

**CHARITY AND TRUST FUNDS – ESTIMATED AMOUNTS AVAILABLE FOR
DISTRIBUTION 2014-15**

1	SUMMARY
1.1	This report sets out the estimated funding available and proposals on the distribution of that funding for the charities and trust funds in the Mid Argyll, Kintyre and Islay area for 2014-15.
2	RECOMMENDATION
2.1	To note the information provided on the value of charities and trust funds, the annual income and the amount proposed for distribution.
2.2	To approve the proposed approach to distribution as set out in paragraph 3.5 and in Appendix 1.
2.3	To agree the policy on reserves for each charity and trust fund as set out in paragraph 3.7
3	DETAIL
3.1	It is good practice to set out the estimated amount of income available for distribution in relation to the Council's charitable and trust funds. Appendix 1 sets out the estimated income available for distribution for charities and trust funds in the Mid Argyll, Kintyre and Islay area for 2014-15. The Appendix also sets out the purpose of each charity and trust fund and proposals on distribution of available income. Paragraph 3.3 sets out the purpose of each charity and trust fund which sets the parameters for distribution of income. The proposed approach to distribution is summarised in paragraph 3.5. Finally paragraph 3.7 sets out a standard policy for adoption in relation to reserves.
3.2	Charitable and trust funds are either invested or deposited in the Council's Loans Fund and in both cases earn interest. In some cases the approach is a result of historic investment when the funds were created or simply recognition that the funds are too small to do anything with other than deposit them in the Council's Loans Fund. The Council agreed in October 2013 and January 2014 to change the basis of how these funds are invested and this is in the process of being implemented now. The key element in determining the amount of income is the value of the fund and the rate of interest earned. Interest rates have been exceptionally low for the last few years. In the main there no administration costs are charged to these funds although from 2014-

15 each charity (not trust fund) will need to bear a share of the audit fee as a result of the Council external auditors now being required to audit these. Where interest earned in previous has not been spent this is added to the value of the funds to earn interest and it can also be distributed. It is good practice to set out a policy in respect of these reserves.

3.3 There are a total of 6 charities and 18 trust funds in the Mid Argyll, Kintyre and Islay area. The table below sets out the names and purpose of each charity and trust fund. The purpose sets the conditions or limitation on use of the funds and any income earned.

Name of Charity	Purpose of Charity
David Andrew Greenlees Trust	For the Poor of Campbeltown and the Workhouse Hospital there.
James H Hall Bequest <i>This is in the process of being amalgamated with the DA Greenless trust.</i>	Provide coals for the poor resident in the Burgh of Campbeltown.
John Paterson Bequest <i>This is in the process of being amalgamated with the DA Greenless trust.</i>	Benefit of the inmates of Witchburn House (which has ceased to be used as a hospital).
Library Endowment Fund	For the upkeep of reading room in Campbeltown. Discuss with librarian at Campbeltown library.
Fleming Bequest <i>This is currently in the process of being transferred to Kintyre Forum on Community Care.</i>	Benefit of necessitous cases amongst the families of residents in the Kintyre District receiving treatment under the County Tuberculosis Scheme
Miss Annie McLeans Trust <i>This is currently in the process of being transferred to Moving on Mid Argyll.</i>	To be distributed for the relief of poor, Lochgilphead.

Name of Trust Fund	Purpose of Trust
Campbell Bequest	To be distributed to the poor of the Parish of Kildalton and Oa.
McNeill Bequest	To be distributed to the poor of the Parish of Kildalton and Oa.
MacAllister Mortification	To be invested in heritable security for the poor of the Parish of Killeen & Kilkenzie.
Kintyre Youth Fund	Grants previously paid to schools to assist the youth of Kintyre.
George Melville Duncan Bequest	Purpose of Trust is to provide fuel/clothing/food for the poor in Campbeltown.
Coats Bequest Inverchaolin	Cemetery maintenance of family lairs
Kilmartin New Burial Ground Bequest	Upkeep of burial ground

	Kilmory Lochgilphead Churchyard	For the upkeep of Kilmory Churchyard and 'any benefit from the Fund, should the Trust lapse, being extended to the poor people of the parish whether paupers or not.	
	MacAlister Trust	Upkeep of graves in Tarbert Cemetery	
	Latimer McInnes Trust	Upkeep of family lair Kilchousland	
	Kilkerran Cemetery	Upkeep of lairs, Kilkerran.	
	Kilmartin War Memorial Fund	Upkeep of Memorial	
	Clachan Cemetery Trust	Upkeep of cemetery, Clachan	
	Fisher Bequest	For the poor of Inverary.	
	Campbeltown New Books	For the provision of new books in the library, Campbeltown.	
	Hutcheson Memorial Trust	Prize for Maths in Campbeltown Grammar.	
	May Paterson Trust	Prize for business studies in Campbeltown Grammar.	
	A T Ross Bequest	To be applied to Ardfenaig Home, Ardrishaig.	
3.4	<p>Appendix 1 sets out the following information on each charity and trust fund.</p> <ul style="list-style-type: none"> • Name of the charity or trust fund. • Purpose of the charity or trust fund. • The capital or restricted value of the charity or trust fund. • Unrestricted funds or revenue reserves –this is accumulated unspent income that can be distributed and for which there should be a reserves policy. • Total value of both restricted and unrestricted funds – this is the amount that is invested/deposited to earn income. • Estimated income - the amount of income it is estimated each charity or trust funds will earn for 2014-15. • Estimated audit fees – this is the allocation of the charities audit fee to each charitable fund. • Proposed use of revenue reserves – the amount of unrestricted or revenue reserves it is proposed to make available for distribution in 2014-15. • Proposed amount for distribution – the total amount available for distribution in 2014-15. • Distribution proposal – how it is proposed to distribute the income in 2014-15. • Reserves policy – A narrative setting out the proposed reserves policy. 		
3.5	<p>Appendix 1 has been grouped to bring charities and trust funds which have a similar purpose together. This allows members to consider the distribution of all funds with a similar purpose together. In summary the proposals on distribution are as follows:</p> <p>Cemetery Funds - The amount available for distribution is transferred</p>		

	<p>to Roads and Amenity Services. Roads and Amenity Services to provide a statement setting out expenditure in each cemetery.</p> <p>School Prizes - The amounts available for distribution are paid to the relevant school funds with the school producing a statement showing how the money has been used.</p> <p>Poor Funds - The amount proposed for distribution for poor funds in each specific area will be pooled and a set number of beneficiaries provided with a voucher at a level that utilises the funding available. See para 3.6 for more detail.</p> <p>Library Funds - The amount available for distribution is transferred to Community and Culture who present a statement setting out how the funds have been used.</p> <p>Other Funds - Specific proposals are set out in Appendix 1.</p>																										
3.6	<p>The proposals for distribution of poor funds are as follows:</p> <table border="1" data-bbox="296 1037 1390 1263"> <tr> <td>Campbeltown</td> <td>Proposed Amount for Distribution 14/15</td> </tr> <tr> <td>David Andrew Greenlees Trust</td> <td>£97</td> </tr> <tr> <td>James H Hall Bequest</td> <td>£266</td> </tr> <tr> <td>George Melville Duncan Bequest</td> <td>£3,310</td> </tr> <tr> <td>Total</td> <td>£3,673</td> </tr> </table> <table border="1" data-bbox="296 1301 1390 1456"> <tr> <td>Kildalton and Oa</td> <td>Proposed Amount for Distribution 14/15</td> </tr> <tr> <td>Campbell Bequest</td> <td>£148</td> </tr> <tr> <td>McNeill Bequest</td> <td>£213</td> </tr> <tr> <td>Total</td> <td>£361</td> </tr> </table> <table border="1" data-bbox="296 1494 1390 1570"> <tr> <td>Kilean and Kilzenzie</td> <td>Proposed Amount for Distribution 14/15</td> </tr> <tr> <td>MacAllister Mortification</td> <td>£184</td> </tr> </table> <table border="1" data-bbox="296 1608 1390 1720"> <tr> <td>Lochgilphead</td> <td>Proposed Amount for Distribution 14/15</td> </tr> <tr> <td>Miss Annie McLeans Trust</td> <td>Trust is in the process of being transferred to Moving on Mid Argyll.</td> </tr> </table> <p>Local members to identify people who meet the criteria of poor and the sums available for distribution will be allocated on an equal basis and paid by voucher.</p>	Campbeltown	Proposed Amount for Distribution 14/15	David Andrew Greenlees Trust	£97	James H Hall Bequest	£266	George Melville Duncan Bequest	£3,310	Total	£3,673	Kildalton and Oa	Proposed Amount for Distribution 14/15	Campbell Bequest	£148	McNeill Bequest	£213	Total	£361	Kilean and Kilzenzie	Proposed Amount for Distribution 14/15	MacAllister Mortification	£184	Lochgilphead	Proposed Amount for Distribution 14/15	Miss Annie McLeans Trust	Trust is in the process of being transferred to Moving on Mid Argyll.
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3.7	Each charity and trust fund should have a reserves policy. In the past funds (reserves) have been built up. There is a balance to be achieved between distributing all of these available funds over a short period of time and maintaining overall funds at a level to ensure future income is maintained. It is proposed that the revenue reserves of each fund are distributed at the rate of 1/20 th so that over a 20 year period the revenue reserves are utilised.
4	CONCLUSION
	This report sets out the estimated income for each charitable and trust fund and a proposed basis of distribution.
5	IMPLICATIONS
	5.1 Legal – Proposes proper use of charity and trust funds 5.2 Policy - Sets proposed approach to distribution 5.3 Finance – Proposals for use of income set out in report. 5.4 Human Resources - None 5.5 Equalities - None 5.6 Risk - None 5.7 Customer Service - None

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