

West Fife Area Common Good Sub-Committee

This meeting will be held remotely

Monday, 3 June 2024 - 10.00 am



AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**

2. **DECLARATIONS OF INTEREST**

In terms of Section 5 of the Code of Conduct, members are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.

3. **MINUTE** – Minute of the meeting of the West Fife Area Common Good Sub-Committee of 7 February 2023. 2 - 3
4. **COMMON GOOD FUNDS UPDATE REPORT 2023-2024** – Report by the Executive Director (Finance and Corporate Services). 4 - 7
5. **WEST FIFE AREA COMMON GOOD FUND - APPLICATION FOR ASSISTANCE - W030 SCOBIE PARK RENOVATION, DUNFERMLINE** – Report by the Head of Communities and Neighbourhoods Service. 8 - 10

Members are reminded that should they have queries on the detail of a report they should, where possible, contact the report authors in advance of the meeting to seek clarification.

Lindsay Thomson
Head of Legal and Democratic Services
Finance and Corporate Services
Fife House
North Street
Glenrothes
Fife, KY7 5LT

27 May 2024

If telephoning, please ask for:

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THE FIFE COUNCIL - WEST FIFE AREA COMMON GOOD SUB-COMMITTEE – REMOTE MEETING

7th February, 2023

4.30 p.m. – 4.45 p.m.

PRESENT: Councillors Auxi Barrera, Aude Boubaker-Calder, Patrick Browne, Sarah Neal, Gordon Pryde and Conner Young.

ATTENDING: Andrew Gallacher, Community Manager, Communities and Neighbourhoods Services; Eleanor Hodgson, Accountant, Finance and Corporate Services; and Emma Whyte, Committee Officer, Legal and Democratic Services.

1. **DECLARATIONS OF INTEREST**

No Declarations of Interest were submitted in terms of Standing Order 7.1.

2. **MEMBERSHIP OF COMMITTEE**

There was submitted a list of members of the West Fife Area Common Good Sub-Committee.

Decision

The Sub-Committee noted the membership as detailed on the agenda.

3. **APPOINTMENT OF CONVENER**

Councillor Aude Boubaker-Calder, seconded by Councillor Conner Young, proposed that Councillor Gordon Pryde be appointed as Convener of the West Fife Area Common Good Sub-Committee.

Decision

There being no other nominations, Councillor Gordon Pryde was duly appointed Convener of the West Fife Area Common Good Sub-Committee.

Thereafter, Councillor Pryde took the Chair.

4. **APPOINTMENT OF DEPUTE CONVENER**

Councillor Patrick Browne, seconded by Councillor Conner Young, proposed that Councillor Aude Boubaker-Calder be appointed Depute Convener of the West Fife Area Common Good Sub-Committee.

Decision

There being no other nominations, Councillor Aude Boubaker-Calder was duly appointed Depute Convener of the West Fife Area Common Good Sub-Committee.

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5. COMMON GOOD FUNDS UPDATE REPORT 2022/2023

The Sub-Committee considered a report by the Executive Director, Finance and Corporate Services which advised members of the current status of the Common Good Funds in the area to assist with the decision-making process for new applications.

Decision

The Sub-Committee noted the report.

6. WEST FIFE AREA COMMON GOOD FUND - APPLICATION FOR ASSISTANCE - DUNFERMLINE SKATE PARK PROJECT

The Sub-Committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for an award from the West Fife Common Good Sub-Committee to assist with the costs of delivering the Dunfermline Skatepark Project.

Decision

The Sub-Committee agreed to allocate £20,000 from the Common Good Fund towards the project.

3 June 2024

Agenda Item No. 4

Common Good Funds Update Report 2023-2024

Report by: Eileen Rowand, Executive Director (Finance and Corporate Services)

Wards Affected: 1, 2, 3, 4, 5 and 6

Purpose

The purpose of this report is to advise members of the current status of the Common Good Funds in the area to assist with the decision-making process for new applications.

Recommendations

Members are asked to note the information contained in the financial monitoring statement.

Resource Implications

The additional work to produce these reports has been resourced from within Finance and Corporate Services Directorate.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

An EqIA has not been completed and is not necessary as the report does not propose a change or revision to existing policies and practices.

Consultation

Consultation has taken place with Asset, Transportation and Environment Services and Fife Cultural Trust.

1.0 Background

- 1.1 A number of towns in Fife have a Common Good Fund which can be used for the benefit of the inhabitants of that town. The Common Good Funds are administered by the council and any grant in excess of £5,000 requires committee approval.

2.0 Common Good Fund – Current Position

2.1 Revenue Account

2.1.1 Projected Income

The projected cash income for the financial year is £121,780 and comprises mainly from rents, interest on investments and external interest.

2.1.2 Projected Expenditure

The projected expenditure for the financial year is £15,254 of which £14,317 relates to property costs and £937 other expenditure. To date, 2023-24 grants allocations have been £0.

2.1.3 In year available Funds

£106,526 remains available for distribution for new applications dependent on the outcome of the application today this may reduce to £86,526

3.0 Year End Balances

3.1 Revenue Balances

3.1.1 Prior Years Commitments

£63,835 of funding has been earmarked for grants that were approved in 15-24 but due to various circumstances have not been released prior to the financial year end. A commitment for these grants to be paid will remain in 2024-25 and should these not be expended the funds will return to the revenue balances.

3.1.2 Revenue Balances

£406,543 of funding is held in Revenue balances, this funding can be used for grant or property costs during the financial year. Revenue balances are invested on a 3-5year basis to increase the value of the Common Good.

The heritable property and investments represent the capital balances.

3.2 Capital Balances

3.2.1 Investments

West Fife Common Good currently hold investments to the value of £380,027. These investments are generating approximately £16,170 in interest annually.

3.2.2 Heritable Property

Heritable property held within West Fife Common Good has a current Value of £603,327.

4.0 Conclusions

- 4.1 This report and its Appendix are intended to give members greater information on the current position of the Common Good Funds.

List of Appendices

1. West Fife Area Common Good Fund financial monitoring statement

Background Papers

The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973:

- Fife Council Annual Accounts 2022/2023

Report Contacts

Eleanor Hodgson
Accountant Common Good and Trusts
Fife House, North Street, Glenrothes, KY7 5LT
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Shirley Melville
Community Manager – City of Dunfermline
New City House
Edgar St, Dunfermline
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3 June 2024

Agenda Item No. 5

West Fife Area Common Good Fund - Application for Assistance: W030 Scobie Park Renovation, Dunfermline

Report by: Paul Vaughan, Head of Communities and Neighbourhoods Service

Wards Affected: 3

Purpose

The purpose of this report is to seek a committee decision on the award of funding from the West Fife Area Common Good Fund.

Recommendation(s)

It is recommended that the sub-committee consider the application from Garvock Community Group for £20,000 from the West Area Common Good Fund to assist with the costs of the Renovation of Scobie Park.

Resource Implications

A Finance Report (Appendix 1) summarising and commenting on the current application is attached with a Common Good Funds Update Report 2023-2024 being a separate item on the agenda (item 4).

Legal & Risk Implications

None.

Impact Assessment

An EqIA has not been completed and is not necessary as the report does not propose a change or revision to existing policies and practices.

Consultation

The local members of Ward 3 along with the Touch and Garvock Community Council have been made aware of this project.

1.0 Background

- 1.1 Applications to Common Good Funds should be able to demonstrate a benefit to the inhabitants of the former Burgh concerned.
- 1.2 Applications to the Common Good Fund in West Fife must be determined by the West Fife Area Common Good Sub-Committee.

2.0 Application Details

- 2.1 The application was made on behalf of the Garvock Community group. The groups are securing funding from a range of sources to upgrade the run-down playpark in Scobie Place, Dunfermline which is on common good land. Our aim is to have a safer community hub that is fit for purpose and inclusive of age and ability. This project will greatly improve the existing greenspace and allow our community to use it to its best ability. The grant will go directly to all the build costs.
- 2.2 The group have secured funding from Touch and Garvock Community Council, from Scottish Government funds and from fundraising.

3.0 Conclusions

- 3.1 The application is considered to be eligible for Common Good funding.

List of Appendices

- 1 Financial Report

Report Contact

Shirley Melville
Temporary Community Manager (Dunfermline)
City Chambers

E mail: shirley.melville@fife.gov.uk

COMMON GOOD APPLICATION -FINANCIAL EVALUATION FORM

Amount of Grant

Application Number

Grant Applicant

Contact Name
Address

Description of Project

Period of Accounts

1. One off Project

2. Information available from the Annual Accounts

Income & Expenditure/Receipts & Payments Account

Statement of Balances/Balance Sheet

Accounts Audited/Independent Examiner

Deficit or Surplus
as % of Total Expenditure

Have Funds at end of year increased
If so, what is percentage increase on previous year

Organisations Annual Income

Organisations Annual Expenditure

Expenditure items appropriate

3. Comments from Evaluation of Accounts

4. Funding Breakdown

Detailed Breakdown of costs provided

Detailed Breakdown of Funding Income provided

Income raised/applied for		£
Current Application		20,000 Common Good
Income raised		
	Community Fundraising	8,242
	Touch and garvock Community Council	1,000
	Scottish Government Tranche 4	70,000
Other Grants		
	Dunfermline Local Planning Budget	10,000 Pending
	FET	50,000 Pending
	The National Lottery	10,000 Pending
Others		
Total Income		<u>169,242</u>
Total Expenditure		<u>166,992</u>
	Plapark Equipment	147,259
	Contingency Fees	7,363
	Professional Fees	12,370

5. Comments

A number of grants still pending.

Prepared By S Mitchell Finance Assistant 2/29/2024

Checked By E Hodgson 3/14/2024

Designation Accountant Date