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• *Enhancing quality of life* • *Making the best use of public resources*

Council Building
2 High Street
Perth
PH1 5PH

13 October 2020

A special meeting of the **Auchterarder Common Good Fund Committee** will be held virtually on **Monday, 19 October 2020 at 10:55.**

If you have any queries please contact Committee Services - Committee@pkc.gov.uk.

KAREN REID
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 Crawford Reid (Convener)
Councillor John Duff
Councillor Tom Gray
Councillor Murray Lyle

Auchterarder Common Good Fund Committee

Monday, 19 October 2020

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 18 DECEMBER 2019 FOR APPROVAL **5 - 6**
(copy herewith)

4 MATTERS ARISING

5 AUCHTERARDER PARENTS SUPPORTING PARENTS

Due to the Covid-19 Pandemic, members of the Auchterarder Common Good Fund Committee were contacted in July 2020 regarding a request for £1,883 from the above named group.

Resolved:

Auchterarder Parents Supporting Parents be awarded a grant of £1,883 towards supporting parents through information sessions and hosting family activity.

6 2020/21 FINANCIAL STATEMENT **7 - 14**
Report by Head of Finance (copy herewith 20/191)

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 AUCHTERARDER GOLF CLUB, ORCHIL ROAD,
AUCHTERARDER RENT REVIEW**

- Exempt Reason 6 - Information relating to the financial or business affairs of any particular person (other than the authority).

- 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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AUCHTERARDER COMMON GOOD FUND COMMITTEE

Minute of meeting of the Auchterarder Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 18 December 2019 at 10.08am.

Present: Councillors C Reid, J Duff and M Lyle.

In Attendance: D Coyne, C Flynn, G Fogg, C Holgate, L Haxton, K Molley and J Salisbury (all Corporate and Democratic Services); and A Clegg and S Merone (Housing and Environment).

Apologies: Councillor T Gray

Councillor C Reid, Convener, Presiding.

638. WELCOME AND APOLOGIES

Councillor C Reid welcomed all present to the meeting and an apology was noted as above.

639. DECLARATIONS OF INTEREST

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

640. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Auchterarder Common Good Fund Committee of 25 September 2019 (Arts. 472-477) was submitted, approved as a correct record and authorised for signature.

641. MATTERS ARISING

There were no matters arising.

642. APPLICATIONS FOR FINANCIAL ASSISTANCE

There was submitted a report by the Depute Chief Executive, Chief Operating Officer (19/356) asking Auchterarder Common Good Fund Committee to consider one application for financial assistance from Auchterarder Parents Supporting Parents.

Resolved:

- (1)** Auchterarder Parents Supporting Parents be awarded a grant of up to £6,000 to support their first programme of workshops and events.

PERTH AND KINROSS COUNCIL
AUCHTERARDER COMMON GOOD FUND
18 DECEMBER 2019

643. 2019/20 FINANCIAL STATEMENT

There was submitted a report by Head of Finance (19/357) providing details of the Income and Expenditure to 31 October 2019 and the projected outturn to 31 March 2020 for the Auchterarder Common Good Fund.

Resolved:

The Auchterarder Common Good Fund Financial Statement to 31 October 2019 and the projected outturn to 31 March 2020 for Financial Year 2019/20 as set out in Appendix 1 to report 19/357, be noted.

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

644. ST MARGARET'S HOSPITAL FIELD - ALLOTMENTS

There was submitted a report by Executive Director (Housing and Environment) (19/358) seeking approval from the Auchterarder Common Good Fund Committee to extend the existing Ground Lease for a further 5 years at St Margaret's Hospital Field to Auchterarder Allotment Association (AAA).

Resolved:

Auchterarder Allotment Association's request for an extension of their current Ground Lease for a further 5 years from 1 April 2020 on the terms and conditions as detailed in report 19/358, be approved.

645. PUBLIC PARK, WESTERN ROAD, AUCHTERARDER – LOCATION OF CONTAINER

There was submitted a report by Executive Director (Housing and Environment) (19/359) seeking approval from the Auchterarder Common Good Fund Committee for the granting of a Licence to Occupy a container next to the existing pavilion in the Public Park, Western Road, Auchterarder to Auchterarder Community Sports and Recreation (ACSR), for 5 years.

Resolved:

The request from Auchterarder Community Sports and Recreation (ACSR) for a Licence to Occupy a container next to the existing pavilion in the Public Park, Western Road, Auchterarder for 5 years, be approved.

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# AUCHTERARDER COMMON GOOD FUND COMMITTEE

19 OCTOBER 2020

## 2020/21 FINANCIAL STATEMENT

### Report by Head of Finance (Report No. 20/191)

#### **PURPOSE OF REPORT**

This report confirms the Audited outturn for Financial Year 2019/20 and provides details of the Income and Expenditure to 31 August 2020 for Financial Year 2020/21.

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

- 1.1 The Committee was unable to formally meet in June 2020 due to the workplace restrictions arising from the Covid-19 pandemic. The proposed and draft budgets for Financial Years 2020/21 and 2021/22 for the Auchterarder Common Good Fund were instead issued and approved by Members by email (Report 20/156 refers).
- 1.2 Also included in Report 20/156 was an update on the Unaudited 2019/20 year-end outturn for the Fund. KPMG has completed the audit of the Fund and no adjustments are required. The surplus for the year is confirmed as £1,683 and the closing balance of the Fund at 31 March 2020 is £293,146.

#### **2. PROPOSALS**

##### Financial Statement 2020/21

- 2.1 The approved 2020/21 Budget for the Auchterarder Common Good Fund assumes a surplus for the year will be achieved. However, the financial consequences of Covid-19 on the Fund are not yet known and it may take some time before any impact can be reliably measured.
- 2.2 Works will be undertaken during Spring 2021 to reseed the fields used as grazing lets. In preparation for the Spring 2021 works, it is anticipated that the spreading of lime will be completed in October/November 2020 and that the associated cost can be contained within the 2020/21 Repairs & Maintenance budget. Estimates for the works which include reseeding, replacement and installation of water troughs, reconnection of the water supply, and installation of a gate, are currently being obtained. The costs are likely to exceed the approved draft Repairs & Maintenance budget for 2021/22 and it is proposed that the budget is adjusted accordingly during the budget setting process for Financial Year 2021/22.
- 2.3 The projected income for interest on fixed term deposits has been reduced by £430 in line with the low interest rate currently being achieved. The deposit has been fixed for a shorter term in order to provide an opportunity to recover some of the loss of income in the event that interest rates do rise in the future.

- 2.4 All other projections currently remain in line with the approved 2020/21 Budget, as detailed in Appendix 1. The estimated surplus for the year is £8,470, and the projected Fund balance at 31 March 2021 is £301,616.

### 3. CONCLUSION AND RECOMMENDATIONS

3.1 The Committee is requested to:

- (i) Note the Audited outturn for Financial Year 2019/20 and the Fund balance of £293,146 at 31 March 2020;
- (ii) Note the Income and Expenditure for the Auchterarder Common Good Fund to 31 August 2020 for Financial Year 2020/21, as detailed in Appendix 1 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                                                   | 1 October 2020 |
| Karen Donaldson   | Interim Chief Operating Officer (Corporate & Democratic Services) | 2 October 2020 |

|                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
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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 Interim 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 – Auchterarder Common Good Fund - Financial Statement for period to 31 August 2020 for Financial Year 2020/21.



**AUCHTERARDER COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 31 AUGUST 2020 FOR FINANCIAL YEAR 2020/21**

|                                                   | <u>Approved<br/>2020/21<br/>Budget</u> | <u>Actual<br/>to date</u> | <u>Under<br/>Consideration and<br/>Committed</u> | <u>Total</u>  | <u>Projected<br/>Outturn</u> | <u>Variance</u> |
|---------------------------------------------------|----------------------------------------|---------------------------|--------------------------------------------------|---------------|------------------------------|-----------------|
|                                                   | £                                      | £                         | £                                                | £             | £                            | £               |
| <b><u>Expenditure</u></b>                         |                                        |                           |                                                  |               |                              |                 |
| <u>Property Costs</u>                             |                                        |                           |                                                  |               |                              |                 |
| Repairs and Maintenance of Land and Buildings     | 2,000                                  | 0                         | 0                                                | 0             | 2,000                        | 0               |
| <u>Supplies and Services</u>                      |                                        |                           |                                                  |               |                              |                 |
| Financial Assistance                              | 10,000                                 | 1,883                     | 0                                                | 1,883         | 10,000                       | 0               |
| <u>Christmas Lights</u>                           |                                        |                           |                                                  |               |                              |                 |
| Christmas Lighting                                | 2,000                                  | 0                         | 0                                                | 0             | 2,000                        | 0               |
| <b>Total Expenditure</b>                          | <b>14,000</b>                          | <b>1,883</b>              | <b>0</b>                                         | <b>1,883</b>  | <b>14,000</b>                | <b>0</b>        |
| <b><u>Income</u></b>                              |                                        |                           |                                                  |               |                              |                 |
| Rents, Fees & Charges                             | 21,000                                 | 9,225                     | 0                                                | 9,225         | 21,000                       | 0               |
| Interest Earned                                   | 1,900                                  | 1,210                     | 0                                                | 1,210         | 1,470                        | (430)           |
| <b>Total Income</b>                               | <b>22,900</b>                          | <b>10,435</b>             | <b>0</b>                                         | <b>10,435</b> | <b>22,470</b>                | <b>(430)</b>    |
| <b>Surplus / (Deficit)</b>                        | <b>8,900</b>                           | <b>8,552</b>              | <b>0</b>                                         | <b>8,552</b>  | <b>8,470</b>                 | <b>(430)</b>    |
| Opening Balance at 1 April 2020                   | 293,146                                |                           |                                                  |               | 293,146                      |                 |
| Surplus / (Deficit) for the year                  | 8,900                                  |                           |                                                  |               | 8,470                        |                 |
| <b>Projected Closing Balance at 31 March 2021</b> | <b>302,046</b>                         |                           |                                                  |               | <b>301,616</b>               |                 |

|                                    |                     |                |                   |
|------------------------------------|---------------------|----------------|-------------------|
| <b><u>Financial Assistance</u></b> |                     |                |                   |
| <u>Actual</u>                      | <u>Amount (£)</u>   | <u>Meeting</u> | <u>Comments</u>   |
| Parents Supporting Parents         | 1,883               | July 2020      | approved by email |
|                                    | <u>1,883</u>        |                |                   |
| <u>Committed</u>                   | <u>Amount (£)</u>   | <u>Meeting</u> | <u>Comments</u>   |
|                                    | <u>0</u>            |                |                   |
| <u>Under Consideration</u>         | <u>Amount (£)</u>   | <u>Meeting</u> | <u>Comments</u>   |
|                                    | <u>0</u>            |                |                   |
| <b>Total</b>                       | <b><u>1,883</u></b> |                |                   |

