

# South East Area Committee Agenda



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Date: 5 April 2013  
Website: [www.whitehorsedc.gov.uk](http://www.whitehorsedc.gov.uk)

A meeting of the  
**South East Area Committee**  
will be held on Monday 15 April 2013 at 7.00pm  
Abbey House, Abingdon

## Members of the Committee:

### Councillors

John Amys  
Matthew Barber  
Charlotte Dickson  
Jenny Hannaby  
Anthony Hayward  
Bill Jones  
Sue Marchant  
Gill Morgan

John Morgan  
Mike Murray  
Kate Precious  
Fiona Roper  
Janet Shelley  
Margaret Turner  
Reg Waite  
1 vacancy

A large print version of this agenda is available. In addition any background papers referred to may be inspected by prior arrangement.

Please note that this meeting will be held in a wheelchair accessible venue. If you would like to attend and have any special access requirements, please let the Democratic Services Officers know beforehand and they will do their very best to meet your requirements.

A handwritten signature in black ink, appearing to read "M Reed".

Margaret Reed  
Head of Legal and Democratic Services

## Agenda

## **Open to the Public including the Press**

### **Map and vision**

(Page 3)

A map showing the location of the venue for this meeting is attached. A link to information about nearby car parking is [http://www.whitehorsedc.gov.uk/transport/car\\_parking/default.asp](http://www.whitehorsedc.gov.uk/transport/car_parking/default.asp)

The council's vision is to take care of your interests across the Vale with enterprise, energy and efficiency.

### **1. Apologies for absence**

To receive apologies for absence.

### **2. Minutes**

(Pages 4 - 6)

To adopt and sign as a correct record the minutes of the committee meeting held on 10 December 2012.

### **3. Declarations of interest**

To receive any declarations of disclosable pecuniary interests in respect of items on the agenda for this meeting.

### **4. Urgent business and chairman's announcements**

To receive notification of any matters, which the chairman determines, should be considered as urgent business and the special circumstances, which have made the matters urgent, and to receive any announcements from the chairman.

### **5. Statements, petitions and questions from the public relating to matters affecting the South East Area Committee.**

Any statements, petitions and questions from the public under standing order 32 will be made or presented at the meeting.

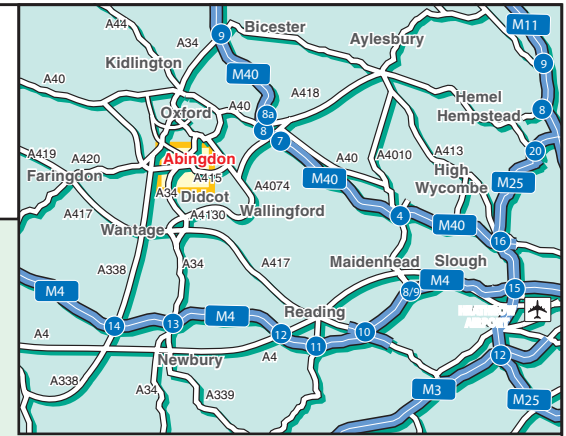
### **6. Capital community grants**

(Pages 7 - 27)

To consider the head of corporate strategy's report.

## **Exempt information under Section 100A(4) of the Local Government Act 1972**

None



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**KEY: Car Parks**

	Abbey Close
	Cattle Market
	Charter Multi-storey
	Civic
	Rye Farm
	Hales Meadow
	Audlett Drive
	West St Helen Street

**By rail** – the nearest main line railway stations to Abingdon are either Didcot Parkway (seven miles) or Oxford (eight miles). Radley railway station is located on the main line between Oxford and Didcot and is three miles from Abingdon town centre. For details of train times visit [www.nationalrail.co.uk](http://www.nationalrail.co.uk) or call 08457 484950

**By bus** – there are a number of bus routes serving Abingdon town centre. For details of services and timetables, visit Oxfordshire County Council’s website at [www.oxfordshire.gov.uk](http://www.oxfordshire.gov.uk). Contact details for bus operators can be found on the travel information pages on our website [www.whitehorsedc.gov.uk](http://www.whitehorsedc.gov.uk)

**Parking** – details of car parks charges can be found on our website

Agenda Annex

# Minutes

of a meeting of the

## South East Area Committee

held at 6.00 pm on Monday, 10th December, 2012  
at the Abbey House, Abingdon, OX14 3JE

Open to the public, including the press

### Present:

Members: Councillor Bill Jones (Chairman), Andrew Crawford (Vice-Chair), Reg Waite, Anthony Hayward, Jenny Hannaby, Margaret Turner, John Amys, Charlotte Dickson, John Morgan and Fiona Roper

Officers: Jayne Bolton, Shona Ware, Susan Harbour and Carole Cumming

Number of members of the public: 5

### SE.1 Election of a chairman

**RESOLVED:** To appoint Councillor Bill Jones as chairman of the South East Area Committee for the remainder of the 2012/13 municipal year.

### SE.2 Election of a vice-chairman

**RESOLVED:** To appoint Councillor Andy Crawford as vice-chair of the South East Area Committee for the remainder of the 2012/13 municipal year.

### SE.3 Apologies for absence

Councillors Matthew Barber, Gill Morgan and Mike Murray sent apologies for absence.

### SE.4 Minutes

**RESOLVED:** To adopt as a correct record the minutes of the committee meeting held on 22 November 2011 and agree that the chair signs them.

### SE.5 Declarations of interest

#### Declarations of pecuniary interest

Councillor	Grant application by	Declaration
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None		
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### Other declarations by councillors

Councillor	Grant application by	Declaration
Charlotte Dickson	Wantage Independent Advice Centre	Husband on Advice Centre Management Committee
Bill Jones	Wantage Independent Advice Centre	Son in law on Advice Centre Management Committee
Jenny Hannaby	Wantage Independent Advice Centre	Is on the Management Committee of the Advice Centre
John Morgan	Wantage Independent Advice Centre	Wife is on Advice Centre Management Committee

The above councillors left the room for the discussion on the Independent Advice Centre. Councillor Andy Crawford took the chair for this item.

### SE.6 Urgent business and chairman's announcements

None.

### SE.7 Statements, petitions and questions from the public relating to matters affecting the South East Area Committee.

The committee received statements from the following members of the public:

Virginia Lewis made a statement in support of Letcombe Regis Village Hall Recreation Ground Trust's application to upgrade its Sports Pavilion; she outlined details of their bid and the potential users of the committee.

Catriona Galbraith made a statement in support of Letcombe Regis Parish Council's application to create two new tennis courts.

- They would be happy to add netball and basketball lines if required.
- The club is to provide access to anyone wanting to play tennis, not just club members and there would be a pay and play facility.
- There would be free taster sessions for both adults and juniors.
- Membership fees would be set at a low rate of £30 per year for adults and £10 per year for juniors.
- Disabled members and wheelchair tennis players were welcome.
- Other funding streams are also being pursued.

Martin Hollis made a statement in support of Blewbury and District Brass Band's application for "community step-up to brass" instrument purchase.

- This application is about progression for learners.
- A formal partnership exists between the band and the Oxfordshire County Music Service.

### SE.8 Community grants

The committee considered the head of corporate strategy's report. This set out details of the five applications for capital grants in the South East area. The South East Area

Committee had £29,904 available to allocate in the capital community grants budget for 2012-13.

**RESOLVED**

To approve the following grants:

Applicant	Project	Grant	Comments
Letcombe Regis Village Hall Recreation Trust	Sports pavilion upgrade	£5,000	To support officers' recommendation in full
Wantage Independent Advice Centre	Expansion of premises to provide more space	£5,000	To support officers' recommendation in full. All councillors who had declared an interest withdrew for this item and Cllr Andy Crawford took the chair.
Letcombe Regis Parish Council	Creation of two new tennis courts	£5,000	Officers recommended £4,000. The committee decided to allocate the entire sum applied for, as the applicant addressed some low scoring areas in their statement.
Charlton Acorns Pre-school	All-weather canopy	£5,000	Officers recommended £4,000. The committee decided to allocate the entire sum applied for, as the committee believed there would be wider benefit than shown in the application.
Blewbury and District Brass Band	Community step-up to brass instrument purchase	£3,150	Officers recommended £2,520. The committee decided to allocate the entire sum applied for.

The meeting closed at 6.50 pm

# South East Area Committee



Report of Head of Corporate Strategy

Author: Carole Cumming

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To: South East Area Committee

DATE: 15 April 2013

## Capital Community Grants

### Recommendation

The committee approves:

- (a) the officer recommendations for the seven capital community grant applications referred to in paragraph 5 of the report
- (b) the request received from Letcombe Regis Parish Council to amend their capital community grant awarded in December 2012 referred to in paragraphs 9 and 10 of the report .

### Purpose of Report

1. The purpose of this report is for the committee to consider the officer recommendations for the seven applications received and to consider a request from Letcombe Regis Parish Council to amend their grant award.

### Strategic Objectives

2. The council has a corporate priority to offer support to local communities by offering grants to voluntary and community organisations who are delivering projects and services that support it's own objectives or those in need.

### Background

3. The committee's budget for capital community grants in 2012/13 was £29,904. £23,150 was awarded during the first round of funding in December 2012 leaving a balance of £6,754. The budget for 2013/14 has been set at £29,904 and the

balance of £6,754 carried forward making a total of £36,658 available to allocate during this round and a future round of funding in November 2013.

4. The capital community grant scheme (round 2) opened on 21 January 2012 and closed on 28 February 2013.
5. Officers received seven valid applications requesting a total of £14,808, a summary of these is shown below and an officer appraisal for each application is attached at **appendix 1** of this report.

ref:	organisation	project	project cost	total points	amount requested	officer recommendation
1047	Chilton Village Hall Management Committee	Induction loop and portable stage	£4,841	<b>130</b>	£2,075	<b>£2,075</b>
1056	1861 (Wantage) Squadron Air Training Corps	Storage shed for equipment	£1,430	<b>100</b>	£700	<b>£700</b>
1069	Upton Village Hall Amenities Trust	Purchase of two tier bowls mat stand	£940	<b>120</b>	£470	<b>£470</b>
1060	East Hendred Parish Council	Zip wire installation for playground	£7,116	<b>130</b>	£3,557	<b>£3,557</b>
1059	Wantage Silver Band	New car park at Tugwell Field	£8,972	<b>120</b>	£4,486	<b>£4,486</b>
1045	St Matthews Church, Harwell	Digital projection system	£15,369	<b>95</b>	£3,000	<b>£2,400</b>
1054	Wantage 'not just' Betjeman festival	Projection equipment	£1,067	<b>115</b>	£520	<b>£520</b>
		<b>Total</b>	<b>£39,735</b>		<b>£14,808</b>	<b>£14,208</b>

6. Officers used a scoring system<sup>1</sup> to help in evaluating each application. The scoring system is a fair and transparent way of evaluating applications. Details of the scoring system approved by the cabinet member for grants are attached at **appendix 2**.
7. The grant officer received the following joint comment(s) from councillors Reg Waite and Margaret Turner:

*We have borne in mind that only £6,754 remains against grants requests amounting to £14,808, and apart from the application from St Matthew's Church, Harwell, the 6 other grants sought are seeking 50% of their project cost.*

<sup>1</sup> The cabinet member for grants approved the scoring system on 2 July 2012



*We consider that all the applications have been submitted by worthy community organisations, and it would be very difficult to fully reject any of them. After due consideration we feel that given the amount of funds available it would be reasonable to spread these monies available fairly.*

*In the circumstances we recommend that each application should receive 17.277% of their project cost and then rounded up as shown on the attached.*

As the remaining 2012/13 budget of £6,754 has been carried forward and combined with the 2013/14 budget the limitation on funding amounts no longer applies, however the councillors' support for each of the applications still applies.

8. The recommendations from officers for all capital community grant applications are based on the scoring criteria shown below.

<b>Approved scoring criteria</b>	
<b>Total points score</b>	
100 or more	officers recommend the project is a funding priority
80 or more	officers recommend the project receives some funding
79 or less	officers recommend the project does not receive funding

## **Matter for Consideration**

9. Letcombe Regis Parish Council has requested that the grant of £5,000 awarded during the last round of funding towards the creation of two new tennis courts be amended to become payable as follows:

- £3,330 – Letcombe Parish Council
- £1,670 – Letcombe Regis Tennis Club.

10. The organisation has requested this amendment because some of their other funding for the project has been allocated directly to the tennis club and payments for the project will now be split between the two organisations. In order to claim the full grant awarded (made up of a percentage of the total project cost) the award will need to be amended as stated above. Officers recommend granting the request so that the full grant awarded to create the tennis courts can be claimed and the community benefit from the new facility.

## **Financial Implications**

11. The council can only award funding towards projects that meet its budgetary and audit requirements for capital expenditure. Any revenue costs included in applications have been removed from the amount requested and the figures revised. Award recommendations will be made on the capital expenditure only.

## **Legal Implications**

12. The area committee has delegated authority from the previous executive to determine grant applications. There is also a delegated authority for the head of corporate strategy in consultation with the chair of the relevant area committee to determine grant awards up to £1,000.

## **Risks**

13. There are no risk implications arising from this report.

## **Conclusion**

14. The South East Area Committee is requested to consider and determine the seven grant applications received and the request from Letcombe Regis Parish Council to amend their grant award.

# Appendix 1 Vale Capital Community Grants Officer Evaluation

ref no.	organisation	scheme	scheme cost £	amount requested £	% total project cost requested	broadening the range	community participation	meeting local need	community benefit	viability	score	recommended award	recommended award % of total project cost
1047	Chilton Village Hall Management Committee	Induction loop and portable stage	£4,841	£2,075	42.86%	20	15	15	20	60	<b>130</b>	<b>£2,075</b>	42.86%
1056	1861 (Wantage) Squadron Air Training Corps	Storage shed for equipment	£1,430	£700	48.95%	10	10	10	10	60	<b>100</b>	<b>£700</b>	48.95%
1069	Upton Village Hall Amenities Trust	Purchase of two tier bowls mat stand	£940	£470	50.00%	10	20	20	10	60	<b>120</b>	<b>£470</b>	50.00%
1060	East Hendred Parish Council	Zip wire installation for playground	£7,116	£3,557	49.99%	15	20	20	15	60	<b>130</b>	<b>£3,557</b>	49.99%
1059	Wantage Silver Band	New car park at Tugwell Field	£8,972	£4,486	50.00%	10	20	20	10	60	<b>120</b>	<b>£4,486</b>	50.00%
1045	St Matthews Church, Harwell	Digital projection system	£15,369	£3,000	19.52%	10	5	15	15	50	<b>95</b>	<b>£2,400</b>	15.62%
1054	Wantage 'not just' Betjeman festival	Projection equipment	£1,067	£520	48.73%	10	15	15	15	60	<b>115</b>	<b>£520</b>	48.73%
				<b>£14,808</b>								<b>£14,208</b>	
	100 or more	funding priority									<b>Total</b>	£14,208	
	80 or more	some funding (80% of request)									<b>Budget</b>	£36,658	
	79 or less	no funding									<b>Remaining</b>	£22,450	

# Vale Capital Community Grants Officer Evaluation

1047		
<b>Chilton Village Hall Management Committee</b>		
Better users' facilities project		
Improvement of facilities for users of Chilton Village Hall by an induction loop system for the hard of hearing and a portable staging system for entertainment events.		
<b>Grant officer comments and recommendation:</b>  The application scored well in all areas and is recommended for full funding. They have sufficient funds available to cover any gap in funding.	<b>Recommended award</b>	£2,075
	<b>Recommended %</b>	42.86 %
	<b>Amount requested</b>	£2,075
	<b>% requested</b>	42.86 %
	<b>Total project cost</b>	£4,841
	<b>Organisation's contribution</b>	£1,300
	<b>Organisation's closing balance at year end</b>	£11,950
	<b>Town or parish contribution</b>	£0 (do give revenue funding)
	<b>Other secured funding</b>	£775
<b>Project Information</b>		
<b>1</b>	<b>How will your project broaden the range of activities/facilities on offer to the community?</b>	
	The hearing loop will open up the Hall to users who cannot easily benefit because they are hard of hearing. Several of the 13 clubs using our Hall are particularly benefit & often run by, older residents, so the loop would maximise opportunity for those with this disability. The staging will provide an improved venue for more shows, music, theatre & other events, especially since we are now a Good Night Out venue for rural theatre/music nights. Our hall doesn't have a built-in stage area, so portable staging makes best use of available space.	<b>Score</b>  20/20
<b>2</b>	<b>How did you consult with the local community?</b>	
	Discussion especially with existing user groups (some represented on our Management Committee) and also with other village residents at our Hall Improvement public consultation event evenings (info appended); these followed the ORCC model. Also requests from the 13 community groups regularly using our busy Hall, including Adult Leisure Art Group, Tai Chi, Bowls Club, Country Dance Club, Evergreens, Scout, Cub and Beaver Troops, Zumba Classes, WI, Toddler Group Sunday School and a Saturday Art Class.	<b>Score</b>  15/20
<b>3</b>	<b>How do you know that the community need this project?</b>	
	The community and user group representatives identified inadequate deaf disabled facilities & inadequate staging as shortcomings to the existing hall & its facilities. Deaf assistance was highlighted by the clubs with older members & the inadequate staging by groups that need to fundraise (Scouts, Toddler Group), by organisers of visiting rural theatre/music events & by villagers organising a social. The hearing loop & staging would address the needs of 10 of our 13 regular hirer groups. See consultation o/view uploaded in additional docs zip file	<b>Score</b>  15/20
<b>4</b>	<b>Who will benefit from your project?</b>	

The loop system will especially benefit our user groups with older members e.g. WI, Evergreens, Scottish Country Dance Club, Art Classes (2), Zumba Gold, Tai Chi classes, Wives Group & other charity fundraising events like quizzes. The staging will encourage additional visiting theatre & music events e.g. under the Good Night Out programme, as well as bands and discos/quizzes for Scouts, Cubs, Beavers and Wives Group charity fundraising.		<b>Score</b>	20/20
<b>Project Viability</b>			
<b>1</b>	<b>How is your project reasonable and appropriate for the area?</b>		
	The Village Hall is the only lay community building in the parish (population c.1000) & will become increasingly important with the 80% increase in Chilton's population resulting from the large residential development currently under construction.		
<b>2</b>	<b>How does your project deliver best value for money?</b>		
	We have taken advice on quality, durability, ease of use and design for both systems as well as checking out similar facilities in other Oxfordshire village halls. The quotations reflect this advice.		
<b>3</b>	<b>Is your project likely to secure full funding and progress within 12 months?</b>		
	Yes. The co-funding element from the VHMC reserves is in place and that from the local charity can be ascertained at the next Parish Council meeting as the PC is the trustee.		
<b>4</b>	<b>How will your organisation be able to manage the project now and in the future?</b>		
	These items will form part of the fixtures & fittings inventory of the Hall, which is managed on a day to day basis by an efficient volunteer management committee-see <a href="http://www.chiltonvillagehall.co.uk">www.chiltonvillagehall.co.uk</a>	<b>Score</b>	60/60
<b>Officer scoring point system:</b> 100 or more - officers recommend the project is a funding priority 80 or more - officers recommend the project receives some funding 79 or less – officers recommend the project does not receive funding		<b>Total Score</b>	<b>130/140</b>

# Vale Capital Community Grants Officer Evaluation

1056				
<b>1861 (Wantage) Squadron Air Training Corps</b>				
Operation Clean Up				
We have a lot of equipment and no where to store it, we really need a large storage facility, the cadets are collecting camping equipment to complete Duke of Edinburgh expeditions and Fieldcraft exercises. But its being held in staff's garages and sheds and it really needs to be stored on the squadron grounds, so we wanted to get the cadets involved with planning and building an outside storage area (Lockable)				
<p><b>Grant officer comments and recommendation:</b></p> <p>The application lost points in the broadening the range area as the storage will allow them to keep existing kit onsite and potentially store additional kit if/when it is purchased.</p> <p>The application scored moderately in the consultation area as organisation asked the current cadets for their views but the results of the consultation were not provided.</p> <p>The application scored moderately in the local need area as while they have consulted with their users about their needs the results identifying this solution were not provided.</p> <p>The application scored moderately in the community benefit area as while cadets and staff of the organisation will benefit they have not provided numbers of cadets and staff to put this into perspective.</p> <p>The project scored full marks in the viability area.</p>	<p><b>Recommended award</b></p> <p><b>Recommended %</b></p> <p><b>Amount requested</b></p> <p><b>% requested</b></p> <p><b>Total project cost</b></p> <p><b>Organisation's contribution</b></p> <p><b>Organisation's closing balance at year end</b></p> <p><b>Town or parish contribution</b></p> <p><b>Other secured funding</b></p>	<p><b>£700</b></p> <p><b>48.95%</b></p> <p><b>£700</b></p> <p><b>48.95%</b></p> <p><b>£1,430</b></p> <p><b>£300</b></p> <p><b>£5,141</b></p> <p><b>£0</b></p> <p><b>£0</b></p>		
	<b>Project Information</b>			
	<b>1</b>	<b>How will your project broaden the range of activities/facilities on offer to the community?</b>		
		We will be able to store current equipment onsite and have space for new kit enabling more cadets to fieldcraft activities and complete their Duke of Edinburgh scheme with equipment to hand and kept in lockable storage, offering local boys and girls aged 13 - 18 the opportunity of gaining more skills.	<b>Score</b>	10 /20
	<b>2</b>	<b>How did you consult with the local community?</b>		
		We do local recruitment stands and have consulted with the current cadets.	<b>Score</b>	10/20
	<b>3</b>	<b>How do you know that the community need this project?</b>		
		We consulted with the cadets and staff and have come up with this project as a solution to our needs.	<b>Score</b>	10/20
	<b>4</b>	<b>Who will benefit from your project?</b>		
	The current Wantage Air Cadets and any youth aged 13 - 18 wishing to join the Wantage Air Cadets.	<b>Score</b>	10/20	
<b>Project Viability</b>				
<b>1</b>	<b>How is your project reasonable and appropriate for the area?</b>			
	As an organisation we benefit the local community by giving boys and girls aged 13 - 18 opportunities like flying, gliding, shooting (under very strict conditions), visit to Royal Air Force Bases, Fieldcraft, Summer Camps, trips abroad, Duke of Edinburgh awards and projects like this one.			

<b>2</b>	<b>How does your project deliver best value for money?</b>	
	We are not paying for assembly we are letting the cadets put it together as part of the project. Therefore saving that expense. And we have searched to get the best deal on what we want.	
<b>3</b>	<b>Is your project likely to secure full funding and progress within 12 months?</b>	
	Yes, definitely.	
<b>4</b>	<b>How will your organisation be able to manage the project now and in the future?</b>	
	The staff are really keen to get started and the cadets involved, we meet twice a week and some weekends so will have this completed in no time.	<b>Score</b> 60 /60
	<b>Officer scoring point system:</b> 100 or more - officers recommend the project is a funding priority 80 or more - officers recommend the project receives some funding 79 or less – officers recommend the project does not receive funding	<b>Total Score</b> 100/140

# Vale Capital Community Grants Officer Evaluation

1069			
<b>Upton Village Hall Amenities Trust</b>			
Upton Bowls Club			
A two-tier bowls mat stand is needed to make it easier to put the mats out and roll them up after games. Currently, we need at least two people who are fit and able to put the mats out. Short Mat bowls can be played by anyone between the ages of 9 and 90! The club has been meeting informally for about two years. However, we wish to expand the club to play league matches. Anyone from the local area can come along to bowls nights - there are no restrictions.			
<p><b>Grant officer comments and recommendation:</b></p> <p>The application scored moderately in the broadening the range area as the new equipment will enhance their current bowls facility activities but does not allow new activities to take place.</p> <p>The application scored full marks in the consultation and local need areas as the need for indoor bowls facilities was identified through consultation and a community lead parish plan.</p> <p>The application scored moderately in the community benefit area as there are currently only 12 people that play bowls every week but this may increase once they have the proper facilities and can start a regular club.</p> <p>The project scored full marks in the viability area.</p>	<b>Recommended award</b>	£470	
	<b>Recommended %</b>	50.00%	
	<b>Amount requested</b>	£470	
	<b>% requested</b>	50.00%	
	<b>Total project cost</b>	£940	
	<b>Organisation's contribution</b>	£556	
	<b>Organisation's closing balance at year end</b>	£12,020	
	<b>Town or parish contribution</b>	£0	
	<b>Other secured funding</b>	£0	
<b>Project Information</b>			
<b>1</b>	<b>How will your project broaden the range of activities/facilities on offer to the community?</b>		
	If we had the bowls mat stand, we would be in a position to form a formal club and join a local league. We want to encourage both young and old and anyone in between to play this game, which is a fairly gentle exercise for the elderly and a competitive sport for the young.	<b>Score</b>	10/20
<b>2</b>	<b>How did you consult with the local community?</b>		
	The Upton Parish Plan survey indicated an interest in short mat bowls being played in the village hall and the hall was extended partly for this to happen.	<b>Score</b>	20/20
<b>3</b>	<b>How do you know that the community need this project?</b>		
	We currently have a core of about 12 people that play every week. People are keen to progress to playing competitively but the development of the club is being hampered by the difficulties in putting out the mats which are very heavy.	<b>Score</b>	20/20
<b>4</b>	<b>Who will benefit from your project?</b>		
	The residents of Upton and surrounding towns and villages, particularly the elderly and the young who would not be able to help set up for playing bowls currently.	<b>Score</b>	10/20



<b>Project Viability</b>			
<b>1</b>	<b>How is your project reasonable and appropriate for the area?</b>		
	It would enable more people, particularly the elderly and young to participate. It is a social sport that can be played by children, parents and grandparents so has a wide appeal.		
<b>2</b>	<b>How does your project deliver best value for money?</b>		
	We have priced this stand from two suppliers which are both very similar, due to the specific nature of the product.		
<b>3</b>	<b>Is your project likely to secure full funding and progress within 12 months?</b>		
	Yes. It will be possible to fund-raise for the remainder. Most village events held in the last year have raised in excess of £500.		
<b>4</b>	<b>How will your organisation be able to manage the project now and in the future?</b>		
	With the recent extension to Upton Village Hall, there is a large storage room which can house the stand safely. If bowls were to cease in the future, the equipment would have a good second hand value as there are many clubs throughout the country.	<b>Score</b>	60/60
<b>Officer scoring point system:</b>		<b>Total Score</b>	<b>120/140</b>
100 or more - officers recommend the project is a funding priority			
80 or more - officers recommend the project receives some funding			
79 or less – officers recommend the project does not receive funding			

# Vale Capital Community Grants Officer Evaluation

1060		
<b>East Hendred Parish Council</b>		
Zip wire project for playground		
Provision of a zip wire play unit for young people in East Hendred		
<b>Grant officer comments and recommendation:</b>  The application scored well in all areas and is recommended for full funding. They have sufficient funds available to cover any gap in funding.	<b>Recommended award</b>	£3,557
	<b>Recommended %</b>	49.99%
	<b>Amount requested</b>	£3,557
	<b>% requested</b>	49.99%
	<b>Total project cost</b>	£7,116
	<b>Organisation's contribution</b>	£1,559
	<b>Organisation's closing balance at year end</b>	£16,618
	<b>Town or parish contribution</b>	will pick up shortfall
	<b>Other secured funding</b>	£0
<b>Project Information</b>		
<b>1</b>	<b>How will your project broaden the range of activities/facilities on offer to the community?</b>	
	<p>East Hendred has two playgrounds with play equipment suitable for children of primary school age and younger. It has long been recognised that there is not a great deal for older children and teenagers. We believe that the addition of a zip wire at Penney Playpark is more active and dynamic than any of the existing equipment. It is likely to appeal to older children and teenagers. Despite the fact that zip wires take one person at a time, they are often quite social equipment in play parks. This is likely to suit small groups of teenagers.</p>	<p><b>Score</b> 15 /20</p>
<b>2</b>	<b>How did you consult with the local community?</b>	
	<p>In drawing up the Parish Plan, published in 2008, extensive community consultation took place. Resident's opinions were sought at a number of events in the village. In October 2006 a Village Plan questionnaire was circulated to every household in the parish. Of just over 400 questionnaires sent out, 233 were completed and returned. A youth questionnaire was also circulated through the youth club (no longer operational due to lack of volunteers).</p>	<p><b>Score</b> 20/20</p>
<b>3</b>	<b>How do you know that the community need this project?</b>	
	<p>The Parish Plan consultation raised the issue of a lack of facilities for teenagers in the parish and led to the inclusion of a target in the action plan to provide recreation facilities for teenagers. This action has not yet been successfully fulfilled and this is still an unmet need for the community.</p>	<p><b>Score</b> 20/20</p>
<b>4</b>	<b>Who will benefit from your project?</b>	
	<p>The Penney Playpark zip wire project will benefit particularly the age group too old for the existing children's play equipment, but too young to find other village amenities, such as adult sports and social clubs and pubs, appealing or suitable. This group currently have no amenities especially suited to them available in the community, in contrast to the generally good amenity provision for most age groups in this parish.</p>	<p><b>Score</b> 15/20</p>

<b>Project Viability</b>			
<b>1</b>	<b>How is your project reasonable and appropriate for the area?</b>		
	The complete lack of facilities for teenagers is an issue identified through community consultation, but not yet resolved. The Parish Council already leases the Penney Playpark which includes a long, fairly narrow strip of grass area that will be ideal for a zip wire.		
<b>2</b>	<b>How does your project deliver best value for money?</b>		
	Two independent quotes have been sought. Playground Services provided the slightly cheaper quote and have also recently provided similar equipment of good quality in a neighbouring parish.		
<b>3</b>	<b>Is your project likely to secure full funding and progress within 12 months?</b>		
	Yes. We are seeking a £2000 grant from Oxfordshire County Council which has already been submitted. We plan to meet the remaining cost from our own existing funds.		
<b>4</b>	<b>How will your organisation be able to manage the project now and in the future?</b>		
	The zip wire will be located in one of the children's playgrounds which are already managed by the Parish Council. Regular inspections and maintenance for these are well established. The Parish Council has experience of managing the construction of previous amenity projects.	<b>Score</b>	60/60
<b>Officer scoring point system:</b>		<b>Total Score</b>	<b>130/140</b>
100 or more - officers recommend the project is a funding priority			
80 or more - officers recommend the project receives some funding			
79 or less – officers recommend the project does not receive funding			

# Vale Capital Community Grants Officer Evaluation

1059			
<b>Wantage Silver Band</b>			
<b>Car Park at Tugwell Field, Wantage</b>			
Provide a suitable car park on land at Tugwell Field (leased from the Vale of White Horse District Council). This is to replace the present designated space for car parking which is in extremely poor condition. Wantage Silver Band and Wantage Town Juniors Football Club are main users of this facility.			
<p><b>Grant officer comments and recommendation:</b></p> <p>The application scored moderately in the broadening the range area as the project will improve an existing facility rather than offer a new one.</p> <p>The application scored full marks in the consultation and local need areas and the works are a requirement of the organisation's lease.</p> <p>The application scored moderately in the community benefit area as main users will be from the band and football club and there are few facilities nearby to attract other members of the community to use the car park.</p> <p>The project scored full marks in the viability section.</p>	<p><b>Recommended award</b></p> <p><b>Recommended %</b></p> <p><b>Amount requested</b></p> <p><b>% requested</b></p> <p><b>Total project cost</b></p> <p><b>Organisation's contribution</b></p> <p><b>Organisation's closing balance at year end</b></p> <p><b>Town or parish contribution</b></p> <p><b>Other secured funding</b></p>	<p>£4,486</p> <p>50.00%</p> <p>£4,486</p> <p>50.00%</p> <p>£8,972</p> <p>£4,000 (up to)</p> <p>£11,355</p> <p>£0 (£10k grant for the hall)</p> <p>£0</p>	
	<b>Project Information</b>		
	<b>1</b>	<b>How will your project broaden the range of activities/facilities on offer to the community?</b>	
	<p>The provision of a replacement surface will enable the members of both clubs and visitors to park safely. There are many children within both clubs and good parking facilities are paramount in respect of safety. The road outside Tugwell Field is the A417 and parking on this road is extremely dangerous. The provision of designated disabled parking bays as well as ordinary bays will hopefully encourage all members of the community to enjoy the facilities Tugwell Field has to offer.</p>		<p><b>Score</b></p> <p>10/20</p>
	<b>2</b>	<b>How did you consult with the local community?</b>	
	<p>A requirement of the Agreement to Build and Lease from the Vale of White Horse District Council is to provide a suitable car park. The public and regular users of the Tugwell Field facility are fully in support of this project. It is clear that should users of the facility wish to park in the vicinity, this would add to congestion on the local roads, which is something the band wish to avoid, as it much appreciates the support given to it by the local community and would not wish to cause them inconvenience.</p>		<p><b>Score</b></p> <p>20/20</p>
	<b>3</b>	<b>How do you know that the community need this project?</b>	
	<p>Not only has the Band been granted permission to build a new band hall on the Tugwell Field site and completed this build, it has also received a grant from the Wantage Town Council and, since 2003 having been homeless following the sale of the school (and car park) where practices were held, the Band were granted the Agreement to Build and Lease all of which, we believe, acknowledges the long term worth of the band to the community.</p>		<p><b>Score</b></p> <p>20/20</p>
	<b>4</b>	<b>Who will benefit from your project?</b>	

The main beneficiaries are Wantage Silver Band with approximately 150 members and Wantage Juniors Football Club, in addition to visitors from the local community and further afield. A good car park is required, as not only does the band have players from Wantage, but also the surrounding areas, which, in many cases necessitates car use mostly shared with other players.		<b>Score</b>	10/20
<b>Project Viability</b>			
<b>1</b>	<b>How is your project reasonable and appropriate for the area?</b>		
	The need for a suitable car park which is completely within the Tugwell Field environs will ensure the safety of users of the site. The existing car park space should be improved as required by the Vale of White Horse District Council's Build and Lease Agreement.		
<b>2</b>	<b>How does your project deliver best value for money?</b>		
	Of the two quotes obtained the one chosen is a local company and offers the work at a reasonable price.		
<b>3</b>	<b>Is your project likely to secure full funding and progress within 12 months?</b>		
	We are applying for a further grant from another source, and we shall continue with our fundraising events which, as evidenced by our accounts, have always been most successful. It is intended to progress with the car park work as soon as possible.		
<b>4</b>	<b>How will your organisation be able to manage the project now and in the future?</b>		
	We have just completed the erection of a new band hall and will for the time being incorporate the management of the car park project into the new regime of managing the band hall. The Vale of White Horse District Council is to take on the maintenance of the car park.	<b>Score</b>	60 /60
<b>Officer scoring point system:</b> 100 or more - officers recommend the project is a funding priority 80 or more - officers recommend the project receives some funding 79 or less – officers recommend the project does not receive funding		<b>Total Score</b>	120/140

# Vale Capital Community Grants Officer Evaluation

1045		
<b>St. Matthew's Church, Harwell</b>		
Digital Projection System		
St. Matthew's Church is a Grade 1 listed building and sight lines for digital projection are awkward. Over the last few years we have used two portable projectors on stands with trailed wiring' one fixed screen at the chancel arch and two portable screens. The new system would have a mounted screen above the chancel archway. This screen would be lowered electrically and hidden when raised. The projector would be mounted on a cross beam and other areas covered by LCD screens and monitors.		
<b>Grant officer comments and recommendation:</b>  The application scored moderately in the broadening the range area as the projection equipment will enhance current activities and may encourage additional events if the future.  The application lost points in the consultation area as it did not provide evidence of consultation but stated the plans were explained to the congregation.  The application scored well in the local need and community benefit areas.  The application lost points in the viability area as the organisation has not provided clear plans to show how the balance of the project will be funded (£10,969) and if this is likely to be achieved within 12 months.	<b>Recommended award</b>	£2,400
	<b>Recommended %</b>	15.62%
	<b>Amount requested</b>	£3,000
	<b>% requested</b>	19.52%
	<b>Total project cost</b>	£15,369
	<b>Organisation's contribution</b>	£1,000
	<b>Organisation's closing balance at year end</b>	£16,539 (net income)
	<b>Town or parish contribution</b>	£0
<b>Other secured funding</b>	£400	
<b>Project Information</b>		
<b>1</b>	<b>How will your project broaden the range of activities/facilities on offer to the community?</b>	
	It will allow the use of the projection system for education, concerts and bring together church life. It will help to give church services in a better and more modern way. It will help the older people of the congregation to take part in the service especially when standing and singing hymns.	<b>Score</b> 10/20
<b>2</b>	<b>How did you consult with the local community?</b>	
	We have presented this project to the congregation and explained the benefits.	<b>Score</b> 5/20
<b>3</b>	<b>How do you know that the community need this project?</b>	
	Because the congregation complained that they had difficulty taking part in the services with the existing system.	<b>Score</b> 15/20
<b>4</b>	<b>Who will benefit from your project?</b>	
	The Harwell Church congregation, the surrounding villages, school children and the Harwell community.	<b>Score</b> 15/20
<b>Project Viability</b>		

<b>1</b>	<b>How is your project reasonable and appropriate for the area?</b>	
	Members of the congregation will be able to see the screen and take part in the services more easily. The Harwell Community and surrounding villages can use the Church for concerts and educational functions. It will help to bring young people together.	
<b>2</b>	<b>How does your project deliver best value for money?</b>	
	We got three quotes from contractors and Oak -Audio Visual gave the best value for the specification.	
<b>3</b>	<b>Is your project likely to secure full funding and progress within 12 months?</b>	
	This will depend upon the Grant applications and giving from the congregation.	
<b>4</b>	<b>How will your organisation be able to manage the project now and in the future?</b>	
	Oak Audio-Visual will manage the project together with our Architect. It will take about 3 days from start to completion.	<b>Score</b> 50 /60
	<b>Officer scoring point system:</b> 100 or more - officers recommend that the project is a funding priority 80 or more - officers recommend that the project receives some funding 79 or less – officers recommend that the project does not receive funding	<b>Total Score</b> 95/140

# Vale Capital Community Grants Officer Evaluation

1054		
<b>Wantage 'not just' Betjeman Literary Festival</b>		
Projection Equipment for Festival Promotion and Events		
Capital Equipment. Projection Equipment (laptop, projector, screen, speakers) for Festival Promotion (visits to schools etc.) and for lectures both during the Festival and other lectures during the year.		
<b>Grant officer comments and recommendation:</b>  The application scored moderately in the broadening the range area as the projection equipment will enhance current activities and may encourage additional events in the future.  The application scored well in the consultation, local need and community benefit areas.  The project offers a good level of viability.  The organisation has already received a £1,000 grant from the 2012/13 festival grant scheme towards the running costs of the 2012 festival.	<b>Recommended award</b>	£520
	<b>Recommended %</b>	48.73%
	<b>Amount requested</b>	£520
	<b>% requested</b>	48.73%
	<b>Total project cost</b>	£1,067
	<b>Organisation's contribution</b>	£547
	<b>Organisation's closing balance at year end</b>	£11,946
	<b>Town or parish contribution</b>	£0 (will cover small shortfall on festival)
	<b>Other secured funding</b>	£0
<b>Project Information</b>		
<b>1</b>	<b>How will your project broaden the range of activities/facilities on offer to the community?</b>	
	It will improve our level of communication and enable us to overcome the difficulties of poor sound and visual equipment in most of the venues we use.	<b>Score</b> 10 /20
<b>2</b>	<b>How did you consult with the local community?</b>	
	By feedback and questionnaires. It was often commented that audiences had problems hearing speakers and there was also a problem with visual quality.	<b>Score</b> 15 /20
<b>3</b>	<b>How do you know that the community need this project?</b>	
	By comments during and after the Festival.	<b>Score</b> 15 /20
<b>4</b>	<b>Who will benefit from your project?</b>	
	All sectors of the Community and surrounding villages in the Vale of White Horse will benefit. Especially those hard of hearing and sight deficiency.	<b>Score</b> 15 /20
<b>Project Viability</b>		
<b>1</b>	<b>How is your project reasonable and appropriate for the area?</b>	
	We have proved our viability in the area by the large number of people and participants that we attract. Our festival supports our cultural heritage and encourages reading and learning in the Area.	
<b>2</b>	<b>How does your project deliver best value for money?</b>	
	In terms of value provided, we are well organised financially and ask very little in relative terms from the community.	
<b>3</b>	<b>Is your project likely to secure full funding and progress within 12 months?</b>	



	Yes		
<b>4</b>	<b>How will your organisation be able to manage the project now and in the future?</b>		
	By using tried and proven methods.	<b>Score</b>	60/60
	<b>Officer scoring point system:</b> 100 or more - officers recommend that the project is a funding priority 80 or more - officers recommend that the project receives some funding 79 or less – officers recommend that the project does not receive funding	<b>Total Score</b>	<b>115/140</b>

# Appendix 2

## Capital Grant Policy and Procedure (revised April 2012)



### Scoring criteria

#### Assessment methodology for capital grant applications

The council has a corporate objective to support local communities and their representative bodies to create opportunities to localise service delivery. It aims to offer grants to voluntary and community organisations who are delivering projects and services that support our own objectives or those identified as being in need. All applications will be assessed using the scoring system shown below.

#### Local issues up to 80 points

Scores of up to 20 points are available for each of the four categories shown below:

<p><b>Broadening the range</b></p>	<p>Is this more of the same or will the project enable new activities to take place?</p> <p>This will involve an assessment of the added value that the proposal brings. To score points a project must include evidence to show that a wider range of people will use the facility.</p>
<p><b>Community participation</b></p>	<p>To what extent has the relevant community been consulted and participated in putting the proposal together? Is the project identified in a local parish plan?</p> <p>A community need does not have to be geographically based and participation is not a headcount – the relevant community will vary in size dependent upon the project being proposed.</p>
<p><b>Meeting a local need</b></p>	<p>How well is this evidenced/detailed?</p> <p>Need and demand are different - this is about a proven lack of something that the project provides.</p>
<p><b>Community benefit</b></p>	<p>Who will benefit? This will go beyond a simple number count, to take account of the imbalance in size between different communities.</p> <p>Community benefit also includes wider social, economic and environmental benefits that contribute to the achievement of sustainable development and energy saving in the district.</p>

**Viability of project****up to 60 points**

Scores of up to 60 points are available dependent on the viability of the project.

<b>Viability</b>	Is the project reasonable and appropriate for the area? Does the project deliver best value for money? Is the project likely to secure full funding and progress within 12 months? Will the organisation be able to manage the project now and in the future?
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**Summary of scoring system**

The maximum score is 140 made up as follows:

<b>Assessment factor</b>	<b>Maximum points available</b>
Broadening the range	20
Community participation	20
Meeting a local need	20
Community benefit	20
Viability	60
<b>Total</b>	<b>140</b>