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Council Building  
2 High Street  
Perth  
PH1 5PH

20/11/2023

A hybrid meeting of the **Auchterarder Common Good Fund Committee** will be held in **the Council Chamber** on **Monday, 27 November 2023** at **13:45**.

If you have any queries please contact Committee Services on (01738) 475000 or email [Committee@pkc.gov.uk](mailto: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, 27 November 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 WELCOME AND APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF MEETING OF AUCHTERARDER COMMON GOOD FUND COMMITTEE OF 22 MAY 2023 FOR APPROVAL** **5 - 6**  
(copy herewith)
- 4 APPLICATIONS FOR FINANCIAL ASSISTANCE** **7 - 12**  
Report by Head of Cultural and Community Services (copy herewith 23/324)
- 5 2023/24 FINANCIAL STATEMENT** **13 - 20**  
Report by Head of Finance (copy herewith 23/325)

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## AUCHTERARDER COMMON GOOD FUND COMMITTEE

Minute of hybrid meeting of the Auchterarder Common Good Fund Committee held on Monday 22 May 2023 at 1.45pm.

Present: Councillors K Allan, S Carr, S Donaldson and C Reid.

In Attendance: F Lambie, J Guild, M Pasternak, R Ramsay and C Robertson (all Corporate and Democratic Services), J Dudgeon and L Haxton (both Communities).

Apologies: Councillor G Laing.

Councillor K Allan, Convener, Presiding.

### 1. APPOINTMENT OF CONVENER

Councillor C Reid seconded by Councillor S Carr nominated Councillor K Allan as the Convener. There being no other nominations, Councillor K Allan was duly appointed Convener.

### 2. WELCOME AND APOLOGIES

Councillor K Allan welcomed all those present to the meeting and apologies were noted as above.

### 3. DECLARATIONS OF INTEREST

There were no declarations of interest in terms of Councillors' Code of Conduct.

### 4. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Auchterarder Common Good Fund Committee of 4 October 2021 was submitted and approved as a correct record.

### 5. MATTERS ARISING

There were no matters arising.

### 6. APPLICATIONS FOR FINANCIAL ASSISTANCE

There was submitted a report by Head of Culture and Community Services (23/148) asking Auchterarder Common Good Fund Committee to consider one capital grant for financial assistance.

#### **Resolved:**

- (i) The Rotary Club of Auchterarder & District be awarded a grant of £12,000 towards contribution to the development of a memorial garden in an unused green space adjacent to Collearn Drive.

## **7. 2022/23 FINANCIAL STATEMENT & 2023/24 BUDGET**

There was submitted a report by the Head of Finance (23/149) providing the projected outturn for Financial Year 2022/23, and the budget options and projected outturn for Financial Year 2023/24

### **Resolved:**

- (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.

## AUCHTERARDER COMMON GOOD FUND COMMITTEE

27 NOVEMBER 2023

### APPLICATIONS FOR FINANCIAL ASSISTANCE

**Report by Head of Cultural and Community Services**  
(Report No. 23/324)

#### 1. PURPOSE

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

#### 2. RECOMMENDATION

- 2.1 It is recommended that Committee:
- considers the grant application and agrees 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: 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 2023/24 Budget for the Auchterarder Common Good Fund was agreed by members on 22 May 2023 (report 23/149 refers). A summary of the draft Financial Assistance budget, and the value of funding under consideration, is provided below:

|   |         |
|---|---------|
| <b>2023/24 Financial Assistance Budget</b>                | £15,000 |
| <b>Value of grants paid and committed</b>                 | £2,110  |
| <b>Remaining Financial Assistance Budget</b>              | £12,890 |
| <b>Value of funding requested and under consideration</b> | £500    |

## 5. PROPOSALS – SMALL GRANTS

### **Auchterarder Adult Education Association**

- 5.1 An application of £500 has been received by Auchterarder Adult Education Association to help with the costs and fees of their new website. The grant will allow the group to maintain a new website, featuring an online booking system to save previous costs on postage and provide a greener way of booking. It will also reduce the need for in-person banking now that the local bank branch has closed. The website launched on 1 August this year and has already proved to be popular. The most recent academic term received 213 bookings across 13 classes on offer using the new system, with most classes fully booked. This grant will cover around 5 months of fees during which the Group aims to build up enough income from class bookings to cover the ongoing monthly fees.
- 5.2 It is estimated that the project will benefit 200 people from within the Common Good area.
- 5.3 The total costs of the project are estimated to be £1,188 with the Group contributing £688. A full breakdown is included below.

| <b>Specific Items</b>             | <b>Basis of Costing</b> | <b>Amount</b> |
|-----------------------------------|-------------------------|---------------|
| Website costs for one year        | £99/month x 12          | £1,188        |
| <b>Total Proposed Expenditure</b> |                         | <b>£1,188</b> |
| <b>Contribution from Group</b>    |                         | <b>£688</b>   |
| <b>Funding requested</b>          |                         | <b>£500</b>   |

## 6. CONSIDERATION AND CONCLUSION

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

### **Authors**

| <b>Name</b>   | <b>Designation</b>                    | <b>Contact Details</b>   |
|---------------|---------------------------------------|--|
| Jacob Dudgeon | Community Planning & Projects Officer | (01738) 475000<br><a href="mailto:ComCommitteeReports@pkc.gov.uk">ComCommitteeReports@pkc.gov.uk</a> |
| Lee Haxton    | Community Planning Team Leader        |  |



**Approved**

| <b>Name</b>    | <b>Designation</b>                  | <b>Date</b>     |
|----------------|-------------------------------------|-----------------|
| Barbara Renton | Executive Director<br>(Communities) | 6 November 2023 |

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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>None</b>       |
| Asset Management (land, property, IST)              | <b>None</b>       |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>None</b>       |
| Strategic Environmental Assessment                  | <b>None</b>       |
| Sustainability (community, economic, environmental) | <b>None</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

- 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.

**6. BACKGROUND PAPERS**

6.1 Auchterarder Common Good Fund Application papers.

# AUCHTERARDER COMMON GOOD FUND COMMITTEE

27 NOVEMBER 2023

## 2023/24 FINANCIAL STATEMENT

**Report by Head of Finance**  
(Report No. 23/325)

### 1. PURPOSE OF REPORT

- 1.1 This report provides an update on the Income and Expenditure to 30 September 2023 and the projected outturn for Financial Year 2023/24 for the Auchterarder Common Good Fund.

### 2. RECOMMENDATIONS

The Committee is requested to:

- (i) Note the Income and Expenditure for the Auchterarder Common Good Fund to 30 September 2023, and the projected outturn to 31 March 2024, as set out in Appendix 1 to the report.

### 3. BACKGROUND / MAIN ISSUES

- 3.1 The Committee approved the 2023/24 Budget for the Fund at the meeting on 22 May 2023 (Report 23/149 refers).
- 3.2 This report provides an update on the projected outturn for Financial Year 2023/24.
- 3.3 Appendix 1 also provides the monitoring position for Financial Year 2023/24 as at 30 September 2023.

### 4. PROPOSALS

#### Financial Statement 2022/23

- 4.1 Report 23/149 considered by Committee on 22 May 2023 included an anticipated Fund balance at 31 March 2023 of £305,668. Following the year-end allocation of interest on the Fixed Term deposit and the Fund's Revenue balance, the surplus increased by £3,434. The final Fund balance at 31 March 2023 is, therefore, £309,102.

#### Financial Statement 2023/24

- 4.2 As detailed in Appendix 1, there is a projected deficit of £14,600 for the Fund for Financial Year 2023/24, and the estimated Fund balance at 31 March 2024 is £294,502. The projected deficit for 2023/24 of £14,600 is unchanged from the previously reported position.

- 4.3 At the meeting on 22 May 2023 (Report 23/149 refers), the Committee approved Budget Option 2 which would allow the full replacement of the Christmas Lights in 2023/24. Replacement lights have been ordered and the cost is included in Appendix 1.

#### Author(s)

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

#### Approved

| Name              | Designation             | Date            |
|-------------------|-------------------------|-----------------|
| Stewart MacKenzie | Head of Finance         | 2 November 2023 |
| Karen Donaldson   | Chief Operating Officer | 2 November 2023 |

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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 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.



## **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 - Auchterarder Common Good Fund - Financial Statement for period to 30 September 2023 for Financial Year 2023/24.



**AUCHTERARDER COMMON GOOD FUND**  
**FINANCIAL STATEMENT FOR PERIOD 30 SEPTEMBER 2023 FOR FINANCIAL YEAR 2023/24**

|   | <u>Approved<br/>2023/24<br/>Budget</u><br>£ | <u>Actual &amp;<br/>Committed<br/>to date</u><br>£ | <u>Total</u>    | <u>Projected<br/>Outturn</u><br>£ | <u>Projection<br/>Over/(Under)<br/>Spend</u> |
|---|---|--|-----------------|-----------------------------------|--|
| <b>Expenditure</b>  |   |  |                 |                                   |  |
| <u>Property Costs</u>                                       |   |  |                 |                                   |  |
| Repairs and Maintenance of Land and Buildings               | 7,000                                       | 0  | 0               | 7,000                             | 0  |
| <u>Supplies and Services</u>                                |   |  |                 |                                   |  |
| Financial Assistance  | 15,000                                      | 12,000   | 12,000          | 15,000                            | 0  |
| <u>Christmas Lights</u>                                     |   |  |                 |                                   |  |
| Christmas Lighting (installation, removal, and replacement) | 24,600                                      | 21,800   | 21,800          | 24,600                            | 0  |
| <b>Total Expenditure</b>                                    | <b>46,600</b>                               | <b>33,800</b>                                      | <b>33,800</b>   | <b>46,600</b>                     | <b>0</b>                                     |
| <b>Income</b>   |   |  |                 |                                   |  |
| Rents, Fees & Charges                                       | 21,000                                      | 11,892   | 11,892          | 21,000                            | 0  |
| Interest Earned   | 11,000                                      | 0  | 0               | 11,000                            | 0  |
| <b>Total Income</b>   | <b>32,000</b>                               | <b>11,892</b>                                      | <b>11,892</b>   | <b>32,000</b>                     | <b>0</b>                                     |
| <b>Surplus/(Deficit)</b>                                    | <b>(14,600)</b>                             | <b>(21,908)</b>                                    | <b>(21,908)</b> | <b>(14,600)</b>                   | <b>0</b>                                     |
| Unaudited Opening Balance 1 April 2023                      | 309,102                                     |  |                 | 309,102                           |  |
| Surplus / (Deficit)   | (14,600)                                    |  |                 | (14,600)                          |  |
| <b>Projected Closing Fund Balance at 31 March 2024</b>      | <b>294,502</b>                              |  |                 | <b>294,502</b>                    |  |

| <b>Financial Assistance</b>                           |                   |                |
|---|-------------------|----------------|
| <u>Actual</u>   | <u>Amount (£)</u> | <u>Meeting</u> |
| Auchterarder & District Rotary Club - Memorial Garden | £ 2,105           | 22/05/2023     |
|   | £ 2,105           |                |
| <u>Committed</u>                                      | <u>Amount (£)</u> | <u>Meeting</u> |
| Auchterarder & District Rotary Club - Memorial Garden | £ 9,895           | 22/05/2023     |
|   | £ 9,895           |                |
| <u>Under Consideration</u>                            | <u>Amount (£)</u> | <u>Meeting</u> |
| Auchterarder Adult Education - Website                | £ 500             | 27/11/2023     |
|   | £ 500             |                |
| <b>Total</b>  | <b>£ 12,500</b>   |                |

