

**REPORT TO THE CRICKLADE & WOOTTON BASSETT  
AREA (2) COMMITTEE**

**Report No.7**

|  |   |  |                              |                                   |
|--|---|--|------------------------------|-----------------------------------|
| <b>Date of Meeting</b>   | <b>20th June 2007</b>   |  |                              |                                   |
| <b>Title of Report</b>   | <b>Area 2 Community Area Awards Funding Distribution 2007/2008</b>  |  |                              |                                   |
| Link to Corporate Priorities   | To put customers at the heart of everything we do – Support Community Area Partnerships and Community Plans |  |                              |                                   |
| Public Report  | YES   |  |                              |                                   |
| <b>Summary of Report</b>   |   |  |                              |                                   |
| <p>To advise Members of the Community Area Awards funding criteria, procedures and budget for 2007/2008 and<br/>         To ask Members to consider 5 applications and recommendations for funding from the 2007/8 Community Area Award Scheme.</p>  |   |  |                              |                                   |
| <b>Officer Recommendations</b>   |   |  |                              |                                   |
| <p><b>1. Members note their 2007/2008 budget allocation and funding criteria for the Community Area Award Scheme.</b></p> <p><b>To agree funding distribution of the Area 2 Community Area Awards budget, based on the agreed criteria for 2007/2008:</b></p>  |   |  |                              |                                   |
| <p><b>2. Cricklade Town Council – Award £12,843 from the capital budget, towards the cost of providing a Community Garden, conditional on the balance of funding being in place.</b></p> <p><b>3. Longleaze Pre-School and Nursery – Award £4,264 from the capital budget, towards the cost of developing a new outside play area, conditional on the balance of funding being in place and planning permission being granted.</b></p> <p><b>4. Purton Institute and Village Hall Charity – Award £12,000 from the capital budget towards Phases 1 and 2 of refurbishment works to improve access for the disabled, disabled toilet facilities and a baby changing unit, conditional on the balance of funding being in place and that the applicant does not request funding from the Area 2 Committee for further phases of this project.</b></p> <p><b>5. Youth Entertainment and Leisure in Lyneham (YELL) – Award £2,065 from the capital budget for new indoor play equipment for the Hive Information Centre, RAF Lyneham, conditional on the balance of funding being in place.</b></p> <p><b>6. Lydiard Tregoz Parish Council – Award £272 from the revenue budget towards cleaning and re-enamelling work to the War Memorial.</b></p> |   |  |                              |                                   |
| Other than those implications agreed with the relevant Officers and referred to below, there are no other implications associated with this report.  |   |  |                              |                                   |
| Financial Implications   | Legal Implications  | Community & Environmental Implications | Human Resources Implications | Equality & Diversity Implications |
| YES  | NONE  | YES                                    | NONE                         | YES                               |
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## 1. Introduction

- 1.1 This report sets out the budget available and funding criteria for the 2007/2008 Community Area Awards Scheme, which were approved by Executive on 8<sup>th</sup> February 2007.
- 1.2 This report also considers 5 applications for 2007/2008 Community Area Award funding and, where appropriate, links them to issues and priorities identified in the Northern Community Area Plan.

## 2. Options and Options Appraisal

- 2.1 **Option 1: Members note their 2007/2008 budget allocation and funding criteria for Community Area Awards**
- 2.2 The budget allocation was approved by Council on 22 February 2007. Details are outlined in Section 3 of this report.
- 2.3 In 2007/2008 Area 2 Committee has been allocated a capital budget of **£40,000** and a revenue budget of **£8,000** for distribution in the form of Community Area Awards.
- 2.4 The rules on capital have remained unchanged, resulting in the Area 2 capital underspend of £837 being carried forward. The total capital available to this Committee during 2007/2008 is therefore **£40,837**.
- 2.5 The rules on revenue have remained unchanged and the balance of revenue cannot be carried over. The total revenue budget available for distribution by this Committee for distribution during 2007/8 is, therefore, **£8,000**.
- 2.5 The Community Area Award criteria for 2007/08 were reviewed by a Joint Community Area Funding Advisory Body in January 2007. The Executive subsequently approved the Community Area Award Policy on 8 February 2007. Details are outlined in Section 3 of this report. Criteria are reviewed annually. Should Members wish to act in contravention of this policy, the matter must be referred to the Executive.

| Applicant                       | Proposal           | Award Type | Funding Requested |
|---------------------------------|--------------------|------------|-------------------|
| Cricklade Town Council<br>App 1 | A Community Garden | Capital    | £12,843           |

- 2.6 **Option 2- Cricklade Town Council – Award £12,843 from the capital budget, towards the cost of providing a Community Garden, conditional on the balance of funding being in place**
- 2.6.1 The application meets the 2007/2008 funding criteria and demonstrates direct links to the Community Area Plan. References are found at pages 8 and 9 highlighting promotion of tourism and its importance to the local economy and the promotion of Cricklade's historical market town image.
- 2.6.2 The creation of the Community Garden involves utilising an area of green open space at the Waylands end of the High Street. The project will include constructing a paved area for concerts and events by the Town Band, classical and folk artists and local schools. There will also be 3 flagpoles for use throughout the year to mark key events and celebrations. Landscaping and the planting of floral beds and seating will

provide areas to sit and talk. The area will provide a permanent site to grow a fir tree for the annual 'Lighting of the Christmas Tree' event. An interpretation board will be installed explaining the location and history to the Cricklade Saxon ramparts, which border the proposed garden. It will be for the free use of all residents and visitors and contribute to a more attractive High Street for those living and visiting the town.

- 2.6.3 There will be continued involvement from community groups during the design and building of the garden. Local community groups will be involved with planting and maintaining floral areas. There will also be a community mosaic designed through artwork from by local schools and other groups.
- 2.6.4 This new project has been planned over a 2-year period through a feasibility study and public consultation. Some concerns have been raised by the District Council's Design and Estates Team around the suitability of the site and its close proximity to the road, as well as the features incorporated into the design and the nature of the site as it stands. However, planning permission is not required. The County Archaeologist has approved the proposals, English Heritage has accepted the design and a licence has been received from North Wiltshire District Council for the work to take place. Without the need for planning permission, it is expected that discussions about the details of the scheme can continue, as the design is progressed towards the construction stage.
- 2.6.5 A decision not to fund this project may deprive local people of enhancements to a public open space. (Cricklade has been identified as an area in North Wiltshire with a deficit of public open space.) However, this proposal will only affect the nature of one site, rather than the overall provision. It may also indicate that the Area 2 Committee was not supportive of the Town Council's efforts to promote its town's efforts to encourage tourism and, therefore, improve the local economy.

| Applicant                                 | Proposal                           | Award Type | Funding Requested |
|---|------------------------------------|------------|-------------------|
| Longleaze Pre-School and Nursery<br>App 2 | To develop a new outside play area | Capital    | £4,264            |

- 2.7 **Option 3: Longleaze Pre-School and Nursery – Award £4,264 from the capital budget, towards the cost of developing a new outside play area, conditional on the balance of the funding being in place and planning permission being granted.**
  - 2.7.1 This application meets the 2007/8 funding criteria and demonstrates clear links to the Community Area Plan. This is at page 10 under Education and Lifelong Learning where it refers to support for local schools.
  - 2.7.2 Longleaze Pre-School and Nursery is a well established pre-school which has been running for 14 years. It is a non-profit making charity. It has 68 children aged 0 – 5 years attending sessions during the week and further 51 on a waiting list. It provides an important service for working parents in Wootton Bassett. It has recently been accredited by Wiltshire County Council as a leading pre-school.
  - 2.7.3 There is currently no safe or suitable outdoor play area for children. (A point raised during a recent Ofsted Inspection). The Pre-school is now looking to use an adjacent overgrown area of land to create a better area for outdoor play. This will include all-weather Astro turf, a wildlife area for nature observation and investigation and a

canopy for shelter. This all falls in with recent government initiatives around child initiated and outdoor play.

- 2.7.4 Members are reminded that an award (£1,050) was made by the Area 2 Committee to Longleaze Pre-school in 2005 towards new ramps to the building.
- 2.7.5 Planning permission has been sought and a decision is awaited.
- 2.7.5 A decision not to fund this project would possibly result in the work not taking place over the summer months as planned and children would have to wait until 2008 for their new play area.

| <b>Applicant</b>   | <b>Proposal</b>   | <b>Award Type</b> | <b>Funding Requested</b> |
|--|---|-------------------|--------------------------|
| <b>Purton Institute and Village Hall Charity - App 3</b> | Refurbishment works to improve access for the disabled, disabled toilet facilities and a baby changing unit | Capital           | £17,125                  |

2.8 **Option 4 Purton Institute and Village Hall Charity – Award £12,000 from the capital budget towards Phases 1 and 2 of refurbishment works to improve access for the disabled, disabled toilet facilities and a baby changing unit, conditional on the balance of the funding being in place and that the applicant does not request funding from the Area 2 Committee for any further phases of this project.**

- 2.8.1 The application meets the 2007/2008 funding criteria and demonstrates direct links to the Community Area Plan. These are at page 20 under the reference to the requirements of the Disability Discrimination Act (DDA) and at pages 22 and 23 around recreational facilities, arts and cultural activities.
- 2.8.2 The project is driven by requirements under the DDA to ensure that village halls and other public buildings are compliant with the Act. The proposed works (which are Phases 1 and 2 of the overall project) include installation of a new disabled toilet, alterations to the existing female toilet facilities, foyer alterations including automatic front doors and a store room for play equipment and an external front access and ramp. Phase 3 (which is not included in this application) will be for a ramp and disabled access works to the rear of the building leading to the Council Offices.
- 2.8.3 The hall is a well-used and important facility in the village. A large number of local groups hire the hall and many community events are held there. The Parish Council uses it as a Council Chamber, the Area 2 Committee regularly holds meetings there and it is used as a polling station.
- 2.8.4 The Trustees have received comments about the poor state of the facilities and access for the disabled. Unfortunately, there have been incidents of the elderly tripping on the current ramp and wheelchair users having difficulty negotiating the steep gradient. If these issues are not addressed and the hall not made compliant with DDA requirements, the hall may face closure.
- 2.8.5 Purton Institute is a charity and operates on a non-profit basis. Ongoing maintenance costs are met by income from hire charges. Reserves have been set aside for other works and replacement items as well as money to cover 2 weeks loss of income

during the period when the construction works are taking place. The charity is heavily reliant on grant income to cover other larger works and refurbishment projects.

- 2.8.6 Officers are concerned that the cost of this project seems high in comparison to other similar projects across the district. Other examples have shown that applicants have planned for the alterations to improve disabled facilities over a period of time and funds have been reserved, where possible, from hire charges. (The DDA came into force in 2005). Fundraising has also been undertaken and approaches to a number of other funders have been made.
- 2.8.7 Members are reminded that Purton Institute and Village Hall Charity have received grants from the Area 2 Committee for games tables (£855 - 2005) and a fire alarm system (£988 -2002). There are two other charities affiliated to Purton Parish Council. These have also received funding under the Community Area Award Scheme including re-surfacing of the village hall car park (£3,717 - 2005) and play equipment (£728 -2006).
- 2.8.8 A decision not to fund this project may result in adequate funding not being in place for the works to begin over the summer period and that regular users may be deterred from booking the hall and look elsewhere for venues. This would lead to a loss of revenue.

| Applicant   | Proposal   | Award Type | Funding Requested |
|---|--|------------|-------------------|
| <b>Youth Entertainment and Leisure in Lyneham (YELL)</b><br>App 4 | New indoor play equipment for the Hive Information Centre, RAF Lyneham | Capital    | £2,065            |

- 2.9 Option 5 Youth Entertainment and Leisure in Lyneham (YELL) – Award £2,065 from the capital budget for new indoor play equipment for the Hive Information Centre, RAF Lyneham, conditional on the balance of funding being in place.**
- 2.9.1 This application meets the criteria of the Community Area Awards Scheme and has clear and specific links to the Community Area Plan. These are on pages 22 and 24 where there are references to a lack of youth facilities at RAF Lyneham, in Lyneham Village and generally throughout the Community Area.
- 2.9.2 This project is to purchase indoor equipment for use by children up to the age of 12 years at the Hive Information Centre at RAF Lyneham. It is to replace old, worn and well-used equipment. It is a 2-storey soft play structure with the capacity for 16 children and offers a wide range of different activities.
- 2.9.3 The Hive Information Centre is situated at the main entrance to RAF Lyneham and is open to all members of the community - military and civilian. Its large Community Room is has become a central meeting point for childminders, toddler groups and local parents with young children. It is next to a busy coffee shop and an information area. Prams and pushchairs can be easily housed in a large conservatory area while children and their parents and carers are encouraged to relax – free of charge - and make use of the facilities available. Indoor play equipment offers an opportunity to play whatever the weather.
- 2.9.4 The applicant, Youth Entertainment and Leisure in Lyneham (YELL), is a group of local people who have come together to improve leisure and recreational facilities for

local children and young people. A number of fundraising events have taken place and it has been successful in raising money from external funders for a youth shelter (this included an award of £6,629 in 2005 from the Area 2 Committee) and more recently, goal ends.

- 2.9.5 A real community need has been identified through the RAF Community Needs Analysis and thorough community consultation. YELL has held public meetings to discuss play provision in the area and have consulted local parents on the design for this new equipment.
- 2.9.6 A decision not to fund this project may result in insufficient funding being available to purchase the equipment in time for the school summer holidays when the HIVE is likely to be used by more children. It would also be a missed opportunity for the Area 2 Committee to welcome and encourage this and further integration between the RAF Station and the parish of Lyneham.

| <b>Applicant</b>                              | <b>Proposal</b>                                | <b>Award Type</b> | <b>Funding Requested</b> |
|---|--|-------------------|--------------------------|
| <b>Lydiard Tregoz Parish Council</b><br>App 5 | Cleaning and re-enamelling of the War Memorial | Revenue           | £272                     |

**2.10 Option 6 Lydiard Tregoz Parish Council – Award £272 from the revenue budget towards cleaning and re-enamelling work to the War Memorial.**

- 2.10.1 This application meets the criteria of the Community Awards Scheme. While it has only tenuous links to the Community Area Plan, the project clearly shows a benefit to the community. The Area 2 Committee is committed to awarding 75% of its funding to projects linked to the Plan. This leaves 25 % for projects that may not show direct links where there is a community need.
- 2.10.2 The project is to improve the appearance of the War Memorial in the village. This will include washing the stone work and re-enamelling to the inscription. All maintenance work (grass cutting, tending of flower tubs, etc) has been undertaken out of the goodwill of a local resident.
- 2.10.3 Members are reminded that, under current criteria, applications from Town and Parish Councils will not receive more funding than that contributed by that Town or Parish Council.
- 2.10.4 A decision not to fund this project may result in there being insufficient funds in place to enable the work to take place in early summer.

**3. Background Information**

- 3.1 A copy of the 2007/2008 Community Area Awards Funding Pack can be found at Appendix 6. This contains information relating to funding criteria, sources of advice and funding available other than from the District Council, an application form and a chart outlining the process by which their application will be dealt with.
- 3.1.1 Applications can be made electronically via the Council's website, ([www.northwilts.gov.uk](http://www.northwilts.gov.uk)) or via a paper version.
- 3.2 Funding Criteria

### 3.2.1 Key elements and changes to the funding criteria are outlined below:

- ◆ The funding criteria require that at least 75% of the Community Area Award budget be allocated to applications that demonstrate explicit links to the Northern Community Area Plan. The remaining 25% would be available for those schemes that fell outside the Community Plan, but remained important for local people and were able to demonstrate that they meet a community-identified need.
- ◆ Applications requesting £500 or less will not require any matched funding, while those requesting more than £500 will not be awarded more than 50% of the total cost of their project. Where those applications come from Parish and Town Councils, the Area 2 Committee would not award more than the amount contributed by the Town or Parish Council. The rationale for this decision is based on the ability of Town and Parishes to raise funding through the precept.
- ◆ That funding would be awarded according to demand over the three funding rounds and not divided equally between the three tranches.
- ◆ Planning permission would need only to have been investigated by the applicant at the time of submitting an application, although receipt of planning permission would form a condition of all awards being made.
- ◆ No award could be made to an applicant that exceeded the sum requested on the formal application form. Should Members wish to award a greater sum, the item would need to be deferred until the next funding round and the applicant requested to submit a revised application.
- ◆ Capital and revenue could not be awarded to the same scheme. The rationale for adopting this approach was to ensure that applicants ensured that before committing themselves to capital schemes, they have the means by which they could sustain their project.

### 3.2.2 Member's attention is drawn to the fact that there will be three funding rounds during 2006/07. The first is contained in this report, and the other two will take place on:

- 7<sup>th</sup> October 2007 (deadline for receipt of applications – 14<sup>th</sup> September 2007)
- 13<sup>th</sup> February 2008 (deadline for receipt of applications – 11<sup>th</sup> January 2008)

## 3.3 Budget

3.3.1 Appendix 7 provides details of the Area 2 capital and revenue balance for 2007/2008. Appendix 8 details the 2006/2007 distribution of awards across Area 2, in an attempt to assist Members when distributing funding across the whole of the community area.

## 3.4 Feedback from Recipients of Funding

3.4.1 All recipients of funding are requested to complete an evaluation sheet, following completion of their project. Provision of this information is a condition of funding and failure to do so precludes them from future funding from the Committee.

3.4.2 Members of this Committee agreed during 2006/2007 that representatives from groups in receipt of Community Area Awards would be invited to attend the Committee to explain how their Award was used and the impact it had on the community.

#### **4. Financial Implications**

- 4.1 Distribution of awards must fall within the Community Awards budget allocated to Area 2 Committee as set out in Sections 2 and 3 of this report.
- 4.2 A capital award of less than £1,000 may only be made where it can be shown to generate external funding.
- 4.3 If Members make awards in line with officer recommendations, there will be a capital balance of **£9,665** and a revenue balance of **£7,728**.

#### **5. Community and Environmental Implications**

- 5.1 The majority of the awards can be directly linked to priorities in the Northern Community Area Plan. Where this is not the case the applicant can provide evidence that either local consultation or pilot projects to identify a community need have been undertaken.
- 5.2 Awards made by Area Committee to successful applicants will contribute to the continuance and/or the improvement of cultural, social and community activity and well-being in the Community Area, the extent and specifics of which will be dependent on the individual project.

#### **6. Equality & Diversity Implications**

- 6.1 Community Area Awards give local community and voluntary groups, Town and Parish Councils an opportunity to receive funding towards community based projects and schemes.
- 6.2 An Equality Impact Assessment for the Community Area Awards has been undertaken and copies are available on the Council's website.

#### **7. Risk Analysis**

- 7.1 Failure to make awards would have a moderate impact on applicants and their associated community projects. Since this is considered to be unlikely, the overall risk is considered low.

|  |  |                  |
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| Appendices:  | <ul style="list-style-type: none"><li>• Appendix 1 Application – Cricklade Town Council</li><li>• Appendix 2 Application – Longleaze Pre-school and Nursery</li><li>• Appendix 3 Application – Purton Institute/Village Hall Charity</li><li>• Appendix 4 Application – YELL</li><li>• Appendix 5 Application – Lydiard Tregoz Parish Council</li><li>• Appendix 6 Community Area Awards Funding Pack.</li><li>• Appendix 7 Area 2: 2007/2008 Financial Summary</li><li>• Appendix 8 Area 2: 2006/2007 Financial Summary</li></ul> |                  |
| Background Documents Used in the Preparation of this Report: | Community Area Award Funding Criteria 2007/08<br>Community Area Awards Policy 2007/2008<br>Corporate Plan  |                  |
| Previous Decisions Connected with this Report                |  |                  |
| Report   | Committee & Date   | Minute Reference |
| Community Area Awards Policy                                 | Executive - 8 February 2007  | E175             |