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Scottish Borders COUNCIL

Democratic Services

* Hawick **COMMON GOOD FUND**

APPLICATION FOR FINANCIAL ASSISTANCE

<p><u>Applicant Details</u></p> <p>Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p>	<p>Hawick Reivers Association</p>
<p>Address to which payment should be made:</p>	<p>Mr J Craig c/o JRW 19 Buccleuch St Hawick TD9 0HL</p>
<p><u>Activities</u></p> <p>Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:</p>	<p>Hawick Reivers Festival has now become a well-established event in the Hawick Calendar and has grown considerably over the many years since its introduction. It brings visitors to the town from far and wide boosting the local economy and helping to raise Hawick's profile. It is also greatly enjoyed by the people of Hawick and brings together many diverse groups within the community to work to a common purpose. We aim each year to update and bring new elements to add to the existing structure.</p>
<p><u>Assistance Requested</u></p> <p>Please indicate the sum requested and the purpose for which it will be used:</p>	<p>We are seeking £3000 towards the overall running costs of the festival. As last year we make no apology for approaching the Common Good Fund yet again as we hope you will appreciate the huge amount of volunteer time and effort that goes in to making the festival happen every year. It has come to be highly valued by the local community and encourages involvement by all ages. We always try to maintain the high standard of the festival year on year while maintaining ticket prices and also continuing to provide the majority of the attractions free to the public.</p> <p>In 2017 we welcomed a Re-enactment Group from Northern Ireland and they confirmed there is a significant level of interest in their area and its links to the Borders. It is our intention to try and work towards marketing our festival in this area in the hope of substantially boosting visitor numbers to the town. We have also sought funding from external sources to assist with this.</p> <p>We hope in the future that we will be able to access some funding assistance through the new locality funding budget and hopefully if that proves possible this may be our last application to the Hawick Common Good Fund.</p>
<p>When will the donation be required:</p>	<p>For the festival which commences on 23rd March 2018</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>23rd to 25th March 2018</p> <p>Approx £15000</p>

<p>Funds already raised by applicant's own efforts:</p>	<p>The group holds a surplus as detailed in the accounts</p>
<p>Funds raised or expected to be raised from other sources (please state sources):</p>	<p>We are projecting an income of approx £11000 from ticket sales, donations and sponsorship during the festival itself. This is based on our experiences in other years however is often to a degree weather dependent.</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>I would be very happy to attend a meeting and speak to our request for on-going funding if you required this. A considerable amount of our outlay (wherever possible) is maintained within the local community or Border community so that any financial assistance from yourselves would also be supporting local businesses and organisations</p>
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<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: Chairman</p> <p>Date: 5th July 2017</p>

<p>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts</p>
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<p>This completed form, accounts and any supporting details should be submitted to the relevant area office –</p> <p>Scottish Borders Council Area Offices, Corporate Resources Department, Newtown Street, Duns TD11 3DT. Telephone 01361 882600. (Duns Fund).</p> <p>Scottish Borders Council Area Offices, Corporate Resources Department, Albert Place, Galashiels TD1 3DL. Telephone 01896 754751. (Galashiels, Lauder and Selkirk Funds).</p> <p>Scottish Borders Council Area Offices, Corporate Resources Department, High Street, Hawick TD9 9EF. Telephone 01450 375991. (Hawick, Jedburgh and Kelso Funds).</p> <p>Scottish Borders Council Area Offices, Corporate Resources Department, Rosetta Road, Peebles EH45 8HG. Telephone 01721 720153. (Peebles Fund).</p>
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* Insert name of Fund.

HAWICK REIVERS ASSOCIATION
REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MAY 2017

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FOR THE YEAR ENDED 31ST MAY 2017**

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HAWICK REIVERS ASSOCIATION
COMPANY INFORMATION
FOR THE YEAR ENDED 31ST MAY 2017

DIRECTORS:

Dr C S C Elliott
J R Craig
K Johnson
Mrs M A M McCreadie
K J L Douglas

SECRETARY:

R W A Bannerman

REGISTERED OFFICE:

19 Buccleuch Street
Hawick
Roxburghshire
TD9 0HL

REGISTERED NUMBER:

SC281910 (Scotland)

ACCOUNTANTS:

JRW
Chartered Accountants
19 Buccleuch Street
Hawick
Roxburghshire
TD9 0HL

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

**REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31ST MAY 2017**

The directors present their report with the financial statements of the company for the year ended 31st May 2017.

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of festival organisers.

DIRECTORS

The directors shown below have held office during the whole of the period from 1st June 2016 to the date of this report.

Dr C S C Elliott
J R Craig
K Johnson
Mrs M A M McCreadie
K J L Douglas

Other changes in directors holding office are as follows:

P J Brough - resigned 27th September 2016

At the Annual General Meeting all the directors retire, but being eligible, offer themselves for re-election.

GRANT FUNDING

The directors and management committee are grateful for the award of £4,862 under the Scottish Borders Council Community Grants Scheme to improve the marketing of the festival. This money was received in the previous financial year and spent, mainly in the financial year under review, on the development of a new website and other improvements in the marketing of the festival. We are also very grateful for the continuing financial support from the Hawick Common Good Fund (£2,500 in 2016-17) towards the running costs of the festival. Without this support it would be very difficult to continue to stage the festival.

We would also like to thank Emtelle for their generous support in funding the fireworks display and also gratefully acknowledge the support of our other sponsors and advertisers.

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

.....
Dr C S C Elliott - Director

Date:

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

**INCOME STATEMENT
FOR THE YEAR ENDED 31ST MAY 2017**

	Notes	2017 £	2016 £
INCOME		20,418	11,194
Purchases		305	860
GROSS SURPLUS		20,113	10,334
Administrative expenses		17,627	12,210
OPERATING SURPLUS/(DEFICIT) and SURPLUS/(DEFICIT) BEFORE TAXATION	3	2,486	(1,876)
Tax on surplus/(deficit)		-	-
SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR		2,486	(1,876)

The notes form part of these financial statements

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

**BALANCE SHEET
31ST MAY 2017**

	Notes	2017 £	2016 £
FIXED ASSETS			
Tangible assets	5	5,309	7,079
CURRENT ASSETS			
Debtors	6	-	212
Cash at bank		4,344	6,204
		<u>4,344</u>	<u>6,416</u>
CREDITORS			
Amounts falling due within one year	7	-	84
		<u>-</u>	<u>84</u>
NET CURRENT ASSETS		4,344	6,332
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>9,653</u>	<u>13,411</u>
ACCRUALS AND DEFERRED INCOME 8		5,262	11,506
		<u>5,262</u>	<u>11,506</u>
NET ASSETS		<u>4,391</u>	<u>1,905</u>
RESERVES			
Income and expenditure account	9	4,391	1,905
		<u>4,391</u>	<u>1,905</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st May 2017.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st May 2017 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The notes form part of these financial statements

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

BALANCE SHEET - continued
31ST MAY 2017

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on and were signed on its behalf by:

.....
Dr C S C Elliott - Director

.....
K Johnson - Director

The notes form part of these financial statements

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MAY 2017

1. STATUTORY INFORMATION

Hawick Reivers Association is a private company, limited by guarantee, registered in Scotland. The company's registered number and registered office address can be found on the Company Information page.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with the provisions of Section 1A "Small Entities" of Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Grants

Grants receivable in respect of expenditure incurred during the year are included in the income and expenditure account. Grants received in respect of future expenditure are deferred and matched against the expenditure in the year it is incurred. Grants received in respect of capital expenditure are deferred and released to the income and expenditure account over a period that matches the depreciation of the related fixed assets.

Investment Income

Bank interest is accounted for when receivable.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc - 20% on cost

3. OPERATING SURPLUS/(DEFICIT)

The operating surplus (2016 - operating deficit) is stated after charging:

	2017	2016
	£	£
Depreciation - owned assets	1,770	1,770

4. COMPANY STATUS

The company is limited by guarantee and not having a share capital. The members of the company are the trustees. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member.

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MAY 2017

5. TANGIBLE FIXED ASSETS

Plant and
machinery
etc
£

COST

At 1st June 2016
and 31st May 2017

8,849

DEPRECIATION

At 1st June 2016
Charge for year

1,770

1,770

At 31st May 2017

3,540

NET BOOK VALUE

At 31st May 2017

5,309

At 31st May 2016

7,079

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

2017

2016

£

£

Other debtors

-

212

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

2017

2016

£

£

Other creditors

-

84

8. ACCRUALS AND DEFERRED INCOME

2017

2016

£

£

Deferred government grants

5,262

11,506

Deferred government grants includes £5,262 relating to an Awards for All Grant for the purchase of equipment. The grant of £8,770 is being released to the income and expenditure account over a period of five years to match the depreciation of the equipment.

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST MAY 2017

9. RESERVES

	Income and expenditure account £
At 1st June 2016	1,905
Surplus for the year	2,486
At 31st May 2017	<u>4,391</u>

**CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS
ON THE UNAUDITED FINANCIAL STATEMENTS OF
HAWICK REIVERS ASSOCIATION**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Hawick Reivers Association for the year ended 31st May 2017 which comprise the Income Statement, Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants of Scotland, we are subject to its ethical and other professional requirements which are detailed at <http://www.icas.org.uk/accountspreparationguidance>.

This report is made solely to the Board of Directors of Hawick Reivers Association, as a body, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Hawick Reivers Association and state those matters that we have agreed to state to the Board of Directors of Hawick Reivers Association, as a body, in this report in accordance with the requirements of the Institute of Chartered Accountants of Scotland as detailed at <http://www.icas.org.uk/accountspreparationguidance>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that Hawick Reivers Association has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Hawick Reivers Association. You consider that Hawick Reivers Association is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Hawick Reivers Association. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

JRW
Chartered Accountants
19 Buccleuch Street
Hawick
Roxburghshire
TD9 0HL

Date:

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MAY 2017

	2017		2016	
	£	£	£	£
Income				
Ticket sales	2,417		2,614	
Concert bar & raffle	871		918	
Programme adverts	1,210		890	
Stand fees (stall holders)	805		1,015	
Torch sales	651		-	
Common good fund	2,500		2,500	
Workshop & lecture fees	34		32	
Fireworks prize draw	604		402	
Sponsorship & donations	2,151		30	
Coffee morning	341		329	
SBC community grant	4,430		432	
Bag packing	-		150	
Fireworks sponsorship	2,400		-	
Film fundraiser	-		128	
Awards for all grant	1,754		1,754	
Costume hire	250		-	
	<hr/>	20,418	<hr/>	11,194
Purchases				
Purchases	305		748	
Reivers Ale Purchases	-		112	
	<hr/>	305	<hr/>	860
GROSS SURPLUS		20,113		10,334
Expenditure				
Entertainers	5,810		3,845	
Website	4,403		490	
Adminstration	619		863	
Advertising	3,426		3,685	
Sites and venues	1,599		1,557	
Depreciation of tangible fixed assets	1,770		1,770	
	<hr/>	17,627	<hr/>	12,210
NET SURPLUS/(DEFICIT)		<u>2,486</u>		<u>(1,876)</u>

This page does not form part of the statutory financial statements