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Council Building  
2 High Street  
Perth  
PH1 5PH

25 September 2018

A Meeting of the **Auchterarder Common Good Fund Committee** will be held in the **Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 03 October 2018** at **11:10**.

If you have any queries please contact Committee Services on (01738) 475000 or email [Committee@pkc.gov.uk](mailto:Committee@pkc.gov.uk).

**KAREN REID**  
Chief Executive

***Those attending the meeting are requested to ensure that all electronic equipment is in silent mode.***

***Please note that the meeting will be recorded and will be publicly available on the Council's website following the meeting.***

**Members:**

Councillor Tom Gray (Convener)  
Councillor Peter Barrett  
Councillor Murray Lyle  
Councillor Crawford Reid



**Auchterarder Common Good Fund Committee**

**Wednesday, 03 October 2018**

**AGENDA**

***MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT.***

- 1 WELCOME AND APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF THE MEETING OF THE AUCHTERARDER COMMON FUND COMMITTEE OF 20 JUNE 2018 FOR APPROVAL AND SIGNATURE** **5 - 6**  
(copy herewith)
- 4 MATTERS ARISING**
- 5 AUCHTERARDER IN BLOOM**  
Agreement was reached in early July 2018 with Auchterarder Bloom (AiB) to improve an untidy area of Council owned land to create an attractive public space which will enhance the quality of life of residents and the local character of Auchterarder. The land was bought by the old Burgh Council of Auchterarder prior to 15th May 1975 which means that it is considered to be a Common Good asset.  
  
It has been agreed to give Auchterarder in Bloom a 10 year Licence to Occupy so that they can carry out the improvement works. Heads of Terms have been agreed with Auchterarder in Bloom.  
  
Due to timing of the Common Good Fund Committee dates, members of the Auchterarder Common Good Fund Committee were contacted and agreed to allow the proposal.
- 6 APPLICATIONS FOR FINANCIAL ASSISTANCE** **7 - 12**  
Report by Depute Chief Executive (copy herewith 18/309)
- 7 2018/19 FINANCIAL STATEMENT** **13 - 20**  
Report by Head of Finance (copy herewith 18/310)

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PERTH AND KINROSS COUNCIL  
AUCHTERARDER COMMON GOOD FUND  
20 June 2018

## **AUCHTERARDER COMMON GOOD FUND COMMITTEE**

Minute of meeting of the Auchterarder Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 20 June 2018 at 12.00pm.

Present: Councillors T Gray, P Barrett, M Lyle and C Reid.

In Attendance: D Coyne, C Flynn, R Huczynska, K Molley and J Salisbury (all Corporate and Democratic Services); W Young (Environment Service); S Merone (Housing and Environment); M Scobie (Auchterarder Community Council).

Councillor T Gray, Convener, Presiding

### **358. WELCOME AND APOLOGIES**

Councillor Gray welcomed all present to the meeting.

### **359. DECLARATIONS OF INTEREST**

There were no Declarations of Interest in terms of the Councillors' Code of Conduct.

### **360. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Auchterarder Common Good Fund Committee 25 April 2018 (Arts. 222-227) was submitted, approved as a correct record and authorised for signature.

### **361. MATTERS ARISING**

It was previously agreed by the Committee at the last Common Good Fund meeting to appoint a non-advisory voting member to attend committee meetings. Councillor Gray gave a special welcome to Malcolm Scobie from Auchterarder Community Council.

The Committee agreed that the non-advisory voting member does not necessarily need to be the same person, as long as the representative is a member of Auchterarder Community Council.

### **362. APPLICATIONS FOR FINANCIAL ASSISTANCE**

There was submitted a report by the Depute Chief Executive (18/205) asking Auchterarder Common Good Fund Committee two applications for financial existence.

PERTH AND KINROSS COUNCIL  
AUCHTERARDER COMMON GOOD FUND  
20 June 2018

**Resolved:**

- (1) **Auchterarder Bloom Association**  
Auchterarder Bloom Association be awarded a grant of £1,000 towards the cost of watering and feeding the floral displays.
- (2) **Neurocentral**  
Neurocentral be awarded a grant of £1,264.80 towards the costs of purchasing equipment and conducting surveys of people using the service.

**363. 2018/19 BUDGET & 2017/18 FINANCIAL STATEMENT**

There was submitted a report by the Head of Finance (18/206) (1) providing an update on 2017/18 unaudited Income and Expenditure; (2) details the Income and Expenditure to 25 May 2018; and (3) the projected outturn to 31 March 2019 for the Auchterarder Common Good Fund.

**Resolved:**

- (i) The Auchterarder Common Good Fund unaudited Income and Expenditure to 31 March 2018 as set out in Appendix 1 to the report, be noted.
- (ii) The Auchterarder Common Good Fund Income and Expenditure to 25 May 2018 and the projected outturn to 31 March 2019 for Financial Year 2018/19 as set out in Appendix 2 to the report, be noted.

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## AUCHTERARDER COMMON GOOD FUND COMMITTEE

3 October 2018

### Applications for Financial Assistance

#### Report by Depute Chief Executive (Report No. 18/309)

The report asks Auchterarder Common Good Fund Committee to consider two applications for financial assistance from Auchterarder Community Sports Association and the Auchterarder and Blackford Brownies.

## 1. BACKGROUND

- 1.1. Perth and Kinross Council owns land and property which forms part of the Common Good of the former burghs in Perth & Kinross and has a statutory duty in terms of section 15 of the Local Government etc. (Scotland) Act 1994 to administer this land and property “having regard to the interests of the inhabitants” of those former burghs. This duty also applies to the administration of the associated Common Good Funds.
- 1.2. Local residents and organisations can apply to Common Good Funds for support to develop projects in the Common Good area. These grants allow individuals and local organisations to carry out a wide range of community based activities. Retrospective applications are not accepted. However, if an application is received before the project takes place and cannot be considered at the following meeting because papers have already been issued, the application will be considered at the next meeting even if the activities have taken place. Therefore, the Committee decision will only be known after the activities have taken place, and if the grant is not awarded, the applicant will have to fund the activities from its own funds.
- 1.3. The 2018/19 Financial Assistance budget for Auchterarder Common Good Fund was approved by this Committee at the meeting on 25 April 2018. The approved budget and the value of requested Financial Assistance funding to be considered by Committee at this meeting is summarised below:

|                                                      |               |
|------------------------------------------------------|---------------|
| Approved 2017/18 Financial Assistance Budget         | £10,000       |
| Less value of applications previously approved       | £2,265        |
| <b>Remaining 2018/19 Financial Assistance Budget</b> | <b>£7,735</b> |

- 1.4. The value of funding to be considered at this meeting is in excess of the remaining Financial Assistance budget. In the event that the Committee approves funding in excess of the remaining budget for the year, an option open to the Committee, the budgeted £9,500 surplus for the year will reduce accordingly. In addition, funding awards which total in excess of £19,500 for the year may result in a reduction in the overall Revenue Account balance of the Fund. The 2018/19 Financial Statement report to be considered at this meeting provides details of the approved budget, estimated income and expenditure for the year, the Revenue Account balance at 1 April 2018, and the estimated Revenue Account balance at 31 March 2019 for the Fund.

## **2. PROPOSALS**

### **Auchterarder Community Sports Association**

- 2.1. An application has been received from Auchterarder Community Sports Association, seeking a grant towards the costs of Phase 3 of the Auchterarder Core Path Project. The total costs amount to £552,100. Other successful sources of funding are Sustrans (£276,050) and Evolution Bioscience Scotland (£50,000). Other pending sources of funding are Auchterarder Community Facilities Fund (£75,000), Suez Community Trust (£50,000), Land Trust (£50,000), Clackmannanshire and Stirling Environment Trust (£20,000) and Auchterarder Community Trust (£11,000). The applicant is applying for £20,000. The applicant has previously benefitted from the Fund, in 2016/17 (£50,000) and 2017/18 (£50,000).
- 2.2. The grant will deliver a 1,100 metre section of the Provost Walk that is fully Disability Discrimination Act compliant and suitable for walkers, cyclists, prams and people with impairments.

### **Auchterarder and Blackford Brownies**

- 2.3. An application has been received from the Auchterarder and Blackford Brownies, seeking a grant towards the cost of a Trip to Paris 2019. The total costs amount to £8,188. Other pending sources of funding are Trefoil Guild (£2,724) and Strathearn and Strathallan Decides (£1,500). The applicant is applying for £1,000. The applicant has not previously benefitted from the Fund.
- 2.4. The grant will allow the Brownies to go on an international trip, thereby making them more likely to continue with girl-guiding.

## **3. RECOMMENDATION**

- 3.1. The Committee is asked to consider the requests in the report.



**Authors**

| <b>Name</b>    | <b>Designation</b>                  | <b>Contact Details</b>                                                                   |
|----------------|-------------------------------------|------------------------------------------------------------------------------------------|
| David Stokoe   | Service Manager<br>Communities      | <a href="mailto:PKGrantsDirect@pkc.gov.uk">PKGrantsDirect@pkc.gov.uk</a><br>01738 477834 |
| Mariam Mahmood | Cultural Transformation<br>Graduate |                                                                                          |

**Approved**

| <b>Name</b>   | <b>Designation</b>     | <b>Date</b>       |
|---------------|------------------------|-------------------|
| Jim Valentine | Depute Chief Executive | 13 September 2018 |

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**1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION**

|                                                     |                   |
|-----------------------------------------------------|-------------------|
| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
| Community Plan / Single Outcome Agreement           | <b>Yes</b>        |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>No</b>         |
| Asset Management (land, property, IST)              | <b>No</b>         |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>Yes</b>        |
| Strategic Environmental Assessment                  | <b>Yes</b>        |
| Sustainability (community, economic, environmental) | <b>Yes</b>        |
| Legal and Governance                                | <b>None</b>       |
| Risk                                                | <b>None</b>       |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>None</b>       |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>None</b>       |

**1. Strategic Implications**Community Plan / Single Outcome Agreement

- 1.1. The proposals will contribute to the Community Plan's aim of safe, healthy and inclusive communities and the outcome of communities will have improved quality of life. The recommendations contained within this report are in accordance with the priorities of Crieff Common Good Fund's criteria for financial assistance.

Corporate Plan

- 1.2. The proposals will contribute to the Corporate Plan's objectives of developing educated, responsible and informed citizens and the outcome of people are ready for life and work. The recommendations contained within this report are in accordance with the priorities of Crieff Common Good Fund's criteria.

**2. Resource Implications**Financial

- 2.1. The Head of Finance has been consulted and has indicated agreement with the proposals. Any funding approved by Committee will be contained within the 2017/18 Financial Assistance budget and, if appropriate, will be funded from the Fund balance.

### **3. Assessments**

#### Equality Impact Assessment

- 3.1. Under the equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. An equality impact assessment needs to be carried out for functions, policies, procedures or strategies in relation to race, gender and disability and other relevant protected characteristics. This supports the Council's legal requirement to comply with the duty to assess and consult on relevant new and existing policies.
- 3.2. The function, policy, procedure or strategy presented in this report was considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome: No further action is required as the items summarised in the committee report do not require further assessment as they do not have an impact on people's wellbeing or equality protected characteristics.

#### Strategic Environmental Assessment

- 3.3. Strategic Environmental Assessment (SEA) is a legal requirement under the Environmental Assessment (Scotland) Act 2005 that applies to all qualifying plans, programmes and strategies, including policies (PPS). The matters presented in this report were considered under the Environmental Assessment (Scotland) Act 2005 and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

#### Sustainability

- 3.4. Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions. The proposals in this report will encourage social equity and opportunities for cultural, leisure, community, sport and other activities.

### **4. Consultation**

#### Internal

- 4.1. The Head of Legal and Governance and the Head of Finance have been consulted.

### **2. BACKGROUND PAPERS**

Two applications for financial assistance

### **3. APPENDICES**

None.

# AUCHTERARDER COMMON GOOD FUND COMMITTEE

3 October 2018

## 2018/19 FINANCIAL STATEMENT

Report by Head of Finance (Report No. 18/310)

### PURPOSE OF REPORT

This report provides an update on Income and Expenditure to 31 August 2018 and the projected outturn to 31 March 2019 for the Auchterarder Common Good Fund.

### 1. BACKGROUND / MAIN ISSUES

The Committee approved the Auchterarder Common Good Fund budget at the meeting of the 25 April 2018 (Report 18/144 refers). This report provides an update on the monitoring position and projected outturn for the Financial Year 2018/19.

### 2. PROPOSALS

#### Financial Statement 2018/19

- 2.1 On the basis of Appendix 1, it is anticipated that there will be a surplus of £9,500 in Financial Year 2018/19 and the Fund's Revenue Account Balance is estimated to be £294,018 at 31 March 2019.
- 2.2 The Financial Assistance report to be considered at this meeting includes two applications for funding; and the value of funding award is to be determined by the Committee. The projected uncommitted Revenue Account closing balance assumes that approved funding will be contained within the 2018/19 Financial Assistance budget. Any funding award in excess of the budget for the year, an option open to the committee, will result in a reduction in the overall balance of the fund.

### 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 The Committee is requested to:
  - (i) Note the Auchterarder Common Good Fund Income and Expenditure to 31 August 2018 and the projected outturn to 31 March 2019 for Financial Year 2018/19 as set out in Appendix 1 to the report.

**Author(s)**

| <b>Name</b>  | <b>Designation</b> | <b>Contact Details</b> |
|--------------|--------------------|------------------------|
| Donald Coyne | Senior Accountant  | CHXFinance@pkc.gov.uk  |

**Approved**

| <b>Name</b>       | <b>Designation</b>                                  | <b>Date</b>       |
|-------------------|-----------------------------------------------------|-------------------|
| Stewart MacKenzie | Head of Finance                                     | 13 September 2018 |
| Jim Valentine     | Depute Chief Executive<br>(Chief Operating Officer) | 13 September 2018 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>None</b>       |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>None</b>       |
| Asset Management (land, property, IST)              | <b>None</b>       |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>Yes</b>        |
| Strategic Environmental Assessment                  | <b>Yes</b>        |
| Sustainability (community, economic, environmental) | <b>Yes</b>        |
| Legal and Governance                                | <b>None</b>       |
| Risk                                                | <b>None</b>       |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>None</b>       |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>None</b>       |

### 1. Strategic Implications

#### Corporate Plan

- 1.1 The Council's Corporate Plan 2013 – 2018 lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

- 1.2 This report relates to all objectives.

### 2. Resource Implications

#### Financial

- 2.1 There are no direct financial implications arising from this report other than those reported within the body of the main report.

### **3. Assessments**

#### Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 The information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) and has been assessed as **not relevant** for the purposes of EqIA.

#### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

#### Sustainability

- 3.5 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.6 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

### **4. Consultation**

#### Internal

- 4.1 The Depute Chief Executive/Chief Operating Officer has been consulted in the preparation of this report.

### **2. BACKGROUND PAPERS**

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.



### **3. APPENDICES**

Appendix 1 - Auchterarder Common Good Fund Financial Statement for the period to 31 August 2018 for Financial Year 2018/19.



**AUCHTERARDER COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 31 AUGUST 2018 FOR FINANCIAL YEAR 2018/19**

|                                                        | <u>Approved<br/>2018/19<br/>Budget</u><br>£ | <u>Actual<br/>to date</u><br>£ | <u>Financial<br/>Assistance<br/>Under<br/>Consideration<br/>and Committed</u><br>£ | <u>Projected<br/>Outturn</u><br>£ | <u>Projection<br/>Over/(Under)<br/>Spend</u><br>£ |
|--------------------------------------------------------|---------------------------------------------|--------------------------------|------------------------------------------------------------------------------------|-----------------------------------|---------------------------------------------------|
| <b><u>Expenditure</u></b>                              |                                             |                                |                                                                                    |                                   |                                                   |
| <u>Property Costs</u>                                  |                                             |                                |                                                                                    |                                   |                                                   |
| Repairs and Maintenance of Land and Buildings          | 2,000                                       | 0                              | 0                                                                                  | 2,000                             | 0                                                 |
| <u>Supplies and Services</u>                           |                                             |                                |                                                                                    |                                   |                                                   |
| Financial Assistance                                   | 10,000                                      | 1,000                          | 22,265                                                                             | 10,000                            | 0                                                 |
| <u>Christmas Lights</u>                                |                                             |                                |                                                                                    |                                   |                                                   |
| Christmas Lighting                                     | 2,000                                       | 0                              | 0                                                                                  | 2,000                             | 0                                                 |
| <b>Total Expenditure</b>                               | <b>14,000</b>                               | <b>1,000</b>                   | <b>22,265</b>                                                                      | <b>14,000</b>                     | <b>0</b>                                          |
| <b><u>Income</u></b>                                   |                                             |                                |                                                                                    |                                   |                                                   |
| Rents, Fees & Charges                                  | 21,000                                      | 0                              | 0                                                                                  | 21,000                            | 0                                                 |
| Interest Earned                                        | 2,500                                       | 0                              | 0                                                                                  | 2,500                             | 0                                                 |
| <b>Total Income</b>                                    | <b>23,500</b>                               | <b>0</b>                       | <b>0</b>                                                                           | <b>23,500</b>                     | <b>0</b>                                          |
| <b>Surplus/(Deficit)</b>                               | <b>9,500</b>                                | <b>(1,000)</b>                 | <b>(22,265)</b>                                                                    | <b>9,500</b>                      | <b>0</b>                                          |
| Opening Balance 01/04/18                               | 284,518                                     |                                |                                                                                    | 284,518                           |                                                   |
| Surplus / (Deficit)                                    | 9,500                                       |                                |                                                                                    | 9,500                             |                                                   |
| <b>Projected Closing Fund Balance at 31 March 2019</b> | <b>294,018</b>                              |                                |                                                                                    | <b>294,018</b>                    |                                                   |

|                                                                           |                        |                |                 |  |
|---------------------------------------------------------------------------|------------------------|----------------|-----------------|--|
| <b><u>Grants</u></b>                                                      |                        |                |                 |  |
| <u>Actual</u>                                                             | <u>Amount</u>          | <u>Meeting</u> | <u>Comments</u> |  |
| Auchterarder Bloom Association - Watering and Feeding Floral Displays     | £ 1,000                | 20/06/2018     |                 |  |
|                                                                           | <u>£ 1,000</u>         |                |                 |  |
| <u>Committed</u>                                                          | <u>Amount</u>          | <u>Meeting</u> | <u>Comments</u> |  |
| Neurocentral - Running Physiotherapist Programme Exercise Sessions        | £ 1,265                | 20/06/2018     |                 |  |
|                                                                           | <u>£ 1,265</u>         |                |                 |  |
| <u>Under Consideration</u>                                                | <u>Amount</u>          | <u>Meeting</u> | <u>Comments</u> |  |
| Auchterarder Community Sports Association - Phase 3 of Core Paths Project | £ 20,000               | 03/10/2018     |                 |  |
| Auchterarder and Blackford Brownies - Trip to Paris                       | £ 1,000                | 03/10/2018     |                 |  |
|                                                                           | <u>£ 21,000</u>        |                |                 |  |
| <b>Total</b>                                                              | <b><u>£ 23,265</u></b> |                |                 |  |

