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| Report to | Royal Wootton Bassett & Cricklade Area Board |
| Date of Meeting | Wednesday 24 July 2013 |
| Title of Report | Area Board Funding |

Purpose of Report

To ask councillors to consider officer recommendations in respect of the following applications seeking funding from the Area Board's capital **Community Area Grant Scheme 2013/14**:

1. Tockenham Village Hall – requesting the sum of £2,075 towards a new heating system in Tockenham Village Hall.
2. Old Court Community Pre-School – requesting the sum of £2,660 towards the creation of a Teddy Tots Garden.
3. Longleaze Pre-School – requesting the sum of £5,000 towards Longleaze Pre-School and Nursery extension and building improvements.
4. Cricklade Historical Society – requesting the sum of £5,000 towards 9 new cabinets.

To ask councillors to consider officer recommendations in respect of the following application for funding from the Area Board's **revenue budget**:

5. Clyffe Pypard Parish Council – requesting the sum of £500 towards the development of a Community-Led Plan for Clyffe Pypard.

To ask councillors to consider officer recommendations in respect of the following application seeking funding from the Area Board's **Legacy funding scheme**:

6. Wives Community Group – requesting the sum of £500 towards a summer fete.

To notify the Area Board that the following costs have been incurred under the financial authority delegated to the Community Area Manager:

7. The sum of £20 for the hire of Cricklade Town Council's meeting room for a Community Area Transport Group meeting on Thursday 4 July 2013.

1. Background

- 1.1. Area Boards have authority to approve Community Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation, Area Boards must adhere to the [Area Board Grants Guidance 2013/2014](#).
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants should be encouraged from and awarded to community and voluntary groups.
- 1.4. The Area Board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work. [Northern Community Area Plan 2005 - 2015](#)
[Local Area Joint Strategic Assessment](#)
- 1.5. The Royal Wootton Bassett & Cricklade Area Board has been allocated a 2013/14 capital budget of **£59,197** for Community Area Grants and Digital Literacy grants, and a separate revenue budget of **£14,984**.
- 1.6. In addition to the capital-based Community Area Grants and Digital Literacy grants, councillors can submit an Area Board/Councillor-Led initiative from the revenue budget. This enables Area Boards to tackle sticky community issues and/or community identified priorities. The Cabinet has emphasised that it does not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.7. In support of the Olympic and Paralympic Legacy, in 2013/14 the Royal Wootton Bassett & Cricklade Area Board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.8. Applications of up to and including £500 can be made for a Community Area Grant, which will not require matched funding. Amounts of £501 - £5,000 will be required to find matched funding. The Area Board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.

- 1.9. New for 2013/14 is a single on-line application process for Community Area Grants and Digital Literacy grants, introduced to provide an easy step-by-step application process. The application process and funding criteria can be found [here](#).
- 1.10. Area Boards will not consider Community Area Grant applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.11. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor-led initiatives), although the decision to support applications is made by Wiltshire councillors on the Area Board.
- 1.12. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.13. All recipients of Area Board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to upload information and photographs about their project on to their [blogsite](#) Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

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| <p>Background documents used in the preparation of this report</p> | <p>Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision</p> <p>Northern Community Area Plan 2005-2015</p> <p>Royal Wootton Bassett & Cricklade Joint Strategic Assessment</p> |
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2. Main Considerations

- 2.1. The Royal Wootton Bassett & Cricklade Area Board has been allocated a total of **£74,181** for 2013/14, made up of a capital budget and revenue budget (see para 1.5) that may be allocated through Community Area Grants, Digital Literacy grants, Area Board/Councillor-Led projects and other local initiatives.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of

this report.

- 2.3. Councillors will need to be satisfied that grants awarded in 2013/14 are made to projects that can realistically proceed within a year of the award being made.
- 2.4. There are now 4 funding rounds remaining during 2013/14. Deadlines for receipt of funding applications are as follows:

14 August 2013 to be considered at 25 September 2013 meeting
16 October 2013 to be considered at 27 November 2013 meeting
11 December 2013 to be considered at 22 January 2014 meeting
5 February 2014 to be considered at 19 March 2014 meeting.
- 2.5. On 6 July 2011 the Royal Wootton Bassett & Cricklade Area Board took the decision to delegate responsibility to the Community Area Manager, in consultation with the Chairman and Vice Chairman of the Area Board, to approve expenditure of up to £250 between meetings of the Area Board for the purpose of booking public meeting rooms for Area Board purposes. Any expenditure incurred under this delegation will be reported back to the Area Board at the next public meeting.
- 2.6. A budget of £5,000 was accrued from 2012/13 for the purpose of supporting projects that seek to build a Legacy of the 2012 Olympic and Paralympic Games and the Jubilee celebrations. This funding is being awarded under separate criteria and details are available [here](#).
- 2.7. The Royal Wootton Bassett & Cricklade Area Board has a separate Community Area Transport Group (CATG) budget for 2013/14 of **£14,205**. The CATG will consider appropriate schemes for funding and make appropriate recommendations to the Area Board for approval.
- 2.8. Funding awarded to date during 2013/14 totals **£4,770**. This leaves a balance of **£69,411**.

3. Environmental & Community Implications

- 3.1. Area Board Grants contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Royal Wootton Bassett & Cricklade Area Board.
- 4.2. If grants are awarded in accordance with officer recommendations,

Royal Wootton Bassett & Cricklade Area Board will have a balance of **£53,656**.

5. Legal Implications

5.1. There are no specific legal implications related to this report.

6. HR Implications

6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

7.1. Community Area Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.

7.2. Implications relating to individual grant applications will be outlined in section 8, "Officer Recommendations" of the funding report.

8. Officer Recommendations

| Ref | Applicant | Project proposal | Funding requested |
|------|------------------------|--|-------------------|
| 8.1. | Tockenham Village Hall | New heating system in the village hall | £2,075 |

8.1.1. Officers recommend that Tockenham Village Hall is awarded the sum of £2,075 towards a new heating system in the village hall.

8.1.2. The application meets the Community Area Grant criteria 2013/14, and demonstrates partial links to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure.

8.1.3. The main aim of this project is to replace Tockenham Village Hall's current inefficient and ineffective heating system with a new, modern heating system which would significantly improve the time it takes to heat the hall and subsequently make the hall more comfortable to users and hirers.

8.1.4. The efficiency savings of the new heating system would be less of a financial burden on the village hall, as heating costs would be significantly reduced. The hall currently runs at a loss, so the financial savings could potentially help the hall to reverse this and be more financially secure.

8.1.5. There would also be positive environmental outcomes, as the new

heating system would run more efficiently, consuming less energy.

8.1.6. Tockenham Village Hall is proposing to fund 50% of the project costs through its own reserves. The remainder of free reserves are being held for essential maintenance work that is currently required, as well as redecoration which is a priority that has emerged from the Community-Led Plan.

8.1.7. Tockenham Village Hall is the only community building in West Tockenham and is a valuable resource for the village, being used regularly for clubs, village events and social get-togethers.

| Ref | Applicant | Project proposal | Funding requested |
|------|--------------------------------|---------------------------------|-------------------|
| 8.2. | Old Court Community Pre School | Creation of a Teddy Tots Garden | £2,660 |

8.2.1. Officers recommend that Old Court Community Pre-School is awarded the sum of £2,660 towards the creation of a Teddy Tots Garden on condition that the balance of funding is in place.

8.2.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates links to the Northern Community Area Plan 2005 – 2015; Recreation, Culture & Leisure, and Education & Lifelong Learning.

8.2.3. Old Court Community Pre-School is seeking to develop a section of their existing garden to make a suitable, dedicated area for the younger children that attend the 2 year old sessions. It is proposed that the Teddy Tots Garden will be separate from the main garden, but with access to it so that they could explore as they pleased.

8.2.4. The garden would have all-weather surfacing and age appropriate toys for the 2 year olds, with new fencing to separate it from the main garden area.

8.2.5. This application seeks funding to assist with the costs of the surfacing and fencing. The Pre-School intends to furnish and equip the Teddy Tots garden using money from its own fundraising activities.

8.2.6. The implementation of 2 year old funding from the Government is set to increase the number of 2 year old children who attend Old Court Community Pre-School. There is also significant residential development within Royal Wootton Bassett which could further increase the numbers. The creation of the Teddy Tots garden would mean that the Pre-School could cater for these increased

numbers by providing a stimulating, safe and usable space for the younger children.

- 8.2.7. The Pre-School is intending to fund 50% of the project through a combination of its own free reserves and a Government Capital Grant. The remainder of the Pre-School's free reserves are required to be held as per statutory guidelines for redundancy expenses.
- 8.2.8. It has been confirmed that no planning permissions are required for the proposed works to be undertaken.

| Ref | Applicant | Project proposal | Funding requested |
|------|----------------------|---|-------------------|
| 8.3. | Longleaze Pre School | Pre-school and nursery extension and improvements | £5,000 |

- 8.3.1. Officers recommend that Longleaze Pre-School is awarded the sum of £5,000 towards an extension and building improvements.
- 8.3.2. The application meets the Community Area Grant criteria 2013/14 and demonstrates a link to the Northern Community Area Plan 2005 – 2015; Education & Lifelong Learning.
- 8.3.3. This project seeks to renew and improve the current kitchen facilities and to extend some of the existing classroom space to create an environment that will allow the pre-school to meet the needs of all children both now and in the future.
- 8.3.4. Proposed works would include improvements to toilet facilities, kitchen facilities and enhancements to the general space by removing the sheds that are currently on the site.
- 8.3.5. There is currently a total of 69 children attending the pre-school, which includes some funded 2 year olds who can require additional support.
- 8.3.6. The extension and improvements would increase the pre-school's ability to take additional children with physical needs.
- 8.3.7. The pre-school has been fundraising for some 10 years in order to fund these works, and as a result is able to contribute the majority of the costs from these fundraising activities. An Area Board grant would provide the pre-school with the final amount required to start the project.

8.3.8. The pre-school is run as a charity and has full time staff, but is essentially run by a volunteer committee.

| Ref | Applicant | Project proposal | Funding requested |
|------|------------------------------|------------------|-------------------|
| 8.4. | Cricklade Historical Society | New cabinets | £5,000 |

- 8.4.1. Officers recommend that Cricklade Historical Society is awarded the sum of £5,000 towards new cabinets.
- 8.4.2. The application meets the Community Area Grant criteria 2013/14, and demonstrates links to the Northern Community Area Plan 2005 – 2015; The Economy, and Recreation, Culture & Leisure.
- 8.4.3. Cricklade Historical Society are seeking to purchase 9 new cabinets for the Cricklade Museum, to enable more of its 8000+ archive items to be displayed.
- 8.4.4. Many of the museum's items are currently held in storage and not on display to the visiting public. The new cabinets would provide a means for the wares to be displayed on a rotation basis which would enhance the visitors experience and encourage repeat visits.
- 8.4.5. The Royal Wootton Bassett & Cricklade Area Board has already demonstrated a commitment to promoting tourism activities in the area by funding a local Towns and Villages Trail pamphlet in partnership with Visit Wiltshire. This project would potentially build on that by improving the tourism activities for people visiting Cricklade, as well as local people who visit the museum too.
- 8.4.6. The museum has been prudent to run a trial of this project by purchasing one cabinet in order to gain feedback and evaluate its success. Feedback has been highly favourable and funding for a further 9 cabinets is now being sought.
- 8.4.7. The museum has already secured funding for just over 50% of this project through its own reserves, the members Appeal and a grant from Cricklade Town Council.

| Ref | Applicant | Project proposal | Funding requested |
|------|------------------------------|--------------------|-------------------|
| 8.5. | Clyffe Pypard Parish Council | Community-Led Plan | £500 |

- 8.5.1. Officers recommend that Clyffe Pypard Parish Council is awarded the sum of £500 towards the development of a Community-Led Plan.
- 8.5.2. In 2010/11 the Royal Wootton Bassett & Cricklade Area Board committed a proportion of its budget to community-led planning and invited each town and parish to apply for funding. Clyffe Pypard was not ready at that stage to claim its proportion of the funding, but is now at a stage where the development of a plan has commenced and support from the Area Board is therefore now being sought.
- 8.5.3. Area Board members should note that any unclaimed funding allocated for community-led planning in 2010/11 was not accrued and so, if approved, this funding would be debited from the Area Board's 2013/14 revenue budget.

| Ref | Applicant | Project proposal | Funding requested |
|------|-----------------------|------------------|-------------------|
| 8.6. | Wives Community Group | Summer fete | £500 |

- 8.6.1. Officers recommend that the Wives Community Group is awarded the sum of £500 towards a summer fete in Lyneham.
- 8.6.2. This application meets the criteria of the Area Board's 'Creating a Legacy of 2012' grant scheme.
- 8.6.3. The Royal Wootton Bassett & Cricklade Area Board accrued the sum of £5,000 from its 2012/13 budget, to award to new projects in 2013/14 that sought to build on the successes of 2012 by bringing communities together and improving participation in sports and other activities.
- 8.6.4. The Wives Community Group is a group of local wives of military personnel in Lyneham. The aim of the Wives Community Group is to unite the civilian and military families of Lyneham following the closure of RAF Lyneham in 2012.
- 8.6.5. The event being proposed is a summer fete in Lyneham that will be open to everyone from the local and surrounding communities and will be actively publicised in order to attract as many people as possible to start to pull the community back together.
- 8.6.6. As a new group, the Wives Community Group has little access to funding. The Army Welfare Service is making a contribution, but a grant from the Area Board's Legacy scheme would really enable this project to take place and support the Wives Community Group

to undertake further local integration work in the community of Lyneham, which will continue to be of importance as more military families join the community with the development of the proposed Defence College of Technical Training.

| Ref | Applicant | Project proposal | Funding requested |
|------|--------------------|-------------------------------------|-------------------|
| 8.7. | Meeting room costs | CATG meeting – Thursday 4 July 2013 | £20 |

8.7.1. In July 2011, the Area Board took the decision to delegate authority to the Community Area Manager (in consultation with the Chairman and Vice Chairman) to approve expenditure between meetings for the hire of meeting rooms.

8.7.2. In line with this delegation, the Community Area Manager is required to report any such expenditure to the Area Board at the next meeting.

8.7.3. The sum of £20 was incurred under this delegation, with the prior approval of the Chairman and Vice Chairman of the Area Board, for the hire of the Cricklade Town Council meeting room on Thursday 4 July 2013 for a meeting of the Community Area Transport group.

8.7.4. This sum will be debited from the Area Board's 2013/14 revenue budget.

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| Appendices | Appendix 1 – grant application details |
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No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

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