

Agenda



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1 March 2018

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A meeting of the

Wantage Area Committee

will be held on Monday, 12 March 2018 at 6.30

The Beacon, Wantage

Members of the Committee:

Councillors

StJohn Dickson (Chairman)

Ben Mabbett (Vice-Chairman)

Matthew Barber

Yvonne Constance

Charlotte Dickson

Jenny Hannaby

Chris McCarthy

Mike Murray

Julia Reynolds

Janet Shelley

Reg Waite

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A handwritten signature in black ink, appearing to read "M Reed", written in a cursive style.

Margaret Reed
Head of Legal and Democratic

Agenda

Open to the Public including the Press

Council's vision

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

1. Apologies for absence

To record apologies for absence.

2. Minutes

(Pages 4 - 7)

To adopt and sign as a correct record the Wantage Area Committee minutes of the meeting held on 4 December 2018.

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. Public participation

To receive any questions or statements from members of the public that have registered to speak.

6. Update on previous grants awarded

To receive a verbal update at the meeting.

7. Community grants

(Pages 8 - 26)

To consider the report of the (interim) head of community services.

To note: since this report was finalised, Steventon Sports and Social Club have withdrawn their application for consideration at this round of funding.

Minutes

of a meeting of the

Wantage Area Committee

held on Monday, 4 December 2017 at 6.30 pm
at the The Beacon, Wantage

Open to the Public, including the Press

Present:

Members: Councillors St John Dickson (Chairman), Ben Mabbett (Vice-Chairman), Yvonne Constance, Charlotte Dickson, Jenny Hannaby, Chris McCarthy, Mike Murray, Julia Reynolds, Janet Shelley and Reg Waite

Officers: Carole Cumming, Susan Harbour, Harry Gable.

Number of members of the public: 4

Wa.8 Apologies for absence

Apologies were received from Councillors Matthew Barber and Yvonne Constance.

Wa.9 Minutes

The minutes of the held meeting on 17 July 2017 were agreed as an accurate record of the meeting and were signed by the Chairman.

Wa.10 Declarations of interest

Councillor Jenny Hannaby declared that she was the president of the Wantage branch of the Royal British Legion, but this was distinct from the Challows branch (the applicant) other than using the hall for branch meetings.

Councillor Reg Waite was acquainted with the Harwell Village Hall applicants, but had not predetermined the application.

Wa.11 Urgent business and chairman's announcements.

There were no items of urgent business or Chairman's announcements other than an update from the Democratic Services Officer on the council's email migration, and the subsequent impact on councillors.

Wa.12 Public participation

Speakers representing the applicants were present for three of the applications. They also had the opportunity to respond to questions of clarification from the committee. They would speak when their application was under consideration:

Harwell Village Hall: Sue Greatbanks

Blewbury Parish Council: Chris Lakeland

Challows Royal British Legion: Linda Moss and Connie Smith.

Wa.13 Community grants

Blewbury Parish Council

The officer introduced the application by Blewbury Parish Council for a grant of £6,257 towards a £12,938 project to install a trim trail on the recreation ground.

Chris Lakeland, of Blewbury Parish Council, was present to answer questions from the committee. He confirmed that the parish council had been unable to raise funds through the National Lottery to date. The application was for a minimal trim trail which could be extended if further monies later became available later. The maintenance costs would be covered by the parish council.

The committee debated the item.

RESOLVED:

- **To approve the officers' recommended score of 8 points out of a possible 9.**
- **To approve the officers' suggested grant of 48.36 per cent of the total cost, capped to £6257, as per the parish council's request.**

Harwell Village Hall

The officer introduced the application by Harwell Village Hall Charitable Incorporated Organisation (CIO) for a grant of £3,300 towards a £6,623 project to add portable staging, backdrop and wing flats to the hall for use in performing arts.

Sue Greatbanks, representing the CIO, was present to answer questions from the committee. She confirmed that the organisation's income level was quite high but it was required to meet the costs of other projects, and that application is part of a bigger project on performance arts.

The committee debated the item.

RESOLVED:

- **To approve the officers' recommendation of 8 points out of a possible 9.**
- **To approve the officers' suggested grant of 49.83 per cent of the total cost, capped to £3300, the amount requested by the CIO.**

Challows Royal British Legion

The officer introduced the application by Challows Royal British Legion for a grant of £5,000 towards a £10,070 project to replace part of a flat roof which was leaking.

Linda Moss and Connie Smith, of Challows Royal British Legion, spoke on the application and were available to respond to questions from the committee. They confirmed that they had been successful in raising additional funds towards the project since they had submitted the application. This was also part of a larger project to replace the roof and was the final part of the damaged roof to be replaced.

The committee asked the officer about possibly raising the point score and the officer confirmed this was at the discretion of the committee.

The committee debated the item and agreed no changes to the officers' score.

RESOLVED:

- **To approve the officers' recommendation of 7 points out of a possible 9.**
- **To approve the officers' suggested grant of 49.65 per cent of the total cost, capped to £5000, the amount requested by the Legion.**

East Hendred Community Centre

The officer introduced the application by East Hendred Community Centre Trustees for a grant of £1,413 towards a £2,826 project to upgrade the lighting in Snells Hall. They had only been ranked a medium priority because of £28,000 of unaccounted and unrestricted funds.

There were no representatives from the trustees speak about the application or to respond to questions.

The committee debated the item, and concluded that there was no basis to change the recommendation.

RESOLVED:

- **To approve the officers' recommendation of 6 points out of a possible 9.**
- **To approve the officers' suggested grant of 37.50 per cent of the total cost, capped to £1060, £353 less than the amount requested by the trustees.**

The officer updated the committee on New Homes Bonus (NHB) and grants budgets following the decisions of this meeting.

The Grants Team Leader confirmed that the Wantage Area would be opening for another round of NHB applications as they have £43,217 unallocated budget.

Capital grants

After the decisions taken during this round, the committee have less than £5,000 unallocated budget, which is insufficient to reopen for a further round of funding. The unallocated budget will therefore return to general reserves at the end of the financial year.

The meeting closed at 7.04 pm

Wantage Area Committee



Report of Head of Community Services

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To: Wantage area committee

DATE: 12 March 2018

New Homes Bonus (NHB) Grants (round three) 2017/18

Recommendation

- (a) that the Wantage area committee considers five eligible applications for NHB grants and makes awards in line with the approved policy (updated March 2017).

Purpose of report

1. To give the committee the information needed to award NHB grants for their area.

Strategic objectives

2. Under the 'sustainable communities and well-being' corporate priority in our 2016-2020 corporate plan we have committed to support community groups through our grants schemes.

Background

3. We opened for a third round of New Homes Bonus (NHB) grant applications (Wantage area committee only) between 1 December 2017 and 10 January 2018.
4. We received six NHB grant applications during the round. One application (from Childrey Playing Field Trust) did not meet the eligibility criteria so cannot be considered for funding during this round. The remaining five applications are eligible for consideration, requesting a total of £67,577 against the £43,217 available budget.
5. Officers have evaluated the applications using the scoring matrix in the NHB grant policy, (updated in March 2017). See appendix one for the NHB grant evaluations and appendix two for the breakdown of the area's total additional homes, split by parish.

6. In line with the policy, officers have suggested scores and awards for the projects for the committee to consider. The final scores will dictate the level of funding the committee can award.

Financial implications

7. In February 2017, the council set a 2017/18 NHB grants budget of £100,000, of which the Wantage area committee received 44.694 per cent (£44,694). During the earlier rounds of funding the committee awarded £1,477 to one project, leaving a budget of £43,217 available for this round of funding.

Legal implications

8. The council's legal powers to award these grants are contained in section one of the Localism Act 2011 that gives a general power of competence for local authorities.
9. In May 2017, full council delegated authority to three area committees to determine NHB (and capital) grant applications, within the parameters of each grant policy.

Risks

10. There are no overarching risks of awarding these grants. Officers have highlighted any risks relating to specific projects in their evaluation reports.

Conclusion

11. That the committee decide the outcome of the five eligible NHB grants, in line with the approved policy.

Background papers

Cabinet approval of the new homes bonus grant policy (updated March 2017).

Appendix one - Wantage Area 2017-18 NHB grants (round three) officer evaluation report

Ref no.	Organisation	Scheme	Scheme cost	Amount requested	% of cost requested	Suggested score	Priority level	Suggested award
VNHB17-18/53	East Challow Parish Council	Reconfigure the village hall toilets	£18,650	£9,325	50.00%	9	High	£8,198 (87.918% of the requested amount, 43.957% of the total cost)
VNHB17-18/36	Grove Parish Church	Storage improvements and side extension	£135,682	£39,830	29.36%	9	High	£35,017 (87.918% of the requested amount, 25.808% of the total cost)
VNHB17-18/48	October Club	Replacement armchairs	£2,664	£1,300	48.80%	8	Medium	£0 as there is no remaining budget after awarding the high priority projects
VNHB17-18/52	Upton Parish Council	Defibrillator cabinet and tree cutting	£2,690	£1,345	50.00%	8	Medium	£0 as there is no remaining budget after awarding the high priority projects
VNHB17-18/43	Steventon Sports & Social Club	Clubroom refurbishment and installation of a disabled toilet	£33,600	£15,777	46.96%	8	Medium	£0 as there is no remaining budget after awarding the high priority projects
			Total	£67,577			Total suggested Budget	£43,217
							Budget	£43,217
							Balance	£0

Officer recommended award levels (budget permitting)

9-12 points	High priority	Award as requested, up to 50 per cent of the total cost (budget permitting) unless there are other reasons identified to limit the grant
5-8 points	Medium priority	Only award if there is budget left after the high priorities are settled. Medium priority awards can be between no more than 75% of the requested amount.
0-4 points	Low priority	No funding awarded

Scoring and award matrices

SCORE	PRIORITY LEVEL	AWARDS all awards are subject to the available budget. High priorities are awarded before considering the medium priority projects.
9-12 points	High priority	Award as requested, up to 50 per cent of the total cost (budget permitting) unless there are other reasons identified to limit the grant
5-8 points	Medium priority	Only award if there is budget left after the high priorities are settled. Medium priority awards can be between no more than 75% of the requested amount.
0-4 points	Low priority	No funding awarded

New homes score

Page 11

Points	Percentage of area's total new homes in the parish the project takes place in
0	Less than 1 % of growth
1	1-10 % of growth
2	11-50 % of growth
3	51 or more % of growth

Extra facilities/activities

Points	Criteria to score	Examples
0	The project doesn't allow any activities to take place or provide a facility for the community's use.	A decorative village sign doesn't allow any community activities to take place or give the community a facility to use.
1	The project replaces existing facilities or allows existing activities to continue. or The project moderately improves a minor community facility or activity.	It replaces furniture in the village hall with like-for-like replacements. Replacing existing park benches with longer-lasting ones.
	The project moderately improves or extends a substantial community facility or activity. or The project significantly improves or extends a minor community facility or activity. or The project provides a new minor facility or activity for the community.	Replacing the chairs in the village hall with more comfortable ones or improve a play area to cater for more ages. Buying replacement boats for a small canoeing club. Installing three new noticeboards in the village.
3	The project will provide substantial new facilities or activities to the community. or The project significantly improves a substantial community facility.	Creating a brand-new play area where there wasn't one already. Adding a large extension to a village hall.
Deductions	Deduct one point if the project reduces the activities/facilities on offer. Deduct two points if the project removes a community facility or stops activities taking place without replacing them.	Like a project to overhaul and landscape a car park that reduces the number of parking spaces. Demolishing an old skatepark without replacing it with anything.

Community Benefit

Points	Criteria to score	Example
0	The project offers little or no direct benefit to the community.	A decorative sign or boundary wall with no other purpose
1	A single sport or special interest group, like an art group, will benefit. However, if a sport club wanted to upgrade their pavilion and other groups frequently use it as well, it can score more.	A project to buy cricket pitch covers, IT equipment for a photography club or landscaping a nursery's garden is only benefiting their members/users.
2	Two or more specific groups will benefit. The project will have a significant impact on the health or wellbeing of one group	A football club is upgrading its changing room, which a hockey club also use Specialist equipment for a centre working with severely disabled people.
Deductions	The project will provide a facility that's open/available to anyone to access, (not just members) Limit the maximum score for projects on sites owned by religious organisations to two points, as they can limit who can access them under special rules in the Equalities Act.	Play areas, community building or recreation ground. (e.g. a church hall or Islamic centre)
	Deduct at least one point if the project will reduce (two points if it totally removes) an existing benefit to the community without replacing it. Remove one point if there are concerns over the ownership/lease of the property.	Replacing a recreation ground with tennis courts for a member's club (open community benefit is reduced as only tennis members will benefit going forward). Like the term of their lease is too short or their ownership evidence is unreliable.

Finance

Points	Financial overview
0	They don't have a plan of how they'll fund the rest of the project and haven't secured any other funding yet. They haven't given details of how they'll fund the ongoing maintenance and eventual replacements.
1	They've got a funding plan, but haven't applied for all of it yet. or They've applied for all the other funding needed, but have secured less than 50 per cent so far. They've budgeted for the ongoing maintenance but don't say how they'll fund eventual replacements in the future (if applicable).
2	They've applied for all the funding needed and have already secured over 50 per cent of the balance. They've budgeted for the ongoing costs and have a general idea how they'll fund replacements eventually (if applicable)
	They've secured all the other funding needed for the project already (including if they're funding the rest themselves). or The organisations has requested 100 per cent of the cost and have provided evidence that they've lost a funder, can't raise money themselves (e.g. via precept) and can't apply for other grants/funding. They've budgeted for the ongoing costs and have a fund/account/pot saving for the replacements in due course.
Deductions	Remove one point if the organisation's finances suggest they could contribute towards the cost but aren't, remove two points if they can afford the whole project without any funding.

Other potential deductions/considerations:

- Their chosen supplier doesn't appear to offer value for money (their other quote was significantly cheaper for the same work).
 - They have only provided one quote stating there is no alternative, but officers have found otherwise.
 - Their start dates are too soon to work with our decision-making timeline for the scheme, unless we gave them permission to make an exceptional application before submitting their application.
 - They are doing lots of small, similar projects instead of doing all the work in one go, which would be more cost effective.
- The community don't support the project or would prefer a different solution.

East Challow Parish Council		Ref	VNHB17-18/53
Reconfigure the village hall toilets			
Total project cost	£18,650		
Amount requested	£9,325	Percentage of total cost requested:	50.00%
Organisation's contribution	£9,325	Organisation's latest bank balance	£61,700

Previous grants

2015 - £4,756 car par resurfacing
2014 - £1,880 football pavilion re-roofing

Scoring

% of the area's total additional occupied homes falling in the parish(es) where the project will take place?	Score	1/3
East Challow saw 4.43 per cent of the area's total additional homes, allowing them to receive one point.		
New facilities or activities	Score	2/3
This project will reconfigure the toilets in the village hall, improving the facilities and providing a compliant disabled toilet and baby changing facilities. As this will improve the existing toilet block they receive two points.		
Community benefit	Score	3/3
The hall is available to the whole community, and these improvements will make it more accessible for all users and a more attractive venue for potential new bookings. As the range of benefit is to the whole community they receive the maximum score in this area.		
Funding the project	Score	3/3
The parish council is contributing the remaining 50 per cent from their £61,700 reserves and have the funds available now, allowing them to receive the maximum points. After reviewing their other commitments officers are satisfied they can't fully afford this project without help. However, if necessary, they may be able to contribute more or apply for other external grants.		
Consultation The parish council are aware that existing disabled toilet facilities don't meet current regulations and users have repeatedly requested that they improve the toilet facilities.		
Project completion within timeframe Their start and end dates of 1 May – 1 June 2018 are within the limits of this scheme.		
Financial and project management plans The parish council will manage and pay for the initial work, but intend gifting the building to East Challow Village Hall and Recreation Association once completed. The Recreation Association has been dealing with the hire and upkeep of the village hall for some years, so officers have no major concerns with this intention at present.		
OFFICER COMMENTS AND RECOMMENDED CONDITIONS	Total score	9/12
This project is a high priority, so could receive the full amount requested, but there is not enough budget to award both high priorities the full amounts requested. Officers therefore recommend each receive 87.918 per cent of their request.	Suggested grant	£8,198 (87.918% of the requested amount, 43.96% of the total cost)

Applicant responses

Details of the project	Reconstruct toilet block to improve public access by providing a disabled toilet facility to current regulations, and providing a baby changing unit.
Financial statement from the organisation	The bank account includes £14,292 allocated to the Neighbourhood plan and £5184 ringfenced for repairs to the pavilion (insurance claim plus grant), work to the allotments (grant received) and IT equipment (grant). This leaves £42224. We also have estimated day-to-day expenditure for the remainder of the year of £6,500.
Statement about town/parish support	N/A
Community benefit	
Who will benefit from your project?	The project will benefit the less able in the community. It will also benefit mothers with young babies and toddlers.
How did you identify a need in the community for your project or service?	We are aware that our disabled facilities do not meet current regulations. The current facility is simply a normal toilet with a disabled sign on it. There are currently no baby change facilities. Users have repeatedly requested that we provide proper facilities for these groups of people.
What sustainable and/or energy saving measures does your project include or offer?	All lighting will be energy efficient and will comply with current regulations.
Consultation	
What consultation have you carried out with the community or professional advisors?	None
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The project's primary objective is to make the hall more accessible to disabled people by providing toilet facilities that conform to current regulations. There is currently no proper disabled facility. The project will also provide a baby change facility. This is particularly important as the hall is used weekly by a mother and toddler group. There is currently no baby change facility. The project will also modernize the ladies toilet.
What new activities will take place because of this project?	The project will enable users of all abilities and ages to comfortably use the hall. In turn, it is anticipated that this will lead to more activities for the less able and for the very young. Such activities are currently restricted and unpopular due to the lack of proper facilities.

Grove Parish Church		Ref	VNHB17-18/36
Storage improvements and side extension			
Total project cost	£135,682		
Amount requested	£39,830	Percentage of total cost requested:	29.36%
Organisation's contribution	£62,278	Organisation's latest bank balance	£144,022
Other funding	£33,574	Of which: £20,000 unsecured from Garfield Weston and £13,574 has no details of how it will be funded	

Previous grants

2016 - £18,000 NHB grant for insulation, lighting and AV equipment and £20,000 Capital towards the hall's main window replacement.

Scoring

% of the area's total additional occupied homes falling in the parish(es) where the project will take place? Grove saw 26.96 per cent of the area's total additional homes, allowing them to receive two points.	Score	2/3
New facilities or activities The project is to build a side extension to the hall, providing more storage and a small amount of extra floorspace. As this is a reasonably significant improvement to a substantial community facility they receive the maximum three points.	Score	3/3
Community benefit The hall is available to most of the community and it is used by a variety of groups and different uses, therefore they receive the maximum three points.	Score	3/3
Funding the project The church is contributing 45.9 per cent (£62,278) from their £144,022 reserves. From the information provided, officers are satisfied that they require some funding, but if necessary they may be able to afford more. They have yet to secured any of the remaining £33,574 required, and at present they have only applied for £20,000 of this. They do intend asking Grove Parish Council for some support (amount undisclosed). Their current funding position allows them to receive one point. If they can confirm how they intend raising the remaining £13,574 and can show they have secured some funding when the committee meet this score could be reviewed.	Score	1/3
Consultation They held a church-wide consultation three years ago, identifying the need to improve storage facilities.		
Project completion within timeframe Their start date of 23 July 2018 and end date of 15 February 2019 are within the limits of this scheme.		
Financial and project management plans They have a robust project management plan covering all aspects of the renovations.		
OFFICER COMMENTS AND RECOMMENDED CONDITIONS	Total score	9/12
This project is a high priority, so could receive the full amount requested, but there is not enough budget to award both high priorities the full amounts requested. Officers therefore recommend each receive 87.918 per cent of their request.	Suggested grant	£35,017 (87.918% of the requested amount, 25.81% of the total cost)

Applicant responses

Details of the project	Replace the crumbling storage room with a larger one on improved foundations. Add an additional storage room to keep chairs and large equipment away from children, and away from sun damage, also improving the aesthetics of the hall. Extend the side of the hall with an acoustically friendly area with good visibility and access to a secured garden.
Financial statement from the organisation	We have set aside £24,000 from church general funds for the hall upgrade project. There is an additional £38,278 in restricted funds towards the hall. £23,672 in the TSB bank account is restricted to the running of the Grove and Wantage Families Team (GroW). In addition we have set aside £13,000 to create an accessible fire exit from the church itself. We have £11,600 held in the CCLA as reserve funds for emergency use.
Statement about town/parish support	We will apply Grove Parish Council for support and expect our request to be considered favourably in the next Financial Year. They have already contributed £1000 to phase 1 of this project, and have heavily contributed to GROW who will use our facilities - hall and rooms - for their Grove based activities. GROW is currently managed under the PCC umbrella.
Community benefit	
Who will benefit from your project?	Our weekly users include two toddler groups. University of the Third Age, Youth group for years 6-8, one Brownie and two Girl Guide groups. Two badminton groups. Various Grove and Wantage Family Community (GroW) groups are planned. There are also adhoc community meetings and parties, including funeral and baptism events, and chess club tournaments. A more flexible and inclusive space will allow a wider range of users and expansion of groups that currently use our Rooms.
How did you identify a need in the community for your project or service?	Three years ago, with the large number of new homes coming to Grove, we held a church wide consultation. Key outcomes were the desire to be integral to creating a welcoming, inclusive and flourishing community in Grove, and to that end, the need to create accessible, flexible and environmentally friendly community facilities in the heart of Grove. We consulted our facilities users and did energy and accessibility audits all of which heavily informed our plans.
What sustainable and/or energy saving measures does your project include or offer?	The side windows to the hall are single glazed, poorly fitted and offer poor view of the garden. The fire door is also single glazed. All will be replaced. In addition a highly insulated roof to the side extension and storage will ensure energy efficiency. The lighting will be energy efficient and highly configurable. The replacement of the current leaking store cupboard will prevent the wastage from mould and water damage to contents stored there.
Consultation	
What consultation have you carried out with the community or professional advisors?	We consulted an architect at the start of the whole hall refurbishment project, and had energy audits which confirmed the need to replace all the single poorly fitting glazing in the hall. Replacing the side windows and the fire door with double glazed windows is part of this.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	Replace and enlarge the equipment store for our regular users which is too small and not fit for use, with leaking roof and cracked walls. Create a store for chairs and large equipment, currently a safety hazard and being sun-damaged in their current location. Create an acoustically friendly area for conversation for those with hearing impairment. Improve visibility of and access to a secured garden. Replace damaged fire exit with double-glazed wheelchair-friendly doors.
What new activities will take place because of this project?	Removing stored equipment from the hall is essential for children's safety. More storage means new users can store equipment on site. The side area enables a socialising space for large meetings, a conversation area for those with impaired hearing. This is the essential first step before we can add an accessible toilet and other accessibility improvements. Once finished the hall will be a highly flexible and inclusive space with a much wider range of uses.

October Club	Ref	VNHB17-18/48
Replacement armchairs		

Total project cost	£2,664		
Amount requested	£1,300	Percentage of total cost requested:	48.8%
Organisation's contribution	£1,364	Organisation's latest bank balance	£71,950

Previous grants

2015 - £9,000 heating improvements

Scoring

<p>% of the area's total additional occupied homes falling in the parish(es) where the project will take place? Wantage saw 4.43 per cent of the area's total additional homes, allowing them to receive one point.</p>	Score	1/3
<p>New facilities or activities The project will replace their existing old armchairs with more comfortable and lighter versions, as this will improve the existing facilities they receive two points.</p>	Score	2/3
<p>Community benefit While the October Club are the primary beneficiary some other clubs and groups use the centre, and will also benefit from the improved seating, therefore they receive two points in this area.</p>	Score	2/3
<p>Funding the project The club is contributing 51.2 per cent of the cost from their £42,000 reserves, allowing them to receive the maximum points. After reviewing their other commitments officers are satisfied they can't fully afford this project without help. However, if necessary, they may be able to contribute more or apply for other external grants. The organisations received a small-town council grant towards their running costs so they have not approached them again for this project.</p>	Score	3/3
<p>Consultation They have undertaken this project following feedback from users.</p> <p>Project completion within timeframe Their start and end dates of 1 May – 3 July 2018 are within the limits of this scheme.</p> <p>Financial and project management plans The October Club will be responsible for the project and ongoing maintenance of the chairs. They do not foresee the need to replace them for some years.</p>		
<p>OFFICER COMMENTS AND RECOMMENDED CONDITIONS This project scores as a medium priority so could receive up to 75 per cent of the amount requested, however there is no expected budget remaining after the high priorities are funded.</p>	Total score	8/12
	Suggested grant	£0 – there is no remaining budget after awarding the high priority projects

Applicant responses

Details of the project	Our current Armchairs have been in the Club for many years and need renewing. They are also very heavy and cumbersome when moving the furniture around to accommodate other users of the Club. We have recently bought new dining tables and chairs and we would now like to purchase new armchairs to fit in with the design of the dining chairs.
Financial statement from the organisation	£30000 of the total is held in a separate account as a reserve to cover any cost that might occur if the Club had to close. This amount was stipulated by Oxfordshire County Council. Up to this year we received a yearly grant from OCC which covered about 85% of our costs. This has now been stopped, We have to make ourselves Self Sustaining so we are building up more reserves.
Statement about town/parish support	Wantage Town Council already provide us with a small grant that is put towards our revenue costs
Community benefit	
Who will benefit from your project?	Current clients of the Club who all suffer from Dementia and are quite old and frail will be more comfortable. Lighter chairs will mean clubs and groups that have meetings can easily move the furniture around. Tis also applies to the staff of the Day Centre.
How did you identify a need in the community for your project or service?	This project is one of many we are doing to improve the look of the Club so as to make it more appealing to others in the Community to use it.
What sustainable and/or energy saving measures does your project include or offer?	none
Consultation	
What consultation have you carried out with the community or professional advisors?	Reaction from Clients and members of the public that use the current chairs is enough to warrant them being changed.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The renewal of the chairs will improve the seating area for people using the Club away from our usual Dementia clients
What new activities will take place because of this project?	It will allow existing activities to continue

Upton Parish Council		Ref	VNHB17-18/52
Defibrillator cabinet installation and tree management works			
Total project cost	£2,690		
Amount requested	£1,345	Percentage of total cost requested:	50%
Organisation's contribution	£1,690	Organisation's latest bank balance	£16,238

Previous grants

2015 (to the hall amenities trust) - £4,110 toilet/lobby improvements
2015 (to the hall amenities trust) - £1,000 AV equipment
2014 (to PC) - £5,000 kitchen improvements
2014 (to the hall amenities trust) - £470 bowls equipment

Scoring

<p>% of the area's total additional occupied homes falling in the parish(es) where the project will take place? Upton saw no additional homes during the relevant period, therefore it does not receive for any points in this area.</p>	Score	0/3
<p>New facilities or activities The project will buy and install a defibrillator cabinet (to house a unit gifted to the parish) on the village hall (£1,110) and see the trees around the recreation area, especially the play area professionally cut back (£1,580).</p> <p>As this project is partly a new facility (usually three points) and partly maintaining existing facilities (usually one point) they receive two points (the mid-way score).</p>	Score	2/3
<p>Community benefit The whole community could benefit from the defibrillator, which this grant will install (the unit was donated separately). Maintaining the trees will make the recreation ground more appealing and potentially safer for users.</p> <p>As both parts will potentially benefit anyone in the community they receive the maximum points.</p>	Score	3/3
<p>Funding the project They are contributing 50 per cent of the cost from their £16,238 reserves and have the funds available now, allowing them to receive the maximum points.</p> <p>After reviewing their other commitments officers are satisfied they can't fully afford this project without help. However, if necessary, they may be able to contribute more or apply for other external grants.</p>	Score	3/3
<p>Consultation No formal consultation was carried out.</p> <p>Project completion within timeframe Their start and end dates of 15 June and 15 July 2018 are within the limits of this scheme.</p> <p>Financial and project management plans The parish council will include the annual maintenance costs in their annual budget.</p>		
<p>OFFICER COMMENTS AND RECOMMENDED CONDITIONS</p> <p>This project scores as a medium priority so could receive up to 75 per cent of the amount requested, however there is no expected budget remaining after the high priorities are funded.</p>	Total score	8/12
	Suggested grant	£0 – there is no remaining budget after awarding the high priority projects

Applicant responses	
Details of the project	<p>A defibrillator cabinet is to be installed to the exterior of the village hall for use by people attending the village hall and recreation ground.</p> <p>Expert pruning of some trees in the public areas which are overhanging the gardens of neighbouring properties and the toddler lay area.</p>
Financial statement from the organisation	<p>We will reserve a sum in our budget to cover the maintenance of the defibrillator.</p> <p>We are accumulating reserves to provide for the replacement of the mower and other gardening machinery, also the repairs to the garage, also the renewal of the pump track and the triennial replacement of the 'cushionfall' in the adventure playground.</p>
Statement about town/parish support	
Community benefit	
Who will benefit from your project?	<p>Improvement to the toddlers' playground.</p> <p>Ensuring the safety of established trees and carrying out necessary pruning for the benefit of neighbouring properties.</p> <p>Providing emergency aid for users of the recreational facilities in and around the village hall.</p>
How did you identify a need in the community for your project or service?	Representations were made to the parish council.
What sustainable and/or energy saving measures does your project include or offer?	Not a relevant consideration for these projects.
Consultation	
What consultation have you carried out with the community or professional advisors?	The small scale of the work undertaken would probably not justify the engagement of professionals. In this case we have relied on local knowledge.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>The defibrillator will provide for the safety of persons using the recreation ground and the village hall.</p> <p>Management of the trees in the toddlers' playground will ensure a less gloomy environment..</p> <p>The pruning of overhanging trees on parish council land in Stream Road is patently necessary.</p>
What new activities will take place because of this project?	The older section of the population will more readily engage in "activities" in the knowledge that there is a defibrillator in the vicinity.

Steventon Sports & Social Club		Ref	VNHB17-18/43
Clubroom refurbishment and installation of a disabled toilet			
Total project cost	£33,600		
Amount requested	£15,777	Percentage of total cost requested:	46.96%
Organisation's contribution	£1,023	Organisation's latest bank balance	£12,069
Other funding	£16,800	All to come from S106 contributions (currently unsecured)	

Previous grants

2013 - £3997 – Changing room refurbishments

Scoring

<p>% of the area's total additional occupied homes falling in the parish(es) where the project will take place? Steventon saw 13.68 per cent of the area's total additional homes, allowing them to receive two points.</p>	Score	2/3
<p>New facilities or activities This project improves the existing facilities at the club by updating the clubroom and installing a disabled toilet. As this will be moderate improvements to a major community facility they received two points.</p>	Score	2/3
<p>Community benefit The club is open to a wide range of groups and activities from the community in addition to their members, allowing them to receive three points.</p>	Score	3/3
<p>Funding the project They are contributing £1,023 from their £12,069 reserves. After reviewing their other commitments officers are satisfied they can't fully afford this project without help. However, if necessary, they may be able to contribute more or apply for other external grants towards the cost. Their score is currently limited to one point as they have yet to secure S106 funds for this project. If they have successfully applied for the S106 required for this project when the committee meet, their score could be amended.</p>	Score	1/3
<p>Consultation No formal consultation has been conducted however comments from the Neighbourhood Plan Questionnaire encouraged improvements to the club.</p> <p>Project completion within timeframe Their start date of June and August 2018 are within the limits of this scheme.</p> <p>Financial and project management plans They have a reasonable delivery timetable, but no formal management plan was provided. Ongoing maintenance of the facilities would be included in their annual budgets.</p>		
<p>OFFICER COMMENTS AND RECOMMENDED CONDITIONS This project scores as a medium priority so could receive up to 75 per cent of the amount requested, however there is no expected budget remaining after the high priorities are funded. Officers also recommend the club should review item 36.3 of their constitution, which currently means individual members could profit if the club closes. Ideally, any surplus assets would be transferred to another not for profit organisation in the community (like the parish council or the football and cricket clubs) rather than shared between their members.</p>	<p>Total score</p> <p>Suggested grant</p>	<p>8/12</p> <p>£0 – there is no remaining budget after awarding the high priority projects</p>

Applicant responses

Details of the project	Phase 1 refurbishment of Social Club and provision of a disabled toilet.
Financial statement from the organisation	Commitments for s106 contributions to cricket and football pitch maintenance £55,000 Future commitment for Phase 2 and 3 development of clubhouse.
Statement about town/parish support	The Parish Council fully support the project. Steventon Sports & Social Club is an integral part of the emerging Steventon Neighbourhood Plan.
Community benefit	
Who will benefit from your project?	DAMASCUS project Football club Cricket club Royal British Legion (Have their meetings in club and functions) Traditional pub games (darts, crib, aunt sally) Bingo (well supported by elderly people who enjoy social contact) Children's birthday parties Bereavements (After funeral wake) Village fun days organised by Steventon Sports & Social Club New village activity groups
How did you identify a need in the community for your project or service?	Steventon Sports & Social Club is an integral part of the developing Steventon Neighbourhood Plan. Although not specifically asked in the Neighbourhood Plan Questionnaire written comments received fully supported SSSC and recommended enhancements to both the green and the club pavilion.
What sustainable and/or energy saving measures does your project include or offer?	All lighting utilises LED's.
Consultation	
What consultation have you carried out with the community or professional advisors?	None
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The current facility has maintained it's layout since 1975. The new layout will provide: Installation of a disabled toilet with associated access. Internal design to create more light, and space to cater for more sport/social usage.
What new activities will take place because of this project?	The project will allow for more activities and usage. DAMASCUS project will use the facilities on a regular basis making full use of equipment and soft drinks bar and kitchen. Use of the facilities during the day for village group activities and children's parties. This service will complement the rooms for hire in the village hall where a smaller number of participants need the appropriate surroundings.

Appendix two – breakdown of area’s total increase in homes by parish

Parish/town	2016 total occupied homes	2015 total occupied homes	Total parish increase in year	Percentage of area's total increase
Ardington and Lockinge	220	220	0	0.00%
Blewbury	782	779	3	0.60%
Childrey	224	224	0	0.00%
Chilton	646	643	3	0.60%
Denchworth	80	79	1	0.20%
East Challow	399	377	22	4.43%
East Hanney	397	363	34	6.84%
East Hendred	521	501	20	4.02%
Grove	3,144	3,010	134	26.96%
Harwell	1,252	1,103	149	29.98%
Kingston Lisle	107	104	3	0.60%
Letcombe Basset	76	75	1	0.20%
Letcombe Regis	380	379	1	3.70%
Milton	496	469	27	0.20%
Sparsholt	138	137	1	0.20%
Steventon	752	684	68	13.68%
Upton	176	178	-2	-0.40%
Wantage	5,189	5,170	19	3.82%
West Challow	88	87	1	0.20%
West Hanney	236	225	11	2.21%
West Hendred	149	148	1	0.20%
Total	15,452	14,955	497	