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Council Building
2 High Street
Perth
PH1 5PH

11/08/2022

A meeting of the **Kinross-shire Local Committee** will be held virtually on **Thursday, 18 August 2022 at 17:00.**

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.

Voting Members

Councillor Willie Robertson, Perth and Kinross Council (Convener)
Councillor Dave Cuthbert, Perth and Kinross Council (Vice-Convener)
Councillor Neil Freshwater, Perth and Kinross Council
Councillor Richard Watters, Perth and Kinross Council

Non-Voting Members

Sarah Bruce-Jones, Fossoway Community Council
David Colliar, Kinross Community Council
Andy Miller, Portmoak Community Council
Margaret Ponton, Glenfard Community Council
Fran Principe-Gillespie, Cleish & Blairadam Community Council
Malcolm Thomson, Milnathort & Orwell Community Council

Kinross-shire Local Committee

Thursday, 18 August 2022

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 KINROSS-SHIRE LOCAL COMMITTEE OF 30 JUNE 2022 FOR APPROVAL 5 - 6
(copy herewith)

4 MATTERS ARISING

(i) ROAD SAFETY UPDATE

(ii) BLAIRGONE PRIMARY SCHOOL

5 APPLICATIONS FOR FINANCIAL ASSISTANCE 7 - 14
Report by Head of Cultural and Community Services (copy herewith 22/187)

6 2021/22 & 2022/23 FINANCIAL STATEMENTS 15 - 24
Report by Head of Finance (copy herewith 22/188)

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KINROSS-SHIRE LOCAL COMMITTEE

Minute of meeting of the Kinross-shire Local Committee held virtually on Thursday 30 June 2022 at 5.00pm.

Present: Councillors W Robertson (Convener), D Cuthbert (Vice-Convener), N Freshwater and R Watters.

In Attendance: B Renton, L Haxton, D McKeown and D Swann (Communities); L Simpson, K Molley and A Brown (Corporate and Democratic Services).

Councillor W Robertson, Convener, Presiding.

The Convener led discussion on items 1-3 and P1 and Vice-Convener on item 4.

1. WELCOME AND APOLOGIES

The Convener welcomed all present to the meeting.

Due to technical difficulties, Community Council members were unable to join the meeting. It can be assured that the problem has been resolved for future meetings.

2. DECLARATIONS OF INTEREST

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

3. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Kinross-shire Local Committee of 21 April 2022 was submitted and approved as a correct record.

4. MATTERS ARISING

(i) Blairingone Primary School

L Haxton provided a verbal update on Blairingone Primary School. At the Kinross-shire Local Committee in January, a 12-month period had been agreed to allow communities to come forward with proposals for the site. So far, there had been interest from Fossoway Community Development Trust and a meeting was being held later that evening to discuss their options. It be requested that an update on Blairingone Primary School be brought back to the August Committee.

(ii) Road Safety

D McKeown provided a verbal update on traffic regulation orders and various road safety projects throughout Kinross-shire with reference to Drum and Glenfarg. He added that officers plan to arrange meetings with ward councillors to assess the road safety criteria. D McKeown advised that an update on the projects at the A977 would be sent to elected members and

Fossoway Community Council. Members requested that road safety updates be provided at all future Kinross-shire Local Committee meetings.

IT WAS AGREED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEMS IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973.

P1. SALE OF 82M2 OF LAND, PRIVATE PARKING AT MYRE COTTAGE, 11 SMITH STREET, KINROSS

There was submitted a report by Head of Planning and Development (22/159) seeking feedback from the Kinross-shire Committee on the proposal to sell 82m2 (or thereby) of land at Myre Cottage, Smith Street, Kinross to the current owner of Myre Cottage for the continued existing use as private parking and access to private property, the sale proceeds generated will be allocate to the Kinross Common Good Fund.

Resolved:

It be noted that feedback from Kinross-shire Local Committee Members be incorporated in a future report to the Property Sub Committee on the proposal to grant a sale of a part of the Myre Park title (82 square metres) to the current owner of Myre Cottage on the basis of the terms contained in this Report and to be agreed and to the satisfaction of the Head of Planning and Development and the Head of Legal Services.

PERTH AND KINROSS COUNCIL

Kinross-shire Local Area Committee

18 August 2022

APPLICATIONS FOR FINANCIAL ASSISTANCE – KINROSS COMMON GOOD FUND

Report by Head of Cultural and Community Services

PURPOSE

- 1.1 The report asks Kinross-shire Local Area Committee to consider one small grant application and one capital grant application for financial assistance.

2. RECOMMENDATION(S)	
2.1	<p>It is recommended that Committee:</p> <ul style="list-style-type: none"> Consider the 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: Small Grants
- Section 6: Proposals: Capital Grants
- Section 7: 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. This report is for the Kinross Common Good Fund.
- 4.4 A summary of the projected surplus, committed grant funding, and the surplus remaining, is provided below:

2022/23 projected surplus	£5,131
Value of grants paid and committed	£0
Remaining projected uncommitted surplus	£5,131
Value of funding requested and under consideration	£50,000

5. PROPOSALS – SMALL GRANTS

Perth and District Scout Council (joint application between Kinross Common Good Fund and Perth Common Good Fund)

- 5.1 A grant has been requested from the Perth and District Scout Council towards their World Scout Jamboree. The grant would contribute towards financial support for young Scouts aged 14-17 and young leaders aged 18-25 to attend the World Scout Jamboree in Korea 2023. The event, running from 1-12 August this year, takes place every four years, enabling participants to meet other scouts from different cultures, religions, countries and continents. The event consists of team building, learning, and cultural activities.
- 5.2 The grant will go towards funding the ticket costs for 1 scout and 1 young leader from the Kinross Common Good Fund area to attend the event. The other 7 scouts and 2 young leaders attending the event are from the Perth Common Good area and will be applying to the Perth Common Good fund for financial support for their tickets. The Scouts are required to raise the travel and ticket funds themselves with the assistance of local leaders. Part of the ticket costs are used towards enabling Scouts from less affluent countries in the world to attend. All 11 participants and their parents are running various fundraising events over the next few months – a Duck Race, Ceilidhs, Race Nights, and supermarket bag packing.
- 5.3 The total cost of the project is estimated at £37,020, of which £15,115 has been secured through other sources and £6000 is expected through further fundraising activities. A breakdown of costs has been provided below. The applicant has not received grant funding from the Common Good Fund in the last three years, however the same event held in West Virginia in 2019 was partly funded by the Perth Common Good Fund in 2018 (£1,575).

Specific items	Basis of Costing	Amount
8 Scouts attendance fees	8 x £3,765	£30,120
3 International Service team members aged 18+ attendance fees	3 x £2,300	£6,900
Total proposed expenditure		£37,020
Funding from Perth City Boys Club Trust (secured)		£2,500

Funding from Jimmie Cairncross Charitable Trust (secured)	£2,500
Funding from Forteviot Charitable Trust (secured)	£3,765
Funding from Dunkeld Masonic Lodge (secured)	£250
Funding from Thomson Charitable Trust (secured)	£2,100
Funding from The Rotary Club of Perth (secured)	£1,000
Fundraising activities – Duck Race (secured)	£3,000
Fundraising activities – Other planned events (expected)	£6,000
Funding from Perth Common Good Fund (requested)	£900

Additional Pending Funding

Basil Death Trust, Lethendy Charitable Trust, Perth Guildry (applied)	There are no maximum or minimum request amounts applied to these funding sources. It is up to each funder to determine how much they are willing to give in support of the project.
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Consideration

- 5.4 This is a joint funding application between Kinross Common Good Fund and Perth Common Good Fund. The group have raised £15,115 so far, with £21,905 left to fund. The application to the Perth Common Good Fund, based on Criteria 9.5, is estimated to provide the group with an additional £900 (for 7 Scouts and 2 Young Leaders) if the Perth Common Good Fund Committee agree to award the considered amount. This would leave a gap of £21,005 left to be funded. Committee is asked to consider the request in the report and determine the level of any grant to be awarded for 1 Scout and 1 Young Leader from the Kinross Common Good Fund area. There is an estimated fund of £5,000 for Kinross Common Good Fund for 2022/23 and it is recommended that any contribution does not exceed that figure. Communities Service staff can offer support to the applicant to source the remaining funds to allow the trip to go ahead.

6. PROPOSALS – CAPITAL GRANTS

King George V Playing Field, Kinross, Management Committee

- 6.1 An application has been received from King George V (KGV) Playing Field, Kinross, Management Committee for their KGV Pavilion / Changing Facilities Extension project. The project involves extending the existing pavilion and changing facilities situated at the King George V playing fields in Kinross. The proposed extension will improve the capacity and quality of the facilities, supporting the separation of male and female, adult and youth players including more flexible changing arrangements for disabled and/or trans-gender players. At present, the different age groups who use the space have to compromise and restrict their use of the facilities to prevent overlap. Extending the facilities would provide simultaneous fixture availability, increasing availability for all. The extension will also provide improved facilities for meetings and social activities for both affiliated sporting clubs and also the wider community. In

addition to this, improvements will be made to improve disabled/wheelchair accessibility in the upstairs facilities, and the car parking facilities will be upgraded to include 26 additional spaces.

- 6.2 The project expects to benefit around 948 people of all ages from the Common Good Area (affiliated club members). The project is also expected to benefit around 500 other people from a mix of the Common Good area, elsewhere in Perth and Kinross and outwith Perth and Kinross, as membership is likely to increase. Planning permission was secured for the work in June 2019 and work is now being restarted following the pandemic, after completing the foundation work to protect the approved planning permission. Building work is set to commence in October 2022, with the aim to be completed in time for the 2023/2024 season in August 2023.
- 6.3 The total cost of the project is £280,000, of which £130,000 has been secured and £100,000 (not including Common Good Fund request) is pending - a breakdown of costs has been provided below. £50,000 has been requested from the Kinross-shire Common Good Fund. The applicant has not received grant funding from the Common Good Fund in the last three years.

Specific items	Basis of Costing	Amount
Legal fees and charges – planning permission	Actual incurred cost – planning is complete	£1,200
Alterations to existing buildings - extension	Quote	£212,800
Extension to car park	Quote	£30,000
Architects and other professional fees – drawings complete.	Quote	£6,000
Ground works, electrical, plumbing, labour, decorating	Quote from group undertaking and paying for the work.	£30,000
Total proposed expenditure		£280,000
Contribution from Kinross Rugby Club members (secured)		£30,000
Funding from Gannochy Trust (secured)		£40,000
Funding from Arthur and Margaret Thompson Trust (secured)		£60,000
Funding from Sport Scotland (pending)		£50,000
Funding from Scottish Rugby Union Sustainability Fund (pending)		£50,000
Funding requested		£50,000

- 6.4 The running costs of the pavilion will be covered by club subscriptions and other fundraising efforts. Costs for running the existing downstairs changing facilities (e.g. heating, lighting, water etc) are recharged to the clubs that use these facilities. The upstairs club room facility is operated by Kinross Rugby Club and is financed through subscriptions, bar takings and hire charges for the facility. This operating model will continue post completion of the project. The Rugby Club have agreed to enter into a management agreement to run the pavilion and grassland pitches/areas, covering the 2045 lifespan of the current agreement. The following table summarises the anticipated income generation

and revenue costs. Please note the current years accounts had £10k COVID support, but the projected years do not.

	Income (£)	Expenditure (£)	Net (£)
Current position	72,707	64,931	7,776
Year 1	65,000	58,000	7,000
Year 2	68,250	60,900	7,350
Year 3	71,663	63,945	7,718
Year 4	73,812	65,863	7,949
Year 5	75,289	67,180	8,109

Consideration

- 6.5 The Committee is asked to consider the request in the report and determine the level of any grant to be awarded. There is an estimated fund of £5,000 for Kinross Common Good Fund for 2022/23 and it is recommended that any contribution does not exceed that figure. Communities Service staff can offer support to the applicant to source the remaining funds to allow the project to go ahead.

7. CONCLUSION

- 7.1 The Committee is asked to consider the applications and agree any financial assistance to be awarded.

Author(s)

Name	Designation	Contact Details
Lee Haxton	Community Planning Team Leader	Communityplanningpartnership@pkc.gov.uk

Approved

Name	Designation	Date
Barbara Renton	Executive Director (Communities)	

APPENDICES

- None

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ANNEX

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.

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.

2. Resource Implications

Financial

- 2.1 The Head of Finance has been consulted and has indicated agreement with the proposals. The recommendations contained within this report will be funded from the 2022/23 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.

6. BACKGROUND PAPERS

6.1 None.

KINROSS-SHIRE LOCAL COMMITTEE

18 AUGUST 2022

2021/22 & 2022/23 FINANCIAL STATEMENTS

Report by Head of Finance
(Report No 22/188)

1. PURPOSE OF REPORT

This report provides the unaudited outturn for Financial Year 2021/22, and the estimated income and Fund balance for Financial Year 2022/23.

2. RECOMMENDATIONS

The Committee is requested to:

- (i) Note the unaudited Income and Expenditure to the 31 March 2022 for the Kinross Common Good Fund for the 2021/22 Financial Year, as set out in Appendix 1 to the report.
- (ii) Note the projected Income to 31 March 2023 for the Kinross Common Good Fund for the 2022/23 Financial Year, as set out in Appendix 2 to the report.

3. BACKGROUND / MAIN ISSUES

- 3.1 This report provides an update on the unaudited outturn for Financial Year 2021/22, and the monitoring position for Financial Year 2022/23.

4. PROPOSALS

Financial Statement 2021/22

- 4.1 As detailed in Appendix 1, there is a deficit of £1,335 for the Fund for Financial Year 2021/22, and the unaudited Fund balance at 31 March 2022 is £157,151. The movement from the position previously reported to this Committee relates to an increase in interest earned on deposits.

Financial Statement 2022/23

- 4.2 On the basis of Appendix 2, the anticipated interest earned on deposits for 2022/23 is £1,700.
- 4.3 In addition, the Committee agreed to the sale of 82 m² of land at Myre Park, Kinross at the meeting on 30 June 2022 (Report 22/159 refers). It is assumed that the transaction will settle during the current financial year and the anticipated £3,280 receipt is included in the income estimates for 2022/23.

- 4.4 The total estimated income for financial year 2022/23 is, therefore, £4,980 and the anticipated Fund balance at 31 March 2023 is £162,131.
- 4.5 There is one application for financial assistance which will be considered at this meeting. In the event that the value of the funding award exceeds the estimated income for the year, which is a decision open to the Committee, the Fund balance will reduce accordingly.

Author(s)

Name	Designation	Contact Details
Donald Coyne	Senior Accountant	CHXFinance@pkc.gov.uk

Approved

Name	Designation	Date
Stewart MacKenzie	Head of Finance	27 July 2022
Karen Donaldson	Chief Operating Officer	

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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 2018 – 2023 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.

- 1.1 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.

5. BACKGROUND PAPERS

- 5.1 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.

6. APPENDICES

- Appendix 1 – Unaudited Kinross Common Good Fund Financial Statement for period to 31 March 2022 for Financial Year 2021/22.
- Appendix 2 – Kinross Common Good Fund Financial Statement as at 15 July 2022 for Financial Year 2022/23.

KINROSS COMMON GOOD FUND**UNAUDITED FINANCIAL STATEMENT FOR FINANCIAL YEAR 2021/22**

	<u>Actual</u> <u>31/03/22</u>
	£
<u>Expenditure</u>	
Supplies and Services	
Financial Assistance	1,655
Total Expenditure	1,655
<u>Income</u>	
Interest Earned	320
Total Income	320
Surplus / (Deficit)	(1,335)
Opening Balance 01/04/21	158,487
Surplus / (Deficit)	(1,335)
Total Projected Closing Fund Balance at 31 March 2022	157,151
Minimum Account Balance	(157,000)
Uncommitted Projected Closing Fund Balance at 31 March 2022	151

<u>Grants</u>			
<u>Paid & Committed</u>		<u>Amount</u>	<u>Meeting</u>
Light Up Kinross	£	443	by email
Kinross-shire Move Greener	£	1,200	16/06/2021
Total Paid & Committed	£	1,643	
prior year accrual/payment	£	12	
Total Financial Assistance	£	1,655	

KINROSS COMMON GOOD FUND**FINANCIAL STATEMENT FOR FINANCIAL YEAR 2022/23 AS AT 15 JULY 2022**

	<u>Actual to 15/07/22</u>	<u>Committed</u>	<u>Projected Outturn</u>
	£	£	£
<u>Expenditure</u>			
<u>Supplies and Services</u>			
Financial Assistance	0	0	0
Total Expenditure	0	0	0
<u>Income</u>			
Interest Earned	0	0	1,700
Sale of land	0	0	3,280
Total Income	0	0	4,980
Surplus / (Deficit)	0	0	4,980
Opening Balance 01/04/22	157,151		157,151
Surplus / (Deficit)	0		4,980
Total Projected Closing Fund Balance at 31 March 2022	157,151		162,131
Minimum Account Balance	(157,000)		(157,000)
Uncommitted Projected Closing Fund Balance at 31 March 2023	151		5,131

Grants

<u>Under Consideration</u>	<u>Amount</u>	<u>Meeting</u>
King George V Playing Field Management Committee - pavilion extension	£ 50,000	18/08/2022
	<u>£ 50,000</u>	

