

Public Document Pack



WILLIAM HILL TRUST SUB-COMMITTEE TUESDAY, 13 DECEMBER 2022

A MEETING of the WILLIAM HILL TRUST SUB-COMMITTEE will be held VIA MICROSOFT TEAMS on TUESDAY, 13 DECEMBER 2022 at 2.30 pm

J. J. WILKINSON,
Clerk to the Council,

6 December 2022

BUSINESS		
1.	Apologies for Absence.	
2.	Order of Business.	
3.	Declarations of Interest.	
4.	Minute. (Pages 3 - 4) Consider Minute of the Meeting held on 23 August 2022. (Copy attached.)	2 mins
5.	Monitoring Report for 6 Months to 30 September 2022 (Pages 5 - 12) Consider report by Acting Chief Financial Officer. (Copy attached.)	10 mins
6.	Applications for Financial Assistance	15 mins
	(a) Melrose Football Club (Pages 13 - 28) Consider application for financial assistance from Melrose Football Club. (Copy attached.)	
	(b) Rotary Club of Melrose (Pages 29 - 42) Consider application for financial assistance from Rotary Club of Melrose. (Copy attached.)	
7.	Any Other Items Previously Circulated.	
8.	Any Other Items which the Chair 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 D. Parker (Chairman), J. Linehan, J. PatonDay and Mr S. Harris

Please direct any enquiries to William Mohieddeen
Tel: 01835 826504; Email: william.mohieddeen@scotborders.gov.uk

**SCOTTISH BORDERS COUNCIL
WILLIAM HILL TRUST SUB-COMMITTEE**

MINUTES of Meeting of the WILLIAM HILL TRUST SUB-COMMITTEE held in via Microsoft Teams on Tuesday, 23 August 2022 at 1.30 pm

Present:- Councillors D. Parker (Chairman), J. Linehan, J. PatonDay and Mr S. Harris (Melrose and District CC)

In Attendance:- Principal Solicitor, Pension and Investment Manager, Democratic Services Officer (W. Mohieddeen).

1. **MINUTE.**

There had been circulated copies of the Minute of the Meeting held on 29 June 2022.

DECISION

AGREED to approve the Minute for signature by the Chairman.

2. **MONITORING REPORT FOR 3 MONTHS TO 30 JUNE 2022**

There had been circulated copies of a report by Acting Chief Executive that provided the details of the income and expenditure for the William Hill Trust Fund for the three months to 30 June 2022, a full year projected out-turn for 2022/23, and projected balance sheet values as at 31 March 2023. Appendix 1 of the report provided the projected income and expenditure position for 2022-23 which showed a projected surplus of £12,868 for the year. Appendix 2 of the report provided a projected balance sheet value as at 31 March 2023 which showed a projected increase in reserves of £12,868. Appendix 3 of the report showed the value of the Aegon Asset Management Investment Fund to 30 June 2022.

DECISION

AGREED

- (a) **To note the projected income and expenditure for 2022/23 in Appendix 1 of the report;**
- (b) **To note the projected balance sheet value as at 31 March 2023 in Appendix 2 of the report; and,**
- (c) **To note the current position of the Aegon Asset Management Investment Fund in Appendix 3 of the report.**

The meeting concluded at 1.35 pm.

This page is intentionally left blank

MONITORING REPORT FOR 6 MONTHS TO 30 SEPTEMBER 2022

Report by Acting Chief Financial Officer

WILLIAM HILL TRUST FUND SUB-COMMITTEE

13 December 2022

1 PURPOSE AND SUMMARY

- 1.1 This report provides the details of the income and expenditure for the William Hill Trust Fund for the six months to 30 September 2022, a full year projected out-turn for 2022/23, and projected balance sheet values as at 31 March 2023.**
- 1.2 Appendix 1 provides the projected income and expenditure position for 2022/23. This shows a projected surplus of £12,868 for the year.
- 1.3 Appendix 2 provides a projected balance sheet value as at 31 March 2023. It shows a projected increase in reserves of £12,868.
- 1.4 Appendix 3 shows the value of the Aegon Asset Management Investment Fund to 30 September 2022.

2 RECOMMENDATIONS

2.1 It is recommended that the Trust Fund Sub-Committee:

- (a) Notes the projected income and expenditure for 2022/23 in Appendix 1;**
- (b) Notes the projected balance sheet value as at 31 March 2023 in Appendix 2;**
- (c) Notes the current position of the Aegon Asset Management Investment Fund in Appendix 3.**

3 BACKGROUND

3.1 This report provides the Committee with financial information for the period to 30 September 2022 and projections to 31 March 2023. The report also contains a projected balance sheet for the Trust Fund as at 31 March 2023.

4 FINANCIAL POSITION 2022/23

4.1 Appendix 1 provides details on income and expenditure for the 2022/23 financial year. The projected net position for the year is a surplus of £12,868.

4.2 Income & Expenditure – Non-Property Related Income

- (a) The projected outturn position shows an amount of £170 relating to interest receivable on cash held by SBC. Also included are dividends from the Trust Funds investment in Aegon Asset Management amounting to £8,220 with the projection 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 £42 which, along with the £44 received in March 2022, has been re-invested to purchase an additional 84 units.

4.3 Income & Expenditure – Donations from Other Trusts.

- (a) Approved budgets for 2022/23 have been calculated using an average of prior years' donations.

4.4 Income & Expenditure – Grants & Other Donations

The grants and other donations approved and distributed to 31 March 2023 are shown below:

Grant Recipients	Approved	£
Approved and Paid to 30 September 2022		
Sports Champion Melrose Primary	Annual	40
Melrose Music Festival	08/03/22	2,500
Total Paid to 31 March 2023		2,540
2022/23 Budget		5,700
<i>(Unallocated)/Over allocated Budget</i>		<i>(3,160)</i>
2023/24 Future Commitments		
Sports Champion Melrose Primary	Annual	40

4.5 Appendix 2 provides the actual balance sheet value as at 1 April 2022, the projected movement in year and a projected balance sheet as at 31 March 2023.

4.6 **Balance Sheet – Investment Fund**

The fund has a 16.12% unrealised loss in market value since investment, largely due to continued volatility in investment markets. Overall, taking account of the income received the fund has achieved a return of 5.84% since investment in February 2018.

4.7 **Balance Sheet – Cash Balance**

The cash held by the fund is projected to be £29,422 at 31 March 2023 and is detailed below:

Cash Balance	£
Opening Balance at 1 April 2022	46,734
Projected surplus for year from Income & Expenditure Statement	12,868
Net Cash Movement in Debtors/Creditors	(0)
Investment in Aegon Asset Management	(30,000)
Rebate Investment in Aegon	(180)
Projected Closing Balance at 31 March 2023	29,422

4.8 **Balance Sheet – Capital Reserve**

The movement in the Capital Reserves include the unrealised gain for the Aegon Asset Management Fund as at 31 March 2022, but due to the nature of the markets no estimate has been made for the future years' movement

5 IMPLICATIONS

5.1 **Financial**

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

5.2 **Risk and Mitigations**

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

5.3 **Intergrated Impact Assessment**

There is no impact or relevance to Equality Duty or the Fairer Scotland Duty for this report. This is a routine financial monitoring report which forms part of the governance of the management of the Trust 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 Trust 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

Suzy Douglas
Acting Chief Financial Officer

Signature

Author(s)

Sara Wilson	Treasury Business Partner – Tel: 01835 824000 Extn 5854
-------------	---

Background Papers:

Previous Minute Reference: William Hill Trust Fund Committee 23 August 2022.

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

WILLIAM HILL TRUST FUND

APPENDIX 1

PROJECTED INCOME AND EXPENDITURE 2022/23

	Actuals at 30/09/22	Full Year Approved Budget 2022/23	Full Year Projected Out-turn 2022/23	Full Year Projected Over/ (Under) Spend 2022/23	Para Ref	Commentary
	£	£	£	£		
INCOME						
Non-Property Related Income						
Interest on Cash deposited with Council	(0)	(170)	(170)		4.2	
Investment Fund – Dividends Rec'd	(4,325)	(8,220)	(8,220)		4.2	Est 5% return
Misc Income	(42)	(170)	(170)		4.2	
	(4,367)	(8,560)	(8,560)			
Donations from Other Trusts						
Greenyards Trust	(0)	(325)	(325)		4.3	
Gibson Park	(0)	(9,683)	(9,683)		4.3	3 year average
	(0)	(10,008)	(10,008)			
TOTAL INCOME	(4,367)	(18,568)	(18,568)			
EXPENDITURE						
Grants & Other Donations						
General Fund	2,540	5,700	5,700		4.4	3 year average
TOTAL EXPENDITURE	2,540	5,700	5,700			
Total Net (Surplus)/Deficit for year	(1,827)	(12,868)	(12,868)			

PROJECTED BALANCE SHEET VALUE AS AT 31 MARCH 2023

	Opening Balance at 01/04/22	Projected Movement in Year	Projected Closing Balance at 31/03/23
	£	£	£
Capital in Investment Funds			
Investment Fund Book Value	179,529	30,180	209,709
Unrealised Gains/(Loss)	(307)	0	(307)
Market Value	179,222	30,180	209,402
Current Assets			
Debtors	850		850
Cash deposited with SBC	46,734	(17,312)	29,422
Total Current Assets	47,584	(17,312)	30,272
Current Liabilities			
Creditors	0	0	0
Total Current Liabilities	0	0	0
Net Assets	226,806	12,868	239,674
Funded by: Reserves			
Revenue Reserve Fund	(112,785)	(12,868)	(125,653)
Capital Reserve Fund	(114,021)	0	(114,021)
Total Reserves	(226,806)	(12,868)	(239,674)

INVESTMENTS EXTERNALLY MANAGED

Book Value Movements	Units	£
Aegon Asset Management Investment (12 February 2018)	137,529	148,903
Aegon Fund Rebate – (2018-2019)	141	152
Aegon Asset Management Investment (February 2020)	26,295	30,000
Aegon Fund Rebate – (2019-2020)	114	127
Aegon Fund Rebate – (2020-2021)	166	167
Aegon Fund Rebate – (2021-2022)	164	180
Aegon Asset Management Investment (June 2022)	31,208	30,000
Aegon Fund Rebate – (2022-2023)	84	86
Total Book Value as at 30 September 2022	195,701	209,615

Market Value of Investment	£
31 March 2018	154,910
Fund 1 – Transfer (1 April 2018)	(199)
Fund 2 – Transfer (1 April 2018)	(5,807)
1 April 2018	148,904
31 March 2019	150,088
31 March 2020	150,723
31 March 2021	179,224
31 March 2022	179,222
30 June 2022	189,671
30 September 2022	177,736
Increase/(Decrease) from Total Cash Invested	(31,879)

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
to 31 March 2022	+0.68	+22.56
to 30 June 2022	-10.70	+10.49
30 September 2022	-16.12	+5.84

This page is intentionally left blank



**WILLIAM HILL TRUST FUND
APPLICATION FOR FINANCIAL ASSISTANCE**

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p>	<p>Melrose Football Club The Engine Room Gibson Park Melrose TD6 9RY</p> <p>(Greg Simpson – Chair)</p>
<p>Address to which payment should be made:</p>	<p>As Above</p>
<p><u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:</p>	<p>Melrose Football Club is a non-profit making organisation run by volunteers which delivers junior and youth football from age 5-16+ for young people from Melrose and the surrounding area. MFC currently has over 300 registered junior and youth players, around a third of whom are girls. This represents a 27% increase on membership levels since 2019/20.</p> <p>The Club also provides a structure through which adults can enjoy recreational football and currently provides two nights a week of men's football to a membership of 50, and one night a week of ladies' football to a membership of 25.</p> <p>As a community club, MFC seeks to increase participation in football among people in the local area to improve mental and physical health.</p> <p>The Club is inclusive. MFC does not select players on their ability; rather, we offer kids of all abilities, and from all backgrounds, the opportunity to develop at their own rate. – players play and learn together, regardless of ability.</p> <p>Our players are provided with a football pathway through junior and youth levels and to adult football to maximise their football opportunities now and in the future and to encourage sport's participation through the rest of their lives.</p>

<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>Melrose FC are developing plans to build new changing room facilities and open up our Engine Room HQ for community use. We have the support of the Community Council, Melrose Primary School and St Mary's School for this project.</p> <p>The Ormiston Trust have been provided details on these plans, including schematics.</p> <p>Melrose FC is requesting development planning support to help make these plans a reality. The grant would be used to fund the planning application process and move the project through to building stage.</p>
<p>When will the donation be required:</p>	<p>November 2022</p>
<p>If this is a one-off project then please give the following details –</p> <p>Date (s):</p> <p>Estimated total cost:</p> <p>Funds already raised by applicant's own efforts:</p> <p>Funds raised or expected to be raised from other sources (please state sources):</p>	<p>The grant from the William Hill trust for development will pave the way for capital part of the project.</p> <p>Under current plans, the project includes the addition of a purpose built timber changing facility of up to 110sqm to provide modern home and away dressing rooms including shower and toilet facilities, a referees room, equipment storage space, a disabled toilet and a kitchen facility. This is particularly required to provide a safe and secure space for our teams of girls and their opponents.</p> <p>This changing room building will blend into the existing Engine Room building through a glass annex that will serve as a secure entrance to the Engine Room with access to kitchen and disabled toilet facilities.</p> <p>The Engine Room (17.27sqm) will be remodelled to provide a single open space. The old Engine Room doors will be restored to their original livery and opened to the high street with a paved area providing seating and picnic facilities with a view of Gibson Park and the Eildon Hills. Some minor exterior work is required and the interior will need to have a heating solution and made energy efficient.</p> <p>DEVELOPMENT, PLANNING TO BUILD PHASE AND FOCUS OF THIS APPLICATION:</p> <p>William Hill Trust is asked to contribute £35,000 for the development, planning to build phase of the project.</p> <p>This will be disbursed through Cameron Strachan Yuill Architects who will act as project managers.</p> <p>This is broken down as follows:</p>

	Design to Planning Consent	Planning Consent to Build
Design Preparation	£4,320.00	£2,220.00
Construction Documentation		£3,300.00
Tender Administration		£900.00
Special Reports and negotiations	£1,080.00	
Structural Engineering Survey		£1,250.00
Quantity Surveyor	£650.00	£4,800.00
Topographical Survey	£500.00	
Arboricultural Assessment	£600.00	
Ecology Report	£1,800.00	£2,204.00
Building Control		£1,446.00
Planning	£600.00	
Flood Risk Assessment	£1,200.00	
Detailed Ecology reporting	£1,400.00	
Total (Ex VAT)	£12,150.00	£16,120.00
VAT (20%)	£2,430.00	£3,224.00
TOTAL (inc VAT)	£14,580.00	£19,344.00
Grand Total	£33,924.00	

We would hold the balance as contingency against unexpected costs.

CAPITAL PHASE:

We will be seeking funding for the capital build once planning application has been completed.

We expect the build to be completed in 2023/2024.

We have a grant from the National Lottery of £5,000 to support the capital build, as well as a reserve of £10,000 from Club Funds.

We expect to raise a further £220,000-250,000 to complete the build from sources such Place Based Investment Fund, The Eildon Neighbourhood Support Fund and the Landfill Tax Credit Fund. We are also in discussion with the Scottish Football Association to access grants designed to improve facilities via the Scottish Football Partnership and UK Government supported Levelling Up initiative.

<p><u>Other information</u> If you have other information which you feel is relevant to this application please provide details including details of any previous assistance given:</p>	<p>In the past, the Engine Room was used to put out fires in our community, now it is used to ignite the flame of sporting ambition in our boys and girls. We want to start a new chapter for the Engine Room.</p> <p>By moving our changing rooms into a purpose built space, we can open up the Engine Room for club and community use for things like public and private meetings and gatherings, voluntary associations such as guides and brownies, as well as fundraising and revenue generating activities</p> <p>Melrose FC itself has over 300 registered players including over 100 girls from age 5 to 15. Our girls' teams are now affiliated to Scottish Women's Football and are playing league fixtures against teams from Across the Border and the Lothians. At present they have very rudimentary facilities with a single, small, non-private changing room and single shower and toilet for use by both home and away teams. As a result, most player choose to arrive and leave in their playing kit, using the side of the pitch to change and keep their belongings.</p> <p>This project will provide our players and their opponents with modern, safe and secure changing facilities, and a befitting welcome to Melrose for out visitors. This will improve their sporting experience, and attract more players to the club and so improve the physical and mental health of our children.</p> <p>The Engine Room would become a welcoming pen space managed by the club and available for community use. It will provide an attractive historical centre piece for Gibson Park and Melrose High Street – adjacent to the Police Station and Tweed Valley Mountain Rescue which is housed in the former fire station.</p> <p>Melrose Primary School has been considering how this project will improve facilities for their learners and recognises the direct benefits the new activity space will deliver for the school.</p> <p>Additional changing facilities, close to Gibson park will improve learners experiences of outdoor exercise activities, improve learners experiences of Sport's Day events and allow the school to host visiting schools for community competitions.</p> <p>A new community activity space will facilitate meetings with school stakeholders in a neutral space including parent/partner meetings, parent workshops, community engagement meetings, a space to share displays of community linked projects and to assist in fundraising events..</p> <p>This project will contribute to an arc of excellent sporting facilities in the centre of Melrose including the historic Greenyards of Melrose Rugby Club, The Melrose Waverly Tennis Club and the Melrose Bowling Club, encouraging sport participation and building community cohesion.</p>
---	--

Declaration

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

Signed: Greg Simpson

Position Held: Melrose FC Chair

Date: 24/10/2022

Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts

This completed form, accounts and any supporting details should be submitted to Democratic Services, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA. ComPap@scotborders.gov.uk Telephone 01835 826585

This page is intentionally left blank

Melrose Football Club Annual Accounts

2019-2020

2020-2021

2021-2022

	2021-2022	2020-2021	2019-2020
Income			
Registration Payments & Winter fees	£ 18,033.42	£ 13,324.88	£ 9,862.68
Engine Room	£ 738.00	£ -	£ 824.99
Awards	£ 500.00	£ 6,000.00	£ -
Sponsorship	£ 1,075.00	£ 3,300.00	£ -
Lottery*	£ -	£ 5,000.00	£ -
Youth Transfer	£ NA	£ NA	£ 50.00
Misc (not allocated)	£ NA	£ 100.00	£ -
Kit Sales	£ 7,614.56	£ 4,604.72	£ -
Interest & Bank Refund	£ 19.39	£ 8.51	£ 7.84
Total Income	£ 27,980.37	£ 32,338.11	£ 10,745.51

	2021-2022	2020-2021	2019-2020
Expenditure			
Pitch Hire	£ 7,964.82	£ 6,632.63	£ -
Kit Stock	£ 4,658.70	£ -	£ -
Coach & Team Playing Kits	£ 2,958.11	£ 15,696.34	£ 802.50
Training Equipment & Balls	£ 1,036.71	£ 2,290.68	£ 1,758.35
Misc/Administration Costs (inc rewards)	£ 2,030.50	£ 1,058.82	£ 538.00
SFA/SBJFA FEES	£ 1,953.00	£ 1,078.48	£ 734.82
SFA Training & First Aid	£ 1,502.50	£ 350.00	£ 643.00
Engine Room Running Costs	£ 730.52	£ -	£ 123.62
Almora Clear Business	£ 454.76	£ 355.42	£ 360.33
Scottish Power	£ 316.73	£ 131.11	£ 408.50
Store/Design Fees/Hardware/Paint	£ 2,956.07	£ 1,110.31	£ 0
Insurance	£ -	£ -	£ -
Total Expenditure	£ 26,562.42	£ 28,703.79	£ 5,369.12
Surplus / Deficit	£ 1,417.95	£ 3,634.32	£ 5,376.39

Opening Cash Balance	£ 22,807.55	£ 19,173.23	£ 13,796.84
Surplus/(deficit) for the year	£ 1,417.95	£ 3,634.32	£ 5,376.39
Closing Cash Balance	£ 24,225.50	£ 22,807.55	£ 19,173.23

Balance includes £5000 received from the National Lottery towards the Engine room refurbishment (ringfenced)
 MISC Awards from Football Festival '22 & Trophy Guy £1591.60
 £500 SWF award for MFC Ladies Hoodies
 Store/Design Fees/Hardware/Paint include Fraser Heeps ER Costs @ £1770
 Sponsorship FY22 (Vets)

Alasdair Wright

Treasurer MFC

Date 22-10-22

Independent examiners report

I have examined the above Accounts and the underlying accounting records presented to me. In the course of my examination, no matter has come to my attention:

(a) which indicates that appropriate accounting records have not been maintained or that the Accounts are not in accordance with those accounting records; or

(b) to which, in my opinion, attention needs to be drawn in order to enable a proper understanding of the Accounts to be reached.

Julia Laverly

Director, Heard Hamilton Financial Planning Ltd

Date 21/10/22

This page is intentionally left blank



PROJECT POWER UP

Recharging ‘the Engine Room’ to create a modern sports facility and club house for Melrose FC

“In the past, the Engine Room at Gibson Park was used by the Fire Brigade to put out fires in our community. Now it is used to ignite the flame of sporting ambition in our young people as Melrose Football Club’s headquarters.”

“Project POWER UP will inject new energy into the Engine Room and spark a renaissance at Gibson Park, with a modern, safe and secure sports changing facility and a new activity space in the historic building for use by the Club and wider community.”

Greg Simpson, Melrose FC Chair

Supported by:

Melrose and District Community Council
Melrose Primary School
St. Mary’s School
The Ormiston Trust for Institute



What is Project POWER UP?

Project POWER UP is an ambitious development plan for Melrose Football Club. It will create a new modern changing room facility and club house by extending and remodelling the Engine Room at Gibson Park, which currently serves as the Club's headquarters.

Project POWER UP would see a new twin changing room built alongside the Engine Room with the historic building restored and opened up for the community as a multi-purpose activity space managed by Melrose Football Club.

The new community sports facility created by Project POWER UP will be a valuable long-term asset for the town of Melrose. It will provide:

- A focal point on Gibson Park for Melrose Football Club with room to grow our service to the young people of local area and improve physical and mental health;
- A new activity space for use by the Club, Melrose Primary School and the wider community that celebrates the town's heritage and history;
- Another jewel in the crown of the Melrose sporting community, creating an arc of sporting excellence around Gibson Park alongside our neighbours at Melrose Rugby Club, Melrose Waverley Tennis Club and Melrose Bowling Club.

Melrose Primary School supports Project POWER UP and recognises the direct benefits the new activity space will deliver for the school.

Additional changing facilities, close to Gibson park will improve learners experiences of outdoor exercise activities, improve learners experiences of Sport's Day events and allow the school to host visiting schools for community competitions

A new community activity space will facilitate meetings with school stakeholders in a neutral space including parent/partner meetings, parent workshops, community engagement meetings, a space to share displays of community linked projects and to assist in fundraising events.

Why is Project POWER UP needed?

The junior and youth playing membership of Melrose Football Club has boomed over the last 3 years, increasing by 27% since 2019. We now have over 300 registered players between the ages of 5-16. We also provide adult football to around 75 men and women. The growth in girl's football has been particularly strong and our girls squads now play competitive matches under the Scottish Women's Football pathway.



Project POWER UP

This growth, while welcome, is placing our existing facilities under severe pressure. Our membership of the Scottish Youth Football Association and Scottish Women's Football requires us to offer specific facilities in order to play league football. This includes changing rooms, showers, toilets and space for referees. All of this is currently provided in the Engine Room building at Gibson Park which serves as the Club headquarters, storage space, changing room, shower, toilets and kitchen all crammed into 17 square metres.

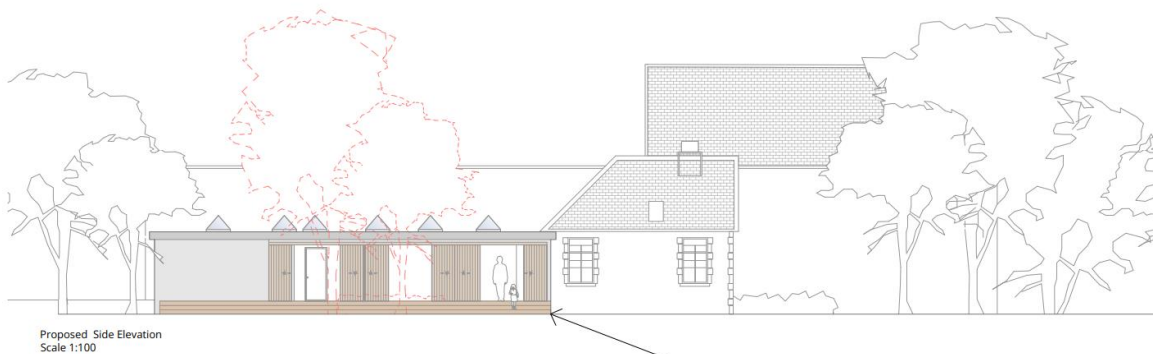
In particular, the Club lacks safe, secure and private changing facilities for our girls and women's teams. We are regularly hosting girls and boys teams from around the Borders and the Lothians and we are unable to provide an adequate welcome befitting of the town.

Project POWER UP development plans

The project includes the addition of a purpose built timber changing facility of up to 110sqm to provide home and away dressing rooms including showers and toilets, a referees room, equipment storage space, a disabled toilet and a kitchen.

This changing room building will blend into the Engine Room building through a glass annex that will serve as a secure entrance with access to kitchen and disabled toilet facilities.

The historic Engine Room of 17.27sqm will be remodelled to provide a single open space. The doors will be restored to their original colours and able to be opened to the high street. A paved area will provide seating and picnic facilities with a view of Gibson Park and the Eildon Hills. Some minor exterior work is required and the interior will need to have a heating solution and made energy efficient.

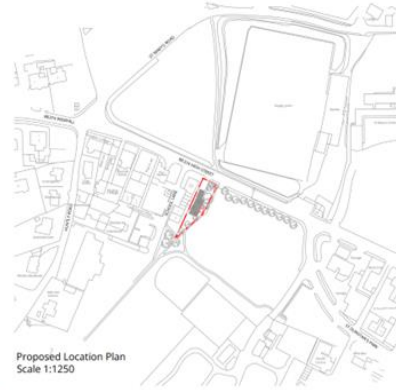




Project POWER UP

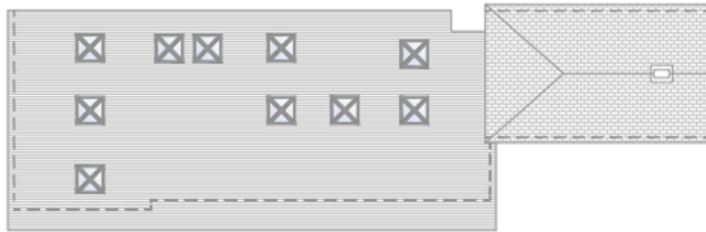


Proposed Front Elevation
Scale 1:100



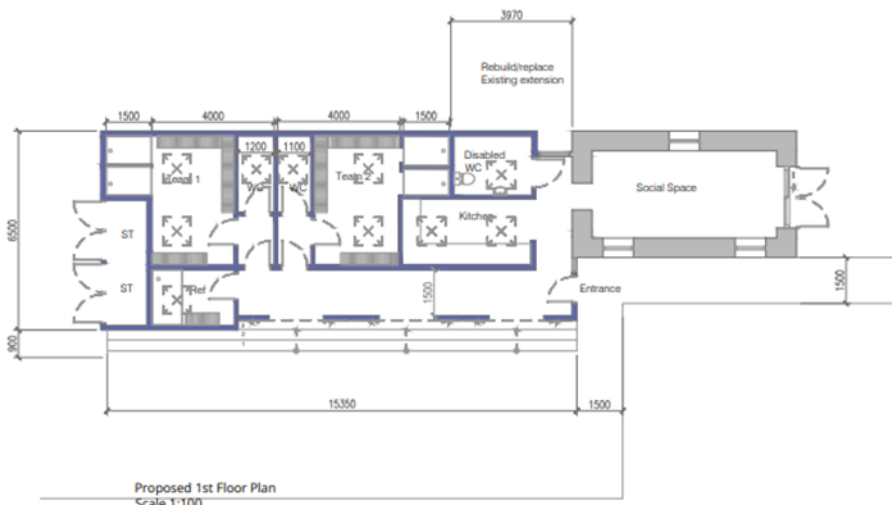
Proposed Location Plan
Scale 1:1250

CAMERONS STRACHAN YUIILL ARCHITECTS
 10241 Melrose Football Club
 Melrose
 Proposed Plans
 10241-0-04
 Scale: 1:100 @ A3 Date: July 2022
 Project Number: 10241-0-04



Proposed Roof Plan
Scale 1:100

Disclaimer:
This generation of drawings is for the stated purpose only and should not be used for any other purpose without the originator's consent. Do not scale from this drawing.



Proposed 1st Floor Plan
Scale 1:100

New Structure



Scale bar - 1:100
0 2.5 5m

CAMERONS STRACHAN YUIILL ARCHITECTS

client:	Melrose Football Club
project:	10241 Melrose Football Club Melrose
site:	Proposed Plans
status:	Initial Design
scale:	1:100 @ A3
number:	10241-0-06
drawn:	NM & TT
date:	July 2022
rev:	



CAMERONS STRACHAN YUIILL ARCHITECTS
 9000 10th Ave SE, Suite 100
 Calgary, Alberta T2C 1S1
 Phone: 403.243.1111
 Fax: 403.243.1112
 Email: info@csy.ca



Project POWER UP status and management

Project POWER UP is currently in pre-planning application stage. The project will be fully costed in advance, with input from technical advisors and including contingency for unknown overspends. A funding structure will be agreed prior to commencement of the main build stage, with no debt incurred in the process.

As a community club, Melrose FC is supported by our officers, adult players and the parents of our registered junior and youth players. Our size provides us access to many professional skills through this network.

Melrose FC has employed Cameron Strachan Yuill Architects and Ferguson Planning Ltd as project managers. This team shares the skills and experience to deliver projects of this size and the understanding required to provide community value.

Cameron Strachan Yuill have significant experience in developing community assets such as village halls and sporting pavilions.

Ferguson Planning is an independent and chartered planning and development consultancy offering leading independent town planning advice to both private and public sector clients and have a significant heritage portfolio.



Project POWER UP

The Melrose FC Team includes Greg Simpson (Chair), Alan Milne (Vice Chair) and Alasdair Wright (Treasurer). Greg is the Head of Communication Strategy for High Speed Two (HS2) Ltd. Alan is the Financial Director of BSW Group. Alasdair is the Chief Marketing Officer for Broadway Partners Limited.

This team has excellent relationships with Scottish Borders Council political, planning and heritage officers.

Contact: gregmelrosefc@gmail.com

About the Engine Room

Commissioned in October 1901, the Engine Room was built to house the horse-drawn fire engine that served the town. By the start of the First World War, a new contract was drawn up with one Mrs Hamilton to use her “large motor car”. to pull the engine “owing to the heavy strain on the horses”.

A large fire at the Abbey School for Girls in Ormiston Terrace in 1919 prompted more change with a “hooter” being purchased to summon the Brigade. The hooter was replaced by an air-raid siren during World War Two which remains in place today.



The station finally closed in August 2007, with Watch Manager Gordon Blain pulling the doors down for the last time. “There were tears and a lump in the throat as Melrose Fire Station was consigned to the history books,” reported by the Border Telegraph.

But the old Engine Room got a new lease of life in February 2011, when Melrose FC adopted it as their changing rooms and HQ. This put the club on a firm footing and we have been growing ever since. The space is also currently used for local events such as the Melrose Festival, Melrose 7s and charity events.



The Engine Room is in good repair but to make best use of the building it will need extensive interior work, including central heating.

About Melrose Football Club

Melrose Football Club (MFC) was established in 1995, by a group of ‘footballing’ parents who identified the need to set up arrangements that would provide football training, development and match play for local youth. The primary aim was to provide



Project POWER UP

boys and girls with the opportunity to enjoy playing football in a safe and friendly environment.

Based at The Engine Room, Gibson Park, Melrose, TD6 9RY, MFC is a non-profit making organisation run by volunteers who deliver the opportunity for junior and youth football participation from age 5-16+ for young people who live in Melrose and the surrounding area. The Club also provides a structure through which adults can enjoy recreational football.

As a community club, MFC seeks to increase participation in football among young people in the local area to improve mental and physical health. We do this by engendering a love of football in our players, so they want to come back week in week out, keep fit and healthy and learn life and social skills.

The Club is inclusive. MFC does not select players on their ability; rather, we offer kids of all abilities, and from all backgrounds, the opportunity to develop at their own rate. – players play and learn together, regardless of ability.

The Club is affiliated to the Scottish Youth Football Association (SYFA) and Scottish Women's Football (SWF) – as well as Scottish Borders Junior Football Association (SBJFA).

Our players are provided with a football pathway through junior and youth levels to develop their skills and maximise their football opportunities now and in the future to encourage sport's participation through the rest of their lives.

MFC currently has around 300 registered players, around a third of whom are girls. this represents a 15% increase on membership levels since 2019/20. Squads train at least once a week in addition to weekend match play against other clubs through the affiliated associations.

MFC also offers recreational football to adults and currently provides two nights a week of men's football to a membership of 50, and one night a week of ladies' football to a membership of 25.

Melrose FC current facilities

Playing space for matches and training during spring, summer and autumn is on public ground owned by the Ormiston Trust and managed by the Scottish Borders Council at Gibson Park, Melrose, which currently constitutes of:

- One 11 a side pitch, 'the School Pitch', opposite Melrose Primary School
- Two mini pitches and four 4v4 pitches on Gibson Park
- Training space for two 7v7 pitches on 'the Triangle'



Project POWER UP

During winter months, in order to protect public areas from degradation and access lighted facilities, MFC hires space for training and match play on the 4g pitch at the Greenyards, owned by Scottish Borders Council and managed by Live Borders.

MFC is required to bid for space on the Greenyards alongside other sports clubs in the area including Melrose Rugby Football Club.

MFC leases its current facilities from the Scottish Borders Council on a long-term lease. The 'Engine Room' at Gibson Park consists of:

- One changing room
- Single shower
- Toilet and disabled toilet
- Referee space
- Kitchen

We also have an equipment store in the shed's opposite the Primary School and share facilities with the school and Melrose in Bloom to store our goals.



humanity in motion



16 November 2022

William Hill Trust Fund
Democratic Services,
Scottish Borders Council
Council Headquarters
Newtown St Boswells
MELROSE TD6 0SA

Corp Mgt Team

1 / NOV 2022

Dear Trustees

William Hill Trust Fund - Application

On behalf of the Rotary Club of Melrose, I enclose an application for financial support for Christmastime activities which the club organises in Melrose.

As I write, the club has offers of support, especially from the Co-op. This is funded and organised, centrally, but delivered to the local branch in Melrose. Therein lies a predicament for the club: should support from the Co-op and others bear fruit, the club would not want to deprive other applications for funds or sit with dormant funds. For guidance, I should be grateful for a copy of the Trust's conditions. I understand that, for instance, only the town of Melrose can benefit from grants from Trust.

As required, I also enclose a copy of the latest accounts as already submitted to the Office of the Scottish Charity Regulator.

The club has already started organising the events and activities and an early indication of the level of your support would be appreciated. Should you any queries, please do not hesitate to contact me on [REDACTED] or by e-mail to [REDACTED]

I look forward to hearing from you as soon practicable.

Yours faithfully

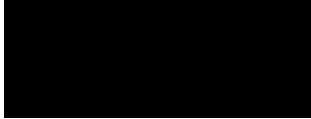





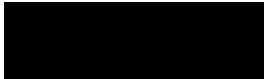
Alan Smith
Treasurer

Encs

Scottish Charity Number: SC040815

**WILLIAM HILL TRUST FUND
APPLICATION FOR FINANCIAL ASSISTANCE**

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p>	<p>The Rotary Club of Melrose Per Alan Smith, Treasurer</p> 
<p>Address to which payment should be made:</p>	<p>Royal Bank of Scotland, Galashiels Account Name:  Sort Code:  Account Number: </p>
<p><u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:</p>	<p>Per separate Note (1) – as submitted to The Office of the Scottish Charity Regulator</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>Per separate Note (2) – Total sum requested</p>
<p>When will the donation be required:</p>	<p>As soon as practicable</p>
<p>If this is a one-off project then please give the following details –</p> <p>Date (s):</p> <p>Estimated total cost:</p> <p>Funds already raised by applicant's own efforts:</p> <p>Funds raised or expected to be raised from other sources (please state sources):</p>	

<p><u>Other information</u> If you have other information which you feel is relevant to this application please provide details including details of any previous assistance given:</p>	<p>No previous applications have been made.</p>
<p><u>Declaration</u> I hereby make application for assistance as set out above and certify that the information I have provided is accurate</p> <p>Signed: </p> <p>Position Held: Treasurer</p> <p>Date: 16 November 2022.</p>	
<p>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts</p>	
<p>This completed form, accounts and any supporting details should be submitted to Democratic Services, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA. ComPap@scotborders.gov.uk Telephone 01835 826585</p>	



humanity in motion



16 November 2022

William Hill Trust Fund
Application O.B.O. The Rotary Club of Melrose

Extract from the application to the Office of the Scottish Charity Regulator

Note 1

Fundraising from both members of Rotary Club and the general public by direct appeal, for instance by street collections or the promotion of fund raising events; for and on behalf of Rotary Foundation, local and international charities, non-profit organisations and other community and individual projects.

Community and vocational service which will be undertaken by fundraising as above and/or volunteering services of time and/or expertise to local charities, community projects, non-profit organisations and youth opportunities.

Scottish Charity Number: SC040815



humanity in motion



16 November 2022

William Hill Trust Fund
Application O.B.O. The Rotary Club of Melrose

Note 2 – Activities

Schools Painting Competition

(Confined to Melrose Primary and St Mary's)

Prizes for Winners in different age categories: £100.00

Christmas Parade with Melrose Pipe Band followed by Carol Singing in the Market Square

Gratuities to Melrose Gift Band and Choir £100.00

Selection Boxes to children via Santa Claus

(your lips are sealed regarding potential attendance)

Amount dependent on support from the Co-op in Melrose £180.00

Carol Service at Priorwood Court

Cost of chocolate oranges, mince pies and refreshments

Amount dependent on support from the Co-op in Melrose £60.00

Remembrance Tree in Morrow Gardens (Second Year)

Cost of tree

Amount dependent on support from Milestones Garden Centre,
Newtown St Boswells

£130.00

Gifts to Children in Borders General Hospital over Christmas

Amount dependent on support from the Co-op in Melrose

£67.50

Aggregate

£637.50

Scottish Charity Number: SC040815

Scottish Charity Number SC 040815

**The Rotary Club of Melrose
Charity Funds Account**

Trustees' Annual Report and Accounts

for the year ended

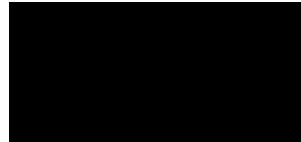
30th June 2022

Reference and Administrative Information

Charity Name: The Rotary Club of Melrose
Charity Funds Account

Charity Registration Number: SC040815

Contact Address: Treasurer



Principal Office-bearers

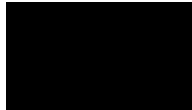
President: Mrs Angela Dewar

Secretary: Mrs Joyce Wilson

Treasurer: Alan Smith

Trustees Norman Melrose, and
Alan Smith

Independent Examiner: Sue Bennett
ACIE Dip Business & Finance



Bankers: Royal Bank of Scotland plc
35 Bank Street
Galashiels
TD1 1EP

The Rotary Club of Melrose Charity Funds Account
Scottish Charity Number: SC040815
Trustees' Report and Accounts for the year ended 30th June 2022

Current Trustees

Appointment of Trustees

Surviving and acting Trustees have the power to appoint a new Trustee or Trustees to fill any vacancy or vacancies in the Trusteeship.

Governing Document

The Charity was formed by Trust Deed on 27th August 2009.

Charitable purposes

The purpose of the Trust is the collection and receipt of Charity Funds and other monies for application for the relief of the poor or needy or other such charitable purposes as directed by The Rotary Club of Melrose.

Activities and Achievements

Scottish Government restrictions on public gatherings during the Coronavirus (COVID-19) continued to impact fundraising directly from the public. There was also continued uncertainty regarding the length and level of these restrictions. Financial support was afforded to Rotary Foundation; Rotary International Britain and Ireland (RIBI) Crocus Appeal; ShelterBox Trust; Aquabox; Melrose Festival; Melrose Pipe Band; Galashiels and Area Foodbank; Rotary Club of Selkirk; Rotary Club of Lauderdale and local Youth Projects. Details are listed in the Notes to the Accounts. Members continue to support individuals and groups of entrepreneurs in the Third World by way of microfinance through Lend with Care.

The Club continues to be active through non-financial support of local organisations and events by providing assistance where appropriate: Tweedbank terminus of the Borders Railway – planting and maintenance of the station gardens; Millennium Wood, Darnick - maintenance; Melrose Spring Clean at Lowood; Planting crocuses at the entrances to Melrose and Tweedbank railway station; Christmas Parade and Carol Singing; Festive Season Remembrance Tree and Christmas Gifts to Priorwood Court.

Youth work initiatives include organising Youth Citizen Awards at Primary Schools in Melrose, Newtown St Boswells, St Boswells and St Mary's Preparatory School, Melrose.

Financial Review and Statement of Trustees

Trustee Remuneration and Expenses

No payments or expenses were paid or reimbursed to Trustees in the current or prior year.

Reserves

It is the policy of the Trustees to allow the balance of revenue funds to accumulate until a particular project is in prospect.

Approved by the Trustees and signed on their behalf

.....
(President)

Date 6/10/2022

THE ROTARY CLUB OF MELROSE CHARITY FUNDS ACCOUNT

Receipts and Payments Account

Year ended 30th June 2022

		Unrestricted	Restricted	Endowment		
		Funds	Funds	Funds	Total	Total
		2022	2022	2022	2022	2021
	Note					
<u>Receipts</u>						
Donations & Fundraising	3	2,466	-	-	2,466	1,228
<u>Total Receipts</u>		<u>2,466</u>	<u>-</u>	<u>-</u>	<u>2,466</u>	<u>1,228</u>
 <u>Payments</u>						
Grants and Transfers	5	3,104	-	-	3,104	520
Transfer to Club Account		104			104	125
Costs and Outlays		302	-	-	302	145
<u>Total Payments</u>		<u>3,510</u>	<u>-</u>	<u>-</u>	<u>3,510</u>	<u>790</u>
 <u>Surplus/(Deficit) for the year</u>		<u>(1,044)</u>	<u>-</u>	<u>-</u>	<u>(1,044)</u>	<u>438</u>

THE ROTARY CLUB OF MELROSE CHARITY FUNDS ACCOUNT

Statement of Balances

Year ended 30th June 2022

		Unrestricted	Restricted	Endowment		
		Funds	Funds	Funds	Total	Total
		2022	2022	2022	2022	2021
	Note					
Bank and Cash Balances						
Opening Balances		2,359	782		3,141	2,703
Movement in year:						
Surplus/(Deficit) for year		<u>(1,044)</u>	<u>-</u>	<u>-</u>	<u>(1,044)</u>	<u>438</u>
Closing balances	6	<u><u>1,315</u></u>	<u><u>782</u></u>	<u><u>-</u></u>	<u><u>2,097</u></u>	<u><u>3,141</u></u>
 Other Assets						
No other assets held		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
		<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>
 Liabilities						
No outstanding liabilities		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
		<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

The Accounts were approved by the Trustees on *25/08/2022*

For and on behalf of The Rotary Club of Melrose

 *6/10/2022*

THE ROTARY CLUB OF MELROSE CHARITY FUNDS ACCOUNT

Notes to the Accounts

1 Accounting Policies

The Accounts have been prepared on a cash basis.

There are no heritable properties proper to these Accounts.

2 Trustee Remuneration and Related Party Transactions

There were no payments to Trustees or Related Parties during the year.

3 Fund Raising and Donations

Donations and Collections	477.00
Dinner Monies	740.00
Grand Raffle	810.00
Other Causes	334.00
Other Receipts	105.00
	<u>2,466.00</u>

4 Restricted Funds

Melrose Pipe Band Championship

Credit Balance held 782.00

5 Grants and Transfers

	Charity Number	£
Rotary Foundation	1002059	500.00
RIBI Crocus Appeal		175.00
ShelterBox Trust	1096479	690.00
AquaBox	1098409	300.00
Melrose Festival		500.00
Melrose Pipe Band		50.00
Galashiels and Area Foodbank	SC50850	250.00
General Fund: Youth Projects	N/A	179.00
Rotary Club of Selkirk:		400.00
Rotary Club of Lauderdale:		60.00
		<u>3,104.00</u>

6 Bank Balance as at 30th June 2022

	£
Royal Bank of Scotland plc, Melrose Current Account - Sum at credit balance	<u>2,096.57</u>

THE ROTARY CLUB OF MELROSE CHARITY FUNDS ACCOUNT

Notes to the Accounts

1 Accounting Policies

The Accounts have been prepared on a cash basis.
There are no heritable properties proper to these Accounts.

2 Trustee Remuneration and Related Party Transactions

There were no payments to Trustees or Related Parties during the year.

3 Fund Raising and Donations

Donations and Collections:

- Collecting Tins	70.05	
- Smarties Tubes	19.07	
- Christmas Parade	115.80	
- Remembrance Tree	146.05	
- Other Donations	<u>125.61</u>	477.00
Dinner Monies		740.00
Grand Raffle		810.00
Other Causes:		
- Melrose Festival	310.00	
- Poppy Badges	<u>24.00</u>	334.00
Other Receipts		
- Sub proper to Club Account	104.30	
- Interest	<u>1.43</u>	<u>105.00</u>
		<u><u>2,466.00</u></u>

4 Restricted Funds

Melrose Pipe Band Championship		
Credit Balance held		<u><u>782.00</u></u>

**Independent Examiner's Report to the
Trustees of The Rotary Club of Melrose Charity Funds Account**

I report on the accounts of the Funds Account for the year ended 30th June 2022 which are set out on the following pages.

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity 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 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

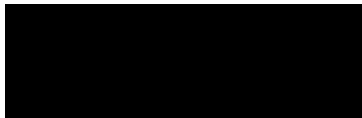
My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual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

Independent examiner's statement

In the course of my examination, no matter has come to my attention

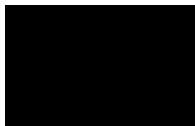
- 1, which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records have not been kept in accordance with Section 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting 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.

Signature



Name: Sue Bennett ACIE Dip Business & Finance

Address:



Date ..26 October 2022

This page is intentionally left blank