

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

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p>	<p>Frances Fergusson (Director) Border Arts Development C.I.C. Kirkmains Farm Crailing Jedburgh TD8 6TP</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>Border Arts Development C.I.C. was established to promote visual arts and creativity from, and within, the Scottish Borders. Our flagship event, The Borders Art Fair, takes place annually at Springwood Park, giving local creative practitioners, galleries and collective the opportunity to increase their businesses at an event large enough to attract visitors to the area. In 2018 there were over 5000 visitors spending over £145k with exhibitors. Local businesses, food and drink providers, accommodation providers and, retailers benefit from the additional footfall out with the traditional tourist season. Schools are encouraged to take part in age appropriate competitions and events, and we are running a youth arts outreach programme taking art to some of the more deprived areas in the region. We believe that art should be accessible to all ages and backgrounds, and that our events should bring benefit to the local community.</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>The Royal Scottish Academy have agreed to loan works of art from their collection, to form the basis of an exhibition to take place in Kelso Town House during the duration of the Borders Art Fair. The exhibition will also include printing demonstrations, and will be free to enter. We already run a free shuttle bus service from the Borders Art Fair to Kelso town square, and this satellite exhibition would bring art of the highest quality and, of national importance, into the centre of the town, making it accessible to all and drawing art fair visitors into the town centre, as well as other additional visitors to the town.</p> <p>The RSA are loaning their art works and a printing press free of charge, but we are applying for funds to help with transport, staffing, venue hire, and insurance of the exhibition at the Town House. The exhibition will benefit from free advertising in the Borders Art Fair brochure (15,000 copies distributed) and free publicity in Borders Art Fair press releases, on the website and, through an already established social media campaign.</p>
<p>When will the donation be required:</p>	<p>As soon as possible to arrange insurance, book hall etc.</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>Dates of exhibition: 15<sup>th</sup> – 17<sup>th</sup> March 2019</p> <p>Estimated total cost: <del>£2600</del> £600</p> <p>Border Arts Development C.I.C. will be promoting, advertising the exhibition as in-kind support, including a full-page advert in the Borders Art Fair brochure, which is distributed throughout the Borders, Edinburgh and the Lothians, as well as other cultural centres further afield. The exhibition will benefit from sharing a PR platform with the Borders Art Fair in press releases, and adverts, both on social media and in printed adverts. The exhibition will also be promoted on the Borders Art Fair website.</p> <p>Awards for All are funding the shuttle bus service from Springwood Park to Kelso town centre.</p>
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8/11/18 - Application amended to £600 following telephone call from Frances Ferguson advising that funding had been received from other sources. Fiona Henderson

<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>We have had no previous assistance from the Kelso Common Good Fund, but we wanted to create a satellite event to run in conjunction with the Borders Art Fair, that would encourage our visitors to stay longer in the area and to visit and spend time in the town centre. There are a lot of events at Springwood, but many don't engage the local community, who see little or no benefit from the event visitors. We were established to promote art in and from the Borders, whilst helping to put the Borders on the map as an area of cultural interest, with the aim of increasing cultural tourism to the area. It would be an incredible coup for the town to host an RSA exhibition, and with more pressure being put on the national galleries to exhibit further afield, it would be a good opportunity to start building a relationship with art institutions in the hope of attracting further exhibition opportunities for Kelso.</p>
<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>This exhibition, and all other events we organise, are accessible to all sections of the community, regardless of age, race, gender, sexual orientation, religious or political beliefs. We adhere to equal opportunities legislation, and have our own equality policy in place for employees/ volunteers. The venue has disabled access via the stair lift.</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: Director</p> <p>Date: 02/10/2018</p>	
<p><b>Note: Note: All applications from organisations <u>MUST</u> be accompanied by a copy of the latest audited accounts. Completed application forms, accounts and any supporting documents are circulated with the agenda and are available on the Council's public website. Following the event/project the evaluation form must be completed and returned.</b></p>	
<p>This completed form, accounts and any supporting details should be submitted to Fiona Henderson Democratic Services Officer, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA. Telephone 01835 826502 or e-mail: <a href="mailto:fhenderson@scotborders.gov.uk">fhenderson@scotborders.gov.uk</a></p>	

**Contents of the Financial Statements  
for the Period 16 December 2016 to 31 December 2017**

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Company Information  
for the Period 16 December 2016 to 31 December 2017

**DIRECTORS:** Mrs F M Fergusson  
Mrs D Playfair  
Mrs J M Smith

**REGISTERED OFFICE:** Kirkmains Cottage  
Crailing  
Jedburgh  
Roxburghshire  
TD8 6TP

**REGISTERED NUMBER:** SC552835 (Scotland)

**ACCOUNTANTS:** Douglas Home & Co Ltd  
Chartered Accountants  
47-49 The Square  
Kelso  
Roxburghshire  
TD5 7HW

Border Arts Development C.L.C. (by guarantee) (Registered number: SC552835)

Income Statement  
for the Period 16 December 2016 to 31 December 2017

	£
<b>TURNOVER</b>	-
Other charges	(10,168)
Taxation	-
<b>DEFICIT</b>	<u>(10,168)</u>

Balance Sheet  
31 December 2017

	£
<b>CURRENT ASSETS</b>	21,585
<b>CREDITORS</b>	
Amounts falling due within one year	(31,753)
<b>NET CURRENT LIABILITIES</b>	<u>(10,168)</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<u>(10,168)</u>
<b>RESERVES</b>	<u>(10,168)</u>

NOTE TO THE FINANCIAL STATEMENTS

1. DIRECTORS' ADVANCES, CREDITS AND GUARANTEES

The following advances and credits to a director subsisted during the period ended 31 December 2017:

	£
<b>Mrs F M Fergusson</b>	
Balance outstanding at start of period	-
Amounts advanced	12,781
Amounts repaid	(14,781)
Balance outstanding at end of period	<u>(2,000)</u>

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

The members have not required the company to obtain an audit of its financial statements for the period ended 31 December 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 financial statements have been prepared in accordance with the micro-entity provisions.

The financial statements were approved by the Board of Directors on 14/9/18 and were signed on its behalf by:

.....  
Mrs F M Fergusson - Director

**Chartered Accountants' Report to the Board of Directors  
on the Unaudited Financial Statements of  
Border Arts Development C.I.C. (by guarantee)**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Border Arts Development C.I.C. for the period ended 31 December 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 ICAS, we are subject to its ethical and other professional requirements which are detailed at <http://www.icas.com/accountspreparationguidance>.

This report is made solely to the Board of Directors of Border Arts Development C.I.C., 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 Border Arts Development C.I.C. and state those matters that we have agreed to state to the Board of Directors of Border Arts Development C.I.C., as a body, in this report in accordance with the requirements of ICAS as detailed at <http://www.icas.com/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 Border Arts Development C.I.C. 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 loss of Border Arts Development C.I.C.. You consider that Border Arts Development C.I.C. is exempt from the statutory audit requirement for the period.

We have not been instructed to carry out an audit or a review of the financial statements of Border Arts Development C.I.C.. 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.

*Douglas Home & Co Ltd*

Douglas Home & Co Ltd  
Chartered Accountants  
47-49 The Square  
Kelso  
Roxburghshire  
TD5 7HW

Date: 24/9/18



Detailed Income and Expenditure Account  
for the Period 16 December 2016 to 31 December 2017

	£	£
<b>Income</b>		-
<b>Expenditure</b>		
Insurance	670	
Post and stationery	119	
Advertising	7,389	
Website costs	1,110	
Accountancy	840	
Subscriptions	40	
	<hr/>	10,168
<b>NET DEFICIT</b>		<u>(10,168)</u>

Detailed Balance Sheet  
31 December 2017

	£
<b>CURRENT ASSETS</b>	
Bank account no. 1	21,585
<b>CREDITORS</b>	
<b>Amounts falling due within one year</b>	
Deferred income	(28,913)
Accrued expenses	(840)
Directors' loan accounts	(2,000)
	<u>(31,753)</u>
<b>NET CURRENT LIABILITIES</b>	<u>(10,168)</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<u>(10,168)</u>
<b>NET LIABILITIES</b>	<u><u>(10,168)</u></u>
<b>RESERVES</b>	
Income and expenditure account	<u><u>(10,168)</u></u>