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Council Building
2 High Street
Perth
PH1 5PH

15/05/2023

A hybrid meeting of the **Auchterarder Common Good Fund Committee** will be held in **the Council Chambers (Hybrid)** on **Monday, 22 May 2023 at 13:45**.

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

THOMAS GLEN
Chief Executive

Those attending the meeting are requested to ensure that all notifications are silent on their device and other devices are in silent mode.

Please note that the meeting will be broadcast online and recorded. The recording will be publicly available on the Council's website following the meeting.

Members:

Councillor Keith Allan
Councillor Steven Carr
Councillor Stewart Donaldson
Councillor Grant Laing
Councillor Crawford Reid

Auchterarder Common Good Fund Committee

Monday, 22 May 2023

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 APPOINTMENT OF CONVENER**
- 2 WELCOME AND APOLOGIES**
- 3 DECLARATIONS OF INTEREST**
- 4 MINUTE OF MEETING OF AUCHTERARDER COMMON GOOD FUND OF 4 OCTOBER 2021 FOR APPROVAL**
(copy to follow)
- 5 MATTERS ARISING**
- 6 APPLICATIONS FOR FINANCIAL ASSISTANCE** **5 - 12**
Report by Head of Cultural and Community Services (copy herewith 23/148)
- 7 2022/23 & 2023/24 FINANCIAL STATEMENTS** **13 - 22**
Report by Head of Finance (copy herewith 23/149)

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PERTH AND KINROSS COUNCIL

Auchterarder Common Good Fund Committee

22 May 2023

APPLICATIONS FOR FINANCIAL ASSISTANCE

Report by Head of Cultural and Community Services

(Report No. 23/148)

1. PURPOSE

- 1.1 The report asks the Auchterarder Common Good Fund Committee to consider one capital grant application for financial assistance.

2. RECOMMENDATION

- 2.1 It is recommended that Committee:
- consider the grant applications and agree any financial assistance to be awarded.

3. STRUCTURE OF REPORT

- 3.1 This report is structured over the following sections:
- Section 4: Background / Main Issues
 - Section 5: Proposals: Capital Grants
 - Section 6: Consideration and Conclusion

4. BACKGROUND / MAIN ISSUES

- 4.1 Perth and Kinross Council owns land and property which forms part of the Common Good of the former burghs in Perth and 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.
- 4.2 The Common Good Funds have traditionally demonstrated their support to local residents and organisations by distributing grants. These grant awards allow individuals and local organisations to carry out a wide range of community-based activities.
- 4.3 Applications to Common Good Funds vary across the different former burghs of Perth and Kinross. The report is for the Auchterarder Common Good Fund.
- 4.4 The proposed 2023/24 Budget for the Auchterarder Common Good Fund is included in a separate report at this meeting. A summary of the draft

Financial Assistance budget, and the value of funding under consideration, is provided below:

2023/24 Financial Assistance Budget	£15,000
Value of grants paid and committed	NIL
Value of funding requested and under consideration	£12,000

5. PROPOSALS – CAPITAL GRANTS

The Rotary Club of Auchterarder & District

- 5.1 An application of £12,000 has been received by The Rotary Club of Auchterarder & District to contribute to the development of a memorial garden in an unused green space adjacent to Collearn Drive. The garden will be a memorial to a young Spitfire pilot, Fl Lt. Sandy Gunn, who was born and brought up fifty yards from where the garden is planned. The garden will contain a bench in the shape of a Spitfire wing and information on the story of the pilot. The project will provide a space for people to meet, relax and reflect. The project has widespread approval from various meetings and forums involving the local community, the Community Council and local Councillors. The Community Action Plan Management Group and School History Department are both supportive as well. The project also has a direct link to one of the outcomes of the recently published 'Auchterarder and Aberuthven Community Action Plan 2022-2027', specifically 'Theme 3: Heritage, Arts and Culture'.
- 5.2 It is estimated that the project will benefit several hundred people within the Common Good Area as well as a small number from elsewhere and outside of Perth and Kinross through the improvement of greenspace provision in the town. The project is estimated to begin in the summer of 2023, with construction during autumn 2023 and a celebration event in April 2024.
- 5.3 The total costs of the project are estimated to be £21,323. Friends of St Margaret's have agreed to provide £2,000 and there is a pending application of £6,000 to Auchterarder Community Facilities Fund. The Rotary Club will also endeavour to raise £4,000 from individuals and fund-raising activities. A full breakdown is included overleaf. The group estimates that voluntary services in project management and garden maintenance will cover a total of £2,500 per annum as a further contribution to the project.
- 5.4 Committee should note that once approved and pending applications are considered, the funding gap totals £9,322.80. The Rotary Club have been asked to set out what they would use the additional £2,677.20 for, but no further explanation was provided by the time of the report being written. It is likely that any funding over and above the £9,322.80 would subsequently reduce the fundraising that the Rotary Club will need to undertake (currently

aiming for £4,000). Committee should further note that any Common Good funding awarded would be paid out in arrears, following evidence of spend. Any grant awarded would be directly related to the overall project costs and the results of any other fundraising activities.

Specific Items	Basis of Costing	Amount
Architect Plans and Drawings	Quote ex VAT	£455
Submission for planning permission	Quote ex VAT	£650
Excavate seating area, dig out found for concrete, excavate proposed planting area etc.	Quote ex VAT	£4,000
To supply and build boundary wall	Quote ex VAT	£5,500
To supply 15m precast copes	Quote ex VAT	£1,500
To pick and point existing boundary wall	Quote ex VAT	£2,228
To put precast copes in place	Quote ex VAT	£750
To lay terram membrane and slab	Quote ex VAT	£2,686
Total Proposed Expenditure (inc VAT)		£21,322.80
Friends of St Margaret's (Approved))		£2,000
Auchterarder Community Facilities Fund (Pending)		£6,000
Contribution by participants		£4,000
Total Funding Pending / Approved		£12,000
Remaining funding gap		£9,322.80
Funding requested		£12,000

5.5 It should be noted that if the required level of funding is not raised, the Rotary Club will endeavour to source additional funds. If this was not possible, it could lead to the project being abandoned.

5.6 The Committee is asked to consider this request and agree the level of any funding to be awarded.

6. CONSIDERATION AND CONCLUSION

6.1 The Committee is asked to consider one funding request and agree the level of any funding to be awarded.

Authors

Name	Designation	Contact Details
Jacob Dudgeon	Community Planning & Projects Officer	ComCommitteeReports@pkc.gov.uk
Lee Haxton	Community Planning Team Leader	

Approved

Name	Designation	Date
Barbara Renton	Executive Director (Communities)	03 May 2023

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION, AND COMMUNICATION

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

1. Strategic Implications

Community Plan

- 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 Perth 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 Perth 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. Awards of financial assistance will be funded from the 2023/24 Financial Assistance budget.

Workforce

- 2.2 Not applicable.

Asset Management (land, property, IT)

- 2.3 Not applicable.

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 This section should reflect that the proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome: 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 However, no action is required as the Act does not apply to the matters presented in this report. This is because the Committee are requested to note the contents of the report only and the Committee are not being requested to approve, adopt or agree to an action or to set the framework for future decisions.

Sustainability

- 3.5 Not applicable.

Legal and Governance

- 3.6 Not applicable.

Risk

- 3.7 Not applicable.

4. Consultation

Internal

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

External

- 4.2 Not applicable.

5. Communication

- 5.1 Not applicable.

2. BACKGROUND PAPERS

- 1.1 Auchterarder Common Good Fund Application papers.

Auchterarder Common Good Fund Committee

22 May 2023

2022/23 FINANCIAL STATEMENT & 2023/24 BUDGET

Report by Head of Finance
(Report No. 23/149)

1. PURPOSE OF REPORT

This report provides the projected outturn for Financial Year 2022/23, and the budget options and projected outturn for Financial Year 2023/24.

2. RECOMMENDATIONS

The Committee is requested to:

- (i) Note the projected Income and Expenditure to the 31 March 2023 for the Auchterarder Common Good Fund for the 2022/23 Financial Year, as set out in Appendix 1 to the report.
- (ii) Approve the Budget for the Auchterarder Common Good Fund for the 2023/24 Financial Year considering the options set out in section 4 and in Appendix 2 to the report.

3. BACKGROUND / MAIN ISSUES

- 3.1 This report provides an update on the projected outturn for Financial Year 2022/23, and the budget options for Financial Year 2023/24.

4. PROPOSALS

Financial Statement 2022/23

- 4.1 As detailed in Appendix 1, there is a projected surplus of £12,124 for the Fund for Financial Year 2022/23, and the estimated Fund balance at 31 March 2023 is £305,668.

Budget Options 2023/24

- 4.2 Auchterarder is due a full replacement of its Christmas Lights and depending on the decision taken by the Committee, this can be a phased replacement over two years or a full replacement in the current year. Additional expenditure on repairs and maintenance is also required to provide an extra animal water trough for the Common Good land that will be divided by the new path to the cemetery extension. Appendix 2 provides two possible budget options for the 2023/24 budget. Both options result in a deficit for 2023/24, however phasing the Christmas Lights over two years would reduce

the deficit in the first year. There is one application for Financial Assistance which will be considered at this meeting, and the estimated Fund balance may require to be updated following the decisions taken by the Committee.

Author(s)

Name	Designation	Contact Details
Fiona Lambie	Accountant	CHXFinance@pkc.gov.uk

Approved

Name	Designation	Date
Stewart MacKenzie	Head of Finance	28 April 2023
Karen Donaldson	Chief Operating Officer	1 May 2023

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

1. Strategic Implications

Corporate Plan

- 1.1 The Council's Corporate Plan 2022 – 2027 lays out seven 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:

- Tackling poverty
- Tackling climate change and supporting sustainable places
- Growing a sustainable and inclusive local economy
- Enabling our children and young people to achieve their full potential
- Protecting and caring for our most vulnerable people
- Supporting and promoting physical and mental wellbeing
- Placing communities at the heart of how we work

- 1.1 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 Chief Operating Officer has been consulted in the preparation of this report.

2. BACKGROUND PAPERS

- 2.1 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 period to 31 March 2023 for Financial Year 2022/23.
- Appendix 2 - Auchterarder Common Good Fund Financial Statement for Financial Year 2023/24.

AUCHTERARDER COMMON GOOD FUND**FINANCIAL STATEMENT FOR PERIOD TO 31 MARCH 2023 FOR FINANCIAL YEAR 2022/23**

	<u>Actual to 31 March 2023 £</u>	<u>Projected Outturn to 31 March 2023 £</u>
<u>EXPENDITURE</u>		
PROPERTY COSTS		
Repairs & Maintenance of Land & Buildings	0	0
OTHER SUPPLIES & SERVICES		
Financial Assistance	0	10,000
Christmas Lighting	1,605	1,605
Total Expenditure	1,605	11,605
<u>INCOME</u>		
Rents, Fees & Charges	21,002	21,002
Interest earned	2,727	2,727
Total Income	23,729	23,729
Surplus for Year	22,124	12,124
Revenue Balance at 1 April 2022	293,544	293,544
Surplus for the Year	22,124	12,124
Projected Fund Balance at 31 March 2023	315,668	305,668

AUCHTERARDER COMMON GOOD FUND**PROPOSED BUDGET FOR FINANCIAL YEAR 2023/24, AND DRAFT BUDGETS FOR FINANCIAL YEARS 2024/25 AND 2025/26**

	OPTION 1			OPTION 2		
	PHASED REPLACEMENT OVER 2 YEARS			FULL REPLACEMENT IN 2023/24		
	<u>Proposed</u> <u>2023/24</u> <u>Budget</u> £	<u>Draft</u> <u>2024/25</u> <u>Budget</u> £	<u>Draft</u> <u>2025/26</u> <u>Budget</u> £	<u>Proposed</u> <u>2023/24</u> <u>Budget</u> £	<u>Draft</u> <u>2024/25</u> <u>Budget</u> £	<u>Draft</u> <u>2025/26</u> <u>Budget</u> £
<u>Expenditure</u>						
<u>Property Costs</u>						
Repairs and Maintenance of Land and Buildings	7,000	2,000	2,000	7,000	2,000	2,000
<u>Supplies and Services</u>						
Financial Assistance	15,000	15,000	20,000	15,000	20,000	20,000
<u>Christmas Lights</u>						
Christmas Lighting (installation, removal, and replacement)	14,600	11,700	1,800	24,600	1,700	1,800
Total Expenditure	36,600	28,700	23,800	46,600	23,700	23,800
<u>Income</u>						
Rents, Fees & Charges	21,000	21,000	21,000	21,000	21,000	21,000
Interest Earned	11,000	11,000	11,000	11,000	11,000	11,000
Total Income	32,000	32,000	32,000	32,000	32,000	32,000
Surplus/(Deficit)	(4,600)	3,300	8,200	(14,600)	8,300	8,200
Estimated Opening Balance	305,668	301,068	304,368	305,668	291,068	299,368
Surplus / (Deficit)	(4,600)	3,300	8,200	(14,600)	8,300	8,200
Projected Fund Balance at 31 March	301,068	304,368	312,568	291,068	299,368	307,568

