



**HAWICK COMMON GOOD FUND  
APPLICATION FOR FINANCIAL ASSISTANCE**

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Email:</p> <p>Telephone No:</p>	<p>Live Music Hawick c/o Rory Bannerman, 2</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>Live Music Hawick proposes to organise and run a 3-day "Heart of Hawick Music Festival" from Friday 4th to Sunday 6th August 2017. This will be an extension of the successful "String Theory" concerts have been going on for over 2 years on Monday evenings in the Tower Mill cafe and auditorium. The Festival is designed to attract visitors to the town, provide entertainment for local people in the summer holidays and to encourage young people to take part in music and singing by providing free music workshops.</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>£5000</p> <p>This will be used for booking/paying artists, hiring sound equipment and professionals, and for hiring venues</p>
<p>When will the donation be required:</p>	<p>July 1st 2017</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>If this is a success, we would envisage it becoming an annual event. However, for the purposes of this application the information is as follows:</p> <p>4/8/2017 - 6/8/2017</p> <p>£10000-£20000 - as our plans are flexible to allow a response to different levels of funding</p> <p>£500 - profits from String Theory so far, donations</p> <p>£5000-£15000</p> <p>Up to £5000 Community Grant Scheme Remainder: ticket sales from paid concerts in Heart of Hawick auditorium and Hawick Town Hall - latter also bar proceeds Other funding applications: Awards for All, Robertson Trust,</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>Our organisation has achieved charitable status (SC047093, awarded 13/1/2017)</p> <p>Our charity's trustees are: Paul Templeman, Chair David Finnie, Vice Chair Rory Bannerman, Treasurer Duncan Taylor, Secretary</p> <p>All venues used will be accessible to all, workshops will be run in accordance with Equal Opportunities legislation as well as Child Protection/Vulnerable Adult safe practice</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: Duncan Taylor</p> <p>Position Held: Secretary</p> <p>Date: 6/3/2017</p>	
<p><b>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts</b> There are no accounts as this is a new charity.</p>	
<p>This completed form, accounts and any supporting details should be submitted to Judith Turnbull Democratic Services Officer, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA. Telephone 01835 826556</p>	



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<p><u>Equal Opportunities</u> State how you take account of equal opportunities legislation by including all sections of the community (include child protection, vulnerable adult legislation if relevant, disability, promotion of equality of access to services irrespective of race, gender, age sexual orientation, religious or political beliefs).</p>	<p>We have chosen potential venues with access for all. None of have any restrictions.</p> <p>Our workshops, which will be designed and promoted to appeal to younger people, will be risk assessed in terms or child and vulnerable protection legislation. Duncan Taylor is a Child Protection Officer for the local Hawick Youth Football Team and is aware of the Volunteer Scotland procedure for PVG certification.</p>
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Cash Handling Service

THE CO-OPERATIVE BANK PLC  
 BUSINESS DIRECTOR  
 LINDA MUSICK  
 R/C: SC047093

Grand total (no fee payable at PO counter)

£50	
£20	
£10	
£5	
£2	
£1	
50p	

11A  
40

Account number

The Co-operative Bank Online Banking

<https://business.co-operativebank.co.uk/corp/BANKAWAYT>

Accounts Information > Transactions > Print Preview



Transactions

Account: [Redacted]  
 Date: From: 05/05/2017 To: 11/05/2017

Date	Description	Bank Reference	Customer Reference	Credit	Debit	Additional Information	Running Balance
05/05/2017	Faster Payment	[Redacted]	[Redacted]	455.00		[Redacted]	455.00

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Date/Time: 11/05/2017 13:13:25  
 Help Print

# CONSTITUTION OF LIVE MUSIC HAWICK

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## 1. Name

The name of the association is Live Music Hawick

## 2. Objects

The association is a non-profit-distributing voluntary association, which aims to promote live music and related cultural activities and workshops centred on an annual live music festival

## 3. Powers

- (a) (relative to association)
- (b) To effect insurance of all kinds.
- (c) To purchase, take on lease, hire, or otherwise acquire, any property or rights which are suitable for the association's activities.
- (d) To improve, manage, develop, or otherwise deal with, all or any part of the property and rights of the association.
- (e) To sell, let, hire out, license, or otherwise dispose of, all or any part of the property and rights of the association.
- (f) To borrow money, and to give security in support of any such borrowings by the association.
- (g) To raise funds in pursuance of the association's objects and to accept grants, donations and legacies of all kinds and any reasonable conditions attaching to them.
- (h) To pay bona fide expenses and running costs incurred in pursuance of the objects.
- (i) To employ such staff or consultants as may be required by the association from time to time.
- (j) To do anything which may be incidental or conducive to the furtherance of the association's objects.

## 4. Membership

- (a) Membership of the association is open to [insert membership qualification eg 'anyone who supports its aims'].
- (b) The Management Committee may, with just cause, refuse to admit any person to membership; any appeal against such a decision shall be considered at a General Meeting of the membership.
- (c) The Secretary shall maintain a register of members, setting out the full name and address of each member, the date on which he/she was admitted to membership, and the date on which any person ceased to be a member.
- (d) The annual membership fee (if any) will be set at the AGM.

## 5. General Meetings

- (a) A General Meeting (AGM) will be held annually in (month) to receive an annual report by the chairperson, to consider the annual accounts and appoint an independent examiner, and to elect the Management Committee.
- (b) A Special General Meeting may be called at any time by the Management Committee, or at the request of ten members of the association.
- (c) The quorum for General Meetings shall be one third of the membership.
- (d) At least fourteen days' notice of General Meetings must be given to members unless otherwise specified by this constitution.
- (e) If there is an equal number of votes for and against any resolution, the chairperson of the meeting shall be entitled to a casting vote.

## **6. Management Committee and Office Bearers**

- a) The Management Committee will consist of a minimum of 4/maximum of 7 members who will manage the association on a day-to-day basis.
- b) The quorum for meetings of the Management Committee shall be three persons or one third of the total number of Committee members, whichever is greater.
- c) At the first meeting after the AGM the Management Committee shall elect from among themselves the following office bearers: Chairperson, Secretary, Treasurer.
- d) In the event of casual vacancies, the Management Committee may co-opt up to one third of the maximum number of Committee members to serve until the next Annual General Meeting.
- e) The Management Committee will meet at least 12 times a year; at least seven days' notice of Committee meetings shall be given.
- f) Minutes will be taken of proceedings at all meetings, including the names of those present, and these will be signed by the chairperson.
- g) All Management Committee members shall retire from office at the Annual General Meeting but will be eligible for re-election.
- h) Members of staff may not be members of the Management Committee.
- i) A member of the Management Committee who has a personal interest in any transaction or other arrangement that the association is proposing to enter into, must declare that interest at a meeting of the Committee and may not vote in that respect.
- j) If there is an equal number of votes for and against any resolution, the chairperson of the meeting shall be entitled to a casting vote.

## **7. Finances**

- (a) A bank account in the name of the association shall be kept. The signatures of two persons out of three appointed from the Management Committee shall be required for its operation; signatories shall not be related.
- (b) A statement of accounts shall be made up to (date) in each year and shall be independently examined in accordance with any current legislation.

## **8. Dissolution**

- (a) If the association determines that, for any reason, it is appropriate for the association to be dissolved, it shall convene a Special General Meeting giving at least 21 days' notice and stating the terms of the proposed resolution.
- (b) If the proposal to dissolve the association is confirmed by a two-thirds majority of those present and voting, the association shall have the power to dispose of any assets remaining after satisfaction of debts to another voluntary association with similar aims and objectives in the Scottish Borders, as identified by those present and voting.

## **9. Amendments to constitution**

This constitution may be amended by a resolution passed by not less than two thirds of those present and voting at a General Meeting, providing that due notice has been given including the terms of the resolution. No amendments may be made if their effect would be to render the Association ineligible for charity status.

This constitution was adopted at a General Meeting of Live Music Hawick on 13<sup>th</sup> September 2016

Paul Templeman  
Chairperson

Rory Bannerman  
Treasurer

Duncan Taylor  
Secretary

David Finnie  
Vice-Chair