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INNERLEITHEN COMMON GOOD FUND SUB-COMMITTEE WEDNESDAY, 24TH AUGUST, 2022

A MEETING of the INNERLEITHEN COMMON GOOD FUND SUB-COMMITTEE will be held VIA MICROSOFT TEAMS on WEDNESDAY, 24 AUGUST 2022 at 3.00 pm

All attendees, including members of the public, should note that the public business in this meeting will be livestreamed and video recorded and that recording will be available thereafter for public view for 180 days.

J. J. WILKINSON,
Clerk to the Council,

17 August 2022

BUSINESS		
1.	Apologies for Absence	
2.	Appointment of Chairman	5 mins
3.	Order of Business	
4.	Declarations of Interest	
5.	Minute (Pages 3 - 4) Consider Minute of Meeting held on 15 December 2021. (Copy attached).	2 mins
6.	Monitoring Report for 12 months to 31 March 2022 and Proposed Budget for Financial Year 2022/23 (Pages 5 - 12) Consider report by Director, Finance and Corporate Governance. (Copy attached.)	15 mins
7.	Secure Bike Storage (Pages 13 - 14) Consider proposal to install 2 secure bicycle parking pods within the grounds of The Memorial Hall, Innerleithen. (Copy attached.)	10 mins
8.	War Memorial Garden	10 mins
9.	Any Other Items Previously Circulated	
10.	Any Other Items which the Chairman Decides are Urgent	

NOTES

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

Membership of Committee:- Councillors M. Douglas, J. Pirone and R. Tatler

Please direct any enquiries to Declan Hall 01835 826556
Email:- Declan.Hall@scotborders.gov.uk

SCOTTISH BORDERS COUNCIL

MINUTES of Meeting of the INNERLEITHEN
COMMON GOOD FUND SUB-COMMITTEE
held via Microsoft Teams on Wednesday,
15th December, 2021 at 9.30 am

Present:- Councillors R. Tatler (Chairman), S. Bell, S Haslam and Community
Councillor M. Douglas (from paragraph 2)

In Attendance:- Principal Solicitor, Treasury Business Partner (S. Halliday), Solicitor (G.
Sellar), Estates Surveyor (T. Hill), Democratic Services Team Leader,
Democratic Services Officer (D. Hall).

1. **MINUTE**

The Minute of meeting of the Innerleithen Common Good Fund Sub-Committee held on 3 June 2021 had been circulated.

DECISION

APPROVED the Minute for signature by the Chairman.

2. **CONSULTATION ON HERITABLE AND MOVEABLE ASSET REGISTERS FOR
FORMER BURGH OF INNERLEITHEN**

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 Innerleithen 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 Innerleithen Common Good had been prepared, and was appended to the report. One area of land had been identified at Damside Park at the Strand that should be included on the list as it was donated to the Burgh Council in 1947. 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. Mrs Macleod stressed that once the list had closed it was still open to future revision.

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 Innerleithen;**
- (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 asset identified as Common Good.**

MEMBER

Community Councillor Douglas joined the meeting during consideration of the above item.

The meeting concluded at 9.35 am



MONITORING REPORT FOR 12 MONTHS TO 31 MARCH 2022 AND PROPOSED BUDGET FOR FINANCIAL YEAR 2022/23

Report by Director – Finance & Corporate Governance

INNERLEITHEN COMMON GOOD FUND SUB-COMMITTEE

24 August 2022

1 PURPOSE AND SUMMARY

- 1.1 This report provides the details of the assets held by the Innerleithen Common Good Fund as at 31 March 2022, a full year revenue out-turn for 2021/22 and projected balance sheet values as at 31 March 2023.**
- 1.2 Appendix 1 provides the actual Income and Expenditure account for the year to 31 March 2022.
- 1.3 Appendix 2 provides an actual balance sheet value as at 31 March 2022. It shows a decrease in the reserves of £31,230, which is due to the annual release from Revaluation Reserve.

2 RECOMMENDATIONS

- 2.1 It is recommended that the Common Good Fund Sub-Committee:**
 - (a) Notes the actual 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 final balance sheet value as at 31 March 2022, and projected balance sheet value as at 31 March 2023 in Appendix 2; and**
 - (d) Notes the summary of the property portfolio in Appendix 3.**

3 BACKGROUND

- 3.1 Innerleithen Memorial Hall was recognised as a Common Good asset on 1 April 2015. Until that time the Hall was deemed to belong to Scottish Borders Council (SBC). This transfer relates to the *ownership* of the Hall and has no impact on the transfer of the operation and maintenance of the Hall, which is undertaken jointly between SBC and Live Borders.
- 3.2 Live Borders are liable for operating costs such as staffing, energy and communications in return for their retention of all income earned. Scottish Borders Council have retained budget and liability for rates, insurance and maintenance costs.
- 3.3 This report provides the Committee with financial information for the period 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 2023.

4 FINANCIAL POSITION 2021/22

- 4.1 Appendix 1 provides detail on the income and expenditure for the 2021/22 financial year, as well as the proposed budget for 2022/23.

4.2 Income & Expenditure – Property Income & Expenditure

As the liability for the upkeep of the Hall falls to Scottish Borders Council, there is no anticipated income or expenditure relating to the Hall.

4.3 Income & Expenditure – Grants & Other Donations

It is anticipated that no grants will be paid from the Innerleithen Common Good Fund.

4.4 Income & Expenditure – Depreciation Charge

The depreciation charge for the year is £31,230. 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. As such, the net income/expenditure impact is nil.

- 4.5 Appendix 2 provides the actual balance sheet value as at 31 March 2022, and a projected balance sheet as at 31 March 2023.

4.6 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 3 shows the actual values of the individual properties at 31 March 2022, actual depreciation charges for 2021/22 and projected values at 31 March 2023.

The list of both Land & Buildings and Moveable Assets in Appendix 3 have been updated to reflect the current position regarding the consultation exercise on Common Good Assets being led by Legal dept, however there is no change to the value of assets held in the Balance Sheet.

A report will be submitted to Council in September setting out the results of the consultation on Common Good assets.

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 with any property that works will be required during its life, which the Common Good does not hold funds for. This risk is mitigated by agreements in place between Scottish Borders Council and LIVE Borders. Operational costs are met by LIVE Borders and major repairs by Scottish Borders Council.

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 good governance required to ensure robust 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 this report. The hall is a valuable community asset which through its activities has 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.

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

Signature

Director, Finance & Corporate Governance

Author(s)

Kirsty Robb	Pension and Investment Manager – Tel: 01835 825249
Sara Wilson	Treasury Business Partner – Tel: 01835 824000 Extn 5854

Background Papers:

Previous Minute Reference: Scottish Borders Council 3 June 2021 and 15 December 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 Corporate Finance, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA.

Tel: 01835 824000

Fax: 01835 825166

Email: t&cteam@scotborders.gov.uk

ACTUAL INCOME AND EXPENDITURE 2021/22

	Actuals at 31/03/22	Full Year Approved Budget 2021/22	Over/ (Under) Spend 2021/22	Full Year Proposed Budget 2022/23	Para Ref	Commentary
	£	£	£	£		
Depreciation						
Depreciation Charge	31,230	31,230	0	31,230	4.4	
Contribution from Revaluation Reserve	(31,230)	(31,230)	0	(31,230)		
Net impact of Depreciation on Revenue Reserve	0	0	0	0		
Total Net (Surplus)/Deficit for year	0	0	0	0		

BALANCE SHEET VALUE AS AT 31 MARCH 2022

	Opening Balance at 01/04/21	Movement in Year	Closing Balance at 31/03/22	Projected Closing Balance at 31/03/23
	£	£	£	£
Fixed Assets				
Land & Buildings	482,640	(31,230)	451,410	420,180
Total Fixed Asset	482,640	(31,230)	451,410	420,180
Net Assets	482,640	(31,230)	451,410	420,180
Funded by: Reserves				
Capital Reserve	(135,263)	0	(135,263)	(135,263)
Revaluation Reserve	(347,377)	31,230	(316,147)	(284,917)
Total Reserves	(482,640)	31,230	(451,410)	(420,180)

PROPERTY PORTFOLIO PERFORMANCE FOR 2021/22

(Actual property valuation to 31 March 2022 and projected to 31 March 2023)

Fixed Assets – Land & Buildings	Net Book Value at 01/04/21	Adjustment (see Para 4.6 above)	Depn Charge 2021/22	Net Book Value at 31/03/22	Project'd Depn Charge 2022/23	Project'd Net Book Value at 31/03/23
	£	£	£	£	£	£
Innerleithen Memorial Hall	350,143	0	(20,429)	329,714	(20,429)	309,285
Innerleithen Memorial Hall Office	45,253	0	(4,173)	41,080	(4,173)	36,907
Innerleithen Memorial Hall Offices (upper floor)	87,244	0	(6,628)	80,616	(6,628)	73,988
Innerleithen War Memorial	0	0	0	0	0	0
Damside Park	0	0	0	0	0	0
Damside Play Area	0	0	0	0	0	0
Total	482,640	0	(31,230)	451,410	(31,230)	420,180

Fixed Assets – Moveable Assets	Net Book Value at 31/03/22 £
Arts & Artefacts – held in location below: <u>St Ronans Wells Visitor Centre</u> Provost's chain and medal	0

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Proposal for the installations on 2 x secure bicycle parking pods within the grounds of The Memorial Hall, Innerleithen

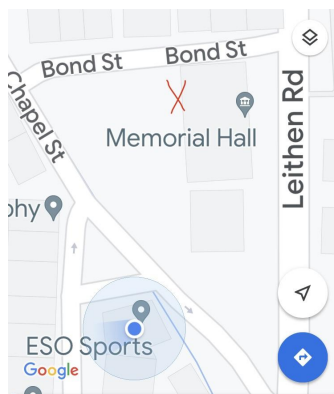
ESO Sports based at 28 Chapel Street, Innerleithen have secured funding from Cycling Scotland for 2 x Armadillo style secure bike parking pods as illustrated below:



The lack of secure bike parking in Innerleithen is currently acting as a barrier for active travel for our staff, as well as visitors.

It is proposed that as well as ESO staff utilising the pods they will be available to local residents in the near vicinity, tenants of the Memorial Hall, and also local businesses-for example Loulabelles cafe on the corner of Chapel Street which is frequented regularly by cyclists but has no bicycle parking other than the pavement outside the cafe. They have indicated that secure bike parking would be a benefit to their business.

The secure pods are accessed via a lock and key and we propose that we offer spaces to interested parties and they register and are given a key to use the pod. ESO will take responsibility for the management of this key system. There are no objections from the planning department with regards to the proposed location of the pods and their placement at the rear of the hall and placing them behind the hedging screens them from view.



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