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Council Building  
2 High Street  
Perth  
PH1 5PH

15/05/2023

A hybrid meeting of the **Alyth Common Good Fund Committee** will be held in the **Council Chambers (Hybrid)** on **Monday, 22 May 2023** at **13:30**.

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:**

Councillor Hugh Anderson  
Councillor Stewart Donaldson  
Councillor Grant Laing  
Councillor Colin Stewart  
Councillor Grant Stewart  
Councillor Jack Welch



**Alyth Common Good Fund Committee**

**Monday, 22 May 2023**

**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 MEETING OF ALYTH COMMON GOOD FUND OF 20 JUNE 2018 FOR APPROVAL** 5 - 6  
(copy herewith)
- 5 MATTERS ARISING**
- 6 APPLICATIONS FOR FINANCIAL ASSISTANCE** 7 - 12  
Report by Head of Cultural and Community Services (copy herewith 23/146)
- 7 2022/23 & 2023/24 FINANCIAL STATEMENTS** 13 - 22  
Report by Head of Finance (copy herewith 23/147)

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PERTH AND KINROSS COUNCIL  
ALYTH COMMON GOOD FUND  
20 June 2018

## **ALYTH COMMON GOOD FUND COMMITTEE**

Minute of meeting of the Alyth Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 25 April 2018 at 11.40am.

Present: Councillors C Stewart, P Barrett, M Lyle, Provost Melloy, F Sarwar and L Simpson.

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); P Fairgreave (Alyth Community Council)

Councillor C Stewart, Convener, Presiding

### **350. APPOINTMENT OF CONVENER**

The Committee unanimously agreed to appoint Councillor C Stewart as Convener of the Alyth Common Good Fund Committee.

### **351. WELCOME AND APOLOGIES**

Councillor Stewart welcomed all present to the meeting.

### **352. DECLARATIONS OF INTEREST**

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

### **353. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Alyth Common Good Fund Committee of 22 June 2016 (Arts 483 -489/16) was submitted, approved as a correct record and authorised for signature.

### **354. MATTERS ARISING**

There were no matters arising.

### **355. 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.

PERTH AND KINROSS COUNCIL  
ALYTH 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 member.
- (ii) The advisory non-voting membership of the Committee be reviewed after a year.
- (iii) A substitute representative from Alyth Community Council may attend if the permanent representative is unavailable.
- (iv) The advisory non-voting member of Alyth Community Council took up the position with immediate effect. Peter Fairgreave from Alyth Community Council was welcomed to the meeting.

**356. APPLICATIONS FOR FINANCIAL ASSISTANCE**

There was submitted a report by the Depute Chief Executive (18/203) asking Alyth Common Good Fund Committee to consider an application for financial assistance.

**Resolved:**

- (1) **Alyth & District Agricultural Show Society**  
Alyth & District Agricultural Show Society be awarded a grant, in arrears of up to £660, to underwrite any deficit of running the annual agricultural show.

**357. 2016/17, 2017/18 & 2018/19 FINANCIAL STATEMENTS**

There was submitted a report by the Head of Finance (18/204) (1) providing an update on audited 2016/17 & unaudited 2017/18 Income and Expenditure; (2) details the Income and Expenditure to 25 May 2018 and; (3) the projected outturn to 31 March 2019 for the Alyth Common Good Fund.

**Resolved:**

- (i) The Audited Income and Expenditure to 31 March 2017 for the Alyth Common Good Fund for Financial Year 2016/17 as set out in Appendix 1 to the report, be noted.
- (ii) The unaudited Revenue Account Balance to 31 March 2018 for the Alyth Common Good Fund for Financial Year 2017/18, be noted.
- (iii) The Alyth 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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## PERTH AND KINROSS COUNCIL

### Alyth Common Good Fund Committee

22 May 2023

#### APPLICATIONS FOR FINANCIAL ASSISTANCE

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

(Report No. 23/146)

#### 1. PURPOSE

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

#### 2. RECOMMENDATION

- 2.1 It is recommended that Committee:
- consider the grant applications 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 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 Alyth Common Good Fund.
- 4.4 A summary of the draft Financial Assistance budget, and the value of funding under consideration, is provided below:

|                                                           |                |
|-----------------------------------------------------------|----------------|
| <b>2022/23 Fund Balance as at 28 Feb 2023</b>             | <b>£20,503</b> |
| <b>2023/24 Estimated Annual Income</b>                    | £800           |
| <b>Value of grants paid and committed</b>                 | NIL            |
| <b>Value of funding requested and under consideration</b> | £1,200         |

## 5. PROPOSALS – SMALL GRANTS

### **Alyth & District Agricultural Show**

- 5.1 An application of £1,200 has been received by the Alyth & District Agricultural Show to pay local groups and an individual in exchange for a showcase of traditional displays and skills to the local community as a part of the Show. The aim is to offer a varied timetable of events from Farrier Demonstrations, Pipe Band, Chainsaw Art and Flyball Demonstrations throughout the day to engage spectators from all demographics and enhance the traditional agricultural show. Following a break due to the Covid-19 outbreak and a consequential lack of funds, the Show is due to return this year with a slightly new format with a focus to become a real community event. The aim is to get people to socialise and join and support local groups, whether it be through music, sport or the arts. If the grant is only partially awarded, this will result in fewer performing groups being paid to attend. It is estimated that 1050 people from within the Common Good Area will benefit, as well as 1150 from elsewhere in Perth and Kinross and 850 from outside of Perth and Kinross. These numbers are made up of exhibitors, visitors, traders and volunteers.
- 5.2 The total cost of the project is estimated to be £1,200 with the applicant requesting the full amount. A full breakdown of the cost is detailed below.

| <b>Specific Items</b>                       | <b>Basis of Costing</b> | <b>Amount</b> |
|---------------------------------------------|-------------------------|---------------|
| <b>Farrier Demonstration</b>                | Quote                   | £400          |
| <b>Blairgowrie &amp; District Pipe Band</b> | Quote                   | £300          |
| <b>Star Paws Flyball Team</b>               | Quote                   | £150          |
| <b>Chainsaw Carving Demonstration</b>       | Quote                   | £350          |
| <b>Total Proposed Expenditure</b>           |                         | <b>£1,200</b> |
| <b>Funding requested</b>                    |                         | <b>£1,200</b> |

- 5.3 The Committee is asked to consider this request and agree the level of any funding to be awarded.

## 6. CONSIDERATION AND CONCLUSION

- 6.1 The Committee is asked to consider one funding request.



## Authors

| <b>Name</b>          | <b>Designation</b>                    | <b>Contact Details</b>                                                             |
|----------------------|---------------------------------------|------------------------------------------------------------------------------------|
| <b>Jacob Dudgeon</b> | Community Planning & Projects Officer | (01738) 475000                                                                     |
| <b>Lee Haxton</b>    | Community Planning Team Leader        | <a href="mailto:ComCommitteeReports@pkc.gov.uk">ComCommitteeReports@pkc.gov.uk</a> |

## Approved

| <b>Name</b>           | <b>Designation</b>               | <b>Date</b> |
|-----------------------|----------------------------------|-------------|
| <b>Barbara Renton</b> | Executive Director (Communities) | 3 May 2023  |

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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. 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. Awards of financial assistance 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.

**2. BACKGROUND PAPERS**

- 2.1 Alyth Common Good Fund Application papers.

**Alyth Common Good Fund Committee**

**22 May 2023**

**2022/23 & 2023/24 FINANCIAL STATEMENTS**

**Report by Head of Finance**  
(Report No. 23/147)

**1. PURPOSE OF REPORT**

This report provides the projected outturn for Financial Year 2022/23, and the estimated income and Fund balance for Financial Year 2023/24.

**2. RECOMMENDATIONS**

The Committee is requested to:

- (i) Note the projected Income and Expenditure to the 31 March 2023 for the Alyth Common Good Fund for the 2022/23 Financial Year, as set out in Appendix 1 to the report.
- (ii) Note the projected Income and Expenditure to the 31 March 2024 for the Alyth Common Good Fund for the 2023/24 Financial Year, as set out in Appendix 2 to the report.

**3. BACKGROUND / MAIN ISSUES**

- 3.1 This report provides an update on the projected outturn for Financial Year 2022/23, and the monitoring position for Financial Year 2023/24.

**4. PROPOSALS**

**Financial Statement 2022/23**

- 4.1 As detailed in Appendix 1, the estimated Fund balance at 31 March 2023 is £20,503.

**Financial Statement 2023/24**

- 4.2 On the basis of Appendix 2, the anticipated interest earned on deposits for 2023/24 is £800, and the estimated Fund balance at 31 March 2024 is £20,103. There is one application for Financial Assistance which will be considered at this meeting which has been taken into account in Appendix 2, and therefore the estimated Fund balance may require update following the decision taken by the Committee.

**Author(s)**

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

**Approved**

| <b>Name</b>              | <b>Designation</b>      | <b>Date</b>   |
|--------------------------|-------------------------|---------------|
| <b>Stewart MacKenzie</b> | Head of Finance         | 28 April 2023 |
| <b>Karen Donaldson</b>   | Chief Operating Officer | 1 May 2023    |

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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

1.1 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.

### **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.



### **3. APPENDICES**

- Appendix 1 – Alyth Common Good Fund Financial Statement for period to 8 March 2023 for Financial Year 2022/23.
- Appendix 2 - Alyth Common Good Fund Financial Statement for Financial Year 2023/24.



**ALYTH COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 31 MARCH 2023 FOR FINANCIAL YEAR 2022/23**

|                                                   | <b><u>Actual to</u></b><br><b><u>28 Feb</u></b><br><b><u>2023</u></b><br>£ | <b><u>Projected</u></b><br><b><u>Outturn to</u></b><br><b><u>31 March</u></b><br><b><u>2023</u></b><br>£ |
|---------------------------------------------------|----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| <b><u>Expenditure</u></b>                         |                                                                            |                                                                                                          |
| <u>Supplies &amp; Services</u>                    |                                                                            |                                                                                                          |
| Financial Assistance                              | 0                                                                          | 0                                                                                                        |
| <b>Total Expenditure</b>                          | <b>0</b>                                                                   | <b>0</b>                                                                                                 |
| <b><u>Income</u></b>                              |                                                                            |                                                                                                          |
| Interest earned                                   | 0                                                                          | 0                                                                                                        |
| <b>Total Income</b>                               | <b>0</b>                                                                   | <b>0</b>                                                                                                 |
| <b>Surplus for Year</b>                           | <b>0</b>                                                                   | <b>0</b>                                                                                                 |
| Revenue Balance at 1 April 2022                   | 20,503                                                                     | 20,503                                                                                                   |
| Surplus for the Year                              | 0                                                                          | 0                                                                                                        |
| <b>Projected Closing Balance at 31 March 2023</b> | <b>20,503</b>                                                              | <b>20,503</b>                                                                                            |



**ALYTH COMMON GOOD FUND**  
**FINANCIAL STATEMENT FOR FINANCIAL YEAR 2023/24**

|                                                   | <u>Actual &amp;<br/>Committed<br/>to date</u> | <u>Projected<br/>Outturn</u> |
|---------------------------------------------------|-----------------------------------------------|------------------------------|
|                                                   | £                                             | £                            |
| <b><u>Expenditure</u></b>                         |                                               |                              |
| <u>Supplies and Services</u>                      |                                               |                              |
| Financial Assistance                              | 0                                             | 1,200                        |
| <b>Total Expenditure</b>                          | <b>0</b>                                      | <b>1,200</b>                 |
| <b><u>Income</u></b>                              |                                               |                              |
| Rents, Fees & Charges                             | 0                                             | 0                            |
| Interest Earned                                   | 0                                             | 800                          |
| <b>Total Income</b>                               | <b>0</b>                                      | <b>800</b>                   |
| <b>Surplus/(Deficit)</b>                          | <b>0</b>                                      | <b>(400)</b>                 |
| Opening Balance 1 April 2023                      | 20,503                                        | 20,503                       |
| Surplus / (Deficit)                               | 0                                             | (400)                        |
| <b>Projected Closing Balance at 31 March 2024</b> | <b>20,503</b>                                 | <b>20,103</b>                |

| <b><u>Financial Assistance:</u></b> |                       |                |
|-------------------------------------|-----------------------|----------------|
|                                     | <u>Amount</u>         | <u>Meeting</u> |
| <u>Actual</u>                       |                       |                |
|                                     | <u>£ -</u>            |                |
| <u>Committed</u>                    |                       |                |
|                                     | <u>£ -</u>            |                |
| <u>Under Consideration</u>          |                       |                |
| Alyth & District Agricultural Show  | £ 1,200               | 22/05/2023     |
|                                     | <u>£ 1,200</u>        |                |
| <b>Total</b>                        | <u><u>£ 1,200</u></u> |                |

