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• *Enhancing quality of life* • *Making the best use of public resources*

Council Building
2 High Street
Perth
PH1 5PH

17 April 2019

A Meeting of the **Pitlochry Common Good Fund Committee** will be held in the **Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 24 April 2019** at **09:40**

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 Peter Barrett
Councillor John Duff
Councillor Murray Lyle
Councillor Xander McDade
Councillor Mike Williamson

Pitlochry Common Good Fund Committee

Wednesday, 24 April 2019

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 THE MEETING OF THE PITLOCHRY COMMON GOOD FUND COMMITTEE OF 24 FEBRUARY 2016 FOR APPROVAL AND SIGNATURE 5 - 6
(copy herewith)

5 MATTERS ARISING

6 PITLOCHRY RAILWAY STATION

Last summer, Network Rail started work improving and extending both platforms at Pitlochry Railway Station. The main contractor (BAM Nuttall) required access to egress from these platforms from both Armoury Road and Rie-achan Road car park to the proposed works. Part of the car park was acquired by the Pitlochry Burgh Council in 1966 which means it is considered to be a Common Good asset. Heads of Terms were agreed with BAM Nuttall on 2 July 2018.

Various meetings were held with the local Councillors and it was agreed to allow the proposal. The contractor vacated the car park by the end of December 2018.

The Committee is asked to note the position and homologate the decision.

7 ADVISORY NON-VOTING MEMBER

As it's meeting on 20 December 2017, the Council agreed that Common Good Fund Committees have the ability, if they so wish, to invite a member of the local community council(s) to join the Committee as an advisory non-voting member.

The Committee is asked to determine how it wishes to implement

that decision.

8 2015/16 TO 2017/18 FINANCIAL STATEMENTS AND 2018/19 FINANCIAL STATEMENT **7 - 16**
Report by Head of Finance (copy herewith 19/128)

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PERTH AND KINROSS COUNCIL
PITLOCHRY COMMON GOOD FUND
24 FEBRUARY 2016

PITLOCHRY COMMON GOOD FUND COMMITTEE

Minute of meeting of the Pitlochry Common Good Fund Committee held in the Gannochy Suite, First Floor, Dewar's Centre, Glover Street, Perth on Wednesday 24 February 2016 at 10.45am.

Present: Councillors K Howie, I Campbell, A Grant, I Miller and M Williamson.

In Attendance: Councillors H Anderson, B Band, P Barrett, D Doogan, B Ellis, A Gaunt, C Gillies, A Livingstone, E Maclachlan, A Munro, A Parrott, C Shiers, A Stewart, H Stewart, and W Wilson; D Littlejohn, Head of Planning and Development, A Clegg and S Merone (all The Environment Service); D Coyne, C Flynn, H Rheinallt and N West (all Corporate and Democratic Services).

Councillor K Howie, Convener, Presiding.

122. WELCOME AND APOLOGIES

Councillor Howie welcomed all present to the meeting.

123. DECLARATIONS OF INTEREST

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

124. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Pitlochry Common Good Fund Committee of 7 October 2015 (Arts. 636-642) was submitted, approved as a correct record and authorised for signature.

125. MATTERS ARISING

There were no matters arising.

126. FINANCIAL ASSISTANCE CRITERIA

There was submitted a report by the Director (Environment) (16/83), proposing new financial assistance criteria for the Pitlochry Common Good Fund.

Resolved:

The revised financial assistance criteria, as outlined in paragraph 2.2 of Report 16/83, be agreed.

127. 2015/16 FINANCIAL STATEMENT

There was submitted a joint report by the Head of Finance and Director (Environment) (16/84), detailing the income and expenditure to 31 January 2016 and the projected outturn to 31 March 2016 for the Pitlochry Common Good Fund.

PERTH AND KINROSS COUNCIL
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Resolved:

- (i) The Pitlochry Common Good Fund income and expenditure to 31 January 2016 and the projected outturn for financial year 2015/16, as detailed within Appendix 1 of Report 16/84, be noted.
- (ii) Future funding applications be considered in line with the updated financial assistance criteria and no budget be set for 2016/17.

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**PITLOCHRY COMMON GOOD FUND COMMITTEE**

**24 April 2019**

**2015/16 to 2017/18 FINANCIAL STATEMENTS  
and  
2018/19 FINANCIAL STATEMENT**

**Report by Head of Finance (Report No. 19/128)**

**PURPOSE OF REPORT**

This report details the Income and Expenditure for the Pitlochry Common Good Fund for Financial Years 2015/16, 2016/17 & 2017/18; and the projected outturn for the Fund for Financial Year 2018/19.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 This report provides an update on the audited final outturn for Financial Years 2015/16, 2016/17 & 2017/18 for the Pitlochry Common Good Fund, and the monitoring position and projected outturn for the Fund for Financial Year 2018/19.

**2. PROPOSALS**

Financial Statements 2015/16, 2016/17 & 2017/18

- 2.1 On the basis of Appendix 1, a cumulative surplus of £161 was generated over the three Financial Years and the Fund's Revenue Account Balance at 31 March 2018 was £7,340.
- 2.2 The previously reported position to the Committee on 24 February 2016 (Report 16/84 refers) anticipated a surplus of £20 for 2015/16. Following the closure of the accounts, the final position in 2015/16 resulted in a surplus of £32 and an overall balance of £7,211. The movement from the previously reported position was due to interest income from other endowments administered by the Council.
- 2.3 The Committee did not meet during 2016/17 and 2017/18. During these two years a further £129 of interest was received by the Pitlochry Common Good Fund. This resulted in a Revenue Account Balance at 31 March 2018 of £7,340. Of the £129 interest received in 2016/17 and 2017/18, £48 was a result of income from endowments administered by the Council.

Financial Statement 2018/19

- 2.4 The Pitlochry Common Good Fund does not benefit from regular income, which is typical of the smaller former Burghs. The annual income available is, therefore, limited to interest generated by the Fund balance in the Council's Loans Fund.

- 2.5 The Council has reorganised a number of endowment Funds in recent years and the Pitlochry Common Good Fund, together with a number of other Common Good Funds, will no longer benefit from the endowment income noted in Sections 2.2 and 2.3 of this report. The majority of the endowment Funds have instead been transferred to the Perth & Kinross Welfare Trust (SC040516) and applications for Financial Assistance from community bodies are available at [Perth & Kinross Council - Community grants](#).
- 2.6 As the Fund does not benefit from regular income, at the meeting of 24 February 2016 the Committee chose not to set a Budget for Financial Year 2016/17. No Committee meetings were held during Financial Years 2016/17, 2017/18 and 2018/19.
- 2.7 The source of income for the Fund for Financial Years 2016/17 to 2018/19 remained unchanged. No Budget was set for 2017/18 and 2018/19 and it is proposed that no Budget is set for future years unless there is a change to financial circumstances, such as a substantial increase in the income generated by the Fund.
- 2.8 On the basis of Appendix 2, it is anticipated the fund will achieve a surplus of £20 in 2018/19, and the projected Fund Balance at 31 March 2019 will be £7,360. The final surplus will be available following closure of the year-end accounts and review by External Audit.

### **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 The Committee is requested to:-
- (i) Note the Income & Expenditure to 31 March for the Financial Years 2015/16, 2016/17 and 2017/18;
  - (ii) Note the Income & Expenditure to 31 March 2019, and the projected year-end Balance for the Fund for Financial Year 2018/19;
  - (iii) Approve that no Budget is set for Financial Year 2019/20 and future years, unless there is a substantial change to the financial circumstances for the Fund.



**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                                     | 10 April 2019 |
| Jim Valentine     | Depute Chief Executive<br>(Chief Operating Officer) | 10 April 2019 |

|                                                                                                                                                                                                                                                                    |
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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 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.

1.2 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 - Pitlochry Common Good Fund Financial Statement for period to 31 March for Financial Years 2015/16, 2016/17 & 2017/18.
- Appendix 2 - Pitlochry Common Good Fund Financial Statement for period to 31 March 2019 for Financial Year 2018/19.

**PITLOCHRY COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 31 MARCH 2018 FOR FINANCIAL YEARS 2015/16, 2016/17 & 2017/18**

|                           | <u>FY 2015/16</u>                   | <u>FY 2016/17</u>                   | <u>FY 2017/18</u>                   |
|---------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
|                           | <b>Actuals to 31 March<br/>2016</b> | <b>Actuals to 31 March<br/>2017</b> | <b>Actuals to 31 March<br/>2018</b> |
| <b><u>Expenditure</u></b> |                                     |                                     |                                     |
| Financial Assistance      | £ -                                 | £ -                                 | £ -                                 |
|                           | £ -                                 | £ -                                 | £ -                                 |
| <b>Total Expenditure</b>  | <b>£ -</b>                          | <b>£ -</b>                          | <b>£ -</b>                          |
| <b><u>Income</u></b>      |                                     |                                     |                                     |
| Interest Earned           | £ 32.16                             | £ 84.46                             | £ 44.83                             |
| <b>Total Income</b>       | <b>£ 32.16</b>                      | <b>£ 84.46</b>                      | <b>£ 44.83</b>                      |
| <b>Surplus/(Deficit)</b>  | <b>£ 32.16</b>                      | <b>£ 84.46</b>                      | <b>£ 44.83</b>                      |
| Opening Balance 1 April   | £ 7,178.75                          | £ 7,210.91                          | £ 7,295.37                          |
| Surplus / (Deficit)       | £ 32.16                             | £ 84.46                             | £ 44.83                             |
| Closing Balance 31 March  | <b>£ 7,210.91</b>                   | <b>£ 7,295.37</b>                   | <b>£ 7,340.20</b>                   |

| <b><u>Grants</u></b> |               |               |               |
|----------------------|---------------|---------------|---------------|
| <u>Actual</u>        | <u>Amount</u> | <u>Amount</u> | <u>Amount</u> |
|                      | £ -           | £ -           | £ -           |



**PITLOCHRY COMMON GOOD FUND**  
**FINANCIAL STATEMENT FOR PERIOD TO 31 MARCH 2019 FOR FINANCIAL YEAR 2018/19**

|                                  | <u>Actual<br/>to date</u> | <u>Financial Assistance<br/>Under Consideration<br/>and Committed</u> | <u>Total</u> | <u>Projected<br/>Outturn</u> |
|----------------------------------|---------------------------|-----------------------------------------------------------------------|--------------|------------------------------|
|                                  | £                         | £                                                                     | £            | £                            |
| <b><u>Expenditure</u></b>        |                           |                                                                       |              |                              |
| Supplies and Services            | £ -                       | £ -                                                                   | £ -          | £ -                          |
| Financial Assistance             | £ -                       | £ -                                                                   | £ -          | £ -                          |
| <b>Total Expenditure</b>         | <b>£ -</b>                | <b>£ -</b>                                                            | <b>£ -</b>   | <b>£ -</b>                   |
| <b><u>Income</u></b>             |                           |                                                                       |              |                              |
| Interest Earned                  | £ -                       | £ -                                                                   | £ -          | £ 20.00                      |
| <b>Total Income</b>              | <b>£ -</b>                | <b>£ -</b>                                                            | <b>£ -</b>   | <b>£ 20.00</b>               |
| <b>Surplus/(Deficit)</b>         | <b>£ -</b>                | <b>£ -</b>                                                            | <b>£ -</b>   | <b>£ 20.00</b>               |
| Opening Balance 01/04/18         | £ 7,340.20                |                                                                       |              | £ 7,340.20                   |
| Surplus / (Deficit)              | £ -                       |                                                                       |              | £ 20.00                      |
| <b>Projected Closing Balance</b> | <b>£ 7,340.20</b>         |                                                                       |              | <b>£ 7,360.20</b>            |

| <b><u>Grants</u></b>              | <u>Amount</u> | <u>Meeting</u> |
|-----------------------------------|---------------|----------------|
| <b><u>Actual</u></b>              | £ -           |                |
| <b><u>Committed</u></b>           | £ -           |                |
| <b><u>Under Consideration</u></b> | £ -           |                |
| <b>Total</b>                      | <b>£ -</b>    |                |

