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Council Building
2 High Street
Perth
PH1 5PH

25 September 2018

A Meeting of the **Aberfeldy Common Good Fund Committee** will be held in **the Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 03 October 2018** at **11:00**.

If you have any queries please contact Committee Services on (01738) 475000 or email 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 Mike Williamson (Convener)
Councillor Peter Barrett
Councillor John Duff
Councillor Murray Lyle
Councillor Xander McDade

Aberfeldy 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 MEETING OF THE ABERFELDY COMMON GOOD
FUND COMMITTEE OF 20 JUNE 2018
(copy herewith) | 5 - 6 |
| 4 | MATTERS ARISING | |
| 5 | APPLICATIONS FOR FINANCIAL ASSISTANCE
Report by Depute Chief Executive (copy herewith 18/302) | 7 - 12 |
| 6 | 2018-19 FINANCIAL STATEMENT
Report by Head of Finance (copy herewith 18/303) | 13 - 20 |

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PERTH AND KINROSS COUNCIL
ABERFELDY COMMON GOOD FUND
20 June 2018

ABERFELDY COMMON GOOD FUND COMMITTEE

Minute of meeting of the Aberfeldy Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 20 June 2018 at 11.35am.

Present: Councillors M Williamson, P Barrett, J Duff, X McDade and M Lyle.

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

Councillor M Williamson, Convener, Presiding.

344. WELCOME AND APOLOGIES

Councillor Williamson welcomed all present to the meeting.

345. DECLARATIONS OF INTEREST

There were no declarations of interest made in terms of Code of Conduct.

346. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Aberfeldy Common Good Fund Committee of 25 April 2018 (Arts. 216-221) was submitted, approved as a correct record and authorised for signature.

347. MATTERS ARISING

There were no matters arising.

348. APPLICATIONS FOR FINANCIAL ASSISTANCE

There was submitted a report by the Depute Chief Executive (18/201) asking Aberfeldy Common Good Fund Committee to consider an application for financial assistance.

Resolved:

(1) Loch Tay Skiff Club

Loch Tay Skiff Club be awarded a grant of £300 towards the costs of building and rowing a wooden open water skiff.

349. 2017/18 BUDGET & 2018/19 FINANCIAL STATEMENT

There was submitted a report by the Head of Finance (18/202) (1) providing an update on 2017/18 unaudited Income and Expenditure; (2) details of the Income and Expenditure to 25 May 2018 and; (3) the projected outturn to 31 March 2019 for the Aberfeldy Common Good Fund.

PERTH AND KINROSS COUNCIL
ABERFELDY COMMON GOOD FUND
20 June 2018

Resolved:

- (i) The Aberfeldy Common Good Fund unaudited Income and Expenditure to 31 March 2018 as set out in Appendix 1 to the report, be noted.
- (ii) The Aberfeldy 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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## ABERFELDY COMMON GOOD FUND COMMITTEE

3 October 2018

### Applications for Financial Assistance

#### Report by Depute Chief Executive (Report No. 18/302)

The report asks Aberfeldy Common Good Fund Committee to consider two applications for financial assistance from Perth and Kinross District Scout Council and Friends of Breadalbane.

## 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 Aberfeldy Common Good Fund was approved by Committee on 25 April 2018 ([Report 18/143](#) refers). The audited revenue account balance at 1 April 2018 is £122,482. The approved and remaining financial assistance budget is noted below:-

|                                                     |             |
|-----------------------------------------------------|-------------|
| <b>Approved 2018/19 Financial Assistance Budget</b> | <b>£800</b> |
| Financial Assistance Approved to Date               | £300        |
| <b>Remaining Financial Assistance Budget</b>        | <b>£500</b> |

- 1.4. In the event that Committee approves funding in excess of the remaining budget, which is an option open to Committee, the Revenue Account balance of the Fund will reduce accordingly. The 2018/19 Financial Statement report to be considered at this meeting provides details of the 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

### Perth and Kinross District Scout Council

- 2.1 An application has been received from Perth and Kinross District Scout Council, seeking a grant towards the costs of three young individuals (who are residents of Aberfeldy) attending the World Scout Jamboree in West Virginia, USA. The total costs amount to £10,384.62. Other sources of funding are Parental Contributions (£3,685.38), Forteviot Trust (£923.08), Thomas Trust (£553.85), Jimmie Cairncross Charitable Trust (£276.92), Lethendy Charitable Trust (£276.92), Guildry Incorporation of Perth (£230.77) and Aberfeldy Rotary (£115.38). The applicant is applying for £600. The applicant has previously benefitted from the fund in 2017/18 (£375). The grant will allow the young people involved to enhance their leadership skills and feedback their experiences to local Scout Groups, thereby encouraging more young people to become involved.
- 2.2 The proposal meets the criteria of the provision of funding of community benefit for the people (including any individual or group of people) who live in the former burgh served by Aberfeldy Common Good Fund Committee.

### Friends of Breadalbane

- 2.3 An application has been received from Friends of Breadalbane, seeking a grant towards the costs of an Aberfeldy PLUS Youth Group for children with additional support needs. The total costs amount to £11,348. Other sources of funding are Live Active Leisure (£2,008 in kind through covering venue costs), Griffin Wind Farm (£2,000) and the group's fundraising activities (£1,600). The applicant is applying for £4,000. The applicant has not previously benefitted from the fund. The grant will allow children with additional support needs to access mainstream group activities in a safe and friendly environment.
- 2.4 The proposal meets the criteria of the provision of funding of community benefit for the people (including any individual or group of people) who live in the former burgh served by Aberfeldy Common Good Fund Committee.

## 3. RECOMMENDATION

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

### Authors

| Name           | Designation                         | Contact Details                                                                          |
|----------------|-------------------------------------|------------------------------------------------------------------------------------------|
| 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<br>(Chief Operating Officer) | 14 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 Aberfeldy 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 Aberfeldy 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 2018/19 Financial Assistance budget and, if applicable, will be funded from the revenue 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.



# ABERFELDY COMMON GOOD FUND COMMITTEE

3 October 2018

## 2018/19 FINANCIAL STATEMENT

Report by Head of Finance (Report No. 18/303)

### 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 Aberfeldy Common Good Fund.

### 1. BACKGROUND / MAIN ISSUES

The Committee approved the Aberfeldy Common Good Fund budget at the meeting of the 25 April 2018 (Report 18/143 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 the Fund will breakeven in 2018/19 and the Fund's estimated Revenue Account Balance will be £122,482 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 the funding award is to be determined by the Committee. 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 Aberfeldy 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 2 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 and Chief Operating Officer | 13 September 2018 |

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## ANNEX

## 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 - Aberfeldy Common Good Fund Financial Statement for the period to 31 August 2018 for Financial Year 2018/19



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

|                                                      | <u>Approved<br/>2018/19<br/>Budget</u> | <u>Actual<br/>to date</u> | <u>Financial<br/>Assistance<br/>Committed</u> | <u>Total</u> | <u>Projected<br/>Outturn</u> | <u>Projection<br/>Over/(Under)<br/>Spend</u> |
|------------------------------------------------------|----------------------------------------|---------------------------|-----------------------------------------------|--------------|------------------------------|----------------------------------------------|
|                                                      | £                                      | £                         | £                                             | £            | £                            | £                                            |
| <b><u>Expenditure</u></b>                            |                                        |                           |                                               |              |                              |                                              |
| <u>Supplies and Services</u>                         |                                        |                           |                                               |              |                              |                                              |
| Financial Assistance                                 | 800                                    | 0                         | 300                                           | 300          | 800                          | 0                                            |
| <b>Total Expenditure</b>                             | <b>800</b>                             | <b>0</b>                  | <b>300</b>                                    | <b>300</b>   | <b>800</b>                   | <b>0</b>                                     |
| <b><u>Income</u></b>                                 |                                        |                           |                                               |              |                              |                                              |
| Interest Earned                                      | 800                                    | 0                         | 0                                             | 0            | 800                          | 0                                            |
| <b>Total Income</b>                                  | <b>800</b>                             | <b>0</b>                  | <b>0</b>                                      | <b>0</b>     | <b>800</b>                   | <b>0</b>                                     |
| <b>Surplus/(Deficit)</b>                             | <b>0</b>                               | <b>0</b>                  | <b>(300)</b>                                  | <b>(300)</b> | <b>0</b>                     | <b>0</b>                                     |
| Opening Balance 01/04/18                             | 122,482                                |                           |                                               |              | 122,482                      |                                              |
| Surplus / (Deficit)                                  | 0                                      |                           |                                               |              | 0                            |                                              |
| <b>Projected Closing Balance as at 31 March 2019</b> | <b>122,482</b>                         |                           |                                               |              | <b>122,482</b>               |                                              |

**Grants**ActualAmountMeeting

£ -

CommittedAmountMeeting

Loch Tay Skiff Club - Building and Rowing an Open Water Skiff

£ 300

20/06/2018

£ 300

Under ConsiderationAmountMeeting

Perth &amp; Kinross District Scout Council - World Scout Jamboree in West Virginia

£ 600

03/10/2018

Friends of Breadalbane - Aberfeldy PLUS Youth Group

£ 4,000

03/10/2018

£ 4,600

**Total****£ 4,900**

