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Council Building
2 High Street
Perth
PH1 5PH

11 June 2019

A Meeting of the **Blairgowrie Common Good Fund Committee** will be held in **the Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 19 June 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 Tom McEwan (Convener)
Councillor Peter Barrett
Councillor Bob Brawn
Councillor Murray Lyle
Councillor Caroline Shiers

Blairgowrie Common Good Fund Committee

Wednesday, 19 June 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 WELCOME AND APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF THE MEETING OF THE BLAIRGOWRIE COMMON GOOD FUND COMMITTEE OF 3 OCTOBER 2018 FOR APPROVAL AND SIGNATURE** **5 - 6**
(copy herewith)
- 4 MATTERS ARISING**
- 5 APPLICATIONS FOR FINANCIAL ASSISTANCE** **7 - 12**
Report by Depute Chief Executive, Chief Operating Officer (copy herewith 19/187)
- 6 2018/19 & 2019/20 FINANCIAL STATEMENTS** **13 - 22**
Report by Head of Finance (copy herewith 19/188)

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BLAIRGOWRIE COMMON GOOD FUND COMMITTEE

Minute of meeting of the Blairgowrie Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 3 October 2018 at 11.20pm.

Present: Councillors T McEwan, P Barrett, B Brawn, M Lyle, and C Shiers.

In Attendance: D Coyne, C Flynn, M Mahmood, K Molley J Salisbury and D Stokoe (all Corporate and Democratic Services) and M Young (Blairgowrie and Rattray Community Council).

Councillor T McEwan, Convener, presiding

553. WELCOME AND APOLOGIES

Councillor McEwan welcomed all those present to the meeting. There were no apologies submitted.

554. DECLARATIONS OF INTEREST

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

555. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Blairgowrie Common Good Fund Committee of 20 June 2018 (Arts. 364 - 370) was submitted, approved as a correct record and authorised for signature.

556. MATTERS ARISING

There were no matters arising.

557. APPLICATIONS FOR FINANCIAL ASSISTANCE

There was submitted a report by the Depute Chief Executive (18/307) asking Blairgowrie Common Good Fund Committee to consider two applications for financial assistance.

Resolved:

(1) Blairgowrie Martial Arts

Perth Autism Support be awarded a grant of £400 towards the costs of providing martial arts sessions to children and young people on the autism spectrum in Blairgowrie.

(2) Blairgowrie and Rattray Bonfire Night

Blairgowrie and Rattray Community Council be awarded a grant of £500 towards the costs of a Bonfire Night.

PERTH AND KINROSS COUNCIL
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3 OCTOBER 2018

- (3) No applications for financial assistance be accepted for the remainder of the 2018/19 financial year.

558. 2017/18 & 2018/19 FINANCIAL STATEMENTS

There was submitted a report by the Head of Finance (18/308) providing an update on Income and Expenditure to 31 August 2018 and the projected outturn to 31 March 2019 for the Blairgowrie Common Good Fund.

Resolved:

The Blairgowrie Common Good Fund Income and Expenditure to 31 August 2018, and the projected outturn to 31 March 2019 for Financial Year 2018/19, as set out in Appendix 1 to Report 18/308, be noted.

BLAIRGOWRIE COMMON GOOD FUND COMMITTEE

19 June 2019

APPLICATIONS FOR FINANCIAL ASSISTANCE

Report by Depute Chief Executive, Chief Operating Officer (Report No. 19/187)

The report asks Blairgowrie Common Good Fund Committee to consider one application for financial assistance from Wisecraft.

BACKGROUND

- 1.1. Perth and Kinross Council owns land and property which forms part of the Common Good of the former burghs in Perth & 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.
- 1.2. Local residents and organisations can apply to Common Good Funds for support to develop projects in the Common Good area. These grants allow individuals and local organisations to carry out a wide range of community based activities. Retrospective applications are not accepted. However, if an application is received before the project takes place and cannot be considered at the following meeting because papers have already been issued, the application will be considered at the next meeting even if the activities have taken place. Therefore, the Committee decision will only be known after the activities have taken place, and if the grant is not awarded, the applicant will have to fund the activities from its own funds.
- 1.3. Applications for Financial Assistance are infrequent and there is no approved Financial Assistance budget for the Fund. The unaudited revenue balance of Blairgowrie Common Good Fund at 1 April 2019 is £19,887, with estimated interest to be earned for 2019/20 of £160.
- 1.4. In the event that Committee approves further funding, an option open to Committee, the Revenue Account balance of the Fund will reduce accordingly. The 2019/20 Financial Statement report to be considered at this meeting provides details of the estimated income and expenditure for the year, the Revenue Account balance at 1 April 2019, and the estimated Revenue Account balance at 31 March 2020 for the Fund.

2. PROPOSALS

Wisecraft

- 2.1. An application has been received from Wisecraft, seeking a grant towards the costs of Open Studios. Open Studios is an annual nine day event which takes place throughout Perth and Kinross and offers art groups the opportunity to exhibit their work. The applicant has estimated that approximately 80% of

beneficiaries are residents of Blairgowrie. The total costs amount to £345. This includes £155 for an Open Studios group application; £95 for art materials; £70 for refreshments; £15 for volunteer expenses; and £10 for a guest book. The applicant is applying for £345. The applicant has not previously benefited from the Fund.

- 2.2. This grant will raise awareness of mental health and wellbeing and will provide a platform for local art groups.

3. RECOMMENDATION

- 3.1. The Committee is asked to consider the request in the report.

Authors

Name	Designation	Contact Details
Lee Haxton	Community Planning Policy Team Leader	PKGrantsDirect@pkc.gov.uk 01738 477834
Mariam Mahmood	Cultural Transformation Graduate	

Approved

Name	Designation	Date
Fiona Robertson	Head of Culture and Community Services	28 May 2019
Jim Valentine	Depute Chief Executive (Chief Operating Officer)	4 June 2019

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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	No
Asset Management (land, property, IST)	No
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

Community Plan / Single Outcome Agreement

- 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 Blairgowrie 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 Blairgowrie 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. If approved, any decisions taken by this Committee will be funded from the estimated income and, if applicable, the Blairgowrie Common Good Fund Revenue balance.

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. An equality impact assessment needs to be carried out for functions, policies, procedures or strategies in relation to race, gender and disability and other relevant protected characteristics. This supports the Council's legal requirement to comply with the duty to assess and consult on relevant new and existing policies.
- 3.2 The function, policy, procedure or strategy presented in this report was considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome: No further action is required as the items summarised in the committee report do not require further assessment as they do not have an impact on people's wellbeing or equality protected characteristics.

Strategic Environmental Assessment

- 3.3 Strategic Environmental Assessment (SEA) is a legal requirement under the Environmental Assessment (Scotland) Act 2005 that applies to all qualifying plans, programmes and strategies, including policies (PPS). The matters presented in this report were considered under the Environmental Assessment (Scotland) Act 2005 and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

Sustainability

- 3.4 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. The proposals in this report will encourage social equity and opportunities for cultural, leisure, community, sport and other activities.

4. Consultation

Internal

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

2. BACKGROUND PAPERS

One application for financial assistance.

3. APPENDICES

None.

BLAIRGOWRIE COMMON GOOD FUND COMMITTEE

19 June 2019

2018/19 & 2019/20 FINANCIAL STATEMENTS

Report by Head of Finance (Report No. 19/188)

PURPOSE OF REPORT

This report includes the 2018/19 Unaudited Financial Statements and 2019/20 Financial Statement to 26 May 2019 (including the projected outturn to 31 March 2020).

1. BACKGROUND / MAIN ISSUES

- 1.1 The Blairgowrie Common Good Fund does not benefit from regular rental income and it is therefore inappropriate to approve a Financial Assistance budget for the Fund. The Committee instead consider requests for funding assistance on the basis of the community benefit which will be provided for the inhabitants of the former burgh. This report provides an update on the unaudited final outturn for 2018/19 and the monitoring position and projected outturn for 2019/20.

2. PROPOSALS

Financial Statement 2018/19

- 2.1 Report 18/308 considered by this Committee on 3 October included year-end projections for Income and Expenditure to 31 March 2019. This included an estimated projected deficit for the year of £450, and a projected Revenue Account Balance of £20,921 at 31 March 2019. Following closure of the 2018/19 unaudited accounts, which remain subject to audit by KPMG, the deficit for the year to 31 March 2019 is £1,484 and the Revenue Account Balance is £19,887 (See Appendix 1).
- 2.2 The movement from the previously reported deficit position reported to this Committee on 3 October (Report No. 18/308 refers) is attributed to an update to Financial Assistance expenditure following award decisions taken by this Committee at the last meeting and a reduction in Interest Income.

Financial Statement 2019/20

- 2.3 On the basis of Appendix 2, it is anticipated that there will be a surplus of £150 in 2019/20 and the Fund's Revenue Account Balance is estimated to be £20,037 at 31 March 2020.

2.4 The Financial Assistance report to be considered at this meeting includes one application for funding, and the value of the funding award is to be determined by the Committee. Should the Committee approve the funding request, the estimated Revenue Account Balance at 31 March 2020 will reduce accordingly.

3. CONCLUSION AND RECOMMENDATIONS

3.1 The Committee is requested to:-

- (i) Note the Blairgowrie Common Good Fund Unaudited Financial Statement to 31 March 2019 as set out in Appendix 1 to the report.
- (ii) Note the Blairgowrie Common Good Fund Financial Statement to 26 May 2019 and the projected outturn to 31 March 2020 for Financial Year 2019/20 as set out in Appendix 2 to the report.

Author(s)

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

Approved

Name	Designation	Date
Stewart MacKenzie	Head of Finance	29 May 2019
Jim Valentine	Depute Chief Executive (Chief Operating Officer)	4 June 2019

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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.

1.2 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 - Blairgowrie Common Good Fund Unaudited Financial Statement for Financial Year 2018/19
- Appendix 2 - Blairgowrie Common Good Fund Financial Statement for the period to 26 May 2019 for Financial Year 2019/20.

BLAIRGOWRIE COMMON GOOD FUND
UNAUDITED FINANCIAL STATEMENT FOR FINANCIAL YEAR 2018/19

	<u>Actual to date</u>	<u>Financial Assistance Committed</u>	<u>Total</u>	<u>Projected Outturn</u>
	£	£	£	£
<u>Expenditure</u>				
Supplies and Services				
Financial Assistance	1,650	0	1,650	1,650
Total Expenditure	1,650	0	1,650	1,650
<u>Income</u>				
Interest Earned	166	0	166	166
Total Income	166	0	166	166
Surplus / (Deficit)	(1,484)	0	(1,484)	(1,484)
Opening Balance 01/04/18	21,371			21,371
Surplus / (Loss)	(1,484)			(1,484)
Closing Balance as at 31 March 2019	19,887			19,887

<u>Grants</u>			
<u>Actual</u>	<u>Amount</u>	<u>Meeting</u>	<u>Comments</u>
stART: Hamish Matters - Arts Activities Celebrating Life of Soldier	£ 750	20/06/2018	
Blairgowrie Martial Arts - Perth Autism Support Sessions	£ 400	03/10/2018	
Blairgowrie and Rattray Bonfire Night	£ 500	03/10/2018	
	<u>£ 1,650</u>		
<u>Committed</u>	<u>Amount</u>	<u>Meeting</u>	<u>Comments</u>
	<u>£ -</u>		
<u>Under Consideration</u>	<u>Amount</u>	<u>Meeting</u>	<u>Comments</u>
	<u>£ -</u>		
Total	<u>£ 1,650</u>		

BLAIRGOWRIE COMMON GOOD FUND
FINANCIAL STATEMENT FOR PERIOD TO 26 MAY 2019 FOR FINANCIAL YEAR 2019/20

	<u>Actual to date</u>	<u>Financial Assistance Committed</u>	<u>Total</u>	<u>Projected Outturn</u>
	£	£	£	£
<u>Expenditure</u>				
Supplies and Services				
Financial Assistance	0	0	0	0
Total Expenditure	0	0	0	0
<u>Income</u>				
Interest Earned	0	0	0	150
Total Income	0	0	0	150
Surplus / (Deficit)	0	0	0	150
Opening Balance 01/04/18	19,887			19,887
Surplus / (Loss)	0			150
Projected Closing Balance as at 31 March 2019	19,887			20,037

<u>Grants</u>				
<u>Actual</u>	<u>Amount</u>	<u>Meeting</u>	<u>Comments</u>	
	£ -			
<u>Committed</u>	<u>Amount</u>	<u>Meeting</u>	<u>Comments</u>	
	£ -			
<u>Under Consideration</u>	<u>Amount</u>	<u>Meeting</u>	<u>Comments</u>	
Wisecraft - Open Studios Event	£ 345	19/06/2019		
	£ 345			
Total	£ 345			

