

Report to	-	Cabinet
Date	-	12 March 2018
Report of the	-	Executive Director of Business Operations
Subject	-	Community Grant Scheme

Recommendation: It be **RESOLVED:** That:

- 1) the community grants listed at Appendix 1 as recommended by the Grants Panel be approved, subject to specific conditions relating to each application;
- 2) the community grant listed in Appendix 2 be declined as recommended by the Grants Panel;
- 3) the changes to the Small Grants Scheme agreed by the Panel, be noted; and
- 4) all Members be requested to promote the scheme within their wards.

Service Manager: Brenda Mason

Lead Cabinet Members: Councillors Ganly and Kenward

Introduction

1. The Council's Community Grant Scheme makes provision for up to £130,000 per annum to be made available to community groups or organisations that meet the grant criteria of the Rother District Council (RDC) Community Grants Scheme, as agreed by Cabinet on 1 December 2008 (Minute CB08/115 refers).

Community Grants

2. A total of £71,499 was awarded during Round 1 of the Community Grants Scheme. The Panel has delegated authority to award grants under £500. The Panel used its delegated authority to approve £500 to Activate Youth Club on the 5 February 2018. Cabinet agreed to a fund of £10,000 from the Community Grants Scheme be approved for supporting community events to celebrate the forthcoming Royal Wedding of Prince Henry of Wales and Meghan Markle (Minute CB17/74 refers). This leaves a total of £48,001 for Round 2 of the Grant Scheme, as set out below:

Total provision:	£130,000
Amount awarded during Round 1:	£71,499
Amount awarded through small grants scheme:	£500
Amount agreed for Royal Wedding grants scheme:	£10,000
Total awarded/committed:	£81,999.00
Remaining provision for Round 2 1017-18:	£48,001

Table 1: Community Grant budget

3. Round 2 of the Rother Community Grants Scheme for 2017/18 closed on 15 January 2018. A total of 6 applications were received.
4. Cabinet is asked to consider the applications in Appendix 1 for funding from the Council's Community Grants Scheme as follows:

All awards are subject to other funding being in place.

 - a) **Bexhill Rowing Club - £3,685**
 - b) **Bexhill Festival of Music - £1,607**
 - c) **Pett Parish Council Working Group – £1,000**
 - d) **Crowhurst Village Hall - £10,000**
 - e) **Ticehurst Parish Council - £29,735**
5. Should Cabinet agree with the Panel's recommendation to award the applications at Appendix 1 then this will result in a maximum of £46,027 being awarded in Round 2. Once this amount is added to the amount awarded/committed as set out above (Table 1) the total amount spent from the overall budget of £130,000 will be £128,026.
6. Members are reminded that conditions are applied when awarding the grants which include that full funding is obtained in advance of any Rother payments being made and that RDC is acknowledged in any publicity and promotional material associated with these projects. Other specific conditions will also be applied to grants as appropriate.
7. The application from Westfield Parish Council, detailed in Appendix 2 is recommended to be declined by the Panel for the following reasons:
 - a) Failing to meet the criteria for the Community Grants Scheme as the project was for architect and structural engineer drawings to form part of the tender documents required to obtain quotes from contractors and therefore do not meet the scheme criteria as set out in the scheme guidance.

Crowhurst Village Hall

8. Cabinet had previously considered the application from Crowhurst Village Hall. However, Members were unclear as to how much of the requested funds were for an extension to the premises and how much was for renovation of the existing kitchen area. Members noted that the kitchen was used to produce school dinners. The importance of local provision being made to fund maintenance, repairs and replacement from generated income was emphasised. Cabinet had considered and agreed the Panel's recommendation to decline the application but invited Crowhurst Village Hall Management Committee to resubmit its application providing further detailed information (Minute CB17/22 refers)
9. Crowhurst Village Hall Committee has reviewed its plans and provided reassurance that this is a much needed new development. The plans show an extension to the Hall which will house a new kitchen and storage area, allowing a larger hall area to meet local community needs. The Management Committee further stated:

"The overwhelming desire to extend and create better kitchen facilities is also linked to the need to secure the future sustainability of the Crowhurst Village

Hall. User feedback regarding the current kitchen facilities is increasingly of the nature that they are inhibited by the small size and poor equipment within the kitchen which limits some potential hirers. The kitchen is small with limited space and users have indicated they would like to be able to prepare food rather than just bring in and serve

The village hall is also providing a much-needed facility for the school which does not have its own integral hall which can act as a dining room for school dinner. The school relies on access to the village hall to allow the contractor for school meals in East Sussex to have a place for delivering the meals, which are prepared off site, delivered to the school and served by the school to the children. This also provides a regular source of income adding to the sustainability of the hall."

10. Given the additional information provided by Crowhurst Village Hall Management Committee, the Community Grants Panel felt reassured and unanimously agreed to recommend the application to Cabinet.

Small Grant Scheme: On-line application process

11. In February 2017, the Panel agreed that further work be undertaken to encourage local groups to apply to the small grant fund of the Community Grants Scheme for grants up to £500. In order to make the scheme more accessible, a simplified application form and guidance had been agreed. The scheme would be a pilot for online applications. Additionally, the Panel had agreed that applications could be made at any time and would be processed continually throughout the year. Cabinet Members noted these changes in September 2017 (Minute CB17/22 refers).
12. These changes have now been made and the small grant scheme has been available for applications via an on-line application process since Monday 12 February 2018.
13. Members are asked to encourage groups within their wards to apply for small grants. Further information is available via the Community Grants Section of the Council website <http://www.rother.gov.uk/communitygrantscheme>.

Conclusion

14. Members are requested to consider the applications attached at Appendix 1 mindful of the clear benefits these offer to their communities. The application in Appendix 2 is recommended to be declined. The Community Grants Scheme offers a robust assessment process that benefits communities applying for grants and secures considerable additional value for money benefits for the Council.

Dr Anthony Leonard
Executive Director of Business Operations

Risk Assessment Statement

The assessment and monitoring system for community grants will mitigate much of the financial and reputational risks associated with handing over grant finance. The

Council attaches specific conditions to grant applications to mitigate risk. Nonetheless, we are often in the hands of voluntary groups as to the amount of time, effort and other financial support that they can commit to their projects. This is mitigated by the good working relationships that exist across the district.

Grants recommended for approval

Rother Community Grants Scheme: Meeting of Grants Panel on Monday, 5 February 2018
Summary of applications: Round 1 of Financial Year 2017/18

Panel Members: Cllr Tony Ganly (Chairman), Cllr Martin Kenward, David Pankhurst: RALC, Catherine Jobling, Gina Sanderson: RVA, and Debbie Peters. **Apologies:** Teresa Gittins: AiRS, Cllr Osborne. **In attendance:** Alison Spring.

Declarations of Interest: None



Opening budget:

£ 48,001

Amount recommended at this meeting:

£ 46,027

Organisation & project	Total cost of project incl VAT*	Who will benefit?	Amount requested from RDC	Amount from organisation	Other Grants or donations	Signature of Ward Member & Town/PC?	Recommendation to Cabinet
Bexhill Rowing Club The grant will be used to purchase 2 x concept rowing machines and additional attachments	£8,120	<p>With dark winter evenings and rough weather water-based training only takes place at the weekends and in fine weather. The additional equipment will allow members from across the spectrum of experience to enhance their technique, improve fitness and enjoy a positive training experience on a reliably proven training concept for rowing.</p> <p>It is anticipated that, with this additional equipment, junior members will quickly become more competent, despite lack of water training and experienced rowers will have a more realistic, advanced training experience. The equipment also gives the club the opportunity to allow prospective members, including perhaps those who may be more tentative, to experience the art of rowing in a safe, controlled environment.</p> <p>The equipment will be based at the Bexhill Rowing Club boathouse, but can easily be dismantled and re-erected; the club is actively looking at 'Learn to Row' partnerships with schools in Rother, enabling students to try taster sessions within their school.</p>	£3,685	£3,685	£750 – Bexhill Lions Club	Yes – Cllr Mrs Hughes Cllr Azad	Recommend subject to usual conditions

Organisation & project	Total cost of project incl VAT*	Who will benefit?	Amount requested from RDC	Amount from organisation	Other Grants or donations	Signature of Ward Member & Town/PC?	Recommendation to Cabinet
Bexhill Festival of Music The grant will be used to put on an event – 'The Summer Sing' - to take place at the De La Warr Pavilion in June 2018.	£4,507	<p>The project will provide an opportunity for local schools to come together to re-establish a 'youth music' opportunity.</p> <p>The opportunity to take part will be offered to all local primary schools, Bexhill secondary schools and youth choirs in the area. Commitment to take part has already been gained from: Bexhill College; St Richard's Catholic College; the majority of Bexhill primary schools (through Bexhill Primary School head teachers' consortium); 'In the wings' youth theatre group; Bexhill Academy.</p> <p>The following are also to be approached: St Mary's Special School; Glyne Gap Special School; ESSPA; MADFISH; St Peter's Youth Choir.</p>	£1,607	£1,900	£1,000 – Bexhill Lions	Yes – Cllr Oliver	Recommend , subject to usual conditions and reduced by any amount secured via DLWP concession
Pett Parish Council Working Group – Project Remember The grant is to enable restoration of the Pett War Memorial and to make improvements to its immediate surroundings, all to be completed in time for Remembrance Sunday in November 2018.	£9,600	<p>The project will benefit residents and visitors to Pett by enhancing the visual experience of the Memorial. It will reinforce a focal point within the village. The project itself will serve to bring together residents in a common purpose related to their shared heritage.</p>	£1,000	£1,000	£500 – Pett Parish Council Up to £6,000 - War Memorials Trust (an application is underway). Note: £1,100 shortfall	Yes: Cllr Bird Cllr Saint (note – Cllr Saint expressed a personal interest as a founder member of 'Project Remember').	Recommend subject to usual conditions and additionally that any award should be used to deliver the 'improvements to surroundings' rather than the repairing element of the project.

Organisation & project	Total cost of project incl VAT*	Who will benefit?	Amount requested from RDC	Amount from organisation	Other Grants or donations	Signature of Ward Member & Town/PC?	Recommendation to Cabinet
Crowhurst Village Hall The grant is to redesign and develop the kitchen in Crowhurst village hall. The original kitchen was built in 1969 and has been maintained, however currently does not meet health & safety requirements and therefore the village hall is not able to offer reasonable facilities for its community. The project includes an extension to the building to accommodate the new kitchen facilities. This will require planning permission that has not yet been obtained.	£34,924	<p>The kitchen will be available for all users of the hall: Crowhurst School (80 school meals daily) the village market, playgroup, Brownies and cubs and other children's groups, Crowhurst Community Art Fund, Women's Institute, Horticultural Society, Fayre Committee and other village organisations use the kitchen in the preparation of food for suppliers etc.</p> <p>Private hirers such as children's and adult parties where the preparation and cooking of food is needed. Currently there are at least 40 different users.</p>	£10,000	£15,000	£1,000 – Crowhurst Parish Council Note: shortfall of £8,924	Yes: Cllr Curtis	Recommend subject to usual conditions
Ticehurst Parish Council The grant will be used to update playground equipment in the three Ticehurst wards – Ticehurst, Stonegate and Flimwell – 3 playgrounds in total. Equipment dating from 1990, which no longer meet safety requirements will be replaced.	£59,470	Local children, their families and visitors to the area will benefit. Refreshing the equipment to increase their play value and make them more appealing to today's audience would almost certainly lead to increased use with the health and social benefits that brings.	£29,735	£30,000		Yes: Cllr Elliston	Recommend subject to usual conditions and upon provision of maintenance and repair plan which provides for weekly inspection of the equipment. The panel specifically requests that all play facilities funded through this grants scheme include elements that enable inclusive use and that the play equipment includes items suitable for disabled users.

*or excluding VAT if organisation is able to claim back VAT.

Grant recommended to be declined

Organisation & project	Total cost of project incl VAT	Who will benefit?	Amount requested from RDC	Amount from organisation	Other Grants or donations	Signature of Ward Member & Town/PC?	Recommendation to Cabinet
Westfield Parish Council The grant will be used for architect and structural engineer fees to create drawings for building regulations which will be part of the tender documents required to obtain quotes from local contractors to build a new cricket pavilion.	£3,904	The drawings obtained will allow the applicant to obtain quotes for the full project – a new cricket pavilion. The new pavilion will benefit any person interested in being involved with cricket, all age groups and both men and women. Westfield Cricket Club started a junior section and All Stars section this year which encompasses the ages from 5 years up to 17 years and included in both groups are young girls. The senior team ranges in age from 18 years up to 70+ years. The cricket club work very closely with Westfield school and have a reciprocal agreement with them to develop cricket both the school and at the cricket club.	£2,000	£0	£1,904 – Westfield Community Association	Yes – Cllr Maynard (detailing support for the project as a whole – a new cricket pavilion)	Refuse – the project does not meet the Community Grant Scheme criteria. The scheme will not fund 'Projects that fund salaries, consultancy fees/expenses as the primary element for delivering the project'.