

Agenda Item	9
Report No	NC/06/25

The Highland Council

Committee: Nairnshire Committee

Date: 10 February 2025

Report Title: Nairn Common Good Fund – 2023/24 Audited Accounts, 2024/2025 Q3 Monitoring and General Update, Proposed Budget 2025/26

Report By: Assistant Chief Executive – Place
Chief Officer – Corporate Finance

1. Purpose/Executive Summary

- 1.1 This report presents the Statement of Accounts and final monitoring for 2023/24 for Nairn Common Good Fund (NCGF/the “Fund”). An overall revenue surplus of £58,828 was achieved (before revaluation gains and other year-end accounting adjustments). The adjusted surplus of £220,646 has been added to reserves (£103,903 to Revenue Funds; and £116,743 to Capital funds).
- 1.2 This report also presents the expenditure monitoring position for the Common Good Fund as of 31 December 2024 (Q3) and the projected year end position for 2024/25.
- 1.3 The report further sets out the proposed revenue budget for the NCGF for the financial year 2025/2026.
- 1.4 The report also presents a revised charging framework in respect of applications received for pitch lettings on the NCGF lands.

2. Recommendations

- 2.1 Members are asked to:
 - i. Consider and agree the Nairn Common Good Fund Statement of Accounts for 2023/24 at **Appendix 1a** and the final 23/24 Monitoring Statement at **Appendix 1b**.
 - ii. Consider and note the position of the Nairn Common Good Fund and 2024/25 outturn as shown in the Q3 monitoring statement against the budget presented at **Appendices 2a** and **2b**;
 - iii. Agree the Nairn Common Good Fund budget for 2025/26 detailed at **Appendix 3**; and
 - iv. Subject to consideration of the 2025/26 budget, agree the revised Nairn Common Good Fund Lets Charging Framework at **Appendix 4** for implementation from 1st April 2025.

3. Implications

- 3.1 Resource – Financial implications are as outlined in this report. Proposed expenditure for 25/26 includes work to develop a long term plan for the Links. This will be delivered within the core budget and does not rely on funding from reserves.

As noted previously to this committee, ongoing work is required to develop an approach to income generation and development of the Fund's asset portfolio to ensure a source of revenue on an ongoing basis. This work will be continued to be supported by the Common Good Fund Project Officer.

- 3.2 Legal - The application of funds will fall within the competency guidelines set out both in statute and in common law in relation to Common Good Funds.
- 3.4 Risk –As noted at 3.1, work is still required to increase sources of income for NCCF in order to support, protect and sustain its assets for the future.
- 3.5 Health and Safety (risks arising from changes to plant, equipment, process, or people) – the fund will seek to ensure its assets are maintained which will ensure H&S is maintained.
- 3.6 Gaelic – None.

4. Impacts

- 4.1 In Highland, all policies, strategies or service changes are subject to an integrated screening for impact for Equalities, Poverty and Human Rights, Children's Rights and Wellbeing, Climate Change, Islands and Mainland Rural Communities, and Data Protection. Where identified as required, a full impact assessment will be undertaken.
- 4.2 Considering impacts is a core part of the decision-making process and needs to inform the decision-making process. When taking any decision, Members must give due regard to the findings of any assessment.
- 4.3. An Integrated Impact Assessment screening has been undertaken on the Nairn Common Good Budget for 2025/26. The conclusions have been subject to the relevant Manager Review and Approval.
- 4.4 The Screening process has concluded that there are no impacts as a result of the proposed budget

4.5	Impact Assessment Area	Conclusion of Screening
	Equality	No impact
	Socio-economic	No impact
	Human Rights	No impact
	Children's Rights and Well-being	No impact
	Island and Mainland Rural	No impact
	Climate Change	No impact
	Data Rights	No impact

5. 2023/24 Statement of Accounts

- 5.1 **Appendix 1a** of this report shows the Income and Expenditure Account and Balance Sheet in respect of the Fund for the Financial Year 2023/24 and detail on the movements on these accounts is noted below.

The statement of accounts has not been individually audited, but the total common good fund balances, comprising all the Highland Council Common Good Funds, which appear as a note to the Highland Council accounts, have been audited as they appear in the Highland Council accounts. The auditors have found no significant issues to report.

5.2 Expenditure

- 5.2.1 The main area of expenditure related to property maintenance costs which comprised grounds maintenance (largely grass cutting), general maintenance costs for Common Good areas but principally related to the Links, and the operational management agreement with Highlife Highland in respect of the Splashpad.

The increase from 2022/23 accounts of £26k relates to splashpad maintenance not being included in the previous year's accounts there were also other maintenance costs which were demolition costs from the demolition of the old links tea room

Miscellaneous Income has decreased for 2023/24 by £13k. In the previous year's accounts for 2022/23 it included income from the 2021/22 NCGF parking income which was £17k.

- 5.2.2 Administration and staff costs relate to the NCGF share of charges for the Common Good Fund Officer as well as central support charges. Please note the central support charges include Finance team costs which support the common good account.
- 5.2.3 Other costs include the operational management agreement with Highlife Highland in respect of the Splashpad and investment management fees. Also included are costs for electricity and water for the Links.
- 5.2.4 Depreciation relates to the splashpad whereby the costs of the assets are being written down over the expected life of the asset.

5.3 Income

- 5.3.1 The principal income for the NCGF came mainly from rents (e.g. Lochloy Caravan Park) and lettings from short term lets for the Nairn Links for the stalls, hospitality tent and Showmen's Guild lets at the Nairn Games, plus small ad hoc lets for e.g. the Bandstand. These are shown separately in the 23/24 Final Monitoring.
- 5.3.2 Interest and investment income is the interest on cash balances held with the Council's Loans Fund plus income from investments held with Adam & Co. This increased by £13k from 22/23 to 23/24 due to a considerable increase in interest rates.

As in previous years, income from the investment portfolio has been re-invested.

- 5.3.3 Miscellaneous income was primarily income from invitation to pay car parking.
- 5.3.4 Finally, investment income also increased, this was due to an increase in the interest rising from 1.6% to 4.5%

5.4 Other Comprehensive Income

- 5.4.1 Revaluation gains of £45k were recorded on the investments held with Adam & Co.
- 5.4.2 There has been an increase in the investment properties figure for 2023/24 to the NCGF. The increase of £132k has been generated from the sale of the Grant Street Yard. There were also increases with the value of common good sites contributes to this figure.

5.5 Balance Sheet

- 5.5.1 The underlying concept of the Balance Sheet is that each category of asset in the top half of the balance sheet has an equivalent reserve in the bottom half of the balance sheet.
- 5.5.2 The revaluation reserve represents the value held in terms of the Heritage assets of the fund, which for the NCGF is the Provost's Chain.
- 5.5.3 Capital funds represent the value of the investment properties and property, plant & equipment. The movement in the year in this reserve is the result of gains on revaluation and a disposal of investment properties along with the value of the property, plant and equipment, net of the depreciation charged in the year.
- 5.5.4 The value of the investment portfolio along with that of loans fund deposits and creditors are held in Revenue Funds, which represent actual funds available.

5.6 2023/24 Final Monitoring Statement

- 5.6.1 **Appendix 1b** sets out the 2023/24 final monitoring, which shows the Revenue results for the year against Budget (whereas **Appendix 1a** shows prior year comparatives), including a reconciliation to the Income and Expenditure Account.

6. Quarter 3 2024/5 Monitoring Statement

- 6.1 A monitoring statement showing transactions against budget for the period to December 2024 is attached at **Appendix 2a**. This shows the anticipated impact on revenue funds resulting from the estimated outturn presented in the Monitoring Statement.

6.2 Income

The income received to date relates principally to property rentals, which are anticipated to be higher than budgeted by £5.3k by year end due to lease amendments.

Income in respect of Pitch Lettings is higher than budgeted by £3.4k because of a higher volume of short terms pitch let applications than expected at the Links in 2024/25.

Overall, income is estimated to be £9.7k higher than budget.

6.3 **Expenditure**

Property costs reported for the year to date reflect the Highlife Highland management fee for the Leisure Park & Paddling Pool/Splash Pad and maintenance costs for the Splashpad and Links area. The annual levies have been paid for the River Fishing as have charges for insurance for common good property.

Under property maintenance, spend is reflected for grass cutting and grounds maintenance, the Highlife Highland management fee for the Splash Pad, replacement equipment and for maintenance works carried out across the Links/Riverside and repairs as well as remedial works to Common Good assets. Central Support expenditure listed relates to charges for the Council providing support to Nairn Common Good Fund, such as the Legal Common Good Fund Officer who focusses on compliance with our legal duties in respect of Common Good Funds across the Council – including the NCGF and Finance staff. The outturn for the year has been increased by £15k to so that it is sufficient to cover the costs anticipated.

Overall expenditure is forecast to be £21k higher than budget. This is due to additional costs expected for rent, rates & insurance, events & festivals and the adjustment to central support costs to match anticipated spend.

6.4 **Project Expenditure**

£17k has been incurred in respect of Project Expenditure which has been in respect of the Sandown Lands feasibility works and Links Development works. Project works are ongoing at the links and the additional costs will be reflected in future monitoring statements. It is forecast that the Links Development Project will stay within the forecast budget. No costs are anticipated for coastal erosion in 24/25.

6.5 **Annual Surplus**

The revised budget for the year shows a deficit of £64k but the overall outturn is expected to be a deficit of £23k. This is mainly due to the increase in Central Support Costs expected to match previous year spend, which has been the subject of a corporate review carried out by the Chief Officer for Corporate Finance and impacts all Common Good Funds across the Council.

6.6 **Nairn Common Good Fund Investments**

The Council has delegated power to manage investments by NCGF to the Investment Sub-Committee, which reports to the Pensions Committee. The Nairn Area Committee has power to administer the Revenue income of the NCGF and Projects.

Officers can confirm that the value of the fund decreased by 0.05% over the quarter ending 31 December 2024, in comparison to a benchmark decrease over the quarter of 0.02%. On a year-to-date basis, the Fund has risen 6.6% in contrast to the benchmark return of 7.5%. The value of the investments at end of December 2024 was £0.628m. The value of the investments is subject to constant change based on the market conditions (see **Appendix 2b**).

7. **Proposed Budget 2025/26**

- 7.1 **2025/26 Budget** – The proposed budget for 2025/26 is set out in **Appendix 3**. In accordance with Council policy, wherever practicable, no inflationary increase has been applied to budget heads.
- 7.2 **Available funds** – This budget plans for the estimated expenditure and income which will be received in 2025/26. If income and expenditure are set at levels proposed in **Appendix 3**, and if no unforeseen spend is encountered, the NCGF should provide a surplus (after project spend) of £7k.
- 7.3 **Anticipated Revenue**
- 7.3.1 **Rental income** – The total income from rentals expected to be available from Common Good Assets in 2025/26 is £140k. This is based on estimated outturn for 24/25.
- 7.3.2 **Lettings Income** – Lettings income relates largely to the Nairn Games and is dependent on the income from stalls, the successful tendering for provision of a hospitality tent and the annual let of the Links by the Showmen's Guild. A small level of income is also derived from the areas of the Links let largely for sporting events; a budget of £20k is projected for 2025/26.

Officers will seek income opportunities throughout the financial year to increase income levels.

- 7.3.3 **NCGF Pitch Lettings Charging Framework** - As requested by Nairnshire Members, a revised Nairn Common Good pitch lettings charging framework has been developed and is detailed at **Appendix 4**. The revised framework has been devised to prevent the need for fees to be waived on a discretionary basis in respect of community events but to also set out what is free to hold on the common good lands. If approved by this Committee, it is proposed that this revised framework will be implemented on 1st April 2025 for an initial period of 12 months when it will be subject to further review by this Committee.

Changes to the frameworks are listed below

- Increase in line with inflation
 - Charging set according to guidance of National Caterers Association
 - Recognition of lower footfall areas regardless of peak times/dates
 - More consistent charging for footprint area used
 - Removal of fees for wellbeing providers to encourage take-up
 - % fees for athletics associations/clubs charging entry fees
 - Changes to community events to be consistent with the Council's event management guidance
 - Community/charity event income sharing where traders involved
- 7.3.4 **Invitation to Pay Parking** – Income of £25.5k has been generated from the invitation to pay scheme on NCGF car parks in the period to December 2024. A budget income of £25k is projected for 2025/26
- 7.3.5 **Interest & Investment Income** – anticipated income from Investment is anticipated to be £10k.

- 7.3.6 **Miscellaneous Income** – This is usually generated in the form of income from donations or wayleaves. This has been minimal for 2023/24 and a budget of £125 is projected for 2025/26.

7.4 **Expenditure Budget**

- 7.4.1 **Property Costs** – a budget of £75k is proposed. This includes the annual charge from the Council for grounds maintenance for Common Good, the management fee for Highlife Highland for the seasonal management of the Splash Pad and year-round overseeing of the Links and Leisure Park. This includes provision for the replacement of, for example, the beach life belts which are prone to vandalism and theft. It also makes provision and builds in contingency for ongoing repairs and remedial works to Common Good assets, including the Links and Riverside areas.

Discussions have taken place during 2024/25 with Highlife Highland, #TeamHamish and the Council's Facilities Management team, to find a more affordable but effective method of cleaning at the Splashpad considering escalating costs. Options for using a different cleaning machine which doesn't affect the integrity of the surface are being assessed and this will allow the costs of the deep cleaning to be removed as the machine will provide a higher standard of cleaning when done through its current cleaning regime.

Monthly monitoring of the cleaning will be done by the Nairn Common Good Fund Officer to ensure it remains in good, clean order and reflects positively on the partners and community.

- 7.4.2 **Electricity and Water Charges** – A budget of £2k is proposed for electricity charges in line with charges received in 2024/25 on NCGF properties, and a budget of £1k for water charges on a similar basis. These figures allow for any increase in new financial year.
- 7.4.3 **Rent, Rates and Insurance** – A budget of £6k is proposed for the River Fishing Licence Fees and for necessary insurance cover.
- 7.4.4 **Nairnshire Events** - As agreed at the August 2022 Nairnshire Committee, the budget again contains a proposed budget line of £10k to be used to support Nairnshire events. Any organisation will be able to submit a request for support from this budget towards an event being held. It is proposed that any intended use of this budget line will be discussed with Members at an Area Business Meeting with expenditure thereafter being approved by the Community Development Manager in line with existing delegated authority as per the Scheme of Delegation.
- 7.4.5 **Staff costs** - Nairn Common Good Fund Development Officer. A Post which focusses on the development aspects of NCGF assets as well as making a significant contribution to community engagement. This is a 2-year fixed term post which commenced in September 2023 following recruitment. The budget includes provision for this part time 17.5 hour per week post to support the development of the Fund and its associated project work in line with previous decisions of this Committee. A budget line of £25k is included for the post in 2025/26. Noting the post is due to end in September 2025, a report will come forward to the next committee to consider the future of this post.

- 7.4.6 **Central Support Charges** – A budget of £20k is proposed in respect of Corporate Resources officer support for Finance, Administration and Property services for the NCGF and includes a proportion of the costs of the Common Good Funds Officer post.
- It should be noted that this will vary to reflect the actual levels of Highland Council officer support provided to the fund in the year ahead. Any variations will be reported through the Quarterly Monitoring Report.
- 7.4.7 **Car parking costs** – The costs of running the invitation to pay car parking have been budgeted at £3.5k (an increase of £500 from 24/25)
- 7.4.8 **Legal Expenses** – A budget of £1k is proposed to cover legal costs associated with work ongoing on the NCGF.
- 7.4.9 **Project Costs** – A budget line of £25k is proposed to be allocated to provide for support of possible progression of the Development Plan for the Links.
- 7.4.10 **Nairn Coastal Erosion Works** – it was agreed at previous Area Committee to ringfence £20k to allow remedial works of the path area at the west links to be carried out if the current path start to erode fully. The budget allow works to progress in the event of required.
- 7.4.11 **Team Hamish Phase 2** – This project has been shown in the budget to reflect the works being carried out on the Common Good Land. This is shown as Income and expenditure. The project cost is £284k with the income for the project being received through other funders being £284k. There are no costs coming from the common good fund itself, the entry is to be reflected in the NCGF accounts so that the asset is visible on the ledger for preparation of the accounts and financial statements.

8. **Hardship Funding**

- 8.1 It has been requested by Ward Members and brought forward for discussion at the Nairn Common Good Engagement Group (NCGEG), that a Hardship Fund is created to provide funding for the Nairn and Nairnshire area.
- 8.2 This funding proposal has not been considered for the 25/26 budget because an options appraisal and further works are required to develop the proposal A statutory consultation would also be required as use of the fund in this way would be regarded as a 'change of use' of the fund.
- 8.3 The Scottish Government guidance has confirmed that, in relation to cash funds, change of use would not cover every payment to different people or moving investments about but would include changing the rules regarding what types of things could be funded.
- 8.4 Once further works are carried out and the objectives of the fund and the mechanism for processing the fund is carried then a future paper will come to area committee to present proposals and for members to consider next steps.

Designation: Assistant Chief Executive – Place
Chief Officer – Corporate Finance

Date: 17/01/2024

Author: Mark Greig, Community Development Manager,
Jennifer Johnston, Accountant

Appendices: Appendix 1a Statement of Accounts 2023/24
Appendix 1b Final Monitoring Statement 2023/24
Appendix 2a Monitoring Statement December 2024/25
Appendix 2b Quarter 3 Reserves and Investments
Appendix 3 Budget 2025/26
Appendix 4 Pitch Lettings Charging Framework

STATEMENT OF ACCOUNTS 2023-24

APPENDIX 1a

Nairn Common Good Fund

Income and Expenditure Account	2023/24 £	2022/23 £	Variance £	%
<u>Expenditure</u>				
Property maintenance	84,416	58,660	25,756	43.91%
Rent, rates and insurance	1,906	1,529	377	24.67%
Administration charges	12,002	12,228	(226)	-1.85%
Staff costs	25,759	15,924	9,835	61.76%
Events and festivals	10,000	17,000	(7,000)	-41.18%
Other costs	18,896	18,517	379	2.05%
Realised losses on sale of investment property	555	-	555	0.00%
Realised losses on sale of investments	2,910	5,652	(2,742)	-48.51%
Depreciation	14,703	14,703	-	0.00%
Total expenditure	171,147	144,213	26,934	18.68%
<u>Income</u>				
Rents	152,449	149,619	2,830	1.89%
Miscellaneous income	28,510	41,908	(13,398)	-31.97%
Interest and investment income	30,848	17,546	13,302	75.81%
Total income	211,807	209,073	2,734	1.31%
Surplus for the year	40,660	64,860	(24,200)	-37.31%
Revaluation gains/(losses) - investment properties	132,001	-	132,001	0.00%
Revaluation gains/(losses) - investments	45,075	(40,023)	85,098	-212.62%
Realised losses recycled through CIES	2,910	5,652	(2,742)	-48.51%
Total comprehensive income and expenditure	220,646	30,489	190,157	623.69%
Balance Sheet	31/03/2024 £	31/03/2023 £	Variance £	%
<u>Non current assets</u>				
Investment properties	8,359,589	8,300,089	59,500	0.72%
Heritage assets	60,000	60,000	-	0.00%
Investments at valuation	613,996	557,970	56,026	10.04%
Property, plant and equipment	162,087	176,790	(14,703)	-8.32%
	9,195,672	9,094,849	100,823	1.11%
<u>Current assets</u>				
Loans fund deposits	358,241	248,139	110,102	44.37%
Sundry Debtors	15	-	15	0.00%
	358,256	248,139	110,117	44.38%
<u>Current liabilities</u>				
Sundry creditors	(3,758)	(13,464)	9,706	-72.09%
	(3,758)	(13,464)	9,706	-72.09%
Total assets	9,550,170	9,329,524	220,646	2.37%
Revenue funds	896,548	792,645	103,903	13.11%
Capital funds	8,593,622	8,476,879	116,743	1.38%
Revaluation reserve	60,000	60,000	-	0.00%
Total reserves	9,550,170	9,329,524	220,646	2.37%

	Actual £	Annual Budget £	Variance £
INCOME			
Rents	134,998	134,489	509
Lettings	17,451	12,500	4,951
Invitation to pay parking	27,525	24,000	3,525
Miscellaneous Income	985	125	860
Investment Income	13,673	-	13,673
Int.On Rev. Balance Cr	17,175	-	17,175
TOTAL INCOME	<u>211,807</u>	<u>171,114</u>	<u>40,694</u>
EXPENDITURE			
Property maintenance	59,207	69,000	(9,793)
Investment management costs	2,351	-	2,351
Electricity	3,457	2,000	1,457
Water charges	398	700	(302)
Rents, Rates and Insurance	1,906	3,600	(1,694)
Staff costs	13,300	22,000	(8,700)
Central support	24,461	10,000	14,461
Car parking costs	5,242	3,000	2,242
Advertising	290	250	40
Events and festivals	10,000	10,000	-
Legal Expenses	(52)	1,000	(1,052)
TOTAL EXPENDITURE	<u>120,559</u>	<u>121,550</u>	<u>(991)</u>
Surplus/(deficit) before projects	<u>91,248</u>	<u>49,564</u>	<u>41,684</u>
PROJECTS			
Project Costs - Links Development	32,420	25,000	7,420
Sandown feasibility study	-	18,000	(18,000)
	<u>32,420</u>	<u>43,000</u>	<u>(10,580)</u>
Surplus/(deficit) after projects	<u>58,828</u>	<u>6,564</u>	<u>52,265</u>
Year end accounts adjustments not in Monitoring:			
Depreciation	(14,703)		
Realised losses on sale of investment property	(555)		
Revaluation gains/(losses)	177,076		
	<u>161,818</u>		
Total comprehensive income and expenditure	<u>220,646</u>		
Revenue Funds			
As at 31.3.23	792,645		
Surplus/(defict) for year	220,646		
Proceeds from asset sale	(71,946)		
Revaluation of investment properties and PPE to capital adjustments account	(44,797)		
As at 31.3.24	<u>896,548</u>		

**Nairn Common Good
Period to Dec 2024**

Appendix 2a

	Actual £	Revised Annual Budget £	Estimated Outturn £	Variance £
INCOME				
Rents	132,760	135,079	140,399	5,320
Lettings	21,324	18,000	21,400	3,400
Invitation to pay parking	25,504	25,000	25,500	500
Miscellaneous Income	570	125	570	445
TOTAL INCOME	180,158	178,204	187,869	9,665
EXPENDITURE				
Property maintenance	13,003	75,000	75,000	-
Electricity	1,511	2,000	2,000	-
Water charges	542	700	700	-
Rents, Rates and Insurance	5,918	3,600	5,900	2,300
Staff costs	17,394	24,000	24,503	503
Special Grants	27,678	50,000	50,000	-
Central support	360	10,000	25,000	15,000
Car parking costs	-	3,000	3,000	-
Advertising	-	250	250	-
Events and festivals	13,068	10,000	13,000	3,000
Legal Expenses	(102)	1,000	1,000	-
TOTAL EXPENDITURE	79,371	179,550	200,353	20,803
Surplus/(deficit) before projects	100,787	(1,346)	(12,484)	(11,138)
PROJECTS	-			
INCOME				
Income	-	-	-	-
EXPENDITURE				
Project Costs - Links Development	2,902	25,000	25,000	-
Nairn Coastal Erosion	-	20,000	-	(20,000)
Sandown feasibility study	16,275	18,000	16,300	(1,700)
	19,177	63,000	41,300	(21,700)
Surplus/(deficit) after projects	81,609	(64,346)	(53,784)	10,562
Revenue funds 23/24			896,548	
Change in value of investment portfolio to 30 Sep 2024			14,129	
Estimated outturn for 24/25			(53,784)	
Estimated revenue funds 24/25 *			856,893	

* does not take into account any potential movement in value of investments over remainder of the year

MONITORING STATEMENT 2024/25
NAIRN COMMON GOOD FUND RESERVES
FOR PERIOD ENDING DEC 2024

APPENDIX 2b

	£000
Value of investment portfolio at 31.03.2024	614
Change in value of investment portfolio Q1	<u>1</u>
Value of investment portfolio at 30.06.2024	615
Change in value of investment portfolio over Q2	<u>14</u>
Value of investment portfolio at 30.09.2024	628
Change in value of investment portfolio over Q3	-
Value of investment portfolio at 31.12.2024	628
Loans Fund balance (cash reserves) as at 31.03.2024	286
Net creditors at 31.03.24	(3)
Total reserves balance as at 31.12.24	<u>911</u>
Anticipated use of reserves during 2024/25:	
To be added to reserves/(fund core budget spend) (from Appendix 1)	(12)
To fund project spend (from Appendix 2)	<u>(41)</u>
	<u>(53)</u>
ANTICIPATED RESERVES AFTER COMPLETION OF ALL PLANNED PROJECTS	<u>858</u>

* does not take into account any potential movement in value of investments over remainder of the year

**Nairn Common Good Fund
Budget 2025/26**
INCOME

	Draft Budget 2025/26 £	Budget 2024/25 £	Movement £	Est outturn 2024/25 £
Rents	140,000	135,079	4,921	140,399
Lettings	20,000	18,000	2,000	21,400
Invitation to pay parking	25,000	25,000	-	25,500
Interest & Investment Income	10,000	-	10,000	31,000
Miscellaneous Income	125	125	-	-
TOTAL INCOME	195,125	178,204	16,921	218,299

EXPENDITURE

Property maintenance	75,000	75,000	-	75,000
Electricity	2,100	2,000	100	2,000
Water charges	735	700	35	700
Rents, Rates and Insurance	5,900	3,600	2,300	5,900
Events and festivals	10,000	10,000	-	13,000
Staff costs	24,720	24,000	720	24,503
Special Grants	-	50,000	-	50,000
Central support	20,000	10,000	10,000	25,000
Car parking costs	3,500	3,000	500	3,000
Advertising	250	250	-	250
Legal Expenses	1,000	1,000	-	1,000
TOTAL EXPENDITURE	143,205	179,550	13,655	200,353

Income less Expenditure

51,920	(1,346)	3,266	17,946
---------------	----------------	--------------	---------------

PROJECTS**INCOME**

Team Hamish - Fundraising	158,500	-		
Team Hamish - HC Paths Contribution	20,000	-		
Team Hamish - PBIP	34,200	-		
Team Hamish - CRF	65,800	-		
Team Hamish - Haventus grant	5,000	-		
	283,500	-	-	-

EXPENDITURE

Team Hamish	283,500	-	283,500	-
Project Costs	25,000	25,000	-	25,000
Nairn Coastal Erosion	20,000	20,000	-	-
Sandown feasibility study	-	18,000	(18,000)	16,300
	328,500	63,000	265,500	41,300

Net spend on Projects

(45,000)	(63,000)	(265,500)	(41,300)
-----------------	-----------------	------------------	-----------------

FUNDS AVAILABLE/(REQUIRED) AFTER PROJECT SPEND

6,920	(64,346)	71,266	(23,354)
--------------	-----------------	---------------	-----------------

Estimated Usable Reserves 2024/25**836,893****Budget surplus/(deficit) for 25/26****6,920****Forecast year end reserves 25/26****843,813**

Appendix 4



Nairn Common Good Fund Charges

Nairn Common Good Fund – Short Term Lets Charging Framework						
Service					2025/26	
Marquees/Circus						
Small (structure footprint up to 25 m ²) Large (if not located on Nairn Links)	Daily Fee				£255	
Large (Nairn Links)	Daily Fee				£510	
Weddings (including exclusive use of Bandstand)						
Ceremony	Nairn Residents (subject to verification) Others				FREE £110	
Performers (use of Bandstand or Team Hamish Seating Area – non-ticketed)						
All Performances/Musicians Performance times limited to two hours. Application must be made to deconflict with other users. A noise management and/or event plan will be required in most circumstances.	Buskers Commercial				FREE £110	
Trader/Vendors (unless under major commercial event agreement – unlicensed)						
	LOW FOOTFALL		MEDIUM FOOTFALL		HIGH FOOTFALL	
	DAY	HOUR	DAY	HOUR	DAY	HOUR
General Purpose Catering (max 21 m ²)	£210	£22	£420	£44	£840	£88
Specialist Catering (max 10 m ²)	£70	£11	£140	£22	£280	£44
Market Trader (max 10 m ²) (including leisure equipment hire)	£16	£5 (2 hr max – then day rate)	£32	£8 (2 hr max – then day rate)	£64	£16 (2 hr max – then day rate)
Fairground Rides (small)	£55	£11	£110	£22	£220	£44
Fairground Rides (large)	£110	£22	£220	£44	£440	£88
Trader/Vendors (unless under major commercial event agreement) – licensed						
Large (max 21 m ²)	£210	£22	£420	£44	£840	£88
Small (max 10 m ²)	£70	£11	£140	£22	£280	£44
Additional space requirements incur additional fees. Setting up times are calculated as part of rate.						
Footfall is calculated as follows:						
LINKS						
October to March - low apart from: medium at weekends and UK School/public holidays (9am-4pm), medium or high during planned events. High footfall estimates numbers of more than 6000 persons.						
April to September – low apart from: medium at weekends and UK school/public holidays, medium or high during planned events						
OTHER COMMON GOOD AREAS						
Year-round low footfall unless linked to an event where it will be medium						

Nairn Common Good Fund Charges

Charity vendors are charged at half rate.

Street trader licenses are still required in many cases.

Any trader using a marquee linked to the sale of alcohol will be charged at the rate listed above on top of the rates here.

The Highland Council reserves the right to use a competitive bidding process for traders at its own events. For licenced traders this will be for the exclusive right to trade on and off sales alcohol.

Any Highland Council managed event will be offered on a first come, first served basis unless otherwise stated in the advert.

Sporting/Running Events

Including any use of common good areas that impinge on public access. Where marking or temporary structures are used.

(any catering associated with these events is charged as above and the Highland Council reserves the right to arrange traders independently of the organiser)

No charge for entrants/participants

Participants charged

FREE

10% of total entrance fees

Commercial Events (includes all vendors within the footprint of event)

£2,040 venue hire plus an additional £1.00 per ticket sold

or

£0.50 per square metre

Subject to successful application and submission of an approved Event Management Plan.

(maximum duration including set up and take down is seven days)

Community Events (includes all vendors within the footprint of event)

Events which benefit the wider community of Nairn, where no charge is proposed for entry and the event is freely open to public attendance.

Free for up to three commercial traders (not licensed or general purpose)

Additional traders charged at half the rates above (not licensed)

Subject to successful application and submission of an approved Event Management Plan. See notes for further information.