

Agenda



Listening Learning Leading

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

A MEETING OF THE

Community Grants Panel

WILL BE HELD ON THURSDAY 29 FEBRUARY 2024 AT 9.30 AM

MEETING ROOM 1, ABBEY HOUSE, ABBEY CLOSE, ABINGDON, OX14 3JE

Members of the Committee:

Tony Worgan (Chair)

Ken Arlett

David Bretherton

Mike Giles

Ali Gordon-Creed

Kate Gregory

Georgina Heritage

Denise Macdonald

Jo Robb

Substitutes

James Barlow

Tim Bearder

Kellie Hinton

Sam Casey-Rerhaye

Peter Dragonetti

Stefan Gawrysiak

Katharine Keats-Rohan

Mocky Khan

Axel Macdonald

Ben Manning

Zia Mohammed

David Turner

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Vivien Williams

Head of Legal and Democratic (Interim)

1 Chair's announcements

To receive any announcements from the chair and general housekeeping matters.

2 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.

3 Minutes (Pages 3 - 12)

To adopt and sign as a correct record the Community Grants Panel minutes of the meeting held on 9 February 2023.

4 Declarations of interest

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

5 Urgent business

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.

6 Public participation

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

7 South Oxfordshire Capital Grant Scheme 2023/24 (Pages 13 - 125)

1. To review and note the report and recommendations of scoring made by officers.
2. To make a recommendation to the Cabinet Member for Community Wellbeing about funding grant application(s).

Minutes

of a meeting of the

Community Grants

Panel



held on Thursday, 9 February 2023 at
9.30 am in Meeting Room 1, Abbey
House, Abbey Close, Abingdon,
OX14 3JE

Open to the public, including the press

Present in the meeting room:

Councillors: George Levy (Chair), Victoria Haval, Lynn Lloyd, Jo Robb, and Andrea Warren

Officers: Darius Zarazel (Democratic Services Officer), Cheryl Reeves (Community Enablement Team Leader), Jayne Bolton (Community Wellbeing Manager), Kathy Deacon (Community Enablement Officer), Madeline Swaine (Community Enablement Officer), and Lynsey Green (Community Enablement Officer)

Remote attendance:

Officers: Jeremy Lloyd (Broadcasting Officer) and Harry Barrington-Mountford (Head of Policy and Programmes)

14 Apologies for absence

Apologies for absence were received from Councillors Axel Macdonald and David Bretherton.

15 Minutes

RESOLVED: to approve the minutes of the meeting held on 7 March 2022 as a correct record and agree that the Chair sign these as such.

16 Declarations of interest

There were no declarations of interest.

17 Urgent business and chairman's announcements

The Chair welcomed everyone to the meeting and outlined the meeting procedure to be followed. He also explained the emergency evacuation procedure and that there was no urgent business.

18 Public participation

A list showing members of the public who had registered to speak had been sent to the panel prior to the meeting.

19 South Oxfordshire Capital Grant Scheme 2022/23

The panel reviewed and noted the submitted grant applications and received representations from supporters of the following applications:

Wheatley Parochial Church Council for the revival at St Mary's

Peter Fanning and Richard Cosier, representatives from Wheatley Parochial Church Council, spoke in support of the application.

The panel asked the representatives about the changes to the project and ways it had been improved since it was last submitted to the community grants panel. In response, Peter Fanning confirmed to members that changes to the scheme involved new lighting, replacement to the vestry floor, and a substituting of certain materials which had led to a reduction in construction costs.

Members also inquired about how the applicants estimated the total budget for the project and the supporters confirmed that they had received this costing from a professional quantity surveyor.

Regarding the heating of the building, members asked for clarification about how the building was insulated and what method of heating the applicants planned to use. Richard Cosier clarified that they planned to use electric heating, which may be reassessed in the future, but that heating was not part of their application.

Finally, members also raised the feedback from equalities for the provision of an additional handrail in the toilets and for more features to assist the visually impaired and the representatives for the application confirmed that they had passed these points onto their architect to be included in the plans.

RESOLVED: to note the application of Wheatley Parochial Church Council.

Holton Parish Council for Holton Orchard play equipment

Allan East, representative of Holton Parish Council, spoke in support of the application.

The panel asked the representative for the application about the types of trees planted in the orchard area of the site and Allen East informed the members that they had selected fruit trees and wildflower areas have been planted, and that the community were already benefiting from the area.

Members then inquired about the equalities feedback who noted that the play area might not be easily accessible for disabled children and could include more inclusive play equipment. In response, Allen East expressed his support for these ideas and had already had conversations with the councils' equality and exclusivities officer, but felt the project needed to balance the cost of completion against the amount of

equipment they could provide. In addition, he informed members that the equipment is low level with no kerbs, in order to improve access and they have also included sensory play.

The panel did note that there was no path to the proposed play area but the representative for the application expressed a commitment to raise money for a hard path connecting the gate to the play area.

RESOLVED: to note the application of Holton Parish Council.

Thomley Hall Centre Ltd for an interactive water feature with disabled access

Ewan Shinton, representative of Thomley Hall Centre Ltd, spoke in support of the application.

The panel asked the representative of the application about what the expected age range of users of the feature would be and Ewan Shinton predicted a broad range, from three to fifty. In addition, the panel inquired about the how the energy and supply of water would be funded. In response, the representative confirmed there were two providers they could go through to supply the project and that the scheme itself had been scaled down to be more resource efficient.

A question was also raised about how many people would be able to use the water feature and Ewan Shinton responded to member that he believed the use of the facility would likely be seasonal, although they plan to keep the site in operation all year round and therefore that it could serve the 30,000 annual visitors they receive. The representative for the application also highlighted that there is a changing area in place which is fully accessible.

RESOLVED: to note the application of Thomley Hall Centre Ltd.

South Moreton Parish Council for the South Moreton recreation ground path

Councillors Johnny Gilbert and Richard Macdonald, representatives of South Moreton Parish Council, spoke in support of the application.

The panel asked about the surface of the path, which the representative confirmed to be crushed gravel and locally sourced. Councillors Johnny Gilbert and Richard Macdonald also clarified with the panel that this surface is suitable for members of the public to walk, run, cycle, or use wheelchairs on and that they believe it to be a cheaper, more sustainable, alternative to a tarmacked surface.

Members also inquired about how significant the path would be in terms of increasing access around the village. In response to this, the representatives suggested that around 40-50 families would be served by the new pedestrian access including many who could use this to walk to the primary school.

Finally, members asked about the proposed path's width and if there were any comments made about this from local residents but the representatives confirmed that they had not heard of any. They also confirmed that that the path would be one metre wide, with passing places.

RESOLVED: to note the application of South Moreton Parish Council.

Dorchester-on-Thames Parish Council for the improvement and upgrade of village playground and playing field to make it more inclusive and to improve outcomes for all local children and adults

Rob Ballantyne, representative from Dorchester-on-Thames Parish Council, spoke in support of the application.

The panel asked about how the equipment would be maintained and if the parish would be responsible. Rob Ballantyne then confirmed that the existing play equipment was inspected fortnightly, and that the parish covered the maintenance cost. Therefore, the new equipment would be added to the parish's maintenance schedule.

Members also inquired as to whether swings could be added to the plan, primarily for their inclusive benefits to teenage girls, and Rob Ballantyne responded by saying that they had two sets of swings already but that they were hoping to add in another swing for young children, through recognised this would not address the plea raised.

RESOLVED: to note the application of Dorchester-on-Thames Parish Council.

Wallingford Sports Trust for the installation of solar panels and battery

John Atkins, representative of Wallingford Sports Trust, spoke in support of the application.

Members asked the representatives about their energy usage about what could be generated through the proposed solar panels. In response Jon Atkins confirmed that around 25-30% of their current usage could be generated by the solar panel installation, which would equate to about £15-20,000 per year. It was also noted that the solar panels themselves could cost £40,000 and the batteries £25-30,000.

The panel also asked Jon Atkins about potentially installing a wind turbine, but he confirmed that this was considered but that the site was not considered suitable.

RESOLVED: to note the application of Wallingford Sports Trust.

SOFEA for upgrading IT infrastructure

James Plunket, representative from SOFEA, spoke in support of the application.

The panel asked about how the ongoing costs of the equipment would be managed, and the representative confirmed that the new equipment would form part of their budget and so would be included in their future fundraising targets.

The panel then got clarification about what was being requested and James Plunket confirmed that SOFEA were requesting the grant for personal computers, desktops, keyboards, and mice and that other IT infrastructure such as routers and cabling were not included in their grant application.

Members also inquired about their community engagement and the representative confirmed they informally consult many people in the local community on a regular basis through their projects such as community larders. The panel also noted that South Oxfordshire District Council had previously donated 60 laptops to SOFEA for the 'Getting Oxfordshire Online' initiative and James Plunket informed members that these would have already gone out to local schools through food larders and housing associations within a few weeks.

RESOLVED: to note the application of SOFEA.

Berinsfield Parish Council for the installation of solar panels on the sports pavilion, Berinsfield

Members received and noted the application for the installation of solar panels on the sports pavilion, Berinsfield.

RESOLVED: to note the application of Berinsfield Parish Council.

Beckley and Stowood Village Hall Charitable Incorporated Organisation (CIO) for an electric car charging point

Members received and noted the application for an electric car charging point.

RESOLVED: to note the application of Beckley and Stowood Village Hall CIO.

Didcot TRAIN – inspiring young people – for premises improvement

Members received and noted the application for premises improvement.

RESOLVED: to note the application of Didcot TRAIN.

Stanton St John Parish for the installation of 2 EV chargers

Michiel Stofferis, representative of Stanton St John Parish, spoke in support of the application.

The panel asked about the expected cost of installation for the electric vehicle (EV) chargers as some members had seen the actual cost far exceed the predicted, and that if this was the case, would the applicant be able to still fund the installation. In response, Michiel Stofferis confirmed that he believed they could fund the project due to the estimated costs they received and that the electric mains were located not far from the EV's chargers' installation point.

In addition, members asked if there would be a cost to use the chargers and the presentation for the application confirmed that this would be the case and that users would pay through a phone application. Michiel Stofferis also added that the parish would get some of the money from this in order to provide the chargers continued maintenance.

Members noted that the project had received lower scores for public consultation and asked the representative about the level of demand for the EV charging points. Michiel Stofferis replied he believed visitors to the village would welcome this and that, as fast charging was more effective than home charging, local residents would use it too.

RESOLVED: to note the application of Stanton St John Parish.

Clifton Hampden and Burcot Sea Scout Group for a new roof for scout hut

Ian Shortman, David Croft, and Yvonne Peet, representatives of Clifton Hampden and Burcot Scout Group, spoke in support of the application.

Members asked about the roof itself, which was confirmed as being a steel sheet metal, shallow angle pitched roof, with no insulation and the applicants were looking to replace it with a modern like for like metal sheeting, felted and insulated with the potential for installing solar panels at a later date.

The panel also asked about what would happen if a new roof was not provided and the representatives of the application responded by saying that, in the worst case, they would struggle to continue their operation.

On community engagement, members asked about how the applicants had consulted the community and Yvonne Peet responded by saying that they conducted a survey in which 99% said that they want to keep the scout hut. The representatives also added that the scout group itself has seen increasing interest and membership.

The panel then inquired into the application's sustainability scoring but Ian Shortman informed members that the group conducted several different activities around the local area positively impacting the climate, such as litter picking, the young people's work towards several environmental badge achievements as scouts, recycling food waste when camping, and recent work with the United Kingdom Atomic Energy Authority based in Culham where the scouts built a solar powered battery charger using recycled material.

RESOLVED: to note the application of Clifton Hampden and Burcot Sea Scout Group.

Warborough Parish Council for the Warborough sports pavilion refurbishment project

During this application the meeting length had reached almost two and a half hours. In accordance with the council's Constitution, the panel agreed to extend the meeting for 30 minutes to note the remaining applications.

Jonnie Bradshaw and Mark Searle, representatives of Warborough Parish Council, spoke in support of the application.

The panel asked about the responsibility for the long-term management of the building and who would ensure that it does not fall into disrepair again. In response, the representatives for the application confirmed to members that it was a parish council asset and now had its own budget line. In addition, the parish decided that a complete refurbishment of the building would be more effective than a series of small repairs

and that future hirings would help generate revenue which would also help pay for the buildings upkeep.

In response to a question about where the storage would be, as it was removed from the plans for the pavilion, Jonnie Bradshaw and Mark Searle informed the panel that a new outbuilding is provided which would provide the storage for the pavilion.

Members also inquired into the building's future usage as a community asset. On this point, Mark Searle clarified that the pavilion would be run in a similar way to the village hall, that there would be a series of regular bookings from groups such as the cricket club, but that the rest of the time it would be open to rent for the public and that they expect it to be available 90% of the year. The panel then asked if the applicant could provide additional facilities for the wider community, such as a baby changing station, and the representatives confirmed they would look into this.

Members also noted the consultation response from Sport England that the proposal did not meet their recommendations, but the representatives of the application responded saying that they believed the physical limitations of the building prevented them meeting those guidelines. Members also noted that although the building was not listed, it was in a protected view area, so this may impact the ability to extend the pavilion.

In addition, members also brought up the concerns of the Active Communities team who had noted the reduction in number of toilets and showers in the proposal and that the flexible third changing room had no toilet facility. In response to this, Jonnie Bradshaw and Mark Searle highlighted the importance of the proposed third changing room, a flexible room which could be used by girls or a smaller group, and that the disabled toilet would be available to them via an outside access. Overall, the representatives believed the plans were a compromise but an improvement to the current situation.

RESOLVED: to note the application of Warborough Parish Council.

Henley-on-Thames Bowling Club for replacing storage heaters with air conditioning

Members received and noted the application for replacing storage heaters with air conditioning.

RESOLVED: to note the application of Henley-on-Thames Bowling Club.

The first period of the meeting closed at 12.27pm.

The second period of the meeting began at 1.30pm and the panel discussed the applications and devised recommendations to be sent to the Cabinet Member for Community Wellbeing about which grant applications should be funded.

At this stage, Councillor Victoria Haval declared an interest in the Clifton Hampden and Burcot Sea Scout Group application for a new roof for scout hut as she was a member of a different scout group and so would not discuss, or vote on, the application.

Wheatley Parochial Church Council for the revival at St Mary's

The panel discussed the projects criteria scores and agreed that the score should be 22 out of 30.

Holton Parish Council for Holton Orchard play equipment

The panel discussed the projects criteria scores and agreed that the score should be 25 out of 30.

Thomley Hall Centre Ltd for an interactive water feature with disabled access

The panel discussed the projects criteria scores and agreed that the score should be 27 out of 30.

South Moreton Parish Council for the South Moreton recreation ground path

The panel discussed the projects criteria scores and agreed that the score should be 22 out of 30.

Dorchester-on-Thames Parish Council for the improvement and upgrade of village playground and playing field to make it more inclusive and to improve outcomes for all local children and adults

The panel discussed the projects criteria scores and agreed that the score should be 21 out of 30.

Wallingford Sports Trust for the installation of solar panels and battery

The panel discussed the projects criteria scores and agreed that the score should be 24 out of 30.

SOFEA for upgrading IT infrastructure

The panel discussed the projects criteria scores and agreed that the score should be 17 out of 30.

The panel also agreed that a condition be placed on the grant so that the money be earmarked for just personal computers, laptops, mice, and keyboards and not other IT equipment such as cabling or routers.

Berinsfield Parish Council for the installation of solar panels on the sports pavilion, Berinsfield

The panel discussed the projects criteria scores and agreed that the score should be 17 out of 30.

The panel also agreed that a condition be placed on the grant for Berinsfield Parish Council to conduct an energy audit before the money is released.

Beckley and Stowood Village Hal CIO for an electric car charging point

The panel discussed the projects criteria scores and agreed that the score should be 17 out of 30.

The panel raised some concerns about the ability to secure the project with the funding provided but were satisfied with the officers' confirmation that if the applicants cannot complete the project, they would be obliged to return the grant funding.

Didcot TRAIN – inspiring young people – for premises improvement

The panel discussed the projects criteria scores and agreed that the score should be 17 out of 30.

Stanton St John Parish for the installation of 2 EV chargers

The panel discussed the projects criteria scores and agreed that the score should be 18 out of 30.

The panel raised some concerns about the ability to secure the project with the funding provided but were satisfied with the officers' confirmation that if the applicants cannot complete the project, they would be obliged to return the grant funding.

Clifton Hampden and Burcot Sea Scout Group for a new roof for scout hut

The panel discussed the projects criteria scores and agreed to increase their 'Action on Climate Emergency' score and 'Community need, inclusion, and consultation' scores as the panel were impressed by the action they were taking on the climate emergency, as the roof would enable them to install solar panels and would be better insulated, through their community actions such as litter picking, the work they do with the scouts, and by their public consultation exercise.

The panel agreed to add a point to each of these categories meaning the projects criteria score would be 21 out of 30

Warborough Parish Council for the Warborough sports pavilion refurbishment project

The panel discussed the projects criteria scores and agreed that the score should be 16 out of 30.

As members held reservations about the exact design of the building, the panel agreed that a condition be placed on the grant requiring them 'To submit revised plans by 1 August 2023, taking account of the guidance from England and Wales Cricket Board (ECB) 'Creating-welcoming-environments' and the Equality Act, wherever

possible, and that they deliver the outcomes of increasing women's participation in cricket, appropriate male and female changing/showers/toilets, an accessible toilet and hireable space, and that 50 per cent of the funding would be released when building regulations approval (if required) had been granted, and all funding for the project had been secured.

Henley-on-Thames Bowling Club for replacing storage heaters with air conditioning

The panel discussed the projects criteria scores and agreed that the score should be 9 out of 30.

The Community Enablement Team Leader outlined the results of the panels discussion and scoring and informed the panel that, if the high priority applications (which scored between 21 and 30 points) were fully funded, the medium priority application (scoring between 15 and 20 points) would be able to receive 71.3% of their requested funding if it was equally distributed.

Overall, the panel agreed with the approach and therefore recommended to the Cabinet Member for Community Wellbeing that:

- 1) High priority applications should receive 100% of their requested funding (with the conditions outlined)
- 2) Medium priority application should receive 71.3% of their requested funding (with the conditions outlined)
- 3) Low priority applications should receive no grant funding

The meeting closed at 2.05 pm

South Capital 2023/24 - officer evaluation report

Scoring summary

Ref no.	Organisation	Project	Project cost	Amount requested	% of cost requested	Suggested score
SCAP23-24\37	Henley on Thames Town Council (Page 17)	Mill Meadows Adventure Playground	£130,137	£65,068	50.00%	26
SCAP23-24\33	Aston Rowant Parish Council (Page 23)	Play area upgrade and new equipment	£43,626	£20,315	46.57%	24
SCAP23-24\55	River & Rowing Museum Foundation (Page 29)	Ratty's Refuge Reimagined	£19,090	£9,545	50.00%	22
SCAP23-24\59	South Moreton Parish Council (Page 36)	South Moreton Playground Enhancement	£7,903	£3,951	49.99%	20
SCAP23-24\29	Kidmore End and Sonning Common Parochial Church Council (Page 40)	Roof replacement and energy efficiency measures.	£211,000	£24,000	11.37%	19
SCAP23-24\35	Chinnor Village Centre (Page 46)	Keeping the Lights On-Upgrade to LED Lights	£4,079	£2,039	49.99%	18
SCAP23-24\42	Parochial Church Council North Moreton (Page 51)	Safe and More Efficient Use of Village Hall	£57,295	£21,485	37.50%	18
SCAP23-24\54	Berinsfield Parish council (Page 54)	New high pedestal slide	£11,481	£5,740	50.00%	17
SCAP23-24\67	Thame Town Cricket Club Limited (Page 58)	Solar Panels controls housing	£2,400	£1,200	50.00%	16
SCAP23-24\46	South Stoke Community Shop (Page 62)	Community Shop Rebuild Project	£392,793	£75,000	19.09%	16
SCAP23-24\43	Tetsworth Parish Council (Page 66)	Play area surface replacement	£51,391	£24,999	48.64%	15

SCAP23-24\48	1st Goring Heath Scout Group (Page 70)	Scout Hut Window Replacement and Access Ramp Project	£16,182	£8,091	50.00%	13
SCAP23-24\68	Didcot District Guide Association (Page 75)	Refurbishment of our hall	£56,947	£24,999	43.90%	13
SCAP23-24\44	St Leonard's Parochial Church Council (Page 79)	St Leonard's church bells restoration	£82,556	£9,999	12.11%	9
SCAP23-24\41	SHEDQUARTERS (Page 83)	SHEDquarters workshop	£9,374	£4,374	46.66%	9
SCAP23-24\58	Henley Town Football Club (Page 88)	Facility for improvements, upgrade and maintenance. Mower and machinery and equipment storage	£10,000	£5,000	50.00%	7
				Total Requested		Budget
				£305,805		£320,000

Scoring and award matrix for Capital Grant applications

Suggested Scores	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). Scores: The scoring thresholds which identify what priority level the project falls into can be amended, depending on the number of applications received and potential allocation of funds to ensure maximum community benefit. As agreed by the Cabinet Member.
21-30 points	High priority	We will award full amount requested - budget permitting - 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. We expect that all applications comply with the Equality Act 2010 and can offer support to

Responses from applicants have been copied from application form, no attachments referenced have been included in this board paper.

help ensure your project is accessible for all. For projects that aim to improve parks, play equipment and public spaces (such as Multi Use Games Areas (MUGAs) and outdoor sports facilities), please consider how to encourage usage from more girls and young women in your designs <https://makespaceforgirls.co.uk/>.

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 existing activities has been provided	A decorative village sign that will be mainly used for people outside of the community or doesn't allow any community 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) as above and 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>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</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>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>
<p>5-6</p>	<p>(5 points) the project will provide substantial new facilities or activities to the community. or the project significantly improves the capacity of a significant community facility.</p> <p>(6 points) <u>as above and</u> 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 (MUGA), 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 minority groups in the community and delivered targeted communication to encourage</p>

		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
0	The project offers little or no direct benefit to the community.	A decorative sign or boundary wall with no other purpose

<p>1-2</p>	<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 	<p>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.</p>
<p>3-4</p>	<p>(3 points)</p> <ul style="list-style-type: none"> • Two or more specific groups will benefit. <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>
<p>5-6</p>	<p>(5 points)</p> <ul style="list-style-type: none"> • The project will provide a facility that's open/available to anyone to access, (not just members) <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).
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Action on Climate Emergency

Scoring guidance – these 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	(3 points) The organisation has implemented multiple or regular minor events, activities or services that contribute to the Climate Emergency	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 or talks, moving regular supporter communications online instead of print, planting and/or management of a public space to improve its

	(4 points) as above and Adoption of a simple sustainability/ climate action policy/statement for the organisation	biodiversity.
5-6	(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 (6 points) as above and have a sustainability / climate action forward plan or strategy for the organisation	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

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	They don't have a plan of how they'll fund the rest of the project and haven't secured any other funding yet. They haven't given details of how they'll fund the ongoing maintenance and eventual replacements.
1-2	(1 point) They've got a funding plan but haven't applied for all of it yet. or They've applied for all the other funding needed but have secured less than 50 per cent so far.

	(2 points) as above and They've also budgeted for the ongoing maintenance but don't say how they'll fund eventual replacements in the future (if applicable).
3-4	(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. (4 points) as above and They've also budgeted for the ongoing costs and have a general idea how they'll fund replacements eventually (if applicable)
5-6	(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. or 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. (6 points) as above and They've also budgeted for the ongoing costs and have a fund/account/pot saving for the replacements in due course.
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 any of their grant applications (to the council and others) be unsuccessful or award less than requested.</p>

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</p>

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

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</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>

	consultation and have not obtained baseline information from the Thames Valley Environmental Records Centre.			
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 Page 25	Medium scale projects evidencing good community involvement and a commitment	Facilities that encourage culture, leisure and art to promote social wellbeing (e.g.	Refurbishing empty community properties for the benefit of the community/not residential (e.g.	Investment in building energy efficiency using more than one technology eg LED

Responses from applicants have been copied from application form, no attachments referenced have been included in this board paper.

	<p>to partnership working.</p> <p>Projects or proposals fitting in with relevant local and national priorities. This might for example 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>expansion of sports facilities, creation of public arts, purchasing of village hall staging, theatre 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>refurbishing a community hub for young families, refurbishing a building that houses charitable 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>lighting with lighting controls, insulation, a building management system measured by a good reduction in energy bills</p> <p>Projects to help adapt to climate change eg solar shading and water saving measures</p>
<p>5 Page 26</p>	<p>Large scale habitat creation/restoration projects or</p>	<p>Projects that promote economic recovery and</p>	<p>Projects that create new and improved infrastructure for</p>	<p>Projects to help achieve significant carbon emission</p>

Responses from applicants have been copied from application form, no attachments referenced have been included in this board paper.

<p>tree planting projects forming a key part of meeting relevant local and 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>quality employment through the creation of a new social enterprise such as a community 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>communities in a new development to promote cohesion and that are accessible 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>savings for organisations/facilities e.g. investment in renewable 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</p>
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				goods and materials) e.g. Repair Cafe, refill centre
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Henley on Thames Town Council	Ref	SCAP23-24\37
Project Name: Mill Meadows Adventure Playground		
Project Description: A project to replace and expand the existing adventure playground at Mill Meadows.		
The existing adventure playground was installed in 2009 and is towards the end of its life. The playground is extremely popular with both local residents and visitors to Henley, and the project will ensure that the new playground improves the range of play equipment; makes the playground as inclusive and accessible as possible; and ensures there is a biodiversity net gain.		
Application Theme: Improved economic and community wellbeing		
Location of Project: Henley On Thames		
Potential number of beneficiaries: 10,000		

Project Finances

Total Project Cost	£130,137
Organisation's contributions	£65,069 *
Other secured funding	£0
Amount still required for the project	£65,068
Amount requested from this grant scheme	£65,068
Other funding applied for but not yet secured	£0
Other funding identified but not yet applied for	£16,500
Funding plan shortfall	£0

*Organisation has advised they have all the funding needed for the project using their reserves.

Organisations latest bank balance: £516,875

Previous community grants:

- CU25k£\243 Floodlights for Astro pitch at Tesco sportsground £6,218 – grant complete.
- CCGO/14 Henley Skatepark £100,000 – grant complete.
- SCap18-19\33 Town Hall audio system £15,491 – grant complete.
- SCap18-19\36 Outdoor Gym Equipment £7,499 – grant complete.
- SActive22\14 Makins Basketball Court £1,000 – grant complete.
- CGS22\100023 Makins Basketball Court £2,000 – grant complete (funded separate elements of the project).

Scoring

Community need, inclusion and consultation The project significantly improves an important community facility by refurbishing the playground and installing new equipment to cater for different age ranges and abilities. Consideration has been given to all users including those that are disabled; an access audit has been carried out and associated actions are being taken. Initial public consultation has taken place with a plan to carry out further consultation on the final design, which will include engagement with stakeholders of minority groups and vulnerable users.	Score	5/6
Community benefit The project will improve and provide a facility that is open to anyone to access and demonstrated how the facility will be inclusive and accessible to users. The town council estimates it will benefit 10,000 residents, so this project benefits a greater number of residents when compared to other projects in the same category.	Score	6/6
Action on Climate Emergency	Score	6/6

<p>The organisation has implemented multiple climate related activities or services as a routine part of the organisation’s workplan, including undertaking energy audits of all the town council's buildings and carrying out subsequent recommendations and works. The organisation is additionally involved in community sustainability schemes such as 'solar streets' and car clubs. The organisation has a 'net zero carbon emissions policy' and employs a dedicated climate emergency project manager.</p>		
<p>Financial sustainability Please see project finance table above. The town council has secured all the other funding needed for the project and have a contingency plan should they only receive a partial grant from the council. They have budgeted for ongoing costs and eventual replacements. They stated that they have the funding needed for the project already, therefore in line with the policy officers have deducted two points.</p>	<p>Score</p>	<p>4/6</p>
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Improved economic and community wellbeing'. The applicant has provided a clear, relevant and well detailed response that addresses how a capital grant will provide better outcomes to the community at an excellent standard with some measurable outcomes identified. They have gone above expectations and fully integrated the project theme, as they have a clear understanding of this corporate priority and how their project aligns with our plan to launch a new community wellbeing strategy to encourage and support culture, leisure and arts. There has been evidence provided that the community have been involved in the project design, but officers would like to see stronger collaboration with local organisations.</p>	<p>Score</p>	<p>5/6</p>
<p>Financial and project management plans The town council advised they have the funding required for the project from their reserves suggesting they could contribute more, however they will use this as a contingency should they not be successful in securing a grant. They have a total bank balance of £516,875 and £3,385,415 in reserves, but they anticipate delivering capital projects totalling £3,050,000 over the next three years and require a minimum of £500,000 in their general reserves. An extremely robust project plan has been provided alongside a maintenance plan.</p> <p>Demand for services and other similar facilities The organisation have estimated that 10,000 residents will benefit from the project with an explanation as to how this has been calculated. This facility will cater for Henley residents, surrounding villages as well as tourists. The closest similar facilities in the district are in Wallingford and Benson.</p> <p>Internal Consultation Climate: The climate team fully supports the town council’s future plans to tackle the climate emergency. The applicant recognises the opportunity to improve the biodiversity of the site through the delivery of the project and through their procurement process. Officers also support the use of suppliers who have a sustainability policy, use recycled/sustainable materials, recycle the old equipment it removes and use chemical free processes.</p> <p>Equalities: The equalities officer is very happy with the detail and accessible play equipment.</p> <p>S106: Henley Town Council have not applied for any S106 funding towards this project. There are no secured or available S106 developer contributions within the parish of Henley-on-Thames for use towards the project. Any relevant CIL funding generated from developments within the area have been transferred to the town council to spend on infrastructure projects to support the development of the area. The 2021/2022 CIL annual monitoring report submitted by the town council shows the sum of £248,350 carried forward to 1 April 2022. Further payments made to Henley Town Council are detailed below.</p> <p>CIL payments made in the financial year 2022/2023 – declaration to be submitted by 31 December 2023 £65,133.32 in April 2022 £115,968.45 in October 2022</p> <p>CIL payments made in the financial year 2023/2024 – declaration to be submitted by 31 December</p>		

<p>2024 £42,610.53 in April 2023 £38,548.43 in October 2023</p> <p>Project completion within timeframe The original project start date requested was April 2024, however the town council were advised the earliest start date would be May 2024. Officers are confident that the project would be completed within the 24 month timeframe, but would like to reiterate that we will not pay retrospective costs before a grant decision is made.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS Officers have deducted two points as the organisation has stated they are able to fully fund this project.</p>	<p>Total score</p>	<p>26/30</p>

<p>Applicant responses</p> <p>Community Need, Inclusion and Consultation Questions from application form Will your project be providing new facilities or activities? Yes</p> <p>What extra facilities, equipment or activities will this project provide? The project will:</p> <ol style="list-style-type: none"> 1. Improve on the facilities provided by the current playground 2. Provide a free-to-access facility for all, helping young families and those on low incomes 3. Improve the biodiversity of the area for the benefit of users and the wider community <p>The new playground will also address the current accessibility issues (see attached access audit) in the following ways:</p> <ol style="list-style-type: none"> 1. Follow guidance from PiPA, Make Space for Girls and Fields in Trust as well as feedback from the public consultations and stakeholder engagement 2. New signage at both entrances, which will be more visual, at a better height, include contact details and locations of toilets and refreshments, and include a QR code to an online form to directly report any issues 3. New smooth, firm surfacing in the playground to give better access to accessible items 4. More accessible play items 5. More sensory play items 6. Increase 'private' spaces 7. Include more natural materials and planted areas 8. Include more challenging play items 9. Better seating including wheelchair-accessible picnic bench 10. A dedicated webpage for the playground 11. More provision for girls through increasing social spaces and providing an alternative entrance to improve sense of safety <p>The closest similar facilities in the district are in Wallingford (Crowmarsh Gifford) and Benson. This playground will be the closest facility of its kind for residents of Henley and surrounding villages. Henley is one of the most visited destinations in Oxfordshire and the playground is popular with visitors and tourists. Therefore, the playground benefits a much greater number of residents and visitors than similar projects.</p> <p>How do you know there is a need for your project? The Council carried out an initial public consultation (see report attached) and will be carrying out a further consultation on the final design. This will include engagement with stakeholders of minority groups and vulnerable users.</p> <p>Improvement of the playground is included in the Town Council's Mill Meadows Action Plan (attached).</p> <p>The need for the adventure playground has also been self-evident through the high footfall to the playground throughout the year from both residents and visitors, complementing the offer to families from the adjacent park, adventure golf course, toddler playground, and River & Rowing Museum.</p>
<p>Community Benefit Questions from application form Who will benefit from your project?</p>

Currently c.1,200 Henley residents within 5-12 target age range for playground. Within 20-year life expectancy of playground, this will be c.3,000 residents. In addition, there is the benefit of a free public facility to the parents and other family and carers accompanying the children (c.6,000 over 20 years) plus approx. 10% additionally from surrounding villages where Henley is the main centre. Total: 10,000.

In addition, there is a high number of visitors to Henley. 7.5% of consultation report respondents were non-Henley residents, although this is likely to be a significant under-reporting of the actual percentage of non-Henley users.

In addition, the following groups will benefit from the project:

- River & Rowing Museum - attracting more visitors and from further distances due to the strength of the local offer for families
- Nearby cafes and other businesses who are heavily reliant on the visitor economy
- Nursery based at Mill Meadows - who will use the playground for outdoor activities

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

The elderly - although not the target user of the play equipment, grandparents are a frequent users of the playground, supervising grandchildren. The project will provide better surfacing and more comfortable seating, as well as a more play equipment to improve the quality and duration of the visit.

Isolated young families and economically disadvantaged the playground is a free-to-use facility for all and available year-round. It provides a much-needed free activity for young families and provides opportunities for social interactions with others in a similar position.

Educationally disadvantaged - the playground will provide a range of activities to suit and improve a wide range of physical and mental skills, making it an ideal recreational facility for those who struggle in educational settings.

Those with disabilities - the playground will have much improved access not only for those with physical disabilities, but also those with neurodiversities (see access audit attached).

Action on Climate Emergency questions from application form

Following the council’s Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

- Attached is a summary of the Council's recent and ongoing programme of environmental works.
- The Council has declared a climate emergency and acknowledged an ecological emergency.
- It has a dedicated Climate Emergency Working Group and is establishing a Nature Advisory Group.
- Consideration is given to both the climate emergency and biodiversity duty (as strengthened by the Environment Act 2021) as part of the Council's decision-making process, with an impact assessment included in every officer report.
- As well as a net zero carbon emission policy (attached), given the complexities of the issues, the Council has several strategies, focussing on different areas, e.g. tree strategy; building decarbonisation; air quality and biodiversity policies within the neighbourhood plan.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

Total annual budget - £12,500

£2,500 - annual maintenance costs. These are included within parks and open spaces maintenance budget (£55,000) and cover, most commonly, replacement parts, surfacing repairs and play bark

£10,000 - contribution to sinking fund for replacement, assuming a 15-year lifespan for timber play equipment.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

The fundraising plan is included within the project management plan (section 6). This also details existing and anticipated large capital commitments (also given below).

In summary, the Town Council have the funding needed for the project already (i.e. from its own reserves) and this is the contingency, should we only be successful in receiving a partial grant from SODC. However, given the anticipated large-scale projects over the next three years, grant funding is crucial to the delivery of the Town Council's programme of works.

The Town Council has the following reserves (total as at 31st March 2023):

General fund - £879,294
 Earmarked reserves inc. CIL - £1,480,181
 Usable capital receipts reserve - £1,025,940
 TOTAL £3,385,415

However, the following capital projects are also underway or anticipated to be delivered within the next three years:

Town Hall renovations - £1,400,000
 Relocation of Parks Depot - £1,000,000
 3G pitch at Jubilee Park - £400,000
 Riverbank repairs and upgrades - £250,000
 TOTAL 3,050,000

The Council must also ensure it retains a minimum of £500,000 (i.e. 3 months' gross expenditure) in its general reserve. Therefore, it does not have the capacity to meet its anticipated spending needs without fundraising from external sources. The contribution from SODC towards the adventure playground is therefore essential.

Project theme – outcomes questions from application form

What difference will your project make in your community?

This project will help SODC deliver one of the central pillars of the theme, as included in the SODC Corporate Plan 2020-2024:

"Launch a new community well-being strategy [Active Communities Strategy] to encourage and support culture, leisure and the arts"

The Active Communities Strategy has at its heart the following aims:

- Enable individuals and community to improve the quality of their own lived
- Encourage and support local initiatives that make a real difference in addressing wellbeing and inequalities
- Increase the range and awareness of active opportunities available across the district for individuals and communities to take part

This project will make a big difference to the community in the following ways, which tie-in directly with SODC's aims:

1. It encourages a wide range of people, including children, disabled people, and those with neurodiversities to keep active, greatly improving on what is already there.
2. It is particularly beneficial for those without the means to pay for other recreational activities, such as young families on low incomes, providing a year-round free recreational activity.
3. Like the adventure golf course (<https://www.facebook.com/photo/?fbid=227886549997846&set=a.152220790897756> / <https://www.facebook.com/photo?fbid=234961412623693&set=a.152220790897756>) it maximises the potential of the natural environment through planting with pollinators, habitats and sensory planting, helping deliver a net biodiversity gain and raising awareness of the ecological emergency.
4. It is a key element of the overall offer of Mill Meadows, where residents can spend a whole day outdoors in nature and engaging with culture and heritage (with the River & Rowing Museum within the park).

This theme is full-integrated into the objectives and project specification in the project management plan (attached). The success of the project and the achievement of these aims will be evaluated in accordance with the mechanism laid out in the project management plan.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

The Council has and will continue to work with the community in the project planning and implementation. This was through an initial public consultation to inform the tender specifications, and the consultation report (attached) demonstrates how feedback from the community has directly informed the design specifications. We will carry out a second public consultation, once a contractor has been chosen, to shape the final design.

Aston Rowant Parish Council	Ref	SCAP23-24\33
Project Name: Play area upgrade and new equipment		
<p>Project Description: Aston Rowant Parish Council is seeking to refurbish the Kingston Blount village playground, the only playground located within the parish. The project will deliver a safe and stimulating playground through the removal of 25 year-old equipment that is damaged / in a state of disrepair, with installation of new and engaging playground equipment and the refurbishment of equipment in good working condition that will be kept within the playground.</p> <p>The refurbished playground will add significantly more interest for older children, increase the frequency of usage by local children, and provide a safe and engaging space for children to play and relax. In addition, the project will renovate the existing adult exercise equipment to reinvigorate its usage.</p> <p>Importantly, the project also aims to provide the community with an outdoor space to meet and socialise through the provision of bench seating on the playing field next to the playground, ensuring that this project benefits the wider community encouraging cultural well-being, strengthening community cohesion, reducing social isolation and providing an accessible, free space for all.</p>		
Application Theme: Improved economic and community wellbeing		
Location of Project: Aston Rowant		
Potential number of beneficiaries: 9,500		

Project Finances

Total Project Cost	£43,626
Organisation's contributions	£7,500
Other secured funding	£15,811
Amount still required for the project	£20,315
Amount requested from this grant scheme	£20,315
Other funding applied for but not yet secured	£27,000
Other funding identified but not yet applied for	£25,000
Funding plan shortfall	£0

Organisations latest bank balance: £62,899

Previous community grants:

- SCAP21-22/52 Replacement Noticeboards £2,106 – grant offer declined.
- SActive23\77 £1,000 (granted to Kingston Blount Park Fundraising Committee towards this project but not directly awarded to Aston Rowant Parish Council).

Scoring

<p>Community need, inclusion and consultation</p> <p>The project significantly improves an important community facility by refurbishing the playground and installing new equipment to cater for different age ranges and abilities. It also includes improving the adult gym equipment and creating a new outside seating area. Consideration has been given to all users including those that are disabled; an access audit has been carried out and associated actions have been highlighted. Substantial consultation has been carried out by the Kingston Blount fundraising park committee with the community.</p>	Score	6/6
<p>Community benefit</p> <p>The parish council estimates it will benefit 9,500 residents and the project will improve and provide a facility that is open to anyone to access. They have clearly demonstrated how the facility will be inclusive and accessible to all users.</p>	Score	6/6

<p>Action on Climate Emergency The parish council has a briefing paper which includes a recommendation to declare a climate emergency and to set a target to become carbon neutral by 2030. However, there is no evidence of projects or actions completed by the organisation to mitigate or adapt to climate change, so unable to score higher than one point without further details of delivered actions.</p>	<p>Score</p>	<p>1/6</p>
<p>Financial sustainability Please see project finance table above. The parish council has secured all the other funding needed for the project and have a contingency plan should they only receive a partial grant from the council. They have budgeted for ongoing costs using the parish precept but not for eventual replacements.</p>	<p>Score</p>	<p>5/6</p>
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Improved economic and community wellbeing'. The applicant has provided a clear, relevant and well detailed response that addresses how a capital grant will provide better outcomes to the community at an excellent standard with some measurable outcomes identified. They have provided great examples of partnership working and collaborations with other organisations and the community, which is demonstrated by their fundraising activities. The project may also support local businesses by bringing in more customers to the local cafe and farm shop.</p>	<p>Score</p>	<p>6/6</p>
<p>Financial and project management plans The parish council is contributing £7,500 and fundraised a further £15,811, although their overall bank balance is £62,899 suggesting they could contribute more. £12,365 is in their general reserves which cannot be drawn upon as this is held as a six-month contingency and £18,000 is held in another ear marked reserves account for other projects. They have stated they have £11,614 in a national savings notice account, which could be drawn upon if necessary and £2,000 per annum has been earmarked for maintenance. A comprehensive and thorough fundraising plan has been submitted demonstrating how they aim to cover any funding shortfall and a brief project plan has been provided showing actions and delivery timescales.</p> <p>Demand for services and other similar facilities The parish council have estimated that 9,500 residents will benefit, however officers have been unable to determine how this has been calculated as the estimated population of Aston Rowant is 830. This is the only playground located in the parish and they anticipate it will attract more residents from surrounding towns and villages.</p> <p>Internal Consultation Climate: The climate team fully supports the parish councils future plans to tackle the climate emergency. Officers would encourage the applicant to include tree planting and other biodiversity enhancements as part of the wider project, making a positive contribution to nature and carbon capture. We support the use of suppliers who have a sustainability policy, use recycled/sustainable materials, recycle the old equipment it removes and use chemical free processes. There is no evidence within the application that this has been a consideration in selecting a preferred supplier. The parish council is also encouraged to consider making a more detailed climate policy with a clear action plan going forwards.</p> <p>Equalities: The parish council have provided a thorough application that shows they have thought about accessibility to all users which is impressive, although it's a shame there isn't an accessible picnic table. There is a small concern that the loose bark surface may not be suitable for wheelchair users or people with mobility issues, so a firm nonslip surface is normally recommended for this. The equalities officer supports the organisations request as they have demonstrated that accessibility to all is a top priority for them and they have listen to the consultation comments which is another positive.</p> <p>S106: Aston Rowant Parish Council have not applied for any S106 funding towards this project. There are no secured or available S106 developer contributions for draw down within the parish of Aston Rowant. Any CIL funding generated from developments within the area have been transferred to the parish council to spend on infrastructure projects to support the development of the area. The CIL receipts received by the parish council were fully spent in the financial year 2019/2020 and to date, no further CIL funding has been generated from developments within the area.</p> <p>Project completion within timeframe The project is estimated to start in May and last for just over two months, so officers are confident that</p>		

the project would be completed within the 12 month timeframe.		
DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS No points have been deducted from this application.	Total score	24/30
The parish council is encouraged to consider providing an accessible picnic bench and a firm nonslip surface as opposed to a loose bark surface.		

Applicant responses

Community Need, Inclusion and Consultation Questions from application form

Will your project be providing new facilities or activities?

Yes

What extra facilities, equipment or activities will this project provide?

The projects' purpose is to refurbish the existing playground by replacing broken and damaged equipment, add new facilities suitable for a wider age demographic, expand accessibility, and create an outdoor space for community benefit.

Community engagement determined that the core equipment to replace were the Jeep and two play centres. New equipment will include several new features - cargo net, climbing walls, fireman's pole, ramps, hangout den, hand puzzles, wobble-bridge, climbing tunnel and enhanced features to improve imaginative play. These additions, along with the new zip wire and sensory panels, will significantly improve the capacity of the playground and expand the age demographic of its users. These features will also provide a more stimulating and challenging environment that offers more opportunities for children to learn and develop.

The project will improve inclusivity/accessibility through sensory panels, hand puzzles, widened gate access and incorporating wheelchair friendly bench seating adding to the existing provision of a basket swing and sound funnels. A hang-out seating space has also been included to provide a private place to interact.

The project will also refresh the existing outdoor adult gym equipment and create a new community seating area for all ages to use.

The playground, gym equipment and the proposed centralised social seating area is the only space of its kind within the parish. The pandemic encouraged young families to explore facilities not in their immediate communities and therefore the Kingston Blount playground, as well as being a significant community facility for the residents of the village, also attracts visitors from surrounding villages and local towns who wish to come to a quieter and more rural setting.

How do you know there is a need for your project?

The existing playground was built in 1998 - at 25 years old, much equipment requires replacement. Feedback from the community showed the playground is not adequately servicing community needs and a requirement to provide equipment for a broader age range and improve on accessibility.

Regular users have raised the need for playground renovation to the parish council. Volunteer parents have formed the Kingston Blount Park Fundraising Committee (KBPFCo), working on behalf of the parish council to lead community engagement, playground design, supplier selection, and fundraising activities.

The KBPFCo have ensured that this project is entirely community-led through a multifaceted approach: an initial playground wish-list was created from input from primary parent/child users (those located within the village, from two village nursery providers and Primary School)

- an anonymised survey focusing on usage, strengths and weaknesses of the playground and key pieces of equipment was distributed to a targeted group of local parents and staff from the village nurseries
- community-wide engagement: feedback and input was conducted via the village Facebook

group (membership: 1,700)

- focus groups: held with staff and children of one village nursery
- one-to-one discussions: offered to the local community and held with a number of parents / nursery staff
- regular updates shared with the local community (via Facebook, parish magazines, Parish Council meetings, village noticeboards)

The output from the community engagement has consistently recognised the need for new equipment to expand the age range of children who the playground can cater for, ensure the area is inclusive for all abilities via disabled access and focused equipment, and provide a safe and stimulating environment for play. Additionally, we aim to develop an area for social / community engagement / activities. This has been recognised in the design plans and through inclusion of bench seating.

Community Benefit Questions from application form

Who will benefit from your project?

The new playground will benefit children's physical, mental and social wellbeing by providing physically challenging play equipment that enhances their development, socialising skills and confidence.

The existing playground supports early year's development only (1-8 years). New equipment will extend the age demographic (1-12 years) – we expect an increase in the frequency of use by existing users and more families from the surrounding villages.

The playground and adjoining playing field is the only free, 'accessible to all' facility within the parish. The new playground design will improve inclusivity by accommodating individuals with disabilities and physical impairments through widened gate access, basket swing seat, sensory panels, hand puzzles and a face-to-face seating 'hang-out den' that provides a private, safe place for young girls to engage with their friends.

The project will create a new centralised outdoor seating area – a place for isolated individuals, the elderly, teenagers, single parents etc. to enjoy the outdoors and the opportunity to engage with others, improving connectivity, mental wellbeing and integration within the community. Importantly, this provides a safe space for older children (and specifically young girls) to socialise, which is currently lacking in the parish.

The adult exercise equipment will be renovated, encouraging outdoor physical activity supporting the improvement and maintenance of community's health.

The project is also likely to increase bookings of the village hall (adjacent to the playground/outdoor seating area), bringing additional revenue into the parish. It may also help support our local businesses by bringing in more customers to the local café and farm shop.

The results of our community engagement will be evaluated against post-delivery surveys to measure success. In particular we will be assessing the playgrounds usage and user satisfaction as well as usage and the social benefit of the additional bench seating

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

The playground and playing field is currently the only 'open to all' facility within the parish, accessible to low income families as well as vulnerable and isolated individuals and the wider community.

The playground renovation project will improve the facilities ability to accommodate an older age demographic extending the age range of appeal from 0-8 to 12 years old through the provision of more challenging equipment, providing a safe place for these older children to play and hang out and a space for children to develop social skills and build relationships regardless of their background.

The new playground designs will improve the inclusivity of the asset by accommodating individuals with disabilities and physical impairments through the provision of widened gate access, basket swing seat, sensory panels and hand puzzles as well as a 'hang-out den' that provides a face to face bench seating space that will enable young girls to socialise and converse within a private and safe environment.

The additional bench seating that will be added to the surrounding area will create a new centralised outdoor socialising space for the wider community providing an opportunity for isolated individuals and the elderly to enjoy the outdoors and engage with others, providing an opportunity for connectivity and integration, boosting mental health.

The 'accessible to all', free to use adult exercise equipment will be refreshed which will help support the improvement and maintenance of the adult population's health within the community, again, providing a benefit to individuals of all ages, from a disadvantaged social economic background as well as those

who want to enjoy convenient outdoor physical activity. The adjoining playing field's layout will also be changed to reposition the 5-a-side football pitch, which is largely used by small children, closer to the playground equipment making the space more family friendly.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

We have a Climate Action/Emergency policy, recently adopted a copy of which is attached.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

£2,000 PA provided from Parish Precept for potential maintenance costs (held in Ear-Marked Reserves account), with continued funding from Play Area Committee activities to supplement. Out of this maintenance fund there will need to be at least £500 PA ear-marked to replace/renew the bark chipping floor covering to maintain the safety element.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

In addition to the funds raised already (and still in the process of being raised) by the Park Refurbishment Committee, the parish council have an ear-marked reserve figure of £7,535 set aside for the Play Area if there is any funding shortfall. If the grant is made, and these funds are not required, the money will be held in reserve for future maintenance costs, in addition to the annual reserve top-up of £2,000 for that purpose. There is also £11,614 in a National Savings Notice account which could be drawn upon if necessary.

We have a total of £12,365 in our General Reserve which cannot be drawn upon as this is held as a 6-month contingency (c. half the annual precept) specified as a proper practice in the 2023 Joint Practitioners Advisory Group regulations (Sections 1.13, 5.27 and 5.32 - 5.36).

There is a total of £18,725 in our Ear-Marked Reserves account, but aside from the £7,535 mentioned above, the rest is to cover other specific projects and activities and is not available for this purpose.

Project theme – outcomes questions from application form

What difference will your project make in your community?

1) Delivery of a safe, stimulating, accessible playground; free for all children:

The new playground will benefit children's physical, mental and social wellbeing by providing physically challenging equipment that enhances development, socialising skills and confidence.

The existing playground supports early year's development (1-8 years) – new equipment will extend the age demographic (1-12 years). The design will improve inclusivity by accommodating individuals with disabilities and physical impairments through widened gate access, basket swing seat, sensory panels, hand puzzles. Inclusivity, age-range and gender expansion is also delivered via the face-to-face seating 'hang-out den', providing a private, safe place for young girls in particular to engage with their friends.

Project delivery will increase frequency of use by existing users and expand use from broader age ranges and abilities.

2) Wider community benefit: encouraging cultural well-being, strengthening community cohesion, reducing social isolation, accessible and free space

The project will create a new centralised outdoor seating area – a place for isolated individuals, the elderly, teenagers, single parents etc to enjoy the outdoors and the opportunity to engage with others, improving connectivity and integration within the community. Importantly, this provides a safe space for older children (and specifically young girls/women) to socialise, which is currently lacking in the parish. The adult exercise equipment will be renovated, encouraging outdoor physical activity, providing community health benefits.

The project is also likely to increase bookings of the village hall (adjacent to the playground), bringing additional revenue into the parish. It may also help support our local businesses by bringing in more customers to the local café and farm shop.

The results of our community engagement will be evaluated against post-delivery surveys to measure success. In particular we will be assessing the playgrounds usage and user satisfaction as well as the social benefit of the additional bench seating.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

Aston Rowant Parish Council have been heavily supported by the Kingston Blount Park Fundraising

Committee (KBPFCo) to deliver this project, including all fundraising activities. The KBPFCo was formed by a group of parents from within the parish who felt strongly about replacing the existing equipment to provide a safe and stimulating play environment for local children.

As part of the design process the KBPFCo conducted a series of community engagement initiatives that included contributions from the two village pre-school care providers, The Montessori Nursery and the Forestry School, parent networks from these childcare providers, parents from the surrounding villages and the local Primary School, alongside parents and carers from within the community.

The fundraising events that have been held thus far have helped to galvanise the community and a number of local businesses / clubs have supported by providing prizes, equipment or their venues free of charge to help play their part in supporting the project. Examples include Aston Rowant Cricket Club and The Hillwerke Trust, but the list includes many local businesses within the parish. We have also been supported by local parish councils who have recently delivered new playgrounds of much greater scale.

The Hillwerke Trust have also been consulted and included within design consultations, as the charity that lease the playing field and who are responsible for the village hall. As well as contributing to the designs, the Hillwerke Trust have also been delivering regular coffee mornings in conjunction with the KBPFCo to help contribute to community engagement and fundraising.

Other local business, such as the village Café and Farm Shop have helped promote the project and spread awareness within the community.

Due to the safety issue caused by the condition of the old fence, a local provider was keen to support installation of a new fence.

River & Rowing Museum Foundation	Ref	SCAP23-24\55
Project Name: Ratty's Refuge Reimagined		
<p>Project Description: Tucked away beside the Museum is Ratty's Refuge, a secret garden that desperately needs care, attention and funding to transform into a thriving community garden and outdoor classroom.</p> <p>Key priorities in our 2023-26 Strategy of serving our local community and fostering a love and understanding of the natural environment will be delivered by this project. Ratty's Refuge started life as a Chelsea Flower Show garden focussing on native wildlife and Kenneth Grahame's beloved character, 'Ratty' from 'the Wind in the Willows'. It was reimagined for the Museum in 2008, populated with more Wind in the Willows characters and planted to create associated habitats. It was a popular space to visit with schools for many years, but with materials reaching end of life, and recent very difficult years of closures and heavily restricted funding it has fallen out of use and into disrepair. Now is the time to reimagine the garden again, this time creating an accessible and multipurpose community garden and outdoor classroom.</p> <p>We need funding to deliver this transformation. English Eden, its creators, are redesigning the space once more but this time with our broader, community needs and accessibility requirements throughout. The garden needs to work hard, enabling us to offer rich, multisensory learning for all. This freely accessible space will deliver magical wildlife experiences with the added learning opportunities provided by the links with Wind in the Willows characters and the subtly curated nature of the space. Incorporated facilities including our outdoor classroom area with seating and easels will facilitate spontaneous or structured learning, with the inspiration of the natural world all around. Maintenance of this special garden opens up new volunteering opportunities for us to deliver, and we will use it as the focal setting to work with local community groups for nature-inspired activities and learning.</p>		
Application Theme: Improved economic and community wellbeing		
Location of Project: Henley On Thames		
Potential number of beneficiaries: 5,000		

Project Finances

Total Project Cost	£19,090
Organisation's contributions	£675
Other secured funding	£4,870
Amount still required for the project	£13,545
Amount requested from this grant scheme	£9,545
Other funding applied for but not yet secured	£0
Other funding identified but not yet applied for	£4,000
Funding plan shortfall	£0

Organisations latest bank balance: £4,784,746

Previous community grants:

- SCap16\49 New Roof £85,971 – grant application unsuccessful as it was rejected by the grants panel as the organisation could afford the project using their endowment fund.

Scoring

Community need, inclusion and consultation The project moderately improves a substantial community facility. It is the refurbishment of an existing museum garden to increase the accessibility and widen its use to become a multi-purpose community garden and outdoor classroom. Consultation has been invited from family visitors via a survey and	Score	4/6
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<p>the findings have been submitted in support of upgrading the garden area. Additional informal surveying of non-users highlighted the need for the provision of free access facilities.</p>		
<p>Community benefit As a community garden, it will be open and available for anyone to access, limited only by the museum opening hours and specific events. This project benefits a greater number of residents when compared to other projects in the same category. They have demonstrated how the facility will be inclusive and accessible to all users, e.g, offering free museum tickets to disadvantaged families through NOMAD and via their schools programme to children from economically and educationally disadvantaged communities.</p>	<p>Score</p>	<p>5/6</p>
<p>Action on Climate Emergency The organisation has implemented multiple Climate Emergency related activities as routine activities within the organisation’s workplan, including environmental education programmes, recycling, and energy efficient technology. They have a sustainability policy for the organisation and do not appear to have a formal forward plan, however they do state that they plan on investing in solar PVs.</p>	<p>Score</p>	<p>5/6</p>
<p>Financial sustainability Please see project finance table above. The organisation has got a funding plan but they haven't applied for all of it yet. They have secured £5,545 funding including their own contribution but this is less than 50 per cent of the balance. They have budgeted for contingency, routine maintenance via their volunteer scheme and eventual replacements. Although the organisation’s finances suggest they can afford the whole project, officers have not deducted two points because the museum’s endowment fund is specifically to preserve the building rather than for ancillary projects. The applicant has explained the necessity of fundraising for all future activities.</p>	<p>Score</p>	<p>2/6</p>
<p>Themed criteria for chosen corporate plan priority The project theme selected is ‘Improved economic and community wellbeing’. A clear, relevant detailed response that addresses how the project will provide better, measurable outcomes for the community at an excellent standard under the specific theme. They anticipate Ratty's Refuge will offer quiet contemplation, nature exploration, active learning, outdoor play and a subsequent boost to wellbeing and mental health. The project promotes the creation of volunteer training opportunities in the future offering skills development and work-based experience to the community. They clearly set out how they will work in partnership with Henley College’s Pathways programme for SEND students, local schools, The Chiltern Centre, Henley in Bloom and Sonning Common Green Gym in the design and implementation of the project.</p>	<p>Score</p>	<p>6/6</p>
<p>Financial and project management plans The museum was founded with an endowment fund specifically to preserve their building, held in investments (approx. £4,518,000). The endowment has been called upon to support the annual Museum deficit, which was £510,000 (before gains on investments) in 2022. They anticipate that the draw will increase in 2023/2024 due to the building project which is not yet complete, and associated temporary closure that resulted in no visitor income for nine months. They now need to fundraise for all future projects to enable them to reduce dependence on the endowment fund.</p> <p>Demand for services and other similar facilities The River & Rowing Museum is a leading independent museum, with approximately 120,000 visitors per year. It is Henley town's museum but it attracts international appeal as the site of the national collection of rowing. They have estimated that 5,000 local residents will benefit from the project, significantly from Henley. Access to the community garden will be free for all. In addition, the aim is to deliver more structured use of the space and run nature/ art/ textile workshops. Specific events will be priced fairly in line with other comparable organisations.</p> <p>Internal Consultation Climate: Officers are unable to comment on the detail of the project without seeing evidence of their planting plan or design for the garden. There may be alternative options for creating wildflower meadows without using turf that would offer better value for money. To ensure that the garden doesn't again fall out of use and into disrepair, the applicant is recruiting dedicated volunteers to look after this</p>		

space and will create a fund to help with ongoing repairs. Officers would also encourage engagement with local nature groups to make the most of this habitat for wildlife, encouraging visitors to learn from the wildlife friendly gardening techniques on display, and raise awareness of water vole conservation.

Equalities: Equalities fully support the request. Acknowledging there is no Access Audit currently, but they have shown accessibility is high on their priorities. Good to read they work closely with SEND groups all of whom will benefit from the refurbishment and outdoor learning. Equalities note they are repairing the wooden statues but important to ensure that these will not block the way for anyone with a visual impairment or people who use walking aids.

S106: River & Rowing Museum Foundation have not applied for any S106 funding towards the project. There are no secured or available S106 developer contributions within the parish of Henley-on-Thames for use towards the project.

Project completion within timeframe

The project plan appears to be deliverable within the 12 month timeframe.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS No points have been deducted from this application.	Total score	22/30
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Applicant responses

Community Need, Inclusion and Consultation Questions from application form

Will your project be providing new facilities or activities?

Yes

What extra facilities, equipment or activities will this project provide?

Ratty's Refuge transformation will have accessibility and learning at its heart to deliver maximum impact for our communities and users.

The current garden features a mosaic of habitats linked to Wind in the Willows characters, with a wooden animal figurine of each; from a pond and wildflower bankside for the water vole, 'Ratty', through to shady, wooded planting representing Badger's Wild Wood home. Decking and log paths connect zones, but planting is overgrown and the paths now unsafe. The pond will be fenced and gated for safety, and paths upgraded to allow wheelchair access and with different visual and mobility needs taken into account. Repairs will be prioritised over replacement (e.g. on gabion seating or wooden animal figurines) to reduce the environmental impact of the project and to save on costs, creating a welcoming, engaging space. Planting will be replenished and updated to best suit the space, and fun, informative signage added. Utilising learning from the past iteration of this space and its functionality we can improve it to provide maximum benefit for our local communities and best value for money.

New areas and features will be added that are crucial to opening up access to the space and creating broader opportunities for engagement and learning. An outdoor classroom area with wooden chairs and easels will facilitate delivery of schools workshops and informal learning in the space. They can be used by community groups as a meeting place, for creative art or literature sessions taking direct inspiration from the wildlife all around, storytelling, or simply as an additional place for casual visitors to pause and appreciate the surroundings. Wooden activity points will open up areas for play and exercise. There is no comparable open-access provision for outdoors learning and structured engagement with native habitats in Henley.

How do you know there is a need for your project?

Families are a key audience, and we anticipate will also be significant users of the garden, validated by research undertaken with family visitors. 90% of respondents confirmed that use of a garden space would be attractive to them when thinking of visiting. Unsurprisingly, play facilities were the most commonly requested feature, including natural ones such as wooden climbing activities. This was closely followed by provision of seating and shelter, all aspects which are duly core to the re-design. We were heartened to see children and adult respondents flagging up the wildlife experiences they are keen to enjoy in the space, with habitat creation and bug hotels sitting alongside the chance to learn and get hands-on with nature. Wellbeing was another key benefit respondents want, with sensory experiences and relaxation frequently cited. Fragrant, beautiful flowers, particularly wildflowers and native species were mentioned repeatedly, and both children and adults wanted space to relax and

appreciate nature.

Amongst casual surveying of non-users, cost of a visit was cited as a reason they don't come to the Museum, so the provision of free access facilities is important to us, enabling us to serve a wider audience. There was demand for ease of access, both within the space with paths suitable for wheelchairs and walkers, as well as to parking and toilet facilities.

We are in conversation with a range of local charities and organisations who will come and use the space including The Chiltern Centre who provide respite stays for adults with learning difficulties, Henley College's Pathways programme for SEND students, local schools with whom we work closely, and Henley's Scouts. Feedback from these core partner groups at the main design stage will ensure we meet user need, while wider community buy-in will be developed by hosting talks about the project and the planting.

Community Benefit Questions from application form

Who will benefit from your project?

Our local Henley community will benefit significantly, with the transformed garden and outdoor classroom providing a new and exciting facility for the town. As a community garden, access will be free for all, only limited by our opening hours and the delivery of specific events, such as school sessions or workshops with local groups. Paid workshops will be priced fairly in line with other comparable organisations and will enable us to deliver more structured use of the space, for example as an outdoor classroom space for adult textile or art workshops, poetry sessions for teens, or wildlife exploration with our under-5s group and after school Nature Club. With accessibility being built in from the design stage, the new opportunities the garden will provide can reach local residents of all ages and abilities, as well as visitors coming to us from further afield.

The garden will also form a key area to deliver hands-on, immersive learning in schools workshops. Our award-winning schools programme is very popular, serving all schools in Henley and with regular returning schools from as far as Didcot and Abingdon. Having a structured space within curated natural habitats matched to the familiar characters of Wind in the Willows will significantly enhance the learning we can deliver, providing additional ways to engage children in the natural environment. Currently we take students onto the riverbanks, but this is inaccessible in the winter due to mud, and without the outdoor classroom facilities, structured learning has to be followed up back in the classroom rather than being able to take place in-situ.

Maintenance of the garden will be done by a newly created team of volunteers, and it will deliver a rich outdoors, green volunteering role that previous trial volunteer gardening days have demonstrated are very popular, thus meeting local need.

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

We prioritise working with SEND groups across our activities, and Ratty's Refuge will extend what we can do. We regularly host four students from Henley College's Pathways SEND programme, working across a range of departments and activities within the Museum. With Ratty's Refuge transformed into an actively used, safe and accessible space we will be able to add gardening activities to their sessions and provide a richer and more varied experience, with the associated health and wellbeing benefits of outdoors activity and exercise. The new accessibility enhancements will also open up the space to all visitors with limited mobility, disabilities or impairments, in line with our 2023-26 Strategy. Plenty of seating makes space for contemplation but also enables visitors to be able to spend more time in the garden.

Through our schools programme we serve children from economically and educationally disadvantaged communities in Reading and Slough . The garden will enable us to provide these children with a multisensory exploration of nature with the structure to maximise the learning and engagement benefits in ways that they cannot easily access elsewhere.

Further, we offer free Museum admission tickets and will begin offering free events tickets to disadvantaged families through NOMAD, a Henley community project supporting local schools, families and community work such as food banks. Ratty's Refuge will complete a diverse and engaging day of museum fun and learning that would not otherwise be accessible to them in the town, and the activities

we deliver there provide even richer learning. While the garden is open access for all, our free tickets offer with NOMAD helps us to reach this typically non-user group and therefore deliver the benefits we can offer to them, in particular the health and wellbeing benefits from outdoors learning with Ratty's Refuge.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

We champion environmental sustainability through our displays and the stories we tell, educating and inspiring our visitors to take action to reduce their own impact on the environment and to protect it for future generations. As such, environmental sustainability and reducing our carbon footprint is of central importance to us.

Our Environmental Policy Statement 2023 outlines our commitments to operate as a more environmentally sustainable organisation, with core responsibilities all staff must work to and measures to improve our environmental performance and reduce our carbon footprint. From using recycled materials in our family and community workshops, to informing school groups about changes in technology and approaches to recycling and sustainability; through encouraging visitors to use public transport to visit us, and complying with all environmental legislation, we maintain a focus on environmental sustainability throughout. As building services reach end of life we are reinvesting in the infrastructure, opting for low energy consumables and introducing renewable sources of energy where possible. Most recently, as part of our roof repair works we have replaced our end of life AC and ventilation systems with a cleaner, twice as energy efficient model, and we are currently planning for the implementation of solar photovoltaic panels on our roof to reduce our reliance on carbon-based energy.

We are leading the debate on healthy rivers locally, bringing key stakeholders together on site and hosting public discussions on environmental themes including the Climate Emergency and the condition of our rivers and natural environment. Most recently, we hosted Drinkable Rivers and Thames 21 for a debate on what to do about the state of our polluted waterways and citizen science monitoring of the water. Further panel discussions and our lecture series enable us to deliver deeper understanding of environmental sustainability and associated issues to our communities.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

Allocation of £1,500 per year for any repair of any breakages and service of gates/safety equipment. This will be raised from a combination of recurring grant funding, increased income, and a small portion of internal budget.

- We project increased revenue from having more schools on site as Ratty's Refuge with its outdoor classroom facilities boosts our capacity. We look to reinvest this in the maintenance of the site.
- Our recurring funding from Henley Town Council, which we are in the process of applying for the next three years of at present, will also contribute. In the unlikely event that the town council choose to discontinue their support we will apply for alternative external funders to meet any additional costs.
- Our internal Operations budget can also contribute a small proportion. We do not anticipate that the full £1,500 amount will need to be spent on the space every year, so it will accumulate into a fund that will cover infrequent, larger costs as and when they might arise, such as replacing seating or repairing paths. With this arrangement, the finances required to maintain Ratty's Refuge are secure for at least the next five years, and more likely the next 10+ years, ensuring the ongoing life of this special new facility.

We'll use our volunteers to complete routine maintenance including tidying and light duties for looking after the foliage. The cost of our volunteer scheme is covered in a separate budget. There are therefore no specific costs related to this project.

We will ensure that our daily site check include Ratty's Refuge and that it is part of the open up/close down procedures undertaken daily by our Front of House and Technical team. There is no separate cost for this.

Please give us detail of any existing financial commitments that affect how much you can

contribute to this project, such as salary commitments or other known costs that you will incur.

Our current bank balance is £160k, and we have £4,518k in investments. Our cash commitments to the end of this financial year including running costs and project costs are expected to be around £650k. The Museum was founded with an endowment fund to preserve our building, held in investments. It has been used as such in 2023 for our vital multi-million pound building repair works, without which we would have been unable to keep operating, and for which we were unsuccessful in securing additional external funding. However, the endowment has also been called upon to support the annual Museum deficit, which was £510k (before gains on investments) in 2022. This situation continues, and the draw will be larger in 2023 and 2024 due to the building project which is not yet complete, and associated temporary closure that removed our visitor income for 9 months (numbers will be released after the audited accounts are signed off by the Board). This situation is not sustainable, and the Trustees and whole team are working to aggressively reduce the deficit.

Our new Director joined the team in July with the initial remit to produce the forthcoming 2023-26 Strategy that builds on pandemic recovery plans, mapping our onwards course to financial sustainability. A core part of this is the necessity of fundraising for all future projects to enable us to reduce dependence on the endowment fund while continuing to deliver our mission and charitable objectives, with the rich benefits that we are uniquely placed to provide for our communities.

Project theme – outcomes questions from application form

What difference will your project make in your community?

Ratty's Refuge will deliver immersive, multisensory learning opportunities, improving wellbeing and accessible to all ages and abilities in our community. This haven for wildlife within a subtly curated mosaic of habitats will maximise our scope to foster a love and understanding of the natural world, in line with our 2023-26 Strategy. Its outdoor classroom provision will be a valuable asset for the town.

Freely accessible during open hours, members of our community can use the garden for quiet contemplation, nature exploration, active learning, outdoors play and more. Ratty's Refuge will deliver knowledge and appreciation of our natural world, so important for the next generation; provide magical, sensory engagement with nature and subsequent boosts to wellbeing and mental health; or even act as a call to arms in the Climate Emergency. Success will be gauged by monitoring footfall and undertaking visitor surveys to assess use of the space among different groups and whether it is delivering on the community need indicated in our audience research.

The outdoor classroom will deliver new, multisensory learning opportunities for schools, learners on our workshops, and members of groups we work with, including Henley's Cub Scouts earning their Nature Badge. The benefits to children of learning directly amongst the wildlife they are being taught about, reinforcing understanding and inspiring enquiry, are hard to overstate. Feedback from schools and community group participants will indicate the degree of success.

Volunteer gardening roles will enable us to reach additional members of the community with skills development, work-based experience, and social and giving opportunities. Further, Ratty's Refuge will draw visitors to our paid offer – Museum admission and charged activities. This will bolster income generation, contributing to securing the long-term asset we provide as the town's museum and all the additional, intrinsic benefits we deliver through our wider activities.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

We are passionate about partnership working and the reciprocal benefits it delivers. We will be working with a variety of local organisations on the delivery of activities that Ratty's Refuge will facilitate once complete, and so are collaborating at the development stage to ensure it will meet their needs.

- Henley in Bloom will help with the ongoing maintenance of the garden, which will provide a beautiful addition to Henley's floral tapestry. The group will help promote Ratty's Refuge, signposting visitors to us who might not be aware of the Museum and its multisensory garden showcasing native natural habitats.
- We have long worked with Henley College's Pathways programme for SEND students, currently hosting four young people weekly for learning and work experience. They are keen to be involved in the gardening opportunities and will provide feedback as we develop the garden designs, ensuring it meets their user's needs.
- Our local schools are very important to us, and we work closely with them, offering bespoke schools workshops tailored to their needs for our closest partners. We will also be building

feedback from them into the design stage to ensure that the outdoor classroom element works as effectively as possible.

- The Chiltern Centre provide respite stays for adults with learning disabilities. We will be working with them to offer tailored access to the garden for its sensory and wellbeing benefits and again will be incorporating their needs as we develop the design.
- Sonning Common Green Gym have been inspirational for us, with their structured environmental conservation activities that deliver intrinsic social and fitness benefits. We aim for Ratty's Refuge to provide the nexus for a Henley Green Gym in their model. We are in discussions with them about how best to do this and their input is invaluable.

South Moreton Parish Council	Ref	SCAP23-24\59
Project Name: South Moreton Playground Enhancement		
Project Description: The project seeks to replace ageing playground equipment that has been deemed unsafe, specifically swings for all ages (infant, child and adult). Sadly we have had to remove existing equipment as it was deemed unsafe in a recent ROSPA report and this means that there are now no swings in the village and the functionality of the play ground has been significantly reduced.		
Replacement of the swings is intended to improve the community by fostering engagement and improving the well being of local residents of all ages		
Application Theme: Improved economic and community wellbeing		
Location of Project: South Moreton		
Potential number of beneficiaries: 400		

Project Finances

Total Project Cost	£7,903
Organisation's contributions	£3,952
Other secured funding	£0
Amount still required for the project	£3,951
Amount requested from this grant scheme	£3,951
Other funding applied for but not yet secured	£0
Other funding identified but not yet applied for	£0
Funding plan shortfall	£0

Organisations latest bank balance: £14,500

Previous community grants:

- SCAP22-23\100050 South Moreton Recreation Ground Path £7,557 – grant complete.
- CGS22\100102 Recreation Ground Improvement Project – new fence and secure gates around playground £4,750 – grant complete.
- CGS19-20\223 Playground Refurbishment – play equipment repairs £925 – grant ongoing (monitoring report reminder sent).
- CGSCHO1\8 Community Meeting to Seek Investors to Buy The Crown Pub £1,800 – grant complete.
- CGSCHO2\13 Provision of Defibrillator for South Moreton Community £1,000 – grant complete.
- CGSCHO2\12 Community Meeting to Seek Investors to Buy The Crown Pub £707 – grant complete.
- CGSCHO2\8 Professional Valuation of The Crown Public House £750 – grant complete.

Scoring

Community need, inclusion and consultation The project moderately improves a community facility to install more accessible play equipment (double-bay flat and cradle swings), resulting in a play area which caters for more age groups. Substantial consultation has taken place with the local community/school which showed an overwhelming demand for improved playground facilities.	Score	4/6
Community benefit It is a play area that is open and accessible to all. The project in particular benefits young families and school children as there is no other community space in the village. It gives the local young community access to additional play equipment to support their physical wellbeing and coordination skills.	Score	5/6
Action on Climate Emergency The organisation has implemented multiple or regular minor activities or	Score	3/6

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Responses from applicants have been copied from application form, no attachments referenced have been included in this board paper.

<p>services that contribute to the Climate Emergency and nature recovery, leaving areas unmown over the summer, to encourage wildflowers to grow and encourage pollinators, investing in tree planting and making improvements to local footpaths to encourage walking and reduce use of vehicles. There is no evidence of a simple climate action policy/statement for the organisation to score four points.</p>		
<p>Financial sustainability Please see project finance table above. The organisation still needs to raise £3,951 for this project, which they are requesting from this panel. They will fund the remaining 50 per cent of the project. Ongoing maintenance has been budgeted for however there is no contingency plan set out in the event of any funding shortfall.</p>	<p>Score</p>	<p>4/6</p>
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Improved economic and community wellbeing'. They have provided clear and relevant responses that address how the equipment will improve access, health and wellbeing, community integration and increased use of the area. Good examples have been provided regarding partnership working and how they have collaborated with the community to deliver the project.</p>	<p>Score</p>	<p>4/6</p>
<p>Financial and project management plans The organisation is contributing 50 per cent of the project themselves, part of which is CIL funds. They have a separate budget to cover the maintenance and repairs to the play area. Due to the size of the project, they did not need to supply a project management plan.</p> <p>Demand for services and other similar facilities They have estimated that 400 local residents will benefit and there is not another recreational facility of this nature in South Moreton. A village survey was conducted with overwhelming support for improvements to the play area be made.</p> <p>Internal Consultation Climate: Officers would encourage the applicant to include tree planting and other biodiversity enhancements as part of the wider project, making a positive contribution to nature and carbon capture. We support the use of suppliers who have a sustainability policy, use recycled/sustainable materials, recycle the old equipment it removes and use chemical free processes. There is some evidence within the application that this has been a consideration in selecting a preferred supplier - through selection of swings which are made from sustainably sourced timber. The parish council is also encouraged to consider making a climate policy and action plan going forwards.</p> <p>Equalities: The equalities officer supports the project as the swings will be an accessible piece of play equipment.</p> <p>S106: South Moreton Parish Council have not applied for any S106 funding towards the project. There are no secured or available S106 developer contributions for draw down within the parish of South Moreton.</p> <p>Any relevant CIL funding generated from developments within the area have been transferred to the parish council to spend on infrastructure projects to support the development of the area. The 2021/2022 CIL annual monitoring report (AMR) submitted by the parish council shows the amount of £7,023.76 for CIL receipts retained at year end and to date no further CIL funding has been generated from developments within the area.</p> <p>Project completion within timeframe The project is expected to last for four months so officers are confident that the project would be completed within the 12 month timeline.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS No points have been deducted from this application.</p>	<p>Total score</p>	<p>20/30</p>

Applicant responses

Community Need, Inclusion and Consultation Questions from application form

Will your project be providing new facilities or activities?

Yes

What extra facilities, equipment or activities will this project provide?

Provision of two sets of new swings (with safety mats), replacing other swings that have been decommissioned for safety reasons. As a result of removing the existing swings, there are no other swings in the village which includes the local primary school (which had been using the swings in the recreation ground).

In the last year our local bus service has been cancelled and there are no pavements connecting South Moreton with other villages therefore access to swings in neighbouring villages is very difficult for residents.

How do you know there is a need for your project?

As a result of recent village surveys (with feedback from over 100 residents), there is an overwhelming demand for improved playground facilities, including these swings. This was reinforced at a recent village event to celebrate improvement that have been made over the last 12 months which has driven a renewed interest in further developing the playground.

We have also liaised with the school (inc head teacher and Governors) who are fully supportive of the need to provide replacement swings in the village to support the children both in the school and out of school. This is particularly important for girls, as highlighted by recent reports and particularly relevant given there are no other community spaces in the village (apart from a pub which isn't suitable).

Community Benefit Questions from application form

Who will benefit from your project?

South Moreton Parish Council represents the 366 village residents, trying to make the peoples visions become reality. This project will help the 82 children that our village is home to, as well as their families with free to access to local activities. Furthermore, the village school is also supportive of this project as it will help their 128 pupils to be active during school, after school and in the school holidays and weekends. This will help their learning, as the school find that children who don't have the opportunity to be active in school holidays perform at a lower level upon their return to School.

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

At the moment there is not access to swings or similar facilities for any children in the community. This projects rectifies that, especially given the improvements that have been made to access thanks to an SODC capital grant (& other significant fund raising efforts) in the last year that paid for a new path to the playground and wider recreation ground.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

As a parish council and village, we are deeply committed to reducing our environmental footprint in the local area and therefore focusing effort to contribute to mitigating future climate challenges. Actions in relation to the area around the playground include:

- Leaving wild areas to grow during spring/ summer to benefit wildlife and enhance bio diversity
- Agreed not to cut road-side verges to save fuel and increase bio diversity
- Investing in an ambitions tree planting scheme, majority funded by local residents
- Proactive management of local footpaths to encourage walking and reduce use of vehicle

We have ensured that the swings we have identified are made from sustainably sourced timber to minimise the impact on the area.

In addition, provision of playground equipment will encourage children to be outside and therefore not on devices, reducing electrical demand and improving health

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

N/A - maintenance of the playground is already provisioned for.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

N/A - Match funding is coming from parish council savings (inc community infrastructure levy) which is separate from the funding required to run/ manage the parish.

We are also in the process of applying for a Lotto community fund to replace further playground equipment and build a climbing wall. This work is planned to be completed in parallel

Project theme – outcomes questions from application form

What difference will your project make in your community?

The key intended outcomes of this project for the local community, along with expected measures/ evidence, are captured below:

- Improved access and community integration for local residents as a result of a improved collaborative facilities Measures/ Evidence: Feedback in village surveys, comments at village/ parish meetings
- Improved health and both physical and mental well-being of local residents as a result of a new swings. Measures/ Evidence: Increased visible use of the Recreation Ground and playground (by all local residents), reduced sickness/ absence in village primary school, feedback in village surveys and comments at village/ parish meetings.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

Design of the project has been done through a collaboration between the parish council and local residents as well as through engagement with Governors from the local primary school. We have formed a local recreation committee and working parties that have already played an active part in planning for the work.

The delivery of the project will require the efforts of local residents to support construction, which has already been secured and will be provided for free. This includes

- Local residents to help remove swings
- A local resident to project management the construction activity
- Support with installation of the new swings

Kidmore End and Sonning Common Parochial Church Council	Ref	SCAP23-24\29
Project Name: Roof replacement and energy efficiency measures.		
<p>Project Description: We have the original roof and it is time expired. To get through the coming winter we have had to spend £2,500 on temporary repairs. We are at the stage where we are patching patches. Additionally, the building was designed at a time when the roof was seen as the means of keeping water out. It was not seen as a means of keeping heat in.</p> <p>This project will</p> <ol style="list-style-type: none"> Replace the existing roof structure. Install insulation to the best contemporary standards Install pv panels to generate electricity to be used in running the building. It will be stored in a battery and exported as a last resort. Explore the feasibility of solar thermal for hot water. We have an energy audit commissioned for 27th November 2023 and will use this as a means to inform this potential element of our project. <p>Objective is to create a sustainable building, with significantly reduced carbon emissions and usage whilst ensuring a good standard of warmth and comfort.</p> <p>The energy audit will indicate additional measures to be taken, with the measures listed in "carbon win" order. We will use that information to further upgrade the building and advise replacement elements (such as windows, electrical and sanitary fittings etc).</p> <p>There will be some modest planting in the grounds. We will be liaising with the parish council to ensure that, as far as possible, the planting will help create wildlife corridors.</p> <p>Our aim is net zero by 2030 - in line with the Church of England policy with this being the first stage of the process. The energy audit will provide further information. We expect to address windows and wall insulation as well as water saving features. This may include rainwater harvesting as carpark is upgraded with EV point and permeable surface.</p>		
Application Theme: Protect and restore our natural world		
Location of Project: Sonning Common		
Potential number of beneficiaries: 1,000		

Project Finances

Total Project Cost	£253,000 (reduced to £211,000 to exclude VAT)
Organisation's contributions	£115,000
Other secured funding	£0
Amount still required for the project	£96,000
Amount requested from this grant scheme	£24,000
Other funding applied for but not yet secured	£20,000
Other funding identified but not yet applied for	£94,000
Funding plan shortfall	£0

Organisations latest bank balance: £500,726

Previous community grants: None

Scoring

Community need, inclusion and consultation	Score	4/6
The project significantly improves a community facility by replacing the existing		

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<p>leaking roof of the church with a new insulated roof as well as installing PV panels. Consultation has taken place in the form of an open day publicised in the local paper as well as direct consultation with those who currently hire the hall within the church. They have indicated there is a need for this venue for the community to hire by carrying out a community mapping exercise, but no evidence has been provided. Officers are concerned that an access audit was completed which highlighted they would not be in favour of other faith groups hiring the venue, so officers would seek reassurance that the facility is available for all.</p>		
<p>Community benefit The organisation stated the project will benefit approximately 1,000 residents as it is community facility that is available to hire and it has also been designated as a refuge centre by the parish council. They have plans to increase their visibility by developing a web-based calendar to provide better information for potential hirers. Officers have not scored this higher than four points, due to concerns that the access audit appears to restrict other faith groups renting the space.</p>	<p>Score</p>	<p>4/6</p>
<p>Action on Climate Emergency The organisation has excellent plans to tackle the climate emergency, including the current major project. We welcome the proposals to carry out an energy audit, as well as planting, water saving and involvement in the Eco Church movement. As evidence is not available of projects delivered to date only a score of two is possible. This score reflects the substantial ambition rather than projects already completed.</p>	<p>Score</p>	<p>2/6</p>
<p>Financial sustainability Please see project finance table above. The organisation has secured over 50 per cent of the project balance and included a contingency plan. They have budgeted for ongoing maintenance costs and identified how to create a fund for an eventual replacement.</p>	<p>Score</p>	<p>4/6</p>
<p>Themed criteria for chosen corporate plan priority The applicant selected multiple project themes and has been scored against 'Action on the Climate Emergency'. This roof replacement project with insulation and solar energy makes a clear contribution to tackling the climate emergency. The overall project has measurable outcomes and good community engagement. For the council's own properties it is normally concluded that solar thermal would compete with solar PV for roof space and solar PV would tend to provide a more cost-effective solution. It is possible that the church has different requirements and a different conclusion may be reached. The applicant's plans for tree planting and wildflowers are a minor part of the project and no detailed plans have been included to provide comment.</p>	<p>Score</p>	<p>5/6</p>
<p>Financial and project management plans The original project cost submitted was £253,000 but as this included VAT the cost was reduced to £211,000. Note: there are no actual quotations for this project, only a quantity surveyor report. The surveyor report does not appear to include a battery which is part of the project description. The organisation is contributing £115,000 and they have a clear funding plan on how to bridge the gap, although they haven't applied for all of the funds yet. The project plan submitted shows draft delivery timescales but officers would expect to see a more robust and detailed plan for a project of this size.</p> <p>Demand for services and other similar facilities The organisation have estimated it will benefit approximately 1,000 residents. There is a local Sonning Common village hall and Kidmore End War memorial hall that can be hired, however these venues are often fully booked.</p> <p>Internal Consultation Climate: The climate team fully supports the church's future plans to tackle the climate emergency.</p> <p>Equalities: The equalities officer can't see any equalities issues as it's about energy efficiency. The officer notes that they are talking about EV point at a later date, in which case it is recommended that charging points/cables are accessible for any disabled drivers that may want to recharge their vehicle.</p> <p>S106: Kidmore End and Sonning Common Parochial Church Council have not applied for any S106</p>		

funding towards this project. There are no secured or available S106 developer contributions within the parish of Kidmore End or Sonning Common for use towards the project. Any relevant CIL funding generated from developments within the area have been transferred to the appropriate parish councils to spend on infrastructure projects to support the development of the area, and they decide what infrastructure is needed.

Project completion within timeframe

The project is expected to complete within three months starting in May 2024. Officers note that if any of the grant applications are unsuccessful it could impact the start date, but the project should have no issues completing within the 12 month timeframe.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS		
No points have been deducted from this application.		
Suggested conditions:		
<ul style="list-style-type: none"> The facility is available to hire for anyone regardless of faith group. A detailed project plan is to be submitted prior to funding being released for the project. Two detailed quotations for the project are provided. 	Total score	19/30

Applicant responses

Community Need, Inclusion and Consultation Questions from application form

Will your project be providing new facilities or activities?

No

How do you know there is a need for your project?

The first indicator of need is water entering the building through the roof. This has been patch repaired but is only a temporary measure. This was followed by the second indicator - comments from hall hirers. It does create a good ambience when there are buckets! We suspect that it is only the shortage of other venues that enabled us to keep some hirers. We want a better relationship, with them, than "there is nowhere else".

We have consulted with the parish council. As a result of this the building is now a designated refuge centre within the parish plan. It would be most disconcerting if people, evacuated because of flooding, were offered refuge in a building with a leaking roof.

We have held an open day. This was publicised in the Henley Standard (attached) and was open to all. Those who attended appreciated the need for the works.

We have also produced articles for the Community Magazine called Sonning Common Magazine and the parish's "Lamb and Flag".

Additionally, we have spoken with all current hirers of the hall.

Beyond this we have also undertaken a community mapping exercise where we overlaid public transport and community halls. We have also checked publicly available calendars for the other two venues in the village with a check against ours. There is little spare capacity and very few sessions where nothing is happening at any venue.

Community Benefit Questions from application form

Who will benefit from your project?

Our current hirers are Jo Cassell's Keep Fit Group, Sonning Common WI, Caroline Kanerick's Literacy Group, Kelly Westwater Dance, Stevie Whittington's Art Group, and in the recent past Functional Pilates and U3A Photography Group. We also have many one off hires. One of these (dance) is increasingly frequent and we expect that it will become a regular booking from early in the New Year (regular hirers get priority over one off hires as we can sat that the hall is booked).

Our access and access audit statement indicates when the hall is open. If we did receive a request to be used as a polling station we would open earlier as it is a use that does not incur disturbance for

neighbours.

To increase our visibility we are developing a web-based calendar which will

- a. show what is happening in the hall and
- b. provide information for potential hirers.

This will supplement the paper based poster system that we use. It will also assist marketing undertaken by hirers.

The systems that we have do work well. We recognise that they can work better.

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

We have considered how the project will improve access to all (including those who are listed above). A roof, in itself, will not increase access. However, this roof will enable access to be maintained. It will also enable access to be affordable.

Our work, in the village, causes us to recognise that we do have low income households in our prosperous area. These tend to be either older people who may be cash poor but asset rich. Disposable incomes may be low and local amenities are thus required. An increasing number are younger households who are financially challenged by two main factors.

- a. fixed rate mortgages coming to an end and the new "fix" (or SVR) being considerably higher than that previously paid.
 - b. income reducing due to children/maternity leave - with also an element of child care costs impacting.
- We are also aware of potential issues emerging with "help to buy" house acquisitions. All of these issues mean that affordable holiday provision is needed and we are delighted to be able to facilitate this - and can do so with a roof that does not leak.

Our access audit has indicated a need for a hearing loop. Other than that we are well set up for those with impairments. We enable and host weekday activities for all.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

This project is a key commitment to environmental sustainability. The majority of heat loss, from any building, is through the roof. Our 1960's roof has minimal insulation which is effectively none at all. The new roof will have C21 insulation installed. This will reduce carbon emissions considerably as well as improving comfort.

We have an energy audit being undertaken on 27th November. This will create an action plan which we will use to inform regular donors to encourage individual support for elements. The plan is to work down the list in order of carbon reduction and break down each element into a known cost. The bulk of the funds for this project have arrived via legacies. This could be a source of funds for future carbon saving projects. There have been a small number of occasions when we have discussed such matters and been told "you can have my legacy now to do the work and I can benefit. It won't arrive, again, when I die". The energy audit will be forwarded to you once it is to hand. (it was requested in August. The contractor has an almost four month lead time).

We will also explore water saving systems in our foyer w.c. upgrade project. We want to establish wildlife corridors on site.

The Church of England has a target of being Net Zero by 2030. We are but a small part but see that the care of creation is of vital importance. Through our support of Christian Aid and other charities we are very aware of the effect of rising water levels, and changing heat maps, on many communities overseas.

We are at the foothills of this, but our plans show wildflower planting at rear.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

We have a regular income from giving by Church members and hirings. To date these have covered day to day running costs. With a probably reduction in running costs this position will improve. We have also been able to meet small maintenance costs, statutory inspection costs and minor upgrade costs.

This project has brought home the stark reality of a need to create a sinking fund for replacement. Based on the cost of the new roof and the expected lifespan of construction (70 years [the existing roof has lasted 60 years]) this will need to accrue at the rate of £5,000 p.a. In accounting terms this will be a designated fund. Income for the fund will come from

1. The margin of each hire fee over and above direct costs. This will be capped at £3,000 p.a.
2. The savings in heating and lighting costs.
3. The income generated from pv panels and solar thermal (if fitted).

We will review the accrued sum every five years and adjust it, in the light of revised replacement costs, at that time. We will also ensure that all decisions are minuted and noted in the annual return and accounts. As the fund develops we do foresee an issue with a high designated fund compared to normal income and expenditure. Setting out the reasoning now, and repeating it in each annual report, should ensure that any regulator is content.

There will be a substantial capital need for further works and we have a legacy that could address that. We need clarification on permitted use (repairs v upgrade) and, until that matter is resolved it cannot be fully used. We have apportioned 25% of the sum to this project.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

Our annual accounts, attached with this application, show the level of commitments that we currently have. We share the costs of a Benefice Administrator (paying 50% of ■ six hours a week).

Fortunately, we are not required to fully fund the cost of the parish priests. There is support, from the Diocese, to cover the gap between the cost of deployment and actual contributions made. This system (the 'Parish Share') has been in place for five decades and, whilst our contribution will increase, it is not going to switch to a direct cost model. One of the means of providing support is that parishes are expected to contribute during the time of vacancy. We know of no plans for our parish priest to move but there will be no cost saving if he does.

We review our energy contracts every year. The next review will also look at payments made to us for energy exported. There are also suppliers who offer variable rate packages which adjust depending on the time of day. We will review usage times when selecting our next supply contract.

Insurance is full and up to date. We review the market, but have a good relationship with specialist insurer Ecclesiastical (The Benefact Trust).

There are plans to improve the entrance foyer and w.c. arrangements. These are on the list to be done and will only be further discussed when this project is complete and bedded in.

Project theme – outcomes questions from application form

What difference will your project make in your community?

We manage to meet elements of all four themes. In order, as printed, these are
 Protect and restore our natural world: there is a small element of planting within this project. It will use donated trees and shrubs which will be as wildlife friendly as possible. Shrubs will be those which attract pollinators. The trees will be ones that have the potential to contribute to wildlife corridors.

Improved economic and community wellbeing: this project is improvement to a village community space which has been well used for six decades. It is an integral part of village life.

Homes and infrastructure that meet local need; there are few other community venues available in Sonning Common. There are minimum of 138 new homes and a possible 195 new homes planned for the village. This has the potential to increase village population by 20%. An increase of this size will place further pressure on village infrastructure. Community venues will be needed. The new houses are all on small sites, none of which have capacity to provide a new space.

Action on the climate emergency; this project is enhanced by climate action measures. It has prompted

thinking about future actions with two elements emerging. These are the previously mentioned energy audit and the engagement with the Eco Church movement which encourages both collective and individual actions.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

We have been working with Sonning Common Parish Council as well as the hirers of the building - all of which are locally based and provide activity for local people.

Community is more than just place. The Diocese of Oxford has provided practical support and advice. It is through them that we have commissioned the energy audit. Whilst all of these are bespoke for each building it is possible that themes will emerge as more are completed. The Church of England NZC2030 are actively seeking funding for thematic climate change mitigations. We are not counting on financial support from here (it will probably be used to support less well off areas) but we will benefit from the thinking and shared knowledge.

We host the annual remembrance parade. Scouts can work towards a "Global Issues" badge. Rainbows can work towards a "recycler" badge; brownies towards a "Zero Waste" whilst guides can work towards both Conscious Consumer and Campaigning badges. We will be using our connections, with these groups, to explain what we are doing and to encourage them to follow linked actions via these badges.

Chinnor Village Centre	Ref	SCAP23-24\35
Project Name: Keeping the Lights On-Upgrade to LED Lights		
<p>Project Description: Project to improve Energy Efficiency across the centre to reduce running cost and be more environmentally friendly. The Centre has under taken a review since covid on how to become more sustainable and reduce the impact of using the Charities reserves to continue to operate. Part of this plan is to reduce running costs in particular lighting and heating with increased utility rates over the last 18 months.</p> <p>Previously with support from Power Aid Ltd a Solar PV system was installed. This has been in operation since May this year. Gas appliances have been replaced with electric.</p> <p>Lights that failed in 2022 were changed to LED however the rest of the centre needs upgrading. This application seeks to complete the transformation to LED.</p>		
Application Theme: Action on the climate emergency		
Location of Project: Chinnor		
Potential number of beneficiaries: 270		

Project Finances

Total Project Cost	£4,079
Organisation's contributions	£1,218
Other secured funding	£0
Amount still required for the project	£2,861
Amount requested from this grant scheme	£2,039
Other funding applied for but not yet secured	£2,460 *
Other funding identified but not yet applied for	£0
Funding plan shortfall	£0

* This figure has been adjusted pro rata from an external grant application made covering the whole project, however part of it did not pass the eligibility criteria for the grant scheme.

Organisations latest bank balance: £146,236

Previous community grants:

- SActive23\80 Chinnor Village Centre Health and Wellbeing project £1,000 – grant ongoing (12 months project completion not expired).
- SActive22\160 Alexandra Technique for Friendship Club £1,000 – grant ongoing (12 months project completion not expired).
- SRev22-24/ 33 Create a centre of excellence and growing day care attendance capacity and room hire fill rate £125,000 - grant application unsuccessful.
- CGS21-22/216 Chinnor Village Centre – Living well after a stroke £600 – grant complete.
- CGS21-22/66 Improvements to a Community Building for the Elderly (2021) – replace sky lights - £5,000 - grant ongoing (monitoring report reminder sent).
- CGSCH1\14 Furniture replacement £1,224 – grant complete.
- CGSCH12\7 Village Centre equipment upgrade £4,995 – grant complete.

Scoring

<p>Community need, inclusion and consultation</p> <p>It is a project that moderately improves a substantial community facility that provides a community hub, including day care, warm space, community cafe and minibus service. Substantial consultation has taken place with service users, support groups and community partners as detailed in the 'Community Engagement Plan' provided. The project will improve the energy efficiency of the centre and help reduce running costs.</p>	Score	4/6
Community benefit	Score	3/6

<p>The project improves and sustains a community building which will indirectly benefit local elderly residents and support groups. They have increased access to the Centre to other groups and aim to widen their programme to support more vulnerable adults in general. It is a facility that promotes social cohesion to help reduce social and rural isolation.</p>		
<p>Action on Climate Emergency This organisation has taken major action on the climate emergency but has no simple climate policy. However, changing from gas to electric heating is one of the most important decarbonisation actions that can be taken. Together with installation of solar PV and other minor actions such as a wildlife garden and equipment reuse, this justifies a score of four.</p>	<p>Score</p>	<p>4/6</p>
<p>Financial sustainability Please see project finance table above. The organisation have provided a simple funding plan which details their own contribution of £1,218 (less than 50 per cent of the project costs) and have applied to the parish council for a further £2,460 which, if successful, along with their request to this scheme would more than cover the whole project. They have budgeted for ongoing costs and eventual replacement of lights in their three-year budgeting plan.</p>	<p>Score</p>	<p>2/6</p>
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Action on the climate emergency'. The installation of LED lighting is a valuable energy efficiency measure with a clear contribution to tackling the climate emergency. The project has measurable outcomes and good community engagement.</p>	<p>Score</p>	<p>5/6</p>
<p>Financial and project management plans The organisation is in a strong financial position and have provided a robust three-year financial forecast. They are contributing £1,218 towards the project and have also applied for a grant from Chinnor Parish Council, yet to be secured. This project will help reduce overheads and sustain financial stability. Due to the size of the project, they did not need to supply a project management plan.</p> <p>Demand for services and other similar facilities The application indicates that the Centre serves a population of over 7,000 and is considered a hub of the community which directly benefits 270 residents. With a local ageing population, they predict that demand for their services will grow, with the aim of expanding their range of services to encourage more individuals to visit and reduce social isolation.</p> <p>Internal Consultation Climate: The Village Centre is making good progress in tackling the Climate Emergency. The Centre is encouraged to consider agreeing a climate policy and action plan going forwards.</p> <p>Equalities: The equalities officer fully supports the project as having decent lighting at the centre will help all users, particularly the older and more vulnerable.</p> <p>S106: Chinnor Village Centre have not applied for any S106 funding towards the project. There are no S106 developer contributions that are specific for the purpose or intended use towards the identified project. However, there are general contributions detailed below:</p> <p>“Community Halls” Contribution £19,680 - towards works for the improvement of Chinnor Village Hall or similar community buildings/works within Chinnor. “Community Facility” Contribution £22,043 - towards community facilities within Chinnor.</p> <p>These could be put forward for consideration, in particular for the “Driveway Access Ramp Improvement Works” project, that has been removed from this capital application as it did not pass eligibility for this scheme). The applicant would need to complete and submit a S106 funding request application, but this does come with a caveat until presented to heads of service we cannot guarantee the funding will be approved. A letter of support from Chinnor Parish Council would need to accompany the application. Further details of the S106 contributions can be viewed on our webpage under “S106 parish receipts”.</p> <p>Any relevant CIL funding generated from developments within the area have been transferred to the parish council to spend on infrastructure projects to support the development of the area, and they</p>		

decide what infrastructure is needed. From the application, the applicant has already applied for alternative funding from the parish council.

Project completion within timeframe

The project is on a small scale and given the organisation's contribution and financial position, officers feel the project is likely to start and complete within 12 months of any award being made.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS

The organisation has a healthy bank balance so could fund the project themselves and as a result points could be deducted however as the grant sought is low value, no points have been deducted from this application.

Please note 'change of name' for the project as the other element (Driveway access ramp improvements access) did not pass eligibility criteria under this grant scheme. However, a grant application has been submitted for this project to the South Councillor 2023/24 grants scheme and a grant of £5,648 has been awarded.

Total score

18/30

Applicant responses – officers have removed responses relating to the access ramp improvements that are ineligible for this scheme

Community Need, Inclusion and Consultation Questions from application form

Will your project be providing new facilities or activities?

No

How do you know there is a need for your project?

The Centre has seen rising running costs over the last 2 years due to increased utility bills and the cost of living crisis is affecting our community. There will be an increased need again this winter to provide safe, warm spaces for our most vulnerable in the community.

Trustees have consulted with our Day Care participants, Dementia, Parkinsons and other vulnerable older adult support groups as well as our community partners to establish what is needed for good community provision for the next 3 years. This is identified in our Community Engagement Plan. The centre consults regularly with local community partners and its users to ensure that it provides what the community needs. Our regular users are representative of the demographics of our local community. Prices for activities are set based on what the local community can afford.

There is an aging population in the village and therefore the demand for our services is planned to grow especially in dementia support as more is known about this disease and earlier diagnosis is identified in the Health sector. The Centre recently secured a long term hire of one of the meeting rooms for the office of Fight Bladder Cancer UK charity who were previously made homeless from the high Street. This helps our sustainability and of the UK Charity however Trustees are mindful of our future costs and fundraising is required to ensure all activities can go ahead.

As the local community needs have changed due to covid and the cost of living crisis our response to supporting the local people has changed with providing hot meals at lunch time rather than breakfast and providing warm spaces in the winter as the challenges of heating residents homes in the day time increases.

Community Benefit Questions from application form

Who will benefit from your project?

Chinnor Village Centre is considered the hub of the community and is unique in terms of providing opportunities for individuals or groups to meet in a comfortable; safe environment; sharing interests with access to subsidised refreshments.

The Centre aims to expand the range of activities to encourage more individuals to visit & reducing social isolation. It provides Day care during the week; plus a Stroke Club for survivors and carers. There is also a Forget Me Knot Club which supports individuals with dementia. The Charity also runs a minibus service which connects vulnerable elderly adults from their homes to the centre or they can book to go into Thame our main town for shopping and bring them home again. All our activities aim to help people live well; remain independent and build resilience in our community. This then reduces the impact on local health care services.

The average weekly attendance of vulnerable adults (excluding their carers) is 20 for the Dementia Cafe; 7 for Stroke Club; 21 for Friendship club and approximately 100 per week for the community cafe.

The number of users increases based on adhoc bookings for our activity rooms as well as regular bookings such as the University of the Third Age and recently Art groups.

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

The Centre has worked hard since covid; to build participant's self confidence in leaving their home; mixing with other people and taking part in activities.

Ensuring the sustainability of the organisation by improving the access driveway and reducing running costs with new lighting, will help us engage new participants and maintain existing users to keep their independence and level of confidence over the winter as participants get their winter immunisations.

All our participants receive Government benefits however will still struggle in the Autumn and winter to now heat their homes in the daytime. Attending our activities and the provision of a hot meal at lunch time will help their physical and mental health and manage their home utility bills. It will also help support the carers of the participants with the opportunity to share experiences and get support for their own roles at home.

Our participants require high staffing ratios as they are all vulnerable adults with lifelong health conditions. Using volunteers reduces staff costs however we don't wish to reduce the quality of our provision by relying on volunteers running all activities.

Our participants look forward to leaving their home to come along to safe; warm space and for their carers to get the support they need too. To do this; many need to use our Minibus service as patient transport to the centre or to go into Thame for their shopping or health care appointments.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

Trustees have worked hard to produce 3 year financial management plan to ensure the future sustainability of the centre. Reducing running cost by being environmentally friendly and reducing waste is key.

The Chinnor Village Centre has been financially supported by Power Aid Ltd with the installation of a Solar PV system, operational since May 2023. The changeover to LED lighting began in 2022 with failed lighting and a meeting room being upgraded to LED; the cost so far has been £1,500. This application seeks to complete the transformation to LED across the centre. A comparison of wattage by bulb type was undertaken prior to this work being costed. The anticipated savings by estimated reduction in wattage will be 3508 KWH.

The centre recycles where it can, reduces food waste and re-uses equipment, up cycles existing equipment and maintains a garden to help with mental health for our users but also to encourage wildlife to help the environment.

The Centre hasnt had the capacity to produce any sustainability plans or policies but is mindful of SODC plans, initiatives and through our Community Partner meetings supports any Chinnor Parish Council strategies into our community.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

Ongoing costs for the lighting is budgeted within our 3 year income and expenditure forecast with assumptions based on future increases in utility costs. It is hoped that when the LED work is complete that there should not be any planned maintenance for the next 12 months.

Eventual replacements of LED lights is taken into account in the forecast.

The centre has reviewed its charges over the next 3 years as well as produced a 3 year Community Engagement Plan to attract new members of the community to use the facility, increase footfall and ensure the centre is more sustainable going forwards.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

The centre has worked with a financial consultant to produce a 3 year budget and identify how it can be more sustainable going forwards and not need to use its reserves. Reserves have been used the last 2 years where the centre has made a loss. The Charity is fundraising towards the anticipated shortfall in

our next 12 month budget which covers mostly increased staff costs, increased overheads in the cafe and anticipated reduction in income from our activities and rising utility costs.

Pre-covid the centre was financially sustainable but the closures and restrictions meant operating at a loss during the last 2 years using reserves. There's been a slow return for older people to interact face to face due to self-isolation and fears until all covid restrictions eased. Fundraising opportunities have been minimal and the Centre has found it challenging to secure grant funding.

Staff costs which have increased by 94% since before covid. Our participants require high staffing ratios as they are all vulnerable adults with lifelong health conditions. Using volunteers reduces staff costs however we don't wish to reduce the quality of our provision by relying on volunteers running all activities. Our pay scales are on or below the market rates to recruit staff. Day care is the main role of our organisation. Due to the cost of living crisis the number of volunteers to help run our activities and our community transport service is reducing therefore more paid staff are required.

By investing in LED lighting to reduce running costs the Trustees are being proactive in managing the centre, being more environmentally friendly and ensure our attendees have a safe space to enjoy.

The access ramp is an unforeseen cost that the charity does not have the budget for. Fundraising is the only way to deliver.

Project theme – outcomes questions from application form

What difference will your project make in your community?

Securing the partnership funding from Chinnor Parish Council.

Reducing our centre running costs against our 3 year income and expenditure forecast.

Sustaining our Charity reserve levels to ensure the future continuation of the facility.

Completing the LED lighting project and monitoring quarterly the reduction in electricity usage.

Production of an access audit for the centre.

Sustaining and increasing usage of the centre as detailed in our 3 year Community Engagement Plan.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

Current and proposed partnerships as follows;

The Centre recently secured a long-term hire of one of the meeting rooms for the office of Fight Bladder Cancer UK charity who were previously made homeless from the high Street.

Live Well Oxfordshire & Active Oxfordshire

Age UK

Good Gym

Round Table/British Legion

U3A

Partnering with GP's & Health Trusts

Local Council & District Council

Our Chinnor & Chinnor Warm Spaces

Social Prescribing

OCVA

Oxford United in the Community

Parochial Church Council North Moreton	Ref	SCAP23-24\42
Project Name: Safe and More Efficient Use of Village Hall		
Project Description: Replacement of External Doors and Windows to improve thermal efficiency. Removal of Unsafe and Unusable Stage and Construction of Floor in Area formerly covered by the stage to increase Usable Floor Area by 32% with consistent floor levels throughout. Making a safe access to storage areas by removing non-compliant steps and providing a level area to reduce manual handling risk when moving tables, chairs etc. from storage.		
Application Theme: Improved economic and community wellbeing		
Location of Project: North Moreton		
Potential number of beneficiaries: 200		

Project Finances

Total Project Cost	£57,295
Organisation's contributions	£19,700
Other secured funding	£6,467
Amount still required for the project	£31,128
Amount requested from this grant scheme	£21,485
Other funding applied for but not yet secured	£6,100
Other funding identified but not yet applied for	£5,500
Funding plan shortfall	£0

Organisations latest bank balance: £90,777

Previous community grants: None

Scoring

Community need, inclusion and consultation This project significantly improves a community facility to increase capacity. Full consideration has been given to all users including those who are disabled; an access audit has been carried out and associated actions have been highlighted. Consultation has been carried out with existing users of the village hall and the majority of households in North and South Moreton.	Score	4/6
Community benefit The project will improve a community building that is available for anyone to access. There are a number of community groups who use the hall including Ukrainian refugees who use it as a meeting place for support. The proposed works consider how the facility will be inclusive and accessible to all users, in particular, improving the accessibility for individuals with disabilities and impairments.	Score	6/6
Action on Climate Emergency An energy audit has been conducted for the building but no action has yet been taken following this. Some small other actions to address the climate emergency have been taken before, such as hosting a clothing recycling unit.	Score	2/6
Financial sustainability Please see project finance table above. The organisation have a robust funding plan with a contingency plan, however, they haven't applied for all of it yet. They have secured just under 50 per cent of the total project cost so far. The ongoing maintenance and cleaning are already incurred in running the hall.	Score	2/6
Themed criteria for chosen corporate plan priority The project theme selected is 'Improved economic and community wellbeing'. A clear and relevant response that addresses how a Capital grant will provide	Score	4/6

<p>better outcomes for the community at a good standard. This project is the refurbishment of a village hall that offers a valuable meeting place for local social and educational events. Initial community engagement was achieved through their survey and this resulted in offers of support and involvement in the project. Further evidence of community collaboration in the project delivery was provided.</p>		
<p>Financial and project management plans A comprehensive funding plan/ small contingency has been submitted demonstrating how they aim to cover the outstanding amount in funding the project. North Moreton Parochial Church Council have designated village hall funds (as reported to the Charity Commission) and the North Moreton Village Hall Management Committee have the responsibility, delegated from the Parochial Church Council, to run and maintain the village hall for the benefit and use of the wider community. Their project plan appears to be deliverable within the timeframe.</p> <p>Demand for services and other similar facilities The organisation has estimated that 200 local residents will benefit from the project. This includes beneficiaries from the adjoining village of South Moreton as it does not have a village hall.</p> <p>Internal Consultation Climate: This project will directly improve the energy efficiency of North Moreton Village Hall which will reduce both the carbon footprint and the energy bills of the building. The applicant is following the recommendations of an energy audit for the building. The PCC is encouraged to consider agreeing a climate policy and action plan for the organisation going forwards.</p> <p>Equalities: Equalities support their request for funding. They have provided Access Audits and comments which is very impressive and shows they think about accessibility to all.</p> <p>S106: The Parochial Church Council North Moreton has not made an application for Section 106 (S106) developer funds towards their project. There are no S106 contributions secured relating to developments in North Moreton.</p> <p>Project completion within timeframe Even though the applicant has funding left to secure, they have a robust funding plan so officers are reassured that that project would be completed within the 12 month timeframe.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS No points have been deducted from this application.</p>	<p>Total score</p>	<p>18/30</p>

<p>Applicant responses</p>
<p>Community Need, Inclusion and Consultation Questions from application form Will your project be providing new facilities or activities? Yes What extra facilities, equipment or activities will this project provide? The project will take away an unsafe and unusable stage which will be replaced by a stable floor thus increasing the usable floor area by 32% with consistent floor levels throughout. Accessibility will be increased thus supporting a safe environment for users. The floor will be constructed so that books for the bi-annual book sale can be safely stored as well as allowing for secure storage of materials for regular hirers. The survey supported using the stage area for more beneficial use. How do you know there is a need for your project? A survey/questionnaire was distributed to the residents of South Moreton and North Moreton. This concluded that the stage was no longer required but that other events were desirable. The survey confirmed that the local community valued the hall and brought forward offers of future help.</p>
<p>Community Benefit Questions from application form Who will benefit from your project? Womens' Institute Community Information Events e.g. How Not To Be Scammed and Defibrillator and CPR training Wargamers Yoga Local Horticultural Teaching company Ukrainian Refugees being given support</p>

Childrens' parties
 Family gatherings/celebrations
 Annual Community Lunch
 Xmas Fayre
 Musical Evenings
 Art Classes open to all ages and skill levels
 Community duties e.g. acting as a Voting Station

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

Ukrainian refugees are given regular support and are allowed to meet. Replacement of the old wooden doors with modern maintenance-free doors will make it easier and safer for disabled people to access/leave the hall to participate in village events. Disabled and visually impaired users will benefit from a level flooring throughout and easy access to storage areas. Lighting, handrails, ramps and an accessible toilet are already in place.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

Replacement of draughty First World War entrance doors and time expired windows to reduce energy consumption. The project will contribute towards cutting green house gas emissions by reducing the energy consumption of the building. The energy audit report noted that we could expect a saving or around 946kWh per annum with an expected lifetime of c. 15 to 20 years for the windows and doors. We know the community is keen for the hall to make improvements in the area of energy efficiency (energy-efficiency of the building was the option most-often ranked as most important in a recent survey of how we should prioritise work on the facilities) so it hoped that this project might be a catalyst towards achieving other recommendations from the energy audit.

Inclusion of underfloor insulation to replacement flooring of the stage area by construction of an insulated timber floor will be a further step towards improving the Hall's energy efficiency. Waste is already split between recycling and non - recycling waste for fortnightly collection. In 2022-2023 the hall hosted a clothing recycling unit to encourage reuse. The provider has gone out of business but the Committee is seeking to find another provider.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

No ongoing costs as the capital assets will be in place and maintenance free apart from window cleaning and floor cleaning which are already incurred in running the hall.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

Normal costs of running the hall which are covered by hire income

Project theme – outcomes questions from application form

What difference will your project make in your community?

Key outcomes will be:

Increase in the number of people/organisations who will find the Hall attractive to hire/use by virtue of greater available space and accessible storage facilities and a draught free environment.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

A good response (71) from the survey supported the continuing use of the Hall as a meeting place for social and educational events. This encompassed the adjoining village of South Moreton that does not have a village hall. The North Moreton Parish Council supports the aims and activities of the Village Hall Committee who give their free time and skills in maintaining the hall, its pathways and lawn area. Engagement through the survey resulted in offers of support and involvement in an improved hall. As a member of Community First Oxon, the committee regularly share ideas and best practice with other community hall volunteers, and benefit from their experiences too. The committee will certainly be sharing their experiences with this project with that group. The committee also work closely with the Stuart Hall in Brightwell-cum-Sotwell (our nearest community hall) to share ideas with the trustees there.

Berinsfield Parish council	Ref	SCAP23-24\54
Project Name: New high pedestal slide		
Project Description: The parish council would like to purchase a new item of play equipment for the existing play area. The only slide on the site currently is suitable for children up to 5 years, but the site is available for young people up to the age of 12 years.		
Application Theme: Improved economic and community wellbeing		
Location of Project: Berinsfield		
Potential number of beneficiaries: 1,000		

Project Finances

Total Project Cost	£11,481
Organisation's contributions	£5,741
Other secured funding	£0
Amount still required for the project	£5,740
Amount requested from this grant scheme	£5,740
Other funding applied for but not yet secured	£0
Other funding identified but not yet applied for	£0
Funding plan shortfall	£0

Organisations latest bank balance: £294,262

Previous community grants:

- BGV22-23\25 Improvements in Berinsfield Burial Ground £34,518 – grant complete.
- BGV22-23\30 Berinsfield Neighbourhood Development Plan £7,000 – grant ongoing.
- CGS22\100052 Provision of flagpole and Union Jack flag in Berinsfield £1,263 – grant ongoing.
- Sactive22\105 Rugby in Berinsfield £1,000 – grant ongoing.
- CGS20-21/112 New defibrillator to be installed outside the Pavilion £1,390 – grant complete.
- CGS21-22/58 New piece of play equipment for Lay Avenue Play Area £3,238 – grant ongoing.
- CGSB\2 Defibrillator £856 – grant complete.
- SC17-18/33 Lodden Avenue Play Area, Berinsfield £33,922 – grant complete.
- SCAP19-21/53 Provision of outdoor gymnastics equipment £10,000 – grant complete.
- SCCG/66 Purchase two new Marquees £1,225 – grant complete.
- SCAP22-23\100055 Installation of Solar Panels on the Sports Pavilion £11,261 – grant ongoing.
- SActive23\59 Purchase of rugby goal posts £1,000 – grant ongoing.
- CGS23-24/115 Installation of rugby posts £1,000 – grant ongoing.

Scoring

Community need, inclusion and consultation The project provides a new minor facility for the community by installing a new slide in an existing playground that will cater for more ages. There is an existing slide that caters for children up to the age of 5 and the new slide will cater for children up to the age of 12. The decision to undertake the project has been taken by the parish council, but no evidence of further consultation has been provided.	Score	3/6
Community benefit The project will provide a facility that is open to anyone to access and will benefit approximately 1,000 residents. It will encourage social cohesion for some priority groups such as isolated young families, migrants and economically and educationally disadvantaged individuals.	Score	5/6
Action on Climate Emergency The organisation has given some consideration into possible actions that address the Climate Emergency and nature recovery, including research into	Score	2/6

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Responses from applicants have been copied from application form, no attachments referenced have been included in this board paper.

<p>improving the energy efficiency of a building it owns, as well as leaving an area on the recreation ground unmown over the summer, to encourage wildflowers to grow and encourage pollinators.</p>		
<p>Financial sustainability Please see project finance table above. The parish council have applied for all the other funding needed for the project as they are funding 50 per cent of the project balance and they've budgeted for ongoing costs. They do not have a contingency plan in place should they only receive a partial grant.</p>	<p>Score</p>	<p>4/6</p>
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Improved economic and community wellbeing'. The applicant has provided a clear and relevant response that addresses how a capital grant will provide better outcomes to the community at a good standard. It will have a positive impact on young peoples mental health but there does not appear to be any partnership working or community engagement.</p>	<p>Score</p>	<p>3/6</p>
<p>Financial and project management plans Berinsfield Parish Council will contribute £5,741 towards the project which is 50 per cent of the total cost. Officers note that they have this amount in their 2023-24 budget but are able to carry it over to the year 2024-25 for the purchase and installation of the slide. Due to the size of the grant request, no project plan is required. The parish council includes funds in its budget to ensure the maintenance of play equipment.</p> <p>Demand for services and other similar facilities The parish council estimate that 1,000 residents will benefit from this project. The Lodden Avenue play area is used by young people living in Berinsfield, children visiting the village, young spectators who attend football matches and the children from Abbey Woods Academy. The applicant states that the only slide on the site is suitable for children up to 5 years, but the play area is available for young people up to the age of 12 years.</p> <p>Internal Consultation Climate: Officers would encourage the applicant to include tree planting and other biodiversity enhancements as part of a wider project, making a positive contribution to nature and carbon capture. We support the use of suppliers who have a sustainability policy, use recycled/sustainable materials, recycle the old equipment it removes and use chemical free processes. There is some evidence within the application that this has been a consideration in selecting a preferred supplier - through selection of a slide which is expected to have a long life. The parish council is also encouraged to consider making a climate policy and action plan going forwards.</p> <p>Equalities: The equalities officer notes that Berinsfield Parish Council have stated that the equipment they want funding for is not fully accessible, it's for the use of older children who do not have any access issues. The applicant advised they have DDA compliant equipment in the Lodden Avenue play area and if successful with grant funding, the slide will also be in this play area. They have a Wicksteed Leisure Swirl, which is a roundabout that wheelchairs and buggies can get on and a Mirage seat and harness swing which allows children who cannot sit on their own to enjoy a swing with their friends. These were installed in 2018. There are other pieces of play equipment that were not purchased as DDA compliant, but are suitable for use with adult supervision. As they have confirmed they already have existing accessible play equipment in the area, albeit 5 years old, they are happy with their request.</p> <p>S106: There is currently no money from any 'S106' contributions suitable for this project. Officers are not aware of any similar or competing projects in the vicinity of this one. Berinsfield Parish Council have reported they are holding £2,506.63 of CIL (as of January 2023).</p> <p>Berinsfield Garden Village team: The grant application seems reasonable.</p> <p>Project completion within timeframe The project is expected to complete within four days starting in June 2024. The project should have no issues completing within the 12 month timeframe of this grant scheme, subject to raising additional funds if they do not receive the full grant requested.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS No points have been deducted from this application.</p>	<p>Total score</p>	<p>17/30</p>

Applicant responses

Community Need, Inclusion and Consultation Questions from application form

Will your project be providing new facilities or activities?

Yes

What extra facilities, equipment or activities will this project provide?

The parish council would like to improve the Lodden Avenue play area by including a High Pedestal slide. There is currently only a slide suitable for young children in the play area. The slide from Wicksteed Leisure is the most suitable as it is made of metal and is substantial enough for the environment.

How do you know there is a need for your project?

The slide will provide play value for 5 - 12 year old children. This would be the only high slide and will be located with other equipment more suited to 5 - 12 year olds rather than for toddlers and younger children. The selection of the High Pedestal Slide was made by the parish council at its meeting held on 2nd October. There is limited space in the play area therefore a static piece of equipment would fit in.

Community Benefit Questions from application form

Who will benefit from your project?

The Lodden Avenue play area is used by young people living in the village, children visiting the village, young spectators who attend football matches and the children from Abbey Woods Academy.

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

The provision of the High Pedestal Slide will improve access for isolated young families, migrants, economically or educationally disadvantaged individuals. Hopefully we do not have any homeless children in Berinsfield. The Slide may be suitable for individuals with disabilities, depending on the nature of the disability.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

The High Pedestal Slide would be provided in addition to the existing five year old play equipment in the Lodden Avenue Play Area.

It would not be practical to have anything constructed in wood as experience has taught us that the wood can split and play equipment constructed in wood has to be replaced far more regularly than anything made of metal. Wood can also be vandalised easily as can plastic.

The parish council consider that metal play equipment is more sustainable as it lasts - in the case of some of the items we have had - over 30 years with good maintenance .

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

Berinsfield Parish Council will inspect and maintain the equipment and it is expected to have a fairly long life as it is made of metal by a reputable manufacturer. The parish council always includes funds in its budget to ensure the maintenance of play equipment

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

The parish council does not have any financial commitments that would prevent it contributing £5740.40 towards the cost of the purchase and installation of the slide

Project theme – outcomes questions from application form

What difference will your project make in your community?

The provision of the High Pedestal Slide will provide another form of exercise for young people up to the age of 12 years. It will encourage them to be out in the fresh air in a safe environment away from main roads. It could have an impact on their mental health and will encourage them to speak to their peers rather than communicating on their mobile 'phones.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

The parish council will not be collaborating with any other organisations to provide the High Pedestal Slide. It is essential that all play equipment is installed by qualified installers and checked by RoSPA therefore it is not possible to engage unqualified volunteers to help with the project.

Thame Town Cricket Club Limited	Ref	SCAP23-24\67
Project Name: Solar Panels controls housing		
<p>Project Description: The large increase in utilities costs in the past twelve months has had a major effect on the financial viability of all the groups and local users of our community facilities at Thame Town Cricket Club, and on the costs of the club itself. For this reason we decided to fit an array of solar panels on the roof of our new building, which is well-suited to take this equipment. This installation will help reduce the cost of the electricity used in the building, and at times will feed power back to the grid, thus providing a self-sustaining and green solution to our energy requirements in this new facility. We raised the money to meet the capital costs of this installation - £21,000 - and 39 panels have been installed last month. This is the second phase to complete the project and comprises of providing a housing for the equipment associated with this installation. Originally it was intended to locate the battery and the inverter in the building in the maintenance garage, but the technical advice from the solar installer during installation was to split the panels array in two and have two batteries and two inverters. This requires a larger storage area than is available in the garage. It was also considered that for safety reasons the equipment should be located on the outside of the building, away from any fuel storage etc, which is where it has been sited. Whilst the two batteries and two inverters are rated for outdoor location, the manufacturers recommend that they be housed in a weather-proof structure to protect their operation.</p>		
Application Theme: Action on the climate emergency		
Location of Project: Thame		
Potential number of beneficiaries: 500		

Project Finances

Total Project Cost	£2,400
Organisation's contributions	£1,200
Other secured funding	£0
Amount still required for the project	£1,200
Amount requested from this grant scheme	£1,200
Other funding applied for but not yet secured	£0
Other funding identified but not yet applied for	£0
Funding plan shortfall	£0

Organisations latest bank balance: £56,664

Previous community grants:

- Volgrant/57 Volunteers £750 - grant complete.
- CU15k\620 New cricket nets £5,671 – grant complete.
- SCap16\102 Multi Sport and Multi Partner Clubhouse redevelopment £250,000 (awarded to Thame Town Council for this facility) – grant complete.
- SCCG/119 Contribution towards new practice nets and cage surround £1,650 – grant complete.
- CGS2R\100126 Installation of Solar Panels on Thame Town Cricket Clubhouse £8,000 – grant application unsuccessful.

Scoring

<p>Community need, inclusion and consultation</p> <p>Little additional use will be gained by this project as it is to install a structure to house batteries for solar panels that are already installed. It will allow existing activities to continue and the club stated consultation has taken place with existing users and the town council, but no evidence has been provided.</p>	Score	1/6
<p>Community benefit</p> <p>The organisation stated the project will benefit approximately 500 residents as it is anticipated that it will reduce operating costs which can be passed on to other community groups using the building. These activities are all managed by the</p>	Score	1/6

Club, so this project will indirectly benefit the community.		
<p>Action on Climate Emergency This organisation has taken major action on the climate emergency but has no simple climate policy. The specification of an energy efficient new building meeting the BREEAM Excellent standard shows significant commitment. Together with installation of solar PV and other minor actions such as a waste recycling, this justifies a score of four.</p>	Score	4/6
<p>Financial sustainability Please see project finance table above. The organisation has secured all the other funding needed for the project and they have a brief contingency plan to seek alternative fundraising if they should only receive a partial grant. They have budgeted for maintenance costs.</p>	Score	5/6
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Action on the Climate Emergency'. This is a small project which provides a vital contribution to a larger solar PV installation. As such it makes a clear contribution to tackling the climate emergency. The overall project has measurable outcomes and good community engagement.</p>	Score	5/6
<p>Financial and project management plans This is an extension project following their large solar PV installation and an additional expense to the original budget estimate. They have an existing Sport England loan to cover the balance of the cost of the solar panel installation but are unable to extend this loan to cover the housing facility. Thame Cricket Club is able to contribute 50 per cent of their own funds towards the total project cost of £2,400. They estimate that with the additional cost of this project and based on the savings achieved in electricity bills, the pay-back time will be six years. Officers note that the club anticipates that they will be in an improved financial position in the future as the overall solar project will result in reduced electricity costs. Due to the size of the grant request, no project plan is required.</p> <p>Demand for services and other similar facilities The organisation have estimated that 500 residents will benefit from this project however, officers feel that housing for solar panels controls is primarily for the benefit of club committee members who manage and ensure the security of the sports pavilion and community centre at Church Meadow, Thame.</p> <p>Internal Consultation Climate: The Cricket Club is making good progress in tackling the Climate Emergency. The Club is encouraged to consider making a climate policy and action plan going forwards. The Club is also encouraged to be more proactive in sharing their building as a good practice example.</p> <p>Equalities: No equality comments as more relevant for climate change.</p> <p>S106: Thame Town Cricket Club have not applied for any S106 funding towards this project. A number of S106 developer contributions have been secured and received within the parish of Thame but not intended for or specific for use towards this project. Any relevant CIL funding generated from developments within the area have been transferred to the town council to spend on infrastructure projects to support the development of the area, and they decide what infrastructure is needed. Officers recommend the cricket club make contact with the town council should they wish to explore alternative funding options.</p> <p>Project completion within timeframe It is estimated that this project will take two months to complete although the applicant envisages a delay to the start date if they are unsuccessful with the Capital grant and need to seek external funding.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS No points have been deducted from this application.</p>	Total score	16/30

Applicant responses

Community Need, Inclusion and Consultation Questions from application form
Will your project be providing new facilities or activities?

Yes

What extra facilities, equipment or activities will this project provide?

The solar panels will substantially reduce the electricity costs at the pavilion.

We recharge utility costs to some of our occupiers and this project will have a significant impact on these community organisations costs and cash flows. For example, the Thame Senior Friendship Centre, our main occupier, has two large freezers and an air-conditioning system which all consume electricity and operate 24/7 even when the Centre is not in occupation.

The project will therefore improve the existing facilities for our community occupiers.

How do you know there is a need for your project?

We have consulted our occupiers and Thame Town Council before initiating the project, and received 100% support for the project.

Community Benefit Questions from application form

Who will benefit from your project?

Thame Town Cricket Club

Thame Senior Friendship Centre

A1 Martial Arts

Musical Mayhem

2 yoga class hirers

2 dance class occupiers

2 mother and baby clubs

individual church based activities such as christenings and wakes

private anniversary events

business seminars (CPM, Travelodge, etc)

Thame Games club

Oxfordshire Cricket Board seminars and coaches meetings

Various other private residents groups hirings

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

Our main occupier is Thame Senior Friendship Centre who occupy the first floor on Tuesdays, Wednesdays and Fridays, 50 weeks per year.

They cater for the social needs of the elderly in a friendly and welcoming atmosphere and provide hot meals and activities for up to 20 Thame residents per day.

We provide space for two mother and baby clubs each week during school term times.

We also provide help for the Thame Dementia Club who are associated with the Friendship Centre.

Our project will help to reduce the energy costs associated with these different users when they occupy the building. The modern rooms are multi-purpose, warm and well-insulated and we have a six-person lift to serve less mobile occupiers, electrically-powered, providing full access to the first floor.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

The solar panels project is the most obvious demonstration of the Club's commitment to climate action, as we aim to reduce the cost of our electricity consumption by 40% in 2024 and going forward. By generating our own electricity we can not only reduce our consumption and that of our occupiers, but also transfer surplus back to the grid. The 39 panels that are installed are an initiative that other clubs and organisations are showing interest in, and we are happy to explain the process to all enquiries.

When the new pavilion was built five years ago, we specified it had to have an excellent BREEAM rating, and as a timber frame structure, we benefit from its high degree of insulation and efficiency. Moving into this building has encouraged Club members to embrace sustainability, from the bar supplies through to the recycling of waste from the building's occupation.

All the surfaces, pipework, fixtures and fittings are modern and have been procured with sustainability and efficiency in mind and we benefit from the good design of the architect and contractor.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

There will be an annual maintenance regime for the panels and roof mounted equipment, but the batteries and inverters will not require maintenance.

The housing which comprises the project work will require re-painting once every three years, and the cost of this work will be met from the Club's own resources.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

The solar panels were funded by a Sport England grant (£10,000), and we have taken out a Sport England loan to cover the balance of the costs of the £21,000 panels installation. It is not possible to increase this loan so the Club has agreed to fund the balance of the cost of the housing installation from our own resources/savings.

The overall solar project will result in electricity bills reductions for the Club and our community groups. We estimate that the pay-back time for the panels will be 4 and a half years, based on the savings achieved in electricity bills. Adding the total capital costs of the housing works which were additional to the original budget estimate, and the pay-back time is still an attractive 6 years, and the Club has therefore agreed to commit its own financial monies to this additional work.

Our new building has been designed to be very energy efficient and the solar project complements this. The Club is committed to supporting 'green' projects and wishes our solar initiative to be an example to local businesses and groups of how to face the challenges of climate change and building occupation.

Project theme – outcomes questions from application form

What difference will your project make in your community?

This specific project will extend the operational life of the batteries and inverters by providing weather protection and shelter from potential damage and breakdown.

We will be able to monitor the performance of the equipment on a daily basis to ensure the protection is doing its job and the panels are working efficiently.

We have more roof space and capacity in the equipment, so it will be possible to expand the array, and the housing will be designed to permit any future expansion.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

We have received support from Thame Town Council, Oxfordshire County Council, Sport England and various energy efficiency bodies who have advised and consulted to achieve this installation.

Our occupiers including Thame Senior Friendship Centre have also supported the project through the early stages, planning consent, and installation.

As a capital project, the equipment housing will ensure a longer operational life for the panels and we have met with 100% support for its implementation.

South Stoke Community Shop	Ref	SCAP23-24\46
Project Name: Community Shop Rebuild Project		
Project Description: South Stoke Community Shop has been operating out of a converted shipping container for the past 10 years. We have planned approval for a beautiful new facility to provide wider groceries shopping, newspaper and cafe services and other hugely valuable to the the thriving village of South Stoke. We are not for profit organisation who truly serve the community, largely run by volunteers we provide essential and local shopping to those with limited access to travel, reducing food miles and provide food ordering and delivery services to those most in need		
Application Theme: Improved economic and community wellbeing		
Location of Project: South Stoke		
Potential number of beneficiaries: 500		

Project Finances

Project Cost	£392,793
Organisation's contributions	£5,000
Other secured funding	£20,000
Amount still required for the project	£367,793
Amount requested from this grant scheme	£75,000
Other funding applied for but not yet secured	£200,000 **
Other funding identified but not yet applied for	£100,000 *
Funding plan shortfall	£0

* No grant scheme details have been provided for £100,000

** Applied to the UK Shared Prosperity Funding scheme administered by South Oxfordshire District Council, for which an award decision is yet to be made.

Organisations latest bank balance: £10,000

Previous community grants: None

Scoring

Community need, inclusion and consultation The project will significantly improve and extend an existing community shop by providing a new building to replace the existing temporary structure. Additional facilities including a new cafe and meeting space will be provided. Officers have been unable to score this application higher as no evidence has been provided that any wider consultation has taken place and the decision appears to have been made at Director level.	Score	3/6
Community benefit The project will provide a community facility which is open/accessible to all and will promote social cohesion and reduce loneliness in a rural area. It also provides additional services to those with disabilities and mobility issues and supports local people/families on low incomes.	Score	6/6
Action on Climate Emergency The South Stoke Community Shop has implemented regular minor activities that contribute to the Climate Emergency, such as promoting locally sourced food with low food miles and low carbon footprint, and does not provide single use plastic bags.	Score	3/6
Financial sustainability Please see project finance table above. The organisation have provided a funding plan which includes their own contribution of £5,000 and £20,000 being made by South Stoke Parish Council. A further £100,000 from other grant schemes has not yet been applied for and another application for £200,000 has	Score	1/6

<p>been submitted to the UK Shared Prosperity Funding scheme which is yet to be secured. They have allowed a five per cent contingency on their project costings breakdown and a very small contingency within unsecured grants (£7,207) to cover any funding shortfall. They have not budgeted for ongoing maintenance or replacements.</p>		
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Improved economic and community wellbeing'. The organisation have given relevant responses that address better outcomes to a good standard under the specific theme. Some examples have been provided regarding collaboration with other organisations and partnership working with the Village Amenities Charity and the parish council, however no further details have been provided in relation to key measurable outcomes.</p>	<p>Score</p>	<p>3/6</p>
<p>Financial and project management plans A funding plan has been provided however it lacks detail on identifying external sources of funding for the project. Their application to the UK Shared Prosperity Funding scheme (South Oxfordshire District Council) for £200,000 is yet to be decided. The organisation and South Stoke Parish Council are contributing £25,000 themselves and a further £75,000 they are requesting from this panel, which would still leave a substantial funding gap. For year end 2023, the shop is running at a small loss and their capital/reserve balance is £10,000 however the organisation has been operating successfully for the past ten years. They also have a team of volunteers who run and help maintain the facility.</p> <p>Demand for services and other similar facilities The project will benefit approximately 500 residents in a rural location where the nearest shop is six miles away in a neighbouring town. The community shop has served the local community for the past ten years and supports the upgrade. However no evidence for demand of this project has been provided. The facility also offers volunteering opportunities to local residents.</p> <p>Internal Consultation Climate: The South Stoke Community Shop is making some progress in considering the Climate Emergency within their daily operations. However, they could go much further in the specification of the proposed building works. There are aspects of the specification where greener alternatives could be considered, for example when choosing vinyl floor and plastic skirting over more sustainable options. They could use this opportunity to create a net-zero building, and are missing information about the specification of the heating system which could make a significant contribution to the climate emergency if low carbon technology is chosen. Are air conditioning units essential or is it possible to design the building with natural ventilation? Does the lighting have movement detection?</p> <p>The application form mentions solar panels and EV chargers but these are not included in the cost breakdown. There may be alternative funding available for the charge points, for example through the Oxfordshire County Council scheme. The building design does not appear to make good use of the roof space for solar panels, although it is not clear if this is an actual or indicative image.</p> <p>Lever taps are specified and these are not recommended for water conservation. Could the applicant consider specifying sensor taps instead? The applicant is encouraged to consider agreeing a climate policy and engaging the wider community with their plans.</p> <p>Equalities: A worthwhile project as the whole community will benefit by having a decent community shop/café. From the plans and details it is hard to establish how accessible the building will be. For example, the drawing shows a long bar handle to the shop - will this be accessible to all? It is recommended that if you can open the door by pulling it with you little figure then anyone with a mobility issue should be able to open it. They mention having a soap dispenser in the disabled WC; I assume this will also have contrasting pan and lid.</p> <p>Realistically this new unit will be more accessible than the current one. If the applicant can give assurance that it will be as accessible as possible then their project is fully supported. The organisation have confirmed the building will conform to DDA requirements and will be written into the building contract. They have also confirmed that any accessibility and sustainability issues will be front and centre of the project.</p> <p>S106: South Stoke Community Shop have not applied for any S106 funding towards the project. There are no secured or available S106 contributions within the parish of South Stoke.</p>		

Any relevant CIL funding generated from developments within the area have been transferred to the parish council to spend on infrastructure projects to support the development of the area, and they decide what infrastructure is needed. I would recommend South Stoke Community Shop make contact with the parish council should they wish to explore alternative funding options.

Project completion within timeframe

The project is expected to start in May and last for six months. Officers are concerned that should the grant applications not be successful in full, the project could face a significant funding gap that could impact on the start date.

<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS</p> <p>No points have been deducted from this application.</p> <p>Officers are concerned that the project still has a significant amount of funding to raise, and the funding plan is reliant on receiving large grants that are yet to be secured.</p> <p>The applicant has provided a letter of consent for the works from the landowners, South Stoke Parish Council and South Stoke Village Hall and Recreation Ground Charity. This letter also states the intention to enter into a new lease with the applicant for a term of not less than 15 years to replace the existing lease currently in operation on a rolling month-to-month basis.</p> <p>Due to the value of grant requested, the policy requires that the applicant must provide a copy of their lease with at least 10 years remaining. This is because we expect the asset to be available for community use for at least 10 years.</p> <p>Suggested conditions:</p> <ul style="list-style-type: none"> • A 'charge' or 'restriction' is added to the Land Registry Title register. Evidence to be provided when this has been added to the Land Registry title register. • No funds will be released until a new lease is executed. • No funds will be released until evidence of securing full funding for the project is provided. <p>The applicant is also encouraged to consider sustainable options for the final specification of the project.</p>	<p>Total score</p>	<p>16/30</p>
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Applicant responses

Community Need, Inclusion and Consultation Questions from application form

Will your project be providing new facilities or activities?

Yes

What extra facilities, equipment or activities will this project provide?

We will provide cafe services, electric car charging, a community space for people to meet whilst using the recreation ground. We also expect that community football will return to the recreation ground and we can support this via the shop.

How do you know there is a need for your project?

We already provide all the services but the building we use is due to be decommissioned, so it is new build project rather than an improvement to an existing facility.

Community Benefit Questions from application form

Who will benefit from your project?

The whole community of South Stoke and surrounding villages will benefit from the new shop. It will provide local shopping, a meeting place as well as serve as a support function for local youth football. Every resident in the village will benefit from having excellent local facilities to use.

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

Offering local shopping opportunities benefits those with limited access to travel and those who wish to focus more on green issues. Pricing does not exclude those on tight budgets as we cater for those too. We will have easy access for those with disabilities and we will continue to offer free delivery to those in most need in the village.

Action on Climate Emergency questions from application form

Following the council’s Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

We have an excellent green outlook. we stock and sell locally produced meat and fresh fruit and vegetables with limited or zero food miles. we will have solar panels fitted to the roof, offer ev charging and recycle / compost all that is available. Buying local is one of the best means of reducing ones carbon footprint. We do not offer new plastic bags, instead offer a "borrow" a bag scheme which ensures bags already in existence are re-used again and again.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

The shop is proven as self financing over the past 10 years. The board will be responsible for the upkeep of the building and will recycle the moderate generation of profits into an annual sinking fund. The shop itself is a not for profit organisation. We also have a team of volunteers who are currently committed to the upkeep of the existing shop and will continue to act in this manner.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

The shop has covered all of its obligations over the past 10 years through trading on a not for profit basis - please see accounts for me details.

Project theme – outcomes questions from application form

What difference will your project make in your community?

The impact our project will have will be huge. The village has supported the shop for 10 years and is fully behind the upgrade plan. You cannot overstate the impact this will have on the village and those who use the ridgeway long distance path. It will be a huge step forward in securing South Stoke as a jewel in the crown of South Oxfordshire.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

We work closely with the Amenities Charity in the village and we are fully engaged in conversation with the PC who are strong advocates of the plan. As we approach completion of the build, much of the interior work will be done by local trades who will give their time pro bono in support of the project.

Tetsworth Parish Council	Ref	SCAP23-24\43
Project Name: Play area surface replacement		
Project Description: The play area on Tetsworth Village Green was upgraded 6-7 years ago but the surface has remained play-bark since before that time. This requires replenishment 3-4 times a year with between 6-9 pallets of bark in total. The cost for this has increased significantly in recent years, in addition to providing a reducing level of safety in between top-ups. The project would see this surface removed and replaced with a hard-wearing all-weather surface providing greater safety as well as removing the reliance on a wood-based product.		
Application Theme: Improved economic and community wellbeing		
Location of Project: Tetsworth		
Potential number of beneficiaries: 200		

Project Finances

Project Cost	£51,391
Organisation's contributions	£9,500 *
Other secured funding	£26,391
Amount still required for the project	£25,000
Amount requested from this grant scheme	£24,999
Other funding applied for but not yet secured	£10,600
Other funding identified but not yet applied for	£0
Funding plan shortfall	£0

* Earmarked for future equipment replacement/repairs but funds can be made available to this project if required. Therefore, not shown in 'amount still required for the project'.

Organisations latest bank balance: £67,674

Previous community grants:

- SActive22\150 Village Green Exercise for All £1,000 – grant ongoing.
- CGS2R\100042 Emergency generator project £1,000 – grant offer declined.
- CGS21-22/167 Tetsworth Play Area Skate Ramp Refurbishment £1,130 – grant complete.
- CGS20-21/180 Tetsworth Parish Council Noticeboard £1,280 – grant complete.
- CGS19-20/184 New parish noticeboard £1,675 – grant application unsuccessful.
- CGS19-20/183 Community village shelter £3,000 – grant application unsuccessful.
- SC17-18/99 Tetsworth Children's Play Area Refurbishment – installation of adult gym equipment £8,250 - grant complete.
- CGSHB\2 Tetsworth Children's Play Area Refurbishment – resurfacing play area with bark and rubber crumb materials £3,900 - grant complete.
- SCCG/166 Travellers site, fighting fund £3,000 – grant application unsuccessful.

Scoring

Community need, inclusion and consultation The project significantly improves a community facility by making the playground surface safer and more accessible to all. The play area identifies as a key community asset to local residents, and following a Patch Annual Inspection in February 2023 reported that the surface did not meet health and safety requirements. There is no evidence provided that consultation has been carried out with existing users or the wider community.	Score	3/6
Community benefit The project will improve a facility that is open/available to the whole community, and as a result of this project will allow further works to be undertaken to	Score	5/6

<p>improve overall accessibility to the playground. It aims to particularly benefit young families who live in the local and surrounding areas.</p>		
<p>Action on Climate Emergency The organisation has given some consideration into possible actions that address the Climate Emergency, recognising that the parish council is limited in its ownership of buildings and assets. The application evidences research into improving the energy efficiency of a building it does own, and has leased land at no charge to a charity where local children can learn about the environment and their place in it.</p>	<p>Score</p>	<p>2/6</p>
<p>Financial sustainability Please see project finance table above. The parish council are contributing more than 50 per cent through CIL funding with a contingency of £9,500 towards the project if required and general maintenance/repairs. A further £10,600 has been applied for but not yet secured which if successful, along with their request to this scheme could more than cover the costs of the whole project.</p>	<p>Score</p>	<p>4/6</p>
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Improved economic and community wellbeing'. The applicant has addressed how this project will provide better outcomes to the local community and will be economically beneficial in terms of reducing maintenance costs for the area in general. However, it lacks detail on any collaboration or partnership working or how the success of the project will be measured.</p>	<p>Score</p>	<p>1/6</p>
<p>Financial and project management plans The bank balance of the parish council is £67,674 and they are contributing £26,391 from CIL funds, with a contingency plan for additional funds towards the project if needed and/or ongoing maintenance/repairs. The material used to resurface the play area will be hardwearing and more sustainable for the parish council's budget in the long-term, as previously had to replenish the surface with bark three/four times a year.</p> <p>Demand for services and other similar facilities The applicant states that approximately 200 residents will benefit from the project. This is the only recreation ground and children's play area in the village.</p> <p>Internal Consultation Climate: Officers would encourage the applicant to include tree planting and other biodiversity enhancements as part of the wider project, making a positive contribution to nature and carbon capture. We support the use of suppliers who have a sustainability policy, use recycled/sustainable materials, recycle the old equipment it removes and use chemical free processes. There is no evidence within the application that this is a consideration in selecting a preferred supplier. The parish council is also encouraged to consider making a climate policy and action plan going forwards. The Harlequin quote does not suggest that the material used is recycled, however Ecosurface's website does talk about the sustainability of their products and commitment to integrating climate action into their business practices. It is good to see suppliers publicise their commitments and ISO certification for different environmental standards.</p> <p>Equalities: The equalities officer agrees that a stronger and more robust surface is needed here. If the applicant can confirm the 'EcoSurface Gummibond' material being used is fully accessible, so compliant for wheelchair users and is non slip, the project is fully supported. The applicant has consulted with the supplier who has given their assurance that the surface will be fully accessible and non-slip.</p> <p>S106: Tetsworth Parish Council have not applied for S106 funding towards the project. There are no secured or available S106 developer contributions for draw down within the parish of Tetsworth.</p> <p>Any relevant CIL funding generated from developments within the area have been transferred to the parish council to spend on infrastructure projects to support the development of the area. The 2021/2022 CIL Annual Monitoring Report (AMR) submitted by the parish council shows the amount of £33,643.81 for CIL receipts retained at year end and to date; no further CIL funding has been generated from developments within the area.</p> <p>Project completion within timeframe</p>		

The project is estimated to start in May and last for about three months, so officers are confident that the project would be completed within the 12 months timeframe.

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS

No points have been deducted from this application.

Total score

15/30

Applicant responses

Community Need, Inclusion and Consultation Questions from application form

Will your project be providing new facilities or activities?

No

How do you know there is a need for your project?

The play area is identified as a principal community asset in the Tetsworth Neighbourhood Plan 2035. The need to refurbish the play area was identified in the Tetsworth Community Led Plan in 2015 and the equipment was replaced by 2018 but the surface was not. This project is designed to address that need. The funds that the parish council currently spends on renewal of the play-bark, £1,750 budgeted for 2323-24, could then be allocated elsewhere.

Community Benefit Questions from application form

Who will benefit from your project?

The play area benefits the community as a whole and is designed for children up to the age of 12. In the 2021 census, there were 105 children in the parish aged between 0-9, and 102 between 10-19.

An estimate of 120 children of an age to use the park would be reasonable, in addition to a similar number of parents supervising their children.

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

This project does not directly provide improved access to those with disabilities, but completion of this project will allow the council to undertake another one to replace the fence and gate currently surrounding the play area, to include wider gates which will improve such access.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

Tetsworth Parish Council has no offices, nor does it own the village hall or village green; it's day-to-day business is carried out either electronically or in person. Apart from those documents required to be published physically, the Council does not use paper for correspondence.

It does own the building leased to the Tetsworth Sports and Social Club, operated under that club's own constitution;. Installation of solar panels on the building has been discussed but is an inappropriate use of CIL, as the club is members-only; if other funding options become available, the Council will investigate this further.

The Council also owns an area of land leased at no charge to the Tetsworth Outdoor Learning Charity, used by them and by other similar village organisations to teach local children about the environment and their place in it.

The village has no car park and, the main A40 aside, narrow streets; fitting charging stations for electric vehicles has been discussed but is not possible.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

The Council budgets for routine maintenance of the play area each year. An earmarked fund already exists for equipment replacement, which will be expanded to prepare for any surface renewal in the future.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

As of mid-October 2023, of the Council's annual precept of £29,226, £12,832 remains. All of this, except perhaps some of the £1,500 available for S137 grant allocation, will be spent on its 2023-24 budget. The council's CIL holdings are committed to this particular project and the remainder of its funds are earmarked either for other specific purposes or as a reserve for unexpected expenditure.

Project theme – outcomes questions from application form

What difference will your project make in your community?

The project will enhance the safety of those using the play area, both of itself and by providing contouring around equipment of different heights .

Due to the current construction of the play area, the bark surface is contained by the foundation boards of the surrounding fence, which is becoming bowed and weakening the fence itself. The proposed surface installation will allow the Council to replace the fence with a more durable one and to fit gates allowing better access for those with disabilities and those with pushchairs/buggies.

The reduced annual maintenance cost will allow the Council to allocate funds to other areas of its annual budgets, benefitting other members of the community, and to save over time for future replacement of the surface.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

Applicant did not provide a response.

1st Goring Heath Scout Group	Ref	SCAP23-24\48
Project Name: Scout Hut Window Replacement and Access Ramp Project		
<p>Project Description: 1st Goring Heath Scouts Group is very fortunate to be based in a purpose-built, extremely rare, traditional Scout hut dating from around 1930 with a beautiful site, ideal for Scouting activities. The hut is a local landmark and a heritage asset, much-valued by the community. It has its original metal windows and oak cladding, with cedar roof shingles. However, the windows are now unfortunately in a poor state of repair. The original wooden frames are rotting and could potentially fall out and put the fabric of the building at risk. If the windows deteriorate further, the frame of the building could be compromised requiring very substantial remedial work. The largest window is currently being repaired with funding from Councillor Community grant scheme 2022/23, and this project will allow for a craftsman to repair the rest of the 13 windows. The craftsman will replace the woodwork and refit the original metal frames, preserving the heritage value of the Hut for the community. Repairing the windows will ensure we will be able to continue to provide activities for a large number of young people far into the future as the hut will be fit for purpose. This project will also enable us to build a permanent wheelchair access ramp to the Scout hut. Our Scout and Guides groups are highly inclusive. However, the hut is currently accessed via some steps which means that not all persons can easily access the hut without requiring assistance. To ensure that our hut can be easily accessed by all users, the project will enable us to construct an exterior wheelchair-friendly disability access ramp. We have a disabled toilet in a toilet block separate to the main building and this project will be an important part in continuing the accessibility improvements to adapt the historic hut.</p>		
Application Theme: Improved economic and community wellbeing		
Location of Project: Goring Heath		
Potential number of beneficiaries: 500		

Project Finances

Total Project Cost	£16,182
Organisation's contributions	£2,000
Other secured funding	£500
Amount still required for the project	£13,682
Amount requested from this grant scheme	£8,091
Other funding applied for but not yet secured	£0
Other funding identified but not yet applied for	£10,000
Funding plan shortfall	£0

Organisations latest bank balance: £30,615

Previous community grants:

- CGS2R\ 100060 Replacement of large window in west elevation of Goring Heath Scout Hut £2,500 – grant ongoing.
- CGSKEW\3 Replace Condemned Heating System £1,000 – grant complete.

Scoring

<p>Community need, inclusion and consultation</p> <p>This project moderately improves and extends the life of a substantial community facility. The installation of a new ramp, although only approximately 18 per cent of the total project cost, will significantly increase accessibility for disabled and mobility impaired people. The main part of the project is replacing like-for-like woodwork around the windows and refitting the original metal frames in order to preserve the heritage value of the scout hut. The need for this work has been identified at committee level. Feedback has been formally invited via their AGM which is open to the local community.</p>	Score	3/6
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<p>Community benefit The project will make improvements to a community facility that benefits two or more youth groups - Beavers, Cubs, Scouts, Brownies, Guides and Explorers, as well as visiting groups who hire the facilities during weekends throughout the year. The ramp will have a positive impact on individuals with disabilities enabling them to access the hut independently and participate in the activities more easily.</p>	<p>Score</p>	<p>3/6</p>
<p>Action on Climate Emergency The group regularly organises activities that address and raise awareness of the climate emergency. Some minor changes have been made to the building, such as installing energy efficiency lightbulbs, and the group has organised climate-focused activities for members, such as tree planting and sessions on recycling and nature conservation.</p>	<p>Score</p>	<p>3/6</p>
<p>Financial sustainability Please see project finance table above. The organisation has got a funding plan but they haven't applied for it all yet. They have secured £2,500 so far, including their own contribution but this is less than 50 per cent of the balance. They have budgeted for ongoing maintenance through the Scout Group's annual operating expenses.</p>	<p>Score</p>	<p>2/6</p>
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Improved economic and community wellbeing'. The theme has been considered in a minor way but lacks detail about how the grant will provide better outcomes for the community. They anticipate that improvements to the Scout Hut will ensure that it is a safe, secure, fit-for-purpose facility however, the project does not result in any new activities taking place. Positive examples of the young people's community engagement through participation in local community events have been provided.</p>	<p>Score</p>	<p>2/6</p>
<p>Financial and project management plans The budget breakdown looks reasonable and plans to bridge the funding gap/contingency seem achievable. Officers note that they are able to use reserves to cover the shortfall if they are unable to raise enough funds from additional sources identified in their fundraising plan. Due to the size of the grant request, they did not need to submit a project plan.</p> <p>Demand for services and other similar facilities The organisation has estimated that 500 local residents will benefit, primarily young people from across the parish. The applicant notes that the scout hut is hired out for visiting groups approximately 20 times per year, with approximately 20 people each time, potentially adding another 400 beneficiaries to the total.</p> <p>Internal Consultation Climate: The repair of the scout hut windows will bring some minor positive energy efficiency improvements. Officers would encourage the applicant to commission an energy audit for the building, which will provide more detailed information about the most effective energy efficiency measures to reduce carbon emissions and save on energy bills. The scout group are also encouraged to consider plans and policies for their own organisation in addition to those of the Scouts national body. For example, basic energy and water saving behaviours in their building such as turning off lights, active travel, climate impact of the food they consume etc.</p> <p>Equalities: It is good to see they want to build a ramp so the building is fully accessible. It is recommended that a ramp width should be 1.2m wide, rather than 1.1m wide.</p> <p>S106: 1st Goring Heath Scout Group have not applied for any S106 funding towards the project. There are no secured or available S106 contributions within the parish of Woodcote or Goring Heath. Any relevant CIL funding generated from developments within the area have been transferred to the relevant parish councils to spend on infrastructure projects to support the development of the area, and they decide what infrastructure is needed. It is recommended that 1st Goring Heath Scout Group should contact the parish council if they wish to explore alternative funding options.</p> <p>Project completion within timeframe The estimated start date is May 2023 for approximately six months. It seems realistic that this project would be completed within the 12 month timeframe.</p>		

DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS

No points have been deducted from this application.

Total score

13/30

Applicant responses

Community Need, Inclusion and Consultation Questions from application form

Will your project be providing new facilities or activities?

Yes

What extra facilities, equipment or activities will this project provide?

The project will improve both existing features of the hut as well as add something new to it. The hut's original windows will be repaired, and window frames replaced, and the project will add a new feature to the hut through the construction of a permanent disability access ramp.

How do you know there is a need for your project?

The project has been identified by the Scout executive committee members (Trustees and Scout and Guide group leaders) who are all volunteers from the community that is served by the Scout and Guide groups. Many are also parents of current and previous Scout and Guide group participants and are closely tuned in with the needs of the group and the requirements for maintenance and upgrading of the facilities. As described above, the need to replace the window frames is clear due to the current state of the windows and the need to construct a disability access ramp reflects the commitment to improving access for people with disabilities. Both initiatives have been discussed at various executive committee meetings as well as at the annual general meeting which is open to all the parents, families and the local community providing an opportunity for feedback and consultation. Repairing the windows has been identified as a high priority followed by the access ramp, withing funding constraints.

Community Benefit Questions from application form

Who will benefit from your project?

The project will especially benefit young people: we provide structured youth development programmes for young people from across the parish and we currently have a Beaver Colony, a Cub Pack, a Scout Troop for boys and girls (70 young people) and a Brownie Group and a Guide Group (30 young people), and Explorers (20 people). Additionally visiting Scout Groups, Guide Groups, Schools, and Youth Groups also book and use the facilities during weekends throughout the year. The hut is hired out for visiting groups approximately 20 times per year, with approximately 20 people benefitting at the time, adding another 400 beneficiaries to the total number of people who will benefit from the project. The project will therefore have a positive impact on a significant number of young people.

The project will benefit adult volunteers and family members: The Scout Group is actively supported by the families of our junior members. It is run by volunteers from the local community who give hours of their time every week; some have been involved for decades. We currently have 27 adult volunteers in administrative and leadership roles, with another 47 (mainly parents) in 'occasional helper' roles. We have family events throughout the year which involve parents, grandparents and siblings (so approximately another 200 beneficiaries). So about 327 are directly involved in the Scout Group on a weekly basis.

The project will also positively impact the wider community as the Scout hut is at the heart of the community and is used for Crays Pond community events, for instance it was the venue for the hamlet's Platinum Jubilee street party. Streetcheck.co.uk lists 329 people as living in Crays Pond. As some will already be counted in the 327 weekly users, we conservatively estimate that c500 local people benefit directly/use the Hut.

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

Goring Heath Scout group is inclusive and provides activities for young people irrespective of means, religion, gender or disability. We reach young people from various socio-economic backgrounds; young people with special educational needs such as autism and ADHD; and we have also welcomed Ukrainian refugees into our sections. The access ramp will specifically bring benefits for individuals with disabilities, especially wheelchair users and people with mobility challenges ensuring our hut can be accessed by all users with or without assistance.

Action on Climate Emergency questions from application form

Following the council’s Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

The 1st Goring Heath Scouts and Guides group regularly takes action to improve environmental sustainability and adapting to climate change.

- 1) We have taken multiple steps over the years to improve energy efficiency. The hut was rewired a couple of year ago and as part of that all the lights were replace with LED lighting. Water saving taps were installed in the toilet block. The current project to repair the windows and frames, whilst having a limited energy efficiency impact will nevertheless contribute positively towards it.
- 2) The Scouts and Guides regularly implement special initiatives that improve environmental sustainability. As an example, in 2021 we planted 420 tree saplings along the site boundary.
- 3) The different groups run regular events throughout the year that build young people’s knowledge and awareness of environmental issues and climate change. For example, the Beavers have recently had sessions focusing on recycling and the Cubs sessions focusing on Environmental Conservation and gardening.
- 4) Our young people are given regular opportunities to connect with nature and become active citizens in protecting and preserving it. The different groups have, for example, visited local conservation areas and reserves helping young people learn about local conservation efforts and the role they can play. The Beavers recently visited The Ewelme Watercress Beds nature reserve in South Oxfordshire. Activities such as that teach our young people to protect the environment that we enjoy while hiking, camping, and playing through our regular outdoor activities.
- 5) Our young people are also inspired by the Scouts and Guides national and international campaigns against climate change such as the recent #PromiseToThePlanet campaign. The campaigns provide resources to local groups such as ours and help to connect our local efforts with national and international climate agenda.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

Regular on-going maintenance related costs will be minimal and will be covered by the Scout Groups annual operating expenses. The window frames will be replaced with durable new frames, easy to paint and easy to keep in good condition. The same with the access ramp, it will be low maintenance and cost will be covered from the operating budget. The Scout Group will continue to set aside funds, as currently, for reserves which can be used for larger one-off maintenance costs which are not covered by the usual operating funds.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

The Scout Group has fixed operating costs including HQ annual census c£3,500, insurance £1535, maintenance (including repairing and treating the shingle roof c£2500) as well as the other regular running costs such as grass-cutting £700, cleaning £1400 and waste collection c£1000. We have reserves to ensure we are able to carry out any emergency repairs to the hut and ground and that we can continue operations should we, for example, be unable to hire our facilities out restricting our ability to raise funds for operational costs. We used to have free use of an acre of land to the front of the Hut for many decades, but this has since been stopped. We wish to purchase the land in the future and need to therefore retain some of our reserves for that purpose. However, we are prepared to use reserves to cover the shortfall in this project should we not be able to raise enough funds from additional sources as identified in our fundraising plan. This ensures the project will be able to go ahead if our application to the Capital Grant Scheme is successful.

Project theme – outcomes questions from application form

What difference will your project make in your community?

The impact of the project on community wellbeing will be very clear: having in place an improved, safe, secure, fit for purpose, and more accessible facility for young people, volunteers and visitors to use, to carry out activities that create positive impacts in the community and in the lives of the young people. Success will be easy to assess – the replaced window frames will protect the integrity of the historic building and the access ramp will ensure that more people will be able to enjoy activities in the hut without facing limitations and barriers. The hut will continue to be a valued community asset, used by thriving groups of young people taking part in activities that leave a positive imprint in the community around them.

Tell us about any collaborations with other organisations/partners in the community to help

support the delivery of this project.

Community engagement and playing our part at the heart of the community has always been at the core of Scouts and Guides. Our sections are very active in the local community and regularly partner with other organisations and take part in local events to support them. Our sections, for example, participate in many annual community events such as memorial day services at Goring Heath and Woodcote memorials; Woodcote 10k run handing out water for participants; helping out at the Woodcote Steam rally as well as the Woodcote village fete; we support the local Lion's Club annual Santa activities in the village; and at Christmas time our young people in Beavers deliver hampers to older residents of the village. The hut also hosts important community events such as the Platinum Jubilee party. The community around us is very supportive of the Scouts and Guides and the relationship is reciprocal. The project will enable the Scouts and Guides to continue to partner with many different stakeholders in the community. We will also be able to continue to host important community events as the facilities will be fit for purpose.

Didcot District Guide Association	Ref	SCAP23-24\68
Project Name: Refurbishment of our hall		
Project Description: To make good the roof which has no insulation, to replace window frames which have holes in, to put insulation in the wall cavities, to replace all water pipes with lagging and to replace flooring with more appropriate covering. The works will make the hall more secure from the outside elements which in turn will require less heating to be used. The new flooring will allow the Guides to do more activities without trip and slip hazards.		
Application Theme: Improved economic and community wellbeing		
Location of Project: Didcot		
Potential number of beneficiaries: 150		

Project Finances

Total Project Cost	£56,947
Organisation's contributions	£22,000
Other secured funding	£0
Amount still required for the project	£34,947
Amount requested from this grant scheme	£24,999
Other funding applied for but not yet secured	£27,500 *
Other funding identified but not yet applied for	£10,000
Contingency funding	£0

* Officers have reduced the total by £15,000 as the applicant was unsuccessful with their application to the South Councillor 2023/24 grant scheme. It is also unclear from the funding plan whether the £27,500 includes the £24,999 they are requesting from this panel.

Organisations latest bank balance: £40,392

Previous community grants: None

Scoring

<p>Community need, inclusion and consultation</p> <p>The project will significantly improve a community facility for existing users and increase numbers in general. Officers have been unable to score this higher as no evidence has been provided that any consultation has been carried out and the decision has been taken at a committee level. An Accessibility Audit has not been provided. The hall is not in use presently due to a burst water pipe and further work was identified when the suspended ceiling was removed, to include energy saving measures and replacement flooring.</p>	Score	3/6
<p>Community benefit</p> <p>The project will primarily impact on the wellbeing of more than one priority group, as the facility is used by Girl Guides and related groups for all ages. It will enable the groups such as Sustainable Didcot and the Womens Institute to enjoy a more enhanced programme of activities, with the aim of encouraging other support groups in the local area to use the facility when the hall improvements are completed and it has re-opened.</p>	Score	4/6
<p>Action on Climate Emergency</p> <p>The Guide Association has completed some activities such as tree planting. Evidence provided is mostly of national rather than local girl guiding schemes. The proposed project is an excellent example of tackling the climate emergency. This is a future project so not reflected in the score.</p>	Score	2/6
<p>Financial sustainability</p> <p>Please see project finance table above. The organisation have provided a funding plan, contributing £22,000 themselves with £27,500 grants already</p>	Score	2/6

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Responses from applicants have been copied from application form, no attachments referenced have been included in this board paper.

<p>applied for (officers have reduced this by £15,000 as the applicant was unsuccessful with their application to the South Councillor 2023/24 grant scheme. We are also unclear if the £27,500 includes the request of £24,999 from this scheme). They have identified another £10,000 grant they intend to apply for when it opens which will provide a contingency in the event of a funding shortfall, if they are successful. They currently have secured less than 50 per cent of the project costs through their own contributions. Additional funds have been allocated towards the ongoing running/maintenance costs and for the temporary hire of a hall they are currently using, until the works are completed and they can return to the Guide hall.</p>		
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Improved economic and community wellbeing'. The applicant has addressed how the improved facility will attract other clubs and support groups to use the hall and this will be measured by the increase in numbers benefitting from the facility. There is no detail given on any collaboration with other organisations or partnership working within the community. Some consideration has been given to better outcomes for the local community.</p>	<p>Score</p>	<p>2/6</p>
<p>Financial and project management plans The organisation's bank balance is £40,392 of which they are contributing £22,000 of their own funds to the project with remaining balance set aside for running and maintenance costs of the hall. They have a funding plan but have not yet applied for all the funds yet.</p> <p>Demand for services and other similar facilities The applicant states that approximately 150 people will directly benefit from this project with potential to increase numbers when the works to the hall are undertaken and the facility is in use again.</p> <p>Internal Consultation Climate: Didcot District Guide Association are encouraged to consider plans and policies for their own organisation in addition to those of the Girlguiding national body. For example, basic energy and water saving behaviours in their building such as turning off lights, mode of travel to meetings and events, climate impact of the food they consume etc. The project quotations lack some detail, for example we would like to see that consideration has been given to climate friendly choices, for example, are there reclaimed or recycled options for the flooring, and could the lighting installation include motion sensors as best practice.</p> <p>Equalities: The equalities officer requested clarification about whether it is only the Girl Guides who will benefit from this refurbishment or if other groups have use of this building and therefore will also reap the benefits. Equalities now support the application as the organisation advised that Sustainable Didcot use the hall and would welcome requests from others.</p> <p>S106: Didcot District Guide Association have not made an application for Section 106 (S106) developer funds towards their hall refurbishment project. There have been no applications from Didcot District Guide Association in the past either.</p> <p>There is a S106 developer contribution 'Community Contribution towards facilities in Didcot' available. Currently there is £52,000 available. If this is of interest to the Guide Association, they can find the application form on the council's website and the decision to award funding is considered by the head of finance and planning.</p> <p>Project completion within timeframe The project is expected to take approximately four months so officers are confident that the project will complete within the 12 months timeline.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS No points have been deducted from this application.</p>	<p>Total score</p>	<p>13/30</p>

Applicant responses

Community Need, Inclusion and Consultation Questions from application form
Will your project be providing new facilities or activities?

Yes

What extra facilities, equipment or activities will this project provide?

At the moment we are unable to run the full Guiding programme due to our equipment being stored away from the meeting place we have had to hire.

Being back in our hall will mean that we have a safe environment with all the equipment in one place for the Guides to enjoy. We will be able to offer (to name a few):

Games

Sensory activities

Craft

Cooking

Sleepovers

Robotics

Computing

How do you know there is a need for your project?

The issue with the roof was identified when we had a burst pipe and removed the suspended ceiling, whilst we had a builder we asked him to identify how we could improve the overall warmth of the hall.

We also identified activities which we have been able to run and those we have not and this identified the need for better flooring.

Community Benefit Questions from application form

Who will benefit from your project?

We have 150 Girls aged between 4 and 18 plus Adult Leader already registered and taking up places in Rainbows, Brownies, Guides, Rangers

We have 22 in the Trefoil Guild

We store Girls period poverty products

We have the WI hold their Exec Meetings

We have the Beavers, Cubs, Scouts using the hall for sleepover.

Have you considered how your project will improve access for the following groups of people:

This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

We welcome any girl into our Guiding units from any background. We have Trefoil Guild which is Guiding for adults from any background.

With an improved hall we would wish to open more units.

We are open to other clubs who may wish to use our hall.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

Girl Guiding UK promote environmental sustainability, we have gone paperless and most meeting are held electronic, we have taken part in the Queens canopy initiative by planting trees in all our Guide owned sites. We have a plastic promise and most term cover an environmental programme to get the Guides involved.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

We fund raise annually for the upkeep of the hall, and any surplus is kept for any emerging issues.

We are planning to fund raise for a long term project to replace the building but see this as a 20 year plan.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

We have £40,000 in our account we have earmarked £22,000 to go towards the refurbishment, the remaining £18,000 will go towards the running costs of the hall and rent to hire a hall for our units to meet in until we are back in our hall.

Utilities £1000 approximately per year

Insurance £1100 approximately per year

Rent a hall, we estimate 6 months £3,300

Project theme – outcomes questions from application form

What difference will your project make in your community?

We want to encourage more to use our facilities by offering a warm welcoming hall whether that is increasing our Guide numbers or advertising for local groups with vulnerable people to use our facilities. The success will be in the increased numbers that we have using the hall.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

We have Guiders and Guides families and friends helping us to fund raise, the hope is get the funds to do the main work then if we have a surplus of funds to start on refurbishing the kitchen so as to offer hot meal and cooking skills to those who need it.

St Leonard's Parochial Church Council	Ref	SCAP23-24\44
Project Name: St Leonard's church bells restoration		
<p>Project Description: Whites of Appleton, bellhangers, were asked in 2022 to inspect the church bells, which range in date from 1587 to 1905, and recommend any actions required. In brief, they noted that, although maintained for safe ringing, it did not appear that any major work had been carried out on the tower since 1905 when the current frame was installed and two bells added to the existing ring of six. They recommended that significant restoration work be carried out to ensure that the bells will be fit for ringing for the foreseeable future.</p> <p>The estimate of the cost of the works exceeds £80,000 and so we have been endeavouring to raise the funding required, successfully raising over £50,000 this year.</p>		
Application Theme: Improved economic and community wellbeing		
Location of Project: Watlington		
Potential number of beneficiaries: 2,000		

Project Finances

Total Project Cost	£82,556
Organisation's contributions	£2,000
Other secured funding	£51,667
Amount still required for the project	£28,889
Amount requested from this grant scheme	£9,999
Other funding applied for but not yet secured	£9,650
Other funding identified but not yet applied for	£20,847
Funding plan shortfall	£0

Organisations latest bank balance: £37,281

Previous community grants: None

Scoring

<p>Community need, inclusion and consultation</p> <p>The project moderately improves a minor community activity. It replaces like-for-like equipment as it will restore the original bell infrastructure. It is anticipated that the works will improve access to bellringing as the bells are heavy and are becoming increasingly difficult to ring as their infrastructure deteriorates. The restoration work has been recommended as a result of an inspection and there is no evidence that consultation has taken place with the community.</p>	Score	1/6
<p>Community benefit</p> <p>The primary beneficiaries of this project are the bell ringers who are a single special interest group. Access to bell ringing at St Leonard's is limited only by the safety requirements of the belfry located in an ancient building. Officers note that they encourage new ringers to join them at every opportunity. They have estimated that 2,000 local residents will benefit but the indication is that this is indirectly via the sounds produced by the bells.</p>	Score	1/6
<p>Action on Climate Emergency</p> <p>St Leonard's is working with the Diocese of Oxford to support the church's transition to net zero. It has implemented multiple activities such as an energy audit and replacing lights with LEDs. It has commissioned a company to look at the feasibility of introducing an Air Source Heat Pump. Officers are unable to access their net zero action plan to justify a score of four points.</p>	Score	3/6
Financial sustainability	Score	4/6

<p>Please see project finance table above. The organisation have a good funding plan and they have already secured more than 50 per cent of the balance. They have included contingency funding should some of their applications be unsuccessful or partially successful. They have stated that maintenance is minimal and it will be funded by the bell ringers or church from available funds.</p>		
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Improved economic and community wellbeing'. Although it is a significant heritage restoration project, the response given does not provide officers with the confidence that the project will result in better outcomes for community wellbeing. No information regarding partnership working or community engagement have been offered.</p>	<p>Score</p>	<p>0/6</p>
<p>Financial and project management plans The organisation has already secured a significant amount of funds towards this large project, highlighting community support via local charities, businesses and individuals. Their funding plan demonstrates how they aim to cover the outstanding amount. The funding raised is ringfenced from other assets and liabilities in restricted funds. Due to the size of the grant request, they did not need to submit a project plan.</p> <p>Demand for services and other similar facilities The applicant states that restoration of the bells is a project which would be expected to recur once a century. The project aims to secure the viability of bellringing at St Leonard's for the foreseeable future and enable more people to participate in bellringing. Five new ringers have been taught within the past year.</p> <p>Internal Consultation Climate: The church is using a local supplier which will help to minimise carbon emissions from transport. The works themselves will focus on the restoration of the bells, and the emissions created from cast iron fittings etc will be partly offset by the long-term nature of this preservation work. It is positive to see that the applicant is also looking at improving the energy efficiency of its building which will further reduce the church's climate impact.</p> <p>Equalities: The equalities officer understands the need for this request as the Church and its members will benefit from restoring the bells, however they note they can't see any benefits for improving facilities by making it more accessible for all.</p> <p>S106: St Leonard's Parochial Church Council have not applied for any S106 funding towards the project. There are no secured or available S106 developer contributions within the parish of Watlington for use towards the project.</p> <p>Project completion within timeframe The estimated project start date is May 2023 for approximately three months. Officers note that £20,847 funding still needs to be identified and applied for (however this does allow for £11,607 contingency should they not receive the full award requested). This could impact on the ability to complete within the 12 month timeframe.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS No points have been deducted from this application.</p>	<p>Total score</p>	<p>9/30</p>

<p>Applicant responses</p>
<p>Community Need, Inclusion and Consultation Questions from application form Will your project be providing new facilities or activities? No</p> <p>How do you know there is a need for your project? The bells in the tower are relatively heavy, ranging between 6cwt and 24cwt, and as the fittings deteriorate with use are becoming increasingly difficult to ring, even by able-bodied ringers. Consequently the restoration work is required to ensure that the bells will continue to be ringable for the foreseeable future. The proposals also include retuning the bells to return them to their best sound. The project is therefore expected to guarantee the viability of ringing at St Leonard's for the foreseeable future, ensuring that the infrastructure is fit for purpose, enabling more people to participate in ringing</p>

here, and preserving the heritage of bell ringing for the local community. The success of the project will be measured by its long term benefits to the community. The community's support for the project is demonstrated by the rapid response already by local charities, businesses and individuals to the calls for funding and other support.

Community Benefit Questions from application form

Who will benefit from your project?

Access to bell ringing at St Leonard's is limited only by the inherent limitations imposed by a belfry located in an ancient building, especially regarding safety. We encourage new ringers to join us at every opportunity, with five new ringers having been taught to ring within the past year. The ringing band currently comprises a majority of females, but the only restrictions placed on potential ringers is whether they are able to ring the bells, which range from 6cwt to 24cwt, safely. The sounds produced by the bells are enjoyed widely across the whole community. Practice takes place each Wednesday and ringing traditionally and regularly takes place on Sundays, as well as at weddings, funerals and to mark special occasions nationally. The bells now need to be restored to ensure that the heritage in the community will be maintained for future generations.

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

Access to the belfry is necessarily restricted on safety grounds. However access is free on request and is encouraged for anyone who is interested and is able to negotiate the ancient building safely. The bells are relatively heavy and are becoming increasingly difficult to ring as their infrastructure deteriorates. Restoring the infrastructure will make it significantly easier for a wider range of ringers, by age and physical ability.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

St Leonard's is a church within the Diocese of Oxford. The Diocese has set out its policy as follows (<https://www.oxford.anglican.org/environment-and-social-justice/environmental-action/>). The Diocese of Oxford has committed to working towards net zero carbon emissions by 2035. This means supporting our churches, schools, vicarages, offices to reduce their emissions as far as possible, as well as looking at the impact of some of our resources.

So far:

- over 215 churches have had an energy audit
- £10m investment has been committed for our clergy houses
- £1.5m has been invested in our schools for energy efficiency improvements

Read our net zero carbon action plan, <https://d3hgrlq6yacptf.cloudfront.net/61f2fd86f0ee5/content/pages/documents/ods-23-01-environment-paper.pdf>, and we will shortly publish our first carbon emissions report.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

Restoration of the bells is a project which would normally recur once a century perhaps. Maintenance costs in the interim are minimal and are funded by the bell ringers or church from available funds.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

There are no financial commitments which affect how much the PCC can contribute to this project. All of the funding raised and to be raised is ringfenced from other assets and liabilities in restricted funds.

Project theme – outcomes questions from application form

What difference will your project make in your community?

The church bells are a very significant part of the heritage of the local community. Without significant restoration work, they will continue to deteriorate with use, or lack of use, and will eventually become unringable. At that point it is probable that the resources required to bring them back into use would not be available and they would be lost permanently.

The restoration will bring them back to their best state ensuring that they can be rung for generations to come. The work will also make them easier to ring which will encourage more people to take up

ringing, further protecting the community's heritage.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

Local charities, businesses and individuals have responded very positively to invitations to support the project and it is through their support that it will be delivered.

SHEDQUARTERS	Ref	SCAP23-24\41
Project Name: SHEDquarters workshop (outside garden and seating area)		
<p>Project Description: SHEDquarters aim is to alleviate feelings of loneliness and depression in our community. SHEDquarters will be based on land adjacent to the Peppard War Memorial Hall. It will provide the workplace and inspiration for both men and women to share and teach others the skills they have learnt such as woodwork, metalwork, model making, pottery etc in a friendly happy and social environment. This project is an outside area for the workshop that will enable those interested in gardening to grow flowers and vegetables in raised beds and relax with new and old friends on a new patio area.</p>		
Application Theme: Improved economic and community wellbeing		
Location of Project: Rotherfield Peppard		
Potential number of beneficiaries: 50		

Project Finances

Total Project Cost	£9,374
Organisation's contributions	£5,000
Other secured funding	£0
Amount still required for the project	£4,374
Amount requested from this grant scheme	£4,374
Other funding applied for but not yet secured	£0
Other funding identified but not yet applied for	£0
Funding plan shortfall	£0

Organisations latest bank balance: £30,842

Previous community grants:

- SCAP22-23\100009 Premises for "Shedquarters" workshop £22,500 - grant application unsuccessful due to lack of planning permission, landlord consent and lease.
- CGS23-24/172 Equipment for the Shed £2,000 – grant offered, pending acceptance.

Scoring

<p>Community need, inclusion and consultation The application mainly focuses on the project to create a shed (workshop) but this project is actually for creating an outside garden and seating area around the workshop. The project is due to moderately improve a minor facility by creating the outdoor space, however the facility (workshop) has yet to be built, so until this is built little additional use will take place. Although they have provided two letters of support for the Shedquarters project, officers have been unable to determine if it is for the workshop and/or outside space so unable to justify a higher score.</p>	Score	1/6
<p>Community benefit This project appears to be in the initial planning stages so there is limited community benefit. The project will primarily benefit a special interest group for members only. The organisation stated the project will benefit approximately 50 residents (in and around Sonning Common) which is the lowest number of beneficiaries compared to other projects, although officers note the beneficiaries are a priority group.</p>	Score	1/6
<p>Action on Climate Emergency The organisation is very new and therefore at the start of their climate journey so should be encouraged. The application has given some consideration into possible actions that address the Climate Emergency, such as through repair</p>	Score	1/6

workshops and using recycled materials, however due to the early stages of this project and newly formed organisation, they are unable to provide evidence of any actions undertaken.		
<p>Financial sustainability</p> <p>Please see project finance table above. The organisation has secured all the other funding needed for the project as they are funding over 50 per cent of the project themselves. They have stated that ongoing costs and maintenance will be covered by membership donations. They do not have a contingency plan in place should they receive a partial grant.</p>	Score	4/6
<p>Themed criteria for chosen corporate plan priority</p> <p>The project theme selected is 'Improved economic and community wellbeing'. The applicant has provided a relevant response that addresses how a capital grant will provide better outcomes to the community at an acceptable standard. It will have a positive impact on combatting loneliness and depression, but more detail is required on how these outcomes will be measured. They have provided some information regarding collaborative working with organisations and the community, but as the application mainly focuses on the workshop benefits, officers have scored this two points.</p>	Score	2/6
<p>Financial and project management plans</p> <p>The organisation is contributing £5,000 of their own funds towards this project. They have a bank balance of £30,842 which is also ringfenced for the project to create the shed and stated they have no further fundraising plans as they have the funds required to proceed with the project i.e. match funding. Due to the value of the grant requested, the applicant was not required to submit a project plan.</p> <p>Demand for services and other similar facilities</p> <p>The organisation estimated that 50 residents will benefit from this project. They state that there are approximately 500 SHED projects in the UK (members of the UK SHED Association) and there is no such amenity in the locality (Sonning Common), however officers are aware of the Benson Community Shed and Thame Shed projects in the district. The emphasis of the application was based on the demand for the shed and not for creating an outside space for members and friends.</p> <p>Internal Consultation</p> <p>Climate: Repair workshops such those promoted by 'Shedquarters' are important to drive the circular economy within communities as a way to reduce unnecessary consumption through repairing, reusing and reducing waste. The project itself however is seeking funds for an outdoor patio, and the workshop has yet to be built. We support the idea of community growing as an additional activity for when Shedquarters has been established.</p> <p>Equalities: The equalities officer supports the request as this project will benefit the community, particularly the more vulnerable. It's good to see they have thought about accessibility as well by having raised beds for flowers/vegetables.</p> <p>S106: SHEDquarters have not applied for any S106 funding towards this project. There are no secured or available S106 contributions within the parish of Rotherfield Peppard. Any CIL funding generated from developments within the area have been transferred to the parish council to spend on infrastructure projects to support the development of the area, and they decide what infrastructure is needed. Officers recommend SHEDquarters contact the parish council should they wish to explore alternative funding options.</p> <p>Project completion within timeframe</p> <p>The project is expected to complete within five months starting in June 2024, however officers are concerned that until the shed (workshop) is built this project cannot take place, which could impact the start date.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS</p> <p>No points have been deducted from this application.</p> <p>Suggested condition if the panel are minded to fund the project:</p> <ul style="list-style-type: none"> Evidence to be provided that the shed has been built prior to any grant funding being released. 	Total score	9/30

Applicant responses

Community Need, Inclusion and Consultation Questions from application form

Will your project be providing new facilities or activities?

Yes

What extra facilities, equipment or activities will this project provide?

Shedquarters will be providing a SHED (workshop) which will be situated in the grounds of the Peppard War Memorial Hall.

A lease agreement has been entered into based on a period of 25 years between the Trustees of both organisations.

The charity will be members of the SHED Association and there are approximately 500 SHEDS in the UK. Currently there are no SHEDS in our locality in South Oxfordshire, so we will be providing a much needed service to the larger community covering Sonning Common, Peppard and the many small villages in the South of Oxfordshire.

How do you know there is a need for your project?

Not long before we went into lockdown with Covid it was observed at a village tea party that there around 60 ladies present and only 3 men.

During lockdown I personally was a volunteer answering the phone where residents could request the collection of food parcels or the delivery of prescriptions. It soon became apparent that loneliness was a major problem for many but in particular the men folk due their reluctance unlike the ladies ,to reach out and make new friends .

Menfolk wanted someone to talk to and it was clear that loneliness was a major problem. This idea was backed up by the local surgery in Sonning Common and AgeUK.

It is for this reason that we launched SHEDquarters

Community Benefit Questions from application form

Who will benefit from your project?

The SHEDquarters project will be open for anyone in our community who feels lonely, isolated, depressed and in need of friendship whilst being able to enjoy making use of their skills.

They will be able to get further satisfaction by sharing their skills with others.

It became apparent to a small group of people that many people in our locality have become isolated since the COVID lockdown. Our research has proved that men in particular have suffered more so than women, due to their reluctance to reach out and make new friends.

There is NO such amenity in our locality, so we are setting up something new, whilst around the UK there are approximately 500 SHED projects, all members of the UK SHED Association.

Our project will be open to both men and women and there will be no age limits for those wishing to be members. To date we have received interest from the age range of 25 to 80.

We will be working with our local NHS surgery and Age UK who we know, will refer people to us who they think will benefit from being involved with the SHED project.

The building will be easily accessible being located in Rotherfield Peppard on land adjacent the to the Peppard War Memorial Hall site. The site has safe and adequate parking and is open at all times.

We know from the experience of other SHED projects that once established on site membership will grow.

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

The prime reason for setting up the SHED project was as described to address the concerns over loneliness and depression in our community at large. Much of this being a hangover from the lockdown in 2020.

The project will aim to encourage members to enjoy time together with likeminded people interested in carrying out the their hobbies and craft in a safe and friendly environment.

Access the the SHED will be on level ground to cater for those with mobility problems.

The idea of building an outside area is so that in favourable weather, members can enjoy refreshments etc. The idea of building raised beds for growing produce (vegetables, flowers etc) is another feature which is also possible.

Locally we have a charity called Green Shoots catering for young people with mental problems. Our project could help to give them another outlet for their expertise. We have adequate parking for a minibus if required for transport.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

During the planning stage of the SHED project we spent much time scouring our locality in order to find premises suitable. We needed a site that ideally could be walked to and in so doing would encourage the membership to exercise if possible.

Eventually the site adjacent to the Peppard War Memorial Hall was located and due to the support of the Trustees of the Hall we know have a 25 year lease for the project. The site is in the heart of Peppard and is in walking distance for many of our members that have so far signed up.

Handy crafts will be encouraged mainly done without the use of power tools.

The building we are planning will be one which has previously been used and we will be recycling it for our use.

The metal building we are proposing, in order for it to blend into our environment, will eventually have a living garden on the roof.

The site is surrounded by trees which will be cared for by the charity and with this grant we plan to plant shrubs to denote the boundary line and improve the aesthetics of the area.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

The SHED project has received a large positive response from both companies and private people in the general community and to date has raised just over £51,000 which covered the cost of applying for planning permission of the building, and will cover the purchase of the building and the connection of main services, ie electricity, water and foul drainage also our contribution to this external works project. Learning from other established SHEDS the ongoing costs and maintenance will be covered by the donations received from the membership. They will be asked to give a donation at each session they attend, this realistically could amount per annum to some £2500.

The lease agreement with the Trustees of the Peppard War Memorial Hall will be for a peppercorn rent (£100 / annum) and agreement has been reached on a 25 year lease for the land on which the building will be built

Over time, taking the experience of other SHEDS surplus funds will be kept for development of the overall project.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

The SHEDquarters project is totally run by volunteers and we have no existing financial commitments that will effect our contribution to the project.

We have existing funds to cover the building costs etc as well as our contribution to this project.

Project theme – outcomes questions from application form

What difference will your project make in your community?

SHEDquarters has already raised the required funds to build the SHED and this project now aims to raise further money to build an environmentally friendly outside area to include a patio area for relaxation and meeting place together with raised beds for growing vegetables and flowers etc. Additional fencing will be provided together with the planting of shrubs. Outside lighting will also be provided for security and safety for the members.

The overall purpose of the SHED is to provide a space for local people to come together and combat loneliness.

A measure of success of this initiative will be the number of returning members and how they cope with meeting people and joining in.

Leadership from people will be important since the whole project is based on volunteers being involved in every aspect .

At this time we know of several members who wish to join who have been informed to us by Age UK.

As time goes on we wish to develop a stronger relationship with our local NHS surgery and Age UK which will benefit those needing help in the broader community. Developments such as these will be the measure of our success.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

The delivery of this particular part of the overall project will be done by volunteers who will project manage and construct it using their own skills.

Our part of the funding for this project will come from money already raised by fundraising. The local community have been very supportive and businesses have also contributed to the project.

Peppard building supplies will provide the vast majority of the materials.

The connection is that the great grandfather of the present owners of PBS built the Memorial Hall and they have an affinity with all that happens at the Hall. As mentioned in another section, the SHED will be erected on land belonging to the Hall and managed by the Trustees who have entered into the lease on the land. This is another area of collaboration, where the Hall will be supporting the project.

As mentioned in the section above we will be developing our collaboration with Age UK and we will work closely with our NHS surgery. One of our Trustees works at the surgery and will be our contact point.

We are in close contact with Abbey Crest care home, in Sonning Common and it is envisaged that some of their residents will join the project. We are also aware that some members of our community choir Harmony are interested in the project and plan to join us.

Henley Town Football Club	Ref	SCAP23-24\58
Project Name: Facility for improvements, upgrade and maintenance. Mower and machinery and equipment storage		
Project Description: We are hoping to receive funding for a storage facility (to replace a very old outbuilding that has now become unsafe) this is for storage of machinery and sports equipment. A like for like workshop outbuilding (A&J Buildings) is approximately £10,000 for the workshop, with the requirement to build a new base for the structure and with the help of volunteers to achieve this. We have a contingency fund to help with the purchases of these items of approximately £2,000. We have also looked into the possibility of shipping containers which pose issues on delivery to the site due to weight restrictions on a bridge to the ground. Please see quotes for more detailed breakdown of either self-build or ready to assemble workshop, this would be replacing a like for like timber structure or the removal of the old shipping container to replace on the existing blueprint. The maintenance of the project would be monthly checks and annual wood stain treatment and roof checks.		
Application Theme: Improved economic and community wellbeing		
Location of Project: Henley On Thames		
Potential number of beneficiaries: 150		

Project Finances

Total Project Cost	£10,000
Organisation's contributions	£2,000
Other secured funding	£0
Amount still required for the project	£8,000
Amount requested from this grant scheme	£5,000
Other funding applied for but not yet secured	£0
Other funding identified but not yet applied for	£0
Funding plan shortfall	-£3,000

Organisations latest bank balance: £17,000

Previous community grants:

- SCap16\67 Upgrade of facilities £18,758 – grant complete.
- SActive22\128 Equipment for club including goal posts, corner flags, line markers, paint etc £1,000 – grant ongoing.

Scoring

Community need, inclusion and consultation This project moderately improves a minor community storage facility by enabling the club's equipment to remain safe and secure. Little additional use or activities will be gained as a result of the project. There is no evidence of consultation and the decision to undertake the project has likely to be taken at committee level.	Score	1/6
Community benefit A single sport group will primarily benefit. Officers note there is a clear intention to open up the club to wider community use however this does not relate to the replacement storage facilities the applicant is requesting funding for. Examples have been provided that include no entry charge for care home residents to watch football and a newly formed football team to improve men's mental health. There is a low number of beneficiaries compared to other projects in the same category.	Score	1/6
Action on Climate Emergency Henley Town Football Club has given some consideration into possible actions that address the Climate Emergency, such as replacing lights with LEDs. They	Score	2/6

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Responses from applicants have been copied from application form, no attachments referenced have been included in this board paper.

are also hoping to retrofit their building to improve energy efficiency as part of a future project.		
<p>Financial sustainability Please see project finance table above. The organisation has a basic funding plan. The club will contribute £2,000 towards the project but they haven't provided evidence that any other funding has been secured. Ongoing maintenance will be carried out by volunteers.</p>	Score	2/6
<p>Themed criteria for chosen corporate plan priority The project theme selected is 'Improved economic and community wellbeing'. The theme has been considered in a minor way but the information lacks detail about outcomes for the community. The football club clearly promotes community health and wellbeing however, the project itself does not result in any new activities taking place.</p>	Score	1/6
<p>Financial and project management plans There is a lack of information in the organisation's budget breakdown and so, officers are unable to ascertain how they are able to bridge the gap in funding for this project. Due to the size of the grant request, no project plan is required. Officers note that they have a network of pro-active volunteers and a committee with good connections to local business to manage the project.</p> <p>Demand for services and other similar facilities Henley Town Football Club is a long running grassroots football club with three teams. The applicant states approximately 150 residents will directly benefit from this project, however, officers feel that a storage facility is primarily for the benefit of club members.</p> <p>Internal Consultation Climate: Officers would encourage the applicant to source sustainable materials used for the storage facility from local suppliers, including FSC certified wood or from responsibly managed woodland, and using repurposed materials where possible. The football club is encouraged to consider agreeing a climate policy and detailed action plan going forwards to support their plans to improve the energy efficiency of their building.</p> <p>Equalities: No objections from equalities, the project is not related to equalities or accessibility.</p> <p>S106: Henley Town Football Club have not applied for any S106 funding towards the project. There are no secured or available S106 developer contributions within the parish of Henley-on-Thames for use towards the project. Any relevant CIL funding generated from developments within the area has been transferred to the town council to spend on infrastructure projects to support the development of the area, and they decide what infrastructure is needed. We recommend Henley Town Football Club make contact with the town council should they wish to explore alternative funding options.</p> <p>Project completion within timeframe The estimated project start is May/June 2024 ready for the start of next season. Officers note that £3,000 match funding still needs to be identified and this could impact the start date and possibly the ability to complete within the 12 month timeframe.</p>		
<p>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS No points have been deducted from this application.</p>	Total score	7/30

<p>Applicant responses</p> <p>Community Need, Inclusion and Consultation Questions from application form Will your project be providing new facilities or activities? Yes What extra facilities, equipment or activities will this project provide? With the request of the help to maintain and service our pitch and with more storage, we'd hope to open our doors to more members of the local community. Including a newly formed community football team, this is made up of people with physical disabilities and mental health issues on-going and recovering. We are currently talking with the local council and park services to help us with this as there is a major shortage of full size playing areas for adults to play football at a friendly and competitive level. Especially with the pitch and ground taking on more foot traffic. We have also recently tried to find out if we can open our facilities to more of the general public to support this end of Henley where there is</p>

limited areas to use loos.

How do you know there is a need for your project?

Our project is not only ongoing, but to hopefully build and to support football in the local area, with a project to invite more people and continue the inclusivity of utilising a space for young adults to keep developing in this sport, perhaps not just football, but also using the clubhouse space for different event, we recently had a trial using the clubhouse on a Sunday morning for adults who wanted to play and learn the guitar, feel there is much more scope to offer other groups the option to use the space for a meeting place, such as a youth centre (which Henley no longer has due to house development) I feel a local football club can be more than just offering football based criteria, recently we hosted an under 13's girls county cup game and invited the local care home residents to come and enjoy a really fun filled match. Primarily, without the help of the correct machinery or a space to store this, moving forward to look after and maintain the grassed areas it would become more difficult to maintain a safe and playable surface for the teams that currently use the pitches. The need for secure and storage is inevitable to keep our equipment safe and secure. We would like further support in making sure more adult teams of men and women from all backgrounds have the chance to enjoy and play football. We are also looking at utilising the space with more focus on getting back into fitness with a campaign called move it to lose it. This will be based around people that are coming back from poor health, pre-diabetic and those that prefer to exercise outside in a group environment which will hopefully be affordable for all those involved.

Community Benefit Questions from application form

Who will benefit from your project?

The more we can maintain the premises and surrounding areas including the grassed pitch the more we can open up the facility to benefit young adults. We would like to look at making more use of the open space especially during the closed season where the areas could allow other people to use the space that might like to consider football as a way of keeping fit, but not necessarily as a competitive sport, but making it fun and different to keep fit. This should be accessible to everyone and we have recently opened our doors to three age brackets of a local girls' team to play there matches in a football environment. There's no reason with more ideas and support we cannot grow the club so that it can be used by all ages and different clubs and classes.

Have you considered how your project will improve access for the following groups of people: This is not an exhaustive or definitive list – the elderly, isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments. Please provide further detail.

We have more recently opened our facilities for a local care home to come and watch grassroots football. We welcome everyone at the club to come and experience the game without charge of entry so anyone can come along, we keep our hot drinks and refreshments at a very nominal fee for everyone to afford. We currently open up our doors to people with disabilities based on if they want to play football in a mainstream environment or a community level of football they should be able to, this includes physical and mental health. We want to encourage more people to get into football and training to help them integrate in a group sport and offer lots of encouragement to do so. The issue in Henley is open spaces with areas that are floodlit and available to hire most if not all are booked solid or out of some organisations price range. At HTFC we always try to accommodate something for everyone. We are currently looking at the use of space in our clubhouse and have recently trialled a music session for mental health, with good response and success. We feel there's far mire we could offer if there was more support and funding to our small club.

Action on Climate Emergency questions from application form

Following the council's Climate Emergency Declaration, it has an ambitious target to work towards creating a carbon neutral district. Has your organisation taken any steps to improve its own environmental sustainability?

Unfortunately, with the massive focus on refurbishment of an old building, this has been very difficult. Although we have over the last couple of years started to replace most light units with LED. A suggestion of completely new windows and solar panels is an on-going topic. As it would be with a complete overhaul of our heating system and loft insulating. I will be as my next project and drive of improving this important topic be contacting your climate team for advice and direction.

Financial sustainability questions from application form

What are the ongoing financial requirements for this project once the delivery is complete?

We have a contingency fund of approximately £2,000 to help with the base for the workshop space. The very old wooden outbuilding and shipping container, which appears both have been on site for over 30+

years these have now almost become unsecure, derelict and dangerous to enter especially the wooden workshop building which we are hopeful to replace like for like on the blueprint. This is where we store much of our equipment for our football club including our mower. Volunteers have always helped with general maintenance and servicing of various project around the club. The outbuilding workshop would be maintained at limited cost and the predicted maintenance would be yearly painting carried out by volunteers the new building would hopefully last for approximately 10/15 years. There has been a suggestion of a self-build project that might be more sustainable. Both quotations are attached as requested. We have put forward the suggestion to Berkshire Buildings the supplier of the possible outbuilding that they might consider some discount as part of a sponsorship and a hoarding board put up pitch side at the ground, no decision has been made or considered on this suggestion as yet.

Please give us detail of any existing financial commitments that affect how much you can contribute to this project, such as salary commitments or other known costs that you will incur.

Currently we have a good support network of pro-active volunteers (we have no salary commitments) and also a very strong committee with good connections to local business that have always helped with refurbishment, maintenance and the running of our grassroots community football club over the years. We are fortunate enough to get a community support grant annually from a major business in Henley which has always been a very generous donation of £2,000. Last year we successfully applied for a community grant of £1,000 that help with our small 5 aside pitch and project. We have a nominal subscription fee for a member of £170 per season which also helps support the members/players that are financially able to self-fund and helps support the club with new kit and equipment. Our biggest financial commitment is our energy bill, rent and insurance which are budgeted for very stringently. We are lucky enough to have a small member clubhouse facility that is well attended on match days, training and rented out for functions of up to approximately 12 per year. Including fun days, charity organisations including schools, colleges and other local sports club. We would like to have more support to help with ongoing costs of refurbishment and maintenance and with the help of possible further grants towards items requested for the grant, this would enable us to fund other on-going costs related to the buildings and changing facilities, whilst retaining a safety net amount of funds in case of emergencies or major breakdowns, as our facilities are now over 30 years old and gradually lots of stuff within the building requires replacement.

Project theme – outcomes questions from application form

What difference will your project make in your community?

Fitness, health and wellbeing including working.

Tell us about any collaborations with other organisations/partners in the community to help support the delivery of this project.

We have currently been working with colleges to improve our options to continue training and looking at partnership to share facilities, including the use of our facilities for a younger girls' team that are looking to progress in football by using full size pitches in a safe environment. This would hopefully grow and not just be football focused when the season for football ends, with the space available we are hoping to grow the club and offer the facilities to the wider community to come and see what Henley Town Football Club is about being one of the oldest formed clubs since 1871 in the South of England and the oldest in Oxfordshire playing a major part in forming the football league is quite something in our opinion and keeping going over the years with struggles on and off the field, the club is quite resilient.



Capital Grants (CG) Policy

(Revised July 2022)

Introduction

The council provide grants to voluntary and community organisations to help build thriving communities and improve the quality of life for the residents of South Oxfordshire, through projects that; improve economic and community well-being, provides infrastructure that meets local need, that protect and restore our natural world; and take action on the climate emergency.

Applicants apply online through the council's website, where the full guidance is available to help the applicant submit the best possible application.

What type of project will the scheme fund?

This fund is for projects that support the following council's Corporate Plan priorities (2020-2024); to protect and restore our natural world; action on the climate emergency, improved economic and community well-being and homes and infrastructure that meets local need.

They must take place in the district or within a three-mile radius of the district boundary and be able to demonstrate significant numbers of South Oxfordshire residents will benefit, or that the project that will improve outcomes for disadvantaged groups and will contribute towards at least one of the council Corporate Plan priorities for 2020-2024. Submitting their application under a specific theme.

We will only fund capital expenditure (excluding vehicles) from this scheme like buying, building, replacing or making improvements to long term assets (buildings, play areas and equipment). To us a long-term asset must have a life of at least five years for a grant of up to £25,000 and ten years for grants over £25,000. It must remain the property of the organisation we are funding for the requisite five or ten year term.

This is a highly competitive grant scheme, and the council receives applications from many excellent and worthy projects. Therefore, it's not always possible to fund every eligible application or award the full grant that is requested. We would advise applicants to have a thorough fundraising plan with contingencies in place and if there are significant funding gaps, please speak to the community enablement team as we may advise you to break down your project into phases.

We won't give grants towards loans, mortgages and revenue costs like maintenance, rent, clothing or salaries. We may not fund projects which could directly, or indirectly

have a negative impact on supporting the council to achieve its Corporate Plan aims. We can award grants for certain repairs, but it depends on the scale and nature of them, so we suggest contacting the community enablement team communityenablement@southandvale.gov.uk before applying.

We will consider projects that have started. However, we will only accept applications for work/projects that won't complete before our decision is made, as we cannot fund any retrospective costs.

Organisations cannot apply to this scheme for projects we have awarded grants to before.

Who can apply to the scheme?

- Town and Parish Councils
- Non-profit businesses and Community Interest Companies
- Community based organisations

Organisations will need to be able to provide a copy of their constitution or equivalent governing documents.

We are committed to promoting equality and diversity, and welcome applications from organisations who represent minority or vulnerable groups.

Who is not eligible?

- Other local authorities/public sector bodies (for example Oxfordshire County Council, NHS trusts)
- Organisations that are funded by public sector/statutory bodies (for example Schools, GP practices)
- Groups who raise funds on behalf of or will improve/create facilities that will predominately benefit an ineligible organisation (for example PTA's delivering projects to benefit their school)
- Projects that usually fall to other public sector/statutory bodies to provide, or will primarily benefit organisations under their remit
- Individuals (this includes making any payments to individuals on behalf of community groups)
- Profit-based businesses
- Projects for residential buildings

What are the minimum and maximum amounts for the scheme?

The council has a budget of £320,000, 15 per cent of which will be reserved for smaller projects with a project value of up to 10 per cent of the total budget. The remaining 85 per cent will be for larger projects, allowing like for like projects to be compared. Any unallocated funds from the smaller pot will be added to the larger fund and vice versa.

Organisations can request a minimum of £1,000 and up to 50 per cent of their total project costs. In exceptional cases, like a major funder pulling out of a project that offers significant benefit to our residents we may consider a request for more than 50 per cent. We also have discretion to fully fund projects under the value of £10,000.

To request an exceptional amount, applicants must get approval from us (via the community enablement team) before submitting an application.

We will not award more than the amount requested.

The maximum an applicant can request from the larger fund is £75,000 or five per cent of the annual budget for smaller projects.

We award our grants as a percentage of the total project costs. If a project ends up costing less than expected we will pay the awarded percentage of the final cost, however if it costs more, we limit our award to the maximum amount agreed.

Opening and closing dates

We open for applications once a year. We publish the opening and closing dates on our website.

We will open for a minimum of six weeks and subject to committee deadlines will usually make decisions within 12-14 weeks of the closing date.

Scheme eligibility criteria

In addition to meeting the requirements above, applicants must provide:

- a copy of the latest statements for any bank/building society accounts in the name of the organisation, as identified in the application and on their constitution
- two quotes for the project or a professional estimate for any building work
- a breakdown of the budget for the project including all the sources of funding
- a constitution that demonstrates that the project they are applying for matches the organisation objectives. They are a 'not for profit organisation' and the trustees don't receive benefits (except parish or town councils, churches or similar organisations that are governed by a central body and therefore don't have their own constitution).

And must confirm:

- they sign up to our standard conditions before proceeding with the application. These are available to download from the website and grants system
- organisations have the correct authority in place for their representatives to apply and enter into the Grant Agreement and legally bind the organisation.

Parochial Church Councils and parish councils have own governing arrangements for this, which should be followed

- the project won't complete before a decision has been made, which is usually 12 -14 weeks from the closing date, as we cannot pay for retrospective costs
- they have all the necessary consents such as planning permission, listed building consent, Diocese faculty, landlord or Head lease consent, compliance with any restrictions on the property title etc. and could provide these on request. Please note, we cannot fund planning permission and building regulations.
- your organisation has not received any Minimal Financial Assistance, in excess of £315,000 (this may also have been called De Minimis State aid if you received it prior to 1 January 2021) in this financial year and/or the previous two financial years. Providing relevant evidence if subsidy has been paid.
- they will provide additional information to help us evaluate their application on request.

Applicants requesting more than £10,000 but below £25,000 must also provide:

- copies of any necessary planning, listed building, Diocese faculty, landlord or Head lease consent, compliance with any restrictions on the property title and other relevant permissions
- for land or building applications, confirmation of property ownership or lease with five years remaining, and any break clause within that period
- their most recent financial accounts or their working budget and financial plan for the year if they're a new organisation. Parish Councils are required to submit their full accounts.
- a project plan including ongoing maintenance arrangements.

For land or buildings, applicants requesting over £25,000 must also provide:

- evidence of ownership of the property, interest in the property, or a lease with at least ten years remaining, including a copy of the Land Registry title register and plan of no more than 3 months old. If the property is leased, or the Land Registry documents show another organisation has a claim on the title, please provide valid permission for the works from the third party (freeholder) / landlord.

The head of service responsible for community enablement can decide to accept applications that don't meet all the above criteria and will do this on a case by case basis. Applicants must give clear reasons why they can't meet a particular criteria for us to consider an exception. For example, where there would be a significant impact to the community if the project were not able to go ahead.

Organisations must formally accept the grant offer within four weeks of the date of offer letter otherwise the offer will be withdrawn.

Projects awarded up to £25,000 must complete within 12 months from accepting the offer. Projects awarded over £25,000 must start work within 12 months of accepting the offer and must complete within 24 months.

If there are any unexpected delays to the project, applicants can request one extension of up to 12 months, giving the reasons for the delay. We must receive these requests at least one month before the end of the original grant term.

We will send reminders for unclaimed grants three months before they expire for projects that have not started within the specified timescale. We will return any unclaimed awards after the expiry date to the council's general reserves.

Decision making

Community Enablement Team

The Community Enablement Team will review the eligibility of every application before using the scoring matrix in appendix one to suggest scores to the Community Grants Panel. Applications will be assessed per theme. They will also flag any concerns or issues for additional consideration, in order to support the panel's decision making.

Head of service

In accordance with the council's constitution. The council's head of service responsible for community enablement and when relevant, in consultation with the relevant cabinet member (using delegated powers) will decide:

- if we will accept requests for over 50 per cent of the total project cost
- if we will accept applications that don't meet all the eligibility criteria
- whether to give extensions to the term of any grant
- whether to amend award percentages beyond what was originally agreed, as requested by applicants. Increases will stay within the 50 per cent maximum limit for the scheme.

Community Grants Panel (known as the CGP)

The CGP considers officers' suggested scores for each application under the relevant theme and makes recommendations to Cabinet for awards based on the scoring matrix at appendix one.

Competition for the fund means that not all worthy and eligible projects can receive funding in each round.

Even if an application scores enough points, the panel can recommend **not funding** it if they:

- have serious concerns around the management of the project now or in the future
- believe the applicant has sufficient unrestricted reserves to fund the project themselves
- have serious concerns about the appropriateness of the project or its financial viability, such as if the organisation has not demonstrated having a sound fundraising plan with contingencies should any of their grant applications (to the council and others) be unsuccessful or award less than requested.
- believe the project doesn't meet the criteria or help deliver the council's Corporate Plan aims.

Should the application not receive enough points to be awarded any funding, the CGP also have the discretion to **recommend a grant award of up to £10,000** if:

- an award can be justified as an important project for the community
- there are concerns that failure to fund the project or activity could result in a net disbenefit to the wider community.

The CGP recommendations are then presented to the Cabinet Member to consider and decide which grants to award.

Standard conditions for all grant awards

All organisations are required to sign up to our standard conditions before proceeding with the application.

We may add extra conditions to any grant if we consider it necessary. This may include the use of a charge or restriction to protect the council's funds. These conditions will be determined using a risk matrix in consultation with the Cabinet member for any projects that appear to present a medium or high risk. They will then be presented to the CGP and Cabinet Member for consideration.

The head of service responsible for community enablement has delegated authority to remove any agreed grant conditions.

We will confirm applicants have met all the conditions before making any payment. Failure to meet all the agreed conditions may delay payment or, in extreme cases, result in us withdrawing our grant offer.

Payment of grants

We will only pay towards costs incurred after the date of the council's decision to award a grant.

We pay the grants in two stages, half when we receive a valid signed acceptance form and standard conditions. We pay the balance when the project completes, upon receipt of evidence (receipts/invoices) of expenditure. The council has the discretion to delay the first payment where it is perceived due to conditions outside the organisation control (e.g. COVID) the project start date could be delayed.

In exceptional cases like property purchases, we may make a single upfront payment, which officers may recommend as part of their evaluation. The council also has the discretion to pay in two stages, half when we receive a valid signed acceptance form and standard conditions, and half upon the confirmation of an exchange and completion date from the applicant's solicitor.

If the project costs less than expected, we will reduce our final payment accordingly and, if necessary, request back some of the first payment (the minimum amount for us to request repayment is £500).

Grants that have not been claimed within six months of the project completing will be closed and the final payment not issued if we do not hear from the applicant.

Scoring and award matrix for Capital Grant applications

Suggested Scores	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). Scores: The scoring thresholds which identify what priority level the project falls into can be amended, depending on the number of applications received and potential allocation of funds to ensure maximum community benefit. As agreed by the Cabinet Member.
21-30 points	High priority	We will award full amount requested - budget permitting - 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. We expect that all applications comply with the Equality Act 2010 and can offer support to help ensure your project is accessible for all. For projects that aim to improve parks, play equipment and public

spaces (such as Multi Use Games Areas (MUGAs) and outdoor sports facilities), please consider how to encourage usage from more girls and young women in your designs <https://makespaceforgirls.co.uk/>.

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 existing activities has been provided	A decorative village sign that will be mainly used for people outside of the community or doesn't allow any community 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) as above and 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>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>(4 points) as above and consultation has been carried out with existing users but no evidence to suggest this has been done with the wider community.</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>
<p>5-6</p>	<p>(5 points) the project will provide substantial new facilities or activities to the community. or the project significantly improves the capacity of a significant community facility.</p> <p>(6 points) as above and 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 (MUGA), 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 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).</p>
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
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)</p> <ul style="list-style-type: none"> • Two or more specific groups will benefit. <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)</p> <ul style="list-style-type: none"> • The project will provide a facility that’s open/available to anyone to access, (not just members) <p>(6 points) <u>as above and</u></p>	<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</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. 	isolated young families, migrants, homeless, economically or educationally disadvantaged, individuals with disabilities, and those with impairments
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 – these 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	(1 point) The organisation has given some consideration into possible actions that address the Climate Emergency, with limited evidence of any actions undertaken.	Such as research into improving the energy efficiency of building/organisation operations, or research into promotion of waste minimisation

	(2 points) The organisation has delivered one-off or minor events or activities that contribute to the Climate Emergency	Such as replacing some lightbulbs with energy efficient ones, installing bike racks, implementing an energy smart meter, hosting a climate themed coffee morning.
3-4	(3 points) The organisation has implemented multiple or regular minor events, activities or services that contribute to the Climate Emergency (4 points) <u>as above and</u> Adoption of a simple sustainability/ climate action policy/statement for the organisation	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 or talks, moving regular supporter communications online instead of print, planting and/or management of a public space to improve its biodiversity.
5-6	(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 (6 points) <u>as above and</u> have a sustainability / climate action forward plan or strategy for the organisation	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

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) as above and 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) as above and 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) as above and 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.

	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 any of their grant applications (to the council and others) be unsuccessful or award less than requested.
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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	Response is not relevant to the priority theme and/or is not a key outcome of the presented project. The information given does not provide the officer with confidence that the project will result in better outcomes for the community.

	No information regarding partnership working or community engagement has been offered.
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	(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>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 organisations and/or the community have been involved in project planning and implementation.</p>
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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 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>

	Projects which have involved no consultation and have not obtained baseline information from the Thames Valley Environmental Records Centre.			
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</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>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>

		windows from single to double glazing)		Equipment for projects that promote the circular economy (reuse and repair of goods and materials) e.g. IT equipment, storage, kitchen fixtures and fittings.
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 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>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 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,</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 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</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 in energy bills</p> <p>Projects to help adapt to climate change eg solar shading and water saving measures</p>

		<p>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>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>	
5-6	<p>Large scale habitat creation/restoration projects or tree planting projects forming a key part of meeting relevant local and national priorities.</p> <p>Projects that evidence widespread consultation/partnership working and careful planning to ensure the project is</p>	<p>Projects that promote economic recovery and quality employment through the creation of a new social enterprise such as a community shop or pub that will result in new job creation and/or create volunteer training opportunities that could provide future</p>	<p>Projects that create new and improved infrastructure for communities in a new developments to promote cohesion and that are accessible 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</p>	<p>Projects to help achieve significant carbon emission savings for organisations/facilities e.g. investment in renewable 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</p>

	<p>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>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>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>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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