

Agenda Item	17
Report No	LA/17/26

The Highland Council

Committee: Lochaber

Date: 26 January 2026

Report Title: Fort William Common Good Fund - 2024/25 Annual Accounts, 2025/26 Quarter Three Monitoring and 2026/27 Proposed Budget

Report By: Assistant Chief Executive - Place

1 Purpose/Executive Summary

1.1 This report presents the 2024/25 Annual Accounts, 2025/26 Quarter Three Monitoring Report and 2026/27 Proposed Budget for Fort William Common Good Fund (FWCGF).

2 Recommendations

2.1 Members are asked to:

- i. Consider and agree the FWCGF Statement of Accounts (Appendix 1) for 2024/25, subject to the approval of the 2024/25 Highland Council accounts;
- ii. Scrutinise and note the position of the FWCGF as shown in the 2025/26 Quarter Three monitoring statement at Appendix 2; and
- iii. Approve the proposed budget for 2026/27 as set out in Appendix 3.

3 Implications

3.1 **Resource** - The statement of accounts shows that FWCGF income and expenditure in the year. Discussions are underway to clarify the position with potential for additional income generation and to fully understand the Common Good Fund liabilities. FWCGF needs to cover operational costs and to build reserves to cover its responsibilities.

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. The application of funds will comply with all financial regulations.

3.3 **Risk** – Fort William Common Good assets are currently managed by Highland Council. Due to this Common Good Fund being established for only a short time and as the longer-term operational costs and liabilities are not yet fully understood, it would be prudent to build reserves to ensure liabilities can be covered.

3.4 **Health and Safety (risks arising from changes to plant, equipment, process, or people) - None**

3.5 **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 Integrated Impact Assessment - Summary

4.3.1 An Integrated Impact Assessment screening has been undertaken on the proposed budget. The conclusions have been subject to the relevant Manager Review and Approval.

4.3.2 The Screening process has concluded that there are no impacts identified in relation to the proposed budget.

4.3.3

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

5 2024/25 Statement of Accounts

5.1 **Appendix 1** of this report shows the Income and Expenditure Account and Balance Sheet in respect of the FWCGF for Financial Year 2024/25. This is the first set of Annual Accounts produced for FWCGF.

5.2 **Income and Expenditure** - the income and expenditure incurred during the reporting period relates to the West End Car Park. Expenditure of £3,791 relates to costs incurred by car parking services. Income of £45,720 predominantly comprises parking charges plus interest and investment income.

5.3 **Revaluation gains/(losses)** - there were no revaluation gains/(losses)

5.4 **Balances** - Members are requested to note that the Fund shows total reserves of £41,929.

5.5 **Changes to Leases** - There were no changes to leases in 2024/25.

5.6 **Disposal and Acquisitions** - There were no disposals or acquisitions in 2024/25.

6 **2025/26 Quarter Three Monitoring Report**

6.1 The Quarter Three monitoring report to 31 December 2025, attached at **Appendix 2**, shows actual car parking income to date is £44,615 and the estimated outturn at year end is £75,000. The estimated interest and investment income outturn is £3,200.

6.2 Expenditure for FWCGF currently relates to servicing the car park and is estimated to be £5,200 for the year. Income less expenditure is estimated to result in a surplus of £73,000 at the year end.

6 **Budget 2026/27**

6.1 The proposed budget for 2026/27 is outlined in **Appendix 2**.

6.2 **Income** - Income comprises estimated income from the West End Car Park plus interest and investment income which is estimated proportionately to what was realised in 2024/25.

6.3 **Expenditure** – It is proposed that a property budget of £12,000 is set for costs, including servicing the car park. It is proposed to set the budget to £1,700 for staff costs (Common Good Officer) and £500 for Central Support.

6.4 **Fund Balance** - Members are asked to note that the proposed budget is anticipated to lead to a surplus of £57,600. Forecast year end reserves are therefore expected to be £172,529 at 31 March 2027. Once the potential fund liabilities and costs are better understood Members may wish to consider opening a community small grants scheme, similar to those open in other Common Good Funds.

7 Current position and outlook

FWCGF assets are listed on the Highland Council website and include the West End Car Park, play parks, amenity land and playing fields. The only income earning asset at present is the West End Car Park, noting discussions ongoing regarding the Putting Green Shed on the Parade.

FWCGF needs to build reserves to cover liabilities. Members are asked to note that until the liabilities are fully understood, and a sustainable surplus has established sufficient reserves to cover those liabilities, expenditure from the fund on wider community projects will not be possible.

Designation: Assistant Chief Executive – Place

Date: 17 December 2025

Author: Lynn Bauermeister, Community Development Manager
Jennifer Johnston, Accountant

Background Papers: None

Appendices: Appendix 1 - Statement of Accounts for 2024/25
Appendix 2 – 2025/26 Period to December 25
Appendix 3 - Proposed Budget for 2026/27

Appendix 1

Fort William Common Good Fund Statement of Accounts for 2024/25

Income and Expenditure Account	
	2024/25
	£
<u>Expenditure</u>	
Staff costs	-
Property costs	-
Administration costs	-
Grants and contributions	-
Other costs	3,791
Total expenditure	3,791
<u>Income</u>	
Rents	-
Miscellaneous income	44,672
Interest and investment income	1,048
Total income	45,720
Surplus/(deficit) for the year	41,929
Revaluation gains/(losses)	-
Total comprehensive income and expenditure	41,929
Balance Sheet	31/03/2025
	£
<u>Non current assets</u>	
Investment Properties	-
Heritage assets	-

<u>Current assets</u>	
Loans fund deposits	39,497
Sundry Debtors	2,432
	41,929
<u>Current Liability</u>	
Other Creditors	-
Total assets	41,929
Revenue funds	41,929
Revaluation reserve	-
Capital funds	-
Total reserves	41,929

Appendix 2

2025/26 Period to December 25

	Actual	Budget	Estimated Outturn	Variance
	£	£	£	£
Income				
Rents	-	-	-	-
Lettings	-	-	-	-
Miscellaneous income Car Parking	44,615	-	75,000	75,000
Interest and investment income	-	-	3,200	3,200
Total Income	44,615	-	78,200	78,200
Expenditure				
Property costs	-	-	-	-
Staff Costs	-	-	-	-
Car parking costs	-	-	5,200	5,200
Miscellaneous Costs	-	-	-	-
Total Expenditure	-	-	5,200	5,200
Income less Expenditure Surplus (Deficit)	44,615	-	73,000	73,000
Revenue reserves 2024/25		41,929		

Estimated outturn for 25/26		73,000		
Estimated revenue reserves 2025/26		114,929		

Appendix 3

Proposed Fort William Common Good Fund Annual Budget for 2026/27

	Draft Budget 2026/27 £
<u>Income</u>	
Miscellaneous income - Car Parking	75,000
Interest and investment income	2,000
Total Income	77,000
<u>Expenditure</u>	
Staff costs	1,700
Property costs	12,000
Car Parking costs	5,200
Community Grants	0
Special Grants	0
Central Support	500
Total Expenditure	19,400
Surplus/(deficit) for the year	57,600
Estimated Revenue Reserves 2025/26	114,929
Budget surplus/(deficit) for 26/27	57,600
Forecast year end reserves 2026/27	172,529