

**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL  
RECORD OF EXECUTIVE / CHIEF OFFICER DECISION**

This form should be used to record key and other decisions made by individual Portfolio Holders and key decisions made by Chief Officers. The contact officer will ensure that the signed and completed form is given to Democratic Services as soon as reasonably practicable after the decision has been taken.

Unless permission has been obtained from the Chairman of Council and the Chairman of the Scrutiny and Overview Committee that this decision be treated as a matter of urgency under Rule 12.19 of the Scrutiny and Overview Committee Procedure Rules, this decision will come into force, and may then be implemented, on the expiry of five working days after the publication of the decision, unless called in under Rule 7 of the Budget and Policy Framework Procedure Rules or Rule 12 of the Scrutiny and Overview Committee Procedure Rules.

<b>Portfolio</b>	Finance and Staffing Portfolio Holder
<b>Subject Matter</b>	Community Chest Grant - St Mary Church
<b>Ward(s) Affected</b>	The Abingtons
<b>Date Taken</b>	Monday, 23 October 2017
<b>Contact Officer</b>	Elizabeth Davy, Project Officer 01954 713111 (elizabeth.davy@scams.gov.uk)
<b>Date Published</b>	Monday, 23 October 2017
<b>Call-In Expiry</b>	Monday, 30 October 2017
<b>Key Decision?</b>	No
<b>In Forward Plan?</b>	No
<b>Urgent?</b>	No

<p><b>Purpose / Background</b></p> <p>To consider an application received for Community Chest funding from St Mary the Virgin Church, Parish of Great &amp; Little Abington. This application was due to be considered at the Finance and Staffing Portfolio holder meeting on the 21 November. Due to the nature and circumstances from which the application arose, the Portfolio Holder agreed to consider the application outside of the Finance &amp; Staffing Portfolio Holder meeting.</p> <p>The Community Chest is grant funding available to voluntary and community sector groups, charities, parish councils and public sector bodies wishing to further improve quality of life in South Cambridgeshire. Applicants may apply for up to £1,000 for:</p> <ul style="list-style-type: none"> <li>• Improvements to community facilities (i.e. village halls / pavilions / play areas)</li> <li>• Repairs to historic buildings / monuments / memorials</li> <li>• Tree and hedge planting</li> <li>• Equipment / capital purchase</li> <li>• Materials</li> <li>• Start-up costs (may include training of staff / volunteers, hall hire and other revenue costs).</li> </ul> <p>The guidance notes and eligibility criteria for 2017/18 can be found at <a href="https://www.scams.gov.uk/communitychest">https://www.scams.gov.uk/communitychest</a></p> <p>The amount of funding made available in the Community Chest in 2017/18 was £55,000. At the Finance &amp; Staffing Portfolio Holder meeting on the 22 August and additional £30,000 was allocated to the fund, following the withdrawal of funding from an expired capital grant, bringing the total for 2017/18 to £85,000. The funding is allocated on a first-come first-served basis.</p> <p>The total funding requested equals £1,000. The amount of funding remaining for allocation is</p>
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£17,669.62.

The Portfolio Holder makes all decisions regarding grant funding unless there is a conflict of interest. On 17 July 2014 the Leader agreed to make decisions on future Community Chest applications at Portfolio Holder meetings. The responsibility for grants was transferred to the Finance and Staffing Portfolio Holder in May 2016.

**Declaration(s) of Interest**

**Record below any relevant interest declared by any executive Member consulted or by an officer present in relation to the decision.**

None

**Dispensation(s)**

**In respect of any conflict(s) of interest declared above, record below any dispensation(s) granted by the Council's Standards Committee.**

None

**Consultation**

**Record below all parties consulted in relation to the decision.**

Ward Councillors are consulted on all Community Chest applications. The Scrutiny and Overview Committee Monitor and Opposition Spokesmen were consulted.

**Other Options Considered and Reasons for Rejection**

The Portfolio Holder may consider all applications for funding and  
(a) award the amount of funding requested  
(b) award an alternative amount of funding, including zero funding, or  
(c) defer a decision if further information is required from grant applicants

**Final decision**

The Finance & Staffing Portfolio Holder **agreed** the following Community Chest funding:

Name of applicant	Project description	Total cost of project (£)	Total awarded (£)
St Mary the Virgin Church, Great Abington	Urgent repair of gas supply pipes for the heating	£1,110	£1,000

Signed	Name (CAPITALS)	Signature	Date
Portfolio Holder Chief Officer	Signed copy available upon request from Democratic Services (democratic.services@scambs.gov.uk)		

**Further Information**