

Agenda



Listening Learning Leading

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A MEETING OF THE

Community Grants Panel

WILL BE HELD ON WEDNESDAY 14 JUNE 2017 AT 10.00 AM

135 EASTERN AVENUE, MILTON PARK, MILTON, ABINGDON, OX14 4SB

Members of the Committee:

Anna Badcock (Chairman)

Joan Bland
Pat Dawe
David Dodds

Stefan Gawrysiak
Jeannette Matelot
Anthony Nash

Richard Pullen
Bill Service

Substitutes

Charles Bailey
Nigel Champken-Woods
Steve Connel

Stephen Harrod
Elaine Hornsby

Alan Thompson
David Turner

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1 Apologies for absence

To record apologies for absence.

2 Minutes (Pages 3 - 8)

To adopt and sign as a correct record the Community Grants Panel minutes of the meeting held on 5 January 2017 (attached).

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 Bids for funding for revenue grants and officer recommendations (Pages 9 - 42)

7 Panel review scores

The panel will review and amend officer scores as necessary.

8 Award recommendations

The panel will finalise award recommendations for the consideration of the Cabinet member for grants.

MARGARET REED

Head of Legal and Democratic Services

Minutes

OF A MEETING OF THE

Community Grants Panel

HELD AT 10.00 AM ON THURSDAY 5 JANUARY 2017

MEETING ROOM 1, MILTON PARK

Present

David Dodds (Chairman)

Pat Dawe, Stefan Gawrysiak, Imran Lokhon, Anthony Nash, Alan Thompson and Richard Pullen

Officers

Carole Cumming, Jayne Bolton, Matthew Gaskin and Susan Harbour

Also present

Elizabeth Gillespie, Cabinet member for development management, building control and housing, and grants.

27 Apologies

Apologies were received from Councillors Jeanette Matelot and Paul Harrison.

28 Declarations of interest

Imran Lokhon declared a potential interest in the application from South Oxfordshire Food and Education Alliance (SOFEA) as he had delivered business training for them previously.

Stefan Gawrysiak declared a potential interest in the application from NOMAD as a member of a fundraising team for the organisation. He also declared a potential interest for The Chiltern Centre for Disabled Children as a former board trustee.

Richard Pullen declared a potential interest in the application from the Earth Trust, having been associated with events run by the organisation.

29 Minutes

RESOLVED: to approve the minutes of the meeting held on 04 October 2016 as a correct record and agree that the Chairman signs them as such.



Listening Learning Leading

30 Bids for funding for revenue grants and officer recommendations

The officers presented their reports detailing the applications from each project and gave provisional scores, recommended grants and an explanation of the project and how they meet the South Oxfordshire District Council Revenue Grants Policy from 2017/8 to 2020/21.

The panel heard addresses from representatives of the applicants and were given the opportunity to ask questions of the speakers.

LIFE 2009

Lucie Scurlock and a senior support worker spoke in support of the application and received questions from the panel.

South and Vale Carers Centre

John Tabor spoke in support of the application and received questions from the panel.

Riverside Counselling Service

Becky Saunders spoke in support of the application and received questions from the panel and officers.

Community First Oxfordshire

Toby Warren spoke in support of the application and received questions from the panel.

AgeUK Oxfordshire

Penny Fulis and Ruth Swift, Head of Community Development, spoke in support of the application and received questions from the panel.

TRAIN

Brian McNamee and Alice Dore spoke in support of the application and received questions from the panel.

Nomad Youth and Community Project

Sue Prior and Tim Prior spoke in support of the application and received questions from the panel.

Style Acre

Chris Ingram and Philippa Stannard spoke in support of the application and received questions from the panel.

Henley Rowing Club

No speaker represented the organisation. The panel received an email which was considered at the decision stage.

Thomley

Warren Koehler spoke in support of the application and received questions from the panel.

Oxfordshire Sexual Abuse and Rape Crisis Centre

Lisa Ward spoke in support of the application and received questions from the panel.

My Life My Choice

Bryan Michell and Shaun Picken spoke in support of the application and received questions from the panel.

South Oxfordshire Food and Education Alliance (SOFEA)

Tim Kennell spoke in support of the application and received questions from the panel.

Berinsfield Information and Volunteer Centre

Pam Brenan spoke in support of the application and received questions from the panel.

Home-Start Southern Oxfordshire

Colin Campbell spoke in support of the application and received questions from the panel.

The Chiltern Centre for Disabled Children

Jen Ainsley spoke in support of the application and was available for questions.

Oxfordshire Association for the Blind

Laura Howdill and Ana Novakovic spoke in support of the application and received questions from the panel.

RESTORE

Martin Realey spoke in support of the application and received questions from the panel.

A2Dominion Housing Group Ltd

Michelle Charlesworth and Olivia Walls spoke in support of the application and received questions from the panel.

Earth Trust

No speaker represented the organisation.

Fish Volunteer Centre

Clive Mills and Geoff Ward spoke in support of the application and received questions from the panel.

31 Panel review scores

The panel considered the applications, taking into account the report of the grants officer on each application and the presentations from the registered public speakers.

Using the scoring matrix set out in the policy, the grant officer's provisional scores and any additional information received at the meeting, the panel awarded scores for each application.

After discussion and advice from officers where appropriate, the panel agreed that the officer's scores were fair. The grants officer's recommended scores for all applications was adopted.

RESOLVED: to recommend the Cabinet member for Grants accepts the officer's suggested scores for each project.

32 Award recommendations

Having confirmed the score recommendations, the panel discussed the amount of grants that should be awarded to each project. After deliberation, they concluded that the award recommendations suggested by officers were appropriate in every case and confirmed their recommendation to the Cabinet member is to award grants in line with the officer's report. All the information is contained in the agenda pack for this meeting.

RESOLVED: to recommend that the Cabinet member for grants makes the following awards subject to Council making budget provision in the 2017/18 budget:

Organisation	Scheme	Grant
Nomad Youth & Community Project	Core costs to deliver Nomad Youth & Community Services	£80,000
Style Acre	Style Acre - Didcot Day Service	£66,000
Fish Volunteer Centre	Employ an office manager	£12,000
Oxfordshire Sexual Abuse & Rape Crisis Centre	Oxfordshire Sexual Abuse & Rape Crisis Centre	£52,500
Oxfordshire Association for the Blind	Information, Advice and Support for Visually Impaired People and their Carers in South Oxfordshire	£25,000
Home-Start Southern Oxfordshire	Home-Start Southern Oxfordshire (support for families with young children)	£66,706
Community First Oxfordshire	Community mobilisation service	£74,250
Riverside Counselling Service	Riverside Counselling Service and The Space Counselling Service for Young People	£65,000
South Oxfordshire Food and Education Alliance	We work with (young) people to build their employability, whilst providing nutritious food for those in need.	£94,000
My Life My Choice	Every Voice Counts - self-advocacy support groups for people with learning disabilities	£16,840
The Chiltern Centre for Disabled Children*	Short Break Respite Care	£100,000
Thomley	Volunteering can make the difference	£97,500
Age UK Oxfordshire	Connecting Communities	£93,289
South & Vale Carers Centre	South Oxfordshire Young Carers Well-being Project	£83,508
Berinsfield Information and Volunteer Centre	Berinsfield Information & Volunteer Centre	£56,814
Train	TRAIN Youth Work on Didcot's streets	£79,297
RESTORE	Gardening Specialist to Support Recovery from Mental Illness at Restore's Fleet Meadow Recovery Group	0
A2Dominion Housing Group Ltd	South and Vale Domestic Abuse Outreach Project	0
Earth Trust	Volunteering Development Programme – Engaging South Oxfordshire	0
MS Therapy Centre Oxfordshire	Core funding of the MS Therapy Centre (Oxfordshire)	0
Henley Rowing Club	Henley Rowing Club OutReach Programme	0
LIFE 2009	Didcot Life	0
	TOTAL	£1,062,703

The meeting closed at 2.15 pm

Chairman

Date

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South Capital 2017/18 - officer evaluation report - Scoring summary

Ref no.	Organisation	Scheme	Scheme cost	Amount requested	% of cost requested	Suggested score	Suggested award %	Suggested max award
SC17-18/33	Berinsfield Parish Council	Play area improvements	£67,845	£33,922	50.00%	34	50.00%	£33,922
SC17-18/39	Corn Exchange Wallingford Ltd and Sinodun Players	Replacement roof and heating system	£500,000	£170,000	34.00%	33	34.00%	£170,000
SC17-18/22	Lewknor Village Hall	Replacement doors	£12,702	£4,585	36.10%	32	36.10%	£4,585
SC17-18/57	Long Wittenham Parish Council	Play area improvements	£14,582	£7,291	50.00%	32	50.00%	£7,291
SC17-18/18	Little Milton Parish Council	Play area improvements	£100,000	£50,000	50.00%	32	50.00%	£50,000
SC17-18/37	Thame Sports Club	New community building	£554,051	£273,868	49.43%	30	DEFER	DEFER
SC17-18/47	The Watlington Club CIO	Replacement squash court flooring, fire doors and lawn aerator	£38,907	£19,453	50.00%	30	50.00%	£19,453
SC17-18/17	Hagbourne Village Hall	Village hall play area improvements	£30,953	£10,000	32.31%	29	32.31%	£10,000
SC17-18/59	Millstream Day Centre (Benson)	Replacement kitchen	£35,900	£17,950	50.00%	29	50.00%	£17,950
SC17-18/36	Benson Parish Council	Play area improvements	£16,133	£8,066	50.00%	29	50.00%	£8,066
SC17-18/60	Sandford on Thames Village Hall	Storage shed in car park	£3,698	£1,799	48.67%	27	36.48%	£1,349
SC17-18/83	Ewelme Parish Council	Rebuild Ewelme pavilion	£206,195	£100,000	48.50%	27	36.37%	£75,000
SC17-18/75	Wallingford Rowing Club	Replacement boat launching platform	£49,765	£24,882	50.00%	26	37.50%	£18,661
SC17-18/16	Peppard Stoke Row CC	Replacement cricket roller for Stoke Row ground	£7,374	£3,687	50.00%	25	37.50%	£2,765
SC17-18/20	Chinnor Parish Council	Tennis court resurfacing, new floodlighting and mini tennis courts	£103,010	£39,000	37.86%	24	28.40%	£29,250
				£764,503			Available budget	£730,000
							Total awards suggested	£448,292
							Remaining balance	£281,708

Officer recommended award levels (budget permitting)

29-42 points	High priority – award as requested (up to 50 per cent of total cost), budget permitting
15-28 points	Medium priority – award between 50 and 75 per cent of requested amount, budget permitting
0-14 points	Low priority - no funding

Scoring and award matrices

Scoring matrix:

Criteria	0 - 3 points	4-6 points	7-10 points	11-14 points
New facilities or activities	The project doesn't directly allow any new activities or facilities to take place	The project replaces existing facilities or allows existing activities to continue	The project improves an existing facility or activity	The project will provide a new facility or will allow new activities to take place
Community benefit	The project doesn't offer a direct benefit to the community	A single sport or interest group will benefit	Two or more specific groups will benefit or the project has significant impact on the health or wellbeing of one large group	The whole community could benefit (it's open to and appeals to a wide range of the community)
Funding the project	They haven't said how they'll fund the rest of the initial or ongoing costs	They know how they intend to raise some, not necessarily all of the funding needed for the initial costs but have no plans for the ongoing costs	They have identified funding for all the initial costs and have a maintenance plan in place	They have secured or raised the other funding for the initial project and have plans in place for the ongoing costs

Award matrix:

29-42 points	High priority – award as requested (up to 50 per cent of total cost)
15-28 points	Medium priority – award between 50 and 75 per cent of requested amount
0-14 points	Low priority - no funding

Berinsfield Parish Council	Ref	SC17-18/33
Play area improvements		

Total project cost	£67,845		
Amount requested	£33,922	Requested percentage	50.00%
Organisation's contribution	£33,923	Organisation's latest bank balance	£144,586

Previous grants

1999 - £21,000 Play area improvements

Parish population (data from Oxfordshire Insight): 2,411 including 561 under 19 years

Scoring

New facilities or activities		
The project replaces several pieces of play equipment with modern equivalents.	Score	10/14
Community benefit		
The play area is in an open recreation ground and can be used by anyone at any time, although it will predominantly appeal to young people.	Score	13/14
Funding the project		
The parish council has selected the more expensive quotation provided and officers are unclear why this is the case. They are contributing 50 per cent of the costs and could afford more, as they have reserves of £107,728 as at 31 March 2016. They have not approached any other sources of funding. Their score reflects the fact that they could contribute more and/or apply to other sources as well.	Score	11/14
Consultation		
Our equality officer said: It is good to see the accessible roundabout however, there does appear to be a lot of climbing equipment. From an accessibility/inclusive perspective I would encourage them to include a piece of sensory equipment and maybe a basket swing. Wicksteed are one of several suppliers with a good variety of inclusive equipment they could consider.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 18 months of the award date as it is scheduled to commence on 1 September 2017.		
Financial and project management plans		
Their project management statement covers the ongoing maintenance of the play area but not the delivery of the initial project or the eventual replacement costs. Officer recommend they set up a ring-fenced fund to pay for future replacement equipment.		
OFFICER CONCERNS AND OTHER COMMENTS Officers suggest an award of £33,922 (100% of the requested amount) as 34 points is a high priority score together with a condition that work should not commence until our grant agreement is completed and the land title restriction is in place.	Suggested score	34/42
	Suggested Grant	50.00% of total costs, capped to £33,922

Applicant responses (unedited)

Details of the project	Berinsfield Parish Council wish to provide new play equipment on an existing play area. The play area was last refurbished in 2002 and several of the pieces of equipment were re-used at that time. There are now several items that, although kept repaired by the Parish Council, require replacing.
Financial statement from the organisation	<p>Berinsfield Parish Council does not anticipate any further income in the current financial year. The Parish Council is obliged to retain a balance of approximately half of its precept to cover any unexpected expenditure.</p> <p>The Parish Council is expecting invoices for boiler replacement in the pavilion and annual maintenance of the second boiler, plumbing, electrical and mechanical systems of approximately £7,000.</p> <p>The Parish Council employs staff and has a contract for grounds maintenance approx£4,000permonth.</p>
Statement about town/parish support	N/A
Community benefit	
Who will benefit from your project?	Young people living in the village between the ages of 1 - 14. The children from Abbey Woods Academy are often taken to the existing play area and benefit from being able to use it during the school day.
How did you identify a need in the community for your project or service?	The existing play equipment has been in place since 2002 and is now very worn and tired. Although it is still well used by young people living in the village, they deserve the opportunity to experience new items of equipment.
What sustainable and/or energy saving measures does your project include or offer?	As the project is to refurbish a play area the only sustainable measure entails not using any bark underneath the equipment. All safety surfaces will be permanent wet pour or matting. No lighting involved.
Consultation	
What consultation have you carried out with the community or professional advisors?	We have consulted with young people, but only on an informal basis, therefore no written evidence. There is a limited selection of play equipment available and we have taken the advice of representatives from Play Area Equipment suppliers with regard to the items contained in the quotation. The area is not suitable for water play due to its location.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The plan is to provide more up to date play equipment and in this connection we have consulted with several young people as to what they would like to see on the play area. This information has been passed to the two Play Equipment companies and their advice taken as to what items would be suitable. The Parish Council will replace the aerial cableway as this is very popular with all age groups.
What new activities will take place because of this project?	The replacement of the play equipment will offer new activities in that new equipment will be provided. It is not anticipated that it will increase capacity as the size of the play area will not be increased.

Corn Exchange Wallingford Limited and Sinodun Players Amateur Dramatic Society	Ref SC17-18/39
Replacement roof and heating system	

Total project cost	£500,000		
Amount requested	£170,000	Requested percentage	34.00 percent
Organisation's contribution	£202,000	Organisation's latest bank balance	£351,060
Other funding	£128,000	Including the following secured funding	£117,000 (includes £4,900 from parish and town councils)

Previous grants

£48,000 in 2007 to Sinodun Players towards foyer improvements.

Parish population:

This is a joint request between the Sinodun Players, a registered charity and Corn Exchange Wallingford, a private limited company, in order to meet our eligibility criteria.

Neither organisation was solely eligible to apply to this scheme -the charity couldn't as it doesn't own the building and the Corn Exchange Wallingford is a private limited company, which our policy doesn't allow us to fund.

After taking legal advice, we can accept a joint application on the basis that the charity owns all the shares in the limited company (held by the charity trustees). If awarded, we would need to tailor our standard grant agreement to reflect this unusual arrangement and to ensure the council's funding is sufficiently safeguarded.

Scoring

New facilities or activities		
The project will resolve some of the existing issues in the building by making the roof water tight and improving the heating system to allow their existing activities to continue. The score reflects that no new facilities/activities will take place as a result of this work.	Score	8/14
Community benefit		
The facilities offer benefit to the whole community from relaxing in the coffee shop to going to the theatre or cinema. The score reflects that most of the services they offer are paid-for rather than free for anyone to access at any time.	Score	11/14
Funding the project		
The organisations have combined their contributions and Sinodun Players currently hold all the funding for the project. Their joint contribution is £202,000 and they have secured a further £117,000 from other sources. This includes £3,900 from Wallingford Town Council and £1,000 from Crowmarsh Parish Council.	Score	14/14
They have £11,000 outstanding that they are still fundraising towards, but could cover this from their remaining reserves if necessary.		
The amount requested from us is capped at £170,000 to meet State Aid restrictions. They will cover ongoing maintenance in their annual budgets.		

Consultation		
They have provided user feedback reporting leaks and heating issues to support the need for the project. An experienced architect provided a detailed feasibility report on the project in 2015.		
Project completion within timeframe		
The Sinodun Players want to start work in early July 2017 and hope to complete it in October 2017. This is a very ambitious start date as any grant awarded is not secure until a legal agreement and charge on their title, are in place.		
Officers always advise that work does not start until our decision is made and our grant agreement and charge are in place, as there is always some risk that an unforeseen legal issue could delay or even prevent the grant going ahead. Organisations starting work before these are in place (or any grant award is confirmed) do so at their own risk and the council will take no liability should they experience cashflow issues or shortfalls in funding as a result.		
The reasons for wanting to start before any grant decision is formal/secured are:		
<ul style="list-style-type: none"> • so they can make best use of the summer weather; • because they've already cancelled and scheduled performances around these dates • their tender gives a start date of July 2017 and prices and availability of contractors may vary if the start date is delayed. 		
Financial and project management plans		
Sinodun Players has appointed an architect to provide advice on the project in terms of tendering, designing and project managing the work.		
OFFICER COMMENTS AND CONCERNS If awarded, officers request authority to work with the council's legal team to tailor the standard grant agreement and conditions to reflect this unusual joint arrangement for this application.	Total score	33/42
	Recommended Grant	34.00% of total costs, capped to £170,000

Applicant responses

Details of the project	The Corn Exchange was acquired by Sinodun Players in 1975 and converted from a derelict state to a working theatre and cinema. It was listed as a Grade II building in 1965. The condition of the original roof, in particular the extensive glazed area has become critical. Theatre installations will require discrete new structures ending the dependency on the roof for support. The heating and ventilation system needs complete replacement and additional thermal insulation.
Financial statement from the organisation	We have £100,000 in working capital and reserves after allocating £203,000 to the roof project. We are still fundraising and have raised £67,000 from public donations. Fundraising will continue after the roof target is reached in order to replenish our reserves. A loan shown as an asset on the charities books and a liability on the company books has been netted out across the group. That loan has now been converted to shares.
Statement about town/parish support	Wallingford Town Council and Crowmarsh Gifford parish councils have both given financial support to the project.
Community benefit	
Who will benefit from your project?	There are a number of community groups in Wallingford who use the facilities in the Corn Exchange, during the day or in the evening for their meetings and also to put on their own events, which are listed below. We charge for significant events which use the auditorium or studio spaces but some of the other spaces are provided free of charge especially to organisations that help vulnerable people. At weekends we open for coffee.
How did you identify a need in the community for your project or service?	The Corn Exchange is a key hub for arts and entertainment in Wallingford, in fact being the only such space in the town. The venue is mentioned in many local guides a list of which is attached below. There has been no specific call for community consultation for this project as it is a continuation of what has been provided for the last 40 years. 25,000 people come through the doors as audience members.
What sustainable and/or energy saving measures does your project include or offer?	A key part of the project is to replace the ancient heating and ventilation system by modern technology which will operate at a lower cost and provide an environmental solution to the heating and cooling of the building. An energy audit has been performed and figures are available on the improvements expected.
Consultation	
What consultation have you carried out with the community or professional advisors?	The preparatory work involved an architect who has specialised in heritage buildings, consulting structural and mechanical engineers. An interim contract was let to allow the main contractor to price the works after design completion. The main building work is due to start on July 1st, 2017 with a completion in October 2017. Replacing the roof and working at height is a specialist skill which is why we are using professional rather than volunteer labour.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The Corn Exchange has presented theatre, cinema and other live shows daily since the late 1970s providing high quality entertainment for large numbers of people from the town of Wallingford and the surrounding area. The roof restoration will save the building from closure and provide better technical facilities and a comfortable environment for the audiences. There is no similar facility in Wallingford and it would be a great loss to the town if it closed.
What new activities will take place because of this project?	The project will create a better environmental structure by replacing the heating and ventilation system, providing warmth in the winter and coolness in the summer, something that we find difficult to achieve with the present system. This will also reduce running costs considerably. Replacement of the lighting gantries will allow more sophisticated facilities to be installed, allowing flexibility and innovation in live shows, giving opportunities to bring more professional companies into the theatre.

Lewknor Village Hall	Ref	SC17-18/22
Replacement doors		

Total project cost	£12,702		
Amount requested	£4,585	Percentage requested	36.10%
Organisation's contribution	£2,117	Organisation's latest bank balance	£3,943
Other funding	£6,000	Including the following secured funding	£6,000 from Parish Council

Previous grants

None

Parish population (data from Oxfordshire Insight): 673

Scoring

New facilities or activities		
The project replaces old, rotten doors with more secure replacements.	Score	7/14
Community benefit		
The hall is open to the whole community however; the score reflects the fact the replacement doors will have low levels of direct benefit to users.	Score	11/14
Funding the project		
The hall committee is using much of its reserves to make their contribution and they have secured a grant of nearly 50 per cent from the parish council towards the costs.	Score	14/14
Consultation		
No consultation has been carried out due to the nature of the project.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 12 months of the award date as it is scheduled to commence on 1 August 2017.		
Financial and project management plans		
The hall committee will maintain the new doors. The ongoing costs are minimal and the new doors are guaranteed for 10 years.		
OFFICER CONCERNS AND OTHER COMMENTS Officers suggest an award of £4,585 (100% of the requested amount) as 32 points is a high priority score.	Suggested Score	32/42
	Suggested Grant	36.10% of total costs, capped to £4,585

Applicant responses (unedited)

Details of the project	To replace external doors to the hall in place of rotten doors
Financial statement from the organisation	Ongoing funding is raised through hiring of the hall to organisations and private individuals. We would expect our turnover to be in the region of £15,000 in the coming year.
Statement about town/parish support	Lewknor Parish Council will fund nearly 50% of the cost with money set aside for the hall
Community benefit	
Who will benefit from your project?	Krakatoa Preschool - use hall daily for preschool activities Lewknor Primary School - use hall daily for sports and after school activities Shotokan Karate - use hall 2 evening weekly classes for the community Yoga - use hall weekly for the community Chiltern Pets - use hall weekly for dog classes for the community Boxercise - use hall weekly for exercise classes for the community various private hiring for the community
How did you identify a need in the community for your project or service?	This is not a community led plan. It is a refurbishment to an existing Community Building. There was no community consultation need.
What sustainable and/or energy saving measures does your project include or offer?	Energy efficient lighting is already installed and is not part of this project
Consultation	
What consultation have you carried out with the community or professional advisors?	A tradesman was asked to come and repair the doors and has advised that they need replacing
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The project will replace existing external doors that are old and rotted in places with new doors and make the building more secure. It will also protect from ingress of rodents and bad weather
What new activities will take place because of this project?	The ongoing current activities will be able to continue in a warmer, drier environment if the doors are replaced.

Long Wittenham Parish Council	Ref	SC17-18/57
Play area improvements		

Total project cost	£14,582		
Amount requested	£7,291	Percentage requested	50.00%
Organisation's contribution	£2,500	Organisation's latest bank balance	£24,992
Other funding	£4,800	Including the following secured funding	£500 (Wittenham Warriors)

Previous grants

None

Parish population (data from Oxfordshire Insight): 876 including 227 under 19 years

Scoring

New facilities or activities		
The project will replace the existing play equipment (suitable for ages 5-8 years) with modern facilities suitable for a wider age group (2-12 years).	Score	10/14
Community benefit		
The play area is always open to the public, although the predominant benefit will be to young people in the village. The new equipment includes some facilities for children with mobility issues.	Score	13/14
Funding the project		
The parish council is contributing £2,500 (17.14 per cent) from their reserves and have several other large capital projects they are saving towards, limiting their contribution to this project. These include improving/replacing the village hall, school and pre-school. They have plans to raise the rest of the funds through local fundraising, although only a small portion is currently secure. They may be able to provide a funding update at the panel meeting.	Score	9/14
Consultation		
A recent ROSPA play inspection identified several items as needing replacement/improvement. They consulted with residents about the new equipment.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 12 months of the award date as it is scheduled to commence in November 2017 subject to securing full funding.		
Financial and project management plans		
The parish council will be responsible for the maintenance and ongoing costs. Officers would suggest they consider starting a ring-fenced fund for replacement play equipment.		
OFFICER CONCERNS AND OTHER COMMENTS Officers suggest an award of £7,291 (100% of the requested amount) as 32 points is a high priority score.	Suggested Score	32/42
	Suggested Grant	50.00% of the total cost, capped to £7,291

Applicant responses (unedited)

Details of the project	This project is to upgrade the facilities at the playground at Bodkin's Playing Field in Long Wittenham. This is the main playground in Long Wittenham, however the equipment is very limited and what is there is currently in very poor repair. Our aim is to provide play equipment for suitable for children from aged 2 to 12.
Financial statement from the organisation	The Parish Council has numerous ongoing financial commitments against an annual income of £17,000. In 2016 these included wages (£4,000), insurance (£1,000), ground's maintenance (£7,000), maintenance and utilities for the village hall (£2,000) and upkeep of footpaths (£1,000). Any surplus is used for grants, i.e. supporting this application for the playground. The Parish Council is also saving towards the building of a new school, village hall and pre-school.
Statement about town/parish support	N/A
Community benefit	
Who will benefit from your project?	This playground will be open to everyone. All children in the village will benefit as well as their parents, grandparents and carers who will have a better space to bring them to play in and congregate together, with all the added social, health and exercise benefits that this provides. Members of the football association will benefit from having a space that their children can play in during their matches and whilst training.
How did you identify a need in the community for your project or service?	Initially identified by the football association, it was noted that the playground, although well used, is in poor repair. This was supported by an inspection report recommending urgent improvements. Local surveys and consultation with school/preschool children demonstrated the need for equipment suited to a wider age range. Hence we've developed a phased approach – firstly to upgrade the playground (as outlined in this application) and a future phase creating a BMX track for older children.
What sustainable and/or energy saving measures does your project include or offer?	The play equipment is timber based from a FSC source to minimise impact on the environment and to be sympathetic with the rural setting.
Consultation	
What consultation have you carried out with the community or professional advisors?	A safety inspection report was carried out on the playground in August 2016. This identified the playground as at high risk due to decay of timber components and recommended urgent action.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The project will create new play facilities with the aim of making the playground more inclusive to children of a wider range of ages (2-12 with current facilities only targeting the 5-8 group) and abilities. The new facilities will include tower climbing frame, slide and accessible play equipment such as the nest basket swing.
What new activities will take place because of this project?	A better facilitated playground will be widely used by families in the village who currently drive to other village playgrounds. In addition the football club, which shares the same field as the playground, is upgrading its facilities and there is a combined project to improve access and signage to both facilities. Hence the potential to turn the field into an all-round community space opening it up for future community activities and events.

Little Milton Parish Council	Ref	SC17-18/18
Play area improvements		

Total project cost	£100,000		
Amount requested	£50,000	Percentage requested	50.00%
Organisation's contribution	£5,375	Organisation's latest bank balance	£25,954
Other funding	£50,000	Including the following secured funding	£0

Previous grants

£2,373, three defibrillators for the village

Parish population (data from Oxfordshire Insight): 486 including 113 under 19 years

Scoring

New facilities or activities		
The project replaces the play area and improves the paths, benches and other facilities for all, including disabled users.	Score	10/14
Community benefit		
The play area is in an open recreation ground and can be used by anyone at any time, although it will predominantly appeal to young people.	Score	13/14
Funding the project		
The parish council has an application pending with WREN for £50,000. A local fundraising campaign could raise additional funding for the project.	Score	9/14
Consultation		
They carried out significant consultation to develop the project and amended the design following feedback from our equalities officer, which included praise for the equipment and footpaths and suggestions for the benches and picnic tables which have now been adopted into the design.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 18 months of the award date as it is scheduled to commence on 1 September 2017 subject to securing full funding.		
Financial and project management plans		
Their ongoing financial and maintenance plans only cover ongoing costs not the eventual replacement costs. Officers suggest starting a ring-fenced fund to help cover these costs in the future. They have an architect helping to manage the project with them.		
OFFICER CONCERNS AND OTHER COMMENTS Officers suggest an award of £50,000 (100% of the requested amount) as 32 points is a high priority score together with a condition that work should not commence until our grant agreement is completed and the land title restriction is in place.	Suggested Score	32/42
	Suggested Grant	50.00% of total cost, capped to £50,000

Applicant responses (unedited)

Details of the project	<p>A new play-park designed as an all-inclusive environment, that replaces the existing, for the whole community and a wide age range, significantly connecting the surrounding village facilities (MUGA, tennis courts, community run village shop, pre-school and village hall), to encourage a social environment.</p> <p>After extensive consultation and research the chosen provider Kompan will supply and install the complete project including boundaries, paths, shelter, seating/tables, natural features and equipment- ten of which are accessible items.</p>
Financial statement from the organisation	<p>From the above balance, approximately £6,500 is earmarked to support the neighbourhood development plan, and is ring-fenced funding. Similarly an amount of £2,500 is being held as part of the Parish Council's contribution to the Play Ground Project. The Parish Council Policy is to hold 1 to 1.5 times the Precept (£11,500), as a working balance in the account.</p>
Statement about town/parish support	N/A
Community benefit	
Who will benefit from your project?	<p>The inclusiveness of the scheme was key to its success. The proposed has accessible gates, compressed gravel paths and ten new pieces of equipment that meet with accessible standards and a wide age range. The new design and equipment will benefit the pre-school and primary school, visiting and local children, mothers' groups, coffee shop users, village hall users and the older generation. The proposed layout, seating and landscaping enhances wellbeing and links the surrounding facilities.</p>
How did you identify a need in the community for your project or service?	<p>The Parish Council investigated the limited life span of the existing and this revealed significant wear to the point where replacement of major structures was necessary. Maintenance of the existing surface (bark) was also getting increasingly difficult. Additionally, the quality of the existing playground was assessed using the Play Indicators Quality Assessment Tool and was found to be lacking. Two rounds of consultation were then held to collate local views on the existing and proposed.</p>
What sustainable and/or energy saving measures does your project include or offer?	<p>Great steps have been taken to encompass planting for wildlife- including trees and bushes and re-use of spoil and bark for landscaping. The project has determined on grass as its primary surface to avoid the use of manmade materials. The Working Group is in consultation with a local youth facility that have expressed interest in re-cycling what they can of the existing equipment.</p> <p>This project does not lend itself to further energy saving measures.</p>
Consultation	
What consultation have you carried out with the community or professional advisors?	<p>The working group consulted the pre-school, mother's groups, primary school, three playground designers/suppliers, Swabey-Collison Architecture, OPFA and importantly the views of the users through two rounds of village consultation. This encompassed a questionnaire to all households in the village and schools and a stand at the village fete using presentation boards of potential equipment and a sticker selection process. The working group also used Play Indicators Quality Assessment Tool to assess the existing play experience.</p>
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>The plans for the new Play-Park replace the lacking current facility with a far more extensive range of new equipment designed to be accessible for children of a wide age and ability range, and the disabled. The proposed creates a park incorporating natural landscaping, paths, tables and seating that connects to the other adjoining community facilities- such as the MUGA, pre-school, community coffee shop and grass recreation ground- to encourage the use by all generations.</p>
What new activities will take place because of this project?	<p>Ten inclusive pieces of equipment have been chosen for those with mobility difficulties, along with other equipment that in particular encourage creative and role play activities and use of natural new features- reading chair, rocks, stumps, mounds, and a bridge with a dip under. Activities including balance, swinging, movement, climbing and sliding have now been provided for all ages. The concept design also has a 'meeting' area in the middle which improves the social environment.</p>

Thame Sports Club	Ref	SC17-18/37
New community building		

Total project cost	£554,051		
Amount requested	£273,868	Requested percentage	49.43%
Organisation's contribution	£35,000	Organisation's latest bank balance	£41,629

Previous grants

2014/15 £11,999 Tennis court resurfacing

Parish population (data from Oxfordshire Insight): 11,765 including 2,215 under 15

Scoring

New facilities or activities		
The project replaces the old pavilion allowing the current activities to continue and the possibility of new activities.	Score	12/14
Community benefit		
The new pavilion will predominantly benefit the existing tennis and bowls clubs but will offer a wider choice of activities benefitting the wider community.	Score	12/14
Funding the project		
<p>The sports club received tenders for the works but has not yet selected their preferred contractor so the figures will change once detailed discussions about the new design commence. Some of the other figures included in the project costs section of the application also need to be updated as they are not eligible.</p> <p>The sports club will contribute £35,000 to the project costs from their bank balance of £41,629. There is the possibility of £103,280 from section 106 developer contributions but this is dependent on when the developer completes new houses. They plan to make grant applications to the Lawn Tennis Association, Sport England and other small grant schemes.</p> <p>They have provided a five year budget forecast listing pavilion maintenance however the values are very low and no sinking fund is identified.</p>	Score	6/14
Consultation		
The club has carried out detailed consultation and identified requirements for the proposed new building from community groups that currently use the pavilion and understand from Thame Town Council's Clerk that there is a shortage of accessible local community facilities to offer year round learning, physical activity and social opportunities for elderly people. In 2014, a condition survey confirmed that the building (built in the 1920's) was found to have a rotting framework which cannot be renovated and needs to be replaced in its entirety. The building is well maintained by its users but is getting harder to keep up with the maintenance costs. Also it is very expensive to heat so is only used April-October.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 18 months of the award date and complete within 36 months as it is scheduled to commence on 1 October 2018.		

Financial and project management plans

The project management plans are thorough and well developed. The project costs need further clarification once a contractor is appointed. The sports club is planning to change their legal status from a community amateur sports club to a charitable incorporated organisation and this is supported by officers, however the costs of doing this may reduce the amount available towards the actual project costs.

OFFICER CONCERNS AND OTHER COMMENTS

Officers fully support funding this highly developed application but are concerned about the project costs and the organisation's legal status. As the intended commencement date is not until October 2018, they recommend that any decision is deferred to the next grants panel meeting. This will allow any award to be made to the new charitable incorporated organisation rather than the community amateur sports club and allow further clarity on the detailed project costs.

Suggested score**30/42****Suggested Grant****Defer**

Applicant responses (unedited)

Details of the project	Construction of new fit for purpose, energy efficient clubhouse with appropriate changing for tennis and bowls, disabled provision, catering and improved community space
Financial statement from the organisation	<p>Thame Sports Club's remit is to safeguard the freehold of the site which includes the bowling green, tennis courts, car parking spaces, landscaping and the Club House.</p> <p>Its responsibility is to manage the Club House which has been doing since the organisation was set up. The business plan gives further information on how the new building will be managed including income and expenditure forecast to demonstrate its sustainability. Maintenance schedule details these requirements.</p> <p>The total cost of the project including costs spent to date on design, planning permission, community consultation and financial assistance is £581,976. The club has fundraised, used its reserves and spent £23,000 to progress the project to date. This is excluded from our project cost in this application. The club is fundraising another £35,000 towards the project and seeking sponsorship. Club accounts show where funds have been invested to keep existing building running.</p>
Statement about town/parish support	We have been liaising with the Thame Town Council for many years and our project is part of the Thame Sports Strategy. We have a letter of intent to support our project and have been advised to keep the Clerk updated on our project and to indicate likely timescales for draw down of funds.
Community benefit	
Who will benefit from your project?	<p>We generally consider different age/gender categories taking part in the same activity as the same group. For example, all members of a football club count as one group, even if they have multiple teams within the club.</p> <p>Mini tennis, Tennis, Walking Tennis-125 adults and 43 juniors members plus pay and play for anyone</p> <p>Bowling-flat green and short mat-120 members plus roll up attendances</p> <p>Table Tennis-local residents and club members</p> <p>Older people-Whist, Bridge, Marbles, Dominoes, U3A, Art, Lions clubs, Royal British Legion, Round Table, Dance for Health, Oxfordshire Sports Physical Activity-Get Active programme, Age UK Generation Games, Go Active Gold Annual Vision Impaired Bowls competition</p> <p>Health Walks</p> <p>Businesses-Workplace Challenge</p> <p>Racketlon</p> <p>Pre-school sessions</p>
How did you identify a need in the community for your project or service?	<p>Project identified in Thame Town Council (TTC) Sports Strategy. The club's consultations with TTC Clerk and Community Services Manager have identified a shortage of community facilities in the catchment of TSC compared to the other side of town.</p> <p>SODC Leisure Strategy, 2011 states project is Tier 2 site for capital investment. Residents in Chiltern Grove and Queen Street were consulted on project to help with designs pre/ post planning. 5 Year community engagement plan produced.</p>
What sustainable and/or energy saving measures does your project include or offer?	<p>Current building is not energy efficient at all and it is not cost effective to heat in the winter months.</p> <p>New building will have above standard insulation, LEDs will be fitted through out. Category A boiler, ventilation in changing rooms to reduce need for fans.</p> <p>Existing Foundations to be re-used, brick from existing building to be crushed to as hard core to reduce landfill.</p> <p>Rainwater harvesting from roof to be used to irrigate bowling green.</p>

The Watlington Club	Ref	SC17-18/47
Replacement squash court flooring, new fire doors and a lawn aerator		

Total project cost	£38,907	Squash court flooring (£10,080) Bowling green aerator (£6,419) Fire doors (£22,408)	
Amount requested	£19,453	Percentage requested	50.00%
Organisation's contribution	£19,454	Organisation's latest bank balance	£102,402

Previous grants

- 2015 - £39,028 - tennis and squash court improvements
- 2001 - £20,000 - Further grant towards rear extension
- 2000 - £100,000 Rear extension to form a hall

Parish population (data from Oxfordshire Insight): 1728

Scoring

New facilities or activities		
The project will replace the existing squash court flooring and fire doors in the main building (excluding any areas shared with the private business operating the social club/bar). The project also includes the purchase of a DART aerator to maintain the bowls playing green.	Score	8/14
Community benefit		
Two parts of the project only benefit single sport groups, whilst the fire doors will benefit all users of the community spaces. The score reflects this mix.	Score	10/14
Funding the project		
The organisation will pay 50 per cent of the project costs from their reserves. They have some other improvements planned that were not eligible under this grant scheme that they will also fund.	Score	12/14
The parish council supports the project but is not making a financial contribution.		
The officer's score reflects the fact they could have applied to other funding sources toward the costs.		
Consultation		
Their latest fire inspection required the fire door replacements, which must be custom made for the building. Our leisure participation officer supports the improvements.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 12 months of the award date as it is scheduled to commence in August 2017 subject to securing full funding.		
Financial and project management plans		
Their project management plan appears basic, but they have delivered a general improvement plan over the past few years and this work forms part of this. They will budget for the ongoing costs and maintenance each year. After completing the current planned works they hope to save funds to cover future improvements.		
OFFICER CONCERNS AND OTHER COMMENTS Officers suggest an award of £19,453 (100% of the requested amount) as 30 points is a high priority score.	Suggested Score	30/42
	Suggested Grant	50.00% of total cost, capped to £19,453

Applicant responses (unedited)

Details of the project	The project will be to upgrade the following facilities to support our increasing usage Squash Courts - replace floors of both courts Bowls - purchase of DART aerator to maintain playing green Replacement fire doors
Financial statement from the organisation	The Club has been working hard to improve the infrastructure of the facilities. We have instigated many procedures and policies to ensure that the Club is financially viable in the long term. We have a detailed three year cash flow forecast; a major repairs/improvements schedule and a 7 year plan with the aim of having refurbished facilities and a future income stream to support on-going running costs in the years to come. See attached.
Statement about town/parish support	We have discussed this application with Wallington Parish Council and they are unable to provide any financial support to us but have written the attached letter supporting our application
Community benefit	
Who will benefit from your project?	There is an ever increasing number of activities now on offer at our club, we have always had tennis, bowls and squash but can now offer dance, drama, yoga, tai chi, martial arts, senior circuits and zumba etc. The Parish council and RBL are also regular users. Transport links from our town are forever decreasing and our facilities offer a lifeline to both young and old to active
How did you identify a need in the community for your project or service?	We have been working with the Parish council on a regular basis and the facilities we provide are part of their long term vision for our town and will form part of the Neighbourhood plan. With the new housing soon to be built, our facilities will be even more in demand and they need to be fit for purpose. The attached letter from the Council confirms this and their support of our proposals
What sustainable and/or energy saving measures does your project include or offer?	With a previous grant we renewed our gas boiler with an energy efficient one, radiators all have thermostats and those in common areas are locked to avoid misuse. In the last year we have also used own funding to replace most of our building with LEDs. Indirectly, our five currently replaced fire doors have made a noticeable improvement to heat retention and noise reduction and this will only increase when the remaining are done
Consultation	
What consultation have you carried out with the community or professional advisors?	We have had a fire risk assessment in Feb 2016 which identified many for improvement, we have completed most of them but need funding to upgrade our fire doors and escape.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	This grant request is to update some of our facilities to modern day standards, from previous improvements we undertaken we have seen an increase in usage for squash, tennis and our Function room. With this increase we have to ensure that our facilities comply with current laws and regulations and can cope more footfall.
What new activities will take place because of this project?	Our Function room has increased by 30% with new regular activities starting e.g. drama and kid's martial arts as well as one off events, our membership continues to increase and is now over 650. We are increasingly offering our facilities free of charge to charities and were appropriate to local groups and individuals so that they can also benefit

East (and West) Hagbourne Village Hall	Ref	SC17-18/17
Village hall play area improvements		

Total project cost	£30,953		
Amount requested	£10,000	Requested percentage	32.31%
Organisation's contribution	£5,000	Organisation's latest bank balance	£16,393
Other funding	£15,953	Including the following secured funding	£15,953 from the pre-school

Previous grants

None

Parish population (data from Oxfordshire Insight): 1387 includes 317 under 19 years, 71 of which are under 4 years.

Scoring

New facilities or activities		
The project will replace the existing play area at the village hall with one aimed at pre-school age children.	Score	9/14
Community benefit		
The play area is part of the village hall site and is less accessible to the public than some play areas in open recreation areas. The pre-school also has sole use of the play area during their operating hours, reducing the range of beneficiaries during those times.	Score	8/14
Funding the project		
The village hall committee is contributing £5,000 from its reserves and might be able to contribute more as their response to the other financial commitments question did not make this clear.	Score	12/14
The pre-school has committed £15,953 (50 per cent) of the project costs.		
Consultation		
We received no evidence of consultation with the local community or from professionals such as health and safety inspectors or any inspection reports which we would normally expect for play area projects to confirm that the old equipment needs replacing.		
The council's equality officer confirmed that "It looks as though it would be inclusive for people with a variety of disabilities and is all sensory. My only recommendation would be that all (or some) of the equipment be set at a height suitable for wheelchair users.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 12 months of the award date as it is scheduled to commence in August 2017 subject to securing full funding.		
Financial and project management plans		
The pre-school will take on responsibility of the regular inspections and maintenance of the play equipment.		
The suppliers will provide an annual maintenance package for a nominal fee. There will also be a safety inspection on completion of the installation of the new equipment.		
OFFICER CONCERNS AND OTHER COMMENTS	Suggested Score	29/42
Officers suggest an award of £10,000 (100% of the requested amount) as 29 points is a high priority score.	Suggested Grant	32.31% of the total cost, capped to £10,000

Applicant responses (unedited)

Details of the project	Installation of new play area to meet the requirements of the young users of the village hall. Play area will include wet pour safety flooring throughout the area and play equipment to provide a stimulating and safe environment to play. Equipment includes a two tower multi-level climbing frame, tepee, mini mound tunnel, game boards, rain wheel and musical instruments.
Financial statement from the organisation	The hall has no outstanding debt. It makes a small surplus on its activities in most years. The hall was constructed in the mid-20th Century. It needs regular maintenance and sometimes has unexpected but significant upgrading or repair tasks. A reserve is held for such events as well as to build capital for a possible future replacement of the hall.
Statement about town/parish support	David Rickeard from the Parish Council has assisted me with the completion of this grant application, having had experience himself with raising funds for the Pavilion project.
Community benefit	
Who will benefit from your project?	The play area will benefit everyone in the village and all users of the village hall. The pre-schoolers will have sole use during preschool hours but outside of this time it is open to be used by anyone using the village hall and the village in general.
How did you identify a need in the community for your project or service?	The village preschool, the main user of the village hall, require a more adequate outdoor space for the children to play, this will help ensure the village continues to benefit from a village preschool. The village hall customers would also benefit greatly from this additional facility and the village currently does not offer a play facility for preschool age children.
What sustainable and/or energy saving measures does your project include or offer?	not applicable
Consultation	
What consultation have you carried out with the community or professional advisors?	<p>We haven't required professional consultation for the proposed works. The provision of the new play area is to improve the facilities for the village halls, existing and new users. It will also improve the general amenities in East Hagbourne.</p> <p>We have approached a number of specialist contractors to submit their technical and financial proposal. These have been reviewed to ensure compliance with our requirements.</p>
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The new play area will replace the single 17 year old slide and tarmac area currently available at the village hall for the preschool children. Additionally it will provide the village and users of the village hall with a play area for under 5 year olds.
What new activities will take place because of this project?	This project will mean a new play area for younger children in the village. It will also mean a much improved facility for the preschool who currently have a very poor outside space in which to play. For the village hall customers it will mean additional new play area for groups or people hiring the hall with children.

Millstream Day Centre (Benson)	Ref	SC17-18/59
Replacement kitchen		

Total project cost	£35,900		
Amount requested	£17,950	Percentage requested	50.00%
Organisation's contribution	£2,550	Organisation's latest bank balance	£54,085
Other funding	£15,400	Including the following secured funding	£10,000

Previous grants

- 2006 - £400 - new oven
- 2011 - £15,000 - internal improvements and landscaping

Parish population (data from Oxfordshire Insight): 1378 including 451 over 60 years

Scoring

New facilities or activities		
This project will replace and improve the existing kitchen in the centre.	Score	10/14
Community benefit		
The benefit will be for a single group – the users of the day centre (elderly and disabled people in the Benson and surrounding villages). As this group includes vulnerable people officers have reflected this in the score.	Score	9/14
Funding the project		
The centre is contributing £2,550 towards the project from their reserves. They are also saving for an extension to their garden room and toilet improvements in the future, limiting their contribution.	Score	10/14
They have received a donation of £10,000 from one of their users and have £5,400 in outstanding requests to other organisations.		
Consultation		
There is no formal consultation around the design of the new kitchen, but they received informal feedback from staff/volunteers, including their head cook and the council's environmental health team on the design.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 12 months of the award date as it is scheduled to commence in August 2017 subject to securing full funding.		
Financial and project management plans		
The centre will continue to maintain the new kitchen on an ongoing basis. They are planning to create a renewals fund for future improvements to the centre. They have a small committee who will manage the project, working closely with the contractor.		
OFFICER CONCERNS AND OTHER COMMENTS Officers suggest an award of £17,950 (100% of the requested amount) as 29 points is a high priority score.	Suggested Score	29/42
	Suggested Grant	50.00% of total cost, capped to £17,950

Applicant responses (unedited)

Details of the project	<p>Project will redesign and refit a 20 year old kitchen addressing Trustee concerns that the current outdated design is causing operational resilience issues. We have problems recruiting and retaining kitchen volunteers because of the amount of lifting and carrying currently required.</p> <p>Trustees also envisage that a more efficient kitchen layout will support increased demand for services arising from our ageing population (54% increase +85 popn in SODC over next 10 years) and local housing growth.</p>
Financial statement from the organisation	<p>£195k, restricted fund, capital only to be used in exceptional circumstances. Donation for Kitchen Project £10,000 Garden Room extension fund £10,000 Toilet refurbishment no cost available Renewals Fund - boiler, redecoration, fixtures/fittings, equipment - £9,600 Contingency - resilience against unexpected cost or income loss £4,700 Receipts in Advance -Lottery Prizes, Grants - £4,000</p>
Statement about town/parish support	We have requested a grant of £1000 and are waiting to hear if this is successful.
Community benefit	
Who will benefit from your project?	<p>The Millstream Day Centre supports elderly and disabled residents of Benson and neighbouring villages. There are 50 residents on the Centre's register.</p> <p>Census data tells us that the District +85 population is due to rise by 54% over next 10 years. On top of local housing growth Trustees anticipate significant increase in demand. The kitchen able to deliver more meals is one of the planned initiatives designed to respond to that demand.</p>
How did you identify a need in the community for your project or service?	<p>Institute of Public Care analysis, attached, shows increase in elderly population anticipated as well as numbers expected to be living alone (loneliness growing issue for our elderly population).</p> <p>That our kitchen is out of date is evident from inspection, and that it is not easy to work in is evidenced by feedback from our volunteers (who tend to be retired local residents).</p>
What sustainable and/or energy saving measures does your project include?	Modern appliances will be more efficient than those purchased up to 20 years ago, i.e. halogen hobs
Consultation	
What consultation have you carried out with the community or professional advisors?	<p>The new kitchen design has emerged following discussions with potential suppliers. Including one who decided he didn't have capacity to bid but acted as a sounding board for Trustees because of his own personal interest.</p> <p>Preferred supplier was initially recommended by colleagues at SOHA. Our own Cook has been heavily involved in drawing up the specification and assessing proposed design. The Environmental Health team have provided telephone support. Wall cladding will make cleaning easier</p>
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>Existing kitchen suffers from outdated design, too many sinks, insufficient work surfaces, table top dishwasher that involves lifting (a problem for volunteers). The flooring, whilst serviceable is reaching the end of its useful life.</p> <p>New design replaces tiled surfaces with modern cladding, new appliances throughout (including a push through dishwasher), more work surfaces and a new floor.</p> <p>Design creates a more attractive environment for our volunteers, and a more efficient environment to cope with increased numbers.</p>
What new activities will take place because of this project?	<p>Initial driver for initiative was the need to update kitchen to make it easier for volunteers.</p> <p>Trustees, however, recognise that our ageing population, and local housing growth will put pressure on the Centre's capacity. This is one of a series of potential projects designed to ensure that the Centre can respond.</p> <p>These projects might include extending the facility, refitting toilets and providing storage for increasing number of walking aids and motorised carriages.</p>

Benson Parish Council	Ref	SC17-18/36
Play area improvements		

Total project cost	£16,133		
Amount requested	£8,066	Percentage requested	50.00%
Organisation's contribution	£8,066	Organisation's latest bank balance	£402,314

Previous grants

- 2016 - New front doors - £5,336
- 2006 - new heating - £7,302
- 2004 - replace village hall ceiling - £3,000
- 2001 - Refurbishments to Benson Youth Hall - £15,000

Parish population (data from Oxfordshire Insight): 1378 including 265 under 19 years

Scoring

New facilities or activities		
The project will replace two pieces of equipment in an existing play area. The officer's score reflects the limited scope of the improvements.	Score	7/14
Community benefit		
The play area is always open to the public however, as this project will only replace two items the benefit is a smaller scale compared to a project replacing a whole play area. The officer's score reflects this.	Score	11/14
Funding the project		
The organisation is funding the rest of the costs themselves and has not approached any other potential funding sources.	Score	11/14
They have high reserves and while they have provided information about some of their financial commitments, they may be able to contribute more to the project.		
Consultation		
They have carried out numerous consultations in the community while developing the project. However, the end selections don't appear to cater well for disabled users.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 12 months of the award date as it is scheduled to commence in September 2017 subject to securing full funding.		
Financial and project management plans		
The organisation will continue to manage and pay for the ongoing maintenance costs. Officers would suggest they consider a ring-fenced fund for play area improvements to reduce dependency on external funding in the future.		
OFFICER CONCERNS AND OTHER COMMENTS Officers suggest an award of £8,066 (100% of the requested amount) as 29 points is a high priority score.	Suggested Score	29/42
	Suggested Grant	50.00% of the total cost, capped to £8,066

Applicant responses (unedited)

Details of the project	A number of pieces of play equipment have recently been removed from our playgrounds because they were broken and unsafe. We would like to purchase 2 new exciting pieces of equipment for our St Helens play area, the most underutilised and least equipped of our current play areas. The local school have been involved in planning this project
Financial statement from the organisation	Current bank funds £402314 less items in transit = £389,453 Made up of Bequest (cannot be spent) £50,000 Allocated to 2017/18 projects £204,993 (see sheet attached in next section for breakdown) Reserves allocated to next year's budget £60383 Unallocated reserves (will be allocated to Hall extension following next Finance Committee) £74077
Statement about town/parish support	N/A
Community benefit	
Who will benefit from your project?	The Council feels that all children will benefit from the new equipment especially older primary aged children (and older) who currently have limited play facilities in the Parish
How did you identify a need in the community for your project or service?	The Council have run several Youth Facilities consultations which have identified a lack of facilities for older children. In 2016 a Survey Monkey exercise was carried out to further establish the wishes of the Parish. The Primary School were given a selection of options taken from the survey and chose their favourites by sticking 'voting dots' on their preferred items. The vote covered 2 play areas. This application is just for one of them
What sustainable and/or energy saving measures does your project include or offer?	NA
Consultation	
What consultation have you carried out with the community or professional advisors?	NA
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The project will replace existing equipment but will also improve existing facilities with the addition of new pieces of equipment. The play area is outdated and sparse, and the Council feels that the new play equipment will encourage higher levels of use especially as the Benson School children were closely consulted.
What new activities will take place because of this project?	The new pieces of equipment offer fresh areas of activity for all children but especially older primary aged children who are currently under catered for in the Parish. It will also attract children to this underutilised area of the Parish which has plenty of space and scope for other future development

Sandford on Thames Village Hall	Ref	SC17-18/60
Storage shed in car park		

Total project cost	£3,698		
Amount requested	£1,799	Percentage requested	48.67%
Organisation's contribution	£1,398	Organisation's latest bank balance	£18,799
Other funding	£500	Including the following secured funding	£500 (village event committee)

Previous grants

2016/17 - £10,991 (awarded to Talking Shop, who share the site) - equipment purchase
2014/15 - £100,000 (awarded to the parish council) - towards the hall extension

Parish population (data from Oxfordshire Insight): 1213

Scoring

New facilities or activities		
The project will create a new facility, but on a small scale so the officers score reflects this.	Score	9/14
Community benefit		
The new shed will allow some community groups in the parish to store large items securely in a single location. It's unclear if they will charge groups for storing items or how the space will be allocated and managed.	Score	7/14
Funding the project		
They have a small donation of £500 secured and will provide the rest of the funds themselves. Based on their current reserves and planned capital outgoings they may be able to contribute more. The officer's score reflects this.	Score	11/14
Consultation		
They did not carry out formal consultation, but have spoken to various community groups about the planned shed.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 12 months of the award date as it is scheduled to commence in August 2017 subject to securing full funding.		
Financial and project management plans		
The hall committee will maintain the shed once installed.		
OFFICER CONCERNS AND OTHER COMMENTS Officers recommend an award of £1,349 (75% of the requested amount) as 27 points is a medium priority score.	Suggested Score	27/42
	Suggested Grant	36.48% of total costs, capped to £1,349

Applicant responses (unedited)

Details of the project	The erection of a shed in the car park of the Village Hall which would be available to all village organisations which require storage space.
Financial statement from the organisation	We currently employ a Hall Manager for 15-18 hours a week. A year ago we completed a very successful renovation project on the Village Hall, which now provides greatly improved facilities for hire to local groups and organisations. Although our income is steadily rising, so also is the administrative time needed to accommodate this increased activity, and we are seeking to employ a caretaker for a few hours a week out of our existing resources.
Statement about town/parish support	Our Parish Council is not in a position to assist us with funding for this project.
Community benefit	
Who will benefit from your project?	We are currently aware of the following organisations which are in need of storage space: The Fete committee, responsible for organising several community events in the year, open to all in the village. The Village Hall, under pressure to store equipment for the increasing number of hirers. The Sandford Toddlers group. St Andrew's Church, which is currently being developed into a more flexible community resource. Talking Shop, to provide space as they need it.
How did you identify a need in the community for your project or service?	Since this project does not in a sense involve the whole community but rather community groups within Sandford we have not consulted the village as a whole, but have for some months been talking to existing groups about their needs, and all are keen to have the possibility of secure storage as needed.
What sustainable and/or energy saving measures does your project include or offer?	Not applicable
Consultation	
What consultation have you carried out with the community or professional advisors?	This has not been thought necessary.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	This project will provide a new facility in the form of external storage which can be accessed by local community groups as needed. At the moment there are many pieces of community equipment (e.g. Christmas tree, gazebos etc) stored in various people's garages or upstairs in the Village Hall, which means quite heavy equipment has to be carried up and down the stairs.
What new activities will take place because of this project?	A secure storage shed will be a valuable resource for our village organisations. The Village Hall Management Committee will ensure that the storage shed is used appropriately and only by legitimate community groups.

Ewelme Parish Council	Ref	SC17-18/83
Rebuild Ewelme pavilion		

Total project cost	£206,195		
Amount requested	£100,000	Requested percentage	48.50%
Organisation's contribution	£0	Organisation's latest bank balance	£41,586
Other funding	£106,195	Including the following secured funding	£0

Previous grants - None

Parish population (data from Oxfordshire Insight): 1,916

Scoring

New facilities or activities		
The project will replace the existing pavilion and maintenance store with modern facilities.	Score	9/14
Community benefit		
The pavilion will be available for sports use and some limited use by other community groups due to its small size.	Score	11/14
Funding the project		
The parish council are not planning to contribute to the costs themselves. They currently have £41,586 in the bank, and gave little detail about their other financial commitments preventing a contribution.	Score	7/14
They provided a funding plan listing potential funders up to the value of £107,000 and will consider two options if these applications are not successful.		
Option 1 - to put the project start date back to early 2018, which will give additional time to continue fundraising towards the overall target. Option 2 - apply for a Public Works Board loan to cover any shortfall in funding across the overall plan. They have already consulted the village on this proposal (as per PWLB regulations), and received the necessary mandate.		
The new pavilion will continue to be managed by the parish council who will be responsible for the ongoing utility and maintenance costs which will be included within their budget.		
Consultation		
They have consulted the community, but did not provide the results with the application.		
Project completion within timeframe		
It is unlikely they will be able to complete our grant agreement, register the restriction on the registered title and secure the necessary funding in time to start the project in October 2017.		
The panel may wish to defer their decision to a later round to allow the organisation time to develop a funding plan, collate the evidence of community support and to apply for other funding. However, if awarded during this round officers recommend a condition that they cannot start work until our agreement and restriction are in place and they have secured all their other funding.		
Financial and project management plans		
The project management plan, whilst being detailed, includes an ambitious time line giving their current funding position.		
OFFICER CONCERNS AND OTHER COMMENTS Officers recommend an award of £75,000 (75% of the requested amount) as 27 points is a medium priority score.	Suggested Score	27/42
	Suggested Grant	36.37% of total cost, capped to £75,000

Applicant responses (unedited)

Details of the project	To demolish the existing Pavilion which is fifty years old and not fit for purpose and to build a new Community Pavilion and Groundsman's Store on Ewelme Recreation Ground. Having taken appropriate advice, the Pavilion will be built on a raised slab to diminish the issue of flooding, which has occurred on this Ground in the past.
Financial statement from the organisation	Council has limited resources and must maintain a strong funding balance to cover additional local services that we might have to supply in the near future as a result of the ongoing restrictions to funding at district and county level. We intend to use the SODC grant (if awarded) as a platform to raise the balance from local and business donations, a selection of grants, a small amount from EPC fund raising events and activities.
Statement about town/parish support	N/A
Community benefit	
Who will benefit from your project?	Cholsey, Benson youth football teams needed an overflow/additional facility. Primary School, Pre-school, The Ewelme Club for over 50s, Benson & Ewelme Cricket Club, Horticultural Society, Benson Trefoils, Benson Brownies and Scouts, Duke of Edinburgh Scheme, The Ewelme Society, private fitness groups, local cyclist clubs
How did you identify a need in the community for your project or service?	The current pavilion is very old, not fit for purpose and maintenance costs will continue to rise. The community did not want to use the pavilion due to its antiquated changing/showering facilities and very basic kitchen/food preparation. The Council resolved to look at a new build and consulted the village at length October 2014. See example docs below and details in timeline/project management document.
What sustainable and/or energy saving measures does your project include or offer?	No audit was carried out, but the Council recognise the need to save energy, so the build has significant insulation included and we will use energy saving light bulbs/strips, based on latest available advice.
Consultation	
What consultation have you carried out with the community or professional advisors?	Initial informal consultation with local builders such as Butlers who confirmed rising maintenance costs and ultimately the need for a new build. Consultations with Sidleys and latterly Bob Relf(S&n Design) to confirm the need for a new build and then the scoping of work required and project management.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	New referee changing room; football teams can now use facilities New food preparation area; opportunity to offer chargeable refreshments to walkers, cyclists, local groups for occasional events New disabled toilet facilities/access; none previously Improved larger changing rooms and toilets; opportunity for use by different sporting groups Improved access to changing rooms, separate to main lobby New Groundsmans Store; room to hold equipment for other new activities; keep fit, croquet, badminton,etc
What new activities will take place because of this project?	Offer New activities; football, outside keep fit classes, badminton, croquet using new changing room/facilities, PC wants to promote fitness, so start a walking football team, New activities; family social events using pavilion as a hub with gazebos, etc. outside New activities; additional facility for Ewelme Primary School to use- they have no changing rooms on/near School Field New activities; base for Duke of Edinburgh activities, base for day activities in Ewelme for brownies/scouts Existing activities; cricket team

Wallingford Rowing Club	Ref	SC17-18/75
Replacement boat launching platform		

Total project cost	£49,765		
Amount requested	£24,882	Percentage requested	50.00%
Organisation's contribution	£24,883	Organisation's latest bank balance	£33,872

Previous grants

- 2015/16 £21,360 - new boats and blades
- 2013/14 £50,000 - community loan for replacement gym
- 2011/12 £82,240 - replacement gym

Parish population (data from Oxfordshire Insight): 6,033

Scoring

New facilities or activities		
The project will replace the old, wooden launch platform with a plastic, non-slip version. The officer's score reflects the limited scope of the improved facilities for the wider community.	Score	8/14
Community benefit		
The benefit is predominantly to members of Wallingford Rowing Club although there may be some use by other groups such as open water swimmers or canoeists if they are granted permission to use the facilities. The officer's score reflects this potential benefit.	Score	7/14
Funding the project		
The club is funding the other 50 per cent themselves, using a significant amount of their reserves to do so. The Mayor of Wallingford supports the project, but the town council is not contributing towards the costs. They have not approached any other funding sources. The officer's score reflects the fact they might be able to secure other grants towards the costs.	Score	11/14
Consultation		
The club agreed to make this project a high priority at its recent annual general meeting.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 12 months of the award date as it is scheduled to commence in August 2017 subject to securing full funding.		
Financial and project management plans		
The club will maintain the rafts in the future and cover all costs. Officers are unclear if this provision will include eventual replacement when necessary.		
OFFICER CONCERNS AND OTHER COMMENTS Officers recommend an award of £18,661 (75% of the requested amount) as 26 points is a medium priority score.	Suggested Score	26/42
	Suggested Grant	37.50% of total cost, capped to £18,661

Applicant responses (unedited)

Details of the project	<p>Wallingford Rowing Club is one of the District's most successful sports clubs with 300 members aged 14 years to over 80 years, and two World Champions. It provides District residents access to the District's prime recreational asset, the River Thames.</p> <p>The project is to replace the current wooden boat launching platforms with plastic ones, in common usage by other clubs, due to their reduced maintenance costs when compared to the cost of maintaining the existing platform.</p>
Financial statement from the organisation	<p>The club's annual income of C. £100,000 per year is derived from its annual subscriptions and funds raised by the activities it organises, i.e. Wallingford Regatta and Wallingford Head Race, which are international rowing events. The annual income is largely taken up with bills, hiring coaches and boat repairs, leaving limited funds for major capital expenditure.</p>
Statement about town/parish support	<p>We have a letter of support from the Town Mayor.</p>
Community benefit	
Who will benefit from your project?	<p>The club caters for those aged 13 years to 80+ years. There are slightly more women members than men.</p> <p>The club has significant numbers of junior members from local schools, with 60 mainly female members being attracted to take up the sport, adults and Veteran members.</p> <p>The club has been the most successful club in the UK at the National Masters Rowing Championships for the last two years. This has helped to attract new members.</p>
How did you identify a need in the community for your project or service?	<p>The Club's Annual General Meeting (AGM) agreed that this project should be the top priority for new capital works this year. The proposals were approved by two Club Committee meetings.</p> <p>The signatures of members supporting the proposals are attached.</p>
What sustainable and/or energy saving measures does your project include or offer?	<p>The platform does not use any energy.</p>
Consultation	
What consultation have you carried out with the community or professional advisors?	<p>Advice has been taken from users of the preferred pontoons at Upper Thames Rowing Club, Henley Regatta and Dorney Lake, which held the rowing events at the London Olympics in 2012. All these venues have bought pontoons supplied by Nautic Marine Ltd, Gosport, Hampshire, our preferred supplier.</p> <p>The other quote has not had the benefit of advice from users and is considered to be less robust and likely to need replacement sooner.</p>
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>The project improves an existing facility by reducing maintenance costs, reducing the risk of users falling into the River Thames, by having a Non-Slip surface, and being easier for launching boats, esp. for the disabled, and those 60+ young persons new to the sport who have recently joined the club. It will also be made available to rowers from Oxford Colleges and schools who visit the club and kayakers, open water swimmers, triathletes, canoeists, Cadets.</p>
What new activities will take place because of this project?	<p>The improved facility is expected to increase capacity for launching boats, and be more suitable for the disabled and the 60+ young persons who have recently joined the club, due to its non-slip surface. It will also be made available by arrangement to kayakers, canoeists, open water swimmers, triathletes, Sea Cadets, as well as visiting schools, clubs, overseas visitors, Oxford Colleges, and when hired out to other clubs for training camps.</p>

Peppard Stoke Row Cricket Club	Ref	SC17-18/16
Replacement cricket roller for Stoke Row ground		

Total project cost	£7,374		
Amount requested	£3,687	Requested percentage	50.00%
Organisation's contribution	£1,374	Organisation's latest bank balance	£6,042
Other funding	£2,000	Secured funding	£2,000 (Tesco)

Previous grants - none

Parish population (data from Oxfordshire Insight): 1144 (plus 1,316 in Rotherfield Peppard)

Scoring

New facilities or activities		
The new roller will replace the existing one, which is reaching the end of its useful life.	Score	7/14
Community benefit		
The benefit is limited to a single sport group (cricket) and will only benefit their Stoke Row site, which limits the range of benefit further.	Score	4/14
Funding the project		
They have a £2,000 grant from Tesco and are contributing £1,374 themselves, but have confirmed they could give more if necessary.	Score	14/14
As per their financial statement (overleaf) the minimum they require from us is £1,927, although their request is for £3,687. The panel may wish to take this into consideration when making their award recommendation.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 12 months of the award date as it is scheduled to commence in July 2017 subject to securing full funding.		
Financial and project management plans		
They will continue to maintain the roller annually and have budgeted for this in their running costs.		
OFFICER CONCERNS AND OTHER COMMENTS Officers recommend an award of £2,765 (75% of the requested amount) as 25 points is a medium priority score.	Suggested Score	25/42
	Suggested Grant	37.50% of the total cost, capped to £2,765

Applicant responses (unedited)

Details of the project	<p>To acquire a new cricket roller for Peppard Stoke Row Cricket Club (PSRCC) which plays cricket at two grounds in South Oxfordshire, Peppard and Stoke Row.</p> <p>The existing roller (manufactured in 1964) at Stoke Row urgently requires replacement with a safe, better, user friendly model.</p> <p>The existing roller will be traded-in for a new model.</p> <p>As Peppard is the better ground the new roller will be installed there and its roller taken to Stoke Row.</p>
Financial statement from the organisation	<p>We will fund the balance from our bank account, which at 17/3/2017 is £5447, which includes £2000 already received from Tesco for the new roller. If we do not acquire this new roller we may have to repay Tesco.</p> <p>Therefore we NEED a minimum of £1927 from SODC (i.e. £8394-£1020-£5447), based on current bank account balance.</p>
Statement about town/parish support	<p>Yes and they have politely declined providing any cash to us.</p>
Community benefit	
Who will benefit from your project?	<p>We have around 250 playing members and need two grounds.</p> <p>If our Stoke Row roller no longer worked we would not be able to prepare pitches to play. Our Peppard roller cannot be moved without a lorry.</p> <p>So we would have to cut back 1/3 of our games as Stoke Row has 6/18 strips and would potentially lose 1/3 of these playing members - 80 people.</p> <p>Also many older people (15 per game) watch cricket regularly</p>
How did you identify a need in the community for your project or service?	<p>We prepared a plan to investigate other ways of restoring the existing roller. See plan uploaded earlier.</p> <p>We also consulted with other clubs and found Harpsden CC had obtained money from SODC under the capital grant awards.</p>
What sustainable and/or energy saving measures does your project include?	<p>We expect a newer engine will be much more environmentally friendly than the existing roller in that it will not send smoke into the air when used AND will use less fuel when rolling.</p>
Consultation	
What consultation have you carried out with the community or professional advisors?	<p>We spoke with and visited several other cricket clubs in the area including Harpsden, Henley, Falkland, Wargrave, Bradfield, Woodcote.</p> <p>Our Chairman of Pavilion and Grounds attended, at PRSCC's expense, a Groundsmans' Convention meeting in February 2017 in Bristol to consult more widely.</p>
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	<p>Each ground has one roller but we need to replace Stoke Row's roller (manufactured 1964) as it</p> <ul style="list-style-type: none"> (i) has no brakes and is dangerous if left anywhere but on flat ground, (ii) emits a considerable amount of smoke when used, (iii) is started by very difficult to operate crank handle. <p>Currently only two people can use it but we need others to use it.</p> <p>We would like a SAFE, ENVIRONMENTAL and USER FRIENDLY roller.</p>
What new activities will take place because of this project?	<p>Our two grounds provide 18 cricket strips (Peppard 12, Stoke Row 6) where 100 games were played 2016.</p> <p>In 2017 Juniors will increase from 150 in 2016 to 200 (aged 6 to 19 including girls).</p> <p>In 2018 we will run 4 Saturday XIs (2017 3 Saturday XIs).</p> <p>We need 2 more strips at our grounds to play 125 games p.a.</p> <p>A new quicker roller that more people can use will allow 60 more people to play cricket.</p>

Chinnor Parish Council	Ref	SC17-18/20
Tennis court resurfacing, new floodlighting and mini tennis courts		

Total project cost	£103,010		
Amount requested	£39,000	Requested percentage	37.86%
Organisation's contribution	£0	Organisation's latest bank balance	£297,122
Other funding	£64,010	Including the following secured funding	£11,254 (Tennis Club)

Previous grants

2016 - Conigre Play Area improvements - £17,354, 2012 - Chinnor pavilion rebuild £220,000 NHB grant, 2008 - Youth centre upgrade £4,531, 2004 - Play area improvements £50,000

Parish population (data from Oxfordshire Insight): 5924

Scoring

New facilities or activities		
The project will resurface existing courts and install floodlights and create mini-tennis courts. Their score reflects the mix of improvements and new facilities.	Score	10/14
Community benefit		
The main benefit is to the tennis club members, although they offer pay-as-you-play options to non-members. Their score reflects that this is a single sport project.	Score	6/14
Funding the project		
The organisation is not contributing to the project and report bank balances of £297,122. They haven't given details of any other financial commitments preventing them from contributing.	Score	8/14
The tennis club has confirmed a £11,254 contribution, but the other £52,756 is unsecured. They are hoping to use a small amount of section 106 (£2,816) towards this work.		
There are however two other section 106 allocations to the tennis club totalling £32,076, but neither are available yet. Depending on how urgent the works are, they might be able to wait until the section 106 funds are available to make the best use of this funding.		
Consultation		
The council's leisure strategy (2011) identified a need for improvement to Chinnor's Tennis facilities and the project is supported by the Leisure Participation Officer.		
Project completion within timeframe		
The project is in line with the policy requirements to start within 18 months of the award date as it is scheduled to commence on 1 September 2017 subject to securing full funding.		
However, the ownership/lease arrangements are quite complex and may also result in complications when completing our mandatory agreement and restriction. Officers suggest a condition that, if awarded, work should not commence until our grant agreement is completed and the land title restriction is in place.		
Financial and project management plans		
The parish council is leading on the finances for this project, with the tennis club managing its delivery. This could make managing the project more complicated.		
The tennis club is responsible for the ongoing costs relating to the tennis courts and have a sinking fund to help fund resurfacing and other costs in the future.		
OFFICER CONCERNS AND OTHER COMMENTS Officers suggest an award of £29,250 (75% of the requested amount) as 24 points is a medium priority score together with a condition that work should not commence until our grant agreement is completed and the land title restriction is in place.	Suggested Score	24/42
	Suggested Grant	28.40% of the total cost, capped to £29,250

Applicant responses (unedited)

Details of the project	The project is to encourage more community participation in tennis by improving the facilities at Chinnor Tennis Club. This will be done through the installation of mini-courts for primary school children, by improving the surfacing and fencing of the existing full-size courts and by installing floodlights that will enable play throughout the year, particularly to encourage people to play after they finish work, and to support children to play after school hours during winter months.
Financial statement from the organisation	Chinnor Parish Council is not making a direct financial contribution to the project. Chinnor Tennis Club has sufficient funds in its bank accounts to cover its contribution and its income from membership fees and fund raising events in 2017 will be in excess of its expenditure on LTA affiliation, league entries, maintenance and utilities.
Statement about town/parish support	N/A
Community benefit	
Who will benefit from your project?	Tennis Club members and guests; players from other clubs for matches; children coached by Aspire2Tennis, and; two local primary schools. We will benefit more children by providing mini-courts made available free to local schools, one of which has a unit for autistic children. We will attract more women with children by offering Cardio Tennis and Back to Tennis. Non-members will be able to use the facilities on a pay-as-you-play basis.
How did you identify a need in the community for your project or service?	SODC's 2011 Facilities Strategy identifies the need for improvements to Chinnor Tennis Club's facilities. The Club's Development Plan, which identifies the need for these improvements, was developed after discussions with members. Parish Councillors and the Chinnor Community Pavilion trustees gave their views and advice. SODC's Participation Officer was consulted, as was St Andrew's school. Club membership has increased by a third since 2015 as a consequence of this outreach, advertising and a dedicated website.
What sustainable and/or energy saving measures does your project include or offer?	The floodlights will be on timers that turn off after a specified time, thus avoiding unnecessary illumination of the courts. The choice of tennis court surfaces (porous macadam) and fencing materials was influenced by the desire to minimise maintenance costs.
Consultation	
What consultation have you carried out with the community or professional advisors?	The on-line guidance and recommendations of the Lawn Tennis Association and Sport England influenced decisions about which improvements to make.
New facilities/Activities	
What extra facilities (or equipment) will the project provide?	The project will improve and make safe existing facilities by resurfacing three courts and replacing the 44-year old fence. Two new mini-courts will be installed adjacent to the existing courts for the exclusive use of young children. New paths will be built to improve access and a hard standing area will be built where family members and others can watch tennis. Floodlights will be installed on two of the existing courts.
What new activities will take place because of this project?	The mini-courts will provide dedicated facilities for children to learn to play. They will be available free of charge to primary schools. New floodlights will enable people to play after they finish work and school, throughout the year. The new facilities will enable new activities for busy people such as Back to Tennis, cardio tennis and tennis for caregivers and children sessions. The facilities will be open to the public on a pay-as-you-play basis.