

Community Fund Grant Applications

Summary:

To consider grant applications to the Council's Community Fund Grant Scheme received by 31st December 2019.

Portfolio: Support and Safeguarding (Cllr Josephine Hawkins)

Date Signed Off: 24 February 2020

Wards Affected: All

Recommendation

The Executive is advised to RESOLVE that

- (i) subject to the conditions set out in the agenda report, the following grants be awarded from the Council's Community Fund Grant Scheme:**
 - a. £4,900 to Heatherside Community Centre to replace low energy lighting in the entrance and the hallway;**
 - b. £3,000 to Windlesham United Charities (James Butler Almshouses) to convert a bedsit to a 1 bedroomed property;**
 - c. £2,500 to Chobham Cricket Club to install new fencing; and**
- (ii) a decision on the award of a grant to Chobham Parish Council to supply and fit an outdoor gym at the recreation ground at Station Road, Chobham be delegated to the Executive Head of Transformation in consultation with the Support & Safeguarding Portfolio Holder.**

1. Key Issues

- 1.1 To qualify for a grant from the Community Fund, applications must meet the Council's objectives from our 5 Year Strategy and must demonstrate a benefit to the local community. All awards are made at the discretion of the Executive. Each of the applicants is a not for profit organisation. Each project recommended for a grant must be well planned with a sound financial basis.**
- 1.2 Information on the Community Fund Grant scheme is provided on the Council's website and articles are regularly published in the Council's Heath scene magazine promoting recent successful awards.**
- 1.3 All decisions on grant awards rest with the Executive. The Executive can also add conditions to the awarding of any grants as it sees fit.**

1.4 The Community Fund Grant Scheme is attached at Annex C for information.

2. Resource Implications

2.1 The Council has its own Community Fund from which it provides grants of up to £25,000 to assist local 'not for profit organisations' with the delivery of community projects. Total project costs of up to £2,000 can attract 75% funding and total project costs over £2,001 can attract up to 50% funding from the scheme.

2.2 There are two submission deadlines each year namely 30 June and the 31 December. This report includes the applications received by 30th June 2019.

2.3 The Portfolio Holder reviewed four applications on the 28th January 2020 and supported all and has recommended that all three applications are funded, with one being delegated to enable the Executive Head of Transformation and the Support and Safeguarding Portfolio holder an opportunity for further discussion to explore the ability of the applicant to self-fund this project.

2.4 An analysis of each of the bids is included in Annex A. Details the applications are located in Annex B.

2.5 The total amount requested from the four applications total £24,771. However, it is recommended a total spend of £10,400 is awarded from an existing reserve of **£210,000 as at 1st April 2019**. The summary information is included in Annex B. No payments are made until after evidence is submitted that the work is completed.

3. Options

3.1 The Executive has the option to;

- i. Fund the organisations in line with the proposed amount in Annex B;
- ii. Fund the organisations to a greater or lesser amount of their requested sum;
- iii. Not fund the organisations.

4. Proposals

4.1 It is proposed that the Executive agree the proposed awards set out in Annex B from the Community Fund Grant Scheme.

5. Corporate Objectives and Key Priorities

5.1 The funding of voluntary organisations allows the Council to meet its objectives to:

- Work in partnership with local organisations to provide support to the community and diverse open space and recreation facilities.
- Understanding and supporting local voluntary groups.
- Significantly contribute to civic pride through the provision of events and green spaces.
- Work in partnership with the voluntary and third sector to extend opportunities in the Borough.
- Encouraging greater involvement from local clubs and organisations including volunteering.

6. Equalities Impact

6.1 The Community Grant Fund has been equality impact assessed.

Annexes	Annex A – Summary of Bids Annex B – Proposed Grant Awards Annex C - Community Fund Grant Criteria
Background Papers	Application Forms
Author/Contact Details	Jayne Boitoult - Community Partnership Officer jayne.boitoult@surreyheath.gov.uk
Service Manager	Louise Livingston - Executive Head of Transformation

CONSULTATIONS, IMPLICATIONS AND ISSUES ADDRESSED

Resources	Required	Consulted
Revenue	N/A	
Capital	✓	✓
Human Resources	N/A	
Asset Management	N/A	
IT	N/A	

Other Issues	Required	Consulted
Corporate Objectives & Key Priorities	✓	✓
Policy Framework		
Legal		
Governance		
Sustainability		
Risk Management		
Equalities Impact Assessment	✓	✓
Community Safety		
Human Rights		
Consultation		
P R & Marketing	✓	✓

Annex A – Summary of Bids

Applicant: Heatherside Community Centre

Project: To contribute towards the costs of replacing the lighting in the entrance hall, and main hallway.

Grant requested: £9,800

Project cost: £5,000

The Heatherside Community Centre opened its doors to the public in 1980. This centre hosts a wide variety of activities ranging from the pre-school, badminton, savoy singers, yoga, karate, tap dancing, and private hire for parties, wedding receptions, meetings etc.

The hall is leased from the Council on a peppercorn basis, and is managed by an established committee, with Mr Robins as its Chairman. The centre successfully self-funds and has reserves of approximately £50,000.

This project seeks to replace the existing costly lights we efficient eco-friendly lights and replace the fuse box.

The Council appreciate the popularity of this well supported community facility and the importance of ongoing maintenance. It is noted that the Community Centre received a grant in 2019 of £2,232 to update the kitchen area.

Recommendation and rationale:

The Council is supportive of this application and acknowledges the community benefits that can be accessed from this popular venue that hosts such a variety of activities it is suggested that a recommendation of a grant of £4,900 is offered which meets this funds criteria of 50% of the overall cost, this is conditional that no further grant applications are made to this fund until 2022 and that a maintenance programme is introduced.

Applicant: Windlesham United Charities – James Butler Almshouses

Project: To convert one of the five existing bedsit properties to a 1 bedroom property

Grant requested: £10,000

Project cost: £30,000

The facilities, located in Bagshot comprises of a total of 9 properties of which 5 are bedsits and this project will convert 1 in to a single bedroomed property. This work can only be undertaken when a vacant unit exists, as the upheaval requires relocation of the tenant.

A funding bid will be made to Windlesham Parish Council with the outcome being unknown until April 2020. It is also suggested that a funding bid is made to the Almshouse Association. The applicant advises that if all bids are unsuccessful the project will be funded by the charity reserves.

A contribution is sought from the Community Fund Grant scheme to meet some of the projects costs and this has the same merits as a previous application to W.C. Lees Alms-houses approved in September 2019.

The organisation has existed for over 100 years and provide accommodation to local, vulnerable people, it is appreciated that the numbers are restrictive due to there being a maximum of 9 at any one time, but a need is being met in providing affordable local homes.

Recommendation and rationale: It is suggested that the Council supports an award of up to £3,000 in recognition of the long period of time that James Butler Almshouses have provided homes to local residents.

Applicant: Chobham Parish Council**Project: To supply and fit an outdoor gym equipment for adults at the Chobham Road Recreation Ground****Grant requested: £4,771****Project cost: £9,542**

The location of the recreation ground playing fields, children's playground and memorial garden are managed on behalf of Chobham Village by a charity the Chobham Recreation Ground Charities Trust, where the trustee is Chobham Parish Council.

These grounds were originally created as a war memorial following WW1 on meadowland purchased by monies raised through a public appeal, this being added to following further memorials after WW2 which added the formal gates, supporting wall and a chestnut tree planted for each of the local men who lost their lives in this conflict.

The whole facilities are welcoming and open all year round, and other recreational facilities on this site include an outdoor tennis table for ping-pong and a zip wire, children's play area. The grounds are also shared with Chobham Tennis Club, Scouts groups and Chobham Burymead football club.

The project will see an installation of seven pieces of outdoor equipment designed to be used by anyone aged 11 plus. This includes a: air skier, arm and pedal bike, rider, air walker, chest press, leg lift, leg press and chin up station.

If funding permits other pieces of equipment can be added at a later date. The applicant seeks to secure full project funding, and have advised if this is not possible the project will be funded from their reserves. All future ongoing maintenance liabilities will be met by the Parish Council. Other applications are to be made, to The Chobham Poor's Allotment, Lottery Awards for All and Tesco bags of help.

The Council is supportive of this project concept, but is minded of the existing reserve levels which are considerable at £228,000 (from cash and investments). Plus income of £51,717 from CIL (Community Infrastructure Levy) over the past 6 years, and with a capital project to consider raising the precept. The applicant advised that the precept for 2020/21 had already been set and does not include any restricted amount for the outdoor gym equipment.

The Parish has an ongoing maintenance programme which ensures the equipment is safe and in good working order. Planned new purchases for the next year include a gazebo or sail shade to provide a shady area in the children's playground, a water fountain, and replacing three picnic benches. Last year saw a conversion of the floodlights of the all-weather pitch, and there is an aspiration to replace or undertake a major upgrade of this asset, however that will be dependent upon the success of external fundraising.

Recommendation and rationale: The Council is supportive of the open access to fitness, and it is suggested that the Council delegate this decision to the Executive Head of Transformation and the Support and Safeguarding Portfolio holder to enable further discussion to explore the ability of the applicant to self-fund this project.

Applicant: Chobham Cricket Club

Project: To replace a fence along the boundary

Grant requested: £2,500

Project cost: £5,178

Chobham Cricket Club is located behind the High Street in Chobham, with access via the White Hart Public House car park, or the Council public car park.

The club is very well established and has operated since 1844. At present it has 3 senior teams and 7 junior teams, which gives a total number of players at approximately 250.

The main aim is to develop the junior teams and coaching events focussing at 5-8 year old group to grow their own future youth and adult teams. The location on the field (and boundary) used for this backs directly on to a water filled ditch where the existing fencing is dilapidated and would not prevent an eager player to retrieve a cricket ball. The project would see the completion of the replacement fencing around the boundary perimeter, around 50% of this was completed two years ago.

The club has net assets of around £8,000 of which we are advised that the project balance cost will be funded from this source.

Recommendation and rationale: The Council is supportive of the organisation and the benefits that it provides to the community and would recommend that the award is offered at £2,500.

Annex B – Proposed Grant Awards

Applicant	Project Details	Project Cost £	Amount Sought £	Amount Proposed £	Suggested Conditions
Heatherside Community Centre	Replacement low energy lighting in the entrance, hallway and mail hall	9,800	5,000	4,900	SHBC to be acknowledged of the Community Fund Grant Award, no further applications until 2022 and introduce a maintenance programme
Windlesham United Charities (James Butler Almshouses)	Convert a bedsit to a 1 bedroomed property	£31,500	£12,500	£3,000	SHBC to be acknowledged of the Community Fund Grant Award.
Chobham Parish Council	To supply and fit an outdoor gym at the recreation ground at Station Road Chobham	£9,542.00	£4,771	Delegated, for further discussion	
Chobham Cricket Club	To install new fencing	£5,178	£2,500	£2,500	SHBC to be acknowledged of the Community Fund Grant Award.
TOTAL		£56,020	£ 24,771	£10,400	

N.B. All Grants to be subject to a general rule that SHBC is acknowledged by the recipient as having awarded the grant.

Annex C – Community Fund Grant Scheme

SURREY HEATH BOROUGH COUNCIL

COMMUNITY FUND GRANT SCHEME FOR GRANTS UP TO £25,000

About the scheme

The Council has its own 'Community Fund' from which it provides grants of up to £25,000 to assist local not for profit organisations with the delivery of community projects.

To qualify for a grant from the Community Fund applications must fit with the Council's objectives from our 2020 Strategy (a copy of which is available from our website at the following link

<http://www.surreyheath.gov.uk/council/councilinformation/corporateplan.htm>)

and must demonstrate a benefit to the local community or a section of it.

Any non-profit making community/voluntary organisation serving all or part of Surrey Heath can apply for a community fund grant. Organisations not based in the Borough may also be eligible to apply for a grant where the project significantly benefits Surrey Heath residents.

Grants are available for amounts up to £25,000. The Council will pay up to 75% of a project that does not exceed £2,000 in total and will pay up to 50% of project costs for projects that cost between £2,001 and £25,000 in total.

The grant scheme is the Council's own. There is no legal requirement for the authority to have such a scheme in place; therefore all grants are awarded at the Council's discretion and there is no right of appeal if an application is refused.

No retrospective applications will be considered.

Grants will be considered for

- Equipment purchase
- One-off events
- Building projects
- Start-up costs

Grants will not be considered for

- General running costs
- Endowments
- Loan payments
- Activities promoting specific religious or political beliefs
- Salaries, wages, honoraria

Grants will not be made to

- Statutory Authorities or Schools/Colleges
- Trading/profit making companies
- Individuals or funds set up to benefit an individual

Assessment

In assessing the grant application, the Council will have regard to the amount of funding applicants have endeavoured to raise from other sources and will expect to see evidence of this.

In particular, there is a need to demonstrate a wider public benefit to the community over time with regard to the following:

- The existing funds/fundraising ability of the applicant;
- The sustainability of the project, for example the provision being made by the applicant for future repair and maintenance;
- The extent of support for the project in the local community;
- The extent to which the project recognises diverse needs and social inclusion.

Applications must be from properly constituted bodies/organisations that are not for profit groups.

Applications will be determined twice a year with deadlines for receipt being 30th June and 31st December. Applications received outside of these dates will not be considered until the next round. All grants will be determined by the Council's Executive Committee.