

Agenda

Contact Officer: Michael Flowers, Democratic Services Officer

Tel: 07895 213755

E-mail: Michael.Flowers@southandvale.gov.uk

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Website: <http://www.southoxon.gov.uk>



Listening Learning Leading

A MEETING OF THE

Community Grants Panel

WILL BE HELD ON MONDAY 7 MARCH 2022 AT 9.30 AM

**FIRST FLOOR MEETING SPACE, 135 EASTERN AVENUE, MILTON PARK,
OX14 4SB**

Members of the Committee:

George Levy (Chair)

Kate Gregory
Victoria Haval
Kellie Hinton

Lynn Lloyd
Axel Macdonald
Jo Robb

Ian Snowdon
Andrea Warren

Substitutes

*Ken Arlett
David Bretherton
Sam Casey-Rerhaye
Peter Dragonetti*

*Stefan Gawrysiak
Lorraine Hillier
Alexandrine Kantor
Mocky Khan*

*Caroline Newton
Alan Thompson
David Turner
Celia Wilson*

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Patrick Arran
Head of Legal and Democratic

1 Apologies for absence

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

2 Minutes

To adopt and sign as a correct record the Community Grants Panel minutes of the meeting held on Wednesday 16 February 2022 (to follow).

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

5 Public participation

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

6 South Oxfordshire Revenue Grant Scheme - 2022-2024

To note the recommendations made by panel members for the South Revenue Grant Scheme – 2022-2024 (to follow).

7 South Capital Grant Scheme 2021-2022 (Pages 4 - 98)

To review the report and recommendations of scoring made by officers.

South Capital 2021-2022 - officer evaluation report

Scoring summary

Ref no.	Organisation	Scheme	Scheme cost	Amount requested	Adjusted amount	% of cost requested	Suggested score
SCAP21-22/57	Crowmarsh Parish Council	Improving Crowmarsh Pavilion Facilities	£148,016	£74,008	£73,016 reduced based on organisation's contribution	49.33%	28
SCAP21-22/65	Watlington Parish Council	Multi Use Games Area (MUGA)	£227,543	£75,000		32.96%	24
SCAP21-22/55	Sonning Common Parish Council	Lighting the MUGA and pathway at Memorial Park	£112,732	£56,366		50.00%	22
SCAP21-22/61	Millstream Day centre	Benson Millstream Centre Extension and Refurbishment	£124,424	£29,678		23.85%	22
SCAP21-22/74	Holton Village Hall	Sound System and Hearing Loop system for Village Hall	£7,028	£3,000		42.69%	21
SCAP21-22/82	SOFEA	Installation of training kitchen	£99,661* Original total project cost £111,270	£24,000		24.08%	20
SCAP21-22/64	Wheatley Parochial Church Council	Revival at St Mary's	£623,160	£75,000		12.04%	19
SCAP21-22/77	Chinnor RFC - Thame	Clubhouse Extension	£175,387	£74,887		42.70%	19

SCAP21-22/53	Long Wittenham Athletic Club	Pavilion Extension	£72,160	£36,080		50.00%	17
SCAP21-22/71	Culham Parish Council	Culham recreation ground renewal and extension	£89,408	£44,704		50.00%	17
SCAP21-22/76	Thame Shed	The insulation of Thame Shed	£7,740	£7,740	£3,870* applied for 100% of project cost	50.00%	16
SCAP21-22/70	Woodcote Parish Council	New pathway on village green	£48,250	£24,125		50.00%	14
SCAP21-22/75	Goring & Almshouses Bowls Club	Upgrade and expansion of bowling green	£24,162	£9,000		37.25%	14
SCAP21-22/69	Sonning Common and District Tennis Club	Tennis court resurfacing x 2	£31,777	£9,990		31.44%	14
SCAP21-22/49	Berinsfield Information and Volunteer Centre	Upgrade printer	£5,885	£5,885	£2,942.50* applied for 100% of project costs	50.00%	8
SCAP21-22/52	Aston Rowant Parish Council	Parish noticeboards	£6,563	£5,000	£3,281.50* applied for 76% of project costs	50.00%	6
				Total Requested £554,463	Total Requested (adjusted) £544,940	Total Suggested £320,000	Budget £320,000

**Officer recommended award levels
(budget permitting)**

***adjusted figure to fit scheme's criteria**

Scoring and award matrix for Capital Grant applications

SCORE	PRIORITY LEVEL	AWARDS (all awards are subject to sufficient budget. Medium priorities will only receive funding if there is budget left after all the high priority projects are awarded).
21-30 points	High priority	Award full amount requested - budget permitting <ul style="list-style-type: none">- Capped at 50 per cent of the cost unless we allow a request for more and they meet the criteria for an exception.
15-20 points	Medium priority	Award between 50 and 75 per cent of the amount requested, depending on the score - budget permitting
0-14 points	Low priority	No funding awarded

CROSS-CUTTING CRITERIA – ALL PROJECTS TO BE SCORED AGAINST THESE

Community need, inclusion, and consultation

Scoring guidance – The council wishes to support projects aimed at improving community well-being and resilience to recover from the pandemic as well as providing new activities or facilities. We also wish to prioritise those projects which encourage access for all and help meet the council's equality objectives. **To achieve the highest point within each section**, we would like to see evidence that stakeholder consultation and/or an accessibility audit has been carried out to establish the level of need for the project.

Should there be other similar facilities available in the local area, emphasis should be placed on providing evidence that there is sufficient demand within the community to support this work.

Points	Criteria to score	Project examples
0	The project did not involve consultation with stakeholders, and no evidence of need, new activities or improvement to	A decorative village sign that will be mainly used for people outside of the community or doesn't allow any community

	existing activities has been provided	activities to take place nor give the community a facility to use.
1-2	<p>(1 point) Little additional use/improvement will be gained as a result of the project e.g the project replaces existing facilities or allows existing activities to continue.</p> <p>Or</p> <p>The project moderately improves a minor community facility or activity.</p> <p>(2 points) <u>AS ABOVE AND</u> Some consultation has taken place.</p>	<p>It replaces furniture in the village hall with like-for-like replacements. No consideration has been given to providing more accessible furniture (higher chairs with backs and arm rests)</p> <p>Replacing like-for-like playground equipment without consultation for how the space could be improved to enable more users or provide more inclusive play equipment.</p> <p>A decision to undertake the project has been taken at committee level with little detail of how existing users or wider community have been consulted.</p>
3-4	<p>(3 points) The project moderately improves or extends a substantial community facility or activity.</p> <p>or</p> <p>The project significantly improves or extends a minor community facility or activity.</p> <p>or</p> <p>The project provides a new minor facility or activity for the community.</p> <p>(4 points) <u>AS ABOVE AND</u> Consultation has been carried out with existing users but no evidence to suggest this has been done with the wider community.</p>	<p>Replacing existing park benches with longer-lasting accessible ones, replacing the chairs in the village hall with more comfortable accessible ones or improve a play area to cater for more ages.</p> <p>Refurbishment of changing rooms to increase capacity and accessibility for disabled and mobility impaired people (e.g. disabled toilets, handrails, accessible changing rooms)</p> <p>Increase club participation by purchasing boats for a small canoeing club or increasing the size of a playing area providing some new equipment.</p> <p>Feedback has been formally invited from members via a survey or AGM. Some evidence of informal feedback from users of the facility would score less points.</p>

5-6	<p>(5 points)</p> <p>The project will provide substantial new facilities or activities to the community.</p> <p>or</p> <p>The project significantly improves the capacity of a significant community facility.</p> <p>(6 points) <u>AS ABOVE AND</u></p> <p>Substantial consultation has been carried out with the community/other stakeholders, including minority groups if project impacts on them.</p>	<p>Creating a brand-new play area where there wasn't one already which takes into consideration all users and provides inclusive equipment. (e.g. equipment for disabled children, sensory equipment, wheelchair accessible paths, accessible seating and picnic benches)</p> <p>Adding a large extension to a village hall that is accessible to all. If not already part of the building also considers disabled and mobility impaired users, people of small stature (e.g. disabled parking, accessible kitchen space, disabled toilet, wheelchair accessible doorways/ramps/entrance and egress)</p> <p>The significant reorganisation of a facility to increase capacity where full consideration has been given to all users including those that are disabled or mobility impaired.</p> <p>Creation of a new sporting facility such as Multi Use Games Area, pavilion or playing pitch that meets the needs of all members of the community including disabled and mobility impaired people.</p> <p>An accessibility audit has been completed and changes to the project have been adopted to improve access to all.</p> <p>Every effort has been made to invite all members of the community and stakeholders to provide feedback through a formal survey, AGM or open days. The organisation has identified</p>

		minority groups in the community and delivered targeted communication to encourage participation. Improvement of facility is included in the local plan or leisure facility strategy (or similar)
Deductions	<ul style="list-style-type: none"> - Deduct one point if the project reduces the activities/facilities on offer - Deduct two points if the project removes a community facility or stops existing activities taking place. <p>In addition, the panel can recommend not funding a project if they have serious concerns around the management of the project now or in the future, or serious concerns about the appropriateness of the project e.g. should it become apparent that the community don't support the project or would prefer a different solution</p>	<p>A project to overhaul and landscape a car park that reduces the number of parking spaces or disabled parking spaces.</p> <p>Demolishing an old skatepark without replacing it with anything.</p>

Community benefit

Scoring guidance – This scoring criteria focusses on the groups or communities who will directly use the facility/take part in the project. **To achieve the highest point in each section**, projects should demonstrate that they are either benefiting a greater number of residents when compared to other projects in the same category, or specifically improving access for vulnerable people and priority groups, which may include – note this is not an exhaustive or a definitive list- the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments.

Points	Criteria to score	Project examples
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0	The project offers little or no direct benefit to the community.	A decorative sign or boundary wall with no other purpose
1-2	<p>(1 point) A single sport or special interest group, like an art group, will benefit.</p> <p>Please note, if a sport club wanted to upgrade their pavilion and other groups frequently use it as well, it can score more.</p> <p>(2 points) <u>AS ABOVE AND</u></p> <ul style="list-style-type: none"> • projects benefiting a greater number of residents when compared to other projects in the same category 	A project to buy cricket pitch covers, IT equipment for a photography club or landscaping a nursery's garden is only benefiting their members/users.
3-4	<p>(3 points) Two or more specific groups will benefit.</p> <p>(4 points) <u>AS ABOVE AND</u></p> <ul style="list-style-type: none"> • projects benefiting a greater number of residents when compared to other projects in the same category, or • where the project will have a significant impact on the health or wellbeing of one priority group 	<p>A football club is upgrading its changing room, which a hockey club also use</p> <p>Specialist equipment for a centre working with severely disabled people.</p> <p>A property/building that promotes social cohesion to help reduce social and rural isolation.</p>
5-6	<p>(5 points) The project will provide a facility that's open/available to anyone to access, (not just members)</p> <p>(6 points) <u>AS ABOVE AND</u></p> <ul style="list-style-type: none"> • projects benefiting a greater number of residents when compared to other projects in the same category, or • where the project will have a significant impact on the health or wellbeing of more than one priority group and/or has demonstrated that they have considered how the facility will be inclusive and accessible to all users. 	<p>Play areas, community building or recreation ground that are accessible to all.</p> <p>The project improves accessibility of a community facility for vulnerable people or priority groups, which can include – note this is not an exhaustive or a definitive list - the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments</p>

Deductions	<ul style="list-style-type: none"> - Deduct at least one point if the project will reduce - Deduct two points if it totally removes an existing benefit to the community without replacing it. 	Replacing a recreation ground with tennis courts for a members' club (open community benefit is reduced as only tennis members will benefit going forward).

Action on Climate Emergency

Scoring guidance – this criteria is not intended to be used to score against the climate actions taken within the project itself, but to recognise the applicant's commitment to climate action in general, and how they may make positive contributions to the climate emergency in other areas of their work/organisation.

Points	Climate Action overview	Example
0	The organisation has given limited consideration to the climate emergency.	
1-2	<p>(1 point) The organisation has given some consideration into possible actions that address the Climate Emergency, with limited evidence of any actions undertaken.</p> <p>(2 points) The organisation has delivered one-off or minor events or activities that contribute to the Climate Emergency</p>	<p>Such as research into improving the energy efficiency of building/organisation operations, or research into promotion of waste minimisation</p> <p>Such as replacing some lightbulbs with energy efficient ones, installing bike racks, implementing an energy smart meter, hosting a climate themed coffee morning.</p>

3-4	<p>(3 points) The organisation has implemented multiple or regular minor events, activities or services that contribute to the Climate Emergency</p> <p>(4 points) <u>AS ABOVE AND</u> Adoption of a simple sustainability/ climate action policy/statement for the organisation</p>	<p>Such as replacing all lightbulbs with energy efficient ones, use of local suppliers/plant-based foods for events and activities, providing a cycle to work scheme, regularly hosting climate themed coffee mornings that produce outcomes</p>
5-6	<p>(5 points) The organisation has implemented multiple Climate Emergency related events, activities or services as routine part of the organisation's workplan, and have a sustainability/ climate policy showing a high-level commitment by the organisation to addressing the climate emergency</p> <p>(6 points) <u>AS ABOVE AND</u> have a sustainability / climate action forward plan or strategy for the organisation</p>	<p>Such as energy audit of premise(s) commissioned and investment in recommendations, staff/volunteer training on climate literacy, engagement with partners on sustainability programmes in the community</p>

Finance Sustainability

Scoring guidance – Officers will be looking for a sound fundraising plan with contingencies should any of their grant applications (to the council and others) be unsuccessful or receive less than requested.

Competition for funds mean that organisations which still have a large fundraising liability and will have to provide substantial evidence to give confidence that the project will be seen through to completion within the accepted project timeframe. Therefore, organisations are strongly encouraged to seek additional funding from elsewhere before applying to the council. **To achieve the highest point in each section**, we would expect to see evidence that the applicant has included ongoing maintenance costs and eventual replacement.

Points	Financial overview
0	<p>They don't have a plan of how they'll fund the rest of the project and haven't secured any other funding yet.</p> <p>They haven't given details of how they'll fund the ongoing maintenance and eventual replacements.</p>
1-2	<p>(1 point) They've got a funding plan but haven't applied for all of it yet.</p> <p>or</p> <p>They've applied for all the other funding needed but have secured less than 50 per cent so far.</p> <p>(2 points) <u>AS ABOVE AND</u> They've also budgeted for the ongoing maintenance but don't say how they'll fund eventual replacements in the future (if applicable).</p>
3-4	<p>(3 points) They've applied for all the funding needed and have already secured 50 per cent or more of the balance, including contingency funding should some of their applications be unsuccessful or partially successful.</p> <p>(4 points) <u>AS ABOVE AND</u> They've also budgeted for the ongoing costs and have a general idea how they'll fund replacements eventually (if applicable)</p>
5-6	<p>(5 points) They've secured all the other funding needed for the project already (including if they're funding the rest themselves) and have a contingency plan should they only receive a partial grant from the council.</p> <p>or</p> <p>The organisation has requested 100 per cent of the cost and have provided evidence that they've lost a funder, can't raise money themselves (e.g via precept) and can't apply for other grants/funding.</p> <p>(6 points) <u>AS ABOVE AND</u> They've also budgeted for the ongoing costs and have a fund/account/pot saving for the replacements in due course.</p>
Deductions	<ul style="list-style-type: none"> - Deduct one point if the organisation's finances suggest they could contribute towards the cost - Deduct two points if they can afford the whole project without any funding. <p>Even if an application scores enough points, the panel can recommend not funding the project if has serious concerns about its financial viability, such as if the organisation has not demonstrated having a sound fundraising plan with contingencies should</p>

any of their grant applications (to the council and others) be unsuccessful or award less than requested.

THEMED CRITERIA – PROJECTS SCORED AGAINST ONE OF THE FOLLOWING

Scoring guidelines – **The application will be marked against ONE of the following sections**, depending on which of the four outward facing corporate plan priorities the applicant categorises the project under:

1. **Protect and restore our natural world** – e.g tree planting and/or habitat creation with the aim to improve biodiversity.
2. **Improved economic and community wellbeing** – e.g refurbishment of a village hall, improvements/creation of a new social enterprise, updates to an existing playground, creation of a community facility that reduces social isolation or an extended sports facility that improves physical wellbeing.
3. **Homes and infrastructure that meet local need** – e.g creating a brand-new community building or playground, projects in new housing developments, such as Didcot Garden Town, as well as Berinsfield Garden Village, or bringing back empty properties into use.
4. **Action on the Climate Emergency** - e.g projects that take action on the climate emergency by reducing carbon emissions with the aim to become carbon neutral, such as energy saving technologies and sustainable transport projects.

This section scores each project against the same set of criteria, which recognises improved outcomes for the community through specific, measurable targets. We are also looking for evidence of relevant partnership working and collaboration in project delivery.

Points	Criteria to score
0	<p>Response is not relevant to the priority theme and/or is not a key outcome of the presented project.</p> <p>The information given does not provide the officer with confidence that the project will result in better outcomes for the community.</p> <p>No information regarding partnership working or community engagement has been offered.</p>

1-2	<p>(1 point) Relevant response that addresses how a capital grant will provide better outcomes to the community at an acceptable standard.</p> <p>The theme has been considered in a minor way, but the information provided lacks some detail. Outputs have been identified, rather than outcomes considered, with more detail needed for how this will be measured.</p> <p>(2 points) <u>AS ABOVE AND</u></p> <p>Some information regarding minor partnership working or community engagement has been provided.</p>
3-4	<p>(3 points) Clear and relevant response that addresses how a capital grant will provide better outcomes to the community at a good standard under the specific theme.</p> <p>The theme has been considered in a major way with some key measurable outcomes identified.</p> <p>(4 points) <u>AS ABOVE AND</u></p> <p>Good examples of partnership working regarding project delivery, including examples of collaborations with other organisations and/or the community.</p>
5-6	<p>(5 points) Clear, relevant, and well detailed responses that addresses how a capital grant will provide better, measurable outcomes to the community at an excellent standard under the specific theme.</p> <p>Goes above expectations and fully integrates the project theme into the project plan and outcomes.</p> <p>(6 points) <u>AS ABOVE AND</u></p> <p>Clearly sets out how they will work in partnership at all levels of project delivery to meet the corporate plan priority and how partner</p>

organisations and/or the community have been involved in project planning and implementation.

Project examples under each theme

Points	Protect and restore our natural world	Improved economic and community wellbeing	Homes and infrastructure that meet local need	Action on the Climate Emergency
0	<p>Tree planting projects without evidence of landowner permission or commitment to long-term maintenance of the planting.</p> <p>Tree planting or habitat creation projects on unsuitable sites – all projects should involve some form of initial ecological survey to ensure the right trees (or other habitats) are being planted in the right place (i.e. not planting trees on existing wildflower meadows)</p> <p>Projects which have involved no consultation and have not obtained baseline information from the Thames Valley Environmental Records Centre.</p>	<p>Projects that fall under another thematic area and/or meet the unsatisfactory criteria.</p>	<p>Projects that fall under another thematic area and/or meet the unsatisfactory criteria.</p>	<p>A project to upgrade toilet facilities does not include energy saving features such as light sensors</p> <p>A boiler is replaced with a more efficient one but only meeting building regulations</p>

1-2	<p>Projects involving only small areas with only minimal biodiversity and community benefit. No community or volunteer involvement.</p> <p>Small scale tree or hedgerow planting with little wider benefit and not following relevant local or national priorities.</p>	<p>New office equipment related to community transport schemes that reduces rural isolation.</p> <p>New furniture for advice services that help to improve mental health.</p> <p>The installation of a Defibrillator to improve a community's physical wellbeing.</p> <p>Improvements to an existing social enterprise which promotes economic recovery such as community shop or community pub, but the project does not result in any new activities taking place (e.g. replacement of windows from single to double glazing)</p>	<p>Projects to encourage sustainable transport and reduce car dependency in a new housing development but are replacing an existing facility with a like-for-like design (e.g. replacing cycle storage, no additional capacity)</p>	<p>Minor investment in energy efficiency leading to reduced energy bills. Lighting or insulation in one area e.g kitchen. Draught proofing installed in a building. A timer or smart metre is added to heating controls</p> <p>Minor projects to help adapt to climate change e.g. water saving taps and urinals measured by reduced water consumption</p> <p>Minor sustainable transport projects e.g. cycle racks resulting in some evidence of behaviour change</p> <p>Equipment for projects that promote the circular economy (reuse and repair of goods and materials) e.g. IT equipment, storage, kitchen fixtures and fittings.</p>
3-4	<p>Medium scale projects evidencing good community involvement and a commitment to partnership working.</p> <p>Projects or proposals fitting in with relevant local and national priorities. This might for example</p>	<p>Facilities that encourage culture, leisure and art to promote social wellbeing (e.g. expansion of sports facilities, creation of public arts, purchasing of village hall staging, theatre</p>	<p>Refurbishing empty community properties for the benefit of the community/not residential (e.g. refurbishing a community hub for young families, refurbishing a building that houses charitable</p>	<p>Investment in building energy efficiency using more than one technology eg LED lighting with lighting controls, insulation, a building management system measured by a good reduction</p>

	<p>include planting a small woodland or creating wetlands in an appropriate location working with local volunteers and not-for-profit organisations.</p> <p>Projects well designed with evidence of consultation with relevant bodies.</p>	<p>refurbishment)</p> <p>Building refurbishment costs for organisations that support vulnerable people (e.g. those with disabilities or to improve mental health)</p> <p>Refurbishment of a facility that improves social isolation and deprivation (e.g. Buildings that hold advice and debt services. befriending services, good neighbour schemes, volunteer driver schemes, food banks).</p> <p>Improvements to an existing social enterprise that will allow for the expansion of services or for new services to take place. (e.g. a community shop expanding to carry more stock which meets local demand or a community pub adding café facilities to enable longer opening hours for the community to meet and reduce social isolation)</p>	<p>organisations supporting vulnerable people)</p> <p>Improving green space facilities that are accessible for all in a new housing development. (e.g. signage, creating private footpaths, fencing, planting, benches accessible for mobility impaired people)</p> <p>Projects to encourage sustainable transport and reduce car dependency by working with the community to upgrade already existing cycle storage in a new housing development to allow more bikes and better protection.</p>	<p>in energy bills</p> <p>Projects to help adapt to climate change eg solar shading and water saving measures</p>
5-6	<p>Large scale habitat creation/restoration projects or tree planting projects forming a key part of meeting relevant local and</p>	<p>Projects that promote economic recovery and quality employment through the creation of a new social enterprise such as a community</p>	<p>Projects that create new and improved infrastructure for communities in a new developments to promote cohesion and that are accessible</p>	<p>Projects to help achieve significant carbon emission savings for organisations/facilities e.g. investment in renewable</p>

	<p>national priorities.</p> <p>Projects that evidence widespread consultation/partnership working and careful planning to ensure the project is creating the right habitats in the right place.</p> <p>Projects that have thoroughly considered the long-term sustainability of the proposals and evidence how ongoing management and maintenance will be provided for.</p> <p>High quality proposals which are fully costed demonstrating value for money alongside an appropriate specification.</p>	<p>shop or pub that will result in new job creation and/or create volunteer training opportunities that could provide future employment opportunities for local residents</p> <p>Projects that help create new long term, sustainable funding opportunities for the organisation (e.g. refurbishment of a community centre that includes a volunteer run café)</p> <p>Creation of a new facility that improves social isolation and deprivation (e.g. A new building that will house advice and debt services, food banks, befriending services.)</p>	<p>to all (e.g. village halls, playgrounds, outdoor gyms, sports facilities)</p> <p>Creating new accessible green spaces in partnership with local organisations to ensure that all members of the community can access the space to improve physical and mental wellbeing (e.g. purchase of land with accessible pathways, extensive planting and facilities such as benches)</p> <p>Projects that actively promote sustainable transport and reduce car dependency by creating a new substantial cycle storage facility that meets the needs of the community and promotes sustainable methods of transport to the wider community.</p>	<p>technologies such as solar energy and heat pumps</p> <p>Substantial investment in building energy efficiency such as full lighting retrofit, upgraded loft and wall insulation measured by a significant reduction in energy bills</p> <p>A project ensures energy saving measures are a high-profile feature of the facility, with energy monitors in public areas and information about the savings clearly visible and attractive manner to users</p> <p>Substantial project for a community facility to help adapt to climate change e.g rainwater harvesting system or substantial sustainable transport projects e.g electric car charging points</p> <p>Creation of a permanent community run facility that promotes the circular economy (reuse and repair of goods and materials) e.g Repair cafe, refill centre</p>
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Crowmarsh Parish Council	Ref	SCAP21- 22/57
Improving Crowmarsh Pavilion Facilities		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 1,140		

Total project cost	£148,016	SCAP grant requested	£73,016*
Organisation's contribution	£75,000	Total other funding applied for but not yet secured	£0
Other secured funding	£0	*Originally requested £74,008 but adjusted based on organisation's contribution.	
Funding still needed for the project	£73,016	Organisation's latest bank balance	£292,083.09

Previous community grants awarded:

SCap18-19V23 New Crowmarsh Play Area and Outdoor Gym £99,790 (2018)

Scoring

Community need, inclusion and consultation The project significantly improves the capacity of an important community facility by improving the accessibility of the pavilion and maximising community use. Two of the existing changing rooms will be turned into a new meeting room with adjacent servery and independent access. Accessible toilets will be built, new windows fitted and a new terrace installed. Consultation has been carried out with existing users of the site alongside other stakeholders.	Score	6/6
Community benefit The pavilion is a facility that is accessible for all (there is no membership) and is used by sports clubs, children's activities and special interest groups. The facility will be used by a greater number of residents compared to other projects in the same category. The proposed improvements will allow more flexibility in the use of the building and will enable multiple activities to take place at the same time and in doing so, further increase the number of beneficiaries.	Score	6/6
Action on Climate Emergency The organisation demonstrates a high-level commitment to address the climate emergency and supports the Climate and Ecological Emergency Bill. They have submitted evidence of their Sustainability and Climate Change policy and sustainability statement which outlines their forward plans. They have implemented multiple Climate Emergency related events, activities or services as a routine part of the organisation's workplan.	Score	6/6
Financial sustainability The applicant is requesting 50 per cent of total project cost, matched by a donation of up to £75,000 from the Parish Council's CIL money. The Parish Council will cover ongoing maintenance and any replacements. They have a contingency plan should they only receive a partial grant from the council.	Score	6/6
Themed criteria for chosen corporate plan priority By expanding this community facility, the pavilion will increase social, sport and leisure opportunities for local residents. These new clubs and activities will promote social and physical wellbeing, as well as a reduction in social isolation, with positive examples of partnership working and collaborations with others.	Score	4/6
Officer Comments:		

Financial and project management plans

Their financial and project management plans are sufficient for a project of this size. The large bank balance is due to £140,000 set aside for other projects in the village such as a new pedestrian crossing, along with just under £65,000 ongoing running costs for the Parish. Therefore, officers are satisfied that the parish council's contribution is all they can afford at this time.

Demand for services and other similar facilities

Demand for the existing facilities is high and unmet for new activities/groups wishing to use the pavilion and the village hall is also fully booked with regular activities.

Internal Consultation

Equalities: The serving hatch will need to be at a height where a wheelchair user or a person of small stature can easily use, and the new access ramp is as at an appropriate gradient for all users.

Project completion within timeframe

The project is estimated to start May 2022 and complete by September 2022.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	28/30
The project has scored enough points to be a high priority project, therefore officers recommend funding the full grant as requested.		
Officers recommend funding is conditional on the serving hatch being accessible to wheelchair users or a person of small stature and the access ramp is of an appropriate gradient.	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	<p>Provision of a new meeting room with adjacent servery and independent access. This will allow more flexibility in the use of the building. Those using the playing field will be able to use the new servery, leaving the existing kitchen available to those using the hall. This will open up the facilities to greater community use. Two of the existing changing rooms are not used and these will be converted to form the new meeting room.</p> <p>Provision of additional toilet facilities and baby change facilities which will be more accessible for the disabled, as well as the young and the elderly. The toilet facilities will be accessible by children using the playground without having to enter the main building. This is an important health and safety consideration.</p> <p>New windows will also be fitted in the hall, giving more natural light which will result in energy saving and encourage the well being of all users.</p> <p>A new terrace will be built which will be accessible to all and will provide tables and benches as well as activities such as table tennis or terrace games. Photos are attached below.</p> <p>It is hoped the proposal will build on the success of the playground and help provide a social hub which will be used by all sections of the community.</p> <p>The improved facilities will be managed by the Parish Council.</p>
Where will the project take place?	Crowmarsh (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	<p>The project will provide a new meeting room and servery which will allow increased use of the facilities and permit use of the pavilion by more than one organisation at a time.</p> <p>The additional toilets and baby change room will be accessible to all including the young, elderly, disabled and those with special needs and this will open up the facilities to all sections of the community.</p> <p>The new windows in the hall will increase natural light and improve well-being and the terrace will facilitate new facilities in the form of table tennis and terrace games, creating a new social hub for all.</p> <p>There are no other facilities of this type in the parish. There is a village hall but this is fully booked for regular activities also.</p>
What new activities will take place because of this project?	<p>Currently the pavilion is almost fully booked but the new meeting room and servery will allow increased use, enabling multiple activities to take place side by side, using different sections of the building. This will permit us to take more bookings from community groups. Currently, we are having to turn away potential hirers wishing to offer new activities and clubs. For example, we have recently had enquiries from organisations wishing to extend the current provision for yoga and a potential hirer who wishes to offer two sessions per week of 'Dungeons and Dragons'.</p> <p>The local cub and scout groups have expressed an interest in the pavilion to enable them to introduce more varied activities and the church would like to use the meeting room for meetings and the hall for community events.</p> <p>The local church is interested in using the servery as a way of supporting their outreach to young people in a place where the young are comfortable. The church building has no suitable amenities to support social interaction so the new facilities would be a great asset and would also provide the opportunity for fundraising by the church.</p> <p>We are hoping that local community groups like the church, school PTA, cubs and scouts will be able to use the servery to serve refreshments after school or at weekends. This will be an excellent fundraising opportunity for these organisations and help develop the premises as a community hub.</p>
How do you know there is a	Following the opening of the new playground in 2019, there were many requests

need for your project?	<p>from members of the public to provide improved and more accessible toilets for the benefit of those using the play area and the project has developed from there. A survey of local families using the playground showed there was a high demand for improved toilet facilities. Local groups then raised the question of providing cafeteria provision for local families and clubs. This was discussed by the Parish Council and referred to the Environment and Recreation Ground management committee.</p> <p>Consultation was then carried out with potential users, including the football club, cricket club, cubs and scouts, school PTA and the church. Responses showed that a meeting room and servery would be a very welcome addition to the facilities and also that two of the four changing rooms at the pavilion were hardly ever used as parents prefer to take their children home to change after their participation in sporting events. This was confirmed in discussions with the caretaker who manages the pavilion and recreation ground. It was then proposed to convert the redundant changing rooms to a meeting room and servery which would be available to all.</p> <p>Currently the pavilion is used by a large number of clubs and societies but it is almost fully booked each week and this project will enable us to further develop the facility as a community hub.</p> <p>We have received letters of support for this project from a number of local residents and groups. A recent survey of school parents showed a significant level of support from local families as did a community event at the Village Hall at which there was an exhibition of the plans with images of what is proposed.</p>
Community benefit	
Who will benefit from your project?	<p>The current list of groups using the pavilion is as follows:</p> <p>Crowmarsh Youth Football Club Wallingford Netball Club Kidmore End Cricket Club Crowmarsh Indoor Bowls Club Crowmarsh Walking Football Club Tumble Tots Yoga (3 groups per week) Pilates Style Acre Bingo Wallingford Photography Club Children's parties (at weekends when no football)</p> <p>A youth football tournament is held in June each year, which attracts a large number of additional visitors.</p> <p>The church is looking forward to using the meeting room as part of their outreach to young people and the new room will provide a venue for local groups who volunteer in the community to meet and make plans. The school PTA and local cubs and scouts will also benefit from new opportunities for improved social interaction.</p> <p>Consultation with local groups and residents has shown that there is considerable demand for new activities and clubs to be set up and the new meeting room will facilitate this. With 500 new homes being constructed in the parish, the local population is set to increase by 70.5% and we are keen to cater for the needs of a growing number of residents. Local people have already suggested the possibility of introducing a parent and toddler group to enable young families moving in to the new housing to socialise and get to know each other. There is also a demand for a meeting room which will enable craft groups and reading groups to be set up.</p> <p>The play area has drawn in people from across South Oxfordshire due to the new facilities and attractive setting.</p>
Have you considered how your project will benefit vulnerable & disadvantaged residents?	<p>The new toilets and baby change room will permit access to all, including young families, those with disabilities and special needs. In addition, the new meeting room and servery will enable increased use of the building and community use by all sections of the local population.</p>

	<p>We hope the wider provision will allow us to develop a community hub which will be used by people of all ages and encourage those who have not previously taken advantage of the facilities to come along and try something new.</p> <p>The servery will provide an opportunity for a community cafe which could be run by local groups and encourage the many new residents in the parish to meet other residents, helping their integration into the community and reducing social isolation. Many parents of young families have said they are looking forward to the increased opportunities it will provide for them to socialise when their children are using the playground.</p>
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	<p>The council has declared a climate and ecological emergency and its support for the Climate and Ecological Emergency Bill.</p> <p>Our recently made Neighbourhood Plan, which promotes biodiversity and heritage, defines green spaces for nature and wellbeing and places limits on new housing development.</p> <p>The council aims to provide safe routes for walking and cycling - minimising car use and promoting healthy exercise. This includes our plans for new pedestrian and cycle crossings and 20mph zones.</p> <p>Within the nature area of the recreation ground, we plan to plant a mix of silver birch, willow and black poplar trees. We have a plan to plant more trees around the border.</p> <p>We are engaging with Wallingford and other neighbouring parishes in the OX10 postcode area in the Queen's Green Canopy project to plant native tree species to celebrate the Queen's Platinum Jubilee in 2022, as well as contributing to carbon sequestration and helping nature's recovery by maximising the benefits to wildlife.</p> <p>We undertake to improve the sustainability of major projects proposed in our parish by meeting with the district council, clients and designers. Years ago we supported the BREEAM Excellent Red Kite House for the Environment Agency in our parish and recent examples include the new HQ for CAB International and the proposed new council offices (which are now not to be in Crowmarsh but our advocacy of the BREEAM Excellent has been taken up in the brief for the new offices in Didcot).</p> <p>On the pavilion (the only building we own) the council took advantage of the original feed-in tariff to install photovoltaic solar panels in January 2011, using the maximum feasible area on the south-facing roof of the pavilion. This has saved many tons of CO2 emission and generated 42.93 MWh over that 10-year period.</p>
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	<p>The Pavilion was built in 1992 and has always been managed by the Parish Council, via the Environment and Recreation Ground sub-committee. The ongoing costs and maintenance will continue to be the responsibility of the Parish Council. Together with the Recreation Ground, this is our main asset and the only building owned by the Parish Council. Day to day management is carried out by our caretaker.</p> <p>There is already a fund within the accounts to cover the ongoing costs of maintenance and replacements. The Environment and Recreation Ground sub-committee reports to every meeting of the Parish Council. Any maintenance requirements are discussed regularly and the amount set aside for this purpose varies from year to year depending on what is required. The Parish Council has agreed to cover a 10% contingency for the project as confirmed in the attached Parish Council minutes of 9th December 2021.</p>
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	<p>In addition to salaries and insurance costs, grass cutting and grounds maintenance costs £12,000, tree work £3,500 and ongoing maintenance and repairs £8,000. The budget for dog bin emptying is £4,700 and waste collection costs £1,000. Utilities cost £2,400 per year. There is a budget for servicing and inspections which is £3,200. Purchase and maintenance of sports equipment is expected to cost £5,000. On-going maintenance of the playground equipment is £4,000 and sundries including audit fees are expected to cost £3,700.</p>

	<p>In addition, the Parish Council is committed to £80,000 for a pedestrian crossing in The Street, Crowmarsh and £45,000 for traffic calming measures near to the church in The Street, based on a recent traffic speed survey.</p> <p>It is planned to obtain village entrance gates for North Stoke at a cost of £5,000 and £10,000 for new signage in the parish.</p> <p>The total cost of projects in hand, other than the pavilion improvements is £140,000. Ongoing costs listed above amount to £64,860.</p>
Project theme – outcomes	
What difference will your project make in your community?	<p>The project is designed to extend the facilities available to the wider community and enable more residents to take part in the opportunities it will provide for social and sporting events. It will encourage the development of new clubs and activities to serve the needs of the increasing population in the light of the significant housing development taking place locally. With 500 new houses being built in the parish, the population is set to increase by 70.5% and the Parish Council is keen to cater for the significant numbers of new residents who will be moving into the local area.</p> <p>This will promote social and physical well-being through the increased use of the pavilion and recreation ground as well as the outdoor gym and children's play area.</p> <p>Success will be measured in terms of the significant rise in opportunities offered to local residents and the greater use of the pavilion and recreation ground, resulting in increased physical and mental well-being and a reduction in social isolation.</p>
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	<p>A Service agreement is being drawn up with Crowmarsh Youth FC to allow them to rent the facilities for 10 years in return for charity funding to maintain the playing fields for up to £5,000 per year.</p> <p>The church is keen to use the new meeting room and terrace to promote improved social interaction and reach out to a wider cross-section of local people. The school PTA has also expressed an interest in running activities and social events which would be open to the wider community.</p> <p>The local cubs and scouts are looking forward to the increased opportunities which will be available to them to take an active part in the community.</p> <p>It is hoped to engage with families moving into the 500 new houses being built in the parish to ascertain their needs and to introduce new activities and clubs in order to promote community interaction and reduce social isolation e.g. by the formation of a parent and toddler group and other opportunities for participation in clubs and societies that may be requested.</p>

Watlington Parish Council	Ref	SCAP21-22/65
Multi Use Games Area (MUGA)		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 500		

Total project cost	£227,543	SCAP grant requested	£75,000
Organisation's contribution	£104,000	Total other funding applied for but not yet secured	£0
Other secured funding	£0		
Funding still needed for the project	£123,543	Organisation's latest bank balance £254,152.77	

Previous community grants awarded:

CGS20-21/251 - Watlington arts HUB resources £1,000 (2021)
 CGSWA\8 - Security cameras for Watlington Sports Pavilion £3,395 (2019)
 SCap\48 - Watlington Paddock play area improvements £9,998 (2017)
 CO25k£\233 - Regeneration of Watlington Recreation Ground £98,711 (2008)

Scoring

Community need, inclusion and consultation Creation of a new Multi Use Games Area and floodlighting for Watlington that meets the needs of all members of the community. Consultation has been carried out with the community through a Sports & Recreation Survey in August 2021 and is included as part of the Watlington Parish Council Strategic Plan. They have also consulted with local sports clubs, youth groups and senior citizen groups at the design stage and have set up a project board that includes council members and residents.	Score	6/6
Community benefit The project will provide a new sporting facility that's open to anyone to access and offers free play which meets the needs of Watlington's growing population. It will potentially directly benefit 500 people which is more than other similar projects in the same category.	Score	6/6
Action on Climate Emergency Watlington Parish Council declared a climate emergency in 2019 and in 2021 adopted a Climate Action Plan which sets out the actions that the Parish Council will take, over the period until 2050. The Parish Council has committed to reduce its own carbon footprint to net zero by 2025 and to report regularly on progress.	Score	6/6
Financial sustainability The parish council has a funding plan but has not applied for all of it yet, having identified National Lottery and Sport England as potential funders. 46 per cent of the total project cost has already been secured. They confirm that a sinking fund will be created to cover a replacement playing surface.	Score	2/6
Themed criteria for chosen corporate plan priority It is clear how the MUGA will provide better outcomes for the community, working closely with local sports and social clubs in order to design a facility that meets the community's needs.	Score	4/6
Officer Comments:		

Financial and project management plans

They have sufficient plans for the pitch, lighting and site as a whole, with helpful management plan summary. With a full award, £48,543 will still need to be raised before the project is fully funded. Officers note that they may be able to apply for further CIL funds should it be required to complete this project.

Demand for services and other similar facilities

The applicant states that 500 residents will benefit from the project, with further growth over the next 5-10 years due to housing developments. There is no similar facility within approximately ten miles of Watlington.

Internal Consultation

Equalities: Ensure inclusive access to the MUGA i.e. for wheelchair users.

Leisure: A much needed facility within the parish to support residents to become more active.

Multisport facilities are promoted by Sport England.

Project completion within timeframe

The anticipated project start date is 16 May 2022. Should the project be awarded, the scheme's policy would allow 12 months for Watlington Parish Council to raise the remaining funds and start work, and 24 months to complete the project.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	24/30
The project has scored enough points to be a high priority project, therefore officers recommend funding the full grant as requested. Officers have some concerns about the level of unsecured funding still to raise, however this should be achievable against the organisation's funding plan in the timeframe permitted by the scheme.		
Officers recommend funding is conditional on the facility being inclusive for wheelchair users/wheelchair sports, ensuring any gates are wide enough to allow access.	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	This project is for the development of a new artificial Multi Use Games Area (MUGA) pitch with floodlighting at Watlington recreation ground. The facility will provide a new fenced, floodlit, multi use surface (40m x 30m). The new facility will replace a small macadam area that does not meet the requirements of the local community. The new facility will meet the needs identified by local sports clubs such as football, basketball, netball as well as keep fit groups and the local youth club.
Where will the project take place?	Watlington (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	<p>The new multi-use games area (MUGA) will replace an old, badly worn, macadam surfaced small basketball court that is limited in its utility to cater for other sports. It is too small for most sports and its surface is unsafe. It has reached the end of its useful life and needs to be replaced by a modern facility that offers a greater number of uses including; basketball, netball and 5-a-side football. The facility can be divided across the line of play to enable the playing surface to be split into two courts. The MUGA will be floodlit to enable after dark use by local teams for training and competitive games. The MUGA will also provide an ideal venue for keep fit classes catering for all age groups and physical abilities. Its design will enable ease of access for wheelchair users ensuring greater accessibility for disabled and mobility impaired members of the community. This will be a facility that will be open to a community of users that stretches beyond the parish boundaries of Watlington. There is no similar facility within approximately 10 miles of Watlington.</p> <p>In conclusion, the delivery of the new multi-use games area will provide a much needed flexible and safe sports facility that will cater for a much wider spectrum of users and communities.</p>
What new activities will take place because of this project?	The new MUGA will provide a facility that will be adaptable for many activities beyond just conventional sport. It will provide a modern playing surface that can be used by both able bodied and disabled people. The addition of fencing and floodlights will allow a greater variety of sports to be played, including walking football, hockey and rugby. There is the potential for wheelchair sports to be played. It will also be a safe environment for the introduction to junior sport. Its size and design will allow two games, sports or other activities to be carried out simultaneously. Keep fit classes can be run during the day or at night under floodlight ensuring accessibility for a larger number of the community. In short, the new MUGA will greatly enhance the sports and fitness provision within Watlington. It will cater for all age groups and sporting abilities.
How do you know there is a need for your project?	The Watlington Parish Council Strategic Plan, which is underpinned by the Watlington Neighbourhood Development Plan, has as a core objective CO4 (Make good provision for new and existing residents by) providing a good mix of facilities for sport and recreation. This includes a contribution to the cost of providing new and improved facilities for sport and recreation. The requirement for a new MUGA was confirmed through the Watlington Parish Council Sports & Recreation Survey carried out in August 2021.
Community benefit	
Who will benefit from your project?	<p>Watlington has a population of approximately 2600 residents. This number will increase by at least 50% over the next five to ten years as the planned housing development of 500 homes is completed. It is the Parish Council's objective to ensure that new sports and recreation facilities provided in the town meet the requirements of both the growing population and the existing clubs and organisations. The following have been identified as potential users of the new MUGA facility:</p> <ul style="list-style-type: none"> Watlington Town Football Club Basketball Club Netball Club Keep Fit Groups Walking Football Club Go Active Group Youth Club

	Icknield Community College Watlington Primary School Young People's Groups (Scouts & Guides) Free play for all ages.
Have you considered how your project will benefit vulnerable & disadvantaged residents?	The MUGA is primarily a sporting facility however, it will be available for use by all community groups thus, catering for a very wide range of needs. It has been designed to allow access either in an informal manner (free play use during daylight hours) or, for more formal sporting/recreational activity, through book sessions during both daytime and in the evenings. No individual or groups will be excluded from using it and the design will ensure that it is easily accessed by people of all ages and physical abilities.
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	<p>Watlington Parish Council (WPC) declared a climate emergency in 2019 as follows:</p> <p>That Council agree to:</p> <ul style="list-style-type: none"> a) Join Councils, such as Bristol, Brighton and Oxford, in declaring a Climate Emergency; Call on Oxfordshire County Council, South Oxfordshire District Council and Westminster to provide the powers and resources to make local action on climate change easier; b) Work with other local authority organisations such as OALC (Oxfordshire Association of Local Councils) and appropriate government departments (both within the UK and internationally) to determine and implement best practice methods to limit global warming to less than 1.5°C above pre-industrial levels. c) Recommend to Full Council within six months the actions the Council could take to address this emergency <p>WPC has adopted a Climate Action Plan which sets out the actions that the Council will take, over the period until 2050, to reduce the Parish's carbon footprint to net zero.</p>
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	<p>There will be an annual maintenance cost of approximately £650. The industry standard for one hour of maintenance for every 10 hours of use.</p> <p>There will also be an electricity cost for the use of the floodlighting. This will be covered through the hirer charges for use of the floodlighting.</p> <p>The recommended life of the playing surface is 10 years therefore, there will be a cost to replace the surface at that point. The Parish Council will create a sinking fund to cover either the full or partial cost of the replacement depending on eventual amount required. It is hoped that any shortfall would be covered by either local authority grants or funding from other national bodies.</p>
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	<p>The Parish Council has financial commitments in terms of three staff, running and maintenance of parish buildings, real estate, business rates and town infrastructure.</p> <p>These outgoings are covered through the precept from SODC. Funding for projects identified in the Parish Strategic Plan to enhance the facilities for, and well-being of, the community will be funded through CIL receipts and applications for local authority, government and other grants. Watlington Parish Council has an ambitious programme of major infrastructure projects to be completed in the next five years as the town grows through the completion of housing developments totalling 500 properties.</p>
Project theme – outcomes	
What difference will your project make in your community?	<p>The provision of a new all-weather, floodlit and accessible MUGA will greatly enhance the sporting facilities provided by the Parish Council. The present facility is no longer fit for purpose and is not flexible enough to cater for a wide variety of sports and activities. It is restricted to daylight use only and its surface (macadam) is not a safe surface for sport. Therefore, the objective of the Council is to provide a facility that meets the requirements of the widest possible cross-section of the community. This includes established sports clubs, fitness providers, youth groups, senior citizen groups and individuals. The Council is keen that new activities, for those who do not presently participate in sport or fitness, will thrive.</p>

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	Activities aimed at the older section of the community and those less able to play sport will be encouraged. For example, walking football, rugby and hockey. Also, outdoor group fitness classes for all ages to improve fitness levels and wellbeing. The measure of success will be the amount of use and the popularity of the facility, throughout the year, across an expanded number of user groups and activities.
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	Watlington Parish Council has worked closely, and consulted with, the local established sports clubs, youth groups and senior citizen groups in order to design a facility that meets as wide a set of requirements as possible. The Council has set up a project board that includes council members and residents. This board will oversee the project.

Sonning Common Parish Council	Ref	SCAP21- 22/55
Lighting the MUGA and pathway at Memorial Park		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 8,500		

Total project cost	£112,732	SCAP grant requested	£56,366
Organisation's contribution	£56,366	Total other funding applied for but not yet secured	£0
Other secured funding	£0		
Funding still needed for the project	£56,366	Organisation's latest bank balance £407,832.25	

Previous community grants awarded:

CUE25k£\300 – Baskerville Road Play Area £13,571 (2008)
 CUE15k£\1240 - Skatepark project £13,957 (2014)
 SCap/70 – Landscaping skatepark and village bins £12,493 (2015)
 SCap16/24 – Kitchen upgrade £7,849 (2016)
 CGS20-21/137 - Memorial Hall Field equipment and furnishings £5,500 (2021)
 SCap18-19\32 - Lea Road Park resurfacing £18,629 (2020)
 SCap18-19\78 - Village Hall Flat Roof Replacement and Insulation £13,444 (2020)
 SEAG\29 - Sonning Common Foodbank Supplies and Running Costs £5,000 (2021)

Scoring

Community need, inclusion and consultation The project moderately improves the capacity of Sonning Common's Memorial Park by installing lighting for their Multi Use Games Area (MUGA) and pathways, enabling the facility to be used by the public and community groups in the evening. Substantial consultation has been carried out with villagers via focus groups with local organisations and a residents Sporting and Recreation Needs survey. It is also included in their neighbourhood plan.	Score	4/6
Community benefit The addition of lighting will ensure the park and its sporting facilities are available for anyone from Sonning Common and surrounding villages to use safely in the dark. Sonning Common Parish Council has consulted with numerous sports, youth and social clubs to encourage participation in project delivery. The project will also benefit a greater number of residents when compared to other projects in the same category.	Score	6/6
Action on Climate Emergency The organisation has implemented multiple or regular minor events, activities or services that contribute to the Climate Emergency. The parish council has voted to support the Climate and Ecological Emergency Private Members Bill. They do not currently have a climate plan or strategy but have formed a working party to create one. They have given examples of Climate Emergency related activities, including sustainability criteria in tendering for the play area and plastic free marketing campaigns.	Score	4/6
Financial sustainability Sonning Common Parish Council is funding the remaining 50 per cent from their own funds which have been secured from parish council funds, CIL and S106 funds earmarked for Memorial Park. Should they only receive a partial grant	Score	4/6

from the council, they have stated that they will cover the balance themselves, at the expense of other projects at the Park (not specified) but cannot fund the whole amount. They have budgeted for ongoing costs and have a sinking fund. Although the organisation is making a 50 per cent contribution, officers have removed two points as their bank account is healthy, suggesting they could make a greater contribution or fund the project themselves.		
Themed criteria for chosen corporate plan priority Lighting for the MUGA and pathways at Memorial Park will expand use of the facilities into the evening, therefore promoting social wellbeing. It will increase usage throughout the winter months, and allow the parish council to collect more hire fees to improve the financial sustainability of the site. There are good examples of partnership working regarding project delivery.	Score	4/6

Officer Comments:**Financial and project management plans**

The parish council's plans are sufficient and planning permission has been granted to install the new lighting for Memorial Park which is located within the Chilterns AONB. The organisation states that their contribution is based on the available reserves earmarked for Memorial Park, and any further contribution beyond the 50 per cent already allocated will be at the expense of other projects.

Demand for services and other similar facilities

This project is potentially reaching the greatest number of indirect beneficiaries of all the projects submitted for the 2022 funding round. Improvements to the Memorial Park were included in the 2016 Neighbourhood Plan, and confirmed by an independent Nortoft 'Open Space, Sport and Recreation' Report. The organisation explains that other multiuse facilities, which may serve the needs of Sonning Common and its rural neighbours, cannot be reached by public transport.

Internal Consultation

Leisure: The project should ensure that low cost hire of the MUGA is balanced with also allowing some informal community use in the evenings.

Project completion within timeframe

With no further funding to be secured, the project could begin 2 May 2022 and complete by 17 June 2022.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS The project has scored enough points to be a high priority project, therefore officers recommend funding the full grant as requested.	Total score	22/30
	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	<p>The development of Memorial Park as a sport and recreation ground came forward under the Sonning Common Neighbourhood Plan, which was adopted in 2016. This application seeks funding to provide lighting at Memorial Park, which is required to provide a safe and welcoming space, allowing residents the freedom to exercise at their own pace at a time which suits them.</p> <p>The proposed lighting is way-faring and access lighting, which will illuminate the running/walking/cycling pathway around the site, plus lighting for the multi-use games area (MUGA). The lighting is important for all users; particularly for the feeling of safety for elderly and lone users and practically for those with disabilities and mobility/visual impairments. We know that our community is in favour of lighting because 81% of respondents to the Sports and Recreation Needs Survey (commissioned in April 2021) wished to have lighting installed on the pathway and MUGA. 668 residents completed the survey.</p> <p>The Parish Council is aware of the fact that Memorial Park is located within the Chilterns AONB and is taking all reasonable steps to minimise the impact of lighting in this sensitive area while at the same time ensuring that the site is safe and practical for users and the lighting scheme is sustainable for the future.</p> <p>The need for this kind of facility has become even more critical with Covid 19 impacting isolation, loss of confidence, decrease in fitness levels and giving rise to mental health issues. This has been especially felt in our close-knit rural community and observed by our Health Centre. We are aware that as our community grows with extra housing, it lacks the facilities to serve the growing population. The importance of this new recreational space has become a key focus to aid well being, togetherness and confidence post pandemic.</p>
Where will the project take place?	Sonning Common (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	<p>This project creates an opportunity to offer the use of a new recreation ground at hours to suit our residents, who have multiple needs and requirements. A lit community publicly open sports facility is something which does not currently exist in Sonning Common.</p> <p>A sport and recreation facility deficit in Sonning Common was identified by South Oxfordshire District Council and further confirmed by the independent Nortoft Report. A facility mix cannot be reached by public transport which serves the needs of our community and its rural neighbours. The implementation of the site, including the MUGA and accessible pathway meets sports and activity needs of residents and creates a central place for all ages to meet, socialise and get active. This is vital to the well-being and cohesion of our community, particularly since the onset of the Covid 19 pandemic. The wide pathway around the site is constructed of tarmac to ensure accessibility and a sturdy footing. Lighting will assist with way finding around the site for those with visual impairment and will allow users to feel safe after dark.</p> <p>The lighting meets the need of varying user groups: lone users, young people, the elderly, people with disabilities and visual/mobility impairments. Lighting at Memorial Park will increase participation and provide new activity opportunities for all residents. It will help residents feel safe and encourage community participation.</p>
What new activities will take place because of this project?	<p>The lighting of the MUGA and the pathway will create opportunities for exercise during the evenings which would not be possible for many users otherwise. The MUGA lighting will make the site more desirable to community sports groups to use and create opportunities for groups to use the facility in the evening over the winter months. We have already received enquiries from local football teams. Lone users, the elderly and residents with mobility/visual impairments will be able to use the site with confidence in the evenings and will feel safe in doing so.</p> <p>The ethos of the park is to create a space where residents can exercise for free and to provide a space for local clubs and groups to offer reasonably priced group exercise. Young families can make use of the free play area, organised sports, MUGA and grassed plateau, and we envisage the field as a place where children can learn to ride bikes on the perimeter pathway. The elderly will benefit from the perimeter pathway, organised activities and social opportunities. Teenagers will make use of the MUGA, pathway and plateau. We have recently linked with Florence House home for children with learning disabilities and are working with</p>

	<p>them to ensure they make best use of the facility. Lighting the park will enable these new activities to take place in the evenings rather than being restricted to daylight only.</p>
How do you know there is a need for your project?	<p>An initial consultation with villagers regarding Memorial Park took place in 2018 via focus groups with representatives from scouting, schools, youth club, charity groups etc, this was followed by an exhibition of ideas for the facility. These ideas were drawn together as part of a Business Feasibility Plan completed by LDN Consulting (leading consultants for sports). This plan formed the basis of the project and a further survey of residents was conducted in April 2021 to investigate updated requirements of the site. 81% of the survey respondents wanted the MUGA and pathway to be lit.</p> <p>The Memorial Park project has been driven by a working party which is made up of over seven residents and Councillors, this group has been key to the success of the project to date. We have also involved other community groups such as FISH, Maiden Erlegh Chiltern Edge School, Sonning Common Health Centre, Health Walks, Sonning Common Youth Club, Florence House and the Green Gym. 420 saplings from the Woodland Trust were recently planted by volunteers. We also consulted with Active Oxfordshire who said 'We know that way-finding lighting, or a lack of it is a real barrier to participation. Without lighting a facility is no longer a public facility for six months of the year after school. Outdoor activity space after dark is more and more important as we lose indoor activity space'. Directional lighting is also strongly supported by Sport England. Altitude Lighting Specialists say: 'The success of a public open space is not just down to location or design. What matters is whether people will use it. This is where lighting plays a crucial role. Open spaces thrive, if people feel safe using them.'</p> <p>The creation of Memorial Park has been a community effort and this will continue as the facility is developed.</p>
Community benefit	
Who will benefit from your project?	<p>Many local clubs and groups will benefit from this project, particularly those who do not currently have an outside space for evening activities, such as Sonning Common Youth Club. Lighting ensures the park and its amenities are accessible for all and that the facilities can open for longer hours, thus creating more activity opportunities. To date we have consulted with FISH, Maiden Erlegh Chiltern Edge School, Sonning Common Youth Club, Rotherfield Football Club, Kidmore End Football Club, Brownies, Scouts, Cubs, Florence House Children's Home, Active Leaders, Walking Netball and Walking Football, Sonning Common Health Walks, and Sonning Common Health Centre with the prospect of social prescribing at the park in the future. The local football clubs have already enquired with regard to using the MUGA in the winter months, however these possible hires for the community depend on lighting being available.</p> <p>Lighting at the park and MUGA provides an outside space for Sonning Common Youth Club to use all year round, which is currently even more necessary due to Covid 19. The Youth Club has recently linked with Reading Football Club and the coaches would like to use the MUGA for outside sessions. This would be preferable (and more cost effective than) being confined to the sports hall at Maiden Erlegh Chiltern Edge, which the Youth Club currently pays a nightly hire fee for.</p>
Have you considered how your project will benefit vulnerable & disadvantaged residents?	<p>Memorial Park will combat loneliness, anti-social behaviour, decreased fitness levels and rural isolation issues. The site will cater for 8500 inhabitants of Sonning Common and surrounding areas. Villages neighbouring Sonning Common (Peppard, Stoke Row, Checkendon, Kidmore End, Tokers Green) also do not have such facilities within reach. Memorial Park will offer community cohesion as an active destination for the area - the lighting will extend the hours that the park can be used and thus help to improve mental health, well-being, fitness and activity levels for many users including the elderly, disabled and those with mental health illnesses.</p> <p>The park will offer multiple activity opportunities which are free (walking/running/cycling track, use of the MUGA, play area and grassed area) and it is anticipated that sports providers will offer low-cost activities on the site, such as children's football classes from Kidmore End FC who have already enquired about the use of the MUGA over the winter months.</p> <p>Following the success of the youth club holiday camp, Sonning Common Parish Council wish to continue to offer free/low-cost activities in school holidays for all local children, including those who are economically disadvantaged. Lighting could also help to increase this offering in to the evenings and will provide an outside space for our youth club to use in the winter months.</p> <p>In July 2020, Sonning Common Health Centre reported that 7% of Sonning Common's population over 18 is obese, approx 4% are on the diabetes register</p>

	and 5% have reported symptoms of depression over the last five years. These figures had increased since 2017 and we feel confident to say that since the Covid 19 pandemic these figures will have increased again. We want to combat this trend by providing a safe space to exercise for all members of the community.
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	<p>Sonning Common Parish Council recently voted to support the Climate and Ecological Emergency (CEE) Private Members Bill.</p> <p>A working party has been formed by Councillor Vicky Boorman to create an environmental strategy for the council and we continue to work towards Sonning Common becoming a plastic free community. The Council are currently looking to create a walking route from the village to our allotments and a cycle path from the village to Emmer Green/Reading. The planned village centre improvements look to reduce the amount of cars in the village centre.</p> <p>We are working with Maiden Erlegh Chiltern Edge pupils with regard to sustainability of the Memorial Park and are looking forward to receiving their proposals soon.</p> <p>Memorial Park is designed for residents to arrive on foot or bike and driving to the site will be discouraged.</p> <p>Kompan were recently chosen as the supplier for our new play area at Memorial Park as they offer excellent sustainability with little waste and use recycled materials and FSC approved timber. Sustainability was a key criteria in the tender selection.</p> <p>The lighting in this application has been subject to a Lighting Impact Assessment to minimise impact on the site, wildlife and residents. It has been designed with energy efficiency in mind, including intelligent switching systems, which respond to user movement around the site. The wayfaring lighting is at a dim level until a user approaches it. The use of timers has been implemented to the MUGA to ensure lighting is not used for longer than necessary. Cherwell District Council say 'Lighting of walkways and running routes can be done at a lower level to reduce light pollution and still enable people to be active in the winter'- this is exactly what this lighting project will enable.</p>
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	<p>Sonning Common Parish Council has a budget for the maintenance of Memorial Park, of which some will be allocated to lighting repairs and maintenance as necessary. It is anticipated that the lighting will not require substantial maintenance once installed.</p> <p>There are three main areas of on-going costs:</p> <ul style="list-style-type: none"> Health and safety checks Maintenance and repairs Replacement bulbs <p>We are in the process of obtaining quotations for these elements, but we anticipate some may fall within the manufacturers' warranty (eg repairs, replacement bulbs).</p> <p>Replacement/renewal costs for the whole lighting system will be accounted for via long term budgeting and sinking funds for the project.</p>
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	<p>Sonning Common Parish Council has a budget based on the precept which includes all normal and standard operating costs. We also hold some earmarked reserves set aside for specific village projects and improvements. Our contribution to this lighting project will come from those earmarked reserves, (which are not adequate to fund the whole Memorial Park project). Please note that without the lighting we will not be able to let the MUGA for most of the year, therefore reducing our income. The Parish Council will fund the remainder after any grant is received from SODC, but if this is more than 50% of the amount required then it will be at the expense of other projects.</p>
Project theme – outcomes	
What difference will your project make in your community?	<p>This project will make a difference to the community of Sonning Common and surrounding villages in that the sport and activity provision at Memorial Park will be extended to include evenings and early mornings, rather than being restricted to day light only.</p> <p>Use of the park will be monitored once it is opened and Sonning Common Parish Council will record how many visitors the facility attracts and at what times of the day. The use of the MUGA will be enhanced by the lighting provision; community sports groups and teams will be able to use it into the evenings during the winter months and these bookings will be tracked and monitored.</p>

	<p>In the current Covid 19 pandemic it is more important than ever to provide our residents with outdoor sports and well being opportunities. Many activities will be available for free to serve the need of the whole community which includes those who are disadvantaged, disabled or isolated. We know that the local food bank currently supports 35 local families and the FISH bus supports many lonely elderly folk. Memorial Park seeks to engage all residents by offering a friendly activity, sports and social hub for the village and surrounding area which offers free and reasonably priced activities for all.</p>
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	<p>Sonning Common Parish Council has partnered with many community organisations on this project. Maiden Erlegh Chiltern Edge have been involved in ensuring provision at the site is not duplicated at the school and students have been working on sustainability options. We have consulted with Sonning Common Health Centre and continue to explore 'social prescribing' options. Scouts, Guides, Brownies and the Youth Club have been involved in discussions regarding the final provision of indoor and outdoor space at the site. The Green Gym recently planted 420 saplings on the site which were obtained from the Woodland Trust. Local families with children who have special needs were consulted and helped to design the new play area. Florence House Children's home are currently working with the council to fundraise for a friendship bench at the new play area and will be involved in future play provision at the park.</p> <p>The Memorial Park Working party is made up of residents and Councillors who have given much time and effort to see this project become a reality.</p>

Millstream Day centre	Ref	SCAP21- 22/61
Benson Millstream Centre Extension and Refurbishment		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 500		

Total project cost	£124,424	SCAP grant requested	£29,678
Organisation's contribution	£84,746	Total other funding applied for but not yet secured	£0
Other secured funding	£10,000		
Funding still needed for the project	£29,678	Organisation's latest bank balance £312,951 (£258,951 as evidenced from bank statements)	

Previous community grants awarded:

CU15k£\822 – Access project £11,096 (2011)
 SC17-18/59 - Kitchen Refurbishment £17,950 (2017)
 CGS19-20/50 - Centre Refurbishment £1,000 (2019)
 CGSBC1\7 - Kitchen Waste Disposal Unit £500 (2019)
 SCCG/70 - Way Forward phase 1 £1,000 (2019)
 SEAG/15 - Covid response project £4,400 (2020)
 CGS20-21/82 - Dining Room Refurnishing £300 (2021)
 CGS21-22/41 - Millstream Refurnishing £1,000 (2021)

Scoring

Community need, inclusion and consultation The project will extend and refurbish the day centre and lounge to create a larger social space, enabling more activities to take place for clients, and allowing for wider community use. The project has given full consideration to all users, particularly those who are elderly, disabled or mobility impaired, and those with dementia. Their development plan includes consultation with partners, the wider community, existing members and staff/volunteers.	Score	6/6
Community benefit The project will increase the day centre's capacity to support vulnerable residents, and encourage greater use by its regular members and external groups i.e. local GPs, local dementia support group, Age UK (amongst others) who use the facility for meetings, classes etc.	Score	6/6
Action on Climate Emergency The organisation has given some consideration into possible actions that address the Climate Emergency, with limited evidence of any actions undertaken. The organisation will be implementing activities that contribute to the Climate Emergency such as replacing all lightbulbs with energy efficient ones, as part of its refurbishment plans.	Score	1/6
Financial sustainability Millstream has secured all the other funding needed for the project. They have a contingency plan should they only receive a partial grant from the council, which includes looking for funding elsewhere and reviewing overall costs to work within the funds available. A successful capital grant bid will complete the funding of the building works. They've also budgeted for the ongoing costs	Score	5/6

through the additional income received from venue hire, but not eventual replacements.		
Themed criteria for chosen corporate plan priority Millstream Day Centre supports vulnerable people and helps to reduce social isolation. They have provided a clear response that addresses how a capital grant will provide better, measurable outcomes to the community. Good examples of partnership working and collaboration.	Score	4/6

Officer Comments:**Financial and project management plans**

Millstream is relying on a professional estimate for the project costs, and have considered how these costs will increase in line with inflation. They have already secured 77 per cent of the funding required. SODC Councillor Community Grants have provided some support for the wider project, including design costs and furniture which are not included in the total project costs presented here.

Demand for services and other similar facilities

The Centre currently has 40 vulnerable adults who attend regular sessions and a further six who are supported by the At Home service. There has been a 25 per cent increase in customer numbers since the pandemic and Oxford Brookes Projecting Older People Population Information (POPPI) data indicates a 30 per cent increase in +75 population in the local area by 2030 before housing growth has been factored in.

Internal Consultation

Equalities: Bi-folding doors will need to be easy to open for people with dexterity issues or those in wheelchairs, or help provided, and all new doors leading to the garden should not require a step down.

Project completion within timeframe

If funding is in place, the estimated start date is 1 September 2022 and completion will be by 31 October 2022. If awarded over £25,000, they will have 12 months to start the work and 24 months to complete the project.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	22/30
The project has scored enough points to be a high priority project, therefore officers recommend funding the full grant as requested.		
Officers recommend funding is conditional on flush access from all new doors leading into the garden and confirmation that the bi-folding doors are accessible, or help can be provided.	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	Benson Millstream Centre is now 35 years old. Thanks to support from the Council the kitchen went through a major refurbishment three years ago. The rest of the Centre now has, what has been described as an institutional feel which needs addressing. More importantly the current dining area can seat 32 diners and regularly operates close to capacity, however the lounge area seats only half that number. This constrains the Centre's aim to provide an activities programme for its customers and the opportunity for members to sit and chat, combatting loneliness being one of the Centre's key objectives. Trustees currently have a capacity issue to address before the predicted 30% increase in the areas +75 population and local housing growth is factored in.
Where will the project take place?	Benson (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	<p>The Centre has 40 vulnerable adults who attend regular sessions at the Centre and a further six who are supported by the @Home service. On a daily basis we support 25% more customers than we did before "lockdown". Oxford Brookes POPPI data indicates a 30% increase in +75 population in local area by 2030 before housing growth factored in.</p> <p>During the pandemic 200 households in the Centres catchment area made contact requesting help - note High Sheriff award. Whilst it is hoped that the need to repeat Lockdown activities won't be required space was at a premium for volunteers preparing food parcels etc during that period.</p> <p>Additional space will facilitate wider community use. See letter of support from adjoining GP surgery, which is looking to use facilities we offer for Patients Panel events, Rehab classes etc.</p> <p>Our Customer Needs Assessment shows that increasing levels of support are required with over 40% of our customers displaying cognitive issues and 50% requiring some form of walking aid (which require additional manoeuvring space).</p> <p>Centre currently seats 32 in dining space but only half of those can be accommodated in lounge restricting access to activities.</p>
What new activities will take place because of this project?	<p>Research for Centre development plan revealed locals thought the Centre had a "tired, institutional" feel. The project will address what is making the facility for individuals/community groups currently off putting</p> <p>Amongst these Community Groups is a local Dementia support group which is hoping to use facilities once a week. Having identified increasing number of existing customers with "cognitive" issues this is something Trustees are keen to support.</p> <p>Additional space will enable a greater range of activities to be carried out, notably larger groups for seated exercise.</p> <p>Larger lounge will facilitate use of local GP surgery, struggling to cope with local housing growth, for rehabilitation classes etc.</p>
How do you know there is a need for your project?	<p>Insufficient capacity in lounge area for existing customers which restricts access to activities. 32 seated for meals only 16 in lounge.</p> <p>Discussions with local stakeholders during preparation of development plan - notably local GP's</p> <p>Oxford Brookes POPPI data which shows 30% increase in our potential client group by 2030, before local housing growth impacts.</p> <p>Difficulties experienced operating Centre as it is currently configured with insufficient space for increased number of walking aids, insufficient storage for those aids and generally (no storage for dining furniture to be cleared so that Centre can be used more flexibly)</p>
Community benefit	

Who will benefit from your project?	<p>The main beneficiaries of this project will be the Centre Users, but these hours can also provide respite for their carers and give volunteers a feeling of self worth. We have 40 customers who regularly attend the Centre in addition to a growing number of local residents who use the @Home service.</p> <p>The local GP's patients panel already meet in the Centre and it is planned that the expanded Centre will be used for Rehabilitation Classes, Welfare clinics and the like once complete.</p> <p>Discussions are at an advanced stage with a local dementia support group who are hoping to use the Centre on a weekly basis.</p> <p>A range of Community groups already use the Centre, notably Evergreens, Age UK, RBL, U3A, Trefoil and it is envisaged that the larger, refurbished Centre will be attractive to a wider group of users.</p>
Have you considered how your project will benefit vulnerable & disadvantaged residents?	<p>The Charities primary aim is to support the older residents of the area although during lockdown a much wider section of society was supported.</p> <p>So the elderly will certainly benefit, extended the use to the GP's Surgery will facilitate support to individuals with disabilities and impairments.</p> <p>The dementia group will certainly be supporting residents with cognitive impairments.</p> <p>It is envisaged that facilities will be hired out to the GP's and Care group but at below commercial rates. Trustees have a duty to cover costs but recognise that this use will help the charities target group, i.e elderly whilst ensuring that an important community asset is well used.</p>
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	<p>Building will be completed to latest energy saving standards. This will include taking the opportunity to replace all light fittings with energy efficient models.</p> <p>Alongside project smart meters will be installed.</p> <p>Roof design allows for maximum natural lighting reducing need for electric lighting.</p> <p>Local provision for day care reduces need to travel for support.</p> <p>Local provision drawing people to High Street helps maintain village economy.</p> <p>Locally purchased goods for Centre, volunteers increase footfall on High Street.</p>
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	<p>Ongoing revenue implications shouldn't be significant, gas and electricity will increase marginally as we have a larger lounge but some of that cost will be offset by new flooring which will require less cleaning. Current carpet tiles get stained by spillages which require specialist cleaning three or four times per year. That cost will be removed in future.</p> <p>The larger, more modern facility should attract additional hire income from community groups and specifically from adjoining GP surgery (for rehab classes) and Daybreak (Dementia Care Group).</p>
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	<p>Thanks to three recent donations Trustees currently expect to break even this year. Next year the closure of the Centre will put the Centre into deficit. A forward plan quantifying this was part of the supporting paperwork attached to a recent Revenue Grant bid.</p> <p>As detailed in the "refurbishment costing" document at £3000 of the Renewal Funds identified in Centre Management Accounts needs to be retained for a boiler replacement (which may co-incide with the Centre refurbishment, but not part of this project).</p> <p>In addition Trustees maintain a contingency sum to cover unforeseen events. Prior to Covid lockdown the sum held was based on a risk based approach having identified risks such as fundraising failure, grants from parish councils not forthcoming, staff sickness etc. Whilst financially the Centre came through Lockdown "in tact" a pandemic and the government response did not feature.</p>

	Moving forward Trustees are taking a more pragmatic approach and aiming to hold a min of three months gross operating costs in Contingency (£120,000).
Project theme – outcomes	
What difference will your project make in your community?	<p>Trustees objective, as defined in the "Way Forward" development plan is to support customers to live independently for as long as they safely can.</p> <p>This is delivered by ensuring they are provided with nourishing freshly prepared meals (addressing concerns of malnourishment amongst elderly), they have appropriately stimulating activities (seated exercise designed to reduce falls) and good company (addressing loneliness and isolation).</p> <p>Success is difficult to quantify but numbers attending the Centre are monitored and feedback from the Liaison Committee (which includes local councillors and representatives of GP Patient Panel) and the Centres Listening Group will be important indicators.</p> <p>Number of external hires will measure wider community benefit.</p>
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	<p>Whilst the concept of an extension to the Centre has been discussed for many years the current initiative came from the production of the Way Forward plan. This was constructed following consultation with customers, staff, local councillors, Age UK, local GP's etc.</p> <p>As mentioned in previous sections use by GP's and the local dementia support group are important parts of ensuring full utilisation of this community asset.</p> <p>Councillors at all three tiers of local government have been involved in, and provided funds for, getting to this stage of the project.</p> <p>The Centre is on a long lease from our landlords SOHA who have been consulted on plans, have helped with identifying potential builders and pledged funds for re-furnishing the Centre.</p>

Holton Village Hall	Ref	SCAP21- 22/74
Sound System and Hearing Loop system for Village Hall		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 300		

Total project cost	£7,028	SCAP grant requested	£3,000
Organisation's contribution	£3,528	Total other funding applied for but not yet secured	£0
Other secured funding	£500		
Funding still needed for the project	£3,000	Organisation's latest bank balance £34,912.67 (£16,837 as evidenced from bank statements)	

Previous community grants awarded:

CU25k£\234 – Extension to storage facility £7,359 (2018)
CGSFHH\3 - Film projector and stand £742 (2017)

Scoring

Community need, inclusion and consultation The project moderately improves a substantial community facility by installing a hearing loop and sound system. Some consultation has taken place with existing users.	Score	4/6
Community benefit The organisation has demonstrated how this project will help the village hall to become more inclusive and accessible for all users, particularly those with a hearing impairment.	Score	6/6
Action on Climate Emergency The organisation has implemented multiple or regular minor events, activities or services that contribute to the Climate Emergency. An energy audit was carried out in 2013 and actions were taken to address all issues raised. There is no evidence that the organisation has continued to carry out climate actions as a routine part of their workplan. No evidence of a climate action policy/statement was submitted.	Score	3/6
Financial sustainability They have secured all the other funding needed for the project and have some contingency funding should their application be unsuccessful or partially successful. Ongoing costs will be covered by the village hall maintenance programme.	Score	5/6
Themed criteria for chosen corporate plan priority Holton village hall is a facility that encourages culture and leisure, with the installation of a hearing loop and sound system to promote increased usage and improved social wellbeing.	Score	3/6

Officer Comments:

Financial and project management plans

The village hall's plans are sufficient for installing a new sound system. The organisation seems reliant on grant success from SODC and has not applied for any other external funding. They do have £15,000 in a contingency fund for major capital expenditure but £12,000 of this is ear-marked for replacing the hall floor.

Demand for services and other similar facilities

Although the number of residents benefiting from the project is not high compared to other projects in the same category, the hall provides the only venue in the village for activities and meetings. The applicant has demonstrated support from external clubs/organisations that use the facility.

Internal Consultation

No S106 funds available.

Equalities – This project will enable increased access for hearing impaired users of the hall.

Project completion within timeframe

With no further funding to be secured, the project can begin 1 May 2022 and complete by 30 June 2022.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS The project has scored enough points to be a high priority project, therefore officers recommend funding the full grant as requested.	Total score 21/30	
Recommended Grant		Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	The sound system will consist of a wall mounted rack unit into which the components will be securely mounted. Contained within will be a Yamaha 8 input stereo mixer amplifier, hearing loop amplifier, Bluetooth receiver, twin channel professional radio microphone receiver with two hand mics and charger. External to the rack will be three powerful wall mounted loudspeakers plus a small wall mounted subwoofer near the rack to provide additional bass for cinema or background music. Fixing of all cabling and hearing loop system.
Where will the project take place?	Holton (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	Existing speakers are out of date and improvements need to be made to accommodate our regular Film Nights which are popular with all ages in the village. The Hearing Loop system will enable more inclusion of the elderly and others with hearing issues who will be encouraged to join in with village activities. Simpler modern sound system will be easier for everyone to access both regular hall events and hirers of the hall.
How do you know there is a need for your project?	The improvements and introduction of a modern sound and hearing loop system will enhance our activities and could encourage more use of the hall from a wider audience and improve the services provided by the Village Hall. We have received requests from users who are hard of hearing to provide for their needs.
Community benefit	
Who will benefit from your project?	Film Club, Brownies, Children's Parties, WI, Garden Groups, Dementia Active group, Church group, Parish Council Meetings and Village Meetings. Holton Players a local amateur dramatic group who put on two plays a year in the hall, The hall is hired out for weddings, christenings, wakes and numerous social parties and occasions throughout the year. The Hall provides the only venue in the village for village activities and meetings.
Have you considered how your project will benefit vulnerable & disadvantaged residents?	The Hearing Loop system will benefit the elderly and any with hearing impairments. The upgrades in the sound system will enable the hall to host village social events with improvements in connecting with all ages and abilities.
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	The main hall ceiling has been replaced with improved insulation to the maximum depth. An Energy Audit was undertaken in 2013 and all the issues raised have been put in place. Replaced wooden windows with Double glazed units and replacement well insulated doors and fire doors. Radiator valves, boiler timing system, low energy lights.
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	Ongoing costs will be covered in the village hall maintenance programme.
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	The village hall has a reserve of £12,000 set aside to cover annual running costs in case of an abnormal situation where normal revenue streams cease, and £15,000 in a contingency fund for major capital expenditure. For example, we are anticipating having to replace the hall floor in the next couple of years at an estimated cost of £12,000.
Project theme – outcomes	
What difference will your project make in your community?	Inclusion for those with issues relating to loss of hearing - the hearing loop system will provide a means for all to take advantage of village hall events. A modern improved sound system will be easier to use and provide a professional amplification system for the hall users. Encourage a higher uptake of clubs and activities in the hall and it is hoped will encourage more users.
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this	The Village Hall Management Committee work with the village and is the main organiser of village events such as: Summer Party using the hall and the adjoining Village Orchard space, St Bartholomew's Church in Holton uses the village hall for social gatherings after Christmas Carol concerts and for the Harvest Supper, Quiz Nights and regular open evenings for the village. The Guides and Brownies use

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project.	the hall and adjoining orchard for their summer meetings, Bridge Club meet once a week, Table tennis on two nights of the week and a religious group meet on the Sunday weekly. All the above and the WI, Yoga groups and other hirers are all enthusiastically behind this opportunity to provide an up to date sound and hearing loop system.
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SOFEA	Ref	SCAP21- 22/82
Installation of training kitchen		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 3,258 (250 direct/3,008 indirect beneficiaries)		

Total project cost	£111,270 (adjusted to £99,661 to include only corresponding quotes)	SCAP grant requested	£24,000
Organisation's contribution	£0	Total other funding applied for but not yet secured	£200,800
Other secured funding	£0		
Funding still needed for the project	£111,270	Organisation's latest bank balance £216,821.92	

Previous community grants awarded:

NHBA\10 - Get to Work' training programme £4,000 (2015)
 VC1R\62- New refrigeration unit £5,000 (2017)
 VNHB\2 - Futures Placed £8,000 (2017)
 CGS19-20/108- SOFEA education and training electives £5,400 (2020)
 CGS20-21/117 - SOFEA Community Larder £5,215 (2021)
 CGS20-21/246 - Second Didcot Community Larder £4,700 (2021)
 SEAG\37 - South Oxfordshire Community Larders - powered by SOFEA £4,850 (2020)
 TGS\100043 - Transporting increased quantities of food for vulnerable communities across South Oxfordshire £15,000 (2021)
 TGS\100058 - Minibus to transport vulnerable children and young people £5,478 (2021)
 VTGS\100013 Transporting increased quantities of food for vulnerable communities across the Vale of White Horse £15,000 (2021)
 SRev\41 – four-year Revenue funding £105,000 (2017-2022)

Scoring

Community need, inclusion and consultation The project will provide a new facility for the community by creating a 390sq.ft commercial kitchen to further the education, training and skills development of vulnerable young people. This is part of SOFEA's Nourish & Flourish project which will work to tackle obesity and reduce risks of associated chronic ill health and has been developed alongside local GPs and Good Food Oxfordshire.	Score	4/6
Community benefit The project will have a significant impact on the health and wellbeing of disadvantaged young people through the provision of work, study and wellbeing programmes. The commercial kitchen to enable learners and trainees to develop new skills and gain qualifications suitable for the catering and hospitality sector. There are also plans to cook and distribute at least 100 meals each day for local groups supporting vulnerable people in the community.	Score	4/6
Action on Climate Emergency SOFEA has implemented multiple Climate Emergency related activities as routine activities within the organisation's workplan, including environmentally friendly adaptations as part of their current site redevelopment, such as air-source heat pumps and LED lighting, in addition to their wider work of reducing and redistributing food waste through community larders and foodbanks. They plan to source electric vans and introduce photovoltaic arrays onto their warehouse roof. They have a draft sustainability policy for the organisation,	Score	6/6

once approved will actively engage all staff.		
Financial sustainability They've applied for all the other funding needed but have yet to secure any funds to support the development of the commercial kitchen. The organisation has not explained how they will budget for the ongoing costs or how they'll fund eventual replacements.	Score	1/6
Themed criteria for chosen corporate plan priority This project promotes quality employment through training opportunities that could provide future opportunities for disadvantaged young people. One of SOFEA's anticipated outcomes is that graduates of the programme will be offered work experience to progress into apprenticeships and full-time employment within the catering and hospitality sector. Key partnerships include Good Food Oxfordshire, and Didcot Primary Care Network.	Score	5/6

Officer Comments:**Financial and project management plans**

The organisation has yet to secure any funding for this project, which means the project could be in jeopardy if the additional funds are not found. Total funding applied for from all sources is £200,800 against an overall project cost of £111,270. Please note, the total project cost in this application has been reduced from £111,270 to £99,661 to match with presented quotes, in line with the scheme's criteria. Revenue funding related to this project has also been requested from the SODC Revenue Grant scheme, to help expansion of SOFEA's nutrition outreach work in schools and in the wider community. The commercial kitchen, as presented in this application, will be used to train staff and community volunteers.

Demand for services and other similar facilities

SOFEA's kitchen will be fitted with equipment typically used in commercial kitchens, engaging learners and trainees who have been excluded from local schools and colleges. Direct beneficiaries include 50 learners and 200 trainees. Indirect beneficiaries from the wider Nourish & Flourish programme includes 1,574 year-5 pupils in 52 schools across South Oxfordshire, 434 Community Larder members from Berinsfield, Didcot and Thame Larders and an estimated 1,000 diabetic patients referred by Didcot Primary Care Network into SOFEA's social prescribing and Nourish & Flourish programmes.

Internal Consultation

No S106 funds available.

Equalities: Ensure that the dimensions of the kitchen permit wheelchair access, including a minimum turning radius and doorway width, with easily accessible worktops that are lower than standard, or Rise and Fall units which can offer multiple heights for use by people with a range of needs. The organisation may need to consider the depth of the sink and taps, making it easy for people of a range of dexterities to be able to use them. Improving the contrasts within a stainless steel kitchen would be useful for those with a visual impairment. Emergency exits out of the building should be at pavement level or have ramps.

Project completion within timeframe

They are anticipating a project start date of May 2022 and completion within one month. However, officers have concerns that £111,270 needs to be raised to meet their timeframe. Should the project be awarded a grant, the scheme's policy would allow 12 months for SOFEA to complete the project.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	20/30
The project has scored enough points to be a medium priority project, however, officers have concerns about the project's financial viability given how much money the organisation still needs to raise to complete the project within the next 12 months.		
However, if the panel are minded to fund the project based on further evidence of secured funding, officers would wish to seek clarification on the difference between learners and trainees, and how dependant the capital and revenue components of the wider Nourish and Flourish project are on each other. Furthermore, officers would need to understand how the community impact of the whole project may be affected by any funding shortfall if they are unable to undertake the whole project. Officers recommend funding is also conditional on taking account of BS8300-2 2018, 19.1 kitchen areas, to ensure that	Recommended Grant	Amount to be confirmed at the panel meeting

disabled children/volunteers can take part in the project. Discussions to take place with the Council's equalities officer to agree elements that can be incorporated into the design.		
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Applicant responses	
Details of the project	<p>SOFEA's redevelopment includes 6,000 sq.ft of adaptable learning spaces, a workshop, gym, technology suite and a 390sq.ft commercial kitchen, increasing the education, training and skills development for more young people.</p> <p>An ex-Cookery School Director at Le Manoir au Quat' Saisons, has designed and specified a commercial kitchen, enabling learners and trainees to develop new skills and creative talents, gain qualifications and build personal credentials suitable for the catering and hospitality sector.</p> <p>We will also offer a cookery school at Trident Park, targeting members of the Community Larders, VCS partners and others through local community groups, supporting people who have never been taught to cook healthy and nutritious meals.</p> <p>The grant will help fund steel furniture, cookers, equipment and utensils for the kitchen and cookery school.</p> <p>Many vulnerable people experience isolation, loneliness and financial pressures often relying on cheap, processed meals or takeaways. Such "poverty" diets are high in fat, sugar and salt, leading to increased risks of obesity, diabetes and heart disease.</p> <p>Our social prescribing link workers refer patients from GPs to our Nutritional Therapist who will provide cookery lessons, under the "Nourish & Flourish" banner, at SOFEA and in community settings to tackle obesity and reduce risks of associated chronic ill health.</p> <p>Such lessons will increase the interest in home cooking and increase demand for the varied nutritious food from our increasing number of Larders and VCS partners.</p> <p>We will film the cookery classes, including young trainees and local people. Videos will be seen through the primary care network, our own social media channels (including YouTube) and other partner platforms. These high-quality master classes could be made available through SODC and Garden Town media channels, sharing the knowledge and information for a wider audience across the district.</p>
Where will the project take place?	Didcot (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	<p>The funding will help pay for the creation of a 390 sq.ft commercial training kitchen. Whilst Abingdon and Witney College offers a domestic cookery course, it is not designed for commercial catering. Our kitchen will be fitted with equipment typically used in commercial kitchens. Our professional kitchen will be led by an ex-Manoir chef and Director of its cookery school who will guide and train our learners and trainees, supporting them to build their interest in the opportunities of working in the catering and hospitality sector, helping them develop new skills and creative talents, gain qualifications and build their personal credentials.</p> <p>Notably, most of our Learners and Trainees have been excluded from local schools and colleges. As such, SOFEA's programmes are unique in offering both practical and emotional support for our vulnerable young people. Without SOFEA's support, our young people are likely to be long-term NEET, resulting in a life of poor qualifications, insecure and low paid work as well as higher than average risk of criminality and poor health and wellbeing.</p> <p>Whilst the initial production capacity will be determined by the capability and availability of our own young trainees as assistants, the chef plans to initially cook and distribute at least 100 meals each day, many to be distributed to local groups supporting those experiencing isolation and loneliness, as well as poor physical and mental health.</p>
What new activities will take place because of this project?	<p>SOFEA supports 50 vulnerable learners and around 200 trainees each year at its Didcot site – most of whom have been excluded from formal education and experienced childhood adversities. We expect every young person to be involved in the kitchen programme at different times. For those showing aptitude or applying for specific training.</p> <p>Our cookery school will host up to 21 workstations, targeting members of the Community Larders, VCS partners and local community groups.</p> <p>In light of increasing rates of obesity (particularly of children in primary and</p>

	<p>secondary schools) and Type 2 Diabetes across all age groups, the doctors of the Didcot Primary Care Network have asked SOFEA to extend its current Social Prescribing contract to include advice about diet and nutrition, linked to weight management and general health. Our social prescribing link workers will refer patients from GPs to our Nutritional Therapist who will also give cookery lessons at SOFEA and in community settings to tackle obesity, reducing risks of associated chronic ill health.</p> <p>Having specified portable induction hobs for the cookery school, we will also offer cooking courses in schools and in community venues for vulnerable people experiencing isolation, loneliness and financial pressures. Whilst “poverty diets” contain high levels of fat, sugar and salt, we will use community-led social events to improve awareness of healthy diets and nutrition. In turn, this will lead to lower risks of obesity, diabetes and heart disease.</p>
How do you know there is a need for your project?	<p>Since the start of the Covid pandemic, many jobs across catering and hospitality were lost and the sector is now struggling to recruit experienced staff in order to restart businesses of all types. With Oxfordshire's historical hospitality sector, the project consultant has noted a growing demand for local, younger skilled staff.</p> <p>The national obesity epidemic is evident in Didcot and across the district. Our GPs have asked SOFEA to lead a diet and nutrition programme that we call “Nourish & Flourish”. This programme will include practical lessons in developing cooking skills and budgeting.</p> <p>Members of the Community Larders have been asked about other wraparound services that would help them deal with the financial, social and health pressures. Whilst SOFEA is involved with redistributing food, the Larders have been identified as ideal communal settings to teach people about cooking. Our Little Larder Club will also engage children in basic cooking skills and education about diet and nutrition.</p> <p>The Nourish & Flourish programme is modelled on an evidence-based programme from Fleetwood in Lancashire, targeting year five pupils in aspects of diet, nutrition and cooking.</p> <p>Whilst the programme will be delivered in schools across the district, we will use the kitchen and the portable equipment to train staff and community volunteers. We are working with Good Food Oxfordshire on this initiative.</p>
Community benefit	
Who will benefit from your project?	<p>Direct beneficiaries</p> <ul style="list-style-type: none"> • 50 Learners • 200 Trainees <p>Indirect beneficiaries</p> <ul style="list-style-type: none"> • 1,574 Nourish & Flourish participants – 1,574 year-five pupils in 52 schools across South Oxfordshire. • 434 Community Larder members – Combined membership of the Berinsfield, Didcot and Thame Larders – 200 individual members and 78 families (with average of three people). • 1,000 – Estimated number of diabetic patients referred by Didcot Primary Care Network into SOFEA's social prescribing and Nourish & Flourish programmes.
Have you considered how your project will benefit vulnerable & disadvantaged residents?	<p>SOFEA's first strategic objective is: “The relief of poverty and need in particular by the provision of food”. Our intentions are to ensure that greater numbers of individuals and families receive appropriate quantities of nutritious food, emotional support and additional wrap-around services, helping them to maintain their physical health and mental wellbeing whilst managing their finances.</p> <p>SOFEA's kitchen programme will open new training and employment opportunities for disadvantaged young people who are at significant risk of becoming long-term NEET and falling into a life of poor qualifications, low skills, insecure work or unemployment. Arriving as passive recipients of the work, study and wellbeing programmes, our young people soon grow in confidence, competence and capability to become active contributors, helping to deliver our range of Purpose Projects.</p> <p>SOFEA's Community Larders are located in communities identified in the lower quartiles of the Indices of Multiple Deprivation – typically with families experiencing</p>

	<p>financial hardship, children on free school meals, high rates of isolation and loneliness, poor physical and mental health. Further data including the IDACI (Income Deprivation Affecting Children Index) and IDAOPI (Income Deprivation Affecting Older People Index) highlight particular communities in which the rates of poverty affect people of all ages. By seeding and supporting such community initiatives, SOFEA is able to work with partners to meet the wider needs of people living in disadvantage.</p> <p>Over the next six months, we plan to open three more Community Larders – in Didcot (Great Western Park), Henley and Wallingford. This will increase membership of the South Oxfordshire venues by 300.</p>
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	<p>Environmentally friendly adaptations</p> <p>As part of our current site redevelopment, which will be completed by the end of December 2021, SOFEA is installing air-source heat pumps to regulate the temperature in the new space as well as LED lighting to replace the existing halogen sets. We are also installing thermally efficient insulation to ensure that the generated heat remains inside the buildings and avoids unnecessary production of carbon-sourced heat.</p> <p>Furthermore, our landlord has agreed in principle to the installation of photovoltaic arrays on the warehouse roofs in order to reduce the need to draw electricity from the national grid. Having installed three new walk-in chillers and freezers in our adjacent food warehouse, we are keen to reduce our energy bills. Our desire to embrace renewable energy sources meets our commitment to the One Planet Living agenda as well as the wider focus of FareShare UK to reduce the impacts of food waste.</p> <p>SOFEA has applied for funding from FareShare UK to purchase two new electric vans for food deliveries.</p> <p>Our increased capacity to redistribute greater volumes of food, which would otherwise go to waste and landfill, combined with innovative heating and cooling systems as well as low energy lighting all combine to significantly reduce our overall carbon footprint.</p> <p>In line with our collective commitment to climate action, we have created a Sustainable Policy which is currently being reviewed by the Senior Executive Group. Once the content is approved, the policy content will be presented to all staff. The opportunities for personal action will be discussed within small work groups and encouraged across the whole staff.</p>
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	<p>Operational costs</p> <p>The ongoing operational costs are for consultancy by an executive chef who was contracted and paid to design the kitchen and source the furniture and equipment, he has negotiated trade discounts on our behalf. We anticipate his costs gradually increasing as the training programme, cookery school and opportunities to cater for local community groups and businesses develop. Other training staff, including SOFEA's Nutritional Therapist, are already accounted for in our budgets and will not incur additional costs due to the kitchen programme.</p> <p>Capital costs</p> <p>The entire kitchen programme has been costed as three specific phases: kitchen furniture and fit out (£17,948); kitchen equipment (£80,181); cookery school (£1,533).</p> <p>Once the furniture is installed, we will begin to prioritise the large equipment according to the training needs and catering opportunities.</p> <p>Along with the anticipated progressive growth of the cookery school, we will purchase the tabletop induction cookers and utensils for the cookery school in line with the secured funding. All equipment is planned to be purchased using funds secured specifically for the programme.</p> <p>The accompanying funding plan shows five other significant trusts and foundations with whom we have discussed our capital costs and the training kitchen more specifically. These five funders represent a current collective application of £200,800.</p>

	<p>Our ongoing relationship with Magnox (part of the Nuclear Decommissioning Authority), TNLCF and FareShare UK lead us to feel confident about the likelihood of funding from these sources. J Sainsbury was introduced to us via FareShare UK and our application was invited by their team.</p>
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	<p>Reserve Policy SOFEA recognises the need for a Reserve Policy to ensure the stability of the mission, programmes, employment, and ongoing operations of the organisation. The Reserve is intended to provide an internal source of funds for situations such as one-time unbudgeted expenses, unanticipated loss or delays in funding or uninsured losses. The Reserve may also be used for one-time, non-recurring expenses that will build long term capacity, such as investment in infrastructure or staff development. The Reserve Policy will be implemented in conjunction with the other governance and financial policies of SOFEA and is intended to support the strategies and goals contained these related policies.</p> <p>Definitions and Goals: The Reserve Fund is defined as a designated fund set aside by action of the Board of Trustees. SOFEA aims to hold a designated amount as Reserve, sufficient to maintain ongoing operations and programmes such that should the need arise the organisation can survive the most likely 'shocks' to its operations and in the worst case scenario close solvently. The amount designated for this purpose is set at £225,000.</p> <p>The current bank balance is less than the agreed designated reserve.</p>
Project theme – outcomes	
What difference will your project make in your community?	<p>As the regional centre for FareShare UK, SOFEA ensures that people living in areas of deprivation, experiencing food insecurity and food poverty, are supported with supplies of high-quality nutritious food within safe and trusted community venues. Whilst the financial savings can be spent on additional food, clothes and household bills, the consumption of fresh food (including fruit and vegetables) helps to improve people's general health and wellbeing.</p> <p>The new kitchen programme provides new training and employment opportunities for disadvantaged young people. We expect to see many graduates offered work experience and progressing into apprenticeships and full-time employment within the catering and hospitality sector. These previously dependent young people will take positive steps into lives of financial independence, stability and improved future opportunities.</p> <p>By further supporting SOFEA's Community Larders, the kitchen programme and its cookery school will positively support vulnerable communities into better diets, nutrition, health and wellbeing. Our continued work with the Primary Care Network would expect to see a positive impact for people identified as pre-diabetic as well as reduced need for long-term care of diabetic patients who will be better able and more willing to manage their condition through improved diet and lifestyle guidance.</p> <p>Whilst the Larders will continue to identify and support communities in areas of multiple deprivation, their positive impact will help to alleviate financial hardship, reduce isolation and loneliness whilst improving physical and mental health.</p>
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	<p>Key partnerships include:</p> <ul style="list-style-type: none"> - chef and ex-Director of the cookery school at Le Manoir Aux Quat' Saisons. - Community Larder partners – The Berin Centre (Berinsfield), The Marlborough Club (Didcot) and Christchurch (Thame). Each Larder is run and managed by community teams such as local residents' associations and church groups. - Good Food Oxfordshire – trained volunteers helping to increase the number of cookery classes to be delivered in schools and community venues. - Didcot Primary Care Network (PCN) – contracting SOFEA to support pre-diabetic and diabetic patients with diet and nutrition advice as well as referrals through our social prescribing link workers to the cookery school and community classes.

Wheatley Parochial Church Council	Ref	SCAP21- 22/64
Revival at St Mary's		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 500		

Total project cost	£623,160	SCAP grant requested	£75,000
Organisation's contribution	£323,842	Total other funding applied for but not yet secured	£184,318
Other secured funding	£40,000		
Funding still needed for the project	£259,318	Organisation's latest bank balance £265,228 (£314,884 as evidenced from bank statements)	

Previous community grants awarded:

CGS19-20/10 - Revival at St Mary's £4,000 (2019)

Scoring

Community need, inclusion and consultation The project significantly improves the capacity of St Mary's Parochial Church by adapting the interior to greatly increase its use as a hireable venue for the whole community. Consultation has been carried out with the community/other stakeholders.	Score	5/6
Community benefit The project will provide a facility that's available to anyone to access, not just church members, and includes a full accessibility audit. Examples of interested groups/activities pledging to use this space include: an organisation for children and young people with autism and learning disabilities, a table top cricket tournament for people with disabilities, a dementia group, a mindfulness course and a series of talks around palliative care and mental health.	Score	6/6
Action on Climate Emergency The organisation is using 100 per cent carbon offset electricity which is scored as a single activity that contributes to the Climate Emergency. An energy audit of the church was commissioned, and investment committed as part of the development plans to LED lighting and further works but these have yet to be delivered. A gas fired boiler will be installed as part of the project as alternative technologies are considered not feasible. They have identified a 100% carbon offset gas supplier and the church aims to be carbon neutral.	Score	2/6
Financial sustainability St Mary's have applied for all the funding needed and have already secured 58 per cent of the balance. They have not planned for contingency funding, should some of their applications be unsuccessful or partially successful, but have presented different scenarios for completing the project against different budgets depending on funds raised. They have considered how they will fund ongoing costs from future hire fees or contributions from church members.	Score	3/6
Themed criteria for chosen corporate plan priority Refurbishment of a community building such as St Mary's improves social isolation. The applicant has described some examples of partnership working to support project development and community engagement at the initial planning stage. This has not been scored against the Action on the Climate Emergency priority, however, whilst acknowledging the difficulties of working within the	Score	3/6

confines of an old building, officers wish to note some concerns around the scope of this project in the current Climate Emergency.		
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Officer Comments:

Financial and project management plans

Detailed financial plans have been provided which present different scenarios for achieving their large funding target. Currently, 58 per cent of the budget has been raised, with further contingencies in place to allow St Mary's to begin work should further funding not become available. The fundraising plan does not identify how much has been requested from each of the other funders, nor when the likely decision dates will be. Officers would need to understand how the different funding scenarios will impact on their plans for wider community use if they don't achieve their overall target.

Demand for services and other similar facilities

Currently, St Mary's Church is the biggest venue in the village for gatherings of 200 people. St Mary's has sought statements of intent from community groups wishing to use the space in the future, but it is uncertain if these will translate into regular bookings and how the pandemic might have impacted potential use of the venue. Officers would be interested to know if work has been done to establish how many bookings a week would be needed to become profitable and when breakeven might be achieved?

Internal Consultation

No S106 funds available.

Equalities: Ensure the access ramp will have the minimum gradient required for wheelchair users.

Project completion within timeframe

Estimated start date of September 2022 with completion September 2023. Timescales also depend on funding received and contingency planning allows for flexibility with different phases of the project to be completed at a later date should it be required. Should the project be awarded over £25,000, the scheme's policy would allow 12 months for St Mary's to raise the remaining funds and start work, and 24 months to complete the project.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	19/30
The project has scored enough points to be a medium priority project, however, officers have significant concerns about the project's financial viability given how much money the organisation still needs to raise to start the project within the next 12 months. Officers also raise the issue of how appropriate the scope of the project is in the current climate emergency.		
Should the panel still be minded to fund the project, officers recommend funding is also conditional on the access ramp having the minimum gradient required for wheelchair users	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	<p>This project is about adapting to changing needs. St Mary's Church is a beautiful building located at the heart of the village. It is used quite sparingly for acts of worship and infrequently for secular activities, despite a growing demand for a large flexible space that would be suitable for a variety of secular activities. Most of the interior of the church is dominated by a rigid configuration of heavy pews which can be moved but only with great effort. The heating system is very poor, and seriously inadequate in mid-winter. The lighting is dim and uninviting and the kitchen and toilet facilities are rudimentary.</p> <p>So, our mission is to adapt the interior to greatly increase the flexibility of use and throw open wide our doors to respond to the needs of the whole community.</p> <p>The proposed building modifications are:</p> <ul style="list-style-type: none"> • under-floor heating beneath a new floor, supplemented by cost-effective electric radiant heaters. • An upgrade of the lighting. • Heavy pews replaced by stackable chairs. • A new kitchen and additional toilet facilities. • A new small meetings room. <p>Community benefit has been addressed from an early stage in the planning with a commissioned survey of community needs, followed by wide consultation with interested parties in the village.</p> <p>By addressing the genuine needs of minority groups, whether elderly or disabled and by providing much needed space for community activities, St Mary's aims to become a centre for social care at the heart of the village.</p> <p>Our website provides a convenient overview of the project: https://www.revivalatstmarys.org</p>
Where will the project take place?	Wheatley (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	<p>This project aims to convert a poorly lit, poorly heated space, well-appointed for a church service but of little use for any other activity without great effort, into a warm, well-lit, welcoming space that is of immediate use to the whole community for a wide range of activities. St Mary's Church potentially can provide a flexible 14 by 13 metre area positioned at the heart of the village, which can be created without compromising the architectural heritage qualities of the building. The renovation includes the following new features:</p> <p>Installation of under-floor heating and a new floor High quality lighting An improved Sound System Film/ Video Projection Internet A well-equipped kitchen with cooker, fridge, washing machine, washing, serving and storage facilities. Adequate toilet facilities for male, female, baby changing and the disabled. A private meetings room for small gatherings.</p> <p>Heavy wooden pews will be replaced by light, stackable chairs.</p> <p>In the near future, Wheatley can expect a significant increase in new homes (500 in the recent Oxford Brookes development Plan) and the availability of a public space to help communities to knit together will be even more important. Currently, St Mary's Church is by far the biggest venue in the village, so for gatherings of 200 or more there is no conflict or overlap with any other existing facility. At present St Mary's Church is under-used for much of the week, although, since the launch of our revival project, it is now always open during daylight hours.</p>
What new activities will take place because of this project?	<p>There are existing activities that occur despite logistical difficulties (moving heavy furniture), discomfort (cold) and inconvenience (inadequate toilet and kitchen facilities). These will be expected to thrive in a building that is, warm, light and easily adapted for the need in hand. The prospect of the new arrangements has also attracted great interest from users who need a warm, light, large, open space. For example, art exhibitions, plays and conferences, which have occurred in the past after major furniture upheaval, will now proceed with ease. New</p>

	<p>ventures that are detailed below include dancing, yoga, table tennis and disability games, all of which appreciate the wonderful open space that is revealed once the pews are removed.</p> <p>It is intended to extend an existing (pre-pandemic) weekly café facility which will be manned at limited times, depending on the availability of voluntary helpers. It is hoped that the atmosphere achieved will be relaxed and 'unchurchy'. The intention is to provide somewhere where the burden of loneliness might be temporarily relieved, mostly but not exclusively for the elderly.</p>
How do you know there is a need for your project?	<p>In 2018, we commissioned a major survey by Leap Discover (Discover Consulting Ltd). Leap Discover describe themselves as a market research tool to help identify the often-hidden needs of the residents within the church's sphere of influence and to explore the church's desire to respond to these needs. We were presented with a forty-page report in November of that year, based on a survey of the target population in the area surrounding the church, which in the view of our consultants was more than adequately sampled. The results of the survey are predictably wide ranging, but do highlight loneliness and disability as major issues that need to be addressed. It is encouraging that this was then reflected in the letters of intent that we subsequently obtained. Letters of intent from groups or individuals were elicited simply by exhaustive networking around the village.</p>
Community benefit	
Who will benefit from your project?	<p>Numbers of people who would benefit: The most recent census gives the population of Wheatley as 4125. This will increase dramatically in the near future as a further 500 houses are planned. The figure of 500 is 10% of the population. Many of the activities will draw in people from a much wider area, so this figure is likely to be a very conservative estimate.</p> <p>21 letters of intent from groups or individuals were elicited simply by exhaustive networking around the village. They fall naturally into three groups:</p> <p>Mental and Physical Wellbeing and Disability Mindfulness, Palliative care, Endeavour Academy, John Watson Community Special School, Disability cricket, Dementia care, Hypnotherapy, Yoga Social Community Activity Table tennis, Dance, Art Exhibitions, Amateur Dramatics, Wheatley Singers, Wheatley Scouts, Wheatley Society, Music therapy. Church Activity include church social events, Christian mission events. Strong emphasis on collaboration with Churches of other denominations.</p> <p>Schools Wheatley Primary School have well-developed links for Christian education but have also expressed a strong interest in using the church for other educational purposes. The Church is a key stopping point on the recently launched Wheatley Heritage Trail and a warm, well-appointed church is the ideal venue for pre- or post-trail discussions.</p> <p>Endeavour Academy, an educational, residential and respite provision for children and young people with Autism and Learning Disabilities, is keen to make use of the building and benefit from other activities, including exploring the Heritage Trail.</p> <p>John Watson Community Special School has also expressed a strong interest in enhanced community engagement it has been suggested that their students might work alongside other groups such the elderly.</p>
Have you considered how your project will benefit vulnerable & disadvantaged residents?	<p>The survey of local needs indicated that loneliness, disability and an aging population were key local social issues.</p> <p>Dr Guy has commented that the demographic of Wheatley with a large number of people who are retired, or approaching retirement age means that end of life issues are especially pertinent. She would like to hold a series of workshops, "Caring For Life, Preparing for Death". She adds that the new space at St Mary's would be ideal, large enough for a big group but with room for smaller groups to talk in greater privacy. Mental wellbeing can be improved by Mindfulness.</p> <p>Professor Williams, Emeritus Professor of Clinical Psychology at the University of Oxford and Director of the Oxford Mindfulness Centre, has proposed plans to develop St Mary's into a hub of mindfulness.</p> <p>Recently in a unique partnership, Oxfordshire Cricket and St Mary's Church Wheatley have collaborated to host the Lords Taverners sponsored Oxfordshire Disability Table Cricket Final on the 23rd of January 2020. Table cricket is an</p>

	<p>adapted version of cricket, designed to give young people with a disability the chance to compete. Over 100 children and young adults with physical and learning difficulties took part in this event. There is a strong desire by both parties to develop this use of our facilities further and it will be vastly easier to organise in a renovated building.</p> <p>The Wheatley Good Neighbour Scheme is another new initiative in which St Mary's plays a major role which will greatly benefit from a renovated building.</p> <p>The proposed design takes full account of issues of physical access to the building for the disabled.</p>
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	<p>Our architects were instructed to investigate all options with the aim of designing a renovated building that was as close to carbon neutral in its energy requirements as is practically possible. As always, there are conflicts between carbon neutrality, cost, aesthetics and efficiency. More detailed explanations of some of what is summarised can be found in the M&E Feasibility Report.</p> <p>Ground Source heat pump: This option was rejected because the only available ground is a graveyard.</p> <p>Air source heat pump (ASHP): The use of ASHP technology is currently being seriously considered, although the location of any external ASHP plant would be very difficult to conceal discreetly. Also ASHP technology is inefficient when used in conjunction with radiators and fan convectors, and there is the likelihood that an upgrade in incoming electrical supply would be needed should ASHP technology be used.</p> <p>Solar Photovoltaic (PV) Panels: This option has been discounted because the south facing roof is extensively shaded and the visual impact of the installations is unlikely to be acceptable.</p> <p>All lighting will be LED to ensure more light with less energy usage.</p> <p>The proposed main source of heating will be a new full condensing gas fired boiler plant. We will ensure that we choose a supplier of 100% carbon offset gas.</p> <p>We are currently using 100% carbon free electricity (Ecotricity) and will continue to do so.</p> <p>Insulation: A conflict has to be faced between keeping the project cost within reasonable bounds and installing the ideal insulation of windows and roof. Currently the roof is in good condition and there is a reluctance to dismantle it, since there are problems associated with insulating from the inside.</p> <p>It is intended that roof and window insulation should be the major items of a later phase of work.</p>
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	<p>We believe that the church building has enormous potential to be of much greater value to the whole local community. We anticipate that in 10 years' time, use of the building will have grown to the extent that it will be generally considered to be invaluable. That is the time when realistic booking fees could be raised to cover both immediate expenses and long-term maintenance of fabric. In the short term, the cost of building maintenance is effectively covered by financial support from the church members.</p> <p>The new heating and lighting systems will be vastly more efficient and so cheaper to run than the current ones, but the increased usage will inevitably result in an increase in the cost of heating, lighting and cleaning. We intend to rely on an extension of our current practice of asking a hirer to make a realistic donation for the additional expenses resulting from their usage of the building. This is in line with the practice of another meetings facility in the village.</p> <p>A major expense, which we hope to avoid, is the necessity to employ a part-time or even full-time administrator or online booking manager to oversee bookings. This is usually necessary if a hall is to be used for parties, wedding receptions etc. It is the common experience of village hall managers we have consulted that such booking applications need to be carefully filtered and activities monitored and this takes more time than can be expected from a volunteer church helper. In the short term, we are assuming that our bookings will come from the 30 or more interested local organisations with whom we can develop a long-term, trusting relationship and who would be receptive to requests for a donation to cover expenses.</p>
Please give us detail of any existing financial commitments that affect	<p>Fundraising activities on behalf of the project operate separately from day-to-day running of the Parish and operate in separate bank accounts. The Following accounts hold funds on behalf of the project.</p>

how much you can contribute to this project?	<p>1. Wheatley Parochial Church Council Project 2020 2. A 'Millennium Building Account' 3. Coventry Building Society 4. Bath Building Society 5. Skipton Building Society</p> <p>Total balance on these accounts is £265,228 Additionally, with promised grants, pledges and expected Gift Aid, the project funding is £373,842. Costs to date: £70,246 (architects, consultants and planning applications). Drawn from the 'Millennium Building Account' and from the Project Account. Most future costs will result from building work.</p>
Project theme – outcomes	
What difference will your project make in your community?	<p>The need for venues where communities can meet and interact has been amply demonstrated during the pandemic. The joy when people could meet again as restrictions were lifted was palpable.,The Clerk to Wheatley Parish Council, has written) "Wheatley Parish Council wholeheartedly supports the development of St Mary's Church as a community and social space for the use by the many organisations active in our village and wider community. These organisations actively engage with and encourage participation across all age ranges and interests, but some activities are seriously limited by the lack of large flexible space that would be offered by this project."</p> <p>By addressing the genuine needs of groups, whether elderly or disabled and by providing much needed space for community activities, St Mary's will become a centre for social care at the heart of the village. For example, the Wheatley Good Neighbour Scheme, under the Oxfordshire Volunteer Link-up scheme targets and addresses social needs of local residents.</p> <p>In September 2021, we held a clubs and society fair in the Church having, with effort, removed the heavy pews, to give the village a taste of how useful the space might be in the future. 30 organisations had stalls exhibiting their various attractions and enthusiasmsand many reported a more than usual interest in volunteering. Over 300 people attended. Along with the 20 existing expressions of specific local interest, this event provides evidence that the building will be much in demand once it is renovated.</p> <p>This project is not just about a building. It is about what a church building ought to be and be doing in the midst of a community. Our aim is to use the building as a focus for the development of networks.</p>
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	<p>Creating networks:</p> <p>In January 2021, St Mary's Church instigated a meeting with representatives from the Parish Council, the Community Emergency Foodbank, other local Churches, the Primary and Senior Schools, Age UK, the Surgery, Wheatley Support Group and the Howe Trust. The aim was to determine whether the efforts of these various bodies could be better coordinated. The meeting resulted in the formation of a committee of members of the Parish Council, St Mary's Church, the Community Church and the Wheatley Support Group which is affiliated to the Good Neighbour Scheme and Volunteer Linkup Oxfordshire, who have organised our DBS checks, insurance and have provided a small start-up grant. A Wellbeing sector was established within the Parish Council, attended by two members of the new committee. Organisations that input information and advice to the committee include:</p> <ul style="list-style-type: none"> • Wheatley Good Neighbour Scheme - focused on the lonely and vulnerable; communicates need via links with the Surgery and co-ordinates volunteers. • Morland House NHS Surgery – regular contact regarding loneliness and those in need. • Food Bank • Primary School – has formal links with St Mary's and is developing work with Full Circle Charity to enable old and young people to work together. • Wheatley Area Churches – There are strong links between the different religious denominations within the village, jointly organising events in the village and regularly informing each other of their community work, so that effort is not duplicated. • Wheatley Care (Drivers to the Surgery and Hospitals) - mutual sharing of information regarding vulnerable parishioners and potential drivers. <p>The renovated building would become a hub for the scheme with the space to enable a range of aid organisations to advertise and perform their activities, to meet and plan.</p>

Chinnor RFC - Thame	Ref	SCAP21- 22/77
Clubhouse Extension		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 275		

Total project cost	£175,387	SCAP grant requested	£74,887
Organisation's contribution	£10,500	Total other funding applied for but not yet secured	£0
Other secured funding	£ 90,000 *S106 contributions to be applied for		
Funding still needed for the project	£74,887	Organisation's latest bank balance £182,021.11	

Previous community grants awarded:

CO15k£\1313 - Changing facilities and community area extension £100,000 awarded/£45,790 paid (2014)

Scoring

Community need, inclusion and consultation The project moderately extends a community facility by constructing a single storey extension to the existing clubhouse building. It will provide bigger changing accommodation and an additional access corridor together with extended first floor viewing terrace and an additional external escape stair. Consultation has been carried out within the club.	Score	4/6
Community benefit A single sports club will benefit, facilitating more games of rugby to be played and more spectators to watch the main playing field. More girls/womens' teams will also be accommodated by the larger changing facilities. The total number of beneficiaries is lower when compared to other projects in the same category.	Score	1/6
Action on Climate Emergency The organisation has implemented multiple Climate Emergency related projects as a routine part of the organisation's workplan, e.g, tree planting, upgrading lighting to LED, installing a borehole to irrigate pitches, waste reduction etc. They have submitted a sustainability/climate plan showing a high-level commitment by the organisation to addressing the climate emergency including forward plans for the organisation.	Score	6/6
Financial sustainability They have secured all the other funding needed for the project via their own fundraising and S106 funding. However, they do not have a contingency plan should their application be unsuccessful or partially successful. They have budgeted for the ongoing costs and have a general idea how they will fund replacements.	Score	5/6
Themed criteria for chosen corporate plan priority This project expands Chinnor RFC's changing facilities to encourage increased participation in the sport and promote social wellbeing. They have a Community (outreach) Team working with schools and collaborate with Town Council, and The Thame and Oxfordshire County Agricultural Association.	Score	3/6
Officer Comments:		

Financial and project management plans

The organisation has attached plans for all elements of the project. Having secured over 50 per cent of their total project cost via Club fundraising and S106, they are nevertheless reliant on this Capital funding application as there is no evidence of contingency funding. Chinnor RFC was awarded £100,000 in 2014 towards phase one of the Club's planned extension, however, they only claimed £45,790 as did not complete the full works as applied for. This is money that could have funded other projects.

Demand for services and other similar facilities

This project will primarily enable the club to increase the number of residents who use the facility to play rugby. The current changing rooms are at capacity, and are now a priority because of the addition of a girls rugby section in 2019.

Internal Consultation

The remaining S106 contribution to be drawn down under Rugby Club facilities (Chinnor RFC) is £91,697.71. An application has not yet been submitted, but funds are considered secured subject to approval via ICMD.

Equalities – Officers note that the club does not currently offer disabled/SEN rugby, but could do in the future. It is disappointing that the extension does not allow for the creation of an accessible toilet, though the applicant is looking to provide this at a later stage. The Club should ensure the egress from the additional corridor and 1st floor viewing platform is accessible and safe for disabled spectators.

Project completion within timeframe

Estimated start date of works is May 2022 and end date is September 2022 which is possible if all the funding is confirmed by April 2022. Should the project be awarded over £25,000, the scheme's policy would allow 12 months for Chinnor RFC to raise the remaining funds and start work, and 24 months to complete the project.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	19/30
The project has scored enough points to be a medium priority project, however, officers note that an award at this level will leave Chinnor RFC with some funding still to raise before being able to start the project.		
If the panel are minded to award, officers recommend funding is conditional on there being an accessible toilet as part of the project, and egress from 1 st floor and corridor.	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	<p>The project consists of a single storey extension to the existing clubhouse building. It will provide extended changing accommodation and an additional access corridor together with extended first floor viewing terrace and an additional external escape stair. There will be associated alterations to services, including photovoltaic (PV) panels on the roof as well as the construction of new soakaway and some external paving works.</p> <p>The existing clubhouse was built in the early 1980s, then extended in 1995. In 2015, the front of the clubhouse was marginally extended in order to install a new staircase and a platform lift to make the building accessible to all.</p> <p>This project extends the original part of the building towards the main pitch by 2.5m and the primary aim is to provide changing rooms suitable for all. A number of other objectives are achieved (forming a medical / first aid room, providing safe egress, improving external areas, providing a separate shower for match officials) by making a number of internal alterations and making good use of both existing and new space.</p> <p>The construction is straightforward with insulated brick and block walls, widened openings and a combination of re-used and new timber benching. The 'roof' of the modest extension will be load bearing and become a viewing terrace with railings and an escape stair.</p> <p>The PV installation will comprise of 24 panels and generate up to 9kW of electricity. It will be fully integrated into the clubhouse electrical system, enabling electric heating to be used in the extension rather than using existing gas-powered central heating.</p> <p>The scope of the extension has been professionally designed and widely consulted within the club. This project has been part of the club's facilities plan for several years and the need has increased such that it is now the club's main priority.</p>
Where will the project take place?	Thame (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	<p>The extended changing rooms will be used by all the amateur teams, including the men's seniors (Falcons, Wildboys & Outlaws), women's seniors (Kites), the girls' youth teams (U18s, U15s and U13s) and the boys' youth teams (Colts, U16, U15, U14 and U13). These 12 teams will play 20+ players each match, from their squads of up to 30 players each. By not needing to allocate two small changing rooms to each team, the extended changing rooms will facilitate more games of rugby to be played.</p> <p>The newly formed first aid room will be used by the volunteer first aiders at the club. It will be used both as a treatment / holding room, as a base and as a stock room for first aid supplies.</p> <p>The newly formed corridor, including the means of escape door, is a compliance issue and will result in two directions of escape from all ground floor rooms.</p> <p>The viewing terrace is an addition to the clubhouse and will enable more spectators to watch matches on the main pitch. An additional office is provided and this will free up space to facilitate the creation of a DDA WC on the ground floor at a later stage.</p>
What new activities will take place because of this project?	<p>The new activities that this project will enable are that Girls' & Women's rugby can be played at the club. The cohort of players has grown from seven youth players at the start of the 2019/20 season to 60 youth players and 25 adult female players registered with the club at the start of December 2021. This has added to the number of teams using the existing small changing rooms. By being able to only allocate one extended changing per team (rather than two small changing rooms) more games of rugby will be able to be played at the club.</p> <p>It is not fair to suggest that Girls and Women are not playing rugby matches as every effort is being made to ensure that they can play, but the scale of additional</p>

	<p>participation that will be achieved by improving changing facilities will be in the order of 20 players every Saturday and 60 players every Sunday. As the club continues to attract new players, this number is likely to rise.</p> <p>Furthermore, with Covid now likely to be present for some time, larger spaces - with opening windows and decent circulation corridors - will help reduce transmission of the virus and still enable the spaces to be useful even if limits on numbers of players accessing them at any given time is introduced. The addition of the means of escape door at the end of the extended corridor will enable doors to be left open to maximise ventilation as needed.</p>
How do you know there is a need for your project?	<p>The need has arguably been present since the original part of the clubhouse was built in the 1980s. The changing rooms, though an improvement on the previous facilities (in Towersey), were small by today's standards. It was all that the club could afford at the time.</p> <p>When the clubhouse was extended in 1995, two larger changing rooms were built and the smaller ones were frequently allocated two to a team. In the early 2000s, youth rugby grew in popularity, influenced in part by England's success in the 2003 Rugby World Cup. As youth teams increased in number (and each team now typically has 30 players) the changing rooms across the club were at capacity.</p> <p>The scope of the project was first conceived in 2013 and included as part of wider development plans for the clubhouse at the time. These plans were consulted with Thame Town Council as well as the club's membership. They were granted planning consent and a fundraising campaign then ensued. This resulted in sufficient funds being raised to enable an extension to the front of the club to be completed in 2015.</p> <p>The changing rooms continued to be a capacity issue and in 2019, this was brought to a head when the club started a Girls Rugby section. This has provided a further three youth teams for the club and participation of 60 female players.</p> <p>Further consultation with the members followed as well as briefing Thame Town Council. The changing room expansion project had become a priority for the club again. Covid got in the way in 2020, but since then detailed plans have been developed. The fact that the clubhouse extension project was back on track was briefed to the membership at the 2021 AGM.</p>
Community benefit	
Who will benefit from your project?	<p>There will be four groups of residents who will benefit from the extended and improved facilities. They are rugby players, parents of youth rugby players, spectators and hirers / users of the clubhouse not engaged with rugby. In addition, there will be benefit to the staff and volunteers working in and from the clubhouse.</p> <p>The players using the changing rooms will get to play more rugby - our estimate is that this is in the order of 85 players who would benefit immediately. Of these 60 of them are youth players and are generally accompanied to & from matches by their parents. This group will benefit indirectly from the extended and improved facilities. The viewing terrace will comfortably hold 50 spectators, who will get a benefit. In time it may attract more spectators to the club, but that may be an aspiration. Finally, users / hirers of the Players' Bar will get the benefit of outdoor space. The capacity of the room is 80 seated or 120 for a party. We have used the lower figure in making our estimate. Over the longer term, as it will not be the same people visiting or using the clubhouse, the overall number of people who will get a benefit will be significantly higher.</p>
Have you considered how your project will benefit vulnerable & disadvantaged residents?	<p>The club is committed to providing and improving access for all.</p> <p>The facilities per se will not make a material difference to the numbers of disadvantaged people who are able to access the clubhouse. The club's ethos is inclusive and many players and supporters find a home in the camaraderie of rugby. Impairments are often not a barrier to rugby and there are many examples of current and past players from the club flourishing against the odds.</p> <p>The club has and will continue to offer discounted and free membership to those economically disadvantaged and works with Oxfordshire County Council and the local secondary school (Lord Williams's School) to provide playing kit and membership for identified children in care / hardship cases.</p>

	<p>During Covid lockdowns, the club introduced a meals-on-wheels service, using its commercial kitchen, lots of volunteers and generous donations from members, sponsors and the public, to provide free meals to those in need, in and around Thame.</p> <p>The club runs a Community (outreach) Team, who provide a number of interventions into local schools. These range from after schools rugby and multi-sports clubs, reading & rugby, 1:1 mentoring, small group fitness sessions and other confidence-building activities. Most, but not all, of these activities target the more vulnerable or lower achieving youngsters and this is provided free of charge to state schools, using grant funding and sponsorship.</p> <p>The club does not (yet) offer disabled / SEN rugby, but could well do so in the future. The club does offer touch (non contact) rugby and walking rugby for those who prefer these forms of rugby. These smaller groups of players will use the extended facilities, though are not the driver for the project.</p>
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	<p>The rugby club is actively trying to reduce its impact on the environment and is working towards zero carbon.</p> <p>Recent projects have included upgrading lighting within the clubhouse to LED fittings, installing a proportion of LED floodlights for external training areas, and installing a borehole to irrigate pitches (without needing to use potable towns water). Last spring the club embarked on a tree planting project in association with 21st Century Thame and has planted over 30 trees on the site.</p> <p>Operationally, the club has implemented a number of common-sense projects and procedures that mean that all waste is streamed to maximise recycling, reducing the use of single use plastics, monitoring and maintaining temperatures within the clubhouse to suit events (thereby minimising gas use), installing and utilising controllers for water heating for showers.</p> <p>The club encourages walking and cycling to the club, with the recent addition of a covered cycle rack and separate pedestrian entrance for match days and larger events. Furthermore, the club actively reduces trips to away fixtures by encouraging car-sharing or laying on coaches for players and supporters. The club is currently upgrading its electrical supply and will consider installing EV charging points in the future.</p> <p>This project builds on progress to date with the installation electric radiators in the extension and PV panels on the roof of the building to further reduce the use of natural gas for heating. In addition, the use of concrete (in foundations) has been kept to a minimum sufficient to support the structure and other building materials are, where possible, sourced from sustainable sources (FSC timber and recycled steel) or specified for their durability and long life-cycle.</p> <p>In the longer term (5-year timeframe) the club aspires to de-carbonise the clubhouse by installing ground- or air-source heat pumps to replace the current gas boilers.</p>
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	<p>The rugby club is well managed and funds are used to maintain current facilities. The club also relies on a team of volunteers who help maintain the clubhouse and grounds. This provides a very cost effective method of completing running repairs and as well as routine maintenance.</p> <p>There is very little new equipment included in the project that will incur an ongoing maintenance liability, with the exception of the PV panels. This will need to be included in the periodic electrical inspections. The cost of this will be met by the club, using the savings made from reduced electricity bills (as a result of having the PV installation).</p> <p>The club will face a requirement in approximate 35-40 years to replace the windows and light fittings that will be installed as part of the project. Again the club will fund such items from membership, fundraising and / or sponsorship at the time.</p>

	The club has engaged an experienced consultant project manager to design and oversee the building works. This will minimise the risk of any overspend during the construction phase.
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	<p>Existing financial commitments against the 17/11 bank balance of £182k includes a significant proportion for loan repayments.</p> <p>It goes without saying that the club is a business with cash coming in and going out on a regular basis, and we do not ringfence specific liabilities against current cash balances. That said, incoming cash over the next six months will be significantly less than outgoings, and the above liabilities will need to be met when incoming cash will be lower than normal.</p>
Project theme – outcomes	
What difference will your project make in your community?	<p>The key outcome that we want to bring about with the help of this project is increased participation in sport. Ideally we'd like it to be touch rugby, walking rugby, touch rugby or contact rugby, but the most important metric we measure is the numbers of those participating in sport. We are a big club with over 1000 members, comprised as follows:</p> <ul style="list-style-type: none"> ~250 Minis - primary school age youth players (of which about 10% are girls) ~140 junior boys - secondary school age youth players (U13 to U18) ~60 junior girls - secondary school age youth players (U13 to U18) ~350 parents (of youth players) ~100 senior (adult) men players (including 1st XV / squad players) ~25 (adult) women players ~30 Vice Presidents / Life Members ~50 local sponsors <p>This has grown 20% over the last five years and our aim to increase it by a further 20% over the next five years.</p> <p>In addition to the club's membership, PowerHouse - a health and fitness provider - operate from the club on partnership basis. We would expect their membership / number of classes & activities to increase as a result of increased use and participation in sport.</p> <p>The other outcome we measure - and aim to increase - is the use (external and internal hirings) of the Players' Bar and the clubhouse generally. It is already used by a martial arts group, art classes, baby sensory, U3A, line-dance classes and ad-hoc other users.</p> <p>Chinnor Rugby Club aims to be a popular, go-to destination for rugby, sport, well-being and socialising in Thame.</p>
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	<p>The Thame and Oxfordshire County Agricultural Association (Thame Showground) rent some of their land to the rugby club, without which the club would not have enough space for all its younger players to train and play rugby. The club are indebted to Thame Showground and work collaboratively with them to ensure larger events (ranging from fireworks, the AgriSocial tractor run, the Dog Agility Show, the Thame Show to the Thame Food Fair as well as rugby club match days) all work well.</p> <p>Thame Town Council have been instrumental in supporting the rugby club over many years. In particular in developing the Thame Neighbourhood Plan and, following that, the Sports Strategy that identified a shortfall in both playing space and clubhouse facilities. This has resulted in section 106 funding being available for improvement projects, including £90,000 of funding to this project.</p> <p>PowerHouse are a valued partner and provide strength and conditioning training to the 1st XV squad, in addition to providing health and fitness programmes to their customers.</p> <p>The other collective collaboration that is important to the rugby club and necessary for this project is that with the myriad of club sponsors. As local employers, they give generously to support the club and without them, the club would not be able operate as it does. They, and the wider club membership, will be fundraising to complete the funding of the project.</p>

Long Wittenham Athletic Club	Ref	SCAP21- 22/53
Pavilion Extension		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 887		

Total project cost	£72,160	SCAP grant requested	£36,080
Organisation's contribution	£10,000	Total other funding applied for but not yet secured	£2,000
Other secured funding	£0		
Funding still needed for the project	£62,160	Organisation's latest bank balance £10,059 (£10,388 as evidenced from bank statements)	

Previous community grants awarded:

SCCG/128 - New Boiler and Loft Insulation £1,345 (2019)

Scoring

Community need, inclusion and consultation The project moderately extends a substantial community facility by creating new referee changing facilities for men and women, and new accessible toilets. Consultation has been carried out with the community via the Neighbourhood Plan, and plans circulated to members and wider community.	Score	4/6
Community benefit New accessible toilets will benefit disabled users of the pavilion and recreation ground and specialist sports changing facilities will enable women officials (referees) to take part in matches (currently not available). This project will benefit a greater number of residents when compared to other projects in the same category.	Score	4/6
Action on Climate Emergency The organisation has implemented multiple Climate Emergency related activities over the last few years, such as new roof insulation, replacing lighting to more energy efficient bulbs, and tree planting. They also plan to introduce energy efficient floodlighting and solar panels.	Score	4/6
Financial sustainability Long Wittenham Athletics Club have a funding plan but haven't applied/secured all of it yet as it relies on fundraising events and income generated from Club activities throughout the season. A £2,000 grant has been requested from the Parish Council, not yet secured. The Club has budgeted for the ongoing maintenance, but doesn't say how it will fund eventual replacements.	Score	2/6
Themed criteria for chosen corporate plan priority It is clear how a capital grant will provide better outcomes for the community by supporting the increased participation of disabled and mobility impaired people in leisure and social activities, and the organisation works in close partnership with the parish council.	Score	3/6
Officer Comments:		
Financial and project management plans The organisation has yet to secure any funding for this project beyond their own contribution, and		

would not appear to be able to fund the project any more than they have already committed, which means the project could be in jeopardy if the additional funds are not found. They are also relying on a professional estimate to budget for the project, with the additional risk of costs being higher than expected (though note contingency figures are included in the architects estimate).

Demand for services and other similar facilities

The applicant states that there are no other community facilities in Long Wittenham offering disabled toilet facilities. Inclusion in the neighbourhood plan suggests this is a priority for the community, and in addition to sports, the pavilion is also used for social activities organised by the Club and hired for events and parties. It is not clear what demand exists for this use.

Internal Consultation

No S106 available for this project.

Equalities: Ensure the external door with push bar is a fire escape and the door measurements are sufficient to allow a wheelchair user to get through. It is recommended to have three separate toilet facilities for women, men and disabled users in the extension.

Leisure: New women's and disabled facilities will help bring the pavilion in line with FA guidance, thereby enabling the Club to continue to compete. This work is supported by South Oxfordshire's Playing Pitch Strategy, which confirms that the site is well used as there is no spare capacity. The Club should consider approaching other funders such as the FA/Sport England/FCC to see if they are eligible for other grants.

Project completion within timeframe

The work needs to be completed by end of September 2022 to allow the club to compete in the local football league and ensure that the building is safe to use. The club has raised a concern that if the works cannot be undertaken, there is an additional risk that the club may close. Should the project be awarded, the scheme's policy would allow 12 months for Long Wittenham Athletics Club to raise the remaining funds and complete the project. Grants of over £25,000 allow 12 months to raise the funds/start the project, and 24 months to complete the project.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	17/30
<p>The project has scored enough points to be a medium priority project. The council's Playing Pitch strategy identifies the facility as an asset to the community, and the project will furthermore provide accessible toilets for use by residents and visitors where there were none before. However, officers have significant concerns about how much money the organisation still needs to raise after an award at this level (budget permitting) in order to complete the project within the next 12 months.</p> <p>Should an award be made, officers, officers would need reassurance that the organisation can afford to make the contribution it has earmarked without putting their Club in financial difficulties, and furthermore, would suggest releasing funds only when the remaining balance has been secured.</p>		

Applicant responses	
Details of the project	To build an extension onto the existing pavilion to provide new accessible toilets, larger sports changing facilities, new referee changing for equality purposes to allow both men and women referees/sports officials, new women's toilets and the creation of new disabled toilet facilities.
Where will the project take place?	Long Wittenham (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	<p>The project will provide new toilet facilities for disabled people as the pavilion does not currently have these. They will be fully compliant with the latest building regulations.</p> <p>The project will provide specialist sports changing facilities for sporting officials as required by sport regulations to enable women officials (referees) to take part in matches, this is not currently available due to the lack of changing facilities.</p> <p>There are currently no community facilities at all in Long Wittenham that offers disabled toilet facilities. These include the village hall, the Vine and Spice Indian Restaurant and the Plough public house.</p> <p>By providing these facilities it will enable those with disabilities to come out and socialise either at sports events or the social events that are held in the pavilion such as bingo, race nights, cheese and wine evenings or even book the facilities for their own parties or events.</p>
What new activities will take place because of this project?	<p>The extension will enable disabled people to get out and use the facilities to attend community activities and watch sports activities which take place at the recreation ground. This will reduce their social isolation and improve mental wellbeing not only for themselves but for their families and carers.</p> <p>The new referee changing rooms will allow competitive sport to continue in Long Wittenham and will also allow men and women referees to take part in competitive sports matches which is currently only available for men.</p> <p>The project will address the areas identified in the access audit as requiring attention.</p>
How do you know there is a need for your project?	<p>The Long Wittenham Neighbourhood plan infrastructure and project list identified the pavilion as a project that needed upgrading and improvements. The Neighbourhood plan referendum vote showed 59.9% of residents supported it. Previous wide consultation with the local community was carried out as required under the Neighbourhood Plan requirements.</p> <p>There are no community facilities in Long Wittenham offering disabled toilet facilities.</p> <p>The current pavilion is in need of updating, over the few years works have been done to make some improvements including cladding and insulation, a new boiler, new doors and windows to reduce the carbon footprint. The next phase is to extend to bring the facility in line with current accessibility requirements to allow disabled people to use the facility.</p> <p>Details of the plans have been circulated via social media and a copy of the designs have been on show on the noticeboard of the pavilion with contact details for any comments.</p> <p>The current referee changing room is collapsing and dangerous to use and not fit for purpose, this will be demolished as part of the project and rebuilt.</p>
Community benefit	
Who will benefit from your project?	<p>Sports - LW AFC - two men's teams and one boys team Running club members School sports days</p> <p>Social Village bingo - open to all Brownies - open to all younger girls W.I. - all ladies in the village</p>

	Village Fêtes - open to all Caravan Club - summer camping events Children's parties Weddings Birthday parties - all age groups Dog shows Treasure hunts around Neptune Wood and based at the club
Have you considered how your project will benefit vulnerable & disadvantaged residents?	Bodkins is open to all, it is a village amenity and sports ground including a play area and everyone is encouraged to use the area all year around. There are currently no facilities for disabled persons and this will allow them to use the facilities where they currently cannot. The sports club encourages members with mental health problems as it is known that sport helps to support people in this area. The club offers an opportunity to mix with everyone from the local community and everyone is welcome. The local primary school receives refugees and they will be participating in school sports and other events at the club and will continue to use the facilities as they become adults.
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	Our climate action plan which shows projects already undertaken and plans for future ones.
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	Long Wittenham AFC will cover all future running and maintenance costs for the extension. Most maintenance works are carried out by volunteers from within the club and only where necessary are external companies employed to carry out works. This is to save costs. The club covers these ongoing running costs through member subscriptions and fundraising activities. Contingency figures are included in the architects estimate for the actual project costs.
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	The club has no major financial commitments for the foreseeable future apart from ongoing normal everyday costs such as utility bills etc. The club is providing as much funding as possible to this project to enable it to happen. The works cannot be provided without grant support.
Project theme – outcomes	
What difference will your project make in your community?	Improving physical wellbeing by continued competitive sport and friendly sporting activities i.e. football, running and rounders for both adults and children. Improved social meeting place to include everyone including disabled persons to reduce social isolation. New toilet facilities to ensure everyone can enjoy the benefit of either taking part in sport or watching activities. Improved access for disabled into the pavilion. We will know if we have been successful by the numbers of people attending and supporting the club for the future. This will be reflected in our income streams made from the various events we will hold. It will also be evident from feedback from user groups and parish council feedback.
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	We work with the parish council to retain Bodkins as a key social area within the village. We ensure that Bodkins is kept clean and tidy and well maintained on the parish councils behalf. The parish council supports the club as it is a much needed facility to support the community to help with both physical and mental wellbeing.

Culham Parish Council	Ref	SCAP21- 22/71
Culham recreation ground renewal and extension		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 450		

Total project cost	£89,408	SCAP grant requested	£44,704
Organisation's contribution	£12,000	Total other funding applied for but not yet secured	£0
Other secured funding	£0		
Funding still needed for the project	£77,408	Organisation's latest bank balance £30,000	

Previous community grants awarded:

CGS19-20/215 - Tree Planting £1,000 (2020)

CGS20-21/256 - Hedge Planting £500 (2021)

Scoring

Community need, inclusion and consultation The project significantly improves and extends the capacity of Culham's playground, and creates an outdoor gym. Consultation has been carried out through their Community Led Plan in 2014, and in a 2020 survey, identifying the need to improve the village's recreation facilities by providing play equipment for a broader age range and exercise equipment for adults.	Score	4/6
Community benefit The project will provide an outdoor recreation facility that's available to anyone to access, including families and adults in the village, students from the Europa school nearby and the local nursery and pre-school. Provision will also be made for disabled children and picnic benches installed for all residents.	Score	6/6
Action on Climate Emergency The organisation has delivered one-off or minor events or activities that contribute to the Climate Emergency, such as choosing a sustainable playground supplier. They have given some consideration into possible actions that address the Climate Emergency as part of the consultation process in the development of their new neighbourhood plan.	Score	2/6
Financial sustainability The parish council has a fundraising plan in place but less than 50 per cent is secured. It is not clear if the other funds identified in their plan have been applied for yet. They are contributing 13 per cent of the total project cost from their own funds. They have considered budgeting for maintenance.	Score	2/6
Themed criteria for chosen corporate plan priority A refurbished and expanded playground and recreation area will help to promote social wellbeing and improve social isolation for residents of all ages. There is commitment from the Environmental Gardening Group to help prepare the wider area for the playground.	Score	3/6
Officer Comments:		
Financial and project management plans The project management plan is appropriate for a project of this scale and the organisation has provided a maintenance plan with regular inspections and ongoing commitment to fund repairs. Culham Parish Council applied for the same project in 2019 and was not successful due to the significant amount of unsecured funding needed for the project to be financially viable. Since 2020, the		

parish council has increased its contribution, but the total project cost has also gone up. Unfortunately, this has only resulted in a minor increase in secured funding (5 per cent). Officers note that the existing playground has just a few of the original components remaining.

Demand for services and other similar facilities

Only limited play equipment currently exists and is due to be removed for health and safety reasons. There is no outdoor gym provision. This project has become increasingly important to the village with the closure of the local school in 2020, meaning children attend several schools in the surrounding area, leaving few facilities in the village for families to meet.

Internal Consultation

No S105 funds available.

Equalities: Officers would recommend a combination of benches with backs and arms, at a suitable height and if picnic benches are to be used alongside, ensure that at least one of them is wheelchair accessible.

Project completion within timeframe

Providing additional funding can be secured, the estimated start date is 1 October 2022 and will be completed by 1 December 2022. Should the project be awarded, the scheme's policy would allow 12 months for Culham PC to raise the remaining funds and complete the project. Grants of over £25,000 allow 12 months to raise the funds/start the project, and 24 months to complete the project.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	17/30
The project has scored enough points to be a medium priority project. However, officers have significant concerns about the financial viability of the project and how much money the organisation still needs to raise after an award is made at this level (budget permitting) to complete the project within the next 12 months.		
If the panel are minded to award, officers recommend funding is conditional on there being a combination of accessible benches with back/arms at a suitable height and at least one wheelchair accessible picnic bench alongside the inclusive play equipment and accessible surface/path. Officers would also suggest releasing funds only when the remaining balance has been secured.	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	<p>Culham is a community of around 450 people, including many children of varying ages. Currently, there are limited recreational facilities in the village: the existing playground has few components remaining. Those that are still in place are gradually being removed for safety reasons.</p> <p>Culham currently has no community space beyond the existing dilapidated playground and its church. This meant that many within the community felt particularly isolated during and after the lockdowns introduced to curb COVID-19.</p> <p>This project will install a brand new playground with recreation facilities for young people and adults in the village of Culham. The improved recreation space will provide a safe outdoor venue. This will enable the community to come together, improving village cohesion while COVID-19 remains a concern and into the future. In doing so they will help alleviate the social isolation experienced by parents of young families and other carers, and others within the community whose impairments may make it difficult to meet people outside their homes.</p> <p>This project has become increasingly important with the closure of Culham Parochial School in March 2020. This has led to children in the village attending several schools with many now having to travel daily to Clifton Hampden or Abingdon in order to get to school. By improving the current play equipment, this will create a safe space for local children to socialise when not at school that does not require travel. It will also encourage interaction between local children who attend different schools thereby improving village cohesion.</p>
Where will the project take place?	Culham (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	<p>This project will replace existing play equipment for children which is extremely limited and becoming unsafe. The project will provide new exercise equipment for adults which the current playground does not offer. This will ensure recreational equipment is available for children, young people, and adults.</p> <p>The existing playground has no equipment that meets the needs of children living with disabilities. Our preferred plan, developed by Sutcliffe Play, includes a basket seat and a sunken trampoline that are accessible for children with disabilities. The Parish Council have identified a need to lay a path through the recreation ground to ensure accessibility.</p> <p>New picnic benches around the site will create an inviting social atmosphere around the playground for residents of all ages.</p>
What new activities will take place because of this project?	
How do you know there is a need for your project?	<p>Culham community has consistently identified providing safe and appropriate recreation equipment as a priority. A resident survey conducted in 2014 for the Culham Community Led Plan identified the need to improve recreation facilities by providing play equipment for a broader age range and exercise equipment for adults. More recently, an online petition was organised to demonstrate the strength of support for improved playground facilities when Culham's Parish Council was negotiating a lease extension with Oxford Diocese: it received more than 130 signatures (evidence of this petition is available on request but has not been shared because of GDPR).</p> <p>In 2020, a survey was conducted to ensure residents' views were gathered to feed into Culham's Neighbourhood Plan which is currently in pre-submission format. The issue was unique in achieving consensus among respondents with the majority regarding providing children's play equipment in the village as an issue that should be included in the plan. No one opposed this proposal.</p> <p>As pieces of the community's existing play equipment have become unsafe and been removed, the issue has become increasingly urgent. Respondents to the 2020 survey, and at village events where the group working on the Neighbourhood Plan sought community views, identified the existing facilities as unfit for purpose.</p>

	<p>Parent representatives at the Europa School also report that they would like to use Culham's recreation ground for after school and weekend activities. However, these events often take place in other villages or in Abingdon because of the limited play equipment available. This results in additional car journeys.</p> <p>In addition, the manager of the Culham Village Nursery and Pre-school has confirmed that their staff would regularly take children from the nursery to the Culham Recreation Ground if the playground equipment was improved.</p>
Community benefit	
Who will benefit from your project?	<p>The recreation ground will be used predominantly by:</p> <ul style="list-style-type: none"> * Local village residents * Culham Village Nursery and Pre-school * Students from Europa School individually and through class social events <p>Culham has a population of around 450 people, including many families with children. In addition, Culham's Europa School has some 572 students enrolled aged from four to 11 and 354 students aged from 11 to 18 who would benefit from improved facilities. Culham Village Nursery and Pre-school provides care for around 70 children attending from Culham and the surrounding area. These children use the existing recreation ground and would benefit from improved facilities.</p>
Have you considered how your project will benefit vulnerable & disadvantaged residents?	<p>We want everyone in Culham to have opportunities to meet and get along with others in their community. To achieve this, we recognise the recreation ground must meet the needs of the most vulnerable:</p> <p>Isolated young families As the existing play equipment has been removed, the existing playground has become an uninviting space. By providing equipment for children across age groups and a comfortable place for adults to socialise by providing picnic benches, this project will create a welcoming safe space for all - and particularly those with children who have felt increasingly isolated during the COVID-19 pandemic.</p> <p>The economically disadvantaged Parents and carers are currently forced to travel to other locations including Abingdon, Sutton Courtenay and Appleford for their children to access stimulating play equipment. The distances involved coupled with a lack of safe direct pedestrian routes means most of these journeys are made by car or bus, and even older children must be accompanied. For those facing hardship, including those who have lost work during the COVID-19 pandemic, this cost is not trivial. Providing facilities that can be accessed on foot will remove that burden.</p> <p>Individuals with disabilities Concerns about suitable facilities can discourage those with disabilities from visiting communal spaces. Our project management plan specifies that information about the layout and accessible equipment should be provided to address these concerns. Regular surveys will provide opportunities for feedback and enable us to continue to improve provision.</p> <p>The elderly We selected Sutcliffe Play's design as our preferred option in part because it creates a space that is welcoming for all. The picnic benches will provide a place where people of all ages can meet ensuring older residents or those with mobility impairments have a place to sit - a facility that is not currently available in the village.</p>
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	<p>Culham Parish Council and the community's residents recognise that urgent action is needed to address climate change. When residents were surveyed on a range of issues for Culham's Neighbourhood Plan, which is currently in pre-submission format, there was near universal approval for future planning to promote nature recovery and mitigate climate change. The Neighbourhood Plan mandates the necessary to protect the local Network which provides an environmental support system for people and wildlife. This plan is a mechanism for the Parish Council, District Council and residents to resist development that contributes to climate change and to insist on mitigation measures.</p> <p>The work on Culham's recreation ground is one of the first communal projects to be carried out since the Neighbourhood Plan was developed. Care has been taken</p>

	<p>when selecting the supplier. All of the equipment identified is manufactured in the UK, helping to reduce its carbon footprint. A tree is planted for every piece of outdoor gym equipment sold to offset the manufacturing process. In addition, all of the play and outdoor gym equipment may be recycled.</p> <p>Equally significantly, providing improved facilities in Culham will promote and enable positive behaviour change as it removes the need to travel to access stimulating play equipment. This should result in a reduction in car journeys made by Culham's residents.</p>
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	<p>Ongoing costs that will be covered through Culham Parish Council's budget are:</p> <ul style="list-style-type: none"> * Insurance including public liability * Site inspections including an annual check carried out by the supplier, Sutcliffe Play * Grass cutting * Repairs and replacement throughout the expected 18-year lifespan of equipment <p>We recognise that the cost of replacing the equipment at the end of its life is considerable and exceeds the surplus funds available to Culham Parish Council. We expect that as Culham will be impacted by the 2050 Plan, there may be funding available to mitigate its impact. This could be directed to projects prioritised by the community such as recreation facilities.</p>
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	
Project theme – outcomes	
What difference will your project make in your community?	<p>We want to improve community cohesion through this project ensuring residents regard Culham as a place where they can get on well with people of all backgrounds. To do so, we aim to achieve the following objectives:</p> <p>Outcome 1: Residents across age groups use the facility as much or more than the existing playground Success criteria a: There is evidence that shows residents from across age groups and from different groups use the recreation area regularly Success criteria b: Community members know what spaces are available within Culham for clubs and other activities Success criteria c: Community interest groups use the area for their activities Outcome 2: Culham community see the recreation area as something they own and can contribute to Success criteria: When surveyed, community members (parents, young people, people with disabilities or other impairments, older residents) feel confident identifying what works well and providing recommendations for improvement Outcome 3: The community reports improved levels of wellbeing Success criteria: When surveyed, the majority of residents report improved or consistent levels of wellbeing when compared to the time before the new recreation ground was installed Outcome 4: Community members regard Culham as a place where people know each other and get on well together Success criteria a: Culham residents report that they know how to meet people in the community Success criteria b: People in the community report they do not feel isolated. Where they do, the Parish Council is able to respond through communications about the recreation area's facilities and by exploring new activities in the space</p> <p>The Parish Council and its Playground Working Group will monitor these success criteria through a wellbeing survey conducted after six months, a year and then biennially, and through seeing how the recreation ground is used by observation and assessing villages communications.</p>
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	<p>The lack of existing communal spaces within Culham means there are few existing formal groups. Nevertheless, the Environmental Gardening Group is already working to improve the village environment including through clearing pavements and organising litter picks. They have committed to help prepare the wider area as required and to help ensure it remains a healthy and welcoming space.</p>

Thame Shed	Ref	SCAP21- 22/76
The insulation of a former agricultural barn storage area to create a suitable workshop environment for Thame Shed, enabling adults to work on DIY projects in wood or metal, creating, making, repairing, refurbishing, either alone or in the company of others.		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 50		

Total project cost	£7,740	SCAP grant requested	£3,870 *adjusted from £7,740
Organisation's contribution	£0	Total other funding applied for but not yet secured	£0
Other secured funding	£0	Organisation requested 100% of total project cost. Max permitted 50%	
Funding still needed for the project	£7,740	Organisation's latest bank balance	£14,019.84

Previous community grants awarded:

CGS20-21/28 - Thame Shed set up costs [*not insulation*] £3,142 (2021)

Scoring

Community need, inclusion and consultation The project provides insulation for a new minor facility for the community - 'Thame Shed' - which will offer a workshop for adults to work on DIY projects making, repairing, or refurbishing, either alone or in the company of others. Consultation has been carried out in partnership with Thame Town Council and wider community.	Score	4/6
Community benefit The refurbished facility plans to improve social isolation, promote social wellbeing and provide opportunities for those no longer working or have never worked to improve their mental health. Those that use the workshop will have the opportunity to learn skills and eventually gain qualifications.	Score	4/6
Action on Climate Emergency The organisation has researched an 'environmentally sound solution for a metal walled barn' as a one-off action to address the Climate Emergency however, there is no evidence of the implementation of multiple or regular events, activities or services. No sustainability/ climate action policy/statement for the organisation was submitted.	Score	2/6
Financial sustainability They've got a funding plan but haven't applied for all of it yet as they have requested more than 50 per cent of total project cost, which is not permitted by the scheme. Officers note that they have not applied using the total project cost for the full refurbishment of their facility, of which insulation is an essential component. They've budgeted for the ongoing maintenance, therefore two points can be scored.	Score	2/6
Themed criteria for chosen corporate plan priority Refurbishment of an old barn that will help to reduce isolation and improve mental wellbeing through the creation of a new service in Thame.	Score	4/6
Officer Comments:		
Financial and project management plans		

As the scheme will fund a maximum of 50 per cent of total project costs, Thame Shed's request has been adjusted to £3,870. The organisation could have requested the full £7,740 if they had included the full project cost of the wider project. To date £20,142 has been raised against a total cost of £32,266 for adapting a former storage area into a workshop/community space. The spray foam insulation treatment provides the base on which the refurbishment of the workshop can be built, therefore enabling the whole project to commence.

Demand for services and other similar facilities

Based on the concept of 'Men in Sheds' it will be open to all who wish to get involved in practical activities, either personal or community projects. There are now over 500 Sheds in the UK and one of only a handful in development in South Oxfordshire (Benson, Checkendon and Sonning Common). It will allow the creation of a community facility which, the applicant explains, does not exist in the town or area and will contribute to the well-being and mental health of its participants.

Internal Consultation

No S106 funds available.

Project completion within timeframe

Once funding has been secured, the work should only take one week to complete.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	16/30
The project has scored enough points to be a medium priority project. A higher score is not possible as the applicant has requested 100 per cent of their total project cost, when only 50 per cent is permitted by the scheme. Officers seek clarity if this was a mistake, as the total project cost of the refurbishment is presented as £32,266 in some parts of the application, rather than just the insulation component as it is currently scored. This has impacted their score for Financial Sustainability, and therefore the recommended grant award.	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	<p>Thame Shed will be a workshop available to anyone in the local community who is not in or no longer in work, who wishes to be with others engaging in practical activity, either on individual projects or communal tasks. Chinnor Rugby Club has granted a ten year lease of a former storage room in an old agricultural barn on its land. The barn is constructed of concrete pillars with metal sides and asbestos roof sheets.</p> <p>The project we are applying for funding of, is the insulation of the inside of the storage area to seal in the asbestos sheeting and line the metal walls to retain warmth in the workshop using the 'Ecotite' system.</p> <p>We are a self help group, with everyone including our architects giving their services free. However, for the insulation project the architect has recommended that we use a particular system of sprayed polyurethane foam which is only available nationally through one contractor. The 'Ecotite' system is the only insulation on the market that effectively blocks the three primary and the three secondary mechanisms of heat transfer. It is fast to install and ready for use immediately. It is a superior insulator, preventing heat loss and gain, bonding, sealing and creating an airtight conditioned area. It prevents surface and interstitial condensation, forming a barrier which also protects against premature deterioration of building materials with zero maintenance costs. It comes with a 25 year manufacturer's guarantee however we only have one price as there is only one contractor supplying the product nationally.</p>
Where will the project take place?	Thame (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	<p>The project will insulate a previously inhospitable metal storage area allowing it to be refurbished and turned into a workshop for making, mending, creating, repairing or refurbishing. It will become a meeting place for those out of work or no longer in work, giving opportunities, particularly for men, to support each other, perhaps to rediscover their self esteem as they share and learn new skills, supporting their mental health and well-being.</p> <p>It will operate within walking distance of the town centre and there is nothing comparable in the area.</p>
What new activities will take place because of this project?	<p>The project will enable the creation of a purpose built workshop/community room with wood and metal working equipment and tools available. For some it will simply be a place to make or repair things, for others it will be a place to meet others following retirement, redundancy, furlough or inability to work. Based on the concept of 'Men in Sheds' it will be open to all who wish to use it, of any sex or persuasion, and provide weekday opportunities to be involved in practical activities, either personal or supporting community projects.</p> <p>There are now over 500 Sheds in the UK but none in Oxfordshire and it has taken four years to find a suitable base in Thame. Housed in an agricultural barn on the site of the rugby club it is within walking or wheelchair distance of Thame town centre. It is on a flat site with existing parking space so accessibility is as good as it could be.</p> <p>The barn is a metal structure so the project is about insulating it to allow use throughout the year. It will allow the creation of a community facility which does not exist in the town or area and will contribute to the well-being and mental health of participants, mainly men, many of whom have suffered isolation throughout the pandemic.</p>
How do you know there is a need for your project?	<p>The concept of creating a Shed in Thame was taken to the Town Council in 2017 and discussed by its Community, Leisure and Recreation committee. Following discussion the committee agreed unanimously to support the creation of Thame Shed and a Councillor was appointed to report back regularly on progress. The Town Council later granted the use of the council chamber for an open meeting and over 40 interested people met to express their interest and enthusiasm for the project. A Steering Group, including two Town Councillors, was formed with the major task of finding suitable premises.</p> <p>It wasn't until 2019 that the possibility of converting a storage area in the former agricultural barn at Thame's rugby club, Chinnor RFC, became apparent. Even then it has taken two years of negotiation to secure a 10 year lease and the area is full of equipment used by the former Thame and Oxfordshire Agricultural Association for an annual show that no longer takes place. This has to be cleared</p>

	<p>before the project can start.</p> <p>There is still communication between the original interest group although it hasn't been possible to re-publicise without having a definite start date. A number of Health Agencies have established contact since using the email address. A link worker from AgeUK is keen to be able to recommend clients and Social Prescribers from the local Health Centres are in regular touch and waiting for further news regarding opening.</p> <p>Chiltern View Magazine, serving residents, promoting local businesses and supporting community organisations in Stokenchurch, Lane End, Princes Risborough, Chinnor, Thame areas and their surrounding villages carried an editorial inviting interest in Thame Shed.</p> <p>14 retired men regularly work at the rugby club on Friday mornings carrying out routine maintenance tasks and Thame Shed will be their workshop base.</p>
Community benefit	
Who will benefit from your project?	<p>Everyone who eventually uses Thame Shed will benefit from the project, in that the project ensures the complete insulation of the workshop area. The main target group of the workshop will be those no longer working or never having worked, giving them the opportunity to meet socially on weekdays.</p> <p>The refurbished facility will improve social isolation, promote social well-being and provide opportunities for vulnerable people to improve mental health.</p> <p>Local health operatives are intent on social prescribing placements.</p> <p>Pupils from the Chilworth House Upper School, a local co-educational, independent specialist day school which meets the needs of a diverse group of pupils with complex educational needs, communication difficulties and challenging behaviours, have been involved in developing the Thame Shed project. They will be working alongside the adult volunteers once the insulation project is completed, to refurbish the workshop and the hope is that they will then use the workshop alongside retired craftsmen, to learn skills and eventually gain qualifications.</p> <p>Thame Shed will be available to all members of the community who wish to use it and for those who do not wish to create, make or mend, there will always be the opportunity to have a cup of tea and a chat.</p>
Have you considered how your project will benefit vulnerable & disadvantaged residents?	<p>Thame Shed will provide opportunities for all sections of the community to feel valued, be supported and to build their self-esteem.</p> <p>Community projects will always ensure that there are ways to contribute no matter how significant an individual's disability.</p> <p>The constitution of Thame Shed states that 'the objects of Thame Shed are to promote the preservation and protection of good health for the public benefit in particular, but not limited to those who are retired, unemployed or have health problems, through the provision of facilities to meet, for recreation, hobbies or other leisure time occupations including practical interests, creating, mending, making, refurbishing, skill sharing, learning of new skills and helping with community based projects.</p>
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	<p>The project we seek funding for, the use of the 'Ecotite' insulation system has been carefully researched by our Architect of Leap Architects, Thame, and he has already used it on a number of projects he has designed. Our architect who sees the enormous social value in the Thame Shed concept, has donated the services of his practice free of charge and wholeheartedly promotes the 'Ecotite' system as a perfect environmentally sound solution for a metal walled barn.</p> <p>The sprayed polyurethane foam expands on contact to form a seamless waterproof lightweight barrier which insulates to prevent heat loss and gain. It bonds, seals, insulates and creates an air tight conditioned area preventing surface and interstitial condensation. It protects against premature deterioration of building materials and has zero maintenance costs, lasting for the life of the building.</p>
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	<p>There are no ongoing financial requirements for this project once the 'Ecotite' spraying is completed. The system is irreversible and therefore it is there for the life of the building. It protects against the premature deterioration of building materials with zero maintenance costs. There is no comparable product or solution so it has only been possible to supply one quote.</p>
Please give us detail of any	The project for which this grant is applied for is part of a larger project to create

existing financial commitments that affect how much you can contribute to this project?	<p>Thame Shed. The total cost of adapting a former storage area into a workshop/community area is £32,266.01. The grant applied for here is for the application of the 'Ecotite' insulation of the workshop at a cost of £7,740. The Trustees therefore needed an additional £24,526.01. To date £20,142 has been raised through membership fees and grant aid. If this application is totally successful then the Trustees still need to raise a further £4,384.01.</p> <p>Once created Thame Shed will be financially self-sufficient.</p> <p>The Shed has a 10- year lease at £500 per year but no other financial commitments as it has been agreed that utility costs will be met by Chinnor Rugby Club.</p> <p>The workshop will be staffed by volunteers.</p> <p>Once operating there will be a Management Committee elected from those using the workshop.</p> <p>An annual membership fee has been provisionally set at £15 per year but there is no intention to exclude anyone on cost grounds.</p> <p>Users will be asked to make a £1 contribution for every half day session to cover the cost of materials used and income will be generated through the sale of items made and charges levied for items brought in and repaired.</p>
Project theme – outcomes	
What difference will your project make in your community?	<p>The project, the funding of an insulation system for an old, metal walled agricultural barn, will be the base on which the work to create a community workshop/meeting area will be built.</p> <p>The key outcome will be the complete insulation of the proposed workshop area to be known as Thame Shed. The insulation will allow a working/social environment to be created in an area which at the moment is cold, draughty, damp and not conducive to human interaction. As it is, the area is only fit for storage use.</p> <p>With regard to the bigger picture and the overall £32,266.01 Thame Shed project, the key outcome will be a fully functioning community workshop/social area. As well as supporting well-being and mental health through reducing isolation and raising self-esteem, opportunities will be created for skills training leading to increased employment opportunities.</p> <p>Success would be the creation of a Management Committee from those using Thame Shed. Further success will be judged by footfall and the numbers consistently using the workshop on days of the week.</p> <p>Ultimate success would be Thame Shed becoming an essential part of the town's provision for its residents, delivering a community service in providing somewhere where items could be made, repaired or refurbished, whilst at the same time giving its participants satisfaction in their activity, in some cases raising self esteem and improving well being and mental health.</p>
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	<p>The project to insulate the workshop using the Ecotite system has to, and will be delivered professionally. The cost of applying this insulation system is expensive but vital and the reason for this capital grant bid.</p> <p>Every other aspect of the creation of the workshop will be carried out by volunteers on a self-help basis. All other grant aid money is being used to buy the materials needed by the volunteers to create the workshop.</p> <p>However, there are a number of local organisations which have been vital in accepting the need for and delivering the concept of creating a community workshop in the town.</p> <p>Thame Town Council has played a significant role in recognising the need, inviting a presentation to its Community, Leisure and Recreation Committee, hosting an open meeting in the Town Hall and then granting £5,000 seed funding to get Thame Shed underway. Two of its Councillors are Trustees.</p> <p>South Oxfordshire Councillors granted £3,142 towards materials to be used in this self-help project.</p> <p>Chinnor Rugby Club recognised the opportunity to increase its role in the community and agreed to lease a former storage which is the area the project needs the funding for.</p> <p>Chilworth Special School see Thame Shed as an opportunity for its students to broaden their role in the community and have groups visiting the site on a weekly basis to support preparing the site.</p> <p>A local Surveyor, a Quantity Surveyor and a local firm of architects recognised the need in the community and have donated their services free of charge.</p> <p>AgeUK, Local Health Centres and a number of Social Prescribers are supportive of the concept and seek opportunities for their clients to be involved.</p>

Woodcote Parish Council	Ref	SCAP21- 22/70
New pathway on village green		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 1,000		

Total project cost	£48,250	SCAP grant requested	£24,125
Organisation's contribution	£24,125	Total other funding applied for but not yet secured	£0
Other secured funding	£0		
Funding still needed for the project	£24,125	Organisation's latest bank balance £318,711 (£221,739 as evidenced from bank statements)	

Previous community grants awarded:

CU15k£\985 - Village Hall Flat Roof replacement £4,186 (2013)
 CCGU15\100057 - Fire alarm system £4,809 (2015)
 CGS19-20/66 - Tree Planting in Woodcote £1,250 (2019)
 SCCG/161 - Play Area adjacent to Village Hall £1,000 (2019)
 SCap18-19\85 - Pathway to enhance safe access to Village Hall & Schools £9,812 (2019)
 CGS20-21/14 - New Tree planting £1,500 (2021)
 CGS21-22/96 - Village green improvements; picnic tables £2,628 (2021)

Scoring

Community need, inclusion and consultation The project moderately improves the village green by creating a new pathway linking the school and other village facilities. Some community consultation is detailed.	Score	2/6
Community benefit This project will create a path that will primarily improve access to the primary school and offers a route for residents with mobility issues across the village green. This project benefits a greater number of residents when compared to other projects in the same category.	Score	4/6
Action on Climate Emergency The organisation has implemented multiple or regular minor events, activities or services that contribute to the Climate Emergency. They have not provided evidence of adoption of a sustainability/ climate action policy/statement for the organisation.	Score	3/6
Financial sustainability They have secured 50 per cent of the project costs already from their reserve capital and have budgeted for any ongoing costs and eventual replacement. The parish council have not provided a contingency plan should they only receive a partial grant from the council. Although the organisation is making a 50 per cent contribution, officers have removed two points as their bank account is healthy, suggesting they could make a greater contribution or fund the project themselves	Score	2/6
Themed criteria for chosen corporate plan priority The installation of a new pathway around the village green will help to promote the community's physical wellbeing and helps to open up access to other village	Score	3/6

amenities in a sustainable way. This has not been scored against the Action on the Climate Emergency priority, however officers wish to note some concerns around the appropriateness of this project which is detrimental to the green space that would be lost to create the path.		
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Officer Comments:**Financial and project management plans**

The project plans are sufficient and quotes have been carefully considered. A resin path has been selected to minimise ongoing maintenance as it is durable. This new pathway will link with an existing path installed on the village green and partially funded by SODC in 2019.

Demand for services and other similar facilities

The smooth level surface of the pathway will be particularly beneficial to residents with mobility issues or a visual impairment, and families with young children in pushchairs. It also provides a safer route to encourage more pupils to walk or cycle to school, the village hall, library, and community centre.

Internal Consultation

No S106 funds available.

Equalities: Ensure width and surface of the new pathway meet accessibility guidelines to ensure it is inclusive for all.

Project completion within timeframe

With funding in place, the project could be completed within one month.

DEDUCTIONS, CONCERNs AND OTHER CONSIDERATIONS	Total score	14/30
Officers have been able to score this project well for Community Benefit as it is a path that will be used by families accessing the school and for people with mobility issues. It links with another path which was partially funded by the South Capital Grants scheme in 2019. Unfortunately, the project has scored as a low priority and therefore doesn't meet the threshold for receiving a grant.		
However, if the panel are minded to increase the scores based on further evidence, officers recommend funding is conditional on meeting accessibility standards for pathway widths and surfacing.	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	The new pathway will link up with the primary school and go to the back of the village green with access to The Close. Part of the way along the proposed new pathway is an entrance to an existing pathway that links up to Lackmore Gardens and Greenmore. The new path will enable more residents to walk and cycle to the schools and to the Reading Rd to access the village hall, library, community centre.
Where will the project take place?	Woodcote (S)
Community Need, Inclusion and Consultation	
What extra facilities (or equipment) will the project provide?	The project is for a new pathway around a part of the village green. Currently there is no pathway in the area specified in the design for this and it will enable easier and safer access to facilities for residents.
What new activities will take place because of this project?	The new activities will be that people will use the pathway to walk or cycle to schools, library, community centre, and village hall.
How do you know there is a need for your project?	When the PC installed a Zebra Crossing there was a clear need for a pathway from that crossing along the back of the Village Hall to link it to the schools and other facilities. Following on from this the Primary School are looking at having a new entrance to their school on a different side of their premises. This new pathway will link to that and also to the existing pathway created following the Zebra Crossing. An earlier community consultation showed interest in the new pathway to enable more residents from certain areas of the village to walk across the green to schools and facilities, which was not done particularly in winter when it was wet and/or muddy.
Community benefit	
Who will benefit from your project?	All residents of Woodcote Village can benefit from the new pathway, Mothers taking children to school, older residents going for walks, residents with mobility issues will have a smooth level surface to use mobility scooters, wheelchairs to access facilities in the village. Younger children on bikes, scooters, roller skates. Visitors to the village can also benefit by using the pathway.
Have you considered how your project will benefit vulnerable & disadvantaged residents?	Yes, the pathway will certainly help elderly as it will be level and smooth with no trip hazards, likewise individuals with disabilities, people with impairments such as partially sighted or blind offering a safer level pathway suitable for a cane or guide dog. The pathway will link to an area with social housing to enable better access to walk to schools, encourage more families to use it with buggies/prams.
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	Yes the Parish Council have this on their agenda. They are mindful of all new developments in the village considering carbon neutral construction where possible, and have actively had discussions with developers, such items as solar panels, heat source boilers, electric car charging points. Also will look at having "nature corridors" in developments to keep habitat for wildlife, and have green spaces for residents. The PC have instigated a programme of planting more trees on land they own and will approach other landowners to carry out more planting. Will look at public areas owned by the PC for electric car charging points. Improving buildings they own to upgrade to solar panels, heat source heating if budget allows.
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	The choice of resin is due to its extremely good flat surface and that ongoing maintenance is minimal. Unlike tarmac it will not degrade down and crumble, cracks are unusual and a very heavy weight would be needed to crack the surface. The ongoing cost to keep the path will be budgeted in future costs for maintenance of the village green. Eventual replacement would be from reserve funds, the Parish Council list projects annually for use of the reserve funds and at such a time that the pathway was looking to need replacement reserves will be used. Annually the PC hold some reserves as revenue to cover such items.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	The Parish Council has commitments for salaries, and ongoing activities within the village. However, these are already budgeted for in the Precept budget and there are funds to cover all these commitments. A detailed Receipt and Payment report can be provided.
Project theme – outcomes	
What difference will your project make in your community?	The project will bring a "new" pathway which currently does not exist. The aim is to encourage more people to walk around the facility of the village green, it will help more residents in particular anyone with mobility issues or impairments. It also falls under Climate change activity, as many residents drive their children to school, the pathway is to encourage more children to walk or cycle to school in a safe environment, away from roads. Also more children and adults to walk, cycle use scooter, as part of physical exercise and recreation.
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	The PC consulted with the Village Green Committee (a committee of the PC) for feedback which was positive. Also have received comments from residents to "join up" with the existing resin pathway installed a few years ago.

Goring & Almshouses Bowls Club	Ref	SCAP21- 22/75
Upgrade and expansion of bowling green		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 60		

Total project cost	£24,162	SCAP grant requested	£9,000
Organisation's contribution	£10,686	Total other funding applied for but not yet secured	£0
Other secured funding	£4,476		
Funding still needed for the project	£9,000	Organisation's latest bank balance	£16,400.83

Previous community grants awarded: none

Scoring

Community need, inclusion and consultation The project significantly improves a minor community facility by extending and resurfacing the green at Goring Heath to enable the Club to compete in league matches.	Score	3/6
Community benefit Acknowledging that the facilities are also free to use by residents, staff and trustees of The Almshouses and occasionally by the Reading Partially Sighted Bowls group, it is a single sport, and as such can only score one point. A lower number of beneficiaries will be reached compared to other projects applying to the Capital Grant Scheme.	Score	1/6
Action on Climate Emergency The organisation has given some consideration into possible actions that address the Climate Emergency and they have implemented minor actions/ changes to the way they deliver their service, e.g, online communication and administration.	Score	2/6
Financial sustainability The Club has already secured all the other funding needed for the project. They have a contingency plan should they only receive a partial grant from the council. They have budgeted for maintenance costs however not for a replacement as they say it will not be required.	Score	5/6
Themed criteria for chosen corporate plan priority The facility provides better outcomes to the community, particularly improving the mental wellbeing and physical health of older residents with an interest in bowls.	Score	3/6
Officer Comments:		
Financial and project management plans Sufficient financial and project management plans for upgrading and expanding a bowling green. They have secured over 60 per cent of the funding themselves.		
Demand for services and other similar facilities The Club is an amalgamation of Goring Bowls Club and Goring Heath Bowls Club. The applicant states that it is the only outdoor sporting activity available to senior citizens in the area.		
Internal Consultation No S106 funds available.		
Equalities: Ensure the expansion of bowling enables access for all including disabled people and		

mobility impaired.

Project completion within timeframe

The project is expected to commence August 2022 and take one month to complete.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	14/30
<p>Officers have been able to score this project highly for financial sustainability due to the excellent fundraising efforts by the Club and the value that it has amongst its members. Unfortunately, the project has scored as a low priority and therefore doesn't meet the threshold for receiving a grant.</p> <p>However, if the panel are minded to increase the scores based on further evidence, officers recommend funding is conditional on ensuring the expansion enables access for all including disabled people and mobility impaired</p>		

Applicant responses	
Details of the project	<p>The Goring & Almshouses Bowls Club was formed by the amalgamation of the Goring Bowling Club, with a three rink green at The Gardener Recreation Ground in Goring, and the Goring Heath Bowls Club (Almshouses), with a 3-rink green at The Almshouses, Goring Heath. The amalgamated club cannot afford to maintain two greens, so needs to hand the Goring green back to the Parish Council, then improve and expand the green at The Almshouses. This is because there is no room for expansion at Goring and the lack of facilities at Goring.</p> <p>The Oddfellows Triples League, of which we are a member, plays triples matches (three players per team per rink), and expects a minimum of four triples games per match. For this reason, and to spread wear on the green, we need to expand from three rinks to four. In addition, the green is not flat and level, so cannot be used for league matches, only practice and friendly matches.</p> <p>The project then is to, at the end of the 2022 season, expand the width of the green from 15 to 20 meters, while providing new solid support at the edges (The green currently has unsupported edges, which is why it has moved and is no longer flat). The existing surrounding ditches will be re-dug and reinforced and extended to the new width, the surrounding fence will be extended, and the surface will be graded, laser levelled and re-seeded.</p>
Where will the project take place?	Goring Heath (S)
Community Need, Inclusion and Consultation	
How do you know there is a need for your project?	<p>Bowls is a game which can be played by anybody, from childhood to advanced old age. In particular, it is the only outdoor sporting activity available to senior citizens in our area, providing both physical exercise and mental stimulation and companionship. The club benefits its own members and is also available free to use by residents of The Almshouses. In addition, it sometimes hosts the Reading Partially Sighted Bowls Group. Since the demise of the bowls clubs at Peppard and Wallingford, we are the only available club in this part of South Oxfordshire.</p> <p>The green at Goring is no longer viable, since we have lost facilities to Goring Parish Council, it cannot be expanded, and is not disabled accessible, so our only recourse is to upgrade the green at The Almshouses.</p> <p>Uploaded to this application are letters of support from the chairman of The Almshouses trustees (written in support of an earlier application) and from a supporter who suffered from dementia, and who played with us until very nearly the end of her life.</p>
Community benefit	
Who will benefit from your project?	<ul style="list-style-type: none"> - The 40 playing members of the club. - Residents, staff and trustees of The Almshouses. - The Reading Partially Sighted Bowls group. - Further members we could recruit given a viable green.
Have you considered how your project will benefit vulnerable & disadvantaged residents?	The project will not change accessibility, but the club can only thrive in the long term with a green which is viable for match play. Without this project, there is danger of the facility being lost.
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	The club always had a very low environmental footprint, being an outdoor activity not requiring any special buildings or equipment. We have reduced our paperwork impact by moving most of our communications online, so no longer print fixture cards or use paper forms for signing up to matches.
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	<ul style="list-style-type: none"> - Minor contingencies will be covered from club reserves, if necessary replenished by adjusting the annual membership fee. - If there is a major contingency, then we may need to reduce the scope and refurbish the green without expanding it to four rinks. - Ongoing day to day maintenance will be carried out by volunteer club members, as now (no change in cost from the present). - Yearly major maintenance (top dressing and re-seeding) will be carried out by a

	<p>contractor, as now (no change from the present).</p> <ul style="list-style-type: none"> - Maintenance costs are covered, as now, from annual membership subscriptions, match fees, etc. - Once complete, and properly maintained, there should be no need for replacement, so we do not plan a restricted fund.
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	We expect a bill from Goring Heath Parish Council for the permit to use the bowling green at Goring for the 2022 season. It is expected to be between £400 and £450, but will not affect our ability to contribute to this project as stated above. Over the winter season, we expect only small further outgoings (e.g. petrol for lawnmowers) before next year's membership fees are collected.
Project theme – outcomes	
What difference will your project make in your community?	<ul style="list-style-type: none"> - Continued bowls play in the Goring and Woodcote, Wallingford, Benson and Checkendon area of South Oxfordshire. - Exercise and mental stimulation for local people, especially the elderly. - We will know if it is successful through the continued health of the club and recruitment of new members.
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	The trustees of the Goring Heath Almshouses have collaborated extensively in obtaining planning permission for the green expansion on their land.

Sonning Common and District Tennis Club	Ref	SCAP21- 22/69
Tennis court resurfacing x 2		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 425		

Total project cost	£31,777	SCAP grant requested	£9,990
Organisation's contribution	£20,000	Total other funding applied for but not yet secured	£0
Other secured funding	£0		
Funding still needed for the project	£11,777	Organisation's latest bank balance	£20,692

Previous community grants awarded: none

Scoring

Community need, inclusion and consultation The project significantly extends the life of Sonning Common tennis courts by resurfacing the courts. Some consultation with the parish council and Lawn Tennis Association (LTA) has taken place. The LTA describes the facility as 'a valuable asset' to the community, a view further supported by SODC's Local Leisure Facilities Study which identifies the need for more courts in the area.	Score	4/6
Community benefit Acknowledging the low cost memberships that are offered by the tennis club to attract families and lower income households, it is nevertheless a single sport, and as such can only score one point against the scoring criteria. A lower number of beneficiaries will be reached compared to other projects.	Score	1/6
Action on Climate Emergency The organisation has delivered one-off or minor events or activities that contribute to the Climate Emergency. They have considered minor future action but have not provided evidence of a sustainability/ climate action policy/statement for the organisation.	Score	2/6
Financial sustainability They have already secured 63 per cent of the total project cost. The remaining balance after a Capital grant will be met via future subscription income from the 2022 season, but this is not yet secured. The Club has budgeted for ongoing costs and has a general idea how they will fund replacements. There is no evidence of contingency funding should their application to SODC be unsuccessful or partially successful.	Score	4/6
Themed criteria for chosen corporate plan priority Increased usage of the courts will improve mental wellbeing and physical health. Some information regarding partnership working with Sonning Common Parish Council and Rotherfield Athletics has been provided.	Score	3/6
Officer Comments:		
Financial and project management plans The project plans are sufficient for resurfacing two tennis courts. The organisation's bank balance is a little over £20,000, therefore, £20,000 of their own contribution may leave the Club financially vulnerable. Should their application be unsuccessful or partially successful, the project could be in jeopardy as they have not applied for other funds. The applicant also raises the resurfacing as a		

potential health and safety issue within a couple of years if the work is not done, leading to potential closure of the site.

Demand for services and other similar facilities

Over 400 local residents use the courts to play affordable informal tennis and its value is recognised by the LTA and Sonning Common Parish Council. With the increase in planned housing in the area, it is thought this demand will rise.

Internal Consultation

No S106 funds are available.

Equalities: Ensure inclusive access onto the tennis court i.e. for wheelchair users. It is recognised this may need to be done in phases, due to the lack of a paved access route and being unable to replace the surrounding fencing as part of this project.

Leisure: The South Oxfordshire Local Leisure Facilities Study states that there is a need for six more courts in the Shiplake/Sonning Common area, so if these courts are not resurfaced, and future use by the community is lost, there will be an even greater deficit.

Project completion within timeframe

With funding in place, the 26 September 2022 start date is possible, with completion 21 October 2022

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	14/30
Officers have been able to give this project a good score for Community Need, also scoring well against corporate plan priorities. There is a clear need for these tennis courts to be maintained for public use, a position reinforced by the council's leisure strategy. Unfortunately, the project has scored as a low priority and therefore doesn't meet the threshold for receiving a grant.		
However, if the panel are minded to increase the scores based on further evidence, officers would need reassurance that the organisation can afford to make the contribution it has earmarked without putting their Club in financial difficulties.	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	The surface of the two tennis courts the Club plays on are beginning to fail. They were last replaced 21 years ago so we have done well. Although not currently dangerous they must be resurfaced in the next two years otherwise accidents may occur. The courts are a valuable asset of the community (described as such by the LTA) in that they make tennis accessible for the community. This is because we deliberately keep our subscriptions as low as possible to encourage families to play. Currently subscriptions for a family of say five is £40 per annum whereas local 'normal' tennis clubs charge circa £200 per person per annum. Obviously these other tennis clubs offer greater facilities (changing rooms, league teams, etc) and address the needs of the more experienced and able players. Consequently we provide an affordable entry level into informal tennis. This is readily demonstrated by the fact that we currently have over 100 families as members with, we are certain, more to join following local housing developments.
Where will the project take place?	Sonning Common (S)
Community Need, Inclusion and Consultation	
How do you know there is a need for your project?	The two tennis courts provide affordable tennis to over 100 families in the Sonning Common area. As previously mentioned, the £40 family membership allows local residents access to affordable tennis and compares very favourably to individual membership of circa £200 per person elsewhere in South Oxfordshire. As a result the LTA regard our courts as a very valuable asset to the community. Sonning Common Parish Council similarly regard the courts as valuable assets allowing over 400 local residents the ability to play affordable informal tennis. With the increase in planned housing in the area, this demand can only rise. Without the resurfacing, the courts' tarmac surface will fail, become a health and safety issue necessitating their closure.
Community benefit	
Who will benefit from your project?	Tennis was identified by the Sonning Common PC as an important offering when considering the facilities at the new Memorial Hall Fields. Due to the ongoing maintenance the SCPC decided that the tennis offering would best be met by the Sonning Common Tennis Club. This would remove the requirement to put up and take down the nets on any multi-use facility at the new Memorial Hall Field site. During the COVID lockdown, many families expressed their gratitude with being able to play games as families with their children when permitted. The facility's value was most appreciated. The resurfacing greatly improves, makes safe and extends the life of this community facility to 20 plus years.
Have you considered how your project will benefit vulnerable & disadvantaged residents?	As the courts are on a level site, it is already accessible by individuals with disabilities. That said, the Club will be considering installing a paved access route in the near future. Due to the low cost of the Club's subscriptions, we believe that we help meet the need of economically disadvantaged individuals and families. To that end, if approached, the Club would always consider free membership in appropriate circumstances subject to the Committee's approval.
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	Members of the Club planted 160 hedge saplings in the area surrounding the courts in 2019. These are now thriving and will be encouraged to merge and so provide shelter and a food source for local wildlife. The Club employed tree surgeons to tidy the five oak and assorted trees to the north and west of the courts. We shall continue to use such professionals to maintain the well-being of the surrounding trees and have budgeted accordingly going forwards. Due to the location of the courts, they are a short walk or cycle from Sonning Common, Peppard, Kidmore End and the surrounding area.
Financial sustainability	
What are the ongoing financial requirements for this project once the	The annual rent of the courts and maintenance costs together with occasional moss treatment, repainting and tree surgery will be met from annual subscriptions as will future plans to replace the fencing. It would have been ideal to have had the

delivery is complete?	fencing replaced at the same time as the resurfacing but this would increase the total bill to £46,500. At the moment the Club would be unable to meet the 50% condition. Consequently as the fencing is considered to be currently sound, it's replacement will be considered in the next few years.
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	There are no financial commitments. These have all been met.
Project theme – outcomes	
What difference will your project make in your community?	The key deliverable is safe tennis courts that local residents can use to play affordable informal tennis for the next 20 plus years. As it is a primary aim of the Club to provide affordable tennis, subscriptions will always be kept low thus making our Club accessible to the wider community.
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	We have a good relationship with Rotherfield United Football Club (the owners of Bishopswood Sports Ground) and often join them in maintenance of the wider site when asked.

Berinsfield Information and Volunteer Centre (BIVC)	Ref	SCAP21-22/49
Upgrade printer		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 3,250		

Total project cost	£5,885	SCAP grant requested	£2,942.50 *adjusted from £5,885
Organisation's contribution	£545	Total other funding applied for but not yet secured	£0
Other secured funding	£0	Organisation requested 100% of total project cost. Max permitted 50%	
Funding still needed for the project	£5,340	Organisation's latest bank balance £28,867 (£31,520 as evidenced from bank statements)	

Previous community grants awarded:

Capital Grant - Equipment upgrade £10,400 (2014)

SRev\46 – Four-year revenue funding £67,452 (2017-2021)

SEAG/23 - Covid Community Response £3,500 (2020)

Scoring

Community need, inclusion and consultation The project is replacing an office printer with minor upgrades, used to produce the local village newsletter as well as day-to-day administration. It will allow existing activities to continue.	Score	1/6
Community benefit Printing of the village newsletter promotes social cohesion to help vulnerable people in Berinsfield access services and information. It benefits a greater number of residents when compared to other projects in the same category.	Score	4/6
Action on Climate Emergency The organisation has given some consideration into possible future actions that address the Climate Emergency, with limited evidence of any actions already undertaken.	Score	1/6
Financial sustainability BIVC don't have a plan for how they will fund the rest of the project. They have requested more than 50 per cent of the total project cost in error, which is above the maximum the scheme allows. They have however budgeted for ongoing maintenance.	Score	0/6
Themed criteria for chosen corporate plan priority BIVC's new printer will help to reduce rural isolation through the printing of the village newsletter and allows the centre to continue providing essential information and advice services to the community. It will not however result in a new activity or service.	Score	2/6
Officer Comments:		
Financial and project management plans BIVC's request has been adjusted to fit with the scheme's criteria of awarding up to 50 per cent of the		

project costs. This has had an impact on the scoring of their funding and project management plans. BIVC say they have limited funds to contribute to the purchase of a new printer.

Demand for services and other similar facilities

This project has one of the highest number of indirect beneficiaries compared to other projects in the same category. BIVC offers their valuable information and advice services to all residents in Berinsfield, particularly those in priority groups including the elderly and isolated young families, and works in partnership with other complementary organisations.

Internal Consultation

No S106 funds available for this project.

Project completion within timeframe

Officers are confident that that project would be completed within the 12 month timeframe, providing the organisation is able to secure additional funds.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	8/30
Officers have been able to score this project well for Community Benefit due to the important role that BIVC has in offering advice and sharing essential information with residents. Unfortunately, the project has scored low in other areas, and therefore does not meet the threshold for receiving a grant.	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	Our printer is around 10 years old and is becoming very unreliable. BIVC uses the printer to produce the local newsletter (Village Voice) which requires a facility to fold and staple the document and at times requires colour printing. BIVC also uses the printer for its daily services which involves copying letters, printing posters, government forms and clients who use the printer for a small fee. The printer is an essential part of our working life and its unreliability is becoming problematical.
Where will the project take place?	Berinsfield (S)
Community Need, Inclusion and Consultation	
How do you know there is a need for your project?	<p>BIVC produces the much needed Village Voice which is distributed to every house on the village. The newsletter covers events, local business adverts and other village requirements (such as Church) and includes a contribution from the local councillor's and the Parish Council. SODC also takes advantage of the Village Voice to produce articles which cover all of the village residents. It is becoming more and more difficult to produce the Village Voice efficiently and it is also causing a problem with some of our services which require photocopying, such as DWP forms.</p> <p>During COVID we were printing some of the children's school work along with families school supermarket vouchers, if we should go back into another lockdown this service will be required again.</p>
Community benefit	
Who will benefit from your project?	BIVC works closely with other village organisations such as Berin Centre (who work with families), Health Centre who refer clients to us, Youth Club, School, SOHA, Church and Parish Council and any other organisations who require our assistance. BIVC also works with the Wallingford Food Bank, we hold a supply of food for emergencies (people whose benefit has been cut, clients who are coming out of an abusive relationship or any other sudden emergency), we worked with SODC during the pandemic and are a hub for the Voucher Scheme. We offer a printing service for any organisations that requires it.
Have you considered how your project will benefit vulnerable & disadvantaged residents?	BIVC works with the elderly and acts as an intermediary when they are unable to talk to other agencies, such as SOHA or utility companies. BIVC also run a coffee morning and other events to offer a means of inclusion to the elderly and young families. The printer would enable us to produce and print relevant posters. BIVC offers a one-to-one service for non-english speakers and help with literacy problems within the village by means of reading and explaining letters, and work with people who have both mental and physical disabilities to access government benefits; this entails printing of forms to provide a record. BIVC works with the homeless by collaborating with Aspire who provide the additional services. This can be by providing a place where they can interview their clients and we provide other services as necessary.
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	<p>We will look at offering our staff Climate Change training in the New Year, also change the way we recycle within our office.</p> <p>Engage with Berinsfield Parish Council and SODC Garden Village Scheme with climate change or environmental issues.</p> <p>Post useful Environment and Climate Change information on our social media site and in the Village Voice.</p> <p>We will discuss with OCC how we can make our building more energy efficient. Our Manager sits on the board for The Berry Nature of It.</p> <p>We will only print out e-mails if absolutely necessary and look at trying to make our office as paperless as possible.</p> <p>We are in the process of looking into trying to offer a place that people can recycle crisp packets to then be turned into blankets/sleeping bags for the homeless.</p>
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	BIVC will enter into a maintenance contract with Swift to ensure that the printer is kept in good running order. The cost of this will be met from our general income.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	BIVC has limited funds which are used to keep the centre running. Our estimated income as evidenced in the accompanying form are insufficient to allow us to contribute to the purchase of a new printer. The income from all our fund raising efforts is consumed in the daily running of the centre and provision of our services. The overall budget for 2022/23 is £43,579, and includes salaries, rent, utilities and office costs.
Project theme – outcomes	
What difference will your project make in your community?	Improved economic and community wellbeing The printer will ensure the continuance of the Village Voice which provides a means of inclusion for all the village as it lists upcoming events and issues of interest to the whole village. It will mean that we can continue to provide a photocopying service both to individuals and small business owners for a very small fee. It will also ensure that any government/council forms or other documents can be scanned/photocopied quickly and efficiently.
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	A new printer will enable us to continue to provide the relevant information from various agencies within/outside the community to the villagers and surrounding areas.

ASTON ROWANT PARISH COUNCIL	Ref	SCAP21- 22/52
Parish noticeboards		
Corporate plan priority: Improved economic and community wellbeing		
Potential number of beneficiaries: 500		

Total project cost	£6,563	SCAP grant requested	£3,281.50* adjusted from £5,000
Organisation's contribution	£1,500	Total other funding applied for but not yet secured	£0
Other secured funding	£0	*Organisation requested 76% of total project cost. Max permitted 50%	
Funding still needed for the project	£5,063	Organisation's latest bank balance £44,609.49 (£31,992 as evidenced from bank statements)	

Previous community grants awarded: none

Scoring

Community need, inclusion and consultation This project is to purchase three wooden parish noticeboard with like-for-like replacements.	Score	1/6
Community benefit The noticeboards will provide a public space to display parish information for parishioners who are mobile but not able to access the same information online and for visitors from outside the parish.	Score	3/6
Action on Climate Emergency The organisation has given some consideration into possible actions that address the Climate Emergency, with limited evidence of any actions undertaken. They have submitted a draft Climate Emergency Policy (this is due to be updated following COP26, and a resolution passed to formally adopt).	Score	1/6
Financial sustainability Aston Rowant Parish Council have requested more than 50 per cent of the total project cost, which exceeds the maximum allowed and have therefore not applied elsewhere for the remaining funds needed. They have budgeted for ongoing maintenance and have a contingency plan should they only receive a partial grant from the council, but do not say how they will fund eventual replacements.	Score	1/6
Themed criteria for chosen corporate plan priority The project contributes to the theme but in a very minor way compared to other projects for this round of funding. More detail/information is needed to demonstrate the project would have a much bigger impact.	Score	0/6
Officer Comments:		
Financial and project management plans Aston Rowant's request has been adjusted to fit within the scheme's criteria of awarding up to 50 per cent of the project costs. The organisation's bank balance suggests they could fund the whole project without funding, however they have chosen to prioritise other projects. In light of the health and safety issue referred to below, officers recommend this should be a priority and have removed two points.		
Demand for services and other similar facilities		

There are existing noticeboards in the village which are used to display the Parish Council's statutory notices and information, however they have not been maintained and one is now a health and safety issue.

Internal Consultation

No S106 funds are available.

Project completion within timeframe

Officers are confident that that project would be completed within the 12 month timeframe, providing the organisation is able to secure all the funds.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS	Total score	6/30
Officers recognise the importance of parish noticeboards for sharing essential information with residents and visitors to the area. However, the overall score for the project makes it a low priority for funding and therefore doesn't meet the threshold for receiving a grant.	Recommended Grant	Amount to be confirmed at the panel meeting

Applicant responses	
Details of the project	<p>All three existing wooden parish noticeboards, upon which we are legally obligated to display certain information, have suffered badly from the affects of weather and neglect over the years with the result that during the COVID lockdowns over the last 18 months one has become completely unusable and one is in danger of toppling over.</p> <p>All three leak and condensation renders the content un-readable, and all three no longer lock due to warped frames with the result that much unauthorised content is placed over the notices we are legally required to post. We therefore need to replace all three as soon as possible and are seeking a contribution of £5,000 to assist as shown in the costs breakdown uploaded later in this application.</p> <p>There are other projects we are including in next years budget and wish to restrict the amount of increase that will be required to our Precept for 2022-2023 and thus the financial burden on our parishioners which this grant, if awarded, will help to achieve.</p>
Where will the project take place?	Aston Rowant (S)
Community Need, Inclusion and Consultation	
How do you know there is a need for your project?	As described on previous pages, the current noticeboards are all unfit for purpose
Community benefit	
Who will benefit from your project?	<p>All parishioners - they will have access to details of all the up-to-date activities of the Parish Council. We have a large proportion of elderly non-tech savvy parishioners who are uncomfortable with using the website and the Parish Magazine is only produced bi-monthly so some information is out of date by the time published.</p> <p>We pride ourselves on the well maintained public footpath and Bridleway network which encourages many groups of walkers and cyclists (including organised groups from the Thame and Wheatley Ramblers) - details of whose activities are usually published. While they are on our website, people out and about in the country-side may prefer to read the information on a physical noticeboard that try to connect to the internet, which has poor connectivity at the best of times in this area.</p> <p>Other visitors from outside the parish who may wish to see activities or events they can join.</p>
Have you considered how your project will benefit vulnerable & disadvantaged residents?	<p>As above.</p> <p>All existing noticeboards are viewable from the road/pavement where they are situated.</p>
Action on Climate Emergency	
Has your organisation taken any steps to improve its own environmental sustainability?	The draft Climate Emergency Policy - will need to be updated following COP26, and a resolution passed to formally adopt, but it is something we are keen to promote.
Financial sustainability	
What are the ongoing financial requirements for this project once the delivery is complete?	None, maintenance costs will be built into the 2022-23 budget calculations.
Please give us detail of any existing financial commitments that affect how much you can contribute to this project?	<ol style="list-style-type: none"> 1) We need to upgrade or replace equipment in our childrens play area. 2) We need to complete further traffic-calming work to mitigate increase in traffic due to explosion of developments in Chinnor and beyond. 3) We need to replace laptop for Clerk's use as current one is over eight years old, and not compatible with certain upgraded applications. 4) We need to complete and pay for expert consultations for our Neighbourhood Plan.
Project theme – outcomes	

What difference will your project make in your community?	As detailed on previous pages.
Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.	None so far, but if this application is unsuccessful we have a number of organisations we can approach, although they are not specifically set up for this kind of project.