

# Agenda



Contact: Steve Culliford  
Telephone: 01235 422520  
Email: [democratic.services@southandvale.gov.uk](mailto:democratic.services@southandvale.gov.uk)  
Date: 19 December 2019  
Website: [www.whitehorsedc.gov.uk](http://www.whitehorsedc.gov.uk)

A meeting of the  
**Faringdon Area Committee**  
will be held on Monday, 13 January 2020 at 6.30 pm  
The Beacon, Wantage

## Members of the Committee:

### Councillors

David Grant (Chair)  
Jerry Avery  
Eric Batts  
Nathan Boyd

Simon Howell  
Bethia Thomas  
Elaine Ware

**Alternative formats of this publication are available on request. These include large print, Braille, audio, email and easy read. For this or any other special requirements (such as access facilities) please contact the officer named on this agenda. Please give as much notice as possible before the meeting.**

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

Margaret Reed  
Head of Legal and Democratic

# Agenda

## Open to the Public including the Press

### 1. Apologies for absence

To record apologies for absence.

### 2. Minutes

(Pages 3 - 4)

To adopt and sign as a correct record the minutes of the Faringdon Area Committee meeting held on 14 March 2019.

### 3. Declarations of interest

To receive any declarations of disclosable pecuniary interests and other 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. New Homes Bonus Grants 2019/20

(Pages 5 - 27)

To consider the head of corporate strategy's report.

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

None



# Minutes

of a meeting of the

## Faringdon Area Committee

held on Thursday 14 March 2019 at 6.30 pm

at The Beacon, Wantage

**Open to the Public, including the Press**

### **Present:**

Members: Councillors Anthony Hayward (Vice-Chairman), Eric Batts, Roger Cox, Mohinder Kainth, Robert Sharp and Elaine Ware

Officers: Steve Culliford, Kathy Deacon and Shona Ware

Number of members of the public: 3

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

The committee chairman, Councillor Simon Howell, had sent his apologies for absence. Councillor Anthony Hayward, the vice-chairman, took the chair for this meeting.

### **FA.2 Minutes**

**RESOLVED:** to adopt as a correct record the minutes of the meeting held on 23 July 2018 and agree that the chairman signs them as such.

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

None

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

None

### **FA.5 Public participation**

Three members of the public addressed the committee in support of their grant applications:

1. John Tabor, on behalf of Be Free Young Carers
2. Roger Baker, on behalf of Ashbury Village Hall Management Committee
3. Elizabeth Derrington, on behalf of Ashbury Parish Council

## FA.6 New Homes Bonus Grants 2018/19 - Round two

The committee considered the head of community services' report, which set out details of three applications for New Homes Bonus grants. The committee noted that it had a budget of £19,432.

The officer's report had assessed each application against the grants criteria and had scored the applications against the policy matrix. The committee assessed the officer's scoring for each application and agreed to increase the score from 2 to 3 for the finance element of the Be Free Young Carers' application, due to additional funding being secured at the council's other area committee meetings earlier in the week. This resulted in that application scoring 9 out of 12, and therefore eligible for the maximum grant under the policy.

The committee supported the officer's scores as set out in the report, with the amendment to the Be Free Young Carers' score. The committee supported the officer's recommendations to award grants to each applicant.

**RESOLVED:** to award New Homes Bonus grants as follows:

<b>Applicant</b>	<b>Scheme</b>	<b>Grant</b>
Be Free Young Carers	Client management software replacement	£900
Ashbury Village Hall Management Committee	New insulated floor	£7,545
Ashbury Parish Council	Ground works and playing field creation	£7,500

The meeting closed at 6.55 pm

# Faringdon

## Area Committee



Report of Head of Corporate Services

Author: Sarah Gladwin

Telephone: 01235 422589

Textphone: 18001 01235 422589

E-mail: [sarah.gladwin@southandvale.gov.uk](mailto:sarah.gladwin@southandvale.gov.uk)

To: Faringdon Area Committee

DATE: 13 January 2020

## New Homes Bonus Grants 2019/20

### Recommendations

That the Faringdon area committee considers the seven applications for New Homes Bonus (NHB) grants and makes awards in line with the approved policy (2017).

### Purpose of report

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

### Strategic objectives

2. The New Homes Bonus grants scheme supports the councils Corporate Plan objective to create and maintain 'sustainable communities and well-being' and in turn strive for communities to help themselves. It also supports the equality objective to support communities to deliver better outcomes for disadvantaged groups and encourage community cohesion.

### Background

3. The council opened the NHB grant scheme for applications from 02 September 2019 to 28 October 2019.
4. The Faringdon area received seven eligible grant applications requesting a total of £22,632 against a committee budget of £14,693.
5. Officers have evaluated each application against the scoring criteria agreed in the policy and set out in pages 19-22 of this report. The suggested scores determine the level of funding, if any, to award each project. Appendix one outlines the officers' evaluations and suggested scores for each application and appendix two the percentage of new homes in each parish to determine the score for the level of new housing.

6. In line with the policy, the committee is asked to review the suggested scores, which will dictate whether to award a grant and if so the level of funding it can award the project.

### **Financial implications**

7. In February 2019, the council set a 2019/20 NHB budget of £75,000. The Faringdon committee was allocated 19.95 per cent of this (£14,963) to award in NHB grants in 2019/20. As per the agreed policy these grants can fund either revenue or capital projects.
8. Any budget remaining after this round of awards will be returned to the council's general reserves, as per the agreed policy.

### **Legal implications**

9. The council's legal powers to award these grants are set out in section one of the Localism Act 2011 that gives a general power of competence for local authorities.
10. In May 2018, full council delegated authority to three area committees to determine NHB grant applications within the parameters of the policy.

### **Risks**

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

### **Conclusion**

12. That the committee considers the seven eligible applications to the NHB grant scheme and makes awards in line with the approved policy.

### **Background papers**

13. The council's NHB grant policy.

# Appendix one – Faringdon Area 2019-20 NHB grants officer evaluation report

## Scoring summary

Ref no.	Organisation	Scheme	Scheme cost	Amount requested	% of cost requested	Suggested score	Priority level	Suggested award
VNHB19-20/56	Charney Bassett Parish Council	Public Seating Upgrade	£2,020	£1,010	50.00%	9	High	50% of the total cost, capped to <b>£1,010</b>
VNHB19-20/58	Shrivenham Fete Committee	New Stretch Tent	£2,580	£1,290	50.00%	9	High	50% of the total cost, capped to <b>£1,290</b>
VNHB19-20/92	Ashbury Village Hall	Purchase of staging unit for Ashbury Village Hall	£2,695	£1,347	49.98%	8	Medium	37.5% of the total cost, capped to <b>£1,010</b>
VNHB19-20/89	Kingston Bagpuize with Southmoor Tennis Club	Extention and Upgrade of Club Tennis Facilities Project	£123,294	£11,500	18.65%	7	Medium	5.876% of the total cost, capped to <b>£7,245</b>
VNHB19-20/90	Kingston Colts Football Club	Pitch Upgrade	£5,353	£2,626	49.06%	7	Medium	30.9% of the total cost, capped to <b>£1,654</b>
VNHB19-20/66	West Vale Canal Group - Wilts & Berks Canal Trust	Mower to improve public access on footpaths	£3,100	£1,550	50.00%	7	Medium	31.5% of the total cost, capped to <b>£977</b>
VNHB19-20/76	Kingston Bagpuize with Southmoor Parish Council	KBSPC Replacement of Jubilee slide safety play surface	£6,619	£3,309	49.99%	6	Medium	26.85% of the total cost, capped to <b>£1,777</b>
			<b>Total</b>	<b>£22,623</b>			<b>Total Suggested</b>	<b>£14,963</b>
							<b>Total Budget</b>	<b>£14,963</b>
							<b>Balance</b>	<b>£0</b>

<b>Charney Bassett Parish Council</b>	<b>Ref</b>	<b>VNHB19-20/56</b>
Public Seating Upgrade		

<b>Total project cost</b>	£2,020		
<b>Amount requested</b>	£1,010	<b>Percentage of total cost requested:</b>	50%
<b>Organisation's contribution</b>	£1,010	<b>Organisation's latest bank balance</b>	£14,917
<b>Other funding applied for</b> (Including a parish/town council contribution of )	£ 0	<b>Other funding of which £0 is secured from grants applications to:</b>	

### Previous grants

Nil

### Scoring

<b>New facilities or activities</b> The benches will be replace existing, older benches. They will be longer lasting and more robust than current benches. They will also be adding a new picnic table and benches in the area surrounding the Village Hall.	<b>Score</b>	2/3
<b>Community benefit</b> The benches are available for all to use as they will be positioned around the village enabling the whole community to benefit.	<b>Score</b>	3/3
<b>Funding the project</b> The Parish Council are funding 50% of the project and they also have a plan in place for ongoing running costs.	<b>Score</b>	3/3
<b>New Homes in parish(es)</b> 1.26%	<b>Score</b>	1/3
<p><b>Consultation</b> A Community Led Plan was conducted in 2016 and the issue of the benches was raised. S106 and Equalities colleagues were both supportive of this project. Equalities have suggested that the organisation consider sourcing benches and picnic table that would be accessible for those with disabilities or mobility issues.</p> <p><b>Project completion within timeframe</b> A supplier has been established and the likely end date will be 20/04/20.</p> <p><b>Financial and project management plans</b> All finances are in place and project plan details how the project will be carried out. Even though they have a healthy bank balance they have explained that some of the money is ring-fenced, however they have confirmed there is enough money to cover the cost of the benches and ongoing maintainence.</p> <p><b>Previous funding</b> No funding previously received.</p>		
<p><b>OFFICER COMMENTS AND RECOMMENDED CONDITIONS</b> Officers recommend funding the full grant as requested based on scoring the project as high priority. Condition - As per equalities comments the benches need to be a suitable height to be accessible for members of the community with mobility issues. The picnic bench should also be accessible for wheelchair users.</p>	<b>Total score</b>	<b>9/12</b>
	<b>Suggested grant</b>	<b>50% of the total cost, capped to £1,010</b>

## Applicant responses

<b>Details of the project</b>	We propose to install five new benches to provide public seats at various locations throughout the village. The benches will be manufactured from coloured recycled plastic and provide greater longevity than timber benches installed previously and which have rotted (despite attempts at maintenance and repair). We also propose to further improve the amenities on our recreation ground by providing a new picnic table.
<b>Financial statement from the organisation</b>	Match funding is required to deliver a project of £2,000. Para 9 of uploaded financial statement for 2018-19 shows £3,000 of balances ring-fenced for a flood alleviation project and £3,700 to a highway safety project. Our Financial Regulations expect an end of year balance equivalent to recurring annual costs (circa £5,000). This effectively leaves £3,300 of remaining balance to cover the seating project and expected running costs to year end (£2,500).
<b>Statement about town/parish support</b>	N/A
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	Local residents generally; those less ambulant who may be encouraged to walk if resting facilities are available; visitors generally (including from nearby Parishes who do not have a playing field); cyclists; groups attending residential courses at Charney Manor.
<b>How did you identify a need in the community for your project or service?</b>	The project responds to concerns expressed by local residents and has been discussed on several occasions at Parish Council meetings. The Parish has a Community-Led Plan (2016) and the issue was raised during consultation.
<b>What sustainable and/or energy saving measures does your project include or offer?</b>	The use of recycled plastic manufacture avoids tree felling that would otherwise be necessary for a traditional form of timber seating.
<b>New facilities/Activities</b>	
<b>What extra facilities (or equipment) will the project provide?</b>	We are replacing 4 existing benches, 2 of which have been condemned. 1 new bench will be provided on the playing field. The picnic table is also a new facility, an earlier one having been vandalised and long since removed.
<b>What new activities will take place because of this project?</b>	We hope the picnic table will encourage people to make more use of the playing field and/or stay longer. The existing benches are in the process of being removed as they are adjudged to be unsafe and may no longer be in situ when this application is being determined. Having seating available around the village should encourage those who may have health worries to take walks where they may not have done so.

<b>Shrivenham Fete Committee</b>	<b>Ref</b>	<b>VNHB19-20/58</b>
New Stretch Tent		

<b>Total project cost</b>	£2,580		
<b>Amount requested</b>	£1,290	<b>Percentage of total cost requested:</b>	50%
<b>Organisation's contribution</b>	£1,290	<b>Organisation's latest bank balance</b>	£3,788
<b>Other funding</b> (Including a parish/town council contribution of)	£ 0	<b>Other funding of which £0 is secured from:</b>	n/a

### Previous grants

FE18-19/65 – Shrivenham Party on the park - £850  
 VCap17-18/83 – Band tent - £1,121  
 VC1R/2 – Gazebos - £1,260  
 F&E39 – Queens 90<sup>th</sup> Birthday celebrations - £1,000

### Scoring

<b>New facilities or activities</b> An additional stretch tent to provide extra shelter for events. They already have gazebos for their events however this was insufficient at the last summer fete as they did not provide enough shade for the stall holders and the public so it is allowing existing activities to continue.	<b>Score</b>	1/3
<b>Community benefit</b> The tent will be used by the fete committee at their events and all events are open to the community.	<b>Score</b>	3/3
<b>Funding the project</b> Shrivenham Fete Committee have secured all the other funds from their own reserves. However with their future financial commitments they were unable to fund more.	<b>Score</b>	3/3
<b>New Homes in parish(es)</b> 29.41% - This is the highest percentage of new homes in Faringdon area.	<b>Score</b>	2/3
<b>Consultation</b> The organisation gathered feedback from the stall holders who informed them that despite the great weather, overall business was down. They concluded that people came to the fete but didn't stay long because it was too hot and there was no shade. S106 are supportive of this application.		
<b>Project completion within timeframe</b> The purchase of the tent will be completing within 12 month limit.		
<b>Financial and project management plans</b> There is limited project management due to the nature of the project. There is £3,788 in their bank account so they have enough money to cover the shortfall.		
<b>Previous funding</b> See details of previous grants above		
<b>OFFICER COMMENTS AND RECOMMENDED CONDITIONS</b> Officers recommend funding the full grant as requested based on scoring the project as high priority.	<b>Total score</b>	<b>9/12</b>
	<b>Suggested grant</b>	<b>50% of the total cost, capped to £1,290</b>

## Applicant responses

<b>Details of the project</b>	We would like to purchase a stretch tent for the sole use of our visitors to Shrivenham Fete Committee related events. We do own pop-up marquees which are well utilised for things like Band tents/bar/raffle tent/children's Craft Competition etc. During the last 3 years we have experienced opposite extremes of weather at our events and we have established a very real need for additional public shelter that can be quickly and efficiently erected on the day.
<b>Financial statement from the organisation</b>	For the remainder of this year I am expecting income of approximately £500 (from Christmas event donations from the public). Our outgoings will be approximately £1,100 to cover the cost of providing the village Christmas tree and expenses relating to the Carols Around the Tree service in December - resulting in an overall deficit of £600 which we can accommodate in our current account and additional petty cash (£377).
<b>Statement about town/parish support</b>	We have not approached the parish council for this particular project because we have already approached them for assistance with a separate project that is not eligible for a New Homes Bonus grant application.
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	Visitors to our main community events cover a wide range from infants through to the elderly and including able and disabled people. We don't discriminate - everyone is welcome at a Shrivenham Fete Committee event! Furthermore, a lot of our visitors come from many of the surrounding villages so we would be extending the benefit to more Vale residents than just Shrivenham.
<b>How did you identify a need in the community for your project or service?</b>	This year in particular the weather was incredibly hot. You can see from our web site gallery that public shelter was in short supply and this was of great concern to us because the feedback that we received, from stallholders in particular, was that despite the great weather, overall business was down. We concluded that people came to the fete as usual and couldn't stay as long as they wanted to because it was too hot. We are investigating a number of alternatives including the possibility of additional umbrellas next year in the run up to the fete. Unfortunately, in August it is very difficult to predict the weather until the day of the event. One thing we are sure of is that this type of tent will be used for many years to come at both our annual May event (Party on the Rec) and the annual fete. Have a look at our gallery pages at <a href="https://www.shrivenhamfete.co.uk/summer-fete.html">https://www.shrivenhamfete.co.uk/summer-fete.html</a>
<b>What sustainable and/or energy saving measures does your project include or offer?</b>	None - it's a tent.
<b>New facilities/Activities</b>	
<b>What extra facilities (or equipment) will the project provide?</b>	The aim of our events is to attract as many people as possible in Shrivenham and surrounding areas to come and have fun. This year, fete attendance was down because it was too hot and with little shelter available on the field, many went home early. Some rested in the shade of nearby trees and then couldn't see much of the fete. In 2016 a thunderstorm caused people to leave and not return again.
<b>What new activities will take place because of this project?</b>	We want to encourage people to come and sit together (in either shade or shelter) and be able to enjoy the entertainment going on around them. Stretch tents allow more shelter space than equivalent rigid tents and will enable us to create the party atmosphere that we want to see at our events. We have seen these used very effectively at other festival events.

<b>Ashbury Village Hall</b>	<b>Ref</b>	VNHB19-20/92
Purchase of staging unit for Ashbury Village Hall		

<b>Total project cost</b>	£2,695		
<b>Amount requested</b>	£1,347	<b>Percentage of total cost requested:</b>	49.98%
<b>Organisation's contribution</b>	£1,348	<b>Organisation's latest bank balance</b>	£52,124
<b>Other funding applied for</b> (Including a parish/town council contribution of)	£ 0	<b>Other funding of which £0 is secured from:</b>	n/a

### Previous grants

VNHB18-19\31 – New insulated flooring - £7545  
ValeCG\27 – Village Hall Equipment - £923  
CCG\1293 – Renovation and insulation - £3,461  
VCCG\1048 – New toilets - £5,000  
VCCG\952 – Kitchen refurb - £3,330  
NHBW\6 – Refurbishment - £3,000

### Scoring

<b>New facilities or activities</b> The project will improve the existing facilities in the village hall and will allow new, limited activities to take place	<b>Score</b>	2/3
<b>Community benefit</b> All those from the community that use the village hall will have access to the stage and benefit from the facility.	<b>Score</b>	3/3
<b>Funding the project</b> They are contributing 50% from their own reserves. However they are unable to fund more due to existing financial commitments.	<b>Score</b>	3/3
<b>New Homes in parish(es)</b> New homes built in the area is minimal - only 0.42% of the areas total increase.	<b>Score</b>	0/3
<b>Consultation</b> No formal consultation was carried out but it was discussed in committee meetings. S106 colleagues are in support of this project. <b>Project completion within timeframe</b> It is fully expected the project will complete within 12 months. <b>Financial and project management plans</b> There is sufficient funds in the bank account to cover the cost of the stage. <b>Previous funding</b> Please see above for details of previous grants		
<b>OFFICER COMMENTS AND RECOMMENDED CONDITIONS</b> Officers recommend funding at 75% of requested amount as it is a medium priority project.	<b>Total score</b>	<b>8/12</b>
	<b>Suggested grant</b>	<b>37.5%</b> of the total cost, capped to <b>£1010</b>

## Applicant responses

<b>Details of the project</b>	Originally our hall did have a fixed raised area but we have recently installed a new insulated floor in Ashbury Village Hall and the old stage had to be taken out in order to do this. The committee discussed this at our recent meeting and decided a modular stage with portable raised units which could be stored away when not in use would be best for a variety of different opportunities eg Choir events, plays, speakers, etc. and could be used in different areas of the hall depending on the event.
<b>Financial statement from the organisation</b>	Our bank balance includes a grant sum of £47576 for a landfill grant from Crappers Landfill which we have been given to carry out essential external wall repairs on the soft chalk walls of the village hall. This money is ring fenced for that specific work which will commence next summer. There are still some outstanding cheques which have not yet cleared for our new floor work. There is then sufficient balance to cover £1348.
<b>Statement about town/parish support</b>	Our Parish Council supported the new flooring but we have not asked them to support the staging units
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	Art and craft classes as well as pilates and keep fit - more space in the hall floor Speakers for Community Club can use a small stage wherever required Private parties and functions will have the option for a suitable sized stage for a disco or small group Quiz evenings and speakers needing a screen for projected pictures can use a small stage for wherever suitable.
<b>How did you identify a need in the community for your project or service?</b>	The Village Hall Management Committee is made up of representatives from different village organisations as well as different areas within the village and different age groups. The need for a stage was discussed at the most recent Committee meeting in and all agreed that a staging would be best for the village activities
<b>What sustainable and/or energy saving measures does your project include or offer?</b>	We do not believe that this project will affect the Climate Emergency.
<b>New facilities/Activities</b>	
<b>What extra facilities (or equipment) will the project provide?</b>	This project will provide a portable stage which is stackable for storage when not in use. This will make the hall usable in more flexible and different ways - one open space or an open space with various options for raised areas.
<b>What new activities will take place because of this project?</b>	The project will allow us different uses: 1. A larger floor space in the hall (when the staging is stowed away) especially good for keep fit classes where people need space; art classes where more tables can be set up; children's parties where children need space for playing games. 2. When a stage is needed, flexible options where it is sited and how large it is - plays, choir performances, band, discos, etc

<b>Kingston Bagpuize with Southmoor Tennis Club</b>	<b>Ref</b>	VNHB19-20/89
Extention and Upgrade of Club Tennis Facilities Project		

<b>Total project cost</b>	£123,294		
<b>Amount requested</b>	£11,500	<b>Percentage of total cost requested:</b>	9.32%
<b>Organisation's contribution</b>	£42,402	<b>Organisation's latest bank balance</b>	£46,927
<b>Other funding</b> (Including a parish/town council contribution of)	£57,892 (unknown - unsecured)	<b>Other funding of which £40,844 is secured from:</b>	S106

### Previous grants

Nil

### Scoring

<b>New facilities or activities</b> The tennis club will be extending a community facility by building two new tennis courts as well as adding new gates and floodlights.	<b>Score</b>	2/3
<b>Community benefit</b> Even though there will also be a 'pay and play' option available to the community, it will still only benefit a single sports group.	<b>Score</b>	1/3
<b>Funding the project</b> From a total of £123,294, the organisation has secured over 50% of the project costs but still faces a shortfall of £11,500 which is being sought from the Abingdon NHB panel. The tennis club is committing £42,402 and have secured over £40,000 of S106 money.	<b>Score</b>	2/3
<b>New Homes in parish(es)</b> 26.47% of areas total increase, the second largest in the Faringdon area. The project is being considered by both the Faringdon and Abingdon NHB panels due to evidence of current use by Abingdon ward residents.	<b>Score</b>	2/3
<p><b>Consultation</b> The Lawn Tennis Association (LTA), on behalf of the organisation has carried out extensive consultation to ensure it meets local demand for this extended facility. No concerns were raised from an equality perspective and the Active Communities team are supportive of this application.</p> <p><b>Project completion within timeframe</b> A detailed project timeline submitted. The planned completion is September 2020 so even if late they will have time to finish the project within 12 months.</p> <p><b>Financial and project management plans</b> They have been working with the LTA with the project planning. Detailed financial forecasts and quotes have been provided. A financial pack has been provided giving a 15 year cash flow forecast.</p>		
<p><b>OFFICER COMMENTS AND RECOMMENDED CONDITIONS</b> Officers recommend funding at 63% of requested amount as it is a medium priority project. Due to the amount of medium priority projects, the full 75% was not recommended due to insufficient budget.</p>	<b>Total score</b>	7/12
	<b>Suggested grant</b>	5.876% of the total cost, capped to £7,245

## Applicant responses

<b>Details of the project</b>	Two tennis court extension to the existing two court facility, taking the total courts to four, of which three of the courts will be floodlit. The works specification includes: a new entrance gate with digital access control, which interfaces with our Club website and software application to allow 'pay and play', and online floodlight control; refurbishment of existing court surface (all 4 courts will be at the same level, surface and colour); and relocating the entrance to improve access for people with disabilities, as ramps/handrails will replace the existing steps to the courts and club house.
<b>Financial statement from the organisation</b>	We have a detailed financial pack that can be shared with you, which includes a 15-year cashflow forecast and 50-year sinking fund calculation. In year 1 of the cashflow, 2019/20 (30th June 2020), the forecast cash balance is £7,381, following delivery of the project. If the project did not go ahead in 2019/20, the forecast cash balance would be £49,783. We require a minimum working capital balance of £5,000 throughout this project.
<b>Statement about town/parish support</b>	We have made an initial approach to Kingston Bagpuize with Southmoor Parish Clerk in the last two weeks to ask the Council to consider a contribution to our project. The Clerk is taking the request to the next Council meeting. We also have a separate project to upgrade the Club House, which we need to fund raise for.
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	Our focus is affordable community participation. Offer seniors, lady's and men's open sessions, 'mums and tots', mini and junior sessions. The age range is 5 years of age, to well into the 70s. We will be offering free tennis off-peak to the public for at least 4-hours a week. We will open the courts up to the public on a 'pay and play' basis. Within a 10 minute drive, Botley, Stanford, Stanton Harcourt and Grove.
<b>How did you identify a need in the community for your project or service?</b>	We developed our first Strategic Development Plan (SDP) in 2016 with our members feedback over 18 months. The plan was further revised in 2018, taking into account LTA and Sport England research. However, the need to provide additional courts was very clear, as we were trying to accommodate 240 active members on two courts, 50% higher than British Tennis recommend. Our retention rate has been poor over the last two years. We are not meeting members or the publics demand for casual play, as the existing 2-courts are in use for coaching and matches at peak times. Members complain about sitting out in 'open' sessions, because too many members turn-up to play. In 2019, we attended the Village Showcase and used a questionnaire to obtain views of the public to test our 'offering' in the SDP to non-members. In 2018, British Tennis published research on changing attitudes to joining tennis clubs and we have used this output to consider new 'offerings' ie pay and play and more flexible membership packages. In 2019, British Tennis have published series of exemplar club profiles, which we have used to test our exist Club 'offering'. In October 2019, British Tennis provided further data on membership profiles and potential markets, which will allow us to further market and target further growth in participation. Our Management Committee have agreed to refresh our SDP for the February 2020 AGM. This project provides additional capacity and unlocks our strategic plan.
<b>What sustainable and/or energy saving measures does your project include or offer?</b>	We don't have any energy saving measures or renewable energy technologies built into this project. Our planning consent is for materials and fittings that match the existing infrastructure but we are keen to discuss with the planners a change to LED lighting in the final specification, if we can secure the funding required for the project.
<b>New facilities/Activities</b>	
<b>What extra facilities (or equipment) will the project provide?</b>	Constructing two new tennis courts, one with floodlights. Removing and relocating some of the existing floodlight poles and taking down part of the existing perimeter fencing.

	<p>Refurbish existing courts to make all the 4 courts the same playing surface, level and colour. This means the top surface will be removed.</p> <p>Relocate main entrance gate to enable better access (remove steps), fit with digital control to enable public use, 'pay and play'.</p>
<p><b>What new activities will take place because of this project?</b></p>	<p>Additional capacity - Grow membership by 44% and demand for social tennis at peak times can be met.</p> <p>Additional teams and team practice sessions.</p> <p>Increase participation - Enable an extension of the coaching programme and a range of new tennis activities.</p> <p>We will be able to host internal tournaments.</p> <p>Allows for wider public use - Offer 'Pay and Play' and free off peak day use.</p> <p>Allows for school use.</p>

<b>Kingston Colts Football Club</b>	<b>Ref</b>	VNHB19-20/90
Pitch Upgrade		

<b>Total project cost</b>	£5,353		
<b>Amount requested</b>	£2,626	<b>Percentage of total cost requested:</b>	49.06%
<b>Organisation's contribution</b>	£2,727	<b>Organisation's latest bank balance</b>	£16,292
<b>Other funding</b> (Including a parish/town council contribution of)	£ 0	<b>Other funding of which £0 is secured from:</b>	n/a

### Previous grants

Nil

### Scoring

<b>New facilities or activities</b> The project replaces the existing football pitch and allows existing activities to continue.	<b>Score</b>	1/3
<b>Community benefit</b> This upgrade would only benefit the members of the football club limiting their score to one.	<b>Score</b>	1/3
<b>Funding the project</b> They have secured and raised all the other funding from their own reserves and have provided evidence as to why they cannot fund this project in full. They have provided a plan to cover the ongoing maintenance costs.	<b>Score</b>	3/3
<b>New Homes in parish(es)</b> 26.47% of area's total increase which is the second largest in Faringdon area.	<b>Score</b>	2/3
<p><b>Consultation</b> A Football Association pitch report was carried out which identified the problem issues. Active Communities support this application. They have suggested the organisation ensure that a competent certified grounds person signs off the work. Their comment has been passed on to the applicant.</p> <p><b>Project completion within timeframe</b> They are expecting the seed and grass work to be done in one day. They state the work will be done out of the football season.</p> <p><b>Financial and project management plans</b> They have a project plan and a financial plan to cover ongoing costs.</p> <p><b>Previous funding</b> No, they have not received any previous funding from us.</p>		
<p><b>OFFICER COMMENTS AND RECOMMENDED CONDITIONS</b> Officers recommend funding at 63% of requested amount as it is a medium priority project. Due to the amount of medium priority projects, the full 75% was not recommended due to insufficient budget.</p>	<b>Total score</b>	<b>7/12</b>
	<b>Suggested grant</b>	<b>30.9%</b> of the total cost, capped to <b>£1,654</b>

## Applicant responses

<b>Details of the project</b>	Our voluntarily run club has increased rapidly in size due to new housing. We now have 175 registered players and the existing pitches are heavily overused. Spring maintenance work used to require minimum work and would be covered by registration fees. The increase in use has caused much more damage and hugely increased maintenance costs. Large amounts of top soil will be required in the spring to level the surface and new seeding will be required - as cost that we will struggle to pay as a club.
<b>Financial statement from the organisation</b>	Existing funds will be spent on referee fees, fines, utilities, end of season award day and tournaments which should be £3000-£4000 before registration fees begin to come in for next season. The club are also looking to spend saved funds on maintenance equipment but this depends on what is available so will not impact on the money set aside for this project for annual maintenance.
<b>Statement about town/parish support</b>	No, we have been allocated S106 funding which will be used towards a new sports pavilion and we therefore feel that the parish council have numerous other projects in need of support throughout the villages of Southmoor and Kingston Bagpuize.
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	The youngest age group will be 5yrs old, through to our eldest youth team aged 16. Many younger teams are mixed with both boys and girls playing. Ideally the club are looking to create a girl's team to support those that want to continue playing from U12's upwards. We are also looking to bring the men's team (currently playing elsewhere) back to the club to support the transition from youth to adult football.
<b>How did you identify a need in the community for your project or service?</b>	The club has had a FA pitch inspection carried out which identified the problem issues. Some of these points were addressed earlier this year with club funds but we couldn't afford to do everything in one go. Therefore we decided to leave the pitch levelling until this coming Spring. The machinery that we are looking to purchase separately is also listed on this report.
<b>What sustainable and/or energy saving measures does your project include or offer?</b>	N/A
<b>New facilities/Activities</b>	
<b>What extra facilities (or equipment) will the project provide?</b>	It will improve existing playing facilities. Our current pitches are being classed as poor as they are uneven with poor grass cover. We currently have 10 league teams playing here and three further teams have had to play in surrounding villages this season due to the pitches being inadequate. If they deteriorate further we risk the league ruling them unfit to host matches leading to the whole club folding and 175 players finding another club.
<b>What new activities will take place because of this project?</b>	The three teams playing elsewhere will be able to return to the club if surfaces are improved. It also opens up capacity for a new U6 team next season.

<b>West Vale Canal Group - Wilts &amp; Berks Canal Trust</b>	<b>Ref</b> VNHB19-20/66
Mower to improve public access on footpaths	

<b>Total project cost</b>	£3,100		
<b>Amount requested</b>	£1,550	<b>Percentage of total cost requested:</b>	50%
<b>Organisation's contribution</b>	£100	<b>Organisation's latest bank balance</b>	£166
<b>Other funding</b> (Including a parish/town council contribution of)	£1,450  (£100 unsecured)	<b>Other funding of which £0 is secured from:</b>	-Shrivenham PC -Shrivenham Fete Committee -Legacy donation -Donations from members

### Previous grants

VNHB1230 - Repairs to Excavator and provision of 200 metre long footpath - £1000

VCG1733 - Grove Enhancements to public footpaths - £1,000

### Scoring

<b>New facilities or activities</b> The mower is replacing an existing second-hand, domestic mowers which aren't fit for purpose. The larger mower will allow the organisation to extend the length of the paths open to the public. It will be allowing existing activities to continue but not enabling any new activities to take place.	<b>Score</b>	1/3
<b>Community benefit</b> The paths are open to the whole community as well as people from outside the area. Improving the width of the paths will enable access for wheelchairs, baby buggies and mobility scooter as well as for walkers.	<b>Score</b>	3/3
<b>Funding the project</b> None of the funds have been secured but are being applied for. One donation of £1000 is a legacy left in a will which they are expecting to receive in January. The organisation is only funding £100 of the project. However, they have confirmed that some of their members have come forward and pledged to make up any shortfall.	<b>Score</b>	1/3
<b>New Homes in parish(es)</b> 29.41% of the areas total increase which is the highest in the Farington area.	<b>Score</b>	2/3
<p><b>Consultation</b> Consultation was sought as part of the larger 'Project Heron' which is the creation of park land near the canal on land owned and maintained by the PC. S106 are supportive of the project particularly as there has been large development in the area.</p> <p><b>Project completion within timeframe</b> There will be no issues with the project completing in the time frame.</p> <p><b>Financial and project management plans</b> All funding has been identified however not secured. The organisation would not have the finances to fund the rest of the mower themselves. However they have a contingency plan should their be a shortfall.</p> <p><b>Previous funding</b> See details of previous grants above.</p>		
<b>OFFICER COMMENTS AND RECOMMENDED CONDITIONS</b> Officers recommend funding at 63% of requested amount as it is a medium priority project. Due to the amount of medium priority projects, the full 75% was not recommended due to insufficient budget.	<b>Total score</b>	<b>7/12</b>
	<b>Suggested grant</b>	<b>31.5% of the total cost, capped to £977</b>

## Applicant responses

<b>Details of the project</b>	The canal-side footpaths and our Canal Park are difficult to maintain with our present equipment and personnel. Our mowers are second-hand, domestic type and unsuitable for the rough edges of footpaths and canal banks. We are planning to extend the lengths open to the public but in order to achieve this aim we require a new mower that will be suitable for the task.
<b>Financial statement from the organisation</b>	No current financial commitments or known income e.g. donations, other than for this purchase as shown above.
<b>Statement about town/parish support</b>	Yes, awaiting outcome following a committee meeting due on 4th November.
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	<p>The canal-side footpaths and Park are used by many local people and from outside the area who come specifically into Shrivenham to walk the canal. "Health Walk" groups and ramblers frequently use our paths.</p> <p>The local scout group is involved with our habitat improvements.</p> <p>We have hosted numerous company groups on team-building days.</p> <p>A 'Forest School' has, and plans, to use the Park.</p> <p>The mower will be available for the towpaths around Wantage and Grove.</p>
<b>How did you identify a need in the community for your project or service?</b>	<p>We have received numerous expressions of thanks for providing access to the countryside along the disused canal, with sections of our paths being included in the Shrivenham Circular Walk, created by the Shrivenham Fete Committee and supported by the Parish Council.</p> <p>The Canal Park and canal corridor are listed as designated green spaces in the Shrivenham Neighbourhood Plan.</p> <p>The our Canal Park has been identified as a biodiversity asset and currently is being developed further under "Project Heron", details attached.</p>
<b>What sustainable and/or energy saving measures does your project include or offer?</b>	<p>An integral part of our development and restoration of the Wilts &amp; Berks Canal (that despite the name runs through Wiltshire to Swindon and then through Oxfordshire to the Thames at Abingdon) is to improve wildlife habitats and diversity. To this end we have purchased land and created the aforementioned Park on the canal in Shrivenham that included the planting of many trees and "wild" areas. We will continue to improve the diversity of habitats by creating a "wildlife corridor" on the non-towpath side of the canal by planting hedges and trees.</p> <p>Sections of the canal act as water reservoirs to buffer water flow in times of potential flood as they fill with water from field drains.</p>
<b>New facilities/Activities</b>	
<b>What extra facilities (or equipment) will the project provide?</b>	This project will provide a robust mowing machine capable of tasks beyond the capabilities of our existing machines and so improve public access around our park and along our canal-side paths. Our present machines will be retained for mowing short grass and as such will not require so much maintenance and repairs.
<b>What new activities will take place because of this project?</b>	Improving the width of paths will enable access for wheelchairs, baby-buggies and mobility scooters as well as for walkers. The new machine will ease our current maintenance workload and allow us to plan extending the length of footpaths (towpaths) accessible to the public. The new mower will also be invaluable in maintaining and improving the Park currently being enhanced under "Project Heron".

<b>Kingston Bagpuize with Southmoor Parish Council</b>	<b>Ref</b>	VNHB19-20/76
KBSPC Replacement of Jubilee slide safety play surface		

<b>Total project cost</b>	£6,619		
<b>Amount requested</b>	£3,309	<b>Percentage of total cost requested:</b>	49.99%
<b>Organisation's contribution</b>	£3,310	<b>Organisation's latest bank balance</b>	£114,819
<b>Other funding</b> (Including a parish/town council contribution of:)	(£3,310)	<b>Other funding of which £0 is secured from:</b>	n/a

### Previous grants

Nil

### Scoring

<b>New facilities or activities</b> This project replaces the flooring around an already existing facility to allow it to be more accessible all year round. No improvements to be made to the slide itself so therefore only allow existing activities to continue.	<b>Score</b>	1/3
<b>Community benefit</b> The new flooring with only benefit local children in the community.	<b>Score</b>	1/3
<b>Funding the project</b> All the funds have been secured for the project however they have not provided any details on how they will fund the ongoing costs associated with the project.	<b>Score</b>	2/3
<b>New Homes in parish(es)</b> 26.47% of areas total increase of home which is the second largest in the Faringdon area.	<b>Score</b>	2/3
<p><b>Consultation</b> No community consultation has taken place however the problem with the flooring was identified in the quarterly inspection. Equalities colleagues comments that the design includes cap kerbs, this needs to be accessible and not be a trip hazard for people going on or around the slide. This comment will be shared with the applicant.</p> <p><b>Project completion within timeframe</b> The organisation are estimating the project will be completing in a week and is due to start in March and therefore will be completing in the 12 months time frame.</p> <p><b>Financial and project management plans</b> No financial planning was provided and a very brief project management plan. They have attached a Specification report detailing what work they want done. They have committed the funds from their general reserve in the interest of health and safety issues for the children using the facility.</p> <p><b>Previous funding</b> No previous awards have been made to the Parish Council.</p>		
<p><b>OFFICER COMMENTS AND RECOMMENDED CONDITIONS</b> Officers recommend funding at 53.7% of requested amount as it is a medium priority project. Due to the amount of medium priority projects, the full 75% was not recommended due to insufficient budget. Condition - Organisation to make sure there is flush access and there are no trip hazards for those accessing the slide.</p>	<b>Total score</b>	<b>6/12</b>
	<b>Suggested grant</b>	<b>26.85%</b> of the total cost, capped to <b>£1,777</b>

## Applicant responses

<b>Details of the project</b>	The removal and disposal of the existing rubber safety grass mats, which are no longer fit for purpose. Ground works, including the laying of a consolidated sub-base of stone and the installation of a new impact attenuating surface.
<b>Financial statement from the organisation</b>	The Parish Council has a set budget for the year. The Parish Council has decided that the amount above can be safely be drawn from general reserves (although not budgeted for) in the interests of health and safety.
<b>Statement about town/parish support</b>	n/a
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	Local children
<b>How did you identify a need in the community for your project or service?</b>	Problems with existing surface identified during professional quarterly inspection of the playground (see extracted page 15 of the inspection report from May 2019 in attached document)
<b>What sustainable and/or energy saving measures does your project include or offer?</b>	The product to be used is manufactured using recycled tyres, saving them from going into landfill.
<b>New facilities/Activities</b>	
<b>What extra facilities (or equipment) will the project provide?</b>	The project will provide increased safety for children playing on the equipment.
<b>What new activities will take place because of this project?</b>	The project will allow the existing activity to continue, when it would otherwise be in danger of being removed due to health and safety concerns.

## SCORING AND AWARD MATRICES

OVERALL 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 available after the high priorities have been decided. Medium priorities can only receive up to 75% of the requested amount.
0-4 points	Low priority	No funding awarded

### Scoring for New 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 <b>or</b> 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.
2	The project moderately improves or extends a substantial community facility or activity <b>or</b> The project significantly improves or extends a minor community facility or activity <b>or</b> 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 <b>or</b> 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.

<b>Deductions</b>	Deduct one point if the project reduces the activities/facilities on offer.	Like a project to overhaul and landscape a car park that reduces the number of parking spaces.
	Deduct two points if the project removes a community facility or stops activities taking place without replacing them.	Demolishing an old skatepark without replacing it with anything.

### Scoring for Community Benefit

<b>Points</b>	<b>Criteria to score</b>	<b>Example</b>
<b>0</b>	The project offers little or no direct benefit to the community.	A decorative sign or boundary wall with no other purpose
<b>1</b>	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.
<b>2</b>	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.
<b>3</b>	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)
<b>Deductions</b>	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.	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).
	Remove one point if there are concerns over the ownership/lease of the property.	Like the term of their lease is too short or their ownership evidence is unreliable.

## Scoring for Funding the project

Points	Financial overview
0	<p>They don't have a plan of how they'll fund the rest of the project and haven't secured any other funding yet.</p> <p>They haven't given details of how they'll fund the ongoing maintenance and eventual replacements.</p>
1	<p>They've got a funding plan, but haven't applied for all of it yet <b>or</b> They've applied for all the other funding needed but have secured less than 50 per cent so far.</p> <p>They've budgeted for the ongoing maintenance but don't say how they'll fund eventual replacements in the future (if applicable).</p>
2	<p>They've applied for all the funding needed and have already secured over 50 per cent of the balance.</p> <p>They've budgeted for the ongoing costs and have a general idea how they'll fund replacements eventually (if applicable)</p>
3	<p>They've secured all the other funding needed for the project already (including if they're funding the rest themselves) <b>or</b> 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.</p> <p>They've budgeted for the ongoing costs and have a fund/account/pot saving for the replacements in due course.</p>
<b>Deductions</b>	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

### Scoring for New homes in parish

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

## Appendix two - Percentage of the area's total new homes by parish and Area Committee

### Faringdon Area

Parish/town	2017 total occupied homes	2018 total occupied homes	Total parish increase in year	Percentage of area's total increase
Appleton with Eaton	398	399	1	0.42%
Ashbury	256	257	1	0.42%
Balking	39	39	0	0.00%
Besselsleigh	29	29	0	0.00%
Bourton	131	133	2	0.84%
Buckland	255	255	0	0.00%
Buscot	87	87	0	0.00%
Charney Bassett	122	125	3	1.26%
Coleshill	75	75	0	0.00%
Compton Beauchamp	30	30	0	0.00%
Eaton Hastings	35	35	0	0.00%
Faringdon (lighting)	3,438	3,443	5	2.10%
Fernham	95	95	0	0.00%
Frilford	88	87	-1	-0.42%
Fyfield and Tubney	199	199	0	0.00%
Garford	69	69	0	0.00%
Goosey	56	56	0	0.00%
Great Coxwell	131	175	44	18.49%
Hatford	36	36	0	0.00%
Hinton Waldrist	147	149	2	0.84%
Kingston Bagpuize with Southmoor	1,188	1,251	63	26.47%
Little Coxwell	70	70	0	0.00%
Littleworth	95	94	-1	-0.42%
Longcot	218	221	3	1.26%
Longworth	245	244	-1	-0.42%
Lyford	23	23	0	0.00%
Pusey	28	28	0	0.00%
Shellingford	80	80	0	0.00%
Shrivenham	1,045	1,115	70	29.41%
Stanford in the Vale	975	976	1	0.42%
Uffington	358	365	7	2.94%
Watchfield	1,044	1,083	39	16.39%
Woolstone	62	62	0	0.00%
<b>Total</b>	<b>11,147</b>	<b>11,385</b>	<b>238</b>	<b>100.00%</b>