

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

<p><u>Applicant Details</u> Name and Address of Applicant/Organisation:</p> <p>Telephone No:</p> <p>E-mail address:</p>	<p>Peebles Scout Group SCO35303 c/o Susan Brown (Treasurer)</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>The purpose of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the aim of the Association is by providing an enjoyable and challenging scheme of progressive training based on the Scout Promise and Law, guided by adult leadership. Through our programme of Activities we develop our young people to be confident, independent members of our community – we also emphasise the importance of contributing to the community eg Cuddy Clean Up, Helping Community Groups Coffee Mornings etc</p>
<p><u>Assistance Requested</u> Please indicate the sum requested and the purpose for which it will be used:</p>	<p>We are fundraising for a new Scout Hut and request a contribution of £20,000. This amount will achieve our fundraising target.</p> <p>Our current Scout Hut dates back to 1911 and desperately needs to be replaced to secure the future of our Scout Group for generations to come. The Hut is used nightly by the group for their core activities and provides a base for any additional activities out with the groups regular meetings. Despite its current condition, Peebles Scout Hut is a major factor in the success of Peebles Scout Group as it contributes to the sense of identity of the Group Members and provides continuity of belonging as the young people progress through the various Sections during their Scouting career.</p> <p>The new building will be available to the Community outwith our regular meetings and our research confirms that there is demand from Community Groups for a Hall of this size in Peebles.</p>
<p>When will the donation be required:</p>	<p>July / August 2016</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>We aim to commence work Summer 2016</p> <p>£193,348</p> <p>£127,564 (includes Grants pledged from Robertson Trust, Foyle Foundation)</p> <p>Fundraising Programme (estimates based on previous)</p> <p>Fun Day - £500</p> <p>Book Sales - £200</p> <p>Treasure Hunt - £200</p> <p>Craft Fayre - £750</p> <p>Quiz Night - £750</p> <p>Nationwide Building Society £750 (estimate)</p> <p>SBC Community Grant £5000 (applying)</p> <p>Scout Association Loan £37,000</p> <p>Shortfall to which we request a contribution £20,634</p>
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<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 attach a Project Brief which should provide some background information which I hope you find helpful.</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:</p> <p>Date:</p>	
<p>Note: All applications from organisations MUST be accompanied by a copy of the latest audited accounts</p>	
<p>This completed form, accounts and any supporting details should be submitted to Kathleen Mason Democratic Services Officer, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA for all funds. Telephone 01835 826772</p>	



Peebles Scout Group

Kathleen Mason
Democratic Services Officer,
Scottish Borders Council,
Council Headquarters,
Newtown St Boswells,
TD6 0SA

13th May 2016

Dear Kathleen,

Please find enclosed our completed application to the Peebles Common Good Fund on behalf of Peebles Scout Group. We are seeking assistance with funding for a new and desperately needed Scout Hut.

With the support of our local community, some successful grant applications and topped up with a Scout Association Loan we have successfully raised 85% of our required funds and hope to secure a contribution from The Peebles Common Good Fund to help us proceed with the project.

We are applying to additional awarding bodies to ensure we secure all of our required partnership funding, as well as continuing to aggressively fundraise on our own behalf.

Peebles Scout Group is a much loved contributor to the Peebles Community. The Group provides a challenging programme to its young people aged 6-18, with an emphasis on emotional and educational development promoting social responsibility. The Scout Hut is a key part of the identity of the Group, there is no one alternative facility that would fully meet the Groups needs on an ongoing basis.

The development of a new Hut is key to the continued success of the Group and the investment made in the new facility would pay dividends in terms of the additional activities that could be introduced. The young people would be able to enjoy a modern and safe environment, and the Hall would once again be suitable for rental to other organisations, supplying an income source to the Group. The Benefits would reach far beyond the current 166 Group members, into the community, creating an ongoing legacy for generations to come.

Please do not hesitate to contact me should you require any further information.

I look forward to hearing from you at your convenience.

Yours Faithfully

Susan E Brown
Peebles Scout Group, Treasurer

Background

Peebles Scout Group is the largest Scout Group in the Scottish Borders District with 166 uniformed members and a very substantial waiting list. We provide a range of adventure and activity for our young people aged 6 to 18 years across six sections : 2x Beavers, 2x Cubs, Scouts and Explorer Scouts. Our Group is open to both boys and girls of all backgrounds and abilities.

Peebles Scout Group is constituted by the Rules of The Scout Association which is a charitable body incorporated by Royal Charter. The Group is a Registered Scottish Charity – SC035303. Website <http://www.peeblescouts.co.uk>

The purpose of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the aim of the Association is by providing an enjoyable and challenging scheme of progressive training based on the Scout Promise and Law, guided by adult leadership.



Our current Scout Hut dates back to 1911 and desperately needs to be replaced to secure the future of our Scout Group for generations to come.

The Hut is used nightly by the group for their core activities and provides a base for any additional activities out with the groups regular meetings. Despite its current condition, Peebles Scout Hut is a major factor in the success of Peebles Scout Group as it contributes to the sense of identity of the Group Members and provides continuity of belonging as the young people progress through the various Sections during their Scouting career.

In addition to the activities of the various Sections, the Group use the Hut to store all of their equipment and to hold Leaders and Committee Meetings.

Out with Group meetings the Hut is available as a resource for the local community to use for meetings and/ or activities, however its appeal as such has diminished due to its deteriorating condition. In the past it has been used by a number of Community Groups who have now sought alternative venues, including a local Playgroup, Cycle Group, Trefoil Guild to name a few.

The Hut was refurbished in 1957, but despite ongoing maintenance, the 105 year old Hut is now in a state of serious disrepair and is no longer fit for purpose. So much so in fact, that we have had to source alternative accommodation for our sections to hold their weekly meetings. This short term arrangement has served to further re-enforce our need for our own building as we have no storage for equipment, we have to occasionally cancel meetings when our venue needs the accommodation for their own purposes, and our identity is diluted as we are spread across three different venues.

Project Details

Having fully considered all of the available options open to us, including relocation, use of existing facilities in the town, consultation with our immediate neighbours and the wider community, Peebles Scout Group have concluded that the most effective option to secure the future of the Scout Group in the Peebles Community is to demolish and replace the current Scout Hut with a new purpose build Hall providing the Group with a home that will serve Peebles Scout Group and the wider Peebles Community for generations to come.



Peebles Scout Hall Planning Application
 July 2012

Peebles Scout Group has worked extremely hard to undertake their own fundraising for the project, raising to date a total of £98,564. The majority of this fundraising has been undertaken in our local Community and is therefore testament to the level of Community support for the Peebles Scout Group and this project. We have secured a further pledge of £25,000 from the Robertson Trust and £4000 from the Foyle Foundation, to be released when our partnership funding is secured. This brings our total to **£127,564**.

We have a fully costed project, with full planning consent, at £193,348. Taking account of these figures we have a shortfall of £65,784. We plan to meet this shortfall through continued own fundraising, community support and grant funding as illustrated below :-

Funding Source	Amount
Own Fundraising	
Fun Day	£500
Book Sale	£200
Treasure Hunt	£200
Craft Fair	£750
Quiz Night	£750
Nationwide Building Society	£750 (estimate)
SBC Community Grant	£5,000 (applied)
Common Good Fund	£20,000 (applied)
Scout Association Loan	£37,000 (applying)
TOTAL	£65,150

Project Benefits

The benefits arising from the new Hut would be extensive. The Scout Group would have a secure, wind and water tight base in and from which to undertake their activities. The improved facilities, such as a usable, hygienic kitchen, will create opportunities to expose the Young People to a greater range of activities and experiences than the current facility affords. The benefit would be felt immediately by the current 166 strong membership, and would likely hasten our ability to reduce our waiting list by starting further sections. The facility would be once again attractive to the wider Community and would be available for Community activities. The planned facility would be a valuable resource for decades to come and as such its benefit would be felt by Scouting young people and the Peebles Community for many future generations.

Although we have a large Scout Group with a healthy waiting list, we do experience difficulty in attracting Adult Volunteers and Leaders. With a new Hall we are aware that a greater number of volunteers could be attracted to the group – allowing us to bring more Young People into the Group, and to increase the number of sessions we undertake.

Peebles Scout Group Peebles Scout Hut Project

Charity No. - SC035303



In addition to the direct benefit to the Group, the new Hut is intended to be a valuable resource to our wider Community. Out with the day to day activities of the Scouts we would make the Hall's facilities available to individuals and community Groups for hire. This would additionally secure an income stream for the Group helping to sustain the Scout Groups activities and maintain the new facilities to a high standard for future generations.

There are environmental benefits also. The current Hut is drafty and uninsulated, requiring considerable heating in winter with inefficient electrical heaters. The project would ensure that wherever possible environmental efficiency is maximised.

A Maintenance Plan would be put in place for the new facility with a member of the Committee charged specifically with responsibility for the ongoing maintenance and upkeep of the building.

Timescales

Due to the current condition of the current Hut it is considered unlikely that the Hut will safely withstand another winter, as such it is necessary that this project be underway as soon as possible.

Financials

Please see attached costing for full project costs, this was supplied by an independent Building Firm.

Conclusion

Peebles Scout Group is a much loved contributor to the Peebles Community. The Group provides a challenging programme to its young people aged 6-18, with an emphasis on emotional and educational development promoting social responsibility. The Scout Hut is a key part of the identity of the Group, there is no one alternative facility that would fully meet the Groups needs on an ongoing basis.

The development of a new Hut is key to the continued success of the Group and the investment made in the new facility would pay dividends in terms of the additional activities that could be introduced. The young people would be able to enjoy a modern and safe environment, and the Hall would once again be suitable for rental to other organisations, supplying an income source to the Group. The Benefits would reach far beyond the current Group members, into the community, creating an ongoing legacy for generations to come.

Peebles Scout Group



Annual Report & Financial Statements

For the

Year Ended 31st August 2014

Charity No SC035303

**Peebles Scout Group
Trustees' Annual Report
Year ended 31st August 2014**

The Executive Committee have pleasure in presenting their report together with the financial statements and the independent examiner's report for the year ended 31st August 2014

Name & Address

The Group's name is the Peebles Scout Group and it may be contacted at The Scout Hall, Dean Park, Peebles EH45.

Constitution & Purpose

The Scout Group is constituted in terms of the Rules of The Scout Association which is a charitable body incorporated by Royal Charter. The Group is a registered Scottish Charity – No SC 035303.

The purpose of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

Trustees

Nr John Crawley	Chairperson
Mrs Sarah Duncan	Secretary
Mrs Susan Brown	Treasurer
Rachel Neville	Group Scout Leader
Mrs Elizabeth White	Beaver Leader
Mrs Jacquie Morris	Cub Leader
Mrs Kate Rennie	Cub Leader
Mr John McCusker	Scout Leader

Trustees are recruited and appointed in accordance with the Policy, Organisation & Rules ("POR") of the Scout Association.

Activities & Achievements

During the year the Group has undertaken a wide and varied programme of Scouting Activities across all sections which are documented in the section reports as held in the Group Committee Meeting Minutes file.

Reserves Policy

The Trustees believe that around 12 months of annual expenditure is an appropriate level of reserves in order to cover the timing differences between receipts and payments and to allow for any unexpected expenditure on repairs and upkeep of the Scout Hall

Approved by the Group Executive Committee on 25th September 2014 and signed on its behalf by:-

.....
Chairperson

**Peebles Group
Independent Examiner's Report
Year Ended 31st August 2014**

Independent Examiner's Report to the Trustees of the Peebles Scout Group

I report on the financial statements of the Peebles Scout Group ("the Group") for the year ended 31st August 2014 which are set out on pages 4 to 6.

Respective responsibilities of Trustees and Examiner

The Group's Trustees are responsible for the preparation of the accounts in accordance with the Charities and Trustee Investment (Scotland) Act 2005 ("the Act") and the Charities Accounts (Scotland) Regulations 2006 ("the Regulations"). The Group's Trustees consider that the audit requirement of the Regulation 10(1)(d) does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with the Regulations. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the Accounts undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:-

- (1) which gives me reasonable cause to believe that in any material respect, the requirements
 - (a) to keep accounting records in accordance with the Regulations, and
 - (b) to prepare accounts which agree with the accounting records and comply with the Regulations have not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Mrs Marie Gilmour ICB

**Peebles Scout Group
 Receipts & Payments Account
 Year ended 31st August 2014**

	<u>Note</u>	<u>£</u>	<u>£</u>
<u>RECEIPTS</u>			
Subscriptions	3	1235.00	
Fund Raising	4	1971.13	
Hall Hire	5	923.00	
Donations		575.00	
Beaver		71.24	
Scouts		833.50	
Camps	6	-1455.34	
Other		1314.98	
<u>Total Receipts</u>			5468.51
<u>PAYMENTS</u>			
Cost of Fund Raising	7	683.38	
Hall Fund		1011.55	
General Expenses		1028.65	
Premises	8	1731.59	
Group Activities	9	2544.79	
Jamboree	10		
<u>Total Payments</u>			6999.96
Surplus / (Deficit) for year			-1531.45
Plus Bank Interest			<u>2.62</u>
Total Deficit for Year			-1528.83

**Peebles Scout Group
Statement of Balances**

<u>Cash & Bank Balances (Unrestricted)</u>	<u>2014</u>	<u>2013</u>
	<u>£</u>	<u>£</u>
Opening Balance as at 01/09/2013	6336.26	14,217.82
Surplus/(Deficit) for the year	(1,528.83)	(7,881.56)
Closing Balance as at 31.08.2014	4,807.43	6,336.26
Bank Current Account	4803.25	6,332.08
Cash In Hand	4.18	4.18
	4807.43	6,336.26

Other Assets

The Group owns the Scout Hall at Dean Park Peebles.

The Group owns a quantity of camping equipment which has been acquired over a number of years

An additional bank account is held for fund raising towards the building of a new scot hall balance as at 31/08/2014 £81,439.57

Liabilities

The Group has no other material liabilities or obligations

The Notes on Page 6 Form an integral part of these Accounts.

Approved by the Group Executive Committee on 25 September 2014 and signed on its behalf by:-

Chairperson

Treasurer

Peebles Scout Group
Notes to the Accounts
Year ended 31 August 20123

1. Funds

The Group maintains a single undesignated general fund for all its financial transactions

2. Trustees Remuneration & Expenses

The Trustees did not receive any remuneration during the year

3. Subscription Income		£
		5,444.00
Less: Paid to Scout Headquarters		<u>4,209.00</u>
		1,235.00
4. Fund Raising Income		£
Coffee Morning		1,059.20
Scout Post		<u>911.93</u>
		1971.13
5. Hall Hire		£
Hall Hire		<u>923</u>
		923
6. Camps		£
Income for Camp		3885.00
Less Camp Costs		<u>5340.34</u>
	-	1455.34
7. Cost of Fund Raising		£
Coffee Morning		283.38
Scout Post		<u>400.00</u>
		683.38
8 Premises		£
Heating & Lighting		369.82
Insurance		<u>1,361.77</u>
		1,731.59
9. Group Activities		£
Programme activities	Beavers	1265.59
	Cubs	119.55
	Cubs	298.52
	Scouts	769.47
Badges		91.66
Family Fun Day		
Training		-----
		2544.79

Peebles Scout Group



Annual Report & Financial Statements

For the

Year Ended 31st August 2015

Charity No SC035303

**Peebles Scout Group
Trustees' Annual Report
Year ended 31st August 2015**

The Executive Committee have pleasure in presenting their report together with the financial statements and the independent examiner's report for the year ended 31st August 2015

Name & Address

The Group's name is the Peebles Scout Group and it may be contacted at The Scout Hall, Dean Park, Peebles EH45.

Constitution & Purpose

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Mrs Sarah Duncan	Secretary
Mrs Susan Brown	Treasurer
Rachel Neville	Group Scout Leader
Mrs Elizabeth White	Beaver Leader
Mrs Joanne Stevens	Beaver Leader
Mrs Jacquie Morris	Cub Leader
Morag Carrie	Cub Leader
Mr John McCusker	Scout Leader

Trustees are recruited and appointed in accordance with the Policy, Organisation & Rules ("POR") of the Scout Association.

Activities & Achievements

During the year the Group has undertaken a wide and varied programme of Scouting Activities across all sections which are documented in the section reports as held in the Group Committee Meeting Minutes file.

Reserves Policy

The Trustees believe that around 12 months of annual expenditure is an appropriate level of reserves in order to cover the timing differences between receipts and payments and to allow for any unexpected expenditure on repairs and upkeep of the Scout Hall

Approved by the Group Executive Committee on 11th September 2015 and signed on its behalf by:-

.....

Chairperson

**Peebles Group
Independent Examiner's Report
Year Ended 31st August 2015**

Independent Examiner's Report to the Trustees of the Peebles Scout Group

I report on the financial statements of the Peebles Scout Group ("the Group") for the year ended 31st August 2015 which are set out on pages 4 to 6.

Respective responsibilities of Trustees and Examiner

The Group's Trustees are responsible for the preparation of the accounts in accordance with the Charities and Trustee Investment (Scotland) Act 2005 ("the Act") and the Charities Accounts (Scotland) Regulations 2006 ("the Regulations"). The Group's Trustees consider that the audit requirement of the Regulation 10(1)(d) does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with the Regulations. An examination includes a review of the accounting records kept by the Group and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the Accounts undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:-

- (1) which gives me reasonable cause to believe that in any material respect, the requirements
 - (a) to keep accounting records in accordance with the Regulations, and
 - (b) to prepare accounts which agree with the accounting records and comply with the Regulations have not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Mrs Marie Gilmour ICB

**Peebles Scout Group
Receipts & Payments Account
Year ended 31st August 2015**

	<u>Note</u>	<u>£</u> <u>2014/15</u>	<u>£</u> <u>2013/14</u>
<u>RECEIPTS</u>			
Subscriptions	3	2876.50	1235.00
Fund Raising	4	2265.34	1971.13
Hall Hire	5	168.00	923.00
Donations		88.45	575.00
Beaver		148.00	71.24
Scouts		955.01	833.50
Camps	6	275.00	-1455.34
Other		395.76	1314.98
<u>Total Receipts</u>		7172.06	5468.51
<u>PAYMENTS</u>			
Cost of Fund Raising	7	742.00	683.38
Hall Fund		645.39	1011.55
General Expenses			1028.65
Premises	8	1436.03	1731.59
Group Activities	9	3734.94	2544.79
<u>Total Payments</u>		6558.36	6999.96
Surplus / (Deficit) for year		613.70	-1531.45
Plus Bank Interest		3.13	<u>2.62</u>
Total Surplus / (Deficit) for Year		616.83	-1528.83

**Peebles Scout Group
Statement of Balances**

<u>Cash & Bank Balances (Unrestricted)</u>	<u>2014/15</u>	<u>2013/14</u>
	<u>£</u>	<u>£</u>
Opening Balance as at 01/09/2014	4807.43	6336.26
Surplus/(Deficit) for the year	616.83	(1,528.83)
Closing Balance as at 31.08.2015	5424.26	4,807.43
Bank Current Account	5420.08	4803.25
Cash In Hand	4.18	4.18
	5420.08	4807.43

Other Assets

The Group owns the Scout Hall at Dean Park Peebles.

The Group owns a quantity of camping equipment which has been acquired over a number of years

An additional bank account is held for fund raising towards the building of a new scout hall balance as at 31/08/2015 £90,349.60

Liabilities

The Group has no other material liabilities or obligations

The Notes on Page 6 Form an integral part of these Accounts.

Approved by the Group Executive Committee on 25 September 2015 and signed on its behalf by:-

Chairperson

Treasurer

Peebles Scout Group
Notes to the Accounts
Year ended 31 August 2015

1. Funds

The Group maintains a single undesignated general fund for all its financial transactions

2. Trustees Remuneration & Expenses

The Trustees did not receive any remuneration during the year

3. Subscription Income	£
	7939.50
Less: Paid to Scout Headquarters	<u>5063.00</u>
	2876.50

4. Fund Raising Income	£
Coffee Morning	1308.40
Scout Post	<u>956.94</u>
	2265.34

5. Hall Hire	£
Hall Hire	168

6. Camps	£
Income for Camp	4755.00
Less Camp Costs	<u>4480.00</u>
	275.00

7. Cost of Fund Raising	£
Coffee Morning	342.00
Scout Post	<u>400.00</u>
	742.00

8 Premises	£
Heating & Lighting	337.15
Insurance	<u>1098.88</u>
	1,436.03

9. Group Activities	£
Programme activities	Beavers 716.06
	Beavers 741.84
	Cubs 202.78
	Cubs 136.98
	Scouts 1009.54
	Group 615.95
Badges	77.79
Family Fun Day	
Beaver Activity	144.00
Training	<u>90.00</u>
	- 3734.94

Job Title: Peebles Scout Hall

Job No.: E009DM

20/07/2015

Trade: Summary

Item	Description	Qty	Rate	Total
	Prelims			14520.00
	Substructure			22450.00
	Superstructure Builder			8810.00
	Joiner			34700.00
	Roofing			14525.00
	Plumber/Heating			23614.00
	Electrical			12359.00
	Plaster			9740.00
	Painter			9700.00
	External Work (includes Demolition, clearance etc)			19800.00
	Services			16630.00
	PV / PC Sums			6500.00
				193348.00
	Murray and Burrell Ltd			

