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Council Building  
2 High Street  
Perth  
PH1 5PH

11 December 2019

A Meeting of the **Crieff Common Good Fund Committee** will be held in **the Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 18 December 2019** at **10:10**.

If you have any queries please contact Committee Services on (01738) 475000 or email [Committee@pkc.gov.uk](mailto: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 Stewart Donaldson (Convener)  
Councillor Rhona Brock  
Councillor John Duff  
Councillor Murray Lyle  
Councillor Roz McCall



**Crieff Common Good Fund Committee**

**Wednesday, 18 December 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 MEETING OF THE CRIEFF COMMON GOOD FUND COMMITTEE OF 25 SEPTEMBER 2019 FOR APPROVAL AND SIGNATURE** 5 - 6  
(copy herewith)
- 4 MATTERS ARISING**
- 5 2019/20 FINANCIAL STATEMENT** 7 - 14  
Report by Head of Finance (copy herewith 19/370)

***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 MACROSTY PARK - PAVILION CAFE LICENCE TO OCCUPY RENEWAL**

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PERTH AND KINROSS COUNCIL  
 CRIEFF COMMON GOOD FUND  
 25 SEPTEMBER 2019

## **CRIEFF COMMON GOOD FUND COMMITTEE**

Minute of meeting of the Crieff Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 25 September 2019 at 10.10am.

Present: Councillors S Donaldson, P Barrett, R Brock, R McCall and M Lyle.

In Attendance: D Coyne, C Flynn, L Haxton, K Molley and J Salisbury (all Corporate and Democratic Services)

Councillor S Donaldson, Convener, Presiding.

### **478. WELCOME AND APOLOGIES**

Councillor Donaldson welcomed all those present to the meeting.

### **479. DECLARATIONS OF INTEREST**

In terms of the Councillors' Code of Conduct, there were no declarations of interest.

### **480. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Crieff Common Good Fund Committee of 24 April 2019 (Arts.208-214) was submitted, approved as a correct record and authorised for signature.

### **481. MATTERS ARISING**

#### **(i) Advisory Non-Voting Member (Item 211 refers)**

Councillor Donaldson advised the Committee that there had been no communication from Crieff Community Council as to their nomination for the position of an advisory non-voting member of the Crieff Common Good Fund Committee.

### **482. APPLICATIONS FOR FINANCIAL ASSISTANCE**

There was submitted a report by the Depute Chief Executive (19/262) asking Crieff Common Good Fund Committee to consider one application for financial assistance from Crieff Community Council.

#### **Resolved:**

#### **(1) Crieff Community Council**

Crieff Community Council be awarded a grant of £540 towards their 'Making Crieff Roads Safer for the Community' Project.

PERTH AND KINROSS COUNCIL  
CRIEFF COMMON GOOD FUND  
25 SEPTEMBER 2019

**483. 2019/20 BUDGET & 2018/19 FINANCIAL STATEMENT**

There was submitted a report by the Head of Finance (19/263) including the 2018/19 Audited Financial Statement, and the 2019/20 Financial Statement to 30 August 2019 and projected outturn to 31 March 2020, for the Crieff Common Good Fund.

**Resolved:**

- (i) The Crieff Common Good Fund Audited Income and Expenditure to 31 March 2019, as set out in Appendix 1 to report 19/263, be approved.
- (ii) The Crieff Common Good Fund Income and Expenditure to 30 August 2019 and the projected outturn to 31 March 2020 for Financial Year 2019/20 as detailed in Appendix 2 to report 19/263, be noted.

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**CRIEFF COMMON GOOD FUND COMMITTEE**

**18 December 2019**

**2019/20 FINANCIAL STATEMENT**

**Report by Head of Finance (Report No. 19/370)**

**PURPOSE OF REPORT**

This report includes the 2019/20 Financial Statement to 31 October 2019 and projected outturn to 31 March 2020, for the Crieff Common Good Fund.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 The Committee approved the Crieff Common Good Fund budget for 2019/20 at the meeting of 24 April 2019 (Report 19/124 refers). This report provides an update on the monitoring position and projected outturn for Financial Year 2019/20.

**2. PROPOSALS**

Financial Statement 2019/20

- 2.1 On the basis of Appendix 1, it is anticipated that the projected surplus remains unchanged from the position reported to Committee on 25 September 2019 (Report 19/263). The projected surplus in 2019/20 remains at £600 and the Fund's Revenue Account Balance is estimated to be £11,614 at 31 March 2020.

**3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 The Committee is requested to:
- (i) Note the Crieff Common Good Fund Income and Expenditure to 31 October 2019 and the projected outturn to 31 March 2020 for Financial Year 2019/20 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                                     | 05 December 2019 |
| Jim Valentine     | Depute Chief Executive<br>(Chief Operating Officer) | 09 December 2019 |

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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.

**6. APPENDICES**

Appendix 1 - Crieff Common Good Fund Financial Statement for period to 31 October 2019 for Financial Year 2019/20.



**CRIEFF COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 31 OCTOBER 2019 FOR FINANCIAL YEAR 2019/20**

|                                  | <u>Approved<br/>2019/20<br/>Budget</u> | <u>Actual<br/>to date</u> | <u>Financial<br/>Assistance<br/>Committed</u> | <u>Projected<br/>Outturn</u> | <u>Projection<br/>Over/(Under)<br/>Spend</u> |
|----------------------------------|----------------------------------------|---------------------------|-----------------------------------------------|------------------------------|----------------------------------------------|
|                                  | £                                      | £                         | £                                             | £                            | £                                            |
| <b><u>Expenditure</u></b>        |                                        |                           |                                               |                              |                                              |
| Supplies and Services            |                                        |                           |                                               |                              |                                              |
| Financial Assistance             | 1,000                                  | 250                       | 540                                           | 1,000                        | 0                                            |
| <b>Total Expenditure</b>         | <b>1,000</b>                           | <b>0</b>                  | <b>540</b>                                    | <b>1,000</b>                 | <b>0</b>                                     |
| <b><u>Income</u></b>             |                                        |                           |                                               |                              |                                              |
| Rents, Fees & Charges            | 1,600                                  | 800                       | 0                                             | 1,600                        | 0                                            |
| Interest Earned                  | 0                                      | 0                         | 0                                             | 0                            | 0                                            |
| <b>Total Income</b>              | <b>1,600</b>                           | <b>800</b>                | <b>0</b>                                      | <b>1,600</b>                 | <b>0</b>                                     |
| <b>Surplus/(Deficit)</b>         | <b>600</b>                             | <b>800</b>                | <b>(540)</b>                                  | <b>600</b>                   | <b>0</b>                                     |
| Opening Balance 01/04/19         | 11,014                                 |                           |                                               | 11,014                       |                                              |
| Surplus / (Deficit)              | 600                                    |                           |                                               | 600                          |                                              |
| <b>Projected Closing Balance</b> | <b>11,614</b>                          |                           |                                               | <b>11,614</b>                |                                              |

| <b><u>Grants</u></b>                                                             |                     |                |                 |  |
|----------------------------------------------------------------------------------|---------------------|----------------|-----------------|--|
| <u>Actual</u>                                                                    | <u>Amount</u>       | <u>Meeting</u> | <u>Comments</u> |  |
| Friends of Old St Michael's Hall and Grounds - Purchase of a Bench               | £ 250               | 24/04/2019     |                 |  |
|                                                                                  | <u>£ 250</u>        |                |                 |  |
| <u>Committed</u>                                                                 | <u>Amount</u>       | <u>Meeting</u> | <u>Comments</u> |  |
| Crieff Community Council - 'Making Crieff Roads Safer for the Community' Project | £ 540               | 25/09/2019     |                 |  |
|                                                                                  | <u>£ 540</u>        |                |                 |  |
| <u>Under Consideration</u>                                                       | <u>Amount</u>       | <u>Meeting</u> | <u>Comments</u> |  |
|                                                                                  | <u>£ -</u>          |                |                 |  |
| <b>Total</b>                                                                     | <b><u>£ 790</u></b> |                |                 |  |

