

20 JAN 2015

ADMIN &amp; LEGAL

\* Hawick **COMMON GOOD FUND**  
**APPLICATION FOR FINANCIAL ASSISTANCE**

<u>Applicant Details</u>	
Name and Address of Applicant/Organisation:	Hawick Reivers Association C/o Rosalee, Rosalee Brae Hawick TD9 7HH
Telephone No:	01450 372962
Address to which payment should be made:	Mr J Craig c/o JRW 19 Buccleuch St Hawick TD9 0HL
<u>Activities</u> Please supply a brief description of the activities of your organisation and the benefits it brings to the local community:	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
<u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:	We are again requesting £2000 towards the overall running costs of the festival. We appreciate that we have sought funding on a regular basis from the Common Good Fund and appreciate that support. We hope you will consider assisting us again. We 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. This year we are stepping up our marketing campaign in the hope of attracting many visitors to the town and considerable time has been spent on this. We are trebling the number of programs produced and distributing them free within the town to boost ticket sales and we are capitalising on the success of last year's family banquet and hope to attract many more people along. The highlight of the weekend is always our fireworks display but with rising costs the future of this event is in some jeopardy. In addition there is the new attraction of a Ghost Walk planned for Sunday evening. We have delayed our application as we have been attempting to secure sponsorship from various sources but unfortunately this has not proved successful. We are a hard working committee of volunteers who put in a lot of effort to maintain this event which we believe would be a big loss to the town if it were not continued. Our attached accounts will give you a clear idea of the costs involved which are all monitored carefully. The grant which we are seeking would contribute to all the above costs and as previously stated allow us to maintain a policy of inclusivity by keeping many events free and allowing us to keep ticket prices low.
When will the donation be required:	For the festival which commences on 27 <sup>th</sup> March 2015
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):	27 <sup>th</sup> to 29 <sup>th</sup> March 2015  Approx £18000  The group holds a surplus as detailed in the accounts  We are projecting an income of approx £12000 from ticket sales, donations and sponsorship during the festival itself. This is based on our experiences in other years (though reduced last year due to weather conditions)
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<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:	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
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<u>Declaration</u> I hereby make application for assistance as set out above and certify that the information I have provided is accurate  Signed: _____  Position Held: <i>Chairman</i>  Date: 13 <sup>th</sup> Jan 2015
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**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 the relevant area office –

Scottish Borders Council Area Offices, Corporate Resources Department, Newtown Street, Duns TD11 3DT. Telephone 01361 882600. (Duns Fund).

Scottish Borders Council Area Offices, Corporate Resources Department, Albert Place, Galashiels TD1 3DL. Telephone 01896 754751. (Galashiels, Lauder and Selkirk Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, High Street, Hawick TD9 9EF. Telephone 01450 375991. (Hawick, Jedburgh and Kelso Funds).

Scottish Borders Council Area Offices, Corporate Resources Department, Rosetta Road, Peebles EH45 8HG. Telephone 01721 720153. (Peebles Fund).

\* Insert name of Fund.

**HAWICK REIVERS ASSOCIATION**  
**REPORT OF THE DIRECTORS AND**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST MAY 2014**

**HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)**

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FOR THE YEAR ENDED 31ST MAY 2014**

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**HAWICK REIVERS ASSOCIATION**  
**COMPANY INFORMATION**  
**FOR THE YEAR ENDED 31ST MAY 2014**

**DIRECTORS:** Dr C S C Elliott  
Mrs E H Sangster  
G A Sangster  
J R Craig  
K Johnson

**SECRETARY:** R W A Bannerman

**REGISTERED OFFICE:** 28 High Street  
Hawick  
Roxburghshire  
TD9 9BY

**REGISTERED NUMBER:** SC281910 (Scotland)

**ACCOUNTANTS:** JRW  
Chartered Accountants  
19 Buccleuch Street  
Hawick  
Roxburghshire  
TD9 0HL

**REPORT OF THE DIRECTORS  
FOR THE YEAR ENDED 31ST MAY 2014**

The directors present their report with the financial statements of the company for the year ended 31st May 2014.

**DIRECTORS**

The directors shown below have held office during the whole of the period from 1st June 2013 to the date of this report.

Dr C S C Elliott  
Mrs E H Sangster  
G A Sangster  
J R Craig  
K Johnson

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

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

**ON BEHALF OF THE BOARD:**

R W A Bannerman - Secretary

28th August 2014

**HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)**

**INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31ST MAY 2014**

	Notes	2014 £	2013 £
<b>INCOME</b>		12,183	11,843
Purchases		<u>907</u>	<u>986</u>
<b>GROSS SURPLUS</b>		11,276	10,857
Administrative expenses		<u>13,269</u>	<u>11,712</u>
<b>OPERATING DEFICIT and DEFICIT ON ORDINARY ACTIVITIES BEFORE TAXATION</b>	2	(1,993)	(855)
Tax on deficit on ordinary activities	3	<u>-</u>	<u>-</u>
<b>DEFICIT FOR THE FINANCIAL YEAR</b>		<u>(1,993)</u>	<u>(855)</u>

The notes form part of these financial statements

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

BALANCE SHEET  
31ST MAY 2014

	Notes	2014 £	2013 £
<b>CURRENT ASSETS</b>			
Debtors	5	150	100
Cash at bank		<u>3,329</u>	<u>5,282</u>
		3,479	5,382
<b>CREDITORS</b>			
Amounts falling due within one year	6	<u>240</u>	<u>150</u>
<b>NET CURRENT ASSETS</b>		<u>3,239</u>	<u>5,232</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>3,239</u>	<u>5,232</u>
<b>RESERVES</b>			
Income and expenditure account	7	<u>3,239</u>	<u>5,232</u>
		<u>3,239</u>	<u>5,232</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st May 2014.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st May 2014 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) 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 2014**

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Directors on 28th August 2014 and were signed on its behalf by:

Dr C S C Elliott - Director

Mrs E H Sangster - Director

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST MAY 2014

1. ACCOUNTING POLICIES

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**Grants**

Grants receivable in respect of expenditure incurred during the year have been included in the Profit and Loss Account.

**Investment Income**

Bank interest is accounted for when receivable.

2. OPERATING DEFICIT

The operating deficit is stated after charging:

	2014 £	2013 £
Directors' remuneration and other benefits etc	<u>-</u>	<u>-</u>

3. TAXATION

**Analysis of the tax charge**

No liability to UK corporation tax arose on ordinary activities for the year ended 31st May 2014 nor for the year ended 31st May 2013.

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.

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2014 £	2013 £
Other debtors	<u>150</u>	<u>100</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2014 £	2013 £
Other creditors	<u>240</u>	<u>150</u>

HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST MAY 2014

7. RESERVES

	Income and expenditure account £
At 1st June 2013	5,232
Deficit for the year	<u>(1,993)</u>
At 31st May 2014	<u>3,239</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 2014 which comprise the Income and Expenditure Account, the 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 loss 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

28th August 2014

**HAWICK REIVERS ASSOCIATION (REGISTERED NUMBER: SC281910)**

**DETAILED INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31ST MAY 2014**

	2014		2013	
	£	£	£	£
<b>Income</b>				
Ticket sales	4,343		4,351	
Concert bar & raffle	1,890		889	
Programme sales & adverts	1,120		1,398	
Stand fees (stall holders)	487		265	
Torch sales	791		-	
Common good fund	1,000		1,000	
Ale, mulled wine, & reiver merchandise	464		647	
Workshop & lecture fees	76		60	
Street banners	495		430	
Fireworks prize draw	761		725	
Sponsorship & donations	370		466	
Coffee morning	386		400	
Craft fayre	<u>-</u>		<u>1,212</u>	
		12,183		11,843
<b>Purchases</b>				
Purchases	825		506	
Reivers Ale Purchases	<u>82</u>		<u>480</u>	
		<u>907</u>		<u>986</u>
<b>GROSS SURPLUS</b>		11,276		10,857
<b>Expenditure</b>				
Entertainers	6,714		6,425	
Website	78		8	
Adminstration	802		741	
Advertising	3,432		3,204	
Sites and venues	<u>2,243</u>		<u>1,334</u>	
		<u>13,269</u>		<u>11,712</u>
<b>NET DEFICIT</b>		<u>(1,993)</u>		<u>(855)</u>

This page does not form part of the statutory financial statements

