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Council Building
2 High Street
Perth
PH1 5PH

21/04/2021

A virtual meeting of **Crieff Common Good Fund Committee** will be held on **Wednesday, 28 April 2021 at 09:50.**

If you have any queries please contact Committee Services on (01738) 475000 or email Committee@pkc.gov.uk.

BARBARA RENTON
Interim 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 Stewart Donaldson (Convener)
Councillor Rhona Brock
Councillor John Duff
Councillor Murray Lyle
Councillor Roz McCall

Crieff Common Good Fund Committee

Wednesday, 28 April 2021

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 CRIEFF COMMON GOOD FUND COMMITTEE OF 17 DECEMBER 2020 FOR APPROVAL** 5 - 6
(copy herewith)
- 4 MATTERS ARISING**
- 5 APPLICATIONS FOR FINANCIAL ASSISTANCE - MARCH 2021** 7 - 8
(copy herewith)
- 6 2022/21 BUDGET & 2020/21 FINANCIAL STATEMENT** 9 - 18
Report by Head of Finance (copy herewith 21/55)

IT IS RECOMMENDED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEM(S) IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973

- P1 THISTLE SCULPTURE AT GALLOWHILL (SLATE GREEN)
CRIEFF**
- Exempt Reason 9 - Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

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PERTH AND KINROSS COUNCIL
CRIEFF COMMON GOOD FUND
17 DECEMBER 2020

CRIEFF COMMON GOOD FUND COMMITTEE

Minute of meeting of the Perth Common Good Fund Committee held virtually via Microsoft Teams on Thursday, 17 December 2020 at 10.17am.

Present: Councillors S Donaldson, R Brock, J Duff and R McCall.

In Attendance: D Coyne, C Flynn, C Holgate, L Haxton, K Molley and J Salisbury, A Brown and M Pasternak (all Corporate and Democratic Services).

Apology: Councillor M Lyle

Councillor S Donaldson, Convener, Presiding.

1. WELCOME AND APOLOGIES

Councillor S Donaldson welcomed all present and an apology was noted as above.

2. DECLARATIONS OF INTEREST

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

3. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Crieff Common Good Fund Committee of 18 December 2019 (Arts. 646-651/19) was submitted and approved.

4. MATTERS ARISING

There were no matters arising.

5. APPLICATIONS FOR FINANCIAL ASSISTANCE – AUGUST 2020

Due to the Covid-19 pandemic, members of the Crieff Common Good Fund Committee were contacted, and the following decisions were agreed:

Cllr Brock's declaration of interest was noted for item (1) Kids Week in Crieff

- (1) Kids Week in Crieff be awarded a grant of £500 towards supporting the development of a character trail.
- (2) Crieff and Strathearn Rugby Football Club be refused a grant of £3,000 towards the costs of a rugby development officer in partnership with the Scottish Rugby Union, Active Schools P&K and Morrison's Academy.
- (3) An individual be refused a grant of £2,000 towards the costs of the individual studying animal management and conservation of captive animals at

PERTH AND KINROSS COUNCIL
CRIEFF COMMON GOOD FUND
17 DECEMBER 2020

Reasehealth College.

Resolved:

The grants awarded by Crieff Common Good Fund members in June 2020, be noted.

6. APPLICATIONS FOR FINANCIAL ASSISTANCE

There was submitted a report by Executive Director (Communities) (20/251) asking Crieff Common Good Fund Committee to consider one application for financial assistance from Crieff Choral Group.

Resolved:

- (1) Crieff Choral Group be awarded a grant of £250 towards their 'Songs from the Hills' Concert in March 2021.

7. 2020/21 FINANCIAL STATEMENT

There was submitted a report by the Head of Finance (20/252) (1) confirming the Audited outturn for Financial Year 2019/20 for the Crieff Common Good Fund; and (2) providing details of the Income and Expenditure to 13 November 2020 for Financial Year 2020/21.

D Coyne advised the Committee of revised figures regarding the Financial Statement for Period to 13 November 2020 for Financial Year 2020/21 in Appendix 1 of Report (20/252) as follows:

- Total Income to Date for rents, fees and charges should be **£800** not £400 as stated

Resolved:

- (i) The Audited outturn for Financial Year 2019/20 and the Fund balance of £11,866 at 31 March 2020, be noted.
- (ii) The Income and Expenditure for the Crieff Common Good Fund to 13 November 2020, and the projected outturn to 31 March 2021, as detailed in Appendix 1 to report 20/252, be noted.

8. ADDITIONAL BUSINESS

Following on from discussions on the financial statement – the committee discussed the criteria for the award of financial assistance for future Crieff Common Good Fund applications.

Resolved

A maximum of £500 can be awarded to community groups and individuals seeking a grant. Funding can only be awarded if the activity will benefit the burgh of Crieff

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**Applications for Financial Assistance – March 2021**

Due to the Covid-19 Pandemic, members of the Crieff Common Good Fund Committee were contacted regarding a request of £250 from Crieff Community Council.

**Resolved:**

Crieff Community Council be awarded a grant of £250 towards maintaining two defibrillators in old BT phone boxes in Crieff.





## CRIEFF COMMON GOOD FUND COMMITTEE

28 April 2021

### 2021/22 BUDGET & 2020/21 FINANCIAL STATEMENT

**Report by Head of Finance**  
(Report No. 21/55)

#### **PURPOSE OF REPORT**

This report seeks approval of the budget for Financial Year 2021/22 and details the Income and Expenditure to 31 March 2021 and the projected outturn for Financial Year 2020/21.

#### **1. BACKGROUND / MAIN ISSUES**

- 1.1 The proposed budget for 2021/22 has been prepared based on activity undertaken in 2020/21 and prior years. This report also provides the monitoring position and projected outturn for the Financial Year 2020/21.

#### **2. PROPOSALS**

##### 2.1 Budget 2021/22

As detailed in Appendix 1, it is proposed that the Financial Assistance budget is increased from £1,000 to £1,400 for 2021/22 to increase the funding available to local groups. The £1,600 budget for Rent, Fees & Charges will remain unchanged and the resulting £200 surplus will provide a small contingency for unforeseen expenditure during the year.

##### 2.2 Financial Statement 2020/21

On the basis of Appendix 2, it is anticipated that a surplus of £600 will be generated in financial year 2020/21 and the Fund's Revenue Account Balance is estimated to be £12,466 at 31 March 2021. The year-end projections remain unchanged from the position previously reported to Committee on 17 December 2020 (Report 20/252 refers).

- 2.3 A final adjustment for interest earned will be completed during April and a further update will be provided at the next meeting of the Committee.

##### 2.4 Financial Statement 2021/22

The Financial Statement for 2021/22 has not been prepared, as at the time of drafting this report, there were no transactions recorded in the 2021/22 ledger for the Crieff Common Good Fund. The decisions of the Committee at this meeting will be incorporated into the 2021/22 Financial Statement to be

presented at future Crieff Common Good Fund Committee meetings.

### 3. CONCLUSION AND RECOMMENDATIONS

3.1 The Committee is requested to:

- (i) Approve the Crieff Common Good Fund budget for Financial Year 2021/22 as set out in Appendix 1 to the report.
- (ii) Note the Crieff Common Good Fund Income and Expenditure and the projected outturn to 31 March 2021 as detailed 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         | 14 April 2021 |
| Karen Donaldson   | Chief Operating Officer | 15 April 2021 |

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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 – Crieff Common Good Fund Proposed Budget for 2021/22.
- Appendix 2 - Crieff Common Good Fund Financial Statement for period to 31 March 2021 for Financial Year 2020/21.



**CRIEFF COMMON GOOD FUND**  
**PROPOSED BUDGET FOR 2021/22**

|                                                   | <b><u>BUDGET</u></b><br><b><u>2020/21</u></b><br>£ | <b>Proposed</b><br><b><u>BUDGET</u></b><br><b><u>2021/22</u></b><br>£ |
|---------------------------------------------------|----------------------------------------------------|-----------------------------------------------------------------------|
| <b><u>EXPENDITURE</u></b>                         |                                                    |                                                                       |
| Financial Assistance                              | 1,000                                              | 1,400                                                                 |
| <b>Total Expenditure</b>                          | <b><u>1,000</u></b>                                | <b><u>1,400</u></b>                                                   |
| <b><u>INCOME</u></b>                              |                                                    |                                                                       |
| Rents, Fees & Charges                             | 1,600                                              | 1,600                                                                 |
| Interest earned                                   | 0                                                  | 0                                                                     |
| <b>Total Income</b>                               | <b><u>1,600</u></b>                                | <b><u>1,600</u></b>                                                   |
| <b>Surplus for Period</b>                         | <b><u>600</u></b>                                  | <b><u>200</u></b>                                                     |
| Projected Revenue Balance at 1 April 2021         |                                                    | 12,466                                                                |
| Plus Projected Surplus for 2021/22                |                                                    | <u>200</u>                                                            |
| <b>Projected Revenue Balance at 31 March 2022</b> |                                                    | <b><u>12,666</u></b>                                                  |





**CRIEFF COMMON GOOD FUND**  
**FINANCIAL STATEMENT FOR PERIOD TO 31 MARCH 2021 FOR FINANCIAL YEAR 2020/21**

|                                                   | <u>2020/21<br/>Budget</u> | <u>Actual &amp;<br/>Committed<br/>to date</u> | <u>Total</u> | <u>Projected<br/>Outturn</u> | <u>Projection<br/>Over/(Under)<br/>Spend</u> |
|---------------------------------------------------|---------------------------|-----------------------------------------------|--------------|------------------------------|----------------------------------------------|
|                                                   | £                         | £                                             | £            | £                            | £                                            |
| <b>Expenditure</b>                                |                           |                                               |              |                              |                                              |
| Supplies and Services                             |                           |                                               |              |                              |                                              |
| Financial Assistance                              | 1,000                     | 1,000                                         | 1,000        | 1,000                        | 0                                            |
| <b>Total Expenditure</b>                          | <b>1,000</b>              | <b>1,000</b>                                  | <b>1,000</b> | <b>1,000</b>                 | <b>0</b>                                     |
| <b>Income</b>                                     |                           |                                               |              |                              |                                              |
| Rents, Fees & Charges                             | 1,600                     | 1,600                                         | 1,600        | 1,600                        | 0                                            |
| Interest Earned                                   | 0                         | 0                                             | 0            | 0                            | 0                                            |
| <b>Total Income</b>                               | <b>1,600</b>              | <b>1,600</b>                                  | <b>1,600</b> | <b>1,600</b>                 | <b>0</b>                                     |
| <b>Surplus/(Deficit)</b>                          | <b>600</b>                | <b>600</b>                                    | <b>600</b>   | <b>600</b>                   | <b>0</b>                                     |
| Opening Balance 01/04/20                          | 11,866                    |                                               |              | 11,866                       |                                              |
| Surplus / (Loss)                                  | 600                       |                                               |              | 600                          |                                              |
| <b>Projected Closing Balance at 31 March 2021</b> | <b>12,466</b>             |                                               |              | <b>12,466</b>                |                                              |

| <b>Grants</b>                                        |                |                     |
|------------------------------------------------------|----------------|---------------------|
| <u>Actual</u>                                        | <u>Amount</u>  | <u>Meeting</u>      |
|                                                      | £ -            |                     |
| <u>Committed</u>                                     | <u>Amount</u>  | <u>Meeting</u>      |
| Kids Week in Crieff - Development of Character Trail | £ 500          | August 2020         |
| Crieff Choral Group - Spring Concert 2021            | £ 250          | 17/12/2020          |
| Crieff Community Council/CRIEFFAED - defibrillators  | £ 250          | by email March 2021 |
|                                                      | £ 1,000        |                     |
| <b>Total</b>                                         | <b>£ 1,000</b> |                     |

