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Council Building
2 High Street
Perth
PH1 5PH

25 September 2018

A Meeting of the **Blairgowrie Common Good Fund Committee** will be held in the **Council Chamber, 2 High Street, Perth, PH1 5PH on Wednesday, 03 October 2018 at 11:20.**

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 Bob Brawn
Councillor Murray Lyle
Councillor Tom McEwan
Councillor Caroline Shiers

Blairgowrie Common Good Fund Committee

Wednesday, 03 October 2018

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 OF 20 JUNE 2018 FOR APPROVAL AND SIGNATURE** **5 - 6**
(copy herewith)
- 4 MATTERS ARISING**
- 5 APPLICATIONS FOR FINANCIAL ASSISTANCE** **7 - 12**
Report by Depute Chief Executive (copy herewith 18/307)
- 6 2018-19 FINANCIAL STATEMENT** **13 - 20**
Report by Head of Finance (copy herewith 18/308)

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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 25 April 2018 at 12.10pm.

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

In Attendance: D Coyne, C Flynn, R Huczynska, K Molley and J Salisbury (all Corporate and Democratic Services); S Merone and W Young (Housing and Environment Service).

Councillor T McEwan, Convener, Presiding.

364. WELCOME AND APOLOGIES

Councillor McEwan welcomed all present to the meeting.

365. DECLARATIONS OF INTEREST

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

366. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Blairgowrie Common Good Fund Committee of 4 October 2017 (Arts. 561-567/17) was submitted, approved as a correct record and authorised for signature.

367. MATTERS ARISING

BMX Track (Item 566 refers)

Councillor C Shiers commented that the work is still ongoing at the BMX Track and they hope to have an official opening in due course.

368. ADVISORY NON-VOTING MEMBER

As its 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 was asked to determine how it wishes to implement the decision.

In response to a query from Councillor C Shiers regarding the requirements of the non-advisory voting member, T McEwan reported that the advisory non-voting representative needs to be a member of the Blairgowrie and Rattray Community Council but does not necessarily need to live in Blairgowrie. He confirmed that this would be clarified for the next committee meeting.

PERTH AND KINROSS COUNCIL
BLAIRGOWRIE COMMON GOOD FUND
20 JUNE 2018

Resolved:

- (i) The community council be invited to send a representative to join the Committee as an advisory, non-voting members.
- (ii) The advisory non-voting membership of the Committee be reviewed after a year.

369. APPLICATIONS FOR FINANCIAL ASSISTANCE

There was submitted a report by the Depute Chief Executive (18/207) asking Blairgowrie Common Good Fund to consider an application for financial assistance.

Resolved:

(1) stART: Hamish Matters

Strathmore Arts Festival (stART) be awarded a grant of £750 towards the costs of providing affordable, high-quality arts activities celebrating the life of Blairgowrie soldier, poet and song collector Hamish Henderson.

370. 2017/18 & 2018/19 FINANCIAL STATEMENTS

There was submitted a report by the Head of Finance (18/208) (1) providing and update on 2017/18 unaudited Income and Expenditure; (2) detailing the Income and Expenditure to 25 May 2018; and (3) the projected outturn to 31 March 2019 for the Blairgowrie Common Good Fund.

Resolved:

- (i) The Blairgowrie Common Good Fund unaudited Income and Expenditure to 31 March 2018 as set out in Appendix 1 to the report, be noted.
- (ii) The Blairgowrie Common Good Fund Income and Expenditure to 25 May 2018 and the projected outturn to 31 March 2019 for Financial Year 2018/19 as set out in Appendix 2 to the report, be noted.

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## BLAIRGOWRIE COMMON GOOD FUND COMMITTEE

3 October 2018

### Applications for Financial Assistance

Report by Depute Chief Executive (Report No. 18/307)

The report asks Blairgowrie Common Good Fund Committee to consider two applications for financial assistance from Perth Autism Support and Blairgowrie and Rattray Community Council.

#### 1. 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 audited revenue balance of Blairgowrie Common Good Fund at 1 April 2018 is £21,371, with estimated interest to be earned for 2018/19 of £350. An application was approved by the Committee at the previous meeting for £750 ([Report 18/207](#) refers). The projected 2018/19 deficit for the Fund, which does not take into account the applications to be considered at this meeting, is £400.
- 1.4. In the event that Committee approves further funding, which is an option open to Committee, the Revenue Account balance of the Fund will reduce accordingly. The 2018/19 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 2018, and the estimated Revenue Account balance at 31 March 2019 for the Fund.

## 2. PROPOSALS

### Blairgowrie Martial Arts

- 2.1. An application has been received from Perth Autism Support, seeking a grant towards the costs of providing martial arts sessions to children and young people on the autism spectrum in Blairgowrie. The total costs amount to £3,627.54. The applicant is applying for £1,947. The applicant has not previously benefited from the Fund.
- 2.2. The grant will allow the children and young people involved to participate in physical activity in an autism-friendly environment. Activities will take place in community venues in Blairgowrie.

### Blairgowrie and Rattray Bonfire Night

- 2.3. An application has been received from Blairgowrie and Rattray Community Council, seeking a grant toward the costs of a Bonfire Night. Total costs amount to £4,780. The applicant is applying for £4,500. The applicant will fundraise towards costs. The applicant has not previously benefited from the Fund.
- 2.4. The grant will allow an event to take place for the whole community, helping to address social isolation and facilitating the coming together of all age groups, abilities and ethnicities without any financial barriers

## 3. RECOMMENDATION

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

### Authors

| Name           | Designation                         | Contact Details                                                                          |
|----------------|-------------------------------------|------------------------------------------------------------------------------------------|
| David Stokoe   | Service Manager<br>Communities      | <a href="mailto:PKGrantsDirect@pkc.gov.uk">PKGrantsDirect@pkc.gov.uk</a><br>01738 477834 |
| Mariam Mahmood | Cultural Transformation<br>Graduate |                                                                                          |

### Approved

| Name          | Designation                                         | Date              |
|---------------|-----------------------------------------------------|-------------------|
| Jim Valentine | Depute Chief Executive<br>(Chief Operating Officer) | 14 September 2018 |



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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>No</b>         |
| Asset Management (land, property, IST)              | <b>No</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

#### 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 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**

Two applications for financial assistance.

### **3. APPENDICES**

None.

**BLAIRGOWRIE COMMON GOOD FUND COMMITTEE**

**3 October 2018**

**2018/19 FINANCIAL STATEMENT**

**Report by Head of Finance (Report No. 18/308)**

**PURPOSE OF REPORT**

This report provides an update on Income and Expenditure to 31 August 2018 and the projected outturn to 31 March 2019 for the Blairgowrie Common Good Fund.

**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 monitoring position and projected outturn for the Financial Year 2018/19.

**2. PROPOSALS**

Financial Statement 2018/19

- 2.1 On the basis of Appendix 1, it is anticipated that a deficit of £450 will be generated in 2018/19 and that the Fund's estimated Revenue Account Balance will be £20,921 at 31 March 2019.
- 2.2 The Financial Assistance report to be considered at this meeting includes two applications for funding, and the value of the funding award is to be determined by the Committee. In the event that the committee approves the funding applications, an option open to the Committee, the estimated Revenue Account Balance at 31 March 2019 will reduce in line with the value of the funding awarded.

**3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 The Committee is requested to:-
- (i) Note 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 the report.

**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                                          | 13 September 2018 |
| Jim Valentine     | Depute Chief Executive<br>and Chief Operating<br>Officer | 13 September 2018 |

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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 2013 – 2018 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 Financial Statement for the period to 31 August 2018 for Financial Year 2018/19.



**BLAIRGOWRIE COMMON GOOD FUND**  
**FINANCIAL STATEMENT FOR PERIOD TO 31 AUGUST 2018 FOR FINANCIAL YEAR 2018/19**

|                                                      | <u>Actual<br/>to date</u> | <u>Financial<br/>Assistance<br/>Committed</u> | <u>Total</u> | <u>Projected<br/>Outturn</u> |
|------------------------------------------------------|---------------------------|-----------------------------------------------|--------------|------------------------------|
|                                                      | £                         | £                                             | £            | £                            |
| <b><u>Expenditure</u></b>                            |                           |                                               |              |                              |
| <u>Supplies and Services</u>                         |                           |                                               |              |                              |
| Financial Assistance                                 | 0                         | 750                                           | 750          | 750                          |
| <b>Total Expenditure</b>                             | <b>0</b>                  | <b>750</b>                                    | <b>750</b>   | <b>750</b>                   |
| <b><u>Income</u></b>                                 |                           |                                               |              |                              |
| Interest Earned                                      | 0                         | 0                                             | 0            | 300                          |
| <b>Total Income</b>                                  | <b>0</b>                  | <b>0</b>                                      | <b>0</b>     | <b>300</b>                   |
| <b>Surplus / (Deficit)</b>                           | <b>0</b>                  | <b>(750)</b>                                  | <b>(750)</b> | <b>(450)</b>                 |
| Opening Balance 01/04/18                             | 21,371                    |                                               |              | 21,371                       |
| Surplus / (Loss)                                     | 0                         |                                               |              | (450)                        |
| <b>Projected Closing Balance as at 31 March 2019</b> | <b>21,371</b>             |                                               |              | <b>20,921</b>                |

| <b><u>Grants</u></b>                                                |                |                |                 |
|---------------------------------------------------------------------|----------------|----------------|-----------------|
| <u>Actual</u>                                                       | <u>Amount</u>  | <u>Meeting</u> | <u>Comments</u> |
|                                                                     | £ -            |                |                 |
| <u>Committed</u>                                                    | <u>Amount</u>  | <u>Meeting</u> | <u>Comments</u> |
| stART: Hamish Matters - Arts Activities Celebrating Life of Soldier | £ 750          | 20/06/2018     |                 |
|                                                                     | £ 750          |                |                 |
| <u>Under Consideration</u>                                          | <u>Amount</u>  | <u>Meeting</u> | <u>Comments</u> |
| Blairgowrie Martial Arts - Perth Autism Support Sessions            | £ 1,947        | 03/10/2018     |                 |
| Blairgowrie and Rattray Bonfire Night                               | £ 4,500        | 03/10/2018     |                 |
|                                                                     | £ 6,447        |                |                 |
| <b>Total</b>                                                        | <b>£ 7,197</b> |                |                 |

