September 2021. Appendix 4 provided a breakdown of the property portfolio showing projected property valuations at 31 March 2022. Appendix 5 showed the value of the Aegon Asset Management Investment Fund to 30 September 2021. Mr Robertson highlighted the main points in the report and answered Members questions.

**DECISION**

- (a) **AGREED the projected income and expenditure for 2021/22 in Appendix I as the revised budget for 2021/22.**
- (b) **NOTED the:-**
- (i) **projected balance sheet value as at 31 March in Appendix 2 to the report;**
  - (ii) **summary of the property portfolio in Appendices 3 and 4 to the report;**

**(iii) current position of the investment in the Aegon Asset Management Investment Fund contained in Appendix 5 to the report.**

**3.0 APPLICATION FOR FINANCIAL ASSISTANCE**

**3.1 JEDBURGH THISTLE RFC**

With reference to paragraph 3 of the Minute of 13 September 2021, There had been circulated copies of an application, together with copies of the Financial Statement, OSCR Financial Statement, cost plan report for the project, proposed layout of the storeroom extension and further information relating to the Sub-Committees request for further information. As previously advised the project 'Helping Young People Get Fit For The Future' aimed to improve the quality of life by helping to fund an extension to the current Club premises.

3.2 The Sub-Committee were advised that following the Sub-Committees request for further information, the Jed Thistle Committee had considered the proposal of splitting the financial assistance between a loan and a grant and had requested in writing that £50K be paid as a grant and £15K payable as a loan over 15 years. The Club proposed to repay £1K per annum plus interest as they considered this was achievable without creating any financial issues for the club. The Club had also requested, that should the club experience any cash flow issues, there would be the possibility to have a (short-term) payment holiday for an agreed period and proposed that this be between one to two years. In terms of amending the constitution, the Club had consulted with Heather Batsch on the best way to amend the constitution to ensure that the Common Good was the main beneficiary of any winding up of the club's activities. At present Constitution stated that "Any surplus assets available to the organisation immediately preceding its winding up or dissolution must be used for purposes which are the same as - or which closely resemble - the purposes of the organisation as set out in this constitution." If the club decided to close down (not bankrupt) a donation would be made to another youth rugby organisation before agreeing to close, and then on applying for a winding up order, the only asset would be the property which could then go to the Jedburgh CGF (any donations would obviously be after any outstanding amount on the loan was refunded to the CGF from any cash surplus). These steps would require to be agreed with the Office of the Scottish Charity Regulator (OSCR), as the Charities and Trustee Investment (Scotland) Act 2005 prohibits taking certain steps (eg change of name, an alteration to the purposes, amalgamation, winding-up) without the consent of OSCR.

3.3 Mr Norman Ker, Treasurer was present via Microsoft Teams and explained that the full cost of the project was £102,500 plus VAT and a grant of £65,000 was being sought from the Common Good to provide match funding in order to apply to other sources of Funding, with any surplus being paid back to the Common Good. Funding had been secured from the National Lottery - £9,900; £3,200 from ClubSportRoxburgh and £1,000 from all Arnold Clark Foundation. The preparatory work and planning application had been paid from club funds and Mr Kerr detailed other sources of funding which had been applied for totalling £172,000 including Build Back a Better Borders (£15,000 maximum award if successful). Mr Kerr went on to explain that Sub Groups had been formed for each element of the project i.e. Building, Roofing, Plumbing etc. and the deadline for receipt of quotes was 20 November 2021. In response to a question from Councillor Scott in respect of the viability of the Club and the number of teams, Mr Kerr advised that there were two teams, one for under 18 years and one for under 16 years, although could not always raise two teams. The Chief Legal Officer requested an adjournment to seek clarification of Councillors Scott possible involvement with the Club following a comment made by Councillor Scott.

The Meeting Adjourned at 5.00 p.m. and reconvened at 5.05 p.m.

For the avoidance of doubt, Councillor Scott stated that he had no involvement in the Club. Mr Robertson referred to the Clubs turnover and profit which totalled £5,000 before paying back a loan. Mr Robertson further advised that careful consideration was required before paying out such a grant or loan as there were many community groups within the Common Good catchment who were entitled to apply for a share of the pot and this request exceeded the annual budget significantly. Mr Robertson was clear that the Common Good should operate within its means and avoid depleting its assets. Mr Taylor advised that had the Common Good not given the Bowling Club a loan they would not have been able to afford the new club rooms and had made a commitment over the past 9 years to raise funds to make the re-payment. Councillor Scott reminded those present that £50,000 had been given to the Golf Club and £30,000 had been given to the Leisure Centre and Rugby Club. Mr Robertson again reminded the Sub-Committee that the annual income of the Club was £12,000 and questioned how the club would meet the re-payments and what the potential impact on the club would be. The grant being requested was five times the clubs annual income and a small grant and /or loan may be more appropriate. The Chief Legal Officer sought clarification as to what was being proposed as a standard security would allow the property to be sold if required, as the Common Good would not want to become the owner of the property. The Chairman sought clarification about the length of payment holiday which was being sought and Mr Kerr advised between 1-3 years.

There was lengthy discussion regarding the amounts being paid in terms of a re-payable loan and a one-off grant. Mr Robertson suggested that possible working parameters would be £30,000 paid as grant and £30,000 as an interest free loan repayable over 15 years. It was agreed that the meeting be continued to allow Mr Kerr to consult with the Jed Thistle Committee.

#### **DECISION**

##### **AGREED:-**

- (a) that consideration of the application be continued to a future meeting.**
- (b) that a special meeting be arranged early in 2022.**

#### **URGENT BUSINESS**

Under Section 50B(4)(b) of the Local Government (Scotland) Act 1973, the Chairman was of the opinion that the item dealt with in the following paragraph should be considered at the meeting as a matter of urgency, in view of the need to make an early decision.

#### **4.0 HERITABLE AND MOVEABLE ASSETS**

There had been a request received from Hannah MacLeod, Principal Solicitor that a special meeting of the Common Good be arranged as soon as possible after 30 November 2021 to request approval to undertake a public consultation on the Heritable and Moveable Assets for all Common Good Funds.

#### **DECISION**

**AGREED that a Special Meeting of Jedburgh Common Good be held on Wednesday, 8 December 2021 at 1 p.m.**

*The meeting closed at 5.30 p.m.*

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

**Report by Director – Finance & Corporate Governance**

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### **JEDBURGH COMMON GOOD FUND SUB-COMMITTEE**

**28 February 2022**

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#### **1 PURPOSE AND SUMMARY**

- 1.1 This report provides the details of the income and expenditure for the Jedburgh 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 £5,184 for the year.
- 1.3 Appendix 2 provides a projected balance sheet value as at 31 March 2022. It shows a projected increase in reserves of £23,164.
- 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) Notes the projected income and expenditure for 2021/22 in Appendix 1;**
- (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; and**
- (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 £5,184. Also included is the proposed budget for 2022/23.

#### **4.2 Income & Expenditure – Property Income**

There is no Rental Income from the properties owned by the Jedburgh Common Good Fund.

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

- (a) The projected outturn position shows an amount of £340 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 £37,610 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 £478 which, along with the £235 received in March 2021, has been re-invested to purchase an additional 655 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 total proposed budget for 2022/23 is shown in Appendix 1.
- (c) 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:

<b>Grant Recipients</b>	<b>Approved</b>	<b>£</b>
<b>Approved and Paid to 31 December 2021</b>		
Jedburgh Rotary Club	16/08/21	1,500
Jed Heart's Here	13/09/21	5,160
Jedburgh Legion FC	13/09/21	15,000
<b>Total Paid 31 March 2022</b>		<b>21,660</b>
<b>Approved but not yet paid</b>		0
<b>Total Grants Approved</b>		<b>21,660</b>
<b>Approved 2021/22 Budget</b>		<b>30,000</b>
<b>(Unallocated)/Overallocated Budget</b>		<b>(8,340)</b>

The budget for 2022/23 is proposed at £20,200, 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 £11,733. 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, however, taking account of the income received the fund has achieved a return of 25.02% since investment in February 2018.

#### 4.11 Balance Sheet – Long Term Debtors

Long Term Debtors is reduced by £9,000 as detailed in Paragraph 4.12 leaving a year-end balance of £5,000.

#### 4.12 Balance Sheet – Cash Balance

The cash held by the fund is projected to be £83,085 at 31 March 2022 and is detailed below:

<b>Cash Balance</b>	<b>£</b>
<b>Opening Balance at 1 April 2021</b>	<b>69,856</b>
<b><i>Repayment of Principal (Long Term Debtors)</i></b>	
Jedburgh Bowling Club Loan – Actual payment	9,000
Projected surplus for year from Income & Expenditure Statement	5,184
Net cash Movement in Debtors/Creditors	0
Rebate Investment in Aegon	(955)
<b>Projected Closing Balance as at 31 March 2022</b>	<b>83,085</b>

#### 4.13 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.

#### 4.14 Contingent Asset – Jedburgh Golf Club

The final accounts will also include a Contingent Asset of £15,000 for the remaining balance of the secured grant given to Jedburgh Golf Club in January 2005 for the purchase of two additional fields. This position will be reviewed on an annual basis to assess the likelihood of the Golf Club disposing of the fields.

## 5 IMPLICATIONS

### 5.1 Financial

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

### 5.2 Risk and Mitigations

There is a risk that investments in the 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 Integrated 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:** Jedburgh 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 Pensions & Investments, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA. Tel: 01835 824000 Fax: 01835 825166  
Email: [t&cteam@scotborders.gov.uk](mailto:t&cteam@scotborders.gov.uk)

**JEDBURGH COMMON GOOD FUND  
PROJECTED INCOME AND EXPENDITURE 2021/2022 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	Commentary
	£	£	£	£	£		
<b>Property Income</b>							
Rental Income	0	0	0		0	4.2	
<b>Non-Property Related Income</b>							
Interest on Loan-Jedburgh Bowling Club	(330)	(332)	(332)		(118)	4.3	
Interest on Cash deposited with Council	0	(340)	(340)		(340)	4.3	
Investment Funds – Dividends Rec’d	(28,744)	(37,610)	(37,610)		(43,705)	4.3	Est. 4.5% / 5% return
Other Income	(478)	(950)	(950)		(950)	4.3	
<b>Total Income</b>	<b>(29,552)</b>	<b>(39,232)</b>	<b>(39,232)</b>		<b>(45,113)</b>		
<b>Property Expenditure</b>							
Property Costs – General	0	0	0		0	4.4	
<b>Total Property Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>		
<b>Grants &amp; Other Donations</b>	<b>21,660</b>	<b>30,000</b>	<b>30,000</b>		<b>20,200</b>	4.5	3 yr average
<b>Central Support Service Charge</b>	<b>4,048</b>	<b>4,048</b>	<b>4,048</b>		<b>4,129</b>	4.6	Subject to review
<b>Depreciation</b>							
Depreciation Charge	0	11,733	11,733		11,733	4.7	
Contribution from Revaluation Reserve	0	(11,733)	(11,733)		(11,733)	4.7	
<b>Net impact of Depreciation on Revenue Reserve</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>		
<b>Total Net (Surplus)/Deficit for year</b>	<b>(3,844)</b>	<b>(5,184)</b>	<b>(5,184)</b>		<b>(20,784)</b>		

## 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
	£	£	£	£
<b>Fixed Assets</b>				
Land & Buildings	528,534	(11,733)	516,801	505,068
Feu Duties	0	0	0	0
<b>Total Fixed Assets</b>	<b>528,534</b>	<b>(11,733)</b>	<b>516,801</b>	<b>505,068</b>
<b>Capital in Investment Funds</b>				
Investment Fund Book Value	944,406	955	945,361	946,316
Unrealised Gains/(Loss)	8,473	29,713	38,186	38,186
<b>Market Value</b>	<b>952,879</b>	<b>30,668</b>	<b>983,547</b>	<b>984,502</b>
<b>Long Term Debtors</b>				
Loan to Jedburgh Bowling Club	14,000	(9,000)	5,000	5,000
	<b>14,000</b>	<b>(9,000)</b>	<b>5,000</b>	<b>5,000</b>
<b>Current Assets</b>				
Debtors	3,424	0	3,424	3,424
Cash deposited with SBC	69,856	13,229	83,085	102,914
<b>Total Current Assets</b>	<b>73,280</b>	<b>13,229</b>	<b>86,509</b>	<b>106,338</b>
<b>Current Liabilities</b>				
Creditors	0	0	0	0
Receipts in Advance	0	0	0	0
<b>Total Current Liabilities</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Assets</b>	<b>1,568,693</b>	<b>23,164</b>	<b>1,591,857</b>	<b>1,600,908</b>
<b>Funded by:</b>				
<b>Reserves</b>				
Revenue Reserve	(116,512)	(5,184)	(121,696)	(142,480)
Capital Reserve	(926,320)	(29,713)	(956,033)	(956,033)
Revaluation Reserve	(525,861)	11,733	(514,128)	(502,395)
<b>Total Reserves</b>	<b>(1,568,693)</b>	<b>(23,164)</b>	<b>(1,591,857)</b>	<b>(1,600,908)</b>

**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 Out-turn 2021/22	Actual As at 31/12/21	Project'd Net Return	Propos'd Budget	Propos'd Net Return
	£	£	£	£	£	£
Jedburgh Castle Jail	0	0	0	0	0	0
Mary Queen of Scots House	0	0	0	0	0	0
Murray's Green Park	0	0	0	0	0	0
Dounehill (Dunshill)	0	0	0	0	0	0
Ramparts	0	0	0	0	0	0
Market Cross	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## 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
	£	£	£	£	£	£
Jedburgh Castle Jail	0	0	0	0	0	0
Mary Queen of Scots House	0	0	0	0	0	0
Murray's Green Park	0	0	0	0	0	0
Dounehill (Dunshill)	0	0	0	0	0	0
Ramparts	0	0	0	0	0	0
Market Cross	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## PROPERTY PORTFOLIO VALUATION FOR 2021/22

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

<b>Fixed Assets – Land &amp; Buildings</b>	<b>Net Book Value at 01/04/21</b>	<b>Project'd Depn Charge 2021/22</b>	<b>Project'd Net Book Value at 31/03/22</b>	<b>Project'd Depn Charge 2022/23</b>	<b>Project'd Net Book Value at 31/03/23</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Jedburgh Castle Jail	0	0	0	0	0
Mary Queen of Scots House	528,534	11,733	516,801	11,733	505,068
Murray's Green Park	0	0	0	0	0
Dounehill (Dunshill)	0	0	0	0	0
Ramparts	0	0	0	0	0
Market Cross	0	0	0	0	0
<b>Total</b>	<b>528,534</b>	<b>11,733</b>	<b>516,801</b>	<b>11,733</b>	<b>505,068</b>

<b>Fixed Assets – Moveable Assets</b>
Portrait Sir D Brewster
Bust Sir D Brewster
Gold Chains
Relics – Queen Mary House
Lady Provost Brooch
George Tinline Plates (2)
Gold Chain & Robes
Small Bust Sir John Tinline
Framed copy of Burgh Charter
Casket containing Burgess Ticket
<b>Total</b>

## INVESTMENTS EXTERNALLY MANAGED

Cost of Investment	Units	£
Aegon Asset Management Investment (February 2018)	834,019	902,994
Aegon Fund Rebate - (2018-2019)	853	921
Aegon Fund Rebate - (2019-2020)	693	771
Aegon Investment - November 2020	36,819	38,859
Aegon Fund Rebate - (2020-2021)	855	861
Aegon Fund Rebate - (2021-2022)	655	713
<b>Total Invested to 31 December 2021</b>	<b>873,894</b>	<b>945,119</b>

Value of Investment	£
31 March 2018	900,074
31 March 2019	910,178
31 March 2020	767,550
31 March 2021	952,879
30 June 2021	956,082
30 September 2021	949,333
31 December 2021	983,305
<b>Increase/(Decrease) from Total Cash Invested</b>	<b>38,186</b>

Return on Investment from inception	Capital Return %	Total Return %
to 31 March 2018	-0.30	
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

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## **ALLERLEY WELL PLAY PARK FUNDING PROPOSAL**

**Report by Director Infrastructure & Environment**

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### **JEDBURGH COMMON GOOD COMMITTEE**

**28 February 2022**

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#### **1 PURPOSE AND SUMMARY**

- 1.1 This Report sets out the proposal for additional funding of £50,000 toward the new Allerley Well Play Park in Jedburgh from the Jedburgh Common Good Fund.

#### **2 STATUS OF REPORT**

- 2.1 Due to the timing of the report, it is currently undergoing consultation. Comments received from the consultation will be reported at the meeting.

#### **3 RECOMMENDATIONS**

- 3.1 I recommend that the Committee approves the proposed additional £50,000 contribution for the new Allerley Well Play Park in Jedburgh.**

## **4 BACKGROUND**

- 4.1 Since May 2018 Scottish Borders Council has, through a programme of investment, invested £2.1m, with a further £0.647m forecast in 2021/22 in enhancing the network of play areas and community spaces throughout the Scottish Borders, aimed at providing high quality facilities in strategic locations to encourage play, greater physical activity and outdoor access for children and young people. As part of this, destination play areas have been delivered in Harestanes, Galashiels, Kelso, Peebles, Hawick, Coldstream and Newtown St Boswells, with further projects to be delivered in Jedburgh, Duns, Eyemouth and Earlston.
- 4.2 Delivery of the new Destination play park at Allerley Well Park is part of a suite of four play park projects included in a tender that was awarded to Wicksteed Leisure Ltd in 2020.
- 4.3 Scottish Borders Council has funding available of £200,000 for the new play facilities planned for Allerley Well Park in Jedburgh.

## **5 FUNDING PROPOSAL**

- 5.1 Following discussions with Elected Members, it was agreed that Wicksteed Leisure Ltd would design the new destination play park on the site of the existing small play park in Allerley Well Park. As part of these discussions it was agreed that the value of the project would be increased to £250,000 to deliver the agreed layout plan, and that the additional £50,000 required would be requested from the Jedburgh Common Good Fund. The proposed layout plan has been circulated to the Jedburgh & District Elected Members for consideration.
- 5.2 The proposed new, accessible for all, play park will include 25 separate items, including the central feature of a bespoke multi-play item, which includes a 6.5m long double width slide & locally inspired climbing rockscape feature. The new play park will cover an area of 920 square metres, surrounded by fencing and with a complete wet-pour safety surfacing. (See Appendix for layout details and visuals). The additional funding will enhance the play park to provide more equipment and provide a greater experience for the children using the play park. It is anticipated that the play park will be constructed in Summer 2022, so draw down of funds will be in 2022/23.
- 5.3 If the Jedburgh Common Good Committee reject the funding request, the proposed layout plan will be amended to provide a new £200,000 play park for Allerley Well Park.

## **6 IMPLICATIONS**

### **6.1 Financial**

- (a) The proposed budgets show the net surplus for 2022/23 of £20,784 and a grants budget of £20,200. The approval of £50,000 expenditure

will result in a net deficit of £29,216 for the Fund if the grants budget is also fully expended.

## 6.2 Risk and Mitigations

There are no risks identified from the recommendations set out in this report.

## 6.3 Integrated Impact Assessment

The proposal will not have adverse impact on grounds of equality, poverty, health and socio-economic disadvantage. The proposal will increase the quality/amount of facilities for play for young people and their carers in the community.

## 6.4 Sustainable Development Goals

There is no impact on the contribution towards the UN Sustainable Development Goals.

## 6.5 Climate Change

There are no additional climate change impacts arising from the proposal.

## 6.6 Data Protection Impact Statement

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

## 6.7 Changes to Scheme of Administration or Scheme of Delegation

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

## 7 CONSULTATION

- 7.1 The Director (Finance & Corporate Governance), the Monitoring Officer/Chief Legal Officer, the Chief Officer Audit and Risk, the Director (People Performance & Change), the Clerk to the Council and Corporate Communications are being consulted and any comments will be incorporated into the final report.

### Approved by

#### Name

John Curry

#### Title

Director – Infrastructure & Environment

#### Author(s)

Name	Designation and Contact Number
Craig Blackie	Parks & Environment Manager

**Background Papers: Capital programme 2018/19 – Investment in Play areas and outdoor community spaces, Scottish Borders Council 31 May 2018**

**Previous Minute Reference: Scottish Borders Council, 31 May 2018 – Item 9**  
<https://scottishborders.moderngov.co.uk/documents/g3726/Public%20minutes%2031st-May-2018%2010.00%20Scottish%20Borders%20Council.pdf?T=11>

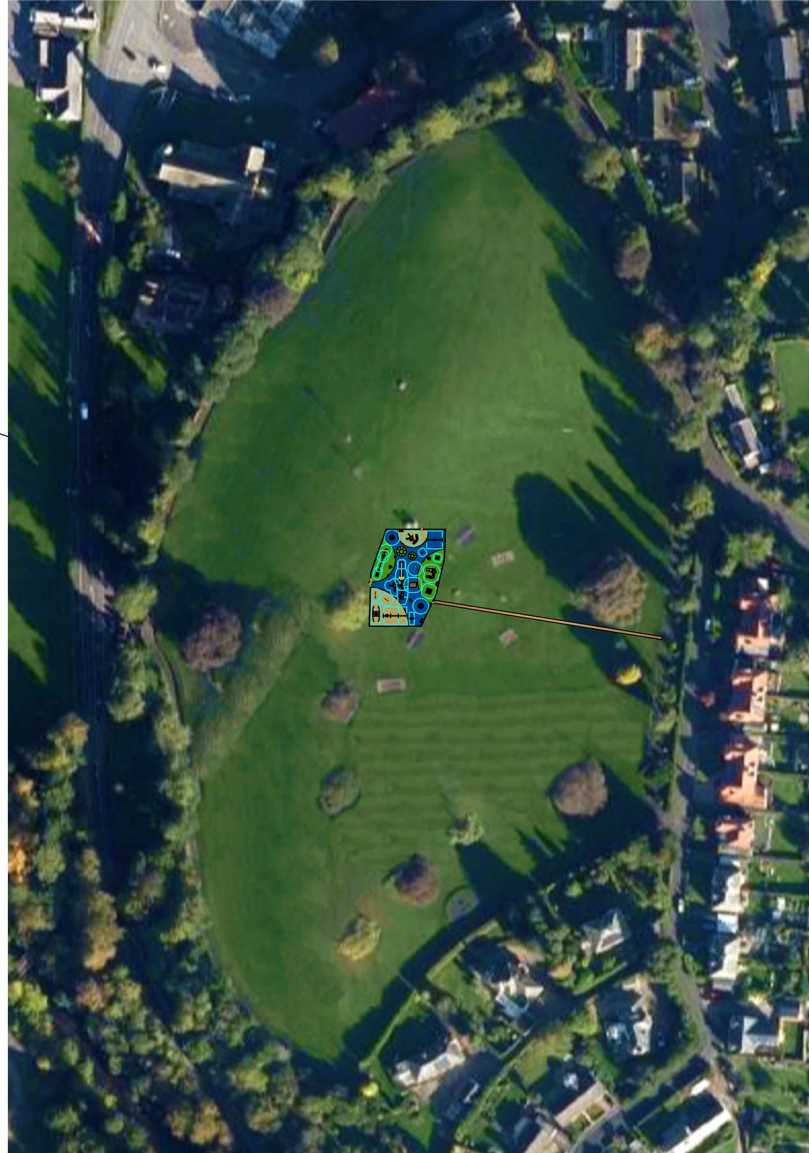
**Note** – You can get this document on tape, in Braille, large print and various computer formats by contacting the address below. Jacqueline Whitelaw can also give information on other language translations as well as providing additional copies.

Contact us at Jacqueline Whitelaw, PLACE, Business Support, Scottish Borders Council, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA, Tel 0300 100 1800, email [JWhitelaw@scotborders.gov.uk](mailto:JWhitelaw@scotborders.gov.uk).





Aerial View of Allerley Well Park with New Play Area in situ - NOT TO SCALE



Page 25

Large Sloped Area

Vehicle & Pedestrian Access Gate

Green Roll Top Fencing Perimeter

Self-Closing Access Gate

Existing Items & Surfacing removed and reinstated

Manhole Cover

Existing Seat

New 1.2m Wide Whin Dust Linking Pathway

All Items installed into Wet Pour Safety Surfacing - 50/50 Black & Colour Fleck Mix

Existing Fitness Item

Existing Football Goal

Existing Fitness Item

**PRODUCT LIST**

- A. Bespoke Treetop Towers Multi-Play Unit with 6.5m Long Wavy Wide Steel Slide, Spiral Tube Slide, Climbing Rockscape and many more challenging features!
- B. Squirrel 4-Saw Multi-User See-Saw
- C. Crusader Rope Swing
- D. Longboard
- E. 2.45m High 3 Bay Viking Swing with Basket Seat, Inclusive Seat & x3 Flat Seats
- F. Surf Rider
- G. Swirl Wheelchair Roundabout
- H. 1.5m Built-In Ground Trampoline
- I. Planet Jungle 'Kifaru' Multi-Play Unit
- J. Cockerel Rock 'n Roll See-Saw with Back Support
- K. Spin-A-Bounce
- L. Bespoke 'Jed-Forest' Rugby Ball Springer
- M. 2.45m High 2 Bay Viking Swing with Tango Seat and x3 Cradle Seats
- N. Mystical World 'Forbidden City' Multi-Play Unit
- O. Existing Relocated Rotaweb
- P. Fantasy Funrun Agility Trail consisting of: Clatter Bridge, Rope Causeway, Snowboard, Icon Bigfoot Crossing and x3 Rubber Step Posts
- Q. Slim Jim Reflection Mirror Panel
- R. Cuckoo Clock Educational Panel
- S. Caterpillar Counter Educational Panel
- T. Rotogen Piano Musical Panel
- U. Rotogen Drum Kit Musical Panel
- V. Pair of Talking Flowers
- W. x2 Low Level Wet Pour Tumble Mounds
- X. x3 Windsor 3-Seat Metal Picnic Tables with Wheelchair/Pushchair Bays
- Y. x3 Keyston Metal Seats with Armrests & Backrests

**Plan View**  
SCALE 1-200 @ A1

HDPE Panel Colour Options

Metal Colour Options

Black RAL 9005	Dark Green RAL 6005	Brown RAL 8017	Yellow RAL 100
Light Blue RAL 5015	Red RAL 3020	Light Green RAL 6018	Grey RAL 700

OPP No: 1\_80005 ISSUE No: Issue 1  
DATE: 09 August 2021 DRAWN BY: D8  
NOTE: Artists Illustration Only

Scale: 1:200 @ A1

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# ALLERLEY WELL PARK PLAY AREA



Age 27

6.5m Long Way Slide

CLIMBING ROCKSCAPE

BESPOKE RUGBY BALL SPRINGIE



BESPOKE TREETOP MULTI-PLAY



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## Agenda Item 7

Subject: FW: JED THISTLE RFC - JEDBURGH COMMON GOOD FUND APPLICATION

From: Norman Kerr <norman.kerr@ntkaccounting.co.uk>

Sent: 10 February 2022 09:24

To: Henderson, Fiona <FHenderson@scotborders.gov.uk>

Subject: Re: JED THISTLE RFC - JEDBURGH COMMON GOOD FUND APPLICATION

CAUTION: External Email

Hi Fiona

Thank you for confirming I was on the right lines.

Since the last meeting with the Council, we have had several meetings of the Jed Thistle committee to discuss how we move the project forward.

The consensus is that we would be able to do most of the work ourselves given the skillsets of several committee members, and are now in the process of gathering builders merchant's quotes for the materials to allow us to do this.

By providing some of the labour ourselves we would be able to reduce the cost of the project as this would remove some of the profit margins for the various contractors, as well as the VAT amount on any labour.

We feel that the council's thoughts of an upper limit of £30K on the grant would be generous, and that we could also reduce our request for the loan element back to the original £15K in our first proposal.

We expect to receive the builders merchant quotes back before the council meeting on Monday 28 February, so I will be able to update the Council accordingly.

I look forward to receiving the Teams invite in due course.

Thank you and regards,

Norman

Mobile 07974 435893

From: Henderson, Fiona <FHenderson@scotborders.gov.uk>

Sent: 10 February 2022 08:59

To: Norman Kerr <norman.kerr@ntkaccounting.co.uk>

Subject: RE: JED THISTLE RFC - JEDBURGH COMMON GOOD FUND APPLICATION

Hello Norman

Thank you for your e-mail and apologies for not responding sooner.

Your recollection of the last meeting is correct and consideration was continued to allow you to consult with the Thistle Committee about the revised proposal of £30,000 as a grant and £30,000 as a loan.

As the end of this current Council is fact approaching - I have proposed that the scheduled Jedburgh Common Good be brought forward to Monday, 28 February 2022 at 5 p.m. via Microsoft Teams in order to conclude this matter.

I would be obliged if you could confirm attendance.

Regards Fiona

Fiona Henderson  
Democratic Services Officer  
Democratic Services  
Resources  
Council Headquarters  
NEWTOWN ST BOSWELLS TD6 0SA  
? DDI : 01835 826502  
? fhenderson@scotborders.gov.uk

From: Norman Kerr <norman.kerr@ntkaccounting.co.uk>  
Sent: 25 January 2022 13:37  
To: Henderson, Fiona <FHenderson@scotborders.gov.uk>  
Subject: Re: JED THISTLE RFC - JEDBURGH COMMON GOOD FUND APPLICATION

CAUTION: External Email

Hi Fiona

I was wondering if there was anything further that the Committee required from Jed Thistle to allow them to reach a decision regarding our funding application please?

My recollection of the last meeting was that David Robertson believed our original request for a £50K grant and a £15K loan was too heavily skewed towards the grant, given the returns on the Common Good Fund being less than the £50K on an annual basis and that this would diminish the value of the fund.

He was also concerned that if we were awarded a lesser grant of £35K and a £30K loan we wouldn't have the ability to repay the loan within the 15 years (mentioned in our original request for the £50K grant and £15K loan), based on our last few years' financial reports.

The Club's offer of security through changing our constitution was also deemed insufficient, and

I therefore requested a copy of the SBC Standard Security letter so that we could consider it and possibly use it as a template to meet the SBC requirements.

From the meeting minutes, can you let me know if the above is factually correct please, and if our application is still being considered or if it has been declined?

Thank you and regards,

Norman

Mobile 07974 435893

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From: Norman Kerr <norman.kerr@ntkaccounting.co.uk>  
Sent: 04 October 2021 11:52  
To: Henderson, Fiona  
Cc: Allan Hill; Heather Batsch  
Subject: JED THISTLE RFC - JEDBURGH COMMON GOOD FUND APPLICATION

CAUTION: External Email

Hi Fiona

Following the Jedburgh CC meeting on 13 September, I have taken the council's request for more information back to the Jed Thistle committee for their consideration.

There were two areas on which the council required further detail:

1. Would Jed Thistle consider splitting the funding request into a grant element and a loan element?
2. What security could Jed Thistle offer the Jedburgh Common Good Fund in return for the funding?

In answer to number 1., yes, we would be willing to consider this. Our proposal is for a £50K grant, with a £15K loan repayable over 15 years, as we believe we could afford the £1K per annum plus interest element without creating any financial issues for the club. Should we experience any cash flow issues, would it be possible to have a (short-term) payment holiday for an agreed period of time? As I was asked at the meeting, should we find that the £65K would be more than we would need after all other funding sources have been exhausted, Jed Thistle would be more than willing to refund any surplus to the CGF on completion of the project.

For number 2, we have consulted with Heather on the best way to amend our Constitution to ensure that the CGF was the (main) beneficiary of any winding up of the club's activities. At the moment our Constitution states that "Any surplus assets available to the organisation immediately preceding its winding up or dissolution must be used for purposes which are the same as - or which closely resemble - the purposes of the organisation as set out in this constitution."

If the club decided to close down (not bankrupt) we could make a donation to another youth rugby organisation before agreeing to close, and then on applying for a winding up order we would only have the property on our books which could then go to the Jedburgh CGF (any donations would obviously be after any outstanding amount on the loan was refunded to the

CGF from any cash surplus).

These steps would need to be agreed with the Office of the Scottish Charity Regulator (OSCR), as the Charities and Trustee Investment (Scotland) Act 2005 prohibits taking certain steps (eg change of name, an alteration to the purposes, amalgamation, winding-up) without the consent of OSCR.

I hope that this meets with the council's approval, and if there are any further questions we would be delighted to answer these.

We look forward to hearing from you in due course.

Thank you and regards,

Norman

Mobile 07974 435893

## **Extract from Minute of Meeting of Jedburgh Common Good held on 13 September 2021**

### **3.0 APPLICATION FOR FINANCIAL ASSISTANCE**

#### **3.1 JEDBURGH THISTLE RFC**

There had been circulated copies of an application, together with copies of the Financial Statement, OSCR Financial Statement, cost plan report for the project and proposed layout of the of the storeroom extension from Jed Thistle RFC. The project 'Helping Young People Get Fit For The Future' aimed to improve the quality of life by helping to fund an extension to the current Club premises. The building was 30 years old and required a general upgrade which would include an extension, additional windows, improved insulation and lighting, greater comfort and sustainability. The extension would allow the tables and chairs to be stored outwith the Hall and to provide an indoor fitness area for the players, allowing them to train indoors during poor weather and continue activities throughout the winter months. The upgrade would enhance the attractiveness of the premises to other user groups within the local area, providing wheelchair access, disabled facilities and a large car park. The premises were currently used by a number of organisations including the Pensioners lunch Club, Toddlers Group, Ladies Groups and the Scottish Fire and Safety Community outreach.

- 3.2 Mr Norman Ker, Treasurer was present via Microsoft Teams and explained that the full cost of the project was £102,500 plus VAT and a grant of £65,000 was being sought from the Common Good to provide match funding in order to apply to other sources of Funding, with any surplus being paid back to the Common Good. Funding had been secured from the National Lottery - £9,900; £3,200 from ClubSportRoxburgh and £1,000 from all Arnold Clark Foundation. The preparatory work and planning application had been paid from club funds and Mr Kerr detailed other sources of funding which had been applied for totalling £172,000 including Build Back a Better Borders (£15,000 maximum award if successful). In response to a question about the length if the lease of the land, Mr Kerr confirmed that the land had been purchased and was in soul ownership of the Club. There was lengthy discussion regarding the sum of money under consideration and Community Councillor Taylor suggested that part of the request be paid in a Grant and the remainder given as a loan with a standard security. In order to allow such a transaction, the constitution of the Club would require to be altered to ensure that should the club cease to exist the money would be returned to the Common Good. It was also confirmed that a payment over the sum of £20,000 would require approval of Scottish Borders Council. In order to allow Mr Kerr the opportunity to discuss the terms with the Club Committee, it was agreed to continue consideration of the application to the next meeting scheduled to be held on 17 November 2021.

### **DECISION**

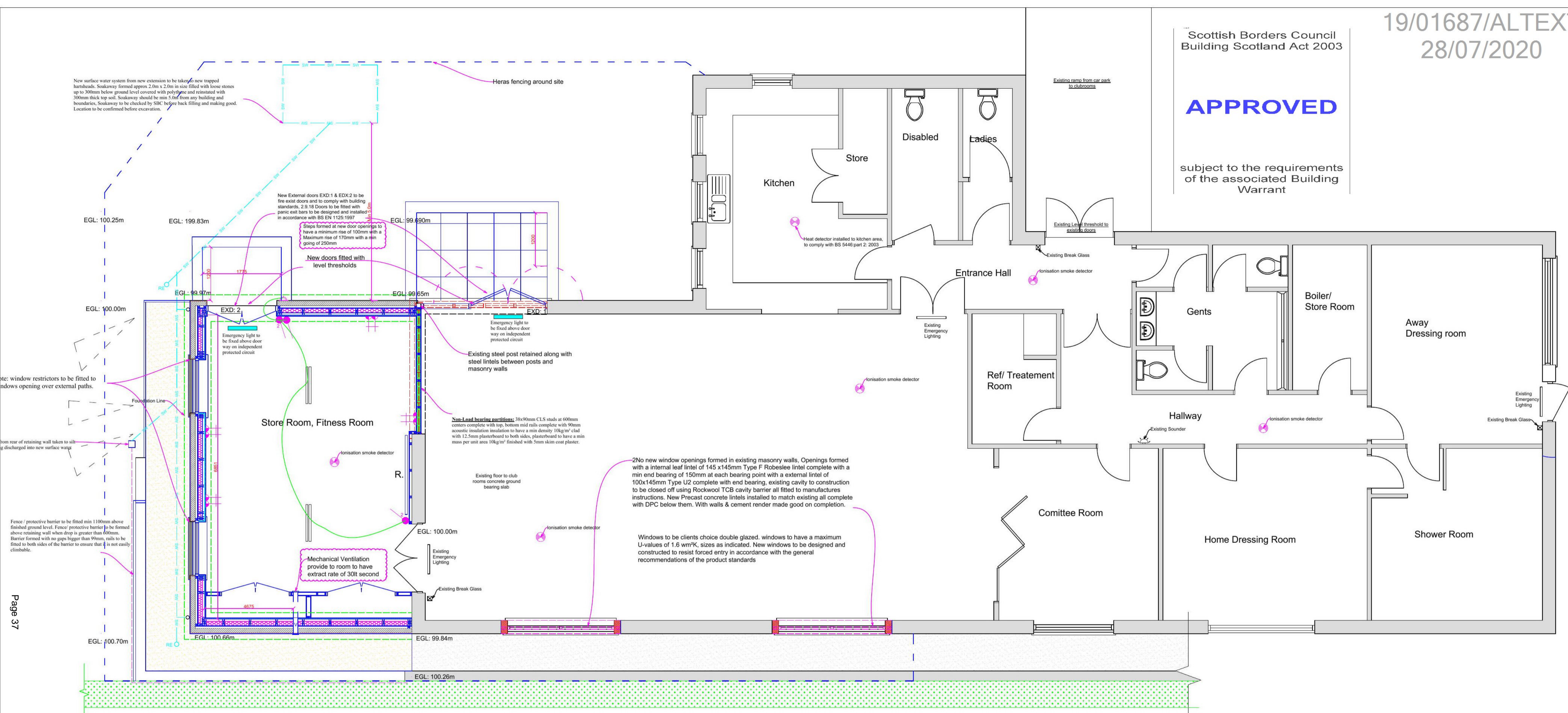
**AGREED to continue consideration of the application to the next meeting scheduled to be held on 17 November 2021.**

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**APPROVED**

subject to the requirements  
of the associated Building  
Warrant

Electrical & General Legend	
	One gang light switch - no of ways indicated.
	Two gang 13 amp switched socket
	Two gang 13 amp switched socket above worktop height
	Internal Pendant light
	Television Socket
	Strip fluorescent fitting for use with kitchen fittings
	Telephone socket
	Pullswitch wired to electrical fans
	Mechanical extract fan
	Doorbell push
	Doorbell sounder
	Electricity meter
	Electrical distribution board
	Central heating thermostat
	Central heating and hot water programmer unit
	Shrouded light fitting
	Shaver socket
	3 amp spur socket outlet for alarm system connection
	Alarm sounder
	Infra-red detector
	Wall mounted sensor light - operated by passive infra-red sensor
	Smoke detector unit
	Security system box
	Carbon monoxide detector unit
	Two gang metal clad 13 amp switched socket
	Gas supply switch
	Gas meter box
	Gas fired boiler for heating & hot water
	Radiator
	External garden tap
	Lamp Point
	Spur



**Electrical Installation:** All electrical works to be carried out as per the IET wiring regulations 17th edition amendment 3. contractor also to be suitably qualified contractor who is registered with a self certification scheme in accordance with Section 4.6 Building Standards BS 7671, 2018

All control switches and socket outlets to be at least 350mm from internal corners or projecting walls. All to be less than 1200mm above floor level.

Light switches positioned between 900mm and 1100mm above floor level.

All socket outlets and standard outlets to be at least 400mm above floor level.

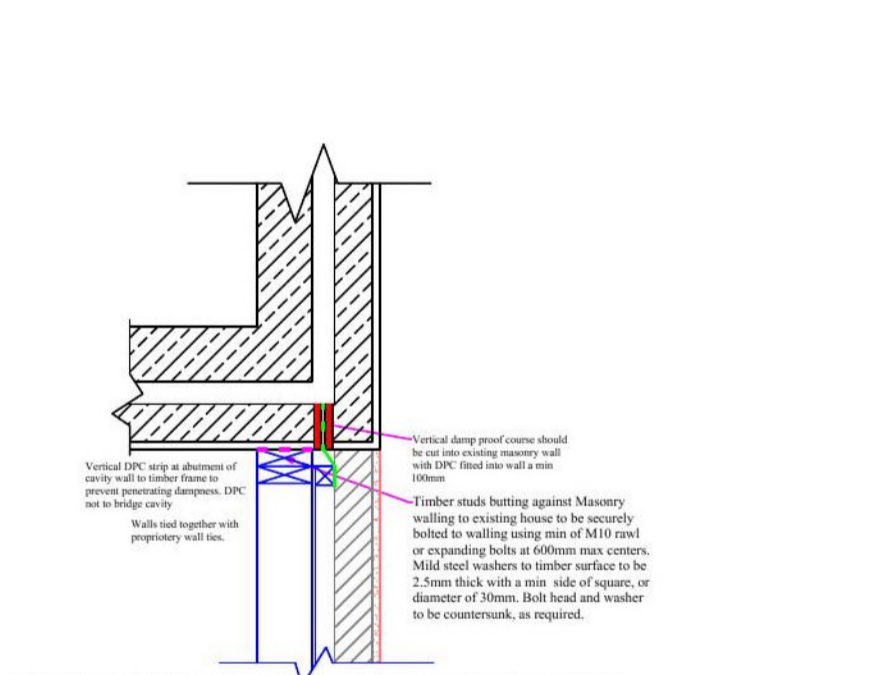
Any points above an obstruction to be at least 150mm above projection surface.

Separate isolating switch fitted to all white goods in an accessible position to comply with the above.

**Access Controls for windows and ventilators:**

An operable window, rooflight or other ventilator, that provides natural ventilation to meet standard 3.14, should have controls for opening, positioned at least 350mm from any internal corner, projecting wall or similar obstruction and at a height of:

- not more than 1.7m above floor level, where access to controls is unobstructed, or
- not more than 1.5m above floor level, where access to controls is limited by a fix obstruction, not more than 900mm high which projects not more than 600mm in front of the position of the controls, such as a kitchen base unit. Where obstruction is greater, a remote means of opening, in an unobstructed location, should be provided, or
- not more than 1.2m above floor level, in an unobstructed location, within an enhanced apartment or within accessible sanitary accommodation not provided with mechanical ventilation.



**Construction Details:**

**Foundations:** 600 wide X 150mm deep, concrete foundations. Foundation to be min 600mm below existing ground level. Foundation to have min of 450mm from finished ground level to top of foundation. Strip foundation adjacent to footings of existing house to be lapped over scarcement to existing footings and formed as stepped foundation. Min distance from step in foundation to face of existing masonry underpinning to be min 400mm. Min thickness of lapped concrete over scarcement to existing footings to be 150mm. Foundation to be fitted with 1no layer of A142 square mesh fabric BS 4483, placed with 50mm cover from bottom of strip foundation all as indicated on engineers details.

**Sub-Structure** below DPC level 300mm thick construction of dense concrete block comprising of 100mm thick block, 50mm cavity and 150mm block work to inner leaf, cavity filled to ground level with weak mix concrete sprayed to outer leaf.

**Floor:** 125mm concrete floor onto 120mm kingspan floorboard K3 rigid insulation turned up around outer edge onto 1200 gauge vapour barrier onto 40mm sand layer onto 150mm hardcore compacted and blinded in layers, all constructed as per engineers details.

**Super structure:** Wall above DPC level - 20mm render on 100mm concrete block work, 50mm cavity, 145mm internal timber frame, inner leaf, timber frame constructed of 45 x 145mm studs at 600mm centres clad with 9.5mm structural ply nailed to cavity face, timber frame lined externally with Breathable membrane with 1no layers of 120mm kingspan Kooltherm K15 fitted between studs or similar insulation, with internal face clad with 500 gauge polythene vapour barrier, with internal face clad with 32.5mm kingspan Kooltherm K17 insulated plasterboard, finished with 5mm skim coat of plaster. DPC to be located within wall 150mm above ground level.

**Structural connections** between outer leaf and inner leaf of cavity wall to be secured by T-therm or similar wall ties, ties to be provided for all cavity walls at 600mm max centres horizontally and 450mm max centres vertically. Additional wall ties to be provided at 300mm max centres vertically within 225mm of each side of all door and window openings. Additional wall ties to be provided at 300mm max centres vertically within 225mm each side of all tied vertical movement joints in external masonry galling. Each wall tie must be secured to the vertical stud using a min of 1no. 3.35mm diameter x 50mm flat head stainless steel ring-shank nail. , Holding down straps to be **stainless steel tie down straps 35x3.5mm located at a minimum of 4 courses below DPC level and at 1200mm centres.**

**External cladding:** To have tied vertical movement joints in external block work cladding to be formed at 6.0m maximum centres using 10mm thick easily compressible resilient material and sealed externally with 10mm wide X 12mm deep proprietary joint sealant. 200mm long X 40mm wide X 1.5mm thick galvanised mild steel wall ties to be provided, built into cladding through the joints at alternate courses of cladding. Suitable joint beads to be provided at tied vertical movement joints in external render finish.

**Cavity to be vented** by perforated vents at 900mm centres at high and low level.

**Ground Floor Construction:** Levels reduced accordingly to accommodate new floor to extension comprising of: 150mm hardcore compacted and blinded with a 500 gauge polythene membrane with 120mm kingspan insulation covered with 100mm concrete floor with floated finish.

**Cavity stops:** 38x50mm treated fire stops to be located around all door and window openings, and vertically in cavity at a maximum of 8m centres and to all wall and roof junctions and also at wall corners. DPC's to be fitted between fire stops and block work.

**Lintels:** Timber lintel formed with 3no 45x195mm deep timbers. Lintel to be supported on a minimum of 2no. 145x45mm cripple studs at each bearing point with a min 1no 145x45mm bypass stud to be securely nailed to the cripple studs. External precast lintel supporting external masonry cladding over opening to new extension to be either \* Robesleece Type A ( 70x100mm deep precast concrete lintel, or similar and approved by the engineer. lintel to have min 150mm end bearing to both sides all as detailed in engineers details.

**Cills:** pre-cast concrete cills, size size colour and style to match existing complete with DPC's below.

**Roof:** Roof covering to be second hand slates to match existing fitted onto 22mm sarking complete with breathable membrane, sarking nailed to manufactured roof trusses, sarking to be clad with trusses to be screwed to wall head complete with necessary truss clips, trusses to be fitted at 600mm centres manufacture by a specialist company with BS 5268 part 3 constructed with timber grade in accordance with BC4798 complete with bracing to BS2568 part 3, trusses to be screwed to wall plate with truss clips, bracing to be fitted in accordance with manufacturer's instructions with trusses tied to gable walls.

20mm thick timber fascias formed to match existing complete with soffits all to match existing.

Roof to be fitted with 2no rolls of 140mm glass wool insulation between ceiling ties and across, trusses to be clad on the underside with 12.5mm plasterboard finished with 5mm skim coat of plaster to form ceiling dwangs fitted to take plasterboard.

New internal doors skirting fascings ironmongery all to match existing.

Rain Water Goods: 100mm PVC half round rhones complete with fascia brackets, rhones to be fitted with 75mm PVC down pipes, all new down pipes taken to new trapped heads heads and connected to system.

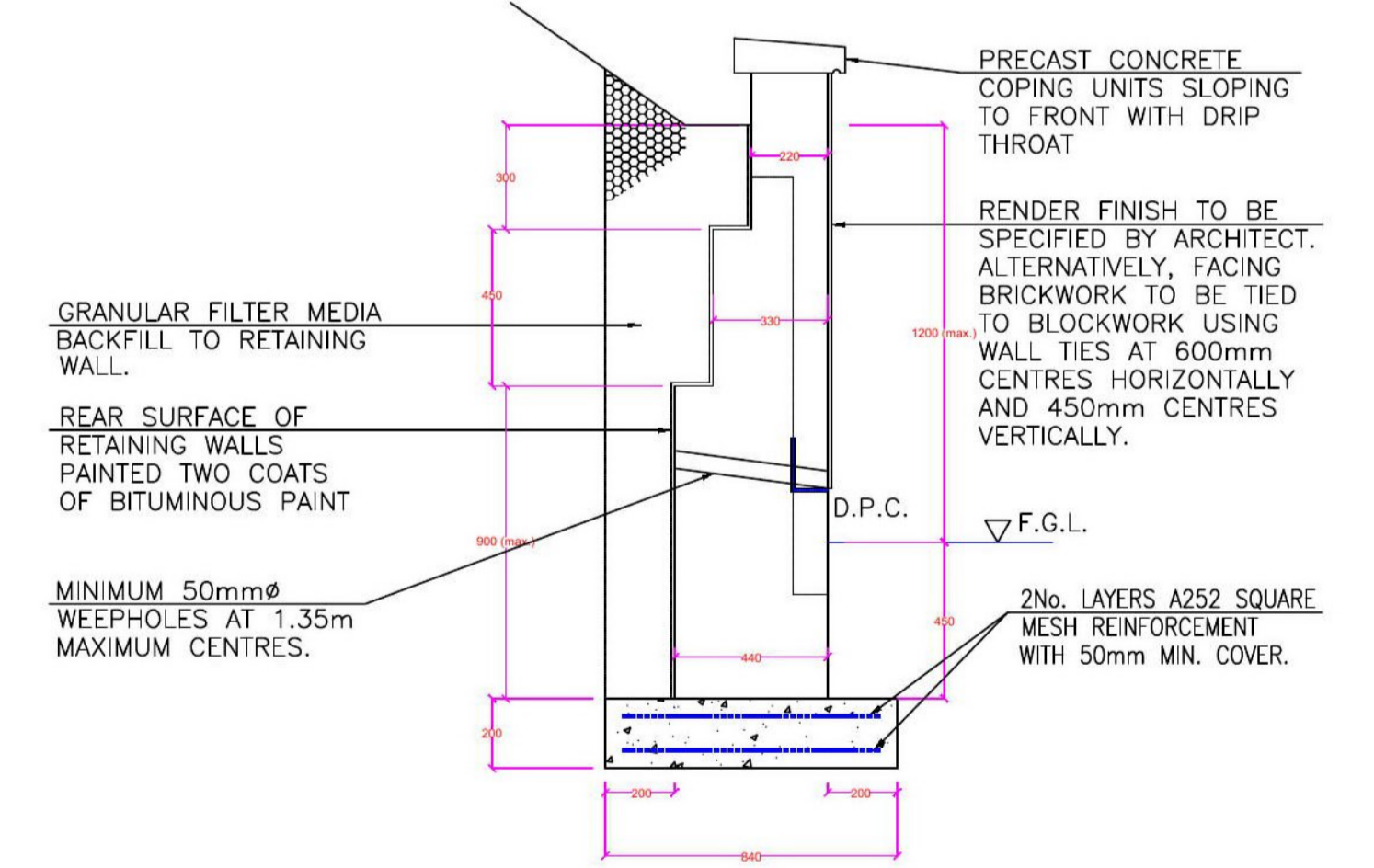
**Windows:** to be clients choice triple glazed casement type windows. Lintels and supports for openings as specified in engineer's certificate with a maximum u-value for windows, doors and screens to be 1.6, sizes as indicated on drawings. All new windows and doors to be designed and constructed in accordance with the general recommendations of the product standards for timber windows units BS 644: 2009, vulnerable windows should be constructed to resist attempts to force frames and if open able, ironmongery. Windows which can be opened to be fitted with a keyed locking system that uses a removable key. Door sets to be fitted with a min single-point locking device to BS 3621:2007 (for keyed access) or to BS 8621:2007 (for keyless access) or a multipoint locking system. A deadlocking facility should be provided. Any lock cylinder should be in accordance with BS EN 1303:2005, grade 5 key security and grade 2 attack resistance as a minimum.

Electric installation: new electrics to complete with IET and building standards regulation, smoke detectors inter-linked, mains operated with battery back-up, low energy lights fitted to all new outlets in extension.

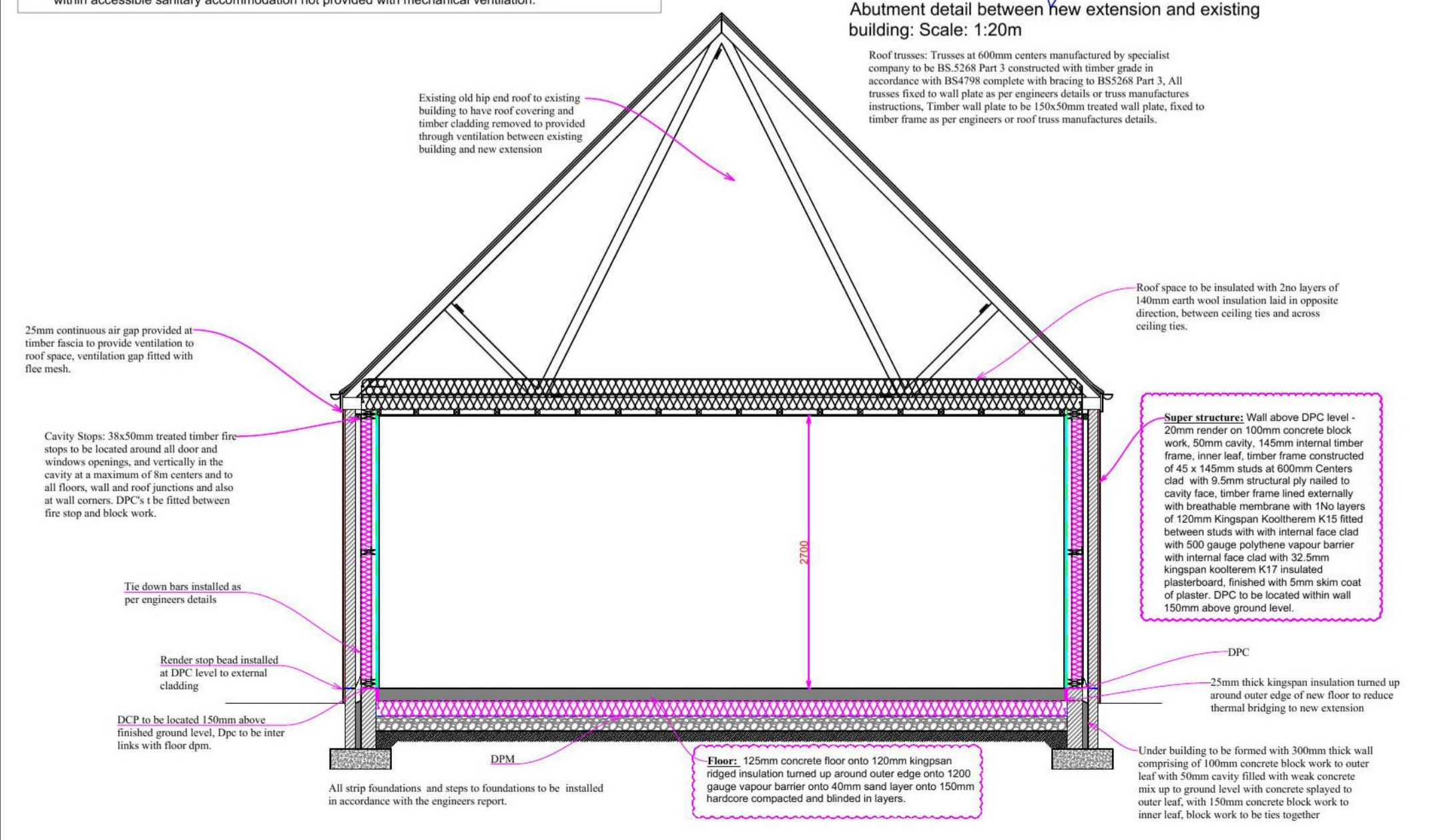
New external lights fitted with photocell for automatic operation when required.

Existing gas fired boiler output and capacity check and up-graded if necessary with existing system extended through to service new area with new radiators suitable size to provide full comfortable heating conditions new radiators as indicated radiators fitted with thermostatic control valves and all pipe work to be fully insulated for heating and hot water distribution system against heat loss.

New rainwater goods taken to new trapped heads head and connected to existing surface water system in 100mm PVC pipe work all fitted to manufactures instructions and to the approval of Scottish boards council, complete with rod eyes as indicated. New Downpipes from new section of roof taken to new soakaway formed as indicated on plans, soakaway formed approx. 1m x 1m in size filled with loose stone up to 300mm below ground level covered with polythene and reinstated with 300mm thick top soil. New surface water pipe work to be bedded with pea gravel or 10mm single sized gravel, pipe work to be laid with a min gradient of 1 in 100. All surface water system to have a min cover of 300mm



**TYPICAL SECTION THROUGH  
RETAINING WALL TO GARDEN GROUND**



REVISIONS 07/01/2020	
CLIENT: Jed Thistle RFC	
JOB: Proposed Extension to Club Rooms	
DRAWING: Proposed Layouts and Section	
Drawn by	DAVE/11/19
Checked	JEDTH BW P2 C
Approval	
Date	
DR No.	
REV	
This drawing and its data are the copyright of Cring Smith and must not be used for any purpose other than that for which it is intended.	
I certify this to be a true copy of one of the drawings referred to in my application to Scottish Borders Council	
Signed:	Date:
SCALE : 1:50m @ A1 <small>Drawn with AutoCAD software. Dimensions shown on this sheet must be confirmed with Clerk of Works.</small>	

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**JED THISTLE RFC**

**COST PLAN**

**PROPOSED CLUBHOUSE EXTENSION  
LOTHIAN PARK  
NEWCASTLE ROAD, JEDBURGH**



**ALLIED SURVEYORS  
35A UNION STREET  
GREENOCK  
PA16 8DN**

**AUGUST 2020**

**CONTENTS**

**PAGE NO**

<b>1.00</b>	<b>INTRODUCTION</b>	<b>1</b>
<b>2.00</b>	<b>COST CRITERIA</b>	<b>1-3</b>
<b>3.00</b>	<b>OUTLINE BUDGET COST</b>	<b>4</b>
<b>4.00</b>	<b>OUTLINE SPECIFICATION</b>	<b>5-6</b>



## **1.00**      **INTRODUCTION**

1.01      The proposed works comprise the new build extension to the West elevation of the existing clubhouse complete with alterations to the Clubroom and Committee Room.

1.02      The existing site slopes from North to South. The works also include a new retaining wall to the South and West of the proposed extension.

## **2.00**      **COST CRITERIA**

### 2.01      Information Used

The following information was used for the outline budget costs:-

a)      Architect's drawings ref:-

JEDTHBW P1A   -   Proposed layouts and sections

JEDTH BW P2C   -   Proposed layouts and sections

b)      Structural Engineer's drawing ref:-

4997-1                -   Structural components – Foundations, underbuilding and ground floor structure

4997-2                -   Structural components – Ground floor plan

4997-3                -   Structural components – Roof structure

The above drawings formed the basis of the building Warrant submission.

c)      Outline Specification   -   Extracted from notes on Architect's drawings, summarised in Section 4.00.

d)      These costs are indicative only.

## 2.02 Assumptions

The following assumptions have been made in the preparation of this report:-

- a) No contaminated soil.
- b) Works will be tendered via open competition.
- c) Provisional Sum allowances have been included for work elements identified below:
  - i) Folding partition to Committee Room £7,000
  - ii) Below Ground Drainage £3,000
  - iii) Repairs to existing roof coverings £1,000
- d) Decoration to new areas and existing areas affected by the works will be carried out by the Client.
- e) Allowances for Mechanical and Electrical Installations based on outline specification.
- f) Flooring materials will be provided to the contractor by the Client free of charge for laying only.

## 2.03 Exclusions

The following are excluded from the outline budget cost provided:-

- i) Future increases in the cost of material, labour and plant beyond third quarter 2020.
- ii) Professional fees.
- iii) Value added tax.
- iv) Finance charges.
- v) Further site investigation.

vi) Fixtures/fittings other than where stated.

vii) Statutory fees and charges.

(viii) Works to areas of the building not specifically detailed.

(vix) Decoration


#### 2.04 Base Date

The base date for the Outline Budget Cost is third quarter 2020.

#### 2.05 Cost Reports

This cost report is based upon approximate quantities.

### 3.00 OUTLINE BUDGET COST

<b>Jed Thistle RFC - Proposed Extension</b>			
<b>Cost Plan- August 2020</b>			
			
	<b>GFA:</b>	<b>32 m2</b>	
		<b>Cost Plan</b>	<b>Cost/m2</b>
<b>1A</b>	Downtakings and Alterations	£ 5,290	£ 165.31
<b>1</b>	Substructure	£ 7,000	£ 218.75
<b>2A</b>	Frame	£ -	£ -
<b>2B</b>	Upper Floors	£ -	£ -
<b>2C</b>	Roof	£ 18,484	£ 577.63
<b>2D</b>	Stairs	£ -	£ -
<b>2E</b>	External Walls	£ 10,780	£ 336.88
<b>2F</b>	Windows & Ext Doors	£ 7,700	£ 240.63
<b>2G</b>	Internal Partitions	£ 2,560	£ 80.00
<b>2H</b>	Internal Doors	£ 2,200	£ 68.75
<b>3A</b>	Wall Finishes	£ 1,050	£ 32.81
<b>3B</b>	Floor Finishes	£ 4,655	£ 145.47
<b>3C</b>	Ceiling Finishes	£ 1,120	£ 35.00
<b>3D</b>	Decoration	£ -	£ -
<b>4</b>	Fittings & Furnishings	£ 7,000	£ 218.75
<b>5</b>	Mechanical & Electrical - Provisional	£ 5,176	£ 161.76
<b>6</b>	External Works	£ 9,430	£ 294.69
	Sub Total	£ 82,445	£ 2,576.41
	Preliminaries	13% £ 10,718	
	Contingencies	10% £ 9,337	
	<b>Estimated Cost (Subject to stated assumptions and exclusions)</b>	<b>£ 102,500</b>	<b>£ 3,203.12</b>
	<b>Cost/m2 GFA</b>	<b>£ 3,203.12</b>	

#### **4.00 OUTLINE SPECIFICATION**

##### **Specification**

<b>1</b>	<b>SUBSTRUCTURE</b>	Excavation, Hardcore upfill, new concrete foundations and slabs. Substructure walling all as Engineer's details.
<b>1A</b>	<b>DOWNTAKINGS &amp; ALTERATIONS</b>	Demolish part of existing structures, form new slappings, infill openings.
<b>2A</b>	<b>FRAME</b>	Not applicable.
<b>2B</b>	<b>UPPER FLOOR</b>	Not applicable.
<b>2C</b>	<b>ROOF</b>	Timber rafters and joists, sarking and Scottish slate, timber fascias. UPVC gutters and downpipes. Allowance for repairs to existing roof finishes. Insulation.
<b>2D</b>	<b>STAIRS</b>	Not applicable.
<b>2E</b>	<b>EXTERNAL WALLS</b>	External cavity walling as shown. Blockwork and timber kit. External render finish.
<b>2F</b>	<b>WINDOWS &amp; EXTERNAL DOORS</b>	UPVC triple glazed windows. Timber external doors and glazed screen to Club Room. Timber double doors to store room.
<b>2G</b>	<b>INTERNAL PARTITIONS</b>	Timber partitions.
<b>2H</b>	<b>INTERNAL DOORS</b>	Timber doors to stores.
<b>3A</b>	<b>WALL FINISHES</b>	MDF skirtings. Wall linings to existing walls within new extension.
<b>3B</b>	<b>FLOOR FINISHES</b>	Lay only new flooring to store room, Club Room and Committee Room.
<b>3C</b>	<b>CEILING FINISHES</b>	12.5mm plasterboard on branders.
<b>3D</b>	<b>DECORATION</b>	All by Client.
<b>4</b>	<b>FITTINGS &amp; FURNISHINGS</b>	Folding partition to Committee Room.

**5 SERVICES**

Allowance for small power, lighting, external lighting, emergency lighting, fire detection. Extend existing heating system.

**6 EXTERNAL WORKS**

Precast concrete paving to immediate areas around building. Retaining wall and protective banner.

Allowance for below ground drainage.

---

**ALLIED SURVEYORS SCOTLAND  
35A UNION STREET  
GREENOCK  
PA16 8DN**

**CH/LJA**

**24 August 2020**

# Your account statement

Issue date: 28 July 2021



J31B7T01DT3MBA0000010547001002 316 000

JED THISTLE RUGBY FOOTBALL CLUB  
MR N KERR

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]



Write to us at: Bank of Scotland plc, PO Box 1000,  
BX2 1LB

Call us on: 0345 300 0268 (from UK)  
+44 131 549 8724 (from Overseas)

Visit us online: [www.bankofscotland.co.uk](http://www.bankofscotland.co.uk)

Your branch: JEDBURGH

Sort code: [REDACTED] Account number: [REDACTED]  
[REDACTED]  
[REDACTED]

## TREASURERS ACCOUNT

JED THISTLE R F C

### Account summary

Balance On 28 Jun 2021	£24,911.53
Total Paid In	£11,040.00
Total Paid Out	£282.41
Balance On 28 Jul 2021	£35,669.12

### Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
28 Jun 21		STATEMENT OPENING BALANCE			24,911.53
02 Jul 21	BGC	MAIN GRANTS	9,900.00		34,811.53
09 Jul 21	BGC	ARNOLD CLARK AUTOM JUL092	1,000.00		35,811.53
14 Jul 21	DD	OCTOPUS ENERGY A-7F4AE7B7-001		36.62	35,774.91
20 Jul 21	FPI	NICOLA LYNN MOO MUSIC. THANKS 210720073513043975 877044 10 20JUL21 07:35	80.00		35,854.91
20 Jul 21	DEP	500275	60.00		35,914.91
23 Jul 21	DD	OCTOPUS ENERGY A-FDDFF85F-001		20.79	35,894.12
28 Jul 21	CHQ	012366		225.00	35,669.12
28 Jul 21		STATEMENT CLOSING BALANCE	11,040.00	282.41	35,669.12

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

#### Payment types:

BGC - Bank Giro Credit

FPI - Faster Payment

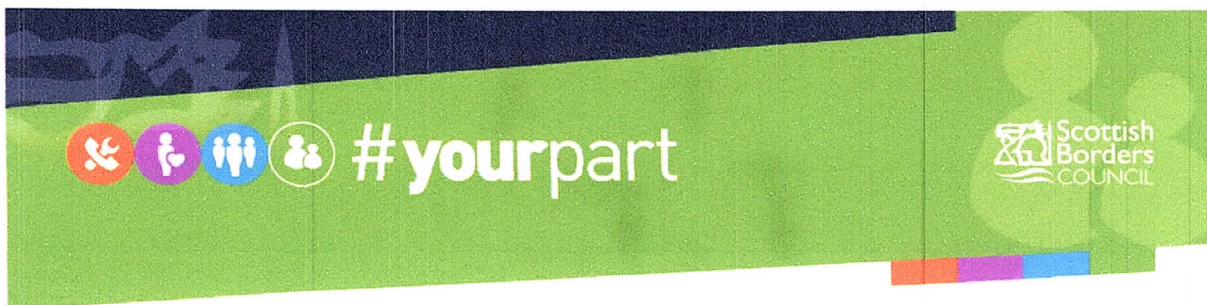
DEP - Deposit

CHQ - Cheque

DD - Direct Debit

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## Common Good Fund: Application Form for 2019/20\*

\*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.

<b>Applicant Group/Organisation:</b>	Jed Thistle RFC SCIO Charity No. SC042736
<b>Name of your project:</b>	"Helping Young People Get Fit For The Future"
<b>The name of the Common Good Fund that you are applying to:</b>	Jedburgh

<b>Summarise what you want to use this funding for</b> <i>(max. 100 words)</i>	
<p>(i.e. will it increase access, improve quality of life etc.)</p> <p>To improve quality of life by helping to fund an extension to our current premises - currently all our tables and chairs are stored round the sides of the main hall, while all our large equipment and scrummage machine are stored in an old container at the far end of our pitch. Within the extension there would also be room to provide an indoor fitness area for the players, allowing them to train indoors during poor weather to help keep their fitness schedules up to scratch, and allowing us to continue with our activities throughout the winter months.</p>	

<b>Tell us how your activity/project will make a difference to your organisation and how it will benefit the residents of the former Burgh</b> <i>(max. 200 words)</i>	
<p>Tell us what activities you plan to carry out and how you will deliver it.</p> <p>As well as enabling us to improve the support that we are able to provide to our young rugby players year-round via the indoor fitness area, the extension will enhance the attractiveness of the premises to other user-groups within the local district – we have large car parking facilities directly outside our front door, wheelchair access and disabled facilities (including toilets) within the premises. Local groups who regularly use our premises include Jedburgh Pensioners Lunch Club; Jedburgh Toddlers Group; Jethart Callant's Festival; Jedburgh Ladies Group; Scottish Fire &amp; Rescue Service community outreach; South of Scotland Semi-Junior League. All will benefit as the feedback from regular users of the clubrooms has been the lack of storage for equipment and not having the Main Hall clear of obstructions for physical activities; this will be resolved by the new extension. The building is now 30 years old and requires a general upgrade, so the project includes additional windows and insulation for better light in the main Hall, greater comfort and sustainability. We own our premises and have been granted a long lease on the additional land for the extension. We have funded all preparatory costs from our own funds and have full planning permission.</p>	

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

We have always worked hard to raise funds to cover our annual running costs and these improvements will support our efforts, with the changes to our premises including new double glazing, better natural light and reducing the environmental impact. The additional storage space will improve the main hall for additional activities, supporting more effective use by the Club and the community. We realistically expect that the improvements will increase our ability to be a self-sustaining organisation as well as providing better space for all in the community.

**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 (£)
Please refer to attached QS Cost Plan Report (£102.5K + VAT)	123,000
<b>Total Expenditure</b>	<b>123,000</b>
<b>How much would you like from the Common Good Fund?</b>	<b>65,000</b>
<b>Please supply a copy of your signed &amp; dated Annual Accounts or Projected Financial Plan</b>	<b>2020/21 OSCR report attached</b>

**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
Scottish Rugby Union	£2,000	Refurbishment of toilets for disabled access

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

	Amount	Purpose
National Lottery	£9,900	Extension
ClubSport Roxburgh	£3,200	Extension
Arnold Clark Foundation	£1,000	Extension

**Individual/Group/Organisation details:**

<b>Contact Name:</b>	Norman Kerr
<b>Position in Group/Org:</b> (if appropriate)	Treasurer
<b>Home Address:</b>	██
<b>Post Code:</b>	██████
<b>Telephone Number:</b>	██████████
<b>Email Address:</b>	██

<b>Date:</b>	23/08/2021
<b>Signature:</b>	

**What does your organisation do and who does it support? If appropriate. (max. 100 words)**

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

Jed Thistle RFC caters for young people between the ages of 14 and 18 (52 players at present) and a further 40 in our Touch Rugby summer programme. Our activities are open to all young people without discrimination and we have both male and female players.

We have always been supported entirely by volunteers as management committee members, coaches, child protection and welfare officers.

The club is embedded in the life of the town and plays a full part in the development of local young people, with our low cost base helping all to take part in our activities.

**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**

This club is committed to ensuring that equality is incorporated across all aspects of its development. Sports equality is about fairness in sport, equality of access, recognizing inequalities and taking steps to address them. It is about changing the culture and structure of rugby to ensure it becomes equally accessible to everyone in society.

The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of rugby union, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

All club members have a responsibility to oppose discriminatory behaviour and promote equality and opportunity.

The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

The new extension is fully accessible to the disabled, along with the rest of the premises. We are open to all.

**Safeguarding**

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

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

We have a dedicated Child Protection Officer who is also trained in Mental Health Awareness. His role is to get to know the players and their backgrounds, any issues are reported to him.

The players are encouraged to speak with their teammates and opposition in the Main Hall after training and matches - friends for life are created here, and players tend to form a protective bond with one another and support those with problems. Jedburgh and district is a small community where you get to know the people that are struggling, and this local knowledge helps the CPO in his duties.

The Safeguarding Policy is updated in line with Scottish Government guidelines.

## 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. 19/00767/FUL)

## Common Good Funds

Common Good Funds in Scotland originated in the 15th century and are the assets and income of some of the 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.



Scottish Fire and Rescue Service  
East Service Delivery Area HQ  
21 Claylands Road  
Newbridge EH28 8LF  
[www.firescotland.gov.uk](http://www.firescotland.gov.uk)

Jed Thistle RFC  
Lothian Park  
Jedburgh  
Roxburgh  
TD8

Direct Line 01450 363798  
E-mail [russell.bell2@firescotland.gov.uk](mailto:russell.bell2@firescotland.gov.uk)  
Our Ref  
Your Ref  
If calling ask for Russell Bell, Station Commander  
Date 16<sup>th</sup> April 2021

### Letter of thanks- Jed Thistle

Dear Sir/ Madam,

The purpose of this short letter is to thank the management and members of Jed Thistle RFC for the use of your pavilion building. Local Retained Duty Service staff at Jedburgh Fire Station have, on a number of occasions utilised your pavilion building for the purposes of training and exercising, and in particular, breathing apparatus training.

It is vital to maintaining our skills to train in 'off station' venues which provide us with realistic scenarios, which are often initially unfamiliar to our staff. The subsequent visitation and exercising provides our staff with an improved knowledge and understanding of the venue, which is of course, beneficial to yourselves, should SFRS require to attend in an actual emergency incident.

Once again, many thanks for your assistance to our training needs.

Yours sincerely,

**Russell Bell**  
**Station Commander**  
**Midlothian, East Lothian and Scottish Borders LSO Area**

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[REDACTED]  
[REDACTED]  
[REDACTED]  
6<sup>th</sup> April 2021

To Whom it may concern

Thistle Rugby Club, The Pavilion, The Glebe, Jedburgh

For approximately five years up to the first Lockdown in March 2020, we, Jedburgh Lunch Club have rented on a weekly basis, each Thursday morning the use of The Pavilion to provide a cooked lunch for about 24 – 30 elderly Jedburgh residents. Sadly, because of Covid, all our activities have ceased for the meantime.

The facilities at The Pavilion are excellent for our elderly, as quite a few have either buggies or zimmers, and the transport that we provide deliver people to as near the door as possible. There are no steps, and once inside the facilities of the toilets are easily accessed.

In the main hall there are comfortable chairs and tables which were set out so that our elderly could communicate with their friends in reasonable sized groups. The kitchen facilities are checked every two years by the local Council Health Inspector and have been found to be satisfactory for our purpose of providing pre-cooked meals that are brought in from local suppliers. Our input is to reheat and ensure that the food is served at the recommended temperature. If we are to store food or prepare food, there are guidelines that we would have to fulfil, and with the existing kitchen that would prove difficult

As regards to the future, we are hoping to recommence with Lunch Club, but we will have take on board the guidelines that will be given by the Government. I anticipate that there will be major changes particularly in the areas of hygiene.

The facilities provided by the Thistle Rugby Club and the help that we have received from the Committee are very much appreciated, and we can only hope that the building works to improve the facilities will be carried out as smoothly as possible and meet the needs of the various groups using the building.

With our very best wishes and looking forward to seeing your plans being augmented.

Yours sincerely

[REDACTED]  
Isobel Lafferty

Jedburgh Lunch Club Co-Ordinator

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# The Royal Burgh of Jedburgh Community Council



John Taylor, [REDACTED]

Tel: [REDACTED]

E-mail: [REDACTED]

22 June 2021

Allan Hill  
[REDACTED]  
[REDACTED]  
[REDACTED]

Dear Allan

## Jed Thistle Rugby Football Club

On behalf of the Community Council I am more than happy to provide a letter of support for your proposed building project.

It is clear looking at the 6 previous players who have gone on to represent their country at full international level, that Jed Thistle has played a major contribution to Scottish Rugby. On a local level rugby, being a team sport, plays an even bigger part on the development of young boys teaching them many life skills e.g. understanding the importance of working as a team, the benefits of fitness and diet, goal setting and targets, and to a degree humility all of which will benefit them in later life.

The Club is a credit to the town in what it has achieved over its 80 odd years and the way that its ever changing committee continues to set the same high standards providing excellent role models for these young men. It is also pleasing to see the present committee pushing forward with this clubhouse extension to comply with present day requirements and safeguard the future of the Club.

Kind regards

[REDACTED]  
John Taylor  
Chairman

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APPENDIX 3



<b>Independent examiner's report on the accounts</b>		v2					
<b>Report to the trustees/members of</b>	Charity name JED THISTLE RFC SCIO						
<b>Registered charity number</b>	SC042736						
<b>On the accounts of the charity for the period</b>	Period start date			Period end date			
	Day	Month	Year	to	Day	Month	Year
	01	06	2020		31	05	2021
<b>Set out on pages</b>	1-2						(remember to include the page numbers of additional sheets)

**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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) 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 independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks explanations from the 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 the course of 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 comply with Regulation 9 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.

**Signed:** [Redacted]

**Date:** 30/7/2021

**Name:** ANDREW NAGLE

**Relevant professional qualification(s) or body (if any):** CGMA

**Address:** [Redacted]

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

## APPENDIX 3

### Disclosure section

Only complete if the examiner needs to highlight material problems.

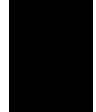
**Give here brief details of  
any items that the  
examiner wishes to  
disclose**

# JED THISTLE R.F.C. SCIO

## STATEMENT OF INCOME & EXPENDITURE - SEASON 2020-21

INCOME	2019-20	2020-21	EXPENDITURE	2019-20	2020-21
Sponsors & Donations	4,590.25	5,420.00	Printing & Postage	728.49	577.20
Membership	4,413.00	3,610.00	Fund Raisers Expenditure	250.00	250.00
International Tickets	235.85	0.00	Sportswear & Clubwear	5,653.54	1,581.54
Fund Raisers Income	2,993.39	2,538.27	Transport	3,062.92	0.00
Annual Sevens	398.52	0.00	Welsh Trip	872.70	-427.50
Hall Hire	3,440.00	1,060.00	Match Teas	764.76	0.00
Grant Income	2,000.00	0.00	TV Licence / Phone	154.50	157.50
Miscellaneous	-238.85	0.00	Laundry	526.35	0.00
			Medical	640.25	0.00
			General Clubhouse Expenses	1,677.30	2,312.25
			Hall & Maint.	3,834.01	1,971.23
			Electric & Gas	7,958.43	780.00
			Toilets / Extension		
			Miscellaneous	510.49	170.00
			Profit on season		5,256.05
		<b>£ 12,628.27</b>			<b>£ 12,628.27</b>
Balance as at 2019-20		19,771.29	Balance as at 2020-21		25,027.34
Cash on Hand 2019-20		391.02	Cash on Hand 2020-21		391.02
Income for the season		12,628.27	Expenditure for the season		7,372.22
		<b>£ 32,790.58</b>			<b>£ 32,790.58</b>

Certified Correct  
30/7/2021



**JED THISTLE RFC**

**BANK RECONCILIATION AS AT**

**31-May-21**

Opening balance	19,771.29
Income	14,075.77
Expenditure	-8,819.72
Closing balance	<u>25,027.34</u>

Unpresented cheques

\_\_\_\_\_ 0.00

Outstanding lodgements

\_\_\_\_\_ 0.00

**Closing balance per Bank**

25,027.34

*Certified Correct*

*30/7/2021*

*NORMAN KERR  
TREASURER*

*6/8/2021*