



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

<u>Applicant Details</u> Name and Address of Applicant/Organisation: Telephone No: Email:	Hawick Honorary Provost's Council Cllr Clair Ramage clair.ramage@scotborders.gov.uk
Address to which payment should be made:	Bank of Scotland Sort code Account no.
<u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:	The Honorary Provost's Council (HHPC) entertains guests/dignitaries from the UK and overseas who visit Hawick and hold Civic Receptions for visitors and local citizens.
<u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:	£2,500 for the continued running costs of HHPC.
When will the donation be required:	As soon as possible.
If this is a one-off project then please give the following details – Date (s): Estimated total cost: Funds already raised by applicant's own efforts: Funds raised or expected to be raised from other sources (please state sources):	Not applicable

<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>Latest Audited accounts attached.</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>There is no discrimination by HHPS of any of the groups mentioned and all members of HHPC are aware of equal opportunities legislation.</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: HHPC, Senior Baillie</p> <p>Date: 22/10/19</p>	
<p>Note: All applications from organisations MUST 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.</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>	

Hawick Honorary Provost's Council Accounts for year ending 31 March 2019

INCOME

	2019	2018
Grant - Hawick Common Good		
Grant - Scottish Borders Council	2,500.00	0.00
Donations	0.00	0.00
	4.08	290.34
Total Income:	2,504.08	290.34

EXPENDITURE

Stationery / Postage	49.74	0.00
Misc. Presentations / Receptions	538.50	746.27
Robe Alteration	0.00	40.00
Hon. Provost's Allowance	0.00	300.00
Remembrance Sunday - Wreaths & Catering	166.00	215.20
Provost's Portrait	0.00	150.00
Advertising / Room Hire - AGM	43.20	53.20
Presentation (Chief Guest)	0.00	0.00
Reception (Colour Bussing)	0.00	150.00
Hon Provost Achievement Award	321.60	0.00
Halberdiers Seat	499.14	0.00
Donation towards Christmas Decorations	184.30	0.00
Total Expenditure:	1,802.48	1,654.67
Surplus/Defecit for year	701.60	-1,364.33
Balance as at 1st April	664.36	2,028.69
Balance as at 31st March	1,365.96	664.36
Funds Held in Bank	1,365.96	664.36

Hon. Provost

Treasurer

Independent Examiner's Report

I have examined the available records and bank statements for the Hawick Honorary Provost's Council for the year ending 31 March 2019 and confirm the above statement is in agreement with these records.

Date: 13/5/19

R Scott Elliot
Independent Examiner.

