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Council Building
2 High Street
Perth
PH1 5PH

22/04/2024

A hybrid meeting of the **Auchterarder Common Good Fund Committee** will be held in **the Council Chamber** on **Monday, 29 April 2024** at **14:00**.

If you have any queries please contact Committee Services on (01738) 475000 or email 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, 29 April 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 THE AUCHTERARDER COMMON GOOD FUND COMMITTEE OF 27 NOVEMBER 2023 FOR APPROVAL** **5 - 6**
(copy herewith)
- 4 MATTERS ARISING**
- 5 APPLICATION FOR FINANCIAL ASSISTANCE** **7 - 12**
Report by Strategic Lead - Housing and Communities (copy herewith 24/139)
- 6 2023/24 FINANCIAL STATEMENT & 2024/25 BUDGET** **13 - 22**
Report by Strategic Lead - Finance and Business Support (copy herewith 24/140)

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AUCHTERARDER COMMON GOOD FUND COMMITTEE

Minute of hybrid meeting of the Auchterarder Common Good Fund Committee held in the Council Chamber, 2 High Street, Perth on Monday 27 November 2023 at 13.45pm.

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

In Attendance: C Robertson, F Lambie, J Dudgeon, L Haxton, D Williams, A Brown and R Ramsay (all Corporate and Democratic Services).

Apologies: Councillors S Carr and G Laing

Councillor K Allan, Convener, Presiding.

1. WELCOME AND APOLOGIES

Councillor K Allan welcomed all present to the meeting.

2. DECLARATIONS OF INTEREST

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

3. MINUTE OF MEETING OF AUCHTERARDER COMMON GOOD FUND COMMITTEE OF 22 MAY 2023 FOR APPROVAL

The minute of meeting of the Auchterarder Common Good Fund Committee of 22 May 2023 was submitted and approved as a correct record.

4. APPLICATIONS FOR FINANCIAL ASSISTANCE

There was submitted a report by the Head of Cultural and Community Services (23/324) asking Auchterarder Common Good Fund Committee to consider one grant of financial assistance.

Resolved:

Auchterarder Adult Education Association be awarded £500 to go towards funding for creating their new website.

5. 2023/24 FINANCIAL STATEMENT

There was submitted a report by the Head of Finance (23/325), 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 (23/325) to be noted.

AUCHTERARDER COMMON GOOD FUND COMMITTEE

29 April 2024

APPLICATION FOR FINANCIAL ASSISTANCE

Report by Strategic Lead – Housing and Communities
(Report No. 24/139)

1. PURPOSE

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

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: Capital 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 proposed 2024/25 Budget for the Auchterarder Common Good Fund is included in a separate report at this meeting. A summary of the draft Financial Assistance budget, and the value of funding under consideration, is provided below:

Proposed 2024/25 Financial Assistance Budget	£20,000
Value of grants paid and committed	£0
Remaining Financial Assistance Budget	£20,000
Value of funding requested and under consideration	£7,560

5. PROPOSALS – CAPITAL GRANTS

Auchterarder Parish Church

- 5.1 An application of £7,560 has been received by Auchterarder Parish Church to help with the costs of maintaining their Community Centre Car Park to prevent flooding, ensuring access for all. During recent heavy rain and snow, access to the car park has been restricted, limiting access to community activities within the Centre and visits from the Mobile Bank. Local neighbours have also voiced concern over flood water from the car park getting into their gardens and are very supportive of the planned works. A local Contractor has been found to construct a soakaway for the car park, adding gravel to ease drainage. The works are set to commence as soon as possible, with completion due a week after.
- 5.2 It is estimated that the project will benefit 205 people from within the Common Good area, along with 205 people from elsewhere in Perth & Kinross.
- 5.3 The total costs of the project are estimated to be £7,560 with the Group requesting the full amount. A full breakdown is included below.

Specific Items	Basis of Costing	Amount
Soakaway in parking area (include waste disposal costs)	Quote	£7,560
Total Proposed Expenditure		£7,560
Funding requested		£7,560

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

Name	Designation	Contact Details
Jacob Dudgeon	Community Planning & Projects Officer	ComCommitteeReports@pkc.gov.uk
Lee Haxton	Community Planning Team Leader	

Approved

Name	Designation	Date
Elaine Ritchie	Strategic Lead, Housing & Communities	9 April 2024

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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	None
Asset Management (land, property, IST)	None
Assessments	
Equality Impact Assessment	None
Strategic Environmental Assessment	None
Sustainability (community, economic, environmental)	None
Legal and Governance	None
Risk	None
Consultation	
Internal	Yes
External	None
Communication	
Communications Plan	None

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.

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.

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 2024/25 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 Strategic Lead, Finance & Business Support and Strategic Lead, Legal & Governance have been consulted.

External

4.2 Not applicable.

5. Communication

5.1 Not applicable.

2. BACKGROUND PAPERS

2.1 Auchterarder Common Good Fund Application papers.

AUCHTERARDER COMMON GOOD FUND COMMITTEE

29 APRIL 2024

2023/24 FINANCIAL STATEMENT & 2024/25 BUDGET

Report by Strategic Lead – Finance and Business Support (Report No. 24/140)

1. PURPOSE OF REPORT

This report provides the projected outturn for Financial Year 2023/24, and the proposed budget and projected outturn for Financial Year 2024/25.

2. RECOMMENDATIONS

The Committee is requested to:

- (i) Note the projected Income and Expenditure to the 29 February 2024 for the Auchterarder Common Good Fund for the 2023/24 Financial Year, as set out in Appendix 1 to the report.
- (ii) Approve the Budget for the Auchterarder Common Good Fund for the 2024/25 Financial Year, and draft Budget for the 2025/25 Financial Year, as set out Appendix 2 to the report.

3. BACKGROUND / MAIN ISSUES

- 3.1 This report provides an update on the projected outturn for Financial Year 2023/24, and the budget for Financial Year 2024/25.

4. PROPOSALS

Financial Statement 2023/24

- 4.1 As detailed in Appendix 1, there is a projected deficit of £10,890 for Financial Year 2023/24, and the estimated Fund balance at 31 March 2024 is £298,212.

Budget 2024/25

- 4.2 The proposed 2024/25 Budget for the Fund provides a surplus to mitigate the potential impact of unknown costs or a reduction in income, and to ensure the Fund remains sustainable over the longer term.

4.2.1 Repairs & Maintenance

It is proposed to maintain a £5,000 budget to accommodate the costs for repairs or improvement works to the grazing fields during 2024/25.

4.2.2 Financial Assistance

The 2023/24 Financial Assistance budget was reduced to £15,000 to accommodate the additional expenditure for the full replacement of the Christmas Lights. It is proposed that the 2024/25 Financial Assistance budget is reinstated at the level for the years prior to 2023/24 at £20,000.

4.2.3 Christmas Lights

The Auchterarder Christmas Lights were fully replaced in 2023/24. The proposed £3,000 budget allows for the costs incurred during the installation and removal of the lights, and for any required repairs to the festive decorations.

4.2.4 Income

Rental income is assumed to remain in line with previous years at £21,000. The estimate for interest received has increased to £13,300 in line with the higher interest rate available when fixing the deposit for another 12 months.

4.3 There is one application for financial assistance to be considered at this meeting, and it is assumed that the level of funding approved by the Committee will be contained within the Financial Assistance budget.

Author(s)

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

Approved

Name	Designation	Date
Scott Walker	Chief Financial Officer	9 April 2024
Clare Mailer	Director Strategy, People & Resources	10 April 2024

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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 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 Director - Strategy, People and Resources has been consulted in the preparation of this report.

2. BACKGROUND PAPERS

- 2.1 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 29 February 2024 for Financial Year 2023/24.
- Appendix 2 - Auchterarder Common Good Fund Proposed Budget for Financial Year 2024/25, and Draft Budget for Financial Year 2025/26.

AUCHTERARDER COMMON GOOD FUND
FINANCIAL STATEMENT FOR PERIOD TO 29 FEBRUARY 2024 FOR FINANCIAL YEAR 2023/24

	BUDGET	Actual to	Committed	Projected	Projected
	2023/24	29-Feb-24	Expenditure to	Outturn to	Over / (Under)
	£	£	31-Mar-24	31-Mar-24	Spend
			£	£	£
EXPENDITURE					
PROPERTY COSTS					
Repairs & Maintenance	7,000	0	1,772	1,772	(5,228)
OTHER SUPPLIES & SERVICES					
Financial Assistance	15,000	2,605	9,895	12,500	(2,500)
Christmas Lighting	24,600	29,020	0	29,020	4,420
Total Expenditure	46,600	31,625	11,667	43,292	(3,308)
INCOME					
Rents, Fees & Charges	21,000	21,002	0	21,002	2
Interest earned	11,000	9,939	0	11,400	400
Total Income	32,000	30,941	0	32,402	402
Surplus / (Deficit) for Year	(14,600)	(684)	(11,667)	(10,890)	3,710
Revenue Balance at 1 April 2023	309,102			309,102	
Surplus for the Year	(14,600)			(10,890)	
Projected Fund Balance at 31 March 2024	294,502			298,212	

AUCHTERARDER COMMON GOOD FUND
PROPOSED BUDGET FOR FINANCIAL YEAR 2024/25, AND DRAFT BUDGET FOR FINANCIAL YEAR 2025/26

	<u>Approved</u> <u>2023/24</u> <u>Budget</u> £	<u>Proposed</u> <u>2024/25</u> <u>Budget</u> £	<u>Draft</u> <u>2025/26</u> <u>Budget</u> £
<u>Expenditure</u>			
<u>Property Costs</u>			
Repairs and Maintenance	7,000	5,000	5,000
<u>Supplies and Services</u>			
Financial Assistance	15,000	20,000	20,000
<u>Christmas Lights</u>			
Christmas Lighting (installation & removal)	24,600	3,000	3,000
Total Expenditure	46,600	28,000	28,000
<u>Income</u>			
Rents, Fees & Charges	21,000	21,000	21,000
Interest Earned	11,000	13,300	10,000
Total Income	32,000	34,300	31,000
Surplus/(Deficit)	(14,600)	6,300	3,000
Estimated Balance at 1 April	309,102	298,212	304,512
Surplus / (Deficit)	(14,600)	6,300	3,000
Projected Fund Balance at 31 March	294,502	304,512	307,512

