

REPORT TO KINCARDINE AND MEARN'S AREA COMMITTEE – 8 FEBRUARY 2022 AREA COMMITTEE BUDGET 2021 - 2022

1 Executive Summary/Recommendations

1.1 Four applications have been submitted for funding from the Kincardine and Mearns Area Committee Budget 2021/22.

2 Recommendations

2.1 The Committee is recommended to consider and agree four applications to the Kincardine and Mearns Area Committee Budget from:

- **Dickson Memorial Hall, Laurencekirk - £5,205.60**
- **Bervie Caledonian Football Club - £3,600.00,**
- **Durris Kirkton Hall - £1,800.00, and**
- **St James Episcopal Church - £2,000.00.**

3 Purpose and Decision-Making Route

3.1 The Council has allocated £80,800 to each Area Committee for the financial year 2021/22 for the Area Committee Budget. Thirteen applications have been submitted and approved at Area Committee leaving a balance of £19,868.99 see **Appendix 1**. The criteria for the Area Committee Budget has been appended to this report as **Appendix 2**.

4 Discussion

4.1 An application has been submitted by Dickson Memorial Hall for £5,205.60 for 100% of the total project cost to replace the Fire Alarm Control Panel, including installation of additional devices and scaffolding hire. Dickson Memorial Hall is a well used hall within the community and hosts many events. The hire charges are reasonable and proportionate to ensure its use is affordable to all sectors of the community. Despite its extensive use, on an almost daily basis, the rental income from hires is insufficient for the Hall to sustain itself financially and fulfil its financial obligations and so fundraising events are held on a regular basis.

4.2 During the almost two years of COVID restrictions, fundraising events have been cancelled, however the hall has still had to pay for insurance utilities, licences and reduced staff costs. The Hall employs a part time caretaker, bookkeeper and cleaner and this is approximately £10,000 per annum on combined salaries. Volunteers help in the daily running of the Hall and is estimated they assist 8 days per month, valued at £608.00 per month. The Hall Committee are submitting this as their match funding towards the project. The Hall reserves are low as a result of not being able to generate income and fundraise throughout the pandemic.

4.3 An application has been received from Bervie Caledonian Football club to replace the lighting units around the football pitch at Boath Park, Gourdon. The total cost of the project is £5,330.00, the club are asking for £3,600.00, 67% of the total project cost. The Pitch is used by the local Primary School for PE classes, fund raising events and other outdoor activities. The lighting currently in place has

deteriorated to such a level it is no longer safe to use this park in the dark evenings. The lights have been inspected and they have suffered water ingress and are now beyond repair. There have been several requests from other youth teams to use the pitch for night time training purposes and without lighting in place this has not been possible.

4.4 Project Costs

Schedule	Costs
Supply 18 off 200W LED 120 Deflection Lighting Units	£3,600.00
Supply of Electrical Consumables	£200.00
Electrician and Apprentice	£810.00
Operator of Telescopic Forklift 18 Hrs @£40.00	£720.00
Total	£5,330.00

4.5 The total cost of the project is £5,330.00, match funding is in place through fundraising efforts carried out by the Club pre Covid. Covid restrictions have affected the Club Finances and reduced the ability to fund raise.

4.6 An application has been submitted from Durriss Kirkton Hall for £1,800.00 towards a total project cost of £3,600.00. The hall is looked after by a small committee of volunteers. The hall is available to hire by members of the public and local community groups for weddings, parties, Scout Group and the Bowling Club. The Committee have sought a quote to remove 5 large Conifer trees that surround the hall that have been deemed too large and unsafe in their current location. The quote is for £3,600.00 and includes relevant paperwork for a felling licence, labour and the removal of 5 trees. Match funding is in place from their reserves and the application meets the criteria.

4.7 St James Episcopal Church, Stonehaven have submitted an application for £2,000.00 towards a total project cost of £11,293.00. Over the past few years, they have undertaken major repair and refurbishment of the Grade 1 listed building, St James Church, raising funds to the value of £250,000.00. The current project is to repair, make safe and tidy up the churchyard. Planning Permission and Listed Building consent for the work is in place.

4.8 The works include:

- Repairing and realigning the piers of the church gates to give better access and a better sight-line down Arbuthnott Street,
- Repair and re-surface concrete, which gets dangerously hazardous in frosty weather, and is badly broken in places,
- Re-surface new and old concrete to align up to the road geometry properly, and to make the entrance and exits from the hall safer and more wheelchair/pushchair friendly,
- Install a new Noticeboard,
- Refresh the Churchyard surface with more chuckies, and removing ponding,
- Wet rot treatment on the church hall roof timbers, and
- Painting the exterior of the church hall.

4.9 Match funding is in place from existing church reserves and other funding applications have been successful to Dunderdale Fund and SEC Provincial Fund.

5 Council Priorities, Implications and Risk

5.1 This report helps deliver Council Priority 1 – Our People and Council Priority 2 – Our Environment.

5.2 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed.

Subject	Yes	No	N/A
Financial	x		
Staffing		x	
Equalities			x
Fairer Scotland Duty			x
Town Centre First			x
Sustainability			x
Children and Young People's Rights and Wellbeing			x

5.3 The screening section as part of Stage One of the Integrated Impact Assessment process has not identified the requirement for any further detailed assessments to be undertaken as the award of funding will not have a differential effect on persons sharing the same protected characteristics.

5.4 No risks have been identified as relevant to this matter on a Corporate Level.

5.5 Approval of these applications will reduce the remaining balance of the Area Initiatives Budget to £7,263.39.

6. Scheme of Governance

6.1 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report, any comments are included and are satisfied that the report complies with the Scheme of Governance and relevant legislation.

6.2 The Committee is able to consider and take a decision on this item in terms of Section B.6.3 in Part 2A, List of Committee Powers in the Scheme of Governance, as it relates to the authorisation of expenditure from the Kincardine and Mearns Area Committee budget.

Alan Wood
Director of Environment and Infrastructure Services

Report prepared by Emma Storey, Area Committee Officer
Date 10 January 2022

List of Appendices

Appendix 1 – Area Committee Balance
Appendix 2 – Area Committee Budget Criteria

Appendix 1

KINCARDINE and MEARNS AREA COMMITTEE BUDGET FINANCIAL YEAR 2021-22						
			BUDGET		£80,800.00	
		DATE RECEIVED	AMOUNT REQUESTED	DATE TO COMMITTEE	AMOUNT AGREED	RUNNING TOTAL
APPLICANT	PURPOSE					
FINANCIAL YEAR 2021-22						£80,800.00
Redmyre Primary School	Outdoor Classroom	April 2021	£2,794.00	18 May 2021	£2,794.00	£78,006.00
Auchenblae Primary School	Create Allotment	April 2021	£410.70	18 May 2021	£410.70	£77,595.30
Laurencekirk Primary School	Create Allotment	May 2021	£1,300.00	8 June 2021	£1,300.00	£76,295.30
Auchenblae Park Committee	Purchase of equipment to maintain the recreational facilities.	July 2021	£8,000.00	31 August 2021	£8,000.00	£68,295.30
Stonehaven & District Sea Cadets	Purchase and installation of an access lift.	July 2021	£8,000.00	31 August 2021	£8,000.00	£60,295.30
Stonehaven Town Partnership	Purchase and installation of new fire doors.	July 2021	£2,740.31	31 August 2021	£2,740.31	£57,554.99
Mearns Coastal Heritage Trail (MERCHAT)	Purchase rock armour to complete the path at Seagreens Cottages	August 2021	£8,468.00	21 September 2021	£8,000.00	£49,554.99

Appendix 1

Skateraw Hall Committee	Purchase of Skateraw Hall, Newtonhill for the Community.	October 2021	£8,000.00	10 October 2021	£8,000.00	£41,554.99
Bervie Skatepark	Complete a feasibility report	October 2021	£8,000.00	16 November 2021	£8,000.00	£33,554.99
Maryculter Driving for the Disabled Group	Towards the purchase of a horse	October 2021	£2,000.00	16 November 2021	£2,000.00	£31,554.99
Stonehaven and District Lions Club	To purchase a trailer	October 2021	£5,076.00	16 November 2021	£5,076.00	£26,478.99
Auchenblae Primary School	To purchase Ipads	November 2021	£2,610.00	7 December 2021	£2,610.00	£23,868.99
Stonehaven Fireballs	For Insurance	November 2021	£4,000.00	7 December 2021	£4,000.00	£19,868.99

APPENDIX 2

Criteria for the Use of the Kincardine and Mearns Area Committee Budget 2021/22 onwards, agreed by Area Committee (27.04.21).

1. The budget should be used to enable the Kincardine and Mearns Area Committee to respond to local needs by supporting projects within its Area. Projects will be favourably considered if they have clear evidence **of fit to the Councils Strategic Priorities**, including community economic development, and emerged from, or take cognisance of:
 2. Community Action Plans; Settlement Plans
 3. Town Centre First approach
 4. The Local Community Plan
 - a. Strong Communities,
 - b. Wellbeing, and
 - c. Connecting People.
 5. Community Empowerment Act – in support of the assembly of business plans; feasibility studies etc.
 6. Under normal circumstances the maximum payment for any one project or initiative is **£8,000.00**.
 7. The Area Committee Budget should, in normal circumstances, only be used as part of the wider funding package with a maximum contribution normally being (50%). Voluntary/in kind contributions will be considered as part of the contribution of a project, for example, contribution of a piece of equipment or volunteer time. Below is a table that indicates the standard rates, which should be used to calculate volunteer time:

Type of voluntary/in-kind contribution	Per Hour	Per Day
General, unskilled labour (for example, supervised scrub clearance, ditch-digging, planting, basic administrative support)	£9.50*	£76.00
Specialist, skilled, trained labour (for example, operations for which certificated training is a requirement, such as operating dangerous equipment, driving off-road vehicles, using chemicals)	£18.75	£150.00
Specialist services, (for example, supervising, training labour teams, surveys, counts, trapping, ringing, diving, printing, designing, photography)	£31.25	£250.00

Professional services (for example, consultants, lawyers, planners, engineers, accountants, auditors) £50.00 £350.00

*The Living Wage in Scotland.

8. The use of the Area Committee Budget is open to Council Services and constituted groups who can prove that a funding package is being assembled and cannot be met from normal budgets.
9. The applicant must demonstrate that this is the final part of a wider funding package and that the money will be spent before the end of the financial year (31 March). This would not preclude an agreement in principle, earlier in the process, if that is of assistance to the applicant in attracting other funding.
10. The Area Committee Budget may **not** be used to directly fund a continuation of a service or a grant which has been stopped or reduced as a result of budget savings agreed by the Council. It can however, be used to facilitate the transfer of such service delivery or facility to the community or other third sector partner.
11. Where the funding level is in excess of £5,000.00 applicants will be asked to address the Area Committee. Applicants will be given advice on how and what to present to the Committee.
12. The Area Committee Budget will not commit the Council to recurring expenditure and if there are any employee implications, the approval of the Director of Business Services will be obtained. Any proposal that has an implication on a Council revenue or capital budget will have this clearly identified.
13. Recurring annual costs of a group or event will not be supported. The following costs will be considered on a case by case basis:
 1. Developmental costs of a new group that is being established with
 - (a) aims consistent with
 - (b) Council objectives (i)
 2. Setting up costs of a new event (i)
 3. Costs of a one off event which is consistent with Council objectives
 4. Event costs due to circumstances which could reasonably be considered as unforeseen (ii) and (iii)
 - i. An application would have to provide evidence of longer term financial sustainability.
 - ii. Excludes cancellation, weather, poor planning and retrospective applications.
 - iii. An application would have to provide evidence that all other avenues have been exhausted.

14. The Fund will close at the end of February to enable the end of year financial process to progress.
15. A reporting and monitoring system is to be put in place and made available to the Area Committee.
16. All applications must be agreed by the Area Committee.
17. Grants should be claimed **within 6 months of award** and before the end of the financial year in which they are awarded. If outwith timescale a further application will be required if funding still available. A key factor in assessing applications as the financial year progresses will be the likelihood of funding being used.

For Information:

1. You need to evidence how your project meets the criteria and priorities. Depending on the type of project, some criteria and priorities may be more relevant and some not applicable.
2. All Proposals must be in line with and address the **Council Plan priorities** which are:

Our People – Education; Health & Wellbeing
Our Environment – Infrastructure; Resilient Communities
Our Economy – Economy & Enterprise; Estate Modernisation

Further information can be found here:

<https://www.aberdeenshire.gov.uk/council-and-democracy/council-plan/delivering-our-priorities-across-services/>