

Date: 28 June 2005

TO: All Members of the South East Area  
Committee  
FOR ATTENDANCE

Dear Sir/Madam

Your attendance is requested at a meeting of the **SOUTH EAST AREA COMMITTEE** to be held in the **CIVIC HALL, WANTAGE** on **Wednesday, 6th July, 2005** at **7.00 pm**.

Yours faithfully

Terry Stock  
Chief Executive

Members are reminded of the provisions contained in Part 2 of the Local Code of Conduct, and Standing Order 34 regarding the declaration of Personal and Prejudicial Interests.

## **A G E N D A**

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

A Large print version of this agenda and any background papers referred to may be inspected by prior arrangement with Carole Nicholl, Democratic Services Officer on telephone number (01235) 547631.

### **Map and Vision**

(Page 4)

A map showing the location of the venue for this meeting, together with a copy the Council Vision are attached.

1. **Election of a Chairman**
2. **Election of a Vice-Chair**
3. **Apologies for Absence**

To receive apologies for absence.

4. **Minutes**

To adopt and sign as a correct record the minutes of the meeting of the South East Area Committee held on 10 March 2005

**5. Declarations of Interest**

To receive any declarations of Personal or Personal and Prejudicial Interests in respect of items on the agenda for this meeting.

In accordance with Part 2 of the Local Code of Conduct and the provisions of Standing Order 34, any Member with a personal interest must disclose the existence and nature of that interest to the meeting prior to the matter being debated. Where that personal interest is also a prejudicial interest, then the Member must withdraw from the room in which the meeting is being held and not seek improperly to influence any decision about the matter unless he/she has obtained a dispensation from the Standards Committee.

**6. 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.

**7. Questions from the Public Under Standing Order 32**

Any questions from members of the public under Standing Order 32 will be asked at the meeting.

**8. Statements and Petitions from the Public Under Standing Order 32**

Any statements and/or petitions from the public under Standing Order 32 will be made or presented at the meeting.

**9. Community Grants**

**(Pages 5 - 18)**

(a) Capital Funding

At the last meeting of the Committee, Members requested an update on the availability of capital funding if applicants could show that this would significantly increase their chances of lottery or environmental trust funding. The Strategic Director, Steve Bishop, has produced a briefing note.

(b) Grant Applications

To receive and consider report 48/05 of the Strategic Director.

**10. Date of Next Meeting**

To note that the next meeting will be held on Tuesday 13 September 2005 at 7.00pm.

**Exempt Information Under Section 100A(4) of the Local Government Act 1972**

None.



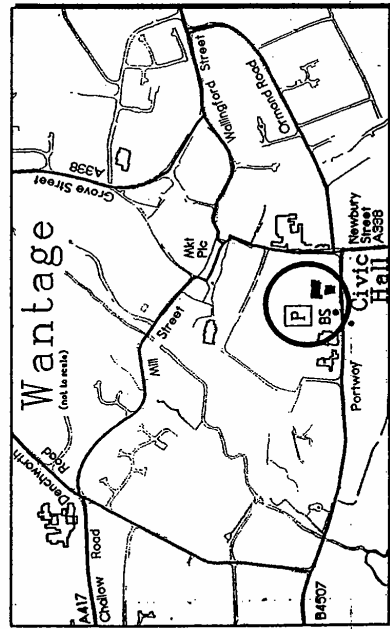
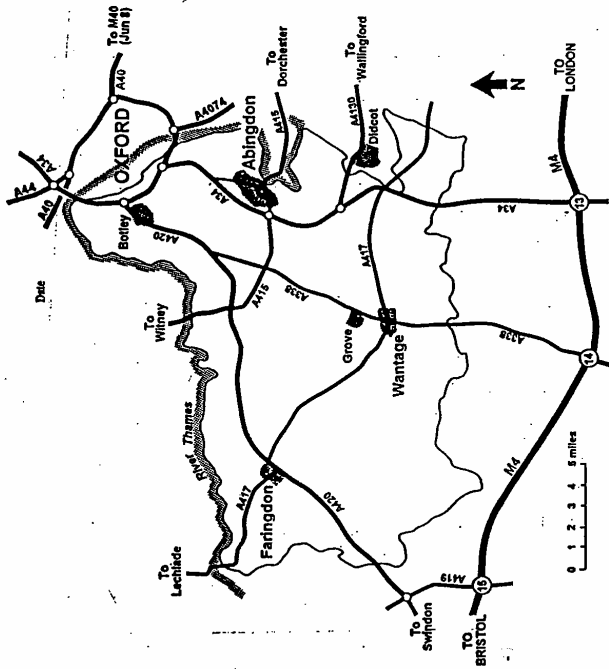
**Our Vision** - To build and safeguard a fair, open and compassionate community

**Our Objectives** -

We aim to:

- provide high quality public services which are effective, A efficient and responsive to the needs of people within the Vale
- Strengthen local democracy and public involvement B through freedom of information and accountability, so that everyone can take part in our community and contribute to the decisions which affect our lives
- Oppose all prejudice and discrimination C
- Protect and improve our environment D
- Create a safer community E
- Encourage a strong and sustainable economy which is F beneficial to all who live in, work in or visit the Vale
- Improve the quality of life of all members of the G community

Adopted by Vale of White Horse District Council 18 October 1995



KEY : BS = Bus Stop

Vale of White Horse District Council  
The Abbey House, Abingdon, Oxfordshire OX14 3JE Telephone (01235) 520202

# LOCATION MAP



## BRIEFING NOTE - APRIL 2005

### Capital Grant Funding

#### Information provided by Steve Bishop - Strategic Director

##### Grant Funding Options - Community Grants

- 1 Ad hoc requests for Community Grant Funding are received by the relevant Area Committee or Executive. Each committee has its own grant budget for this purpose. As these are revenue budgets the recipient organisations are free to apply and use the money for revenue or capital purposes.
- 2 If a grant exceeds the Area Committee's unspent budget the Area Committee can refer the matter to the Executive for consideration. If the Executive has inadequate budget but wishes to support the grant, the Executive can agree a supplementary estimate which will transfer budget from Contingency to the budget cost centre. The Council has a very modest Contingency, so supplementary estimates need to be rare and for exceptional purposes.

##### Grant Funding Options - Lottery and Other Grants Support Fund

- 3 The Council's Lottery and Other Grants Support Fund is a central capital fund set up to provide matched funding for schemes that have received grant funding from another organisation but whose grant conditions require a proportion of the grant to be met by the applicant, or, separate grant aid from a third party (in this case the Council).
- 4 There are restrictions over the use of this Fund:
  - It is a source of funding, not a budget. In other words, it can be used at year-end to offset the cost of grant-funding so that the cost does not impact the Council Tax payer. But any grant payments during the year need to be charged to a capital cost centre, increase the actual capital expenditure and should ideally be budgeted for.
  - Any grants must be used for capital purposes rather than general running costs, repairs or maintenance
- 5 The Council maintains a modest balance on this Fund. If use of the Fund reduces the balance to zero during the year, additional 'top up' will be required from general capital receipts which will reduce the investment income generated from the receipts. This inevitably impacts on the Council Tax payer.

##### Grant Funding Options - Capital Programme

- 6 The Council could formally award a capital grant as a capital scheme within the Capital Programme. This option is rarely used.

##### Other 'Funding' Options

- 7 Previous reports have referred to Council loans. These are not sources of funding per se as the applicant has to repay the loan with interest. They do allow the applicant to spread the cost of their scheme over a longer period. The applicant would need a regular source of income (or parish precept). As previously agreed any loan application must satisfy the Council's risk-minimisation criteria, requiring a guarantor, bond or similar protection. As a result loans will not be available to many applicants.
- 8 The process of using the capital funding should be as follows:

- In order to ensure that legal requirements for capital expenditure are met, all applications must be technically vetted by the Head of Asset Management, including ensuring that the applicant has received separate grant funding which is conditional upon securing third party funding (i.e. the Council)
- All applications must be determined by the Executive, even if they are first referred to an area committee for recommending onto the Executive.
- Members should approve the recommended annual usage of the Fund as part of the Budget-setting.
- Any spend above the budgeted usage increases the capital expenditure. Provided this does not go above the total capital programme budget this poses no problem. Should the grant application seek to spend above the planned capital programme, this exceeds the Executive's authority and a recommendation to Council will need to be made.
- A de minimis level of say £5k would be useful given the administration caused by these grant applications and to make it more likely that they are capital. (The Council's own de minimis for capitalising expenditure is £10k)

REPORT OF THE STRATEGIC DIRECTOR  
TO THE SOUTH EAST AREA COMMITTEE

6 July 2005

**Community Grants**

**1.0 Introduction and Report Summary**

- 1.1 The purpose of this report is to set out the current budget position for this Committee in respect of Community Grants at the beginning of the financial year 2005/06 and to invite Members to consider and determine the grant applications received since the last meeting.
- 1.2 The Contact Officer for this report is Lorna Edwards, Community Strategy Officer, (Tel: 01235 547626).

**2.0 Recommendations**

- (a) *Members are asked to note that the Committee's budget for 2005/06 is £28,421.32 (including £3,473.32 carried forward from 2004/05) which is apportioned as follows:*

o <i>Environmental Agenda (35%)</i>	<i>£8,731.80</i>
o <i>Social Agenda (35%)</i>	<i>£8,731.80</i>
o <i>Economic Agenda (10%)</i>	<i>£2,494.80</i>
o <i>Discretionary (20%)</i>	<i>£4,989.60 + £3,473.32</i>

- (b) *Members are asked to note that grants totalling £2,500 are to be awarded to the following two twinning associations in the South East Area as directed by the Executive on 6 August 2004, subject to the completion of service level agreements:*

<b><i>Wantage, Grove &amp; District Twinning Association</i></b>	<b><i>£2,000</i></b>
<b><i>Hendreds Twinning Group</i></b>	<b><i>£500</i></b>

- (c) *Members are asked to determine the following parish cleansing grant bids for 2005/06:*

<b><i>Ardington &amp; Lockinge</i></b>	<b><i>£40.80</i></b>
<b><i>Blewbury</i></b>	<b><i>£200.00</i></b>
<b><i>Charney Bassett</i></b>	<b><i>£160.00</i></b>
<b><i>Childrey</i></b>	<b><i>£77.50</i></b>
<b><i>Chilton</i></b>	<b><i>£172.90</i></b>
<b><i>Harwell</i></b>	<b><i>£1314.67</i></b>
<b><i>Milton</i></b>	<b><i>£450.00</i></b>
<b><i>West Hendred</i></b>	<b><i>£150.00</i></b>

- (d) *Members are asked to consider and determine the grant applications, the agenda and Council priority in respect of the following:*

- (i) ***Wantage Blind Club, £759***, towards the cost of providing transport for blind people in outlying villages to attend the Day Centre in Wantage, Social Agenda, Access priority
- (ii) ***Wantage Counselling Service, £1,500***, towards the cost of providing a counselling service to clients on low incomes, Social Agenda, Access priority

- (iii) **St Matthews Harwell Parochial Church Council, £7,500**, towards the cost of alterations to the church extension to provide facilities and improve access for people with disabilities, Social Agenda, Access priority
- (iv) **Historic Building Grant: St Mary the Virgin, Childrey, £1,500**, towards the comprehensive restoration of the church tower and nave, Environmental Agenda, Town & Village Vitality priority

(e) Members are asked to note a misunderstanding concerning the Wantage Summer Festival application considered on 20 January as outlined in the attached Briefing Note (at Appendix B to this report), to consider a second application (also at Appendix B) and to determine how the matter should be resolved.

### 3.0 Relationship with the Council's Vision, Strategies and Policies

This report supports the Council's Vision and Priorities. It also supports the Vale Community Strategy. It does not conflict with any Council strategy or any Council policy.

### 4.0 Community Grants

4.1 Members are asked to note that, due to an oversight, the balance remaining at the end of 2004/05 is £3,473.32 instead of the £2,879.32 originally reported. The current budget position for this Committee for Community Grants for 2005/06 is as follows:

Budget b/f 2004/05	Budget 2005/06	Total budget 2005/06	Environment -al Agenda Proportion	Social Agenda Proportion	Economic Agenda Proportion	Discretionary Proportion
£3,473.32	£24,948	£28,421.32	£8,731.80	£8,731.80	£2,494.80	£4,989.60 + £3,473.32 (carried forward)
	Allocated	£ 2,500	£ 0	£2,5000	£ 0	£ 0
	Remaining	£25,921.32	£8,731.80	£6,231.80	£2,494.80	£8,462.92

4.2 The following parish councils have submitted applications for grant aid towards supplementary parish cleansing in 2005/06. The grant applications represent 50% of the cost of the additional litter picking on relevant land not in the parish council's ownership.

<b>Ardington &amp; Lockinge</b>	<b>£40.80</b>
<b>Blewbury</b>	<b>£200.00</b>
<b>Charney Bassett</b>	<b>£160.00</b>
<b>Childrey</b>	<b>£77.50</b>
<b>Chilton</b>	<b>£172.90</b>
<b>Harwell</b>	<b>£1314.67</b>
<b>Milton</b>	<b>£450.00</b>
<b>West Hendred</b>	<b>£150.00</b>
<b>Total</b>	<b>£2,565.87</b>

4.3 The Executive decided at its meeting on 6 August 2004 (Minute Ex.83) that twinning associations should be partners in service provision and be subject to service level agreements. It was resolved that funding would come from Area



Committee budgets. Last year the twinning associations confirmed that they would enter into a service level agreement with the Council. The Hendreds Twinning Group has now signed a Service Level Agreement and the Wantage, Grove & District Twinning Association is in the process of considering the draft agreement.

- 4.4 The Committee is asked to note the grants to be awarded in the current financial year to the following two twinning associations located in the South East Area, subject to them signing a service level agreement:

**Wantage, Grove & District Twinning Association, £2,000**  
**Hendreds Twinning Group, £500**

- 4.5 Applications have been received in respect of the following organisations and there are narratives providing additional details at Appendix A to the report:

- (i) **Wantage Blind Club, £759**, towards the cost of providing transport for blind people in outlying villages to attend the Day Centre in Wantage, Social Agenda, Access priority
- (ii) **Wantage Counselling Service, £1,500**, towards the cost of providing a counselling service to clients on low incomes, Social Agenda, Access priority
- (iii) **St Matthews Harwell Parochial Church Council, £7,500**, towards the cost of alterations to the church extension to provide facilities and improve access for people with disabilities, Social Agenda, Access priority
- (iv) **St Mary the Virgin, Childrey, £1,500** towards the comprehensive restoration of the church tower and nave, Environmental Agenda, Town & Village Vitality priority

- 4.5 Members are invited to consider and determine the applications received and to determine the Council agenda and priority.

- 4.6 At the South East Area Committee held on 20 January 2005 an application was considered from the Wantage Summer Festival for funding towards the 2005 Festival to be held from 11 June – 10 July 2005. It has been brought to the attention of the officers that the application concerned the 2004 festival and had only been received after the event because the original application, which pre-dated the event, had gone astray. In view of the circumstances the applicant is requesting that the application considered on 20 January 2005 be re-considered as an application for the 2004 festival.

- 4.7 In view of the confusion, the applicant has been advised to submit a new application for the 2005 festival so that Members may consider it, if they decide that the grant awarded on 20 January should have been for the 2004 festival.

- 4.8 Members are asked to review the two applications in the light of the unusual circumstances and decide how they wish to proceed.

TOBY WARREN  
HEAD OF INNOVATION & ENTERPRISE

TIM SADLER  
DIRECTOR OF SOCIAL AND CULTURAL SERVICES

**Background Papers: Applications**

**(i) Applicant: Wantage Blind Club**

**Brief outline of project**

Wantage Blind Club would like to apply for a grant towards the cost of providing transport for blind people accessing the Day Centre in Wantage, from Wantage/Grove and Faringdon and their outlying villages which include Sparsholt, Uffington, Letcombe Regis, Longcot, Charlton.

The service will benefit at least 26 blind people and will help them to avoid social exclusion due to their disability. The club buys this service from Oxfordshire County Council and does not make a charge to its users.

This application supports the Access to Services and Transport strands of the Vale Community Strategy.

**Financial Information**

Total Project Cost	£1,921 to run Centre; £1,080 (zero-rated for VAT) for transport to Day Centre for <b>2 months</b>
Balances	£708.65 at 31.12.04
Running Costs	£1,603 at 31.12.04
Own Contribution	Balance after grants
<b>Grant Sought</b>	£880 towards transport
Previous Awards (Vale)	£382 in 2003/04; £382 in 2002/03
Parish Council Support	Applied to Wantage Town Council (outcome awaited)
Parish Precept	Wantage: £120,000, Band D: £31.52
Other Support	Faringdon United Charities Grant awarded £200

**Officer comment: Dot Morrison (Health Development Officer)**

With the trend for people to live longer, organisations like this will become increasingly necessary to combat social exclusion.

**(ii) Wantage Counselling Service**

**Brief outline of project**

Wantage Counselling Service (WCS) is seeking a grant towards the cost of providing a counselling service in 2005/06 for clients drawn from an area of

20-40 miles around Wantage; more specifically the grant is to cover 50% of the shortfall arising from counselling clients with addresses in the Vale on reduced fees because of low household incomes.

The Service provides all the necessary support, administration, office premises, professional management, clinical supervision etc for a team of some 20 fully-trained voluntary counsellors. The main style of counselling offered – psychodynamic counselling – deals with deep-seated problems which generally require some months of regular weekly one-hour sessions to be resolved. Local GPs and the SW Oxon PCT value WCS as an additional service for patients in need of longer-term counselling than is available through the NHS.

The problems dealt with by the Service often lead to low self-esteem and anxiety which correlate with difficult personal relationships and poor employment performance. Such problems need to be resolved by counselling before clients can move on to more confident and productive lives.

During the year September 2003 – August 2004 (the latest period for which figures are available due to confidentiality requirements) the Service was contacted by 147 people, 123 received counselling. Of these, 62 people came from the area in and around Wantage/Grove, representing 50% of the clients, and a further 6 clients came from Abingdon. Clients with below average resources pay less than the £30 fee per session on a sliding scale based on net household income.

The Service has approached the SW Oxfordshire PCT for funding but although they are very happy to endorse the service offered by the Wantage Counselling Service, they have stated that they are at present limited to offering some short-term counselling at GP surgeries on the NHS.

The Wantage Counselling Service supports the Health and Wellbeing and Access to Services strands of the Vale Community Strategy.

### **Financial Information**

Total Project Cost	£39,000 including VAT; £35,100 excluding VAT (VAT cannot be reclaimed)	
Balances	£10,577 at 31.08.04 (latest audited accounts)	
Running Costs	£58,657 2003/04	
Own Contribution	Balance after grants & donations	
<b>Grant Sought</b>	<b>£1,500</b>	
Previous Awards (Vale)	2004/05	£2,500
	2003/04	£3,000
	2002/03	£2,000

2001/02      £250  
2000/01      £500

Parish Council Support      Wantage Town Council £525, Faringdon £50, Didcot Town Council £50 granted in 2004/05 similar amounts expected in 2005/06; W. Berkshire District Council £1,000 for 2005/06

Parish Precept      Wantage: £120,000, Band: D £31.52  
Grove: £166,388, Band D: £57.95

Other Support      21 individual or corporate donors in 2004/05 totalling £9,347; private trusts and corporate donors will be approached in 2005/06.  
£2,705 sponsored walk in 2004/05

**Officer comment: Dot Morrison (Health Development Officer)**

This is a very professional organisation as evidenced by the referrals from the NHS. The fact that the cost of counselling depends on the client's income demonstrates that this service addresses social exclusion.

**(iii) Applicant: St Matthew's Harwell Parochial Church Council (PCC)**

**Brief outline of project**

St Matthews Harwell Parochial Church Council is seeking a grant towards upgrading the church extension. This is in response to the Disability Discrimination Act. It is proposed to upgrade the toilet and improve access to the kitchen. The change will involve changing the layout of the ground floor, which contains a lobby, small gents and ladies toilets, a small kitchen area and meeting room. The meeting room will remain, but the rest will be converted to a smaller lobby, a disabled toilet and a larger kitchen, with the ladies toilet kept as a second toilet facility.

The project will benefit all users of the church which is used not only for services but for village concerts, by the Harwell Young Singers and visitors including bell-ringers. For some services/events the church attracts over 200 people.

In the questionnaire for the Harwell Parish Plan in 2002, 796 out of 1,434 respondents (mostly non churchgoers) said that it was "extremely important" for the village to have the church.

This application supports the following strands of the Vale Community Strategy: Access to Services, Town and Village Vitality, Health & Wellbeing.

**Financial Information**

Total Project Cost	£14,500 excluding VAT based on tender in 2004
Balances	£35,482 at 31.12.04
Running Costs	£63, 536.50
Own Contribution	In principle up to £5,000 to cover the shortfall after grants and donations but this would be a drain on reserves in the current circumstances.
<b>Grant Sought</b>	<b>£4,970</b>
Previous Awards (Vale)	None
Parish Support	The Parish Council has donated £100
Parish Precept	Harwell: £30,280, Band D: £29.75
Other Support	An appeal to the church membership has resulted in pledges worth £7,905 which equates to £9,530 after tax recovery. Has applied to Historic Churches Preservation Trust for a contribution. Will apply to Central Church Fund and the Trust for Oxfordshire's Environment (end of July deadline for both)  The Parochial Church Council does not wish to apply for lottery funding.

**Officer comment: Dot Morrison (Health Development Officer)**

Improving the accessibility of the church hall will be a benefit to the community as it will provide another venue for community activities and thus contribute to the vitality of the village.

**(iv) Historic Building Grant Application: St Mary's Church, Childrey**

The Reverend of St Mary's Church is seeking a grant towards the comprehensive restoration of the church tower and nave. St Mary's is a Grade I listed building, within the village conservation area, thought to have built during the 13<sup>th</sup> and 14<sup>th</sup> centuries with later additions.

The restoration work will include:

- Re-hanging the bells and strengthening the bell frame
- Exterior stonework repairs and repointing, and window repairs
- Porch- new lead roof, stonework repairs and re-leading of the windows
- Overhaul of the rainwater goods

- Timber treatment to nave roof, tower roof and floor timbers, and vestry floor
- Nave – lead roof repairs and other associated works

Although the District Council's historic buildings grant scheme does not normally grant aid works such as rainwater goods and timber treatments, these represent a small part in the overall comprehensive restoration of the historic fabric of the church, which will leave it in a good state of repair for many years to come.

### **Financial Information**

All the work has been estimated to cost £128,000. So far the church has raised in the region of £90,000, including:

£10,000 from Oxford Historic Churches

£3,050 from Oxford Bell Fund

£10,700 from various national church trusts

£500 from Childrey Parish Council

and around £66,000 from individual donations – a considerable amount.

This leaves a shortfall of around £38,000

The level of grant offered under the Historic Building Grant Scheme is normally 25% of the cost of eligible works up to a maximum of £1500 for churches.

### **Officer comment (Alison Blyth, Principal Planning Officer):**

The application fulfils the criteria adopted by the District Council for the operation of its Historic Buildings Grant Scheme: The building is listed, within a Conservation Area, open to the public and is an integral part of the historic character of the village.

### **Recommendations**

The Reverend of St Mary's Church be offered the maximum grant of £1500 towards the cost of the restoration work subject to the normal Historic Building Grant conditions.

## Appendix B

### **Applicant: Wantage Summer Festival 2005**

#### **Brief Outline of Project:**

Wantage Summer Festival is seeking a grant towards the cost of presenting the festival from 12 June - 11 July 2005 in Wantage and surrounding area. The main focus of the festival is approximately 45 Arts, Crafts, Community Groups and individuals, to include Choral Groups, performers from Wantage Music Festival, Camera and Art groups, churches, actors and dramatic societies. As in previous years, the month long programme of activities has been devised and supervised by local volunteers.

Wantage Summer Festival is an umbrella organisation which funds all workshops, programmes, tickets and all publicity materials. All entrance and ticket fees go to the individual groups involved.

The festival is celebrating its tenth anniversary in 2005. Its ongoing success confirms the Vale as a centre of artistic excellence and enhances community spirit by involving a large number of schools, churches and artistic groups. It is estimated that several thousand people, representing a cross-section of the Vale community, attend festival events.

#### **Financial Information:**

Total Project Cost	£6,500
Balances	£2,711 at 30.09.04
Running Costs	£3,989 for 2004 Festival
Own Contribution	Volunteer time and labour
Grant Sought	£2,475
Previous Awards (Vale)	2003/04 £3,500 2002/03 £3,000 2001/02 £3,000 2000/01 £3,000 1999/00 £3,000
Parish Support	Wantage Town Council £1,025
Other Support	£3,000 Awards for All

#### **Officer Comment (Abigail Brown, Arts Development Officer):**

The Wantage Summer Festival is an essential event in the cultural calendar of Wantage. Bringing together all the local performing arts groups to create a focus for their achievements. The grant mainly gets spent on the publicity and marketing of the festival events, which helps to attract local residents and visitors to events and activities.



## Wantage Summer Festival

### Briefing Note

At the South East Area Committee held on 20 January 2005 an application for grant aid towards the Wantage Summer Festival 2005 was considered and an award of £3,500 made.

A letter of application, dated 18 October, and completed application form had been received on 22 October 2004. The letter refers to the Wantage Summer Festival 2004 and asks for a grant towards the 2004 festival expenses incurred in June/July 2004.

However, in accordance with the Council's non-eligibility criteria (applications will not be considered for activities that have already taken place), the narrative prepared for the Committee report for 20 January referred to the 2005 Summer Festival due to take place in June/July 2005. A note written by the Recreation Services Officer on the top of the application letter states that "Wantage Town Council are going to award £1,050 towards the 2005 festival" which supported the view that the application should be taken as relating to the 2005 festival.

The Hon. Treasurer for the Wantage Summer Festival attended the South East Area Committee meeting on 20 January and made a statement to the Committee. A copy of the statement is attached and refers to both the 2004 festival events as well as those planned for the 2005 festival, without specifying that the application is retrospective. The minutes (SE 31 and SE 32 (b)) show that the discussion of the application and the decision taken referred to the 2005 festival.

Since the meeting on 20 January it has emerged that the application dated 18 October had been submitted for the 2004 festival and had been a duplicate application, as the original application had gone astray in the post. There was no indication to this effect in the duplicate letter of application or application form. The applicant has produced a copy of the original application which was dated 30 April 2004. If this application had been received and processed it would have had to be considered by the South East Area Committee as urgent business at its meeting on 4 May 2004 in view of the need to consider the application before the event.

It is clear that there was confusion on both sides and that a number of individual occurrences led to the application for the 2004 Wantage Summer Festival being considered as an application for the 2005 festival.

To avoid similar problems arising, changes have been made to the processing and tracking of grant applications and all applicants will be advised that their application has been received. This should alert applicants who don't receive

an acknowledgement that their application may have gone astray in the post or e-mail system.

The current situation is that the Wantage Summer Festival has been awarded a grant of £3,500 towards the 2005 festival (11 June – 12 July) but has not been awarded a grant towards the 2004 festival.

The applicant had believed that the grant had been awarded for the 2004 Festival and would therefore have needed to submit an application for the 2005 festival to the Committee's March meeting in order for it to be considered in advance of the event. The dates of the meetings in 2005/06 were only agreed at the meeting on 10 March, so the applicant would not have been aware prior to this that his only option was to submit a 2005 application to the March meeting given that the first meeting of the S E Area Committee was scheduled to be held on 13 June, two days after the start of the festival.

In view of the unusual circumstances, the applicant is requesting that the attached application for the 2005 festival be considered, even though the event is in progress.