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Council Building  
2 High Street  
Perth  
PH1 5PH

22/01/2024

A hybrid meeting of the **Crieff Common Good Fund Committee** will be held in **the Council Chamber** on **Monday, 29 January 2024** 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:**

Bailie Rhona Brock  
Councillor Stewart Donaldson  
Councillor Noah Khogali  
Councillor Grant Laing



**Crieff Common Good Fund Committee**

**Monday, 29 January 2024**

**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 27 NOVEMBER 2023 FOR APPROVAL** **5 - 6**  
(copy herewith)
- 4 MATTERS ARISING**
- 5 APPLICATIONS FOR FINANCIAL ASSISTANCE** **7 - 12**  
Report by Head of Culture & Communities Services (copy herewith 24/32)
- 6 2023/2024 FINANCIAL STATEMENTS** **13 - 20**  
Report by Head of Finance (copy herewith 24/33)

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## **CRIEFF COMMON GOOD FUND COMMITTEE**

Minute of hybrid meeting of the Crieff Common Good Fund Committee held in the Council Chambers, 2 High Street, Perth on Monday 27 November 2023 at 2.00pm.

Present: Councillor S Donaldson, Bailie R Brock and Councillor N Khogali.

In Attendance: L Haxton and J Dudgeon (Communities); S Walker, J Guild, A Brown and R Ramsay (Corporate and Democratic Services).

Apologies: Councillor G Laing.

As the only Councillor present in the Chambers today, Councillor S Donaldson took the Chair.

Councillor S Donaldson, Presiding.

### **1. WELCOME AND APOLOGIES**

Councillor S Donaldson welcomed all those present to the meeting and apologies were noted as above.

### **2. DECLARATIONS OF INTEREST**

Baillie R Brock declared non-financial interest in item 5(1).

### **3. MINUTE OF MEETING OF CRIEFF COMMON GOOD FUND COMMITTEE OF 28 SEPTEMBER 2022 FOR APPROVAL**

The minute of meeting of the Crieff Common Good Fund Committee of 28 September 2022 was submitted and approved as a correct record.

### **4. MATTERS ARISING**

There were no matters arising.

### **5. APPLICATION FOR FINANCIAL ASSISTANCE**

There was submitted a report by the Head of Cultural and Community Services (23/326) asking Crieff Common Good Fund Committee to consider one grant application.

#### **Resolved:**

#### **(1) Richmond House Christmas Party**

Richmond House Christmas Party be awarded a grant of £500 towards their catering for their participants and volunteers at the Christmas Party .which they will be hosting.

### **6. 2022/23 & 2023/24 FINANCIAL STATEMENTS**

There was submitted a report by the Head of Finance (23/327), providing details of the Income and Expenditure to 30 September and the projected outturn for Financial Year 2023/24 for the Auchterarder Common Good Fund.

**Resolved:**

The contents of the report (23/327) to be noted.

DRAFT

## PERTH AND KINROSS COUNCIL

### Crieff Common Good Fund Committee

29 January 2024

### APPLICATIONS FOR FINANCIAL ASSISTANCE

#### Report by Head of Cultural and Community Services

(Report No. 23/32)

#### 1. PURPOSE

- 1.1 The report asks Crieff Common Good Fund Committee to consider one grant application.

#### 2. RECOMMENDATION

- 2.1 It is recommended that Committee:
- Consider the grant application 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 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 Crieff Common Good Fund

- 4.4 The 2023/24 Budget for the Crieff Common Good Fund was approved at the Committee meeting on 18 September 2023 (Report 23/253 refers). A summary of the approved Financial Assistance budget, committed grant funding, and the budget remaining, is provided below:

<b>2023/24 Financial Assistance Budget</b>	£1,500
<b>Value of grants paid and committed</b>	£1,000
<b>Remaining Financial Assistance Budget</b>	£500
<b>Value of funding requested and under consideration</b>	£500

## 5. PROPOSALS – SMALL GRANTS

### **Brass Central Strathearn**

- 5.1 A grant of £500 has been requested from Brass Central Strathearn. The grant will be used to purchase new pieces of music for the band. The band has its own music library, however, they have become aware that its current contents are becoming out-dated. The financial assistance will provide them with up-to-date modern music, which all recital attendees will enjoy and attract more locals. Across the year, the group participates in several local events such as Carols at Christmas; bandstand events organised by Friends of McRosty Park; and Drummond Castle Gardens. If the funding was partially awarded, it would still help the group to buy some new pieces. If no award was made, they would utilise their limited funds to continue what they would like to achieve. Any underspend would likely be used towards purchasing new music stands to replace older and broken stands.
- 5.2 It is estimated that 55 people from the Common Good Area will benefit from this project, along with all those interested in music from elsewhere in Perth & Kinross and beyond.
- 5.3 The project's total cost is estimated at £500, with the group requesting the full amount to buy approximately 10 new musical pieces at around £50 per piece.

## 6. CONSIDERATION AND CONCLUSION

- 6.1 The Committee is asked to consider the application for funding and agree any financial assistance to be awarded.

### **Authors**

<b>Name</b>	<b>Designation</b>	<b>Contact Details</b>
Jacob Dudgeon	Community Planning & Projects Officer	(01738) 475000 <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 (Communities)	9 January 2024

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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. The recommendations contained within this report 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 Perth Common Good Fund Application papers.

## CRIEFF COMMON GOOD FUND COMMITTEE

29 JANUARY 2024

### 2023/24 FINANCIAL STATEMENT

#### Report by Head of Finance (Report No. 24/33)

#### 1. PURPOSE OF REPORT

- 1.1 This report provides an update on actual Income and Expenditure to 31 December 2023, and the projected outturn for Financial Year 2023/24 for the Crieff Common Good Fund.

#### 2. RECOMMENDATIONS

The Committee is requested to:

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

#### 3. BACKGROUND / MAIN ISSUES

- 3.1 The budget for Financial Year 2023/24 was approved by the Committee on 18 September 2023 (Report 23/253 refers). The Committee received financial monitoring updates at the meetings on 18 September 2023 (Report 23/253), and 27 November 2023 (Report 23/325).
- 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 31 December 2023.

#### 4. PROPOSALS

##### Financial Statement 2023/24

- 4.1 Appendix 1 provides the 2023/24 Financial Statement which includes the Budget approved by Committee on 18 September 2023 (Report 23/253 refers).
- 4.2 The projected surplus for 2023/24 is unchanged from the previously reported position at £600. The estimated Fund balance at 31 March 2024 continues to be projected at £14,624.

**Author(s)**

<b>Name</b>	<b>Designation</b>	<b>Contact Details</b>
Fiona Lambie	Accountant	CHXFinance@pkc.gov.uk

**Approved**

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Stewart Mackenzie	Head of Finance	10.01.2024
Karen Donaldson	Chief Operating Officer	10.01.2024

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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

1.2 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 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 – Crieff Common Good Fund - Financial Statement for period to 31 December 2023 for Financial Year 2023/24.



**CRIEFF COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 31 DECEMBER 2023 FOR FINANCIAL YEAR 2023/24**

	<u>Approved 2023/24 Budget</u>	<u>Actual &amp; Committed to date</u>	<u>Total</u>	<u>Projected Outturn</u>	<u>Projection Over/(Under) Spend</u>
	£	£	£	£	£
<b><u>Expenditure</u></b>					
<u>Supplies and Services</u>					
Financial Assistance	1,500	1,000	1,000	1,500	0
<b>Total Expenditure</b>	<b>1,500</b>	<b>1,000</b>	<b>1,000</b>	<b>1,500</b>	<b>0</b>
<b><u>Income</u></b>					
Rents, Fees & Charges	1,600	1,200	1,200	1,600	0
Interest Earned	500	0	0	500	0
<b>Total Income</b>	<b>2,100</b>	<b>1,200</b>	<b>1,200</b>	<b>2,100</b>	<b>0</b>
<b>Surplus/(Deficit)</b>	<b>600</b>	<b>200</b>	<b>200</b>	<b>600</b>	<b>0</b>
Opening Balance 1 April 2023	14,024			14,024	
Surplus / (Deficit)	600			600	
<b>Projected Closing Balance at 31 March 2024</b>	<b>14,624</b>			<b>14,624</b>	

<b><u>Grants</u></b>		
<u>Actual</u>	<u>Amount</u>	<u>Meeting</u>
Richmond House - Christmas Party 2023	£ 500	27/11/2023
	<u>£ 500</u>	
<b><u>Committed</u></b>		
Crieff at Christmas - Christmas Light Switch On	£ 500	18/09/2023
	<u>£ 500</u>	
<b><u>Under Consideration</u></b>		
Brass Central Strathearn	£ 500	29/01/2024
	<u>£ 500</u>	
<b>Total</b>	<b><u>£ 1,500</u></b>	

