

# Agenda



Listening Learning Leading

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## A MEETING OF THE

# Community Grants Panel

**WILL BE HELD ON MONDAY 21 JANUARY 2019 AT 10.00 AM**

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

### Members of the Committee:

Ian Snowdon (Chairman)

Joan Bland (Vice-Chairman)

Pat Dawe

Stefan Gawrysiak

Elizabeth Gillespie

Elaine Hornsby

Jeannette Matelot

Alan Thompson

1 vacancy

### Preferred Substitutes

Nigel Champken-Woods

Steve Connel

Mocky Khan

David Turner

Sue Cooper

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## **1 Apologies for absence**

To record apologies for absence.

## **2 Minutes** (Pages 3 - 9)

To adopt and sign as a correct record the Community Grants Panel minutes of the meeting held on 29 June 2018 (attached).

## **3 Declarations of interest**

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

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

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

## **5 Public participation**

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

## **6 Bids for funding for capital grants and officer recommendations** (Pages 10 - 32)

## **7 Panel review scores**

The panel will review and amend officer scores as necessary.

## **8 Award recommendations**

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

MARGARET REED

Head of Legal and Democratic

# Minutes

OF A MEETING OF THE

## Community Grants Panel

HELD AT 10.00 AM ON FRIDAY 29 JUNE 2018

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

### Present

Ian Snowdon (Chairman)

Joan Bland, Pat Dawe, Stefan Gawrysiak, Elizabeth Gillespie, Jeannette Matelot and Alan Thompson

### Apologies:

Elaine Hornsby and Anthony Nash tendered apologies.

### Officers

Carole Cumming and Ron Schrieber

### 1 Minutes

**RESOLVED:** to approve the minutes of the meeting held on 1 November 2017 as a correct record and agree that the Chairman signs them as such.

### 2 Declarations of interest

Stefan Gawrysiak declared an interest in the applications from Henley Town Council as he was a town councillor. He stepped down from the panel and took no part in the consideration, scoring and award recommendation for these applications.

### 3 Urgent business and chairman's announcements

There was no urgent business.

### 4 Public participation

The list showing the members of the public who had registered to speak on the capital grant applications was tabled at the meeting.



Listening Learning Leading

## **5 Bids for funding for capital grants and officer recommendations**

The officers presented their reports detailing the applications from each project and gave provisional scores, recommended grants and an explanation of the project and how it met the South Oxfordshire District Council Capital Grants Policy.

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

### **Beckley and Area Community Benefit Society Ltd. - Toilet and access improvements**

#### **Sonning Common Parish Council - Play area resurfacing**

Philip Collings and Becky Jenkins spoke in support of the application and answered questions from the panel.

#### **Wallingford Sports Trust – Tennis pavilion, football floodlights and overflow car park**

John Atkins spoke in support of the application and answered questions from the panel.

#### **Rotherfield Peppard Parish Council – Sports pavilion extension and modernisation**

Simon Crouch and Gerry Bacon spoke in support of the application and answered questions from the panel. They also tabled additional information.

#### **Crowmarsh Parish Council – Play area improvements and expansion**

David Rowley spoke in support of the application and answered questions from the panel.

#### **Towersey Playing Fields Committee – Play area refurbishment.**

Jennifer Jones spoke in support of the application and answered questions from the panel.

#### **The Eyot Centre (Henley) – Waterfront improvements**

Richard Parham and Keith Walker spoke in support of the application and answered questions from the panel.

#### **Brightwell cum Sotwell Parish Council – Play area refurbishment**

Abbie Stephenson spoke in support of the application and answered questions from the panel.

#### **The PCC of the Church of St Mary the Virgin, Ipsden – Disabled wc and access improvements**

#### **Great Milton PCC – Conversion of Store room, improve electrics, insulation and other improvements**

Tony Jefferis spoke in support of the application and answered questions from the panel.

**Henley Town Council – Outdoor gym equipment**

Councillor Stefan Gawrysiak stepped down from the panel. He and Liz Jones spoke in support of the application and answered questions from the panel.

**Chalgrove Parish Council – Refurbishment of hall kitchen and toilet**

Ann Pritchard and Angie Ziemelis spoke in support of the application and answered questions from the panel.

**Oxfordshire South and Vale Citizens Advice – Replacement ICT equipment, furniture, phone system, panic alarm and fire door closers**

Anne Groom spoke in support of the application and answered questions from the panel.

**Henley Town Council – Replacement town hall audio system**

Councillor Stefan Gawrysiak stepped down from the panel. He and Liz Jones spoke in support of the application and answered questions from the panel.

**Earth Trust (Little Wittenham) – New driveway, car park and fitout of new learning space**

Lynda Atkins spoke in support of the application and answered questions from the panel.

**Chinnor Parish Council – Tennis facility improvements**

Debra Standage and John Hudson spoke in support of the application and answered questions from the panel.

**Clifton Hampden and Burcot Sea Scout Group – Boating and camping equipment**

**The Chiltern Centre for Disabled Children (Henley) – Garden improvements**

**6 Panel review scores**

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

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

After discussion, the panel adopted the grants officer's recommended scores for all applications except for the following:

**Brightwell cum Sotwell Parish Council – Play area refurbishment**

Increase the funding score from 4 to 8 in view of the additional information supplied by the applicant.

**Eyot Centre (Henley) – Waterfront improvements**

Increase the community benefit funding score from 8 to 9 to reflect the improved access for the emergency services.

The final scores as agreed were:

<b>Ref</b>	<b>Organisation</b>	<b>Project description</b>	<b>New facilities or activities (max 14)</b>	<b>Community benefit (max 14)</b>	<b>Funding the project (max 14)</b>	<b>Total (out of 42)</b>
SCap1 8-19/50	Beckley and Area Community Benefit Society Ltd	Toilets and access improvements	10	11	11	<b>32</b>
SCap1 8-19/32	Sonning Common Parish Council	Play area resurfacing	9	11	12	<b>32</b>
SCap1 8-19/34	Wallingford Sports Trust	Tennis pavilion, football floodlights and overflow car park	10	12	10	<b>32</b>
SCap1 8-19/11	Rotherfield Peppard Parish Council	Sports pavilion extension and modernisation	10	14	8	<b>32</b>
SCap1 8-19/23	Brightwell cum Sotwell Parish Council	Play area refurbishment	10	14	8	<b>32</b>
SCap1 8-19/61	Crowmarsh Parish Council	Play area improvements and expansion	10	14	7	<b>31</b>
SCap1 8-19/18	Towersey Playing Fields Committee	Play area refurbishment	9	12	8	<b>29</b>
SCap1 8-19/65	The Eyot Centre (Henley)	Waterfront improvements	9	9	11	<b>29</b>
SCap1 8-19/42	The PCC of the Church of St Mary the Virgin, Ipsden	Disabled wc and access improvements	9	11	7	<b>27</b>

SCap1 8-19/39	Great Milton PCC	Conversion of store room, improved electrics, insulation and other improvements	10	14	3	<b>25</b>
SCap1 8-19/36	Henley Town Council	Outdoor gym equipment	11	12	4	<b>27</b>
SCap1 8-19/31	Chalgrove Parish Council	Refurbishment of hall kitchen and toilet	9	11	5	<b>25</b>
SCap1 8-19/54	Oxfordshire South and Vale Citizens Advice	Replacement ICT equipment, furniture, phone system, panic alarm and installation of fire door closers	8	10	6	<b>24</b>
SCap1 8-19/33	Henley Town Council	Replacement town hall audio system	7	12	4	<b>23</b>
SCap1 8-19/27	Earth Trust (Little Wittenham)	New driveway, car park and fitout of new learning space	11	10	0	<b>21</b>
SCap1 8-19/14	Chinnor Parish Council	Tennis facility improvements	8	6	6	<b>20</b>
SCap1 8-19/60	Clifton Hampden and Burcot Sea Scout Group	Boating and camping equipment	8	7	5	<b>20</b>
SCap1 8-19/57	The Chiltern Centre for Disabled Children	Garden improvements	8	7	4	<b>19</b>

## 7 Award recommendations

### RESOLVED: to

- a) accept all the suggested conditions for grant awards set out in the officers' reports.
- b) reduce the award to Oxfordshire South and Vale Citizens Advice as the furniture and ICT elements could be applied for under the councillor grant scheme.
- c) reduce the award to Henley Town Council for a replacement town hall audio system as some elements were replacements for which the need should have been forecast in their budgets.
- d) make no award to the Earth Trust (Little Wittenham) as, in accordance with the grants policy, the panel:

- believes the applicant has sufficient unrestricted reserves/assets to fund the project themselves;
  - has serious concerns about the financial viability or appropriateness of the project; and
  - believes that the project doesn't meet the criteria or help deliver the council's strategic objectives.
- e) recommend that the Cabinet member for community services makes the following capital grant award decisions:
1. to award Beckley and Area Community Benefit Society Ltd 49.94% of the total cost, capped to £101,000 towards toilets and access improvements, as set out in its application, subject to the conditions set out in the report.
  2. to award Sonning Common Parish Council 50.00% of the total cost, capped to £18,629 towards play area resurfacing, as set out in its application, subject to the conditions set out in the report.
  3. to award Wallingford Sports Trust 50.00% of the total cost, capped to £46,053 towards replacement of the tennis pavilion, upgrading the football floodlights and increasing the car parking on site, as set out in its application, subject to the conditions set out in the report.
  4. to award Rotherfield Peppard Parish Council 50.00% of the total cost, capped to £169,124 towards the extension and modernisation of the sports pavilion, as set out in its application, subject to the conditions set out in the report.
  5. to award Brightwell cum Sotwell Parish Council 50.00% of the total cost, capped to £23,979 towards play area refurbishment, as set out in its application, subject to the conditions set out in the report.
  6. to award Crowmarsh Parish Council - 50.00% of the total cost, capped to £99,790 towards play area improvements and expansion, as set out in its application, subject to the conditions set out in the report.
  7. to award Towersey Playing Fields Committee 50.00% of the total cost, capped to £17,392 towards play area refurbishment, as set out in its application, subject to the conditions set out in the report.
  8. to award The Eyot Centre (Henley) 50.00% of the total cost, capped to £52,984 towards waterfront improvements, as set out in its application, subject to the conditions set out in the report.
  9. to award The PCC of the Church of St Mary the Virgin, Ipsden 21.48% of the total cost, capped to £12,000 towards disabled wc and access improvements, as set out in its application, subject to the conditions set out in the report.
  10. to award Great Milton PCC 34.68% of the total cost, capped to £52,500 towards the conversion of a store room, improvement of electrics, insulation and other improvements, as set out in its application, subject to the conditions set out in the report.



11. to award Henley Town Council 37.50% of the total cost, capped to £7,499 towards outdoor gym equipment, as set out in its application, subject to the conditions set out in the report.
12. to award Chalgrove Parish Council 37.50% of the total cost, capped to £41,718 towards the refurbishment of the hall kitchen and toilet, as set out in its application, subject to the conditions set out in the report.
13. to award Oxfordshire South and Vale Citizens Advice 37.50% of the revised total cost of £8,422, capped to £3,158 towards a panic alarm, phone system and fire door closers, as set out in its application.
14. to award Henley Town Council 25.00% of the total cost, capped to £15,491 towards a replacement town hall audio system, subject to the conditions set out in the report.
15. not to award a grant to the Earth Trust (Little Wittenham) towards a new driveway, car park and fitout of a new learning space, as set out in its application.
16. to award Chinnor Parish Council 34.81% of the total cost, capped to £32,478 towards tennis facility improvements, as set out in its application, subject to the conditions set out in the report.
17. to award Clifton Hampden and Burcot Sea Scout Group 37.49% of the total cost, capped to £2,336 towards boating and camping equipment, as set out in its application.
18. to award The Chiltern Centre for Disabled Children (Henley) 37.50% of the total cost, capped to £7,976 towards garden improvements, as set out in its application, subject to the conditions set out in the report.

The meeting closed at 3.05 pm

Chairman

Date

# South Capital 2018-19 (round 2) - officer evaluation report

## Scoring summary

Ref no.	Organisation	Scheme	Scheme cost	Amount requested	% of total cost	Suggested score	Suggested award	Suggested % of total cost
SCap18-19\56	Warborough Parish Council	Play area relocation and improvement and new outdoor gym.	£100,000	£25,000	25.00%	36	£25,000	25.00%
SCap18-19\105	Goring Village Hall	Improvements to the hall stage area (lighting, sounds, curtains etc)	£29,602	£9,999	33.78%	34	£9,999	33.78%
SCap18-19\92	Little Milton Village Shop Ltd.	Flooring improvements and a patio area	£5,640	£2,820	50.00%	30	£2,820	50.00%
SCap18-19\77	Woodcote Village Hall	Lighting/electrical improvements and projector for the main hall	£12,498	£6,200	49.61%	30	£6,200	49.61%
SCap18-19\91	South Moreton Community Benefit Society Limited	Renovations to the community owned pub to bring it back into use	£100,632	£50,315	50.00%	28	£37,736	37.50%
SCap18-19\78	Sonning Common Parish Council	Village hall flat roof replacement and insulation	£35,850	£17,925	50.00%	28	£13,444	37.50%
SCap18-19\85	Woodcote Parish Council	Pathway running from zebra crossing to school behind the village hall	£19,625	£9,812	50.00%	19	£7,359	37.50%
			<b>Total Requested</b>	£122,071			<b>Suggested awards</b>	£102,558
							<b>Budget</b>	£145,000
							<b>Balance</b>	£42,442

### Officer recommended award levels (budget permitting)

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

## Scoring and award matrices

### Scoring matrix:

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

### Award matrix:

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

<b>Warborough Parish Council</b>	<b>Ref</b>	SCap18-19\56
Play area relocation and improvement and new outdoor gym.		

<b>Total project cost</b>	£100,000	
<b>Amount requested</b>	£25,000	Representing 25% of the total cost
<b>Organisation's contribution</b>	£0	<b>Organisation's latest bank balance</b> £53,800
<b>Other funding</b>	£75,000	<b>WREN grant</b> (PC paying WREN's £8,063 admin fee for the grant)

**Previous grants**

- 2017 - £3,000 Cllr Grant - war memorial repairs
- 2016 - £14,167 Capital - tennis court works
- 2013 - £25,121 Capital - Greet hall improvements

**Parish population:** 987

**Scoring**

<p><b>New facilities or activities</b>                  This project will replace two small, worn-out play areas with a single large play area and a new outdoor gym. The new play facility will include provision for a wider age range.</p> <p>The project will mainly improve the existing play provision, but the inclusion of the new outdoor gym means they can score between 11 and 14 points. Officers suggest 11 points to reflect the limited new facilities.</p>	<b>Score</b>	11/14
<p><b>Community benefit</b>                  Anyone in the community can access the play area and outdoor gym at any time free of charge. There will be equipment suitable for all age groups, including the outdoor gym equipment for adults.</p> <p>As the facilities will be available to all and will include items for all ages so officers suggest the maximum 14 points in this area.</p>	<b>Score</b>	14/14
<p><b>Funding the project</b>                  The organisation is not contributing directly towards this project but is paying the £8,063 third party contribution required by WREN to release their £75,000 grant which is secured funding.</p> <p>They list a few other future projects (without time frames) but nothing to expressly prevent them from contributing more to this project.</p> <p>There is no S106 funding they could access towards this project.</p> <p>As they have secured their other funding they can score between 11 and 14 points. Officers suggest 11 points to reflect the fact they may be able to contribute more themselves.</p>	<b>Score</b>	11/14
<p><b>Consultation</b>                  The parish council have carried out extensive community consultation as well as carrying out extensive design work with a possible playground supplier. They have also provided a recent ROSPA inspection report that confirms some of the equipment requires attention.</p> <p><u>SODC Leisure team comment:</u> The application is for Outdoor gym equipment and play</p>		

equipment that would provide more opportunities for people within the local community to participate in sport and physical activity and may increase activity levels if managed properly. The application asks for a low funding amount based on the total available and has applied for other funding streams.

SODC Equality comment: It looks as though the only accessible piece of equipment is the nest swing. Though it is recognised that the other equipment caters for a variety of ages and abilities which is excellent. I would encourage the applicant to consider if they could provide any more accessible equipment in the design, especially something for the outdoor gym.

**Project completion within timeframe**

The project has all of the funding in place and should be able to start and complete within the scheme time frame.

**Financial and project management plans**

The PC will cover the ongoing maintenance costs and safety inspections. There is no mention of plans for funding eventual replacements and they may like to consider a sinking fund or similar in their budgets to save towards replacing items in the future.

<b>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS</b>	<b>Total score</b>	<b>36/42</b>
<p>A recommendation they consider the equality officer's feedback and implement any suggestions where possible.</p> <p>A condition that the applicant must provide a satisfactory play inspection with their claim for the final grant payment.</p>	<b>Suggested grant</b>	<b>£25,000</b>

<b>Applicant responses</b>	
<b>Details of the project</b>	Warborough & Shillingford have 2 small play spaces both in serious disrepair and from the most recent ROSPA survey, at the end of their economic life. The PC wishes to replace the equipment with an increased provision more appropriate for the size of the Parish and simultaneously to install outdoor gym equipment as part of the project. This will vastly improve the community provision and increase physical activity in all age-groups for years to come.
<b>Financial statement from the organisation</b>	Reserve fund earmarked for various projects; playground is one of these. Many projects are hard to get grants for (related to parking); several are still not fully funded and require more accrual. Budget shows the allocation of funds for the current year - there is little flex and capital demands last year meant a large and unpopular precept rise. Bank balance represents capital reserves plus remains of precept for 2018/19 budget which is on track.
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	The whole community can benefit from this project with no limitation on access. Anyone with children or who care for them will have adequate play provision where there previously was very little. Toddlers and the over 7s will have proper provision where previously there was little either safe or of interest. Disabled access equipment is included for the first time - a new provision. Gym equipment is open to all ages and totally new provision.
<b>How did you identify a need in the community for your</b>	Play equipment is a long-standing issue in the community and much fundraising occurred over the past two decades to provide current equipment. Anecdotally, and from feedback at PC meetings

<p><b>project or service?</b></p>	<p>it was agreed provision was insufficient and of poor quality. The survey the PC conducted confirmed low opinion of current equipment and very strong desire to purchase new and improved facilities (&gt;82%). Working group formed from community to interpret survey results and design the new facility.</p>
<p><b>What sustainable and/or energy saving measures does your project include or offer?</b></p>	<p>The majority of equipment will be of timber construction and with metal ground sockets will vastly extend life. Therefore in energy saving terms the production of equipment is low intensity (compared to HDPE panel or stainless steel production for example - both are alternative popular materials for playgrounds) and with long life expectancy, future drains on energy are also low.</p>
<p><b>Consultation</b></p>	
<p><b>What consultation have you carried out with the community or professional advisors?</b></p>	<p>10 different playground companies were contacted over the 18 month project and many submitted several iterations of design. 6 companies submitted tender offers to the PC: HAGS, Let's Play Everywhere, TCL/Playforce, Playdale, Schoolscapes and Setter Play. ROSPA-accredited professional assessed current provision and confirmed requirement for very near term replacement of the majority of elements of all pieces and several in breach of safety regulations meaning full replacement is the only economic decision.</p>
<p><b>New facilities/Activities</b></p>	
<p><b>What extra facilities (or equipment) will the project provide?</b></p>	<p>The current playground provision is very low - 2 LAPs sizewise - and poor quality. They are also at the end of economic life and becoming unsafe (ROSPA report). Guidance suggests a population of our size should be providing at least a LEAP "incorporating adventure-type equipment" so we will ultimately produce correct provision previously absent plus huge improvement. We will also create an outdoor gym area providing all-age activity, a new provision for the neighbourhood.</p>
<p><b>What new activities will take place because of this project?</b></p>	<p>Outdoor gym is a totally new provision and is enthusiastically welcomed by our resident physical trainers and residents. The wider (and much improved) range of play equipment will provide much more interesting play for all age groups. Current provision is almost entirely absent for toddlers and older children with interest waning by 7/8 and little safe bar toddler swings for toddlers. Inclusion of some disabled access equipment also opens up usage to those less able.</p>

<b>Goring Village Hall</b>	<b>Ref</b>	<b>SCap18-19\105</b>
Improvements to the hall stage area (lighting, sounds, curtains etc)		

<b>Total project cost</b>	£29,602	
<b>Amount requested</b>	£9,999	Representing 33.78% of the total cost
<b>Organisation's contribution</b>	£19,603	<b>Organisation's latest bank balance</b> £34,926

**Previous grants**

2018 Councillor grant for £2,700 towards different stage improvements (yet to be decided)  
2011 capital grant towards hall extension £54,642

**Parish population:** 3,187

**Scoring**

<p><b>New facilities or activities</b> This project will update and improve the existing stage curtains, sound and lighting system, railings and pullies to bring them to modern standards.</p> <p>These costs can be considered capital costs, they were borderline repairs and maintenance (not capital) as upgrading and replacing of this type would often be budgeted for and forecast in long-term financial plans.</p> <p>As the improvements will not enable any new activities or groups to start using the stage facilities/hall but will improve facilities for existing users they can receive between 7 and 10 points. Officers suggest 10 points as the improvements will bring their facilities up to current standards and will provide a hearing loop for the community.</p>	<b>Score</b>	10/14
<p><b>Community benefit</b> The benefit of this project is split, with some elements benefiting anyone using the hall (hearing loop, lighting and sound system) and others predominantly benefitting those groups using the stage (stage rails, pullies, curtains).</p> <p>As there are elements of the project that could benefit anyone in the community they can score within the top bracket (11-14 points). Officers suggest 11 points to reflect the fact some elements will only benefit the few groups using the stage.</p>	<b>Score</b>	11/14
<p><b>Funding the project</b> The organisation is contributing a reasonable amount from their reserves (leaving them with significantly less than the £20,000 they usually retain).</p> <p>They are not applying to any other funding sources towards the project. Officers confirmed there is no S106 available to the project, but they could have applied for other external funding.</p> <p>They qualify to score between 11-14 points as they have secured all the other funding (from their reserves). Officers suggest 13 points to reflect the fact they may have been able to raise/apply for more external funding and not wipe out their reserves.</p>	<b>Score</b>	13/14

**Consultation**

Their application did not include any evidence of community or professional consultation to confirm the work is needed/wanted by the community or for H&S purposes.

SODC Equality officer comment: Great to see a hearing loop included in the project. I would urge them to ensure they make the stage/backstage as accessible for wheelchair users wherever possible. While this may not be part of this project it is something they should be working towards.

**Project completion within timeframe**

The start and end dates for the project are within the limits of the scheme.

**Financial and project management plans**

They have confirmed maintenance will be funded by the hall's general income. We suggest they consider a 'sinking fund' toward the future cost of replacements and upgrades in case external funding isn't available to them at that time.

None	<b>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS</b>	<b>Total score</b>	<b>34/42</b>
		<b>Suggested Grant</b>	<b>£9,999</b>

<b>Applicant responses</b>	
<b>Details of the project</b>	The overarching aim is to update and refurbish areas of the hall in-line with current Health & Safety requirements for safe use by hall hirers, able-bodied and disabled. Phase Two replaces old stage curtains with new fireproof curtains, installs new rails and pulley system for easier use by all. Also updates lighting and sound systems to comply with new legislation and known future standards. A new hearing loop, electric cabling, sound and lighting panels to be housed in one location addressing the issue that cabling currently installed manually along the ceiling by individual hirers, thus creating a safer, more user-friendly environment.
<b>Financial statement from the organisation</b>	Our average monthly income is approximately £3,350 (est. £40,000 in 2018) and our budgeted monthly expense is approximately £2,600 (est. £30,950 in 2018). We aim to keep £20,000 in reserve and can use part of this if we have any shortfall. We currently have £15,000 earmarked for the Stage Project, and two fund-raiser planned in December and January expected to raise a further £4,000, with unofficial promises from local hall users of contributions of approximately £2,000.
<b>Statement about town/parish support</b>	No, not officially. The Parish Council supported the Clock Tower Refurbishment and have supported the Phase One of this project. We aim to submit a grant request in the next fiscal year as this year's Parish Council grant budget has mostly been spent.
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	Goring Village Hall is a popular community building used heavily throughout the year. It supports numerous activities and local clubs for the benefit of the local residents. Users are diverse, including, business networks, social clubs for the elderly, dance and drama classes for children, keep fit, comedy club, amateur dramatic society, folk and jazz clubs. It also hosts health talks by GP surgeries and groups such as Arthritis UK and Macular Degeneration - and more.



<p><b>How did you identify a need in the community for your project or service?</b></p>	<p>We established a Stage Project team from trustees, many of whom are representatives of local organisations that regularly use the Hall. Firstly we reviewed H&amp;S requirements. We then consulted with all the regular users of the hall, asking for input into our ideas for the stage renovation project. We have developed the plan accordingly - with particular emphasis on the current and upcoming safety legislation and best practice.</p>
<p><b>What sustainable and/or energy saving measures does your project include or offer?</b></p>	<p>Our electrical scheme is in part to prepare for LED stage lights, saving substantially in energy use and conforming to upcoming standards for the future</p>
<p><b>Consultation</b></p>	
<p><b>What consultation have you carried out with the community or professional advisors?</b></p>	<p>The work package specs and the subsequent bids (attached later) are a reflection of the consultations with various professional entities - for both curtains (two detailed quotes) and electrics (three detailed quotes). Because much of the work is related to H&amp;S and updating systems for future requirements, the conversations with the separate suppliers was integral to establishing what needed to be done.</p>
<p><b>New facilities/Activities</b></p>	
<p><b>What extra facilities (or equipment) will the project provide?</b></p>	<p>Updates and improves to higher H&amp;S standards the stage access and loading facilities, new fireproof curtains, front, rear and side. Updates and installs new electric cabling, lighting and sound equipment systems for easier and safer use, for all hall hirers and will provide a new hearing loop to support those who are hearing impaired.</p>
<p><b>What new activities will take place because of this project?</b></p>	<p>It will allow activities to continue, but also make the stage facilities more user-friendly, safer and accessible for all. The stage will be able to accommodate greater numbers, due to strengthening of the under stage beams, allowing new user groups to use it, e.g. larger jazz bands, choirs etc. New Hearing loops will provide support for those who are hearing impaired, thus making our facilities more attractive for groups supporting elderly and those with disabilities.</p>

<b>Little Milton Village Shop Ltd.</b>	<b>Ref</b>	SCap18-19\92
Flooring improvements and a patio area		

<b>Total project cost</b>	£5,064	
<b>Amount requested</b>	£2,820	Representing 50% of the total cost
<b>Organisation's contribution</b>	£2,820	<b>Organisation's latest bank balance</b> £9,256

**Previous grants:**

Pre-2015 Capital - creation of Community Shop and Post Office £59,456

**Parish population:** 486

**Scoring**

<p><b>New facilities or activities</b> This project will improve the existing facilities at the shop by installing a new flooring and creating an outside seating area for the cafe.</p> <p>As they are improving the shop's facilities they fall in the 7-10 point bracket. Officers suggest 8 points as the scale of expansion is not extensive.</p>	<b>Score</b>	8/14
<p><b>Community benefit</b> Anyone visiting the shop/cafe could benefit from this project, allowing them to score between 11 and 14 points. Officers suggest 11 points as while anyone can use the facilities there is a financial expectation on customers in doing so compared to other community facilities and the scale of the benefit is limited.</p>	<b>Score</b>	11/14
<p><b>Funding the project</b> The organisation is funding 50% of the project from its limited reserves and is not applying to any other sources towards the cost. They are not approaching any other funders towards the cost and there is no S106 available for this project.</p> <p>Officers have some concerns around the shop's general financial viability as they have reported sizable losses for the past few years.</p> <p>As they have the other funding in their reserves they can receive between 11-14 points. Officers would suggest 11 points given the concerns with the financial viability of the organisation.</p>	<b>Score</b>	11/14
<p><b>Consultation</b> No evidence of community consultation on the project, or professional consultation, other than with contractors to provide the quotes.</p> <p><u>SODC Economic Development Team Comment:</u> I support this application as they will use local tradesmen and the new paving will make it more accessible for elderly customers.</p> <p><u>SODC Equality comment:</u> I support this project. Only recommendation to ensure the patio as flush as possible so that wheelchair users can also enjoy the space.</p>		

**Project completion within timeframe**

There is no reason this project should not complete within the required time frame.

**Financial and project management plans**

Turnover for the shop has dropped from £121,259 in 2016 to £94,036 in 2018 and they reported significant losses in 2017 and 2018 putting the long-term viability of the shop in question.

Facilities funded should remain available to the public for at least five years (ten if awarded more than £10,000) to ensure value for money in the council's grant investment. Looking at their current financial position there is a high risk that the shop may fold due to financial reasons within this time and the grants panel should consider whether the financial risk is too great to justify a grant.

We have not received a business case to show that these improvements (or any others) will have a significant impact on their financial viability.

<b>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS</b>	<b>Total score</b>	<b>30/42</b>
The panel should consider whether the financial viability concerns are sufficient to preclude awarding a grant.	<b>Suggested Grant</b>	<b>£2,820</b>
The panel have four criteria they can use to decline funding regardless of a project's score, including the financial viability.		
Officers recommend the organisation work with our Economic Development Team & CFO's Community Business Advisor to put together a business plan to secure the organisations future.		

<b>Applicant responses</b>	
<b>Details of the project</b>	The project is intended to improve the look and atmosphere of the village shop and post office by renewing the (10 year old) interior tiled floor and creation of an exterior patio area in front of the entrance to the premises. The work will be undertaken at the same time as an increase to the area and facilities devoted to the cafe part of the business.
<b>Financial statement from the organisation</b>	Only financial commitments are shop costs. Current net cash reserves are £5,000.
<b>Statement about town/parish support</b>	No. The organisation will fund a 50% share from existing cash resources
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	Little Milton old age pensioners who live nearby. Little Milton pre-school children - the school is on the same site. Parents and young children using the play area located on the same site. Residents of Little Milton who use the shop and post office. Little Milton clubs and groups using the Pine Lodge facility next door.
<b>How did you identify a need in the community for your project or service?</b>	This shop and post office has been open on this site for 10 years.
<b>What sustainable and/or energy saving measures does your project include?</b>	N/A
<b>Consultation</b>	
<b>What consultation have you carried out with the community/professionals?</b>	Discussions with contractors.
<b>New facilities/Activities</b>	
<b>What extra facilities (or</b>	Replacement of the existing interior tiled flooring (which is 10 years old and looking

<b>equipment) will the project provide?</b>	tired) will greatly enhance the atmosphere inside the shop and post office.
<b>What new activities will take place because of this project?</b>	Creation of an external patio area in front of the shop and post office and either side of the entrance, when viewed from the A329. This area will have tables and chairs and so will form a worthwhile extension of the existing cafe facility.

<b>Woodcote Village Hall</b>	<b>Ref</b>	SCap18-19\77
Lighting/electrical improvements and projector for the main hall		

<b>Total project cost</b>	£12,498	
<b>Amount requested</b>	£6,200	Representing 49.61% of the total cost
<b>Organisation's contribution</b>	£298	<b>Organisation's latest bank balance</b> £15,937 (includes £5,000 donation below)
<b>Other funding</b>	£6,000	<b>Made up of:</b> £5,000 Anonymous Donation, £1,000 Woodcote Charitable Association

**Previous grants:**

2017/18 Capital - £5,922 for chairs, storage and side room projector screen.

2017/18 Cllr grant - £500 large screen for the hall (paid to PC to provide)

**Parish population:** 2,604

**Scoring**

<p><b>New facilities or activities</b> This project will improve the lighting/electrics and provide a projector in the main hall.</p> <p>As it will improve the existing facilities their score is limited to 7-10 points. Officers suggest 8 points as the project is unlikely to result in significant new activities as a result.</p>	<b>Score</b>	8/14
<p><b>Community benefit</b> Anyone in the community can access the hall and many different user groups hold events and activities there.</p> <p>This wide range of beneficiaries allows them to receive between 11 and 14 points. Officers suggest 11 points as the impact of the improvements for existing users is fairly low and it's unlikely to attract many new user groups.</p>	<b>Score</b>	11/14
<p><b>Funding the project</b> The organisation is contributing a small amount from their £15,937 reserves, which also include a £5,000 donation. From the information provided they may be able to contribute more if required.</p> <p>They have secured the remaining £1,000 from a local charity.</p> <p>There is currently over £1,200 in S106 funds available for improvements to the village hall that the group could have applied for but have not. The panel should consider if the S106 money available should be offset against any grant awarded.</p> <p>As they have secured all the other funding they can score between 11 and 14 points. Officers suggest 11 points to reflect the fact they could have applied for S106 towards the cost, reducing the amount of grant funding needed.</p>	<b>Score</b>	11/14

**Consultation**

A basic survey of the community has been carried out, and these works were identified during the process. The plans have been drawn up by a Trustee who is a chartered electrical engineer.

SODC Sustainability comments: I note that the project will include upgrading fluorescent lighting to warm and cool LEDs and they are considering dimming and switching arrangements. They should also consider using semi-opaque covers etc to reduce issues for users with sensitivities to light.

If lights being left on is still a problem they could also consider absence detection controls.

**Project completion within timeframe**

The project should have no problems starting and completing within the required time-frame.

**Financial and project management plans**

The applicant has secured all the remaining funding for the project and has reasonable working capital to cope with possible project issues. They have an ongoing maintenance plan for the building, and this project has been added into that.

<b>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS</b> Officers recommend the group apply for the available S106 and, if successful, any grant awarded reduced by the value of any S106 secured.	<b>Total score</b>	<b>30/42</b>
	<b>Suggested Grant</b>	<b>£6,200</b>

<b>Applicant responses</b>	
<b>Details of the project</b>	Woodcote Village Hall is the centre for community activity in the village and surrounding areas. The Main Hall supports essential services for all in the local community. This includes village clubs and societies, sports and other fitness activities. All ages, from pre-school children to the elderly are supported. The current, ageing, lighting and electrical systems in the Main Hall need replacing: (i) to support such a wide range of activities; (ii) continue the work to reduce the Hall's carbon footprint; and (iii) keep the Hall accessible to as wide a range of people as possible by reducing utility costs.
<b>Financial statement from the organisation</b>	There are no other capital commitments. All existing commitments relate to the maintenance and operation of the Hall. Currently rental income is around 24500pa and operating costs over 28500pa (salaries of a part-time cleaner and hall manager - 15,000pa, utilities - £9000pa and maintenance - 3000pa). Reserves cover 6 months of operation and operating losses as donations are specifically for capital improvements. This project will both improve attractiveness to hirers and reduce utility costs.
<b>Statement about town/parish support</b>	The Parish Council was approached but, although strongly supportive of the work, cannot provide any funding at this time because of substantial expenditure on a new zebra crossing and the need to find funding to link the crossing to the Village Hall (for safer access) and Primary School.
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	All sectors of the Woodcote community will benefit, for example: a. pre-school children; b. the youth club (juniors and seniors)

	<p>c. young adults using party, dance and sports facilities</p> <p>d. the elderly using. for example, indoor bowling and table tennis to help maintain fitness</p> <p>e. all adults who, for example, play badminton, attend yoga and Pilates classes</p> <p>f. local groups and churches who run social and fund-raising events</p>
<b>How did you identify a need in the community for your project or service?</b>	<p>The need has been identified by consideration of:</p> <p>The response to a consultation in April 2016 which identified:</p> <p>a. requests from residents wanting lighting that created a better ambience and supported sports activities;</p> <p>b. requests from the community to 'green' or improve the carbon footprint of the Hall;</p> <p>c. a need to improve the long-term financial prospects of the hall by reducing energy costs.</p>
<b>What sustainable and/or energy saving measures does your project include or offer?</b>	<p>Where allowed by the building, most of the measures identified in the energy audit (double glazing, timers on devices, a new heating system, draught proofing etc) have been implemented.</p> <p>Energy conservation remains of paramount importance and, since the audit, new lighting technologies have emerged. By installing new LED lighting we will reduce the energy consumed by Main Hall lighting by an estimated 80-90% - a considerable contribution to energy saving.</p>
<b>Consultation</b>	
<b>What consultation have you carried out with the community or professional advisors?</b>	<p>The project need and design was overseen (pro bono) by a member of the Trustees who is a chartered electrical engineer. The Trustees are satisfied that this is entirely appropriate for the scope and scale of the project and that the expense of employing a consultant for this project could not be justified.</p>
<b>New facilities/Activities</b>	
<b>What extra facilities (or equipment) will the project provide?</b>	<p>This project:</p> <ol style="list-style-type: none"> <li>1. Creates a new general purpose display facility by installing a large motorised screen.</li> <li>2. Removes old, energy inefficient lighting and installs a new lighting scheme capable of supporting a wider range of community activities in the Hall.</li> </ol>
<b>What new activities will take place because of this project?</b>	<p>This project will:</p> <ol style="list-style-type: none"> <li>1. permit additional fitness and sports activities requiring very bright lighting;</li> <li>2. attract additional social uses of the Hall by those requiring a softer illumination;</li> <li>3. create the new opportunity for those, for example with mobility difficulties who are currently unable to visit the cinema to attend screenings in the village hall.</li> </ol>

<b>South Moreton Community Benefit Society Limited (The Crown community pub)</b>	<b>Ref</b>	SCap18-19\91
Renovations to the community owned pub to bring it back into use		

<b>Total project cost</b>	£100,632	
<b>Amount requested</b>	£50,315	Representing 50% of the total cost
<b>Organisation's contribution</b>	£0	<b>Organisation's latest bank balance</b> £32,092
<b>Other funding</b>	£65,000	£65,000 Charity Bank loan

**Previous grants**

3 x Cllr grants -totalling £3,257 to parish council towards the purchase of the pub.

**Parish population: 420**

**Scoring**

<p><b>New facilities or activities</b>                  This project will bring a closed facility back into use. As the pub has been closed for some years officers have score this as a new facility.</p> <p>This allows the project to score in the 11-14 points. Officers suggest 11 points as technically the community has had these facilities in the past and they are coming back into use.</p>	<b>Score</b>	11/14
<p><b>Community benefit</b>                  The facilities would be available to everyone in the community to use which would put the project in the 11-14 point bracket. As there will be a financial expectation associated with using the facilities officers would usually limit their score to 11 points.</p> <p>However, they suggest 6 points as they have not included the accessibility works identified in their access audit/equalities officer comments and some elements may have to be removed/undone when they do make the accessibility improvements.</p> <p>The council looks for at least ten years' community use of any facilities funded (five years if awarded less than £10,000), so funding short-term improvements that would have to be undone to make other improvements in the future do not meet that criteria.</p> <p>The council's corporate equality objective means we look for facilities and services to be as inclusive as possible. At present this project will not make the pub accessible to all and there is no timeline when these works will be done.</p> <p>The panel may therefore want to consider if they feel it is appropriate to fund the elements that are likely to be lost/undone during by future accessibility improvements.</p>	<b>Score</b>	6/14
<p><b>Funding the project</b>                  The organisation is not contributing to these costs but will repay the</p>	<b>Score</b>	11/14



<p>£65,000 loan they have taken out. They have reasonable reserves but are using them to meet their reserve policy and cover other costs associated with re-opening the pub.</p> <p>There is no S106 funding available towards this project, but they may have been able to secure other grants.</p> <p>As they have all the other funding needed they can score between 11-14 points. Officers suggest 11 points as it is possible they could have made some contribution towards the costs now and/or secured other grants towards the cost, reducing their ongoing financial commitments.</p>		
<p><b>Consultation</b>  The organisation has provided evidence of community consultation in the form of a community survey, letters of support for the project and people hoping to make use of the facilities again. The community also successful listed this premises as an Asset of Community Value.</p> <p>In June 2018 we received an objection to this project from a member of the public (see below) who is concerned that a pub in a neighbouring village may lose business when this one reopens. While the objection was to an application towards the purchase and renovation costs that could not have come forward then, we feel it is still relevant for consideration at this time.</p> <p><u>SODC Equality comment:</u> I am not able to support this project at present as it does not include the necessary accessibility works needed to meet the requirements within the Equalities Act and make the building accessible to users with mobility issues or other disabilities. Their business plan refers to some amenities for less mobile people, but this is not sufficient and there is no timeframe for when accessibility improvements will be made.</p> <p>If works to provide full access aren't viable at this stage (though I would strongly recommend it) there are other small things they could have included that are not, like grab rails in the toilets, flexible furniture choices and ensuring there is space between furniture for wheelchair users.</p> <p><u>SODC Sustainability comments:</u> I am pleased the project will include insulating the loft, however I recommend they commission an energy audit before completing the other works to ensure the most energy efficient/cost effective solutions are installed.</p> <p><u>SODC Economic Development Team Comment:</u> In principle I support the application as the community supports the reinstating of a local pub. They intend leasing the pub to tenant 'landlord' to run as a business. It is unclear if they have already appointed a tenant or have had EOIs from potential tenants.</p> <p><b>Project completion within timeframe</b>  Works should complete within the time frame of the grant scheme</p> <p><b>Financial and project management plans</b>  A business plan for the project has been supplied, but the long-term viability of the project hinges on the appointment of a suitable tenant and use by the community.</p>		
<p><b>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS</b>  Deductions made to reflect the accessibility issues not being addressed in this application.</p>	<p><b>Total score</b></p>	<p><b>28/42</b></p>
	<p><b>Suggested grant</b></p>	<p><b>£37,736</b></p>

<b>Applicant responses</b>	
<b>Details of the project</b>	<p>After a three year battle South Moreton Community Benefit Society successfully bought The Crown back from the hands of a property developer and plans to create a vibrant community pub, cafe and in the future is planning a shop to provide much needed services to satisfy our diverse community needs. Substantial renovation work is required, including replacement of both the pitch and flat roofs and reconfiguration of the bar &amp; restaurant areas, also new toilet facilities.</p> <p>Disabled access and toilets are planned but are not included at this stage, however the carparking will be resurfaced with disabled markings.</p>
<b>Financial statement from the organisation</b>	<p>We have uploaded a document entitled Current Finances and Forward Financial Plans which covers this in detail. This includes provision for a loan of £65,000 from Charity Bank which has been approved but not yet released.</p> <p>We intend to carry out and pay for all works listed on page 5 by our expected opening date of 1st Feb 2019, with the exception of resurfacing of car park, garden furniture and stoves.</p>
<b>Statement about town/parish support</b>	<p>We have approached the Parish Council but, unfortunately, they felt that they were not in a position to offer any funding solutions to support our cause, evidence of the email exchange has been uploaded.</p>
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	<p>Our aim is to provide an inclusive amenity for local people: Parents/ children/Teachers/PTA of South Moreton School, Local families, CAMRA members, Cycling &amp; walking groups, Book Clubs, Music clubs.</p>
<b>How did you identify a need in the community for your project or service?</b>	<p>We have organised six public meetings/events over the last two years to gain the community's support and receive their feedback. The three most recent events were supported by over 150 people. In addition, we have set up a website, email account and facebook page to help update the community with our progress and receive their invaluable feedback. Regular newsletters have also been circulated. We have seen an overwhelming desire to see the pub open again.</p>
<b>What sustainable and/or energy saving measures does your project include or offer?</b>	<p>As part of the survey carried out by Manifest, the principal areas of improvement in energy saving have been identified as increased loft insulation. An EPC is attached too.</p>
<b>Consultation</b>	
<b>What consultation have you carried out with the community or professional advisors?</b>	<p>We have had a valuation survey carried out by Michael Hughes FNAEA FNAEACOM FBII DipCPA as well as a structural survey and condition report by Manifest Architects.</p>
<b>New facilities/Activities</b>	
<b>What extra facilities (or equipment) will the project provide?</b>	<p>Our vision: to create a vibrant and welcoming community hub that provides multiple facilities:</p> <p>Pub - friendly village pub with outdoor seating serving locally sourced beers, gins and food (NEW)</p> <p>Cafe facility – specific area designated for the café with sociable tables (NEW)</p> <p>Polling Station (New)</p>
<b>What new activities will take place because of this project?</b>	<p>Social gatherings – venue for big occasions, local groups, book exchange, Coffee club – morning and afternoon, Wine, beer and food tastings, Cultural evenings, sporting events, Quiz Nights, Live Music</p>

**Email of objection received from a resident regarding the application for funding towards the purchase and renovation of the pub in June 2018. This application was not eligible, and they are now applying just for the renovation works.**

**We have included the objection as we felt the spirit of the objection still applies to this application and should be considered by the panel.**

Dear Sirs

I understand that an application has been made for a capital grant to assist with the purchase of the Crown in South Moreton by South Moreton Community Benefit Society Ltd. I wish those concerned well in their efforts to reopen their village pub and hope that they succeed but I write as a resident of North Moreton to object to the use of public funds to subsidise the purchase of what will essentially be a commercial venture run in competition with other village pubs, including the Bear here in N Moreton .

The proposal is to let the premises to a tenant to run as a pub "as a profitable and successful business " and the hope is in due course to "pay modest interest to shareholders " according to the business case presented. This is laudable but it is not a proper use of public funds to subsidise this. If the venture is subsidised by council tax payers then inevitably the Crown will be able to offer unfair competition to other village pubs. The danger of this is recognised in the business case but then ignored. If the venture is to succeed it should be on the basis of commercial funding to top up the funds raised.

I suggest that the community benefits beyond having a pub in the village, as set out in the business case, are very marginal and that if the council considers it appropriate to make any grant then it should be small and specifically linked to e.g. provision of a lunch club for the elderly.

I also note that the Council's website states that any application for a capital grant of more than £25,000 MUST be accompanied by evidence of ownership. As I understand it, the purchase has not yet been completed so perhaps the application for the grant is in any event premature.

<b>Sonning Common Parish Council</b>	<b>Ref</b>	SCap18-19\78
Village Hall Flat Roof Replacement and Insulation		

<b>Total project cost</b>	£35,850	
<b>Amount requested</b>	£17,925	Representing 50% of the total cost
<b>Organisation's contribution</b>	£17,925	<b>Organisation's latest bank balance</b> £487,676

**Previous grants**

2018/19 - Lea Road Park resurfacing £18,629, 2017/18 Cllr - Youth Club Craft Shack set up £1,016, 2016 capital - Village Hall Kitchen upgrade £7,074, Pre 2015 - Landscaping skatepark and village bins £10,473, Pre 2015 - Baskerville Road Play Area £13,571, Pre 2015 - Skate Park £13,957

**Parish population:** 3,784

**Scoring**

<p><b>New facilities or activities</b> This is the replacement of an existing roof with no new activities taking place as a result. This puts them in the 4-6 scoring bracket. Officers suggest 6 points to reflect the fact they are including insulation in the project to make the space more energy efficient.</p>	<b>Score</b>	6/14
<p><b>Community benefit</b> The hall is available to anyone in the community and allows them to receive between 11 and 14 points. Officers suggest 11 points as this specific project offers a relatively small-scale benefit to the community.</p>	<b>Score</b>	11/14
<p><b>Funding the project</b> The parish council is funding the rest of the cost from their substantial reserves. While they loosely refer to other capital projects in the future it is possible they may be able to fund more/all the project themselves.  There is no S106 funding currently available for this project.  As they have secured all the funds needed they could score within the 11-14 bracket. Offices suggest 11 points as they appear to be able to contribute more and have not sought any other external funding towards the project.  However, the panel may wish to consider whether any grant funding is necessary.</p>	<b>Score</b>	11/14
<p><b>Consultation</b> They have had an energy audit which recommended the insulation among other works. Only the insulation is being delivered as part of this project.</p> <p><u>SODC Sustainability Comment:</u> I note the inclusion of insulation in the project, however I also note their energy audit is five years old and include a number of other energy improvements, some of which are now out of date. I recommend they look to update their energy audit and implement as many of the recommendations within it.</p> <p><b>Project completion within timeframe</b></p>		

The project should have no problems starting and completing within the required time frames.

**Financial and project management plans**

The PC are funding 50% of the project's costs from their reserves, however they have provided very few details on what their remaining reserve funds will be used for, and it does appear that they could afford to fund this project in full.

	<b>Total score</b>	<b>28/42</b>
	<b>Suggested Grant</b>	<b>£13,444</b>

<b>Applicant responses</b>	
<b>Details of the project</b>	This project is to replace existing flat roof to the sides of our village hall with new, fully insulated, energy efficient roofing. The hall commissioned an energy report in 2013 and one of the key findings was that the roof should be repaired and insulated to improve energy efficiency as it had not been replaced since the hall was built in circa 1950's. The main hall roof was revamped as a result of this report, but the flat areas to the sides were not touched at that time. They are now in a very poor condition and need renewing urgently.
<b>Financial statement from the organisation</b>	We have a balanced budget based on our precept of £123,847. We hold earmarked community reserves of £420,000 for village improvements including up to £20,000 (inc. legal fees) for this project. We will receive CIL payments during the year based on planning approvals.
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	The village hall is a key amenity to many community groups and organisations including: Nottakwire (a community choir with over 70 members meeting weekly), The WI, mother and baby groups, exercise/dance classes, Go Active Gold stability lessons and children's activities such as Master Builders Lego Club, to name but a few of our regular users. We also hire the hall for private parties. The FISH bus would also benefit from office space within the village centre.
<b>How did you identify a need in the community for your project or service?</b>	The roof was identified as being at end of life by visual inspection. The flat roof must be replaced as soon as possible before a leak would potentially cause further damage to the hall, therefore incurring further costs. The village hall is a central 'hub' of our community and is in constant use by various groups who rely on it to run local activities and events.
<b>What sustainable and/or energy saving measures does your project include or offer?</b>	On the recommendation of an energy audit of the hall and discussions with Moira Dorey, Lead Energy Assessor from Oxford Brookes, we have asked suppliers to quote for insulation of a value of 0,18 W/m2. This will greatly improve energy efficiency and is expected to reduce energy bills. It will improve the working environment within the hall for offices, the kitchen and side rooms.
<b>Consultation</b>	
<b>What consultation have you carried out with the community or professional advisors?</b>	The roof is at the end of its life. It is covered in thick moss and in a bad state of repair. It is not believed to have been replaced since the hall was built in the 1950s.
<b>New facilities/Activities</b>	
<b>What extra facilities (or equipment) will the project provide?</b>	This project will improve the current facility and create new opportunities for community groups working together. Side rooms/parish offices are currently cold in the winter and warm in the summer and not conducive to a comfortable working environment. Our energy assessor has advised that it is preferable replace and fully insulate the roof to an acceptable level, (rather than attempt to patch the existing roof) as this will provide superior energy efficiency and reduce bills.
<b>What new activities will take place because of this project?</b>	The Parish Council would like to help our local 'FISH Bus' charity with office space. The FISH office was destroyed earlier this year via a vehicle collision. It would be ideal to have an office within the hall, in close proximity to the Parish Office in order to work together for the community's benefit. Having the roof replaced would be the first step in allowing this to happen.

<b>Woodcote Parish Council</b>	<b>Ref</b>	SCap18-19\85
Pathway running from zebra crossing to school behind the village hall.		

<b>Total project cost</b>	£19,625	
<b>Amount requested</b>	£9,812	Representing 50% of the total cost
<b>Organisation's contribution</b>	£9,813	<b>Organisation's latest bank balance</b> £159,801

**Previous grants**

- Cllr 2017/18 - screen of Village Hall £500
- Pre 2015 Capital - Village Hall Flat Roof replacement £4,186
- Pre 2015 Capital - Fire alarm system £3,914

**Parish population:** 2,604

**Scoring**

<p><b>New facilities or activities</b></p> <p>The project will lay a footpath on the pre-existing open access on the recreation ground running from the new Zebra crossing on Goring Road to the school on Reading Road (see map on next page).</p> <p>As they will improve an existing facility and it will not enable any new activities as a result they can score between 0-3 points. Officers suggest 3 points as some parts of the path may improve pedestrian access to the hall once the new entrance is installed facing the rec ground (yet to be done).</p> <p>As there is a footpath running along the public highway from Goring Road to the School the panel should consider whether the project is necessary.</p>	<b>Score</b>	3/14
<p><b>Community benefit</b></p> <p>The path will technically be open to everyone usually allowing it to score 11-14 points. However, officers suggest 6 points as the project does not appear necessary. There is already a public footpath running between the same points and access across the recreation ground, making the new path duplication so the community already have the benefit of paths between these locations.</p>	<b>Score</b>	6/14
<p><b>Funding the project</b></p> <p>The parish council are funding 50 per cent from their substantial reserves and as they have reported no other financial commitments may be able to afford the whole project without funding.</p> <p>There is no S106 funding available towards this project.</p> <p>As they have all the other funds in place they would usually score in the 11-14 point range, however officers suggest 10 points as they do not appear to need funding to deliver the project and the justification for this expense is not clear. They could potentially have also applied</p>	<b>Score</b>	10/14

to other groups towards the costs.

**Consultation**

The applicants have had discussions with Oxfordshire County Council highways officer but no letter of support for the path from them. No other reference to community consultation was provided.

SODC Equality comment: I would support this project however I recommend they increase the width to 1500mm from the planned 1200mm to allow wheelchair / buggy users to walk alongside another person.

**Project completion within timeframe**

The project should complete within the required time frame for the scheme

**Financial and project management plans**

The PC are funding 50% of the project, however from the information they have provided it would appear that they could fund this project in full. They have budgeted for ongoing maintenance of the path.

<b>DEDUCTIONS, CONCERNS AND OTHER CONSIDERATIONS</b>	<b>Total score</b>	<b>19/42</b>
	<b>Suggested Grant</b>	<b>£7,359</b>

The panel should consider whether this project is necessary and whether the organisation needs external funding to deliver it.

Zebra Crossing

New Path

Existing public footpaths



<b>Applicant responses</b>	
<b>Details of the project</b>	<p>A zebra crossing has recently been installed across the adjacent Goring Road to provide a safe crossing for children accessing the schools and elderly people accessing the health centre and Village Hall.</p> <p>The Parish Council therefore propose to install a path across part of the Village Green from the zebra crossing to the edge of the paving around the Village Hall, continue the path around the edge of the Village Green side of the Village Hall and then continue along the edge of the Village Green past the car park and playground to the entrance to the adjacent primary school.</p>
<b>Financial statement from the organisation</b>	None.
<b>Community benefit</b>	
<b>Who will benefit from your project?</b>	<p>Every resident of Woodcote and visitors to Woodcote will benefit by this pathway.</p> <p>In particular, young children walking to the primary school, mothers with buggies accompany school children, older residents who use mobility scooters or walking frames will use this to reach the doctors surgery and the village hall facilities.</p>
<b>How did you identify a need in the community for your project or service?</b>	<p>The Woodcote Neighbourhood Plan which held public consultations prior to being approved identified certain needs in the village. A Zebra Crossing was a high priority on the Goring Rd as the Goring Rd splits the village into two halves.</p> <p>The Zebra Crossing has been installed and meets the edge of the village green, it is necessary to create this path so people can continue across the green to the schools and village hall.</p>
<b>What sustainable and/or energy saving measures does your project include or offer?</b>	N/A
<b>Consultation</b>	
<b>What consultation have you carried out with the community or professional advisors?</b>	Discussions with contractors regarding the best route and materials, also with Oxfordshire County Council highways officer.
<b>New facilities/Activities</b>	
<b>What extra facilities (or equipment) will the project provide?</b>	<p>The project will provide a level smooth pathway for use rather the walking on wet and potentially muddy grass.</p> <p>This path does not exist presently and people have to walk across the village green on the grass, difficult for buggies and mobility scooters.</p>
<b>What new activities will take place because of this project?</b>	This will allow existing activities to continue.