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9 November 2011

To: Councillor Ray Manning, Portfolio Holder

John Batchelor
James Hockney

Opposition Spokesman
Scrutiny and Overview Committee
Monitor

Dear Sir / Madam

You are invited to attend the next meeting of **LEADER'S PORTFOLIO MEETING**, which will be held in **JEAVONS ROOM, FIRST FLOOR** at South Cambridgeshire Hall on **THURSDAY, 17 NOVEMBER 2011 at 10.00 a.m.**

Yours faithfully
JEAN HUNTER
Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

AGENDA		PAGES
PROCEDURAL ITEMS		
1.	Declarations of Interest	
2.	Minutes of Previous Meeting The Portfolio Holder is asked to sign the minutes of the meeting held on 15 September 2011 as a correct record.	1 - 4
DECISION ITEMS		
3.	GIRTON: Parish Plan A representative from the Parish Council will be in attendance at the meeting to give a brief synopsis of the Plan and answer any questions raised.	5 - 20
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8. Forward Plan

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The Portfolio Holder will maintain, for agreement at each meeting, a Forward Plan identifying all matters relevant to the Portfolio which it is believed are likely to be the subject of consideration and / or decision by the Portfolio Holder, or recommendation to, or referral by, the Portfolio Holder to Cabinet, Council, or any other constituent part of the Council. The plan will be updated as necessary. The Portfolio Holder will be responsible for the content and accuracy of the forward plan.

9. Date of Next Meeting

The next scheduled meeting will be held at 10am on 19 January 2012.

OUR VISION

- We will make South Cambridgeshire a safe and healthy place where residents are proud to live and where there will be opportunities for employment, enterprise and world-leading innovation.
- We will be a listening Council, providing a voice for rural life and first-class services accessible to all.

OUR VALUES

We will demonstrate our corporate values in all our actions. These are:

- Trust
- Mutual respect
- A commitment to improving services
- Customer service

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of the Leader's Portfolio Meeting held on
Thursday, 15 September 2011 at 10.00 a.m.

Portfolio Holder: Ray Manning

Councillors in attendance:

Scrutiny and Overview Committee monitors: -

Opposition spokesmen: John Batchelor

Also in attendance: Lynda Harford, Nick Wright, Economic Development
Portfolio Holder

Officers:

David Bevan	Conservation & Design Manager
John Garnham	Principal Accountant (General Fund and Projects)
Steve Hampson	Executive Director, Operational Services
Paul Howes	Corporate Manager, Community and Customer Services
Maggie Jennings	Democratic Services Officer
Jo Mills	Corporate Manager, Planning & new Communities

1. DECLARATIONS OF INTEREST

Cllr John Batchelor declared an interest as Chairman of Linton Action for Youth who had previously received grant aid for the organisation from the Council.

2. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 31 March 2011 were agreed as a correct record.

3. GRANTS REVIEW

A review of the grants process had been undertaken by officers in respect of the grants given by the Council to various individuals and organisations. The review focussed upon the non-statutory grants that SCDC provided to its communities and developed a new grant giving framework that would be transparent, flexible and ensured that grant aid was used to support the Council's aims and actions.

The outcome of the review resulted in the recommendation to re-organise the grant schemes under three themed headings: Service Support Grants, Capital Grants and Community Chest Grants, with the possibility of a fourth scheme to process applications from organisations or agencies that do not apply for funding against set criteria.

As a result of subsequent discussion, the following issues were raised:

- Community Chest Grants were to commence as soon as possible
- Confirmation was given that those grants given to deliver a service on behalf of the council, eg parish paths, archaeology, (para 12 of the covering report refers), would be subject to approval by the Leader and relevant Portfolio Holder
- The County Council's Parish Paths Partnership received SCDC funding towards

improvements to and for the promotion the Rights of Way network; officers were requested to include re-consideration of the grant provided during the review process

- Conservation grants to be included within one of the schemes
- Grants should take account of the views of local Members
- The practice of virement between the individual grant schemes to continue as necessary, recognising the difference between capital and revenue spend
- It was confirmed that spend in respect of St Denis Church, East Hatley would be the responsibility of the Sustainability, Planning and Climate Change Portfolio Holder
- Promotion of the grants given by SCDC should be more widely publicised
- In the next few weeks, informal consultation should be undertaken with relevant parties on how the process for submitting grant applications could be streamlined/improved

The Leader, **AGREED**

- (a) to the outline proposal for streamlining the Council's existing grant schemes as outlined in Appendix B to the report,
- (b) to the immediate creation of a new Community Chest grant fund for the second half of the 2011-12 period from remaining uncommitted grant funding and possible virement,
- (c) the process for Community Chest Grants to be drawn up by officers and presented to the Leader at his next meeting for approval, together with any grant applications, and
- (d) that all grants should receive the approval of the Leader and one other member of Cabinet.

The Leader, **NOTED** that a final report outlining the practical details of the new grants schemes would be presented to his meeting on 19 January 2012.

The Executive Director, Operational Services left the meeting after the conclusion of this item.

4. WATERBEACH: FARMLAND MUSEUM'S FORWARD AND BUSINESS PLANS AND FUNDING ARRANGEMENTS

The Council had historically provided substantial annual funding to the Museum and with the encouragement of the Economic Development Portfolio Holder and Corporate Manager, Planning & New Communities, the museum management had been encouraged to re-evaluate the operation of the museum and associated buildings by producing a business plan that would re-vitalise the site and subsequently enable a reduction in the contribution made by the Council in future years.

The Conservation & Design Manager informed the Leader of an error at para 14 of the report relating to the funding for SCDC financial year 2013/14, which should have read £16,875.

Cllr John Batchelor was disappointed in the expected income from donations to the Museum; he felt that English Heritage could contribute more and that no monies had been allocated for fund raising during 2013. It was noted, however, that a lottery bid to replace

the flooring in the refectory was being considered.

The Leader felt this was an ideal project in which local members of the community could help, and undertook to seek a Member Champion for Museums.

Action: Cllr R Manning

The Leader,

- (a) **NOTED** the business planning carried out by the Farmland Museum and supported the results in terms of maximising the potential of the site and making funding changes that will reduce the Council's contribution over three years, and
- (b) **AGREED** to a three-year Service Level Agreement with the Museum with annual reviews.

The Corporate Manager, Planning and New Communities and the Conservation & Design Manager left the meeting after this item.

5. **SERVICE IMPROVEMENTS & FINANCIAL PERFORMANCE 2011/12 - Q1**

The Corporate Manager, Community & Customer Services presented the report and informed the Leader that as shown in the accompanying appendices, it was predicted that all actions would be completed within the timeframe and budget.

The Principal Accountant (General Fund and Projects) reported that Citizen Advice Bureaux and Voluntary Sector Grants were committed and that any resources not required for Community Strategy grants could be vired to the budget for Community Chest Grants.

The Leader **NOTED** the report.

6. **FORWARD PLAN**

The contents of the Forward Plan were noted with the following changes:

- An item relating to Community Chest Grants – Process and Applications to be considered on 17 November 2011
- The Q4 report on Service Improvements & Financial Performance 2011/12 would be presented to the Leader at the July 2012 meeting

7. **DATE OF NEXT MEETING**

It was **NOTED** that the meeting would be held at 10am on 17 November 2011.

The Meeting ended at 11.20 a.m.

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GIRTON VILLAGE PLAN

Key to Goal tables

What needs to be done and how	Priority	Responsibility <i>Identify Lead and who else might give support</i>	Resource implications	Monitoring responsibility <i>Who will provide updates on progress and what is the latest update.</i>
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Transport Summary

The most common methods of travel used by Girton residents are foot and car, both of which are reported as being used every day by three fifths of residents. The vast majority of residents make regular use the car, with nine out of ten of them reporting some use of the car every week. Cycling was the next most reported method of travel, with one quarter of residents using a bicycle every day, with about one third of residents choosing not to, or being unable to, cycle. Two fifths of residents use the bus every week, whilst one in twenty use a taxi weekly. One in sixty residents use a mobility scooter to get around the village at least monthly.

The most overriding transport concern raised by the village is the noise and air pollution from the A14. Other important concerns raised by residents include danger from road traffic within and through the village, and strategies for traffic calming and increasing pedestrian safety; the quality and extent of cycle routes and footpaths; and the reliability, hours and destinations available from bus services.

Goal 1: Transport - Ensure the views of the village are properly addressed by the A14 improvement scheme				
a.	Ensure local MPs, Highways Agency, Department for Transport, district and county councils are aware of Girton's need to reduce noise and air pollution from the A14.	High / Short term	Lead: Parish Council Partners: Village Plan Steering Committee, interested residents	
b.	Actively make the case with other affected communities for noise and air pollution reduction measures along the A14 such as a 50 mph limit, improved road surface, noise barriers and treeplanting, including but not limited to works resulting from the delayed improvement scheme.	High / Short term	Lead: Parish Council and Joint Area Group	

Evidence from village survey:

Opposition to increased noise (81.1%) and air pollution (85.7%). Support for reduced noise (86.5%) and air pollution (84.7%).

Evidence from survey of pupils at Girton Glebe:

Opposition to increased noise (97.5%) and air pollution (97%). Support for reduced noise (83%) and air pollution (100%).

Comments from village survey:

"The fumes and noise are now a health hazard."

"Noise reduction facilities already on the A14 are inadequate."

"It is very disappointing that NO traffic management has ever been tried on the A14 or the continuation towards Bar Hill."

"A14 improvements a total waste of money. Enforce 50mph limit between Cambridge and Huntingdon."

Goal 2: Transport - Make the village a safer, quieter and pleasanter place to live in through effective traffic calming					
a.	Propose to CCC the removal of the present speed bump / raised junction measures throughout the village.	High / Short term	Lead: Parish Council Partners: Village Plan Steering Committee, interested residents		
b.	Request from CCC the introduction of a whole-village 20mph zone with clear signage at points of entry and effective enforcement (particularly for through traffic). Evaluate with CCC compliance with a 20mph zone, and ensure calming is both effective and benefits pedestrians (eg average speed enforcement; width restrictions and build-outs)	High / Short term	Lead: Parish Council Partners: Village Plan Steering Committee, interested residents		

Evidence from village survey:

Almost three out of five respondents supported a 20 mph limit throughout Girton and almost seven out of ten supported marking entry to the traffic-calmed zone more clearly. Half of respondents supported build-outs or islands at major crossing points. Two thirds of respondents opposed more raised junctions and four out of five opposed more speed bumps. Almost four times as many respondents felt that traffic calming had greatly decreased their enjoyment as felt it had greatly increased enjoyment.

Comments from village survey:

"Please remove the small raised road humps. They are terrible for drivers with pain problems."

"Raised junctions are an abomination, as traffic speeds between them anyway. Heavy vehicles and loads cause vibration and a lot of noise."

"Average speed cameras are the best solution."

"20mph for the whole village please, then I would let my daughter cycle in the road and not on the pavement."

"Thornton Road is major rat run route, being very busy in the morning. Cars (even local residents) speeding, therefore 20mph zone is essential."

Goal 3: Transport - Provide residents with safe, appealing cycle routes and footpaths					
a.	Request from CCC a major upgrading of both the number and quality/safety of the cycle routes: a. between residential areas of the village and key amenities (eg Glebe school, local shops, doctors' surgery); b. between the village and surrounding destinations (eg city, Histon, IVC, guided bus) to an agreed plan	High / Short term	Lead: Parish Council		
b.	Request from CCC a major upgrading of both the number and quality of footpaths between the village and surrounding destinations (as above)	High / Short term	Lead: Parish Council Partner: CCC Parish Paths Partnership.		
c.	Request from CCC greater provision of recreational walks around the village.	High / Short term	Lead: Parish Council Partner: CCC Parish Paths Partnership.		

Cycle routes: *Evidence from village survey:*

More than half of respondents supported wider cycle routes. More than three out of five supported more routes, more clearly marked routes and more frequently maintained routes. Seven out of ten respondents supported cycle routes being more often separate from the road and more often separate from pedestrians. Support for all suggested forms of change or improvement declined with age, as neutrality increased.

Cycle routes: *Comments from village survey:*

"I would really welcome a cycle lane painted on the road on Girton Road, especially at the junction with Huntington Road. My eight year old and I cycle every day and cars queue practically in the gutter and we are forced on to the pavement."

"I would like to see more cycle paths/foot paths which can be used for recreational cycling/running/walking, but also a safe way to get to Histon and other places."

Footpaths: *Evidence from village survey:*

Roughly half of respondents supported wider footpaths and more pedestrian crossings. More than three out of five supported more footpaths and less use of footpaths by cyclists. Roughly four out of five supported more frequent maintenance. Support for more frequent maintenance broadly increased with age.

Footpaths: *Comments from village survey:*

"I would welcome a good network of inter-village footpaths, including manageable loops around the village (say 5 miles)."

"Having one safe place to cross the Cambridge/Girton Road is not sufficient. We need another one at other end of village (maybe a pinch point at Co-op)."

Goal 4: Transport - Increase the reliability of bus services, and extend the hours and destinations offered to residents					
a.	Survey residents' interest in (a) new bus services to Histon, Rail Station and Addenbrookes; and (b) extended hours of operation of existing services in evening periods and weekends, with a view to presenting bus operators with evidence of demand.	Medium	Lead: Parish Council, CCC		
b.	Request from CCC improvements to footpaths from Gretton Court and St Vincent's Close to bus stops to make it easier for older or less mobile residents in these places to access buses.	Medium	Lead: Parish Council		

Evidence from village survey:

Almost three out of five respondents felt that more reliable services would facilitate or greatly facilitate their use of bus services and a third indicated that it would greatly facilitate their use. Almost half of respondents thought that later services and more frequent services would facilitate or greatly facilitate their use of bus services. Over one third of residents felt that the provision of new bus routes (eg to Histon) would facilitate their use of bus services.

Comments from village survey:

"A bus service to Histon would make it possible to use shopping, dentist, etc. there rather than having to journey into Cambridge."

"It would be helpful to have buses that go straight to the station or to Addenbrookes."

"Improvements to public transport and cycle facilities would make Girton a safer and more pleasant place to live."

Planning Summary

Girton has always been a popular village in which to live. Since the 1950's its housing stock has notably increased with its most recent major development being at Wellbrook Way. There is scope for further development in the future, but so far not all developments have been well received by the village population.

Goal 5: Planning – Preserve the unique character of the village by placing strict limits on further development					
a.	Lobby local planning authorities to avoid: (i) further major developments within village; (ii) further major developments in surrounding areas; (iii) infill development that adversely affect the character of the village (e.g. loss of green space, loss of play space, loss of ecological value, landscape value, road safety risk etc.)	High / Short term	Lead: District Councillors		
b.	Retain and enforce Girton's status as a designated group village		Lead: Parish council planning sub-committee Partners: SCDC		

Evidence from village survey:

Between one half and two thirds of respondents opposed developments in and around the village, even if further development was inevitable. One quarter to one sixth supported such developments.

Almost three fifths of respondents thought the current level of planning control in Girton was about right, while one quarter thought it was too loose. Only one in twenty felt it was too tight.

Comments from village survey:

"My strongly held view is that Girton, both sides of the A14 should seek to enhance its independence and identity in every way possible. It should seek to protect itself from developments which would undermine its character and future"

"Biggest concern by a long way is the NIAB development, or any further large-scale development."

Goal 6: Planning – Preserve the identity and separation of the village					
a.	Retain current village and parish boundaries.		Lead: Parish Council		
b.	Rigorously defend green belt by ensuring high value use of land e.g. progressive purchase, community orchard or farm, woodland, recreational or common land status	Long term	Lead: Parish Council Potential partners: Woodland trust		

Evidence from village survey:

92% of respondents thought the green belt around Girton should be the same or wider.

Almost half of respondents were opposed to transferring the area south-west of the M11/A14 interchange to Madingley and the area South-west of Huntingdon Road to Cambridge. Almost three fifths of respondents were opposed to transferring the area south of the A14 to Cambridge and four out of five respondents were opposed to merging Girton with a neighbouring parish.

Comments from village survey:

“The major loss of Green Belt in the projected North West Cambridge University development will create a 'new urban parish' within the current Parish of Girton, which will in effect be a separate community. I fear that this will become eventually part of City of Cambridge. The projected urban development of NIAB 2 will be another serious erosion of the Greenbelt in the South East area of the parish.”

Goal 7: Planning – Provide well designed foot and cycle links to and from neighbouring developments					
a.	Ensure new developments are properly linked to local amenities and transport routes by foot and cycle paths		Lead: Parish Council and Planning Committee		

Evidence from village survey:

Roughly four out of five respondents supported new footpaths and cycleways to large new developments, while one in ten were opposed. Fewer than a quarter of respondents supported new road links to those developments and almost two thirds were opposed.

Comments from village survey:

“There is no easy shortcut from Wellbrook Way to Huntingdon Road - it is a relatively long walk/cycle around.”

Goal 8: Planning – Improve availability of well managed and maintained housing stock					
a.	To investigate possibilities for increasing the range of affordable housing by acquiring properties in Girton for renovation and rental to low income families		Lead: ??? Potential partner: Girton Town Charity		

Evidence from village survey:

Few respondents thought that there was too much affordable housing in Girton or the surrounding area. Roughly two fifths thought there was about the right amount in Girton while almost a third though there was too little. Almost a third thought there was about the right amount in the surrounding area and a similar proportion thought there was too little.

Comments from village survey:

"I would strongly welcome an affordable, low cost starter home development"

Environment Summary

The survey included six questions under the title of environment. Roughly one thousand responses were received to each of these questions. Environmental issues raising the greatest concern were A14 noise and air pollution. Respondents in area E (to the east of Cambridge Road and Girton Road north of the A14) were most concerned about noise, and the Parish Council should bear this in mind when discussing mitigation measures with the relevant authorities. Litter and dog fouling were additional concerns, and the survey identified key areas in which action could be targeted.

The survey asked how residents would feel about their property being included in a range of conservation measures: Conservation Areas, Area of Tree Preservation Orders (TPOs), individual TPOs for special trees, and Protected Village Amenity Areas. Support was highest for inclusion in a PVAA, and this measure also evoked least opposition. While broadly speaking support was stronger than opposition to inclusion in any of the conservation measures mentioned, the exception was area B, where there was an unusual lack of support for a conservation area or area TPO. This may reflect attitudes to previous proposals for a conservation area in this part of Girton.

A high level of support was shown for a number of ways of recycling, with the recycling of all suitable plastics receiving the strongest support. This will be addressed by new blue-bin recycling arrangements from October 2010, along with recycling of card, tetrapaks and batteries.

Reaction to traffic calming measures and street furniture was split. Locally there were more significant negative reactions to traffic calming, mostly at the north end of Girton and on the through route (the areas most affected by traffic calming). More than seven out of ten respondents approved or strongly approved of projects to reduce community energy consumption, with fewer than one in twelve disapproving, giving a clear mandate for a pilot scheme.

Goal 9: Environment – Improve the green environment and facilities in Wellbrook Way					
a.	Take into account wishes of residents for more trees and landscaping in the estate's communal areas	Medium	Lead: Parish Council. Partners: Developers		
b.	Provision in Wellbrook way of play space, amenities and community building.	High / Short term	Lead: Parish Council.		

Evidence from village survey:

Overall a majority of residents felt that the number or amount of communal spaces, other spaces, trees, flowerbeds and wildlife habitats was about right. Concern about lack of communal and other green spaces was highest in areas south of the A14, but remained a large minority of opinion (up to 44%). The delay in the provision of communal areas for Wellbrook Way, where concern about a lack of trees and flowerbeds reached a small majority of opinion, may be reflected in the responses

Comments from village survey:

"Sustainability and the ecology and biodiversity of the area should be enhanced rather than compromised by any planned changes. Trees especially should be protected and further woods and isolated trees planted."

Goal 10: Environment – enhance the enjoyment of Girton village for residents and visitors by continuous improvement of our local environment					
a.	Reduce litter and dog fouling by: (i) ensuring adequate provision of bins; (ii) adopting a strict approach to upholding our by-laws; and (iii) organising regular litter picks. Highlight problem areas and raise awareness of consequences of littering and dog fouling.	Medium	Lead: Parish Council. Partners: Sustainable Girton (litter picks)		
b.	Investigate partnerships to upgrade the landscape between Girton and the A14 to mitigate effects of noise and air pollution.	Medium			

Evidence from village survey:

More than half of respondents were concerned or very concerned about litter and dog fouling. Concern about litter was highest in areas A, B and E. Concern about dog fouling was highest in areas A, F and G.

Concern over air pollution was strongest in area F, with more than two fifths very concerned and one third concerned. Concern over A14 noise was strongest in area E where two fifths were very concerned and nearly one third were concerned.

Goal 11: Environment – Promote the use of sustainable technologies and practices.					
a.	Establish pilot projects: (i) using renewable energy sources to supply Girton's community facilities; and (ii) low-energy LED street lighting	Long term	Lead: Sustainable Girton Partners: SCDC Sustainable Parish Energy Partnership.		

Evidence from village survey:

More than seven out of ten respondents approved or strongly approved of the renewable energy and LED street light projects to reduce community energy consumption. Fewer than one in twelve disapproved.

Comments from village survey:

"Street lighting needs improvement, irrespective of LED initiative."

"We need more environmental projects in and around Girton."

Identity Summary

The survey included seven questions under the title of identity. The first two explored residents' perceptions of Girton, asking if the parish as a whole and their own part of Girton in particular were more like a village or a suburb, and whether the future of Girton should be as a village or as a suburb. Whilst there were interesting variations between different areas in perceptions of Girton now, overall almost three quarters of respondents felt that Girton's future should be as a separate village. Opinions were sought on the landmarks that were most significant to Girton's identity, and the activities or services which were most important in preserving that identity. Residents were also asked which traditional events or community activities should be continued or introduced, and whether Girton should seek to develop a hub or centre.

Goal 12: Identity – preserve the unique character of the village by maintaining status and identity					
a.	Form a community action group to help the village: (i) find funding and volunteers for new village projects; and (ii) organise festivals and entertainment in Girton.	High / Short term	Lead: Parish Council.	Girton Parish Council to provide an annual pre-approved budget towards the running of the group, village festivals and entertainment.	
b.	Hold an annual review of village plan in open session and refresh the village plan every five years.	Long term	Lead: Parish Council.		
c.	Provide a village noticeboard in the Wellbrook Way area.	High / Short term	Lead: Parish Council.		

Evidence from village survey:

Community events received widespread support, roughly in the range of 60-80% of respondents. The only event that had significant opposition was bonfire night with around one in twelve against it.

Comments from village survey:

“It is vital that Girton retains its village identity and community spirit.”

“G.P.N. conveys a sense of community and we appreciate all the work which goes into its production and distribution. More coverage of village events would enhance it.”

“Girton Show, school and church events are great for building community.”

Education, Learning and Development Summary

More than two thirds of the village indicated that they or their dependants were actively involved in education or learning of some kind, and this was well spread across all age groups and regions of the village. There were some surprising results: Area G (Wellbrook Way) had relatively low participation (nearly half the average for the rest of the village) in preschool and nurseries. One in five respondents aged 75 to 84 indicated that they or their dependants participated in the University of the Third Age. There was particular demand for information about both adult learning classes (8.8%) and the University of the Third Age (6.1%). There was support for increased involvement of the community with Girton Glebe school. Respondents were on the whole pleased with the mobile library service, with most notable demands being for more frequent visits, longer visits, and greater turn over of stock.

Goal 13: Learning – provide opportunities for all our residents to benefit from the best education available					
a.	Lobby CCC to move Girton Glebe School to a two form entry to ensure no eligible primary school child who wants to attend the school is denied a place.	High / Short term	Lead: Girton Glebe School Partners: CCC		
b.	Lobby CCC to continue to provide bus service to IVC for young Girton residents.	Medium	Lead: ??? Partners: CCC		
c.	Raise awareness of lifelong learning opportunities (e.g. IVC, CRC, WEA, U3A and local interest groups) through local media, Girton Parish News, village website. Establish a “reference centre” (e.g. at the Parish Office) with details of relevant organisations, clubs and societies.	Medium			

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Evidence from village survey:

Of those who expressed an opinion, one in eight thought the current provision of places at Girton Glebe was adequate. In the group that had the strongest opinion (25 to 44 year olds) twenty per cent felt that the catchment area and number of places were inadequate, while just ten per cent felt they were satisfactory, and nearly sixteen per cent felt that nothing could be done.

Half of respondents thought that the school-bus service to IVC was essential.

There was demand for information about all educational opportunities, but particularly for adult learning (8.8%) and the U3A (6.1%).

Comments from village survey:

“Girton Glebe school should take ALL Girton children. It is very hard that parents who went to the school themselves - and still live in the village - Can't get their children in.”

“[Parts of Girton] will not benefit from the feeling of community that comes from having children at the Glebe which is a huge shame.”

“Bus to IVC absolutely essential!”

“I would appreciate an on-going computer support group for the over 60s - could use school computers? Might be a way the older pupils could help the community (buddy system) and older people might help the school by having a granny/grandad system in place, etc.”

Care, Safety and Health Summary

There were five questions in the survey about Care, Safety and Health: ones on the dispensing pharmacy and surgery opening hours at Pepys Way, one on additional services for the elderly, disabled people, etc. that villagers would like to see developed, one on contact with the emergency services and views of service quality, and one on police priorities in Girton. Girton already has a thriving Town Charity and respondents were keen to see greater awareness of the services already available. In addition, however, there is scope to improve existing services and develop additional ones so that people feel secure in their own homes, flexibility is enhanced and people are able to access services and facilities as they age.

Goal 14: Care, Safety and Health – support the disabled, elderly and those living alone					
a.	Develop a handy-person service to assist the disabled, elderly and those living alone with small jobs around their homes. This could work alongside the existing Community Warden provided by Girton Town Charity.	High	Girton Town Charity, with support from South Cambs Care & Repair, Fire Brigade (e.g., smoke alarms), Police (e.g., safety chains, rogue trading) and voluntary agencies.	To be determined; a pilot scheme for a fixed period might be implemented initially. Budget to set costs incurred against costs that might be saved.	PCC quarterly
b.	Develop awareness of services already available (such as prescription delivery, social care alarm networks, GTC Community Warden, and accredited tradespeople). Include details of such services in the village reference centre (see Action 13.c).	High	Parish Council in conjunction with other statutory and voluntary agencies	Options include GPN annual insert, information bank held by Parish Office, website, etc.	

Evidence from village survey:

75% of all age groups saw the provision of a handy-person service as a priority or high priority.

A majority of respondents rated services for the elderly (including gardener - 70%, footcare - 61%, accredited tradespeople 71.5%, and alarm network - 74%) as a priority

Goal 15: Care, Safety and Health – focus provision of services on the village's needs					
a.	Discuss with police their visibility, priorities and extent of service in Girton - initially on a one-off basis, but on a six-monthly basis thereafter	Medium	Parish Council with Neighbourhood Watch Co-ordinator(s)	None	Report to Village in GPN and include in annual Parish report
b.	Discuss with Girton doctors' surgery the concerns highlighted in the survey around (i) current opening hours; and (ii) availability of dispensing pharmacy.	Medium			

Evidence from village survey:

1 in 5 of respondents who had used the police service rated their response as poor or very poor.

Three quarters of residents would welcome or greatly welcome prescriptions being available to all village residents from the Girton surgery, with very few opposed. Half would welcome a prescription delivery service with few opposed. Half would welcome a separate pharmacy in Girton with roughly one eighth opposed.

Between one quarter and two thirds (rising to two fifths for 25-44 age group) thought surgery hours were too short.

Comments from village survey:

“The Pepys Way surgery should be better advertised, I did not know it existed.”

“Maybe advertise the fact that there is a doctors surgery and pharmacy in Girton itself - We’ve been here three years and read the Girton Parish News which is the only source of info about the village, and have only now realised there is a doctors surgery here!”

“Prescriptions for all users of the surgery, wherever they are from.”

“Paid volunteer positions at the school or for working with the elderly would be a priority.”

Leisure and Culture Summary

The residents who came to the launch meeting were most appreciative of the variety of activities that already exist in the village. In sport there are facilities and active groups for tennis, football, cricket, hockey, netball, keep fit, yoga, dance, pilates, boxing and judo. We have extensive playing fields with a trim track and a play area for younger children. There is a Youth Leader who arranges activities for young people. The village also has a drama group and an opera group that put on regular productions. There are opportunities to join groups involved in drama, singing, art, family history, computing, gardening and political parties among many others. St Andrews Church and the Baptist Chapel arrange activities and the WI and Friends of the Girton Glebe Primary School are well supported and arrange open events. There is a privately owned Gym and a Golf Club within the village.

The results of the survey and comments suggest that some residents are not aware of the activities that Girton has to offer, so we may need to give existing activities more publicity. We also need to recruit help to provide new groups where these are needed and can be supported.

Goal 16: Leisure and Culture					
a.	Develop opportunities for 10 to 16 year olds and 16 to 24 year olds to participate in drama or music.	Medium	Lead: ??? Partners: Youth Leader, Girton Players, Girton Operatic, Schools	Open welcome meetings for interested new participants	
b.	Ensure that the 18 to 24 year old age group are aware of the existing activities in the village and help them to set up new groups and activities as required.	High / Short term	Lead: ??? Partners: Girton Parish News, Girton Village Web Site, Noticeboards	Joint Open Day/Evening for existing groups to recruit new members	

Evidence from village survey:

28% of 10 to 17 year olds would like more activities, particularly music and drama

17% of 18 to 24 year olds would like more opportunities to participate in activities, particularly music or drama

There were few responses to the survey by people in these age groups (11-15 years: 7, 16-17 years: 7, 18-24 years: 12), so these figures may not be representative.

Comments from village survey:

“ADOLESCENTS have nothing to do in Girton, and provision should be made for them, in consultation with this group.”

“Need something for teenagers to do round here”

“A swimming pool would be a very welcome facility for all age groups specially because of the distance and public transport limitations to the nearest one.”

“There are few facilities in Girton where older but active people can play suitable sports e.g. bowls. Sports facilities for young people are essential, and so are such facilities for older residents.”

“I, like many other people of all ages, am looking forward to the construction of a Bowling Green at Wellbrook Way.”

Business and Employment Summary

The shops and services available in the village are widely used, with the most popular being food shops (e.g. The Co-operative), the post office, newsagents and pubs. There was some variation in the use of shops around the village with people naturally tending to use facilities that are available most conveniently to them. The post office had notably high usage among those aged 65-85 years old. Of all the categories of businesses queried (shops, services, and other) shops were the most popular: six in ten felt their provision was about right, and four in ten thought there were too few shops.

Three out of ten respondents thought the current level of employment was about right, while one in five thought there was too little, and half had no opinion.

Goal 17: Business and Employment – meet the village's needs for local shops, services and employment.					
a.	Develop footpaths to link areas with few shops and services to nearby facilities	Medium	Parish Council.		
b.	Encourage increased use of village facilities to ensure existing shops, services and employment in the village remain viable.	Long term	Parish Council.		

Evidence from village survey:

Area G – Wellbrook Way – had notably low use of village services and has few available locally. 60% of respondents from this area thought the village had too few shops.

The majority of residents thought the current provision of shops, services, businesses and employment in the village was “about right” or “too little / few”. Almost none thought there was “too much / many”.

Comments from village survey:

“A village centre is not appropriate, and the current scatter of small businesses (PO, Walkers, Co-op) serves each part of the village well. Maintaining the Post Office in Girton is essential.”

“A cashpoint would be useful, for example, at the Post-Office or Co-op, not [one that charges for withdrawals] like in the BP petrol station.”

“I don't know if Girton could sustain other shops, but a butcher and bakery would improve Girton.”

“I believe the village needs a cafe, an alcohol-free place for adults, adolescents and children to share and develop community cohesion and improve intergeneration relationships.”

“It would be useful to have a takeaway in the village. I would not support a fast food outlet (burgers or kebabs) because of the litter, but I do think that any applications for takeaways should be supported. A cafe or teashop would also be good.”

“A social facility for the younger generations that do not want to meet in a pub. Why not have a coffee bar where they can meet up?”

“I'd like to see more places for light industrial use so that Girton residents can work in Girton.”

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Leader's Portfolio Meeting

17 November 2011

AUTHOR/S: Executive Director, Operational Services / Corporate Manager (Planning and New Communities)

COMMUNITY CAPITAL GRANTS PROGRAMME 2011 - 2012**Purpose**

1. The Leader of the Council is asked to consider all applications for community capital grants received since the last round of approvals that were made at the Portfolio Holder Meeting of the 31 March 2011 and to make decisions on the level of grants to be awarded from the 2011/12 budgets.
2. This is not a key decision because the programme of scheme delegations has been agreed by Cabinet and these decisions are within the budgets described above.

Recommendations

3. That the Leader of the Council approves the capital grants summarised below:-

A Community Facilities Grants (See Appendix 1 for full details)**Total Budget available £100,000**

Applicant	Project	Total Cost	Other Income	Grant Recommended
Thriplow Recreation Ground Committee	Regeneration of Recreation Ground including Play Area	£66,000	Parish Council - £10,000 AmeyCespa - £15,000 Thriplow Daffodil Weekend - £5,000 Company sponsorships - £10,700 Local Fundraising - £500	£18,000 (27%) – Deferred from 2010/11.
Longstanton Parish Council	Community and Sports Centre (Pavilion) Feasibility Study	£11,000	Parish Council - £1,180	£3,000 (27%)
Horningsea Village Hall Trust	Extension of Village Hall for storage and relaying of car park	£32,000	Parish Council – £5,000 HVHT Own Funds - £6,000 Application will be made to Awards for All – depending on the outcome of this grant application for the remainder	£8,000 (25%)
Comberton Village Hall Trust	Storage building for Village Hall	£6,790	Parish Council - £100 Mother and toddler group - £450 Application to Awards for All unsuccessful	£2,000 (29%)
Eltisley Parish Council	New play equipment on Play Area	£2,414	Eltisley Parish Council (Village Green Trust) - £1,207	£1,207 (50%)
Foxton Play Area Improvement Group	Refurbishment of Play Area	£50,000	Parish Council - £2,000 Local Fund-raising - £1,350 Applications with Awards for All - £10,000 and AmeyCespa - £20,000 (decision expected November 2011)	£12,500 (25%)
Fowlmere Recreation Ground & Village Hall	Improvements to the Village Hall	£26,000	Parish Council - £2,500 SCDC (Grant awarded 2010/11) - £3,000	£3,000 (12%) Bringing total awarded to £6,000 (23%)
Fowlmere Parish Council	Improvements to the Play Area	£5,900	Parish Council - £4,800	£1,100 (19%)
St Andrew's Centre, Histon	Redevelopment of the Church Halls	£1.6M	Donations received to end June 2011 - £452,000 Loans received to end June 2011 - £25,000 Outstanding pledges to be honoured by April 2014 - £318,000 The remainder will consist of loans, legacies, grants and fundraising events.	£40,000 (2.5%)
			Total	£88,807
			Budget remaining	£11,193

B Village Sport Facilities Grants (See Appendix 1 for full details)**Total budget available £100,000**

Applicant	Project	Total Cost	Other Income	Grant Recommended
Townley Memorial Hall Trust, Fulbourn	New Multi-Use Hall	£420,000	Parish Council - £150,000 Cambridgeshire County Council - £100,000 Townley Trust reserves - £30,000 South Cambridgeshire District Council (grant 2007/8) - £25,000 Donations from villagers - £5,000 Application to AmeyCespa has been accepted. Possible applications to be made to :- Awards for All, Garfield Weston	£15,000 (4%) Bringing total awarded to £40,000 (11%)
Great Shelford Parish Council	New Sports Pavilion	£487,315	Parish Council - £80,000 Football Foundation - £100,000 (indicated from FF directly) Applications to be made to:- AmeyCespa - £40,000 WREN - £50,000 Sport England - £50,000 Big Lottery Fund - £100,000	£40,000 (8%)
			Total	£55,000
			Budget Remaining	£45,000

Grant already awarded but requiring a decision (see Appendix 1)

Stapleford Parish Council	New Sports Pavilion	£340,000	Parish Council - £130,000 Donation - £15,000 South Cambridgeshire District Council - £50,000 (grant 2005/06)	£40,000 (returning £10,000 to balances)
			Budget Balance	£55,000

C Arts Capital Grants (See Appendix 1 for full details)**Total Budget available: £40,000**

Applicant	Project	Total Cost	Other Income	Grant Recommended
Swavesey RadSoc	Purchase and installation of mid-stage curtains and rails	£2,500	Cambridgeshire Community Foundation - £750 Haarts Bar Hill - £500 Shakespeare at the George - £250	£1,000 (40%)
Cottenham Village College	Purchase of a portable exhibition hanging system	£2,953	Cottenham Village College - £1,500 Fundraising Events - £273	£1,180 (40%)
Sawston Village College	New boiler at the 'Marven Centre' (Sawston Cinema)	£21,206	Sawston Village College - £13,206	£8,000 (38%)
Sawston Village College	Satellite connections at Sawston Cinema	£2,500	Sawston Village College - £1,500	£1,000 (40%)
Swavesey Village College	Satellite connections at Swavesey Screen	£2,500	Applications to :- Cambridgeshire Community Foundation - £1,000 WREN Foundation - £500	£1,000 (40%)
			Total	£12,180
			Budget Remaining	£27,820

Reasons for Recommendations

4. It is proposed that each application will be considered within its own category and budget (Community facilities, Village Sports facilities and Arts Capital). A maximum award of £40,000 per project is proposed as per the guidelines revised in May 2010.
5. Each scheme has been assessed against the existing approved criteria, plus the following:-
 - (a) Value for money
 - (b) How it meets identified local need
 - (c) How it fits with SCDC priorities
 - (d) Ability to start work in next 9-12 months
6. It has often been necessary for Officers to recommend a grant less than that requested by the applicant in order that the criteria be met, that the available funds are shared equitably between those schemes that have applied, and that those projects that are not so far advanced are deferred, thus allowing for a more robust and viable project plan be prepared.

Executive Summary

7. This report outlines the applications received under the Capital Grants Schemes, the background to each scheme and application, and the recommendation for grant award.
8. This report outlines the recommendations for the applications received in 2011/12 between the 1st April and the 19th August 2011.
9. The budgets remaining for consideration under each scheme this time are as follows:-
 - 9.1 Community Facility Grants - Budget for 2010/11 is £100,000
 - 9.2 Village Sports Facility Grants - Budget for 2010/11 is £100,000
 - 9.3 Arts Capital Grants - Budget for 2010/11 is £40,000

Background

10. For the grants budget for 2010/11 it has been agreed that applications for capital grants will be considered in two batches each year in Autumn and Spring.
11. There are three categories of grants; namely:
12. **A. Community Facility Grants** - Grants are available from this budget for village halls; community centres, youth centres, community mini buses and children's play areas. In the past grants of up to £50,000 have been possible but as the budget has reduced these larger grants are less achievable; hence there is now a maximum award of £40,000, as described in the current guidelines.
13. Projects for village halls and community centres tend to be either large requests for major refurbishment or replacement (where projects involve considerable levels of external funding and loans) or smaller schemes. In past years, the Council has identified and funded at least one "priority" larger project per year where the Council's award helps bring in considerable external resources to the village.
14. The Council has always supported play facilities for eligible villages of up to a population of 2,000, recognising the important impact these grants make on the health and well being of children living in more rural areas.
15. **B. Village Sports Facility Grants** - There are currently two sets of criteria under the sports capital grants:
 - Village Sports Facility Grants
 - Youth Sports Initiative Grants
16. Grant applications can be received to either build new sports facilities or improve existing facilities and the project must be able to highlight how these facilities will help to improve participation levels in sport and physical activity. In the past grants have not exceeded 50% of the total project costs or a maximum of £50,000. SCDC grants have on many occasions helped local groups access external funding and facilities be designed to meet National Governing Body or Sport England technical standards.
17. **C. Arts Capital Grants** - In the past, funds for specialist arts equipment and capital projects, including building works, have been awarded to properly constituted community groups that can show the greatest benefit to residents. Arts capital grants very rarely exceed 40% of the total costs of items/projects. There is one exception to this rule, namely the District-wide Equipment Bank Scheme managed by local Arts

Development Managers (as stART) for the benefit of groups across South Cambridgeshire.

Considerations

18. All applications have been considered against our criteria and to ensure they support the Council's priorities and strategic aims.
19. When it comes to the level of award, the approach is to try and ensure that all those that apply do receive some funding. Awarding grants to local projects can make a considerable difference to the quality of life of residents in our villages. Often relatively small contributions can unlock other sources of funding, in other cases it allows for the completion of projects. In all cases it improves local amenities. There are currently no capital programmes offered from the Lottery Fund other than those focused on deprived areas, which precludes many of the capital projects in the South Cambridgeshire District. This will impact on the ability of local organisations to raise funds for their proposed projects.
20. For Community facilities, the SCDC Community Facility Audit 2009 which considered the quality of village halls and identified buildings that are in either an excellent, good, average, poor or very poor condition, is used to help prioritise funding.
21. Projects that have been awarded a grant are monitored to ensure award is spent within reasonable timescales and on the projects as applied for. Any projects that have not been realised since the grant was awarded or where there is an underspend, have been reclaimed by the Council and monies returned to budget balances.
22. If applicants secure monies from other sources, and the total amount of funding exceeds that required for the project, then the grant paid by SCDC is reduced accordingly.
23. To provide context and assist consideration of the current proposals, a detailed summary of grants awarded by village over the last six years is set out in Appendix 2. This information sorted by average grant amount per head of population can be seen in Appendix 3.
24. As part of an on-going review of outstanding projects which have been previously allocated grant but which do not appear to have progressed, two schemes have recently been highlighted, and officers have been working with the applicants (Stapleford and Cottenham PC) to understand their future plans.
25. An award of £50,000 to Stapleford PC made in 2005/6 towards the construction of a new pavilion in the village has now been reviewed. Following discussions with the Parish Council, the project has been re-evaluated and a revised scheme is now going forward. As there had been so many changes since the original submission, a new application was submitted and the revised scheme has been evaluated against our current criteria, to ensure that the grant originally awarded remained valid and appropriate. The recommendation under section 3B is to continue to fund this scheme, albeit to a slightly lower level (£40,000 is now the maximum award under our scheme). As such the grant for this would come from existing committed funds rather than this year's budget.
26. An award of £40,000 made to Cottenham PC in 2007/8 towards the construction of a new pavilion in the village is also under review. Following discussions with the Parish Council, the project has been re-evaluated and a revised scheme is now going

forward. A revised application is expected which will be brought to the next meeting in March 2012.

Options

- 27. To approve grants at the recommended amount, to refuse a grant, or approve a grant at a different level and/or with conditions for the applicant attached.

Implications

28. Financial	All applications are within the current capital grant budgets.
Legal	All applications will abide by current legislation.
Staffing	Officer resources to manage application process and to give advice and guidance to applicants.
Risk Management	Minimal risk – some negative reaction to grant decisions may prompt adverse media comments. The process requires applicants to inform Officers of any changes to the planned projects ensuring that any deviations from the grant application are managed. Also, Building Control Officers are required too assess the works undertaken before final grant sign-off can take place.
Equality and Diversity	Applications are welcome from all community groups whose project fits the criteria.
Equality Impact Assessment completed	No EQIA to be performed as part of the Grant Review project, currently underway.
Climate Change	The application criteria include statements that encourage the use of design features that reduce the carbon footprint of the facility in question. Ensuring adequate amenities are available in our villages reduces the need for residents to travel elsewhere.

Consultations

- 29. All applications have indicated the relevant level of consultation for their particular project.
- 30. All local members have been consulted with respect to applications affecting their villages and comments have been incorporated into the details of each grant application in Appendix 1.

Effect on Strategic Aims

- 31. The grant applications submitted all contribute towards the strategic aims of the Council 2011/12. Specifically:-
 - (a) Aim A: We are committed to being a Listening Council, Providing First Class Services Accessible to All, by:
 - (i) listening to and engaging with our local community
 - (ii) working with voluntary organisations and Parish Councils to improve services through partnership
 - (iii) ensuring that the Council demonstrates value for money in the way it works
 - (b) Aim B: We are committed to ensuring that South Cambridgeshire continues to be a safe and healthy place to live, by:
 - (i) working with partners to combat ant-social behaviour

- (ii) promoting active lifestyles and increasing opportunities for sport and recreation to improve the health of all age groups.
- (c) Aim C: We are committed to making South Cambridgeshire a place in which residents can feel proud to live, by:
 - (i) working with local residents to promote community cohesion and addressing the needs of the most vulnerable in the community
 - (ii) taking account of climate change in all the services that we deliver
 - (iii) promoting low carbon living and delivering low carbon growth through the planning system
- (d) Aim D: We are committed to assisting provision of local jobs for you and your family, by:
 - (i) working closely with local businesses
 - (ii) promoting economic development
 - (iii) using cultural activities effectively to promote tourism

Background Papers: the following background papers were used in the preparation of this report:

Applications submitted and guidance notes.

Contact Officer: Richard Hales – Team Leader, Sustainable Communities
Telephone: (01954) 713348
Joseph Minutolo – Resource Officer, Sustainable Communities
Telephone: (01954) 713359

APPENDIX 1 – Full details of Grant Applications

1. Village Facility Grants

1.1 Thriplow Recreation Improvement Committee (TRIC) has applied for a grant towards the development of the Thriplow recreation ground. This was deferred from 2010/11. Most of the equipment is outdated and under-utilised by the community, having been installed in the 1970's. The project seeks to regenerate the site to create a modern, safe and imaginatively designed play area for all ages and abilities. A natural play space will be created through landscaping of the existing mound and improved layout and seating for picnics. Some of the play equipment will be refurbished and some will be removed and replaced. Much of the ground works will be undertaken by local labour and community volunteers. Thriplow Parish Council has agreed to undertake ongoing maintenance costs and RoSPA inspections.

The total project costs have been reduced from the initial application in 2010/11 of £88,000 to £66,000 following re-consideration by the applicant. The Parish Council is fully supportive of the project and has committed £10,000. An additional £5,000 is confirmed from the local 'Thriplow Daffodil Weekend', with local company sponsorship giving a further £10,700. A grant application has been submitted to AmeyCespa (formerly Donarbon) for £20,000, and this has been accepted by their board, indicating that the likelihood of the grant being given in October as high. The rest will come from local fund-raising, which stands at £500 to date.

- a) This project will provide enhanced facilities for the community of Thriplow. It will make full use of an existing asset and would be very good value for money.
- b) The need has been highlighted by the local residents through consultations at the village hall and questionnaires distributed by TRIC. There is also an upward trend in young families moving to the area and increased demand for the recreation area and its facilities.
- c) This scheme will promote active lifestyles and help combat anti-social behaviour, while providing a place that the residents of Thriplow can enjoy and feel proud.
- d) The applicant is now confident that the required funds will be in place by the end of 2011 and that the equipment installed within six months of the purchase decision, probably before the end of April 2012.

Local Member comments: Cllr Peter Topping is very supportive of this application and made the following comment when the application was first received in 2010/11:-
"I understand that the Thriplow Recreation Improvement Committee (TRIC) have put in an application for a grant from the district council towards improved play area facilities in Thriplow village. I attended their village consultation on Saturday morning, which was very well run indeed, and with lots of people attending. I would be very supportive of their application - please let me know if there is anything else that you need from me in order for this to be successful."

Cllr Topping has made recent comments as follows:-"I continue to be very supportive of this proposal - particularly the way that the committee has sourced funding from a wide variety of places, including the parish council, and modified the original plan to meet the realistic funding envelope."

Recommendation: Propose a grant of £18,000 (27% of total project costs)

1.2 Longstanton Parish Council has applied for a grant towards the costs of a feasibility study of a new Community and Sports Centre (Pavilion), which links with the extension to the recreation ground associated with the Home farm development.

The total costs are £11,000, with a contribution of £1,180 from the Parish Council. The developers Gallaghers have also been approached for funding towards this study.

- a) This study will provide detailed information regarding the need for enhanced facilities for the community of Longstanton. In this respect it would provide value for money in terms of giving comprehensive background information for little outlay, and in so doing prevent the expenditure of larger sums of money on facilities that might/might not be needed.
- b) The need to investigate the requirement for improved facilities has been identified by the Parish Plan that is currently in place for the village.
- c) This study would provide the information required to promote the provisions required to provide a healthy place for residents to live while encouraging healthy lifestyles.
- d) This project is due to get underway as soon as funds are in place, probably by the end of 2011.

Local Member comments: Cllr Alex Riley has made the following comments:- "I fully support this proposal – the current building is long in the tooth and in need of upgrading. This study is a very good idea."

Recommendation: Propose a grant of £3,000 (27% of the total project costs).

1.3 Horningsea Village Hall Trust has applied for a grant towards an extension to the village hall for storage and relaying of the car park. The total costs for this project are £32,000. The Parish Council is committing £5,000 with the Village Hall Trust has funds of £6,000. The balance of the funds required will be sought from Awards for All – the final application to them will be determined by the outcome of this application to SCDC. The current car park is becoming increasingly unusable, especially in poor weather and the storage facilities are inadequate for a number of user groups. Some groups, such as the music and art groups have been discouraged from making regular bookings due to the condition of the car park and storage facilities.

- a). This project will provide enhanced facilities for the community of Horningsea and the wider community for little outlay. It will make increased and full use of an existing asset and would be good value for money.
- b). The need for this project has been identified through the users of the village hall – all groups will benefit from the improved parking and storage. Improvements will lead to an increase in lettings income from other users such as weddings receptions, baptisms and funerals.
- c). These improvements will ensure that the community continues to have a place to meet and enjoy village life without having to travel to a meeting place.
- d). This project is due to get underway immediately, preferably before the end of autumn and poor weather sets in.

Local Member comments: Cllr Robert Turner has made the following comment:- "I fully support Horningsea Village Trust and their application for the £8,000 grant."

Recommendation: Propose a grant of £8,000 (25% of the total project costs).

1.4 Comberton Village Hall Trust has applied for a grant towards the construction of a wooden storage building, designed to blend in with the Village Hall, which it will serve. The total costs of the project are £6,790, with total funds available of only £550 with an application for funding to Awards for All being unsuccessful. A member of the Trust Committee is prepared to put forward a loan for this project to go ahead. The main hall floor has recently required a re-surface and this has left the resources very low.

- a). This project will provide enhanced facilities for the community of Comberton and the wider community for little outlay. It will make full use of an existing asset and would be good value for money. These improvements will provide additional scope for use of the existing facility that is already well used by the community.
- b). The need for this extra storage capacity has arisen primarily from the considerable increase in numbers attending the Mother and Toddler Group. This has led to an associated increase in the number of bulky toys, tables and chairs, which are currently stored in a building some distance from the Hall across a busy car park. The Comberton Players also will also use this facility to store scenery, demountable staging, curtains, costumes and other equipment for productions. It will also be used as a 'green room' during live performances.
- c). This project shows that Council's commitment to listening to the needs of local communities in encouraging community cohesion.
- d). This project is due to get underway within 6 months.

Local Member comments: Cllr Stephen Harangozo has made the following comment:- "Very happy to support this recommendation, particularly given the high level of usage of this well established community facility."

Recommendation: To propose a grant of £2,000 (29% of the total project costs).

1.5 Eltisley Parish Council has applied for a grant towards additional new play equipment on the play area. The total costs are £2,414, with the Parish Council (Eltisley Village Green Trust) contributing £1,207. They have applied to SCDC for the shortfall of £1,207. The population of Eltisley is @450 that under current guidelines entitles the applicant to apply for up to 50% of the total project costs.

- a) This project will provide enhanced facilities for the community of Eltisley and the wider community for little outlay. It will make full use of an existing asset and would be good value for money.
- b) The need for extra play equipment was determined by the Parish Council through a Parish Plan questionnaire and discussion at public meetings.
- c) These improvements will assist the village of Eltisley to offer its younger residents and families a healthy environment in which to play.
- d) This project is due to get underway within the next 6 months.

Local Member comments: Cllr Allison Elcox has made the following comments:- "My thoughts are that it is nit picking and pathetic to not pay Eltisley the extra £7 as it's just over the 50% limit, could this be agreed do you think?"

Clayton Hudson has made the following comments:-
"I fully support the recommendation for approval."

Mervyn Loynes fully supports Cllr Hudson's views on this matter.

Recommendation: Propose a grant of £1,207 (50% of the total project costs). This recommended amount has now been adjusted following comments above.

1.6 Foxton Play Area Improvement Group has applied for a grant towards the refurbishment of the play area, which is an important village asset and the main out of school facility for children up to 11 years old. It is currently inadequate, comprising dated and potentially dangerous equipment, with very little provision for children with disabilities. The plan is to replace the damaged equipment and replace with new and safe items, adding some new pieces to expand the scope of the play area to make it much more inclusive, as well as seating to improve the playground experience for families as a whole. The total costs for this project are £50,000. The Parish Council is fully supportive of this scheme and is committing £2,000 towards it, with a further £1,350 pledged through local fund-raising. Applications have also been submitted to Awards for All/AmeyCepso for a total of £30,000. The population of Foxton is @1260 that under current guidelines entitles the applicant to apply for up to 25% of the total project costs.

- a) This project will provide enhanced facilities for the community of Foxton and the wider community for little outlay. It will make full use of an existing asset and would be good value for money.
- b) The project was initiated by the Parish Council following the results of a village plan questionnaire that indicated that many residents wished to see improvements to the play area. The recent Health and Safety report also made recommendations for improvement.
- c) The improvement of this facility will promote a higher level of inclusive social interaction and play activity.
- d) This project has not accumulated a large amount of funds to date, but it is hoped that an award from Awards for All/AmeyCepso will go a long way towards the shortfall. The equipment will be installed in phases as and when funds are accumulated.

Local Member comments: Cllr Deborah Roberts supports this application.

Recommendation: Propose a grant of £12,500 (25% of the total project costs).

1.7 Fowlmere Recreation Ground & Village Hall has applied for a grant towards improvements to the Village Hall. The main aim is to reduce the energy usage of the building through the installation of new windows and doors, increased insulation and the replacement of the central heating boiler and radiators. The boiler and kitchen and cavity insulation have now been installed through sponsorship with two companies and a grant from Awards for All. This application refers to the replacement of the windows and doors element of the refurbishment programme.

The total costs are £26,485 with a total of £2,000 raised through the Parish Council. Local sponsorship is currently being sought and a fund-raising support group has been set up to initiate fun-raising activities. South Cambs District Council has previously awarded £3,000 in 2010/11 towards this project.

- a) This project will provide enhanced facilities for the community of Fowlmere and will make full use of an existing asset and would be good value for money.
- b) Various user groups have raised their concern for the problem of maintaining an ambient temperature at the hall whilst reducing energy bills. At a recent village forum local residents expressed this concern again and have set up a group to provide additional funds for improvements.

- c) Improving this facility would provide all users with an improved quality of life and encourage more users of the hall. It would also be delivering low carbon growth.
- d) The Parish Council has committed a great deal of energy and time into this project and have been successful in making a large number of improvements to this village amenity. Funding for this element of the refurbishment programme is currently limited but window installations can be made incrementally and so will begin immediately and then as and when funding becomes available for each tranche of work.

Local Member comments: Cllr Deborah Roberts is very supportive of this application and has indicated that she would urge the Portfolio Holder to award a large a grant as possible to this project as this village facility is in danger of closure if improvements to its condition are not implemented soon. Since that time some progress has been made. The fund-raising committee is continuing to engage with the residents in making every effort to raise funds through activities and events.

Recommendation: Propose a grant of £3,000 (in addition to the £3,000 already awarded in 2010/11) (to make 23% of the total project costs) with the condition that the full programme of window installations are completed within this grant allocation.

1.8 Fowlmere Parish Council has applied for a grant towards refurbishment of the play area. This play has a small selection of play equipment, which is very popular with children and families within the village. The primary school also makes use of the equipment during break times. The Parish Council wishes to continue the support of the play area by providing an additional piece of equipment, a roundabout, to compliment the different static and moving items already in situ. Funds are allocated from precept for maintenance, repairs, and insurance. RoSPA undertake yearly inspections. The total costs are £5,900, with the Parish Council contributing the majority of funds (£4,800). The Parish Council has requested a grant of £1,100 to make up the shortfall.

- a) This project will provide enhanced facilities for the community of Fowlmere and the wider community for little outlay. It will make full use of an existing asset and would be good value for money.
- b) The Parish Council is keen to continue the good work done by local parents who were originally involved in promoting the need for a play area and the subsequent installation a few years ago.
- c) These improvements will ensure that South Cambridgeshire continues to be a healthy place for residents to live while encouraging health lifestyles.
- d) This project is due to get underway immediately.

Local Member comments: Cllr Deborah Roberts supports this project.

Recommendation: Propose a grant of £1,100 (19% of the total project costs).

1.9 St Andrew's Church, Histon (Histon PCC) has applied for a grant towards the redevelopment of the Church Halls, to be relaunched as the St Andrew's Centre. This is an extensive and comprehensive refurbishment of the existing Church Halls, which are owned by the Church. The plan has recently received planning approval from SCDC and funding towards the total project costs of £1.6M are accruing rapidly (some £480,000 already secured with a further £300,00 pledged).

The Church Halls have been at the centre of village life for some years, providing much needed community facilities for a number of groups. The Community Facility

audit undertaken in 2009 highlighted the fact that provision in Histon & Impington is well below the standard set out, both in terms of floor space per population, and in quality. The proposal to completely refurbish the halls would bring this facility up to date and allow a wide range of user groups to grow within the village, rather than having to go elsewhere. The new sports pavilion, at the recreation ground in Histon is a fantastic venue for sporting activities, but is not adequate for extended community use. The new improved village halls, with not-for-profit café, would fill that void very well.

- a) This project will provide enhanced facilities for the community of Histon where there is a current shortage of such facilities. It would be a cost effective way of investing in the community of Histon and Impington.
- b) Extensive consultation within the villages of Histon and Impington has been undertaken, and the local residents have all been consulted directly, mainly with favourable indications.
- c) These improvements will ensure that South Cambridgeshire continues to be a healthy place for residents to live while encouraging health lifestyles.
- d) This project is due to get underway once most of the funding is in place. A grant from SCDC will probably help attract other funders and generate further interest within the community.

Local Member comments: Cllr Jonathan Chatfield has made the following comments:-

"I am delighted to add my full support for the award of this grant of £40,000 towards the costs of £1.6M to redevelop the Church Halls in Histon. This project will be of huge benefit to the people of Histon and Impington and its location in the heart of the community on the High Street is ideal in terms of sustainability. There is a worrying lack of community facilities in the two villages currently, as highlighted in the Community Facilities audit and this project will help to address this deficit. The fact that nearly £800,000 has already been raised shows the commitment of local people towards seeing this project to its completion. A grant from SCDC will indeed help to unlock the remaining funds."

Cllr Mike Mason has made the following comments:- "I have been involved in this project through the planning application process and am greatly in favour of the proposals."

Cllr Edd Stonham has made the following comments:- "I too would like to confirm my support for this grant application. It is a worthwhile project that with this extra help will be one step closer to a finished project."

Recommendation: To award a grant of £40,000 (2.5% of the total project costs).

2. Village Sports Facility Grants

2.1 Townley Memorial Hall Trust, Fulbourn has submitted an application for funding towards a new Community Centre with a total project cost of £420,000. A grant of £25,000 has already been awarded by SCDC to this project in 2007/8 towards a Sports Hall. However, the original proposal has since been amended and it is now envisaged that the building be available for a variety of mixed uses, not solely as a sports centre. The Parish Council has pledged £150,000, Cambridgeshire County Council a further £100,000 and Townley Trust reserves £30,000. The remainder will come from donations from villagers (currently £5,000) and an application has been accepted by AmeyCespa. Further applications will be made to Awards for All and Garfield Weston.

- a) This facility is urgently required to enable football and other sports to continue in Fulbourn. An investment in this facility would represent good value for money considering the amount of usage that it would provide during its lifetime.
- b) The need for this facility was identified in an original feasibility report and extensive consultation throughout the village. The original grant of £25,000 from SCDC was allocated against this phase 1 of the project. Since then a village plan has again endorsed the need for a community space to allow for activities in the ever-expanding community at Fulbourn.
- c) This project will promote healthy and active lifestyles and promote community cohesion and involvement through both sports and social interaction.
- d) Phase 1 (refurbishment of the Memorial Hall) has now been completed. Phase 2 will be underway within the next few months.

Local Member comments: Cllr Neil Scarr has made the following comments:-

“I am fully in support of this application, especially since the project has now been revised and improved.”

Cllr John Williams has made the following comments:-

“Further to your email received a couple of days ago, I have discussed this with the Trust treasurer Mr Ward and although they would wish for a further £25,000 as per the 1st phase they understand the financial constraints of the council. Due to the demand for such a multi use facility Fulbourn PC has recently agreed to support the second phase with £100,000 so you'll see that the residents of the village through the PC and their generous personal giving (another £5,000) are supporting this project in a significant way and £15,000 from SCDC would be gratefully received. Work is due to start in the new year.”

Recommendation: To approve a grant of £15,000 (4% of the total project costs) bringing the total to £40,000 (11% of the total project costs) in line with current guidelines for projects of a similar size.

2.2 Great Shelford Parish Council has submitted an application for funding towards a new Sports Pavilion with a total project cost of £487,315. The Parish Council has pledged £80,000 and the Football Foundation have independently indicated that a grant of £100,000 would be awarded. Applications have been made for grant aid to WREN (£50,000), Sport England (£50,000) and the Big Lottery Fund (£100,000).

The existing pavilion was built in 1965 and is centrally located for use by all the sports clubs on the recreation ground. The playing facilities for all sports are generally considered to be some of the best in South Cambridgeshire, including a bowls green and four floodlit all weather tennis courts. However, the pavilion is totally inadequate and does not meet current standards. It is in need of major repair and refurbishment including a new roof. With the increasing demand from all the user groups, such as the cricket clubs, bowls users and tennis as well as the numerous football teams, a new pavilion is the only viable way forward. The Village Design Statement published in 2004 also stated the requirement for a better pavilion and recreational facilities.

The current facilities are very basic and not sufficient for the current number of groups using the recreation ground. There are not enough changing rooms for the number of teams playing at any one time, and some teams are required to use the public area for changing or need to arrive already in kit. This is totally unacceptable for all users, but especially the female teams and this situation is clearly limiting the progress and expansion of all the user groups, but particularly in relation to female sport.

In order to bring the facilities up to date, and to cater for the increasing number of teams and groups wishing to use the recreation ground, a feasibility study has

recommended that a replacement pavilion be erected on the site of the existing facility. The layout, form and amenities have been derived through negotiations with the football foundation over the last 3 years. It will incorporate a number of sustainable features including being of wood design with maximum insulation, rain-water harvesting for the w.c's and lit with as much natural light as possible. The design has also been discussed with the conservation team at SCDC who are satisfied that it will enhance the conservation area of the recreation ground. The new facility will also provide community facilities for all, including disabled users, increasing the rental potential and reducing the maintenance costs incurred by the Parish Council.

- a) A modern purpose built pavilion will provide a much-needed facility for the community to grow and develop, both in terms of sports activities but also as a hub for village life. It is well worth the investment in this sustainable facility for the long-term future of Great Shelford.
- b) This facility is much needed for large variety of reasons and all users groups are fully supportive of the scheme, as it will enable them to expand and reach their evident potential.
- c) This project will promote healthy and active lifestyles as well as community cohesion and involvement through both sports and social interaction.
- d) Planning permission from SCDC has been granted in June 2011 and the demolition of the existing pavilion and construction of the new will take place in summer/autumn of 2012 with completion envisaged in early 2013.

Local Member comments: Cllr Charles Nightingale has made the following comment:- I fully support this application and agree with the grant recommendation.”

Cllr Ben Shelton has made the following comment:- “I do support the application made by Great Shelford Parish Council, it is well used and looks like an old hut now compared to today's standards. I know the parish council have worked for many years to get this far, so they have my complete support.
This will be a much needed village facility and will be well used by residents.”

Cllr David Whiteman-Downes has made the following comment:- “I definitely support this application.”

Recommendation: To approve a grant of £40,000 (8% of the total project costs) in line with projects of a similar size.

2.3 Stapleford Parish Council has submitted an application for a grant towards the costs of a New Pavilion – total project costs of £340,000. This scheme has been underway in various forms since 2003 when a village appraisal was undertaken, where many people expressed the need for a new pavilion. The use of the recreation field has been restricted by the lack of proper facilities, and some clubs (such as cricket) have moved to another venue. The long-term objective for Stapleford Parish Council is to provide a recreational focal point for the whole community. It is envisaged that a new pavilion will act as a catalyst to improve the quality and quantity of provision of clubs and activities for local people. This may be further aided in the future by the extension of the field, as suitable land lies adjacent to it. There are a number of smaller halls within the village, but none can be extended or developed to create a facility large enough for the entire community. The new pavilion and hall will stand within the large recreation ground, totally isolated from traffic and residential buildings. There is also a children's recreation area within the grounds. A grant of £50,000 was originally awarded in 2005/6 towards the construction of a new pavilion. Following discussions with the applicant, the project has been re-evaluated

and a revised scheme is now going forward, and an application submitted to reflect these revisions..

The Parish Council are in the process of purchasing the land from SCDC and planning permission for the scheme has been granted.

- a) If all other funding is secured, this project will provide excellent value for money, as the current facilities are inadequate and very uneconomical to run.
- b) The need for this facility has been identified through the Parish Newsletter and Annual Parish meetings. All local sports clubs and general clubs have been consulted as well as groups for younger people through the Youth Club.
- c) This project will help meet the Council's priorities around increasing participation levels in sport and physical activity.
- d) Works are currently underway and the applicant is confident of it's completion, even if a public order loan of £100,000 is required.

Local Member comments: Cllr Charles Nightingale has made the following comment:-“I fully support this application as a new pavilion is needed at Stapleford, especially as the current facilities are not adequate for the sports clubs wishing to use them.”

Cllr Ben Shelton has made the following comment:- “I am pleased that Stapleford Parish Council have commenced the works on the refurbishment, this project has had enormous problems over the years which the Parish Council has debt with. Therefore I have no hesitation is recommending this application.”

Cllr David Whiteman-Downes has made the following comment:- “I am happy to support this application and the recommendation of a grant of £40,000.”

Recommendation: - To approve a grant of £40,000 (Reduced from £50,000 and 12% of the total project costs) in line with applications of a similar size under current criteria.

3. Arts Capital Grants

3.1 Swavesey RadSoc has submitted an application for £1,000 towards the cost of purchasing and installing mid-stage curtain rails and curtains at the society's home theatre at Swavesey Village College. The total costs of £2,500 will be met primarily from sponsorship from local organisations. The applicant is requesting that SCDC award a grant for the shortfall of £1,000.

- a) This project will allow RADSOC to further develop its performances, particularly pantomines, and greatly improve audience experience. The curtains will also be available for use by other performers using the space including local theatre groups, visiting professional theatre companies and productions by the Swavesey Village College Theatre Company and numerous school productions.
- b) Swavesey Village College is located at the heart of the village, and the new theatrical facilities are regularly used by the community both as audiences and by local voluntary arts groups. The increase in demand has led to an average audience size of 150 for plays and revues and 400 for pantomimes, and the 2012 pantomime will include an additional Sunday matinee performance. The Community Management Committee of the Swavesey Venue agree that the demand is there and are fully supportive of this proposal.

- c) The application meets a number of SCDC priorities including “listening to and engaging with our local community” and “making SCDC more open and accessible
- d) The curtains will be installed by a professional company during the Easter break 2012 to minimise the impact upon daily use of this multi-functional space.

Local Member comments: Cllr Sue Ellington has made the following comments:-
“I am very supportive of the request for mid-stage curtain rails and curtains for the Swavesey Village College venue. This will allow better use of the stage and enable stage changing to be quicker and slicker. The seating enables the audience to look down on the stage and creates problems with perspective towards the back of the stage.”

Cllr Bunty Waters (Member for Bar Hill) has made the following comments:-
“I would like to offer my complete support for this project, having this at Swavesey Village College would give so many opportunities for local people to access these world wide live performances, using it for educational purposes and so many resident benefitting from the Arts.

I think the rationale states a strong view for the application:

"Through community surveys and through the Community Management Committee of the Swavesey Venue, there have been numerous requests to attract more professional music and theatre to the village. The satellite and decoder offers a unique opportunity to meet local demand and bring the best performers in the world right to the heart of the village life in South Cambridgeshire".

Doesn't that say it all? I hope you will consider favourably the grant application for Swavesey Screen.”

Recommendation: Propose a grant of £1,000 (40% of the total project costs)

3.2 Cottenham Village College has submitted an application towards the procurement of a portable exhibition hanging system in the new Sixth Form and Community Building. The building is a centre for vocational learning for adults within the community, including community-based activities such as a media suite, which can be used for film screenings and a performance area. The exhibition kit will be available to hire by community groups, businesses and individuals for a fee. The hire charge will be dependant on the type of event, and where the kit is to be used. The local Arts Development Manager has been advising on various aspects of the build to allow the widest variety of community-led arts and cultural activities to take place in the building. The total cost of £2,593 will be met primarily by the college and fundraising activities. A grant of £1,180 is requested to make up the shortfall.

- a) The hanging system will allow artists to show their work all year round without committing to permanently displaying artworks in the building. This project will provide enhanced facilities for the community of Cottenham for very little outlay. It will make full use of an existing asset and would be excellent value for money.
- b) The space at the new facility has already attracted interest from artists and groups wishing to find a venue for their work. This system will allow a wide variety of groups to display their work. This system would allow a high degree of flexibility and could be used at other venues or for hire as part of the equipment bank.
- c) Improving this facility would provide residents of Cottenham and surrounding villages with positive activities through the provision of an arts and music making space and reduce the likelihood of anti-social behaviour from younger members of the community.

- d) The exhibition kit will be purchased in time for a launch exhibition in November and members of the local community arts group Ramparts and Fen Edge Arts are involved in developing ideas for this.

Local Member comments

Cllr Linda Harford has given her full support to this proposal. Her comments are:- “I have discussed this application with Amy Wormald, the local Arts Development Manager as part of my ongoing interest and support for the arts within my ward. I am delighted to say that we have some excellent local artists sharing their talents not just in the work that they produce but through the very generous contribution of their time to bring opportunities for participation to even those of us with limited artistic skill. The acquisition of a portable exhibition hanging system will allow for both educational and community based exhibitions as well as offering the flexibility to be used at other venues. We have also discussed a scale of charges for the loan of the equipment and I believe a range between £10 and £25 [depending on the type of organisation] is being suggested. I am fully in support of this application.”

Cllr Simon Edwards has no objections to the award.

Cllr Tim Wotherspoon confirms that he is generally supportive of this application.

Recommendation: Propose a grant of £1,180 (40% of the total project cost)

3.3 Sawston Village College has submitted an application towards the procurement and installation of a new boiler at the Youth and Community Centre, recently renamed the Marven Centre. This building is already equipped to function as a theatre, and in 2008 projection facilities were re-established to allow cinema screenings. A media suite is also located on site to support the use of the space for filmmaking. The building is home to two main groups - the Sawston Cinema and Sawston Youth Drama. Both are now integral to the local community, with the Youth Drama group putting on 5 major productions a year with over 2,900 people attending. In addition to these two main users, the building is also used by the numerous other groups over six days a week, as well as by the public for other events such as weddings and parties.

The current boiler is oil-fired and inefficient – it is proposed that it be replaced with a gas-fired boiler that is far more efficient and environmentally friendly. The school has recently installed a gas pipe to supply the site and a fixed term contract with a gas supplier.

The total cost of this project is £21,206. The Village College has identified funds of £13,206 and is requesting a grant of £8,000 to make up the shortfall.

- a) A new economical heating system would help reduce the costs to the school, while enhancing the facility to prospective groups for hire.
- b) This project is greatly needed for the comfort of all users of the Centre and would certainly enhance the existing facility and improve the experience for all users over the lifetime of the boiler.
- c) Improving this facility would provide all residents of Sawston with the opportunity to engage in community events that would bring residents together, as well as reducing the carbon footprint of its operations.
- d) This project is due to get underway as soon as funds are secured, and hopefully before the winter sets in.

Local Member comments Cllr David Bard has made the following comments:-

“Thank you for letting me know that these applications have gone in and are about to be considered. I strongly support both. The Sawston Cinema project has been one of

the great successes of the SCDC Arts programme, creating a high degree of involvement both from pupils at the school and the wider community. It stages regular public showings, which are open to the general public. Although I have yet to go to one personally (they are on Tuesdays which clash with parish council meetings) I gather that they are very popular and attract a large audience. In addition, pupils from Sawston Village College have produced two documentaries, one about the history of the cinema itself and the other about the life and work of Henry Morris. I have seen both these and can confirm that they have been made to a very high standard. These have been shown publically, the latter as part of the recent Cambridge Film Festival at the Arts Cinema as well as in Sawston.

The first application, for assistance towards a replacement boiler, might seem to lie slightly outside the remit of an 'arts' grant, but would fall well within the new community grant scheme. Clearly a functional boiler is needed to keep the venue in use and the present one is in urgent need of replacement. A major boiler breakdown, resulting in the closure of the cinema for any length of time would mean that the council was not getting good (or indeed any) value for the investment already made. As the application states, a more modern boiler would considerably reduce costs and carbon emissions and is therefore consistent with the Climate Change Action Plan. I hope therefore that both these applications will be approved."

Cllr Sally Hatton has made the following comments:- "I strongly support this recommendation."

Cllr Raymond Matthews has made the following comments:- "I am well aware of this project and give it my full support".

Recommendation: Propose a grant of £8,000 (38% of the total project cost)

3.4 Sawston Village College has submitted an application for funding towards the procurement and installation of permanent satellite connections at Sawston Cinema to show live opera and other events. The total cost is £2,500- the College has identified £1,500 towards the project and is requesting a grant of £1,000 from SCDC for the remainder. This has been proposed in consultation with the local Arts Development Manager, with advice from Marc Allenby, Head of Commercial Development at City Screen in London, who has worked with many cinemas across the country with this type of project.

- a) This project will provide enhanced facilities for the community of Sawston for very little outlay. It will make full use of an existing asset and would be excellent value for money.
- b) Through community surveys and through the Community Management Committee of the Sawston Cinema, there has been numerous requests to attract more professional music and theatre to the village. The satellite and decoder offers a unique opportunity to meet local demand and bring the best performers in the world to the heart of village life.
- c) Improving this facility would provide all residents of Sawston with the opportunity to engage in community events that would bring residents together.
- d) The purchase and installation of equipment will happen almost immediately with the aim of making screenings early in 2012

Local Member comments Cllr David Bard has made the following comments:-
"The second grant for the satellite system is a logical extension of the work already being done. The public showing over satellite links of live performances is becoming a standard way of bringing events such as opera and ballet performances to audiences which are unable to afford the time or money (or both) to travel to the live venue. The

Arts Cinema has been offering these events for several years and performances are regularly sold out within a few days of being advertised. There is clearly a demand for this service in our District, which would be of benefit not only to Sawston but also to other villages in the locality. There is ample parking on the Village College site and attending an event here would be considerably more convenient and carbon-efficient for residents of our district than travelling into Cambridge. I hope therefore that both these applications will be approved.”

Cllr Sally Hatton has made the following comments:-“I strongly support this recommendation.”

Cllr Raymond Matthews has made the following comments:- “I am well aware of this project and give it my full support”.

Recommendation: Propose a grant of £1,000 (40% of the total project cost)

3.5 Swavesey Village College has submitted an application for funding towards the procurement and installation of permanent satellite connections at Swavesey Screen to show live opera and other events. The total cost is £2,500 with donations from Cambridgeshire Community Foundation and WREN making up the majority of funds required. Swavesey Village College is requesting a grant of £1,000 to make up the shortfall. As with the proposal at Sawston:

- a) This project will provide enhanced facilities for the community of Swavesey for very little outlay. It will make full use of an existing asset and would be excellent value for money.
- b) Through community surveys and through the Community Management Committee of the Swavesey Venue, there has been numerous requests to attract more professional music and theatre to the village. The satellite and decoder offers a unique opportunity to meet local demand and bring the best performers in the world to the heart of village life.
- c) Improving this facility would provide all residents of Swavesey with the opportunity to engage in community events that would bring residents together.
- d) The purchase and installation of equipment will happen almost immediately with the aim of making screenings early in 2012

Local Member comments Cllr Sue Ellington has made the following comments:- “I support this application. The Satellite dish would be used to transmit quality live productions from theatres throughout the world to our village, which will be of community benefit. It could also be used by students which have specialised in musical skills.”

Recommendation: Propose a grant of £1,000 (40% of the total project cost)

APPENDIX 2 – List of Grants awarded by village

**TOTAL COMMUNITY
SERVICES GRANTS
SINCE 1977/78 - ongoing**

Average spend per head per parish £55.85
Average spend per head per parish - last 6 years only £14.01

Parish	<u>1977/78 to 2004/5</u>	2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12	Total per village	Population	Total Spend per head of pop	Total Spend per head of pop last 6 years only
Great Abington }	£71,100	£8,200							£79,300	840	£58.31	£6.03
Little Abington }									£0	520		
Abington Pigotts	£4,646								£4,646	130	£35.74	£0.00
Arrington	£6,625			£2,300					£8,925	390	£22.88	£5.90
Babraham	£3,800		£800						£4,600	250	£18.40	£3.20
Balsham	£43,495		£1,520	£10,190		£15,000			£70,205	1650	£42.55	£12.19
Bar Hill	£96,643	£28,060							£124,703	4230	£29.48	£8.63
Barrington	£50,745	£11,900							£62,645	920	£68.09	£12.93
Bartlow	£0								£0	100	£0.00	£0.00
Barton	£28,165	£11,105				£30,000			£69,270	810	£85.52	£50.75
Bassingbourn	£12,000								£12,000	3960	£3.03	£0.00
Bourn	£115,275	£13,284	£7,945		£2,097		£5,810		£144,411	1960	£73.68	£14.87
Boxworth	£10,550	£6,000							£16,550	230	£71.96	£26.09
Caldecote	£42,861					£33,400			£76,261	1020	£74.77	£32.75
Cambourne	£31,000	£24,750	£5,000		£1,300	£4,000	£34,050		£100,100	3160	£31.68	£21.87
Carlton	£2,540								£2,540	170	£14.94	£0.00
Castle Camps	£43,933						£20,000		£63,933	620	£103.12	£32.26
Caxton	£45,275								£45,275	850	£53.26	£0.00
Childerley	£0								£0	20	£0.00	£0.00
Chishill, Gt & Lt	£31,986								£31,986	600	£53.31	£0.00
Comberton	£118,669	£7,500	£750	£7,804	£1,400		£7,000		£143,123	2190	£65.35	£11.17
Conington	£0								£0	120	£0.00	£0.00
Coton	£68,904	£5,000			£10,349	£14,651	£6,400		£105,304	780	£135.01	£46.67

Cottenham	£34,370	£6,475	£5,000	£40,000		£11,990		£97,835	5820	£16.81	£10.90
Croxton	£20,000							£20,000	160	£125.00	£0.00
Croydon	£1,000			£2,000	£500			£3,500	230	£15.22	£10.87
Dry Drayton	£10,360							£10,360	590	£17.56	£0.00
Duxford	£16,100							£16,100	1860	£8.66	£0.00
Elsworth	£47,864						£22,550	£70,414	660	£106.69	£34.17
Eltisley	£8,000							£8,000	430	£18.60	£0.00
Gt Eversden }	£10,463							£10,463	240	£12.61	£0.00
Lt Eversden }								£0	590		£0.00
Fen Ditton	£7,000			£3,200				£10,200	740	£13.78	£4.32
Fen Drayton	£31,237							£31,237	840	£37.19	£0.00
Fowlmere	£25,340				£10,110	£700	£3,000	£39,150	1180	£33.18	£11.70
Foxton	£48,388		£5,000		£4,350		£5,121	£62,859	1210	£51.95	£11.96
Fulbourn	£155,200	£25,200		£27,800		£1,450	£2,300	£211,950	4680	£45.29	£12.13
Gamlingay	£51,855	£1,872	£1,433		£65,000	£10,000	£5,600	£135,760	3560	£38.13	£23.57
Girton	£64,940							£64,940	3780	£17.18	£0.00
Lt Gransden	£10,300	£7,000	£2,500					£19,800	280	£70.71	£33.93
Grantchester	£21,440							£21,440	570	£37.61	£8.00
Graveley	£6,444							£6,444	230	£28.02	£0.00
Guilden Morden	£17,650		£42,000					£59,650	930	£64.14	£45.16
Hardwick	£86,776			£7,215	£8,000			£101,991	2620	£38.93	£5.81
Harlton	£38,600		£447					£39,047	310	£125.96	£1.44
Harston	£70,200							£70,200	1690	£41.54	£0.00
Haslingfield	£65,800			£15,957	£2,793			£84,550	1550	£54.55	£12.10
Hatley	£9,327							£9,327	210	£44.41	£0.00
Hauxton	£13,170	£5,670						£18,840	680	£27.71	£8.34
Heydon	£0							£0	220	£0.00	£0.00
Hildersham	£6,850							£6,850	190	£36.05	£0.00
Hinxton	£1,800		£2,869		£4,500	£4,000		£13,169	330	£39.91	£34.45
Histon	£65,500	£13,500		£19,800		£15,000		£113,800	4420	£25.75	£10.93
Horningsea	£48,546	£9,996						£58,542	330	£177.40	£30.29
Horseheath	£15,020			£7,200				£22,220	460	£48.30	£15.65
Ickleton	£59,090							£59,090	660	£89.53	£0.00
Impington	£59,000							£59,000	4010	£14.71	£0.00

Kingston	£7,463							£7,463	220	£33.92	£0.00
Knapwell	£1,000							£1,000	80	£12.50	£0.00
Landbeach	£38,582		£10,265			£10,000	£21,000	£79,847	830	£96.20	£49.72
Linton	£88,733							£88,733	4330	£20.49	£0.00
Litlington	£38,000	£2,568					£1,943	£42,511	810	£52.48	£5.57
Lolworth	£18,988		£11,960					£30,948	140	£221.06	£85.43
Longstanton	£25,750				£2,430			£28,180	1780	£15.83	£1.37
Longstowe	£7,000	£400						£7,400	200	£37.00	£2.00
Madingley	£14,900	£3,000		£11,250	£16,300	£2,000		£47,450	210	£225.95	£155.00
Melbourn	£10,516	£4,000	£10,000	£10,000	£15,189	£6,904	£4,800	£61,409	4460	£13.77	£11.41
Meldreth	£23,500							£23,500	1670	£14.07	£0.00
Milton	£91,150		£2,500		£10,000	£10,622	£5,500	£119,772	4270	£28.05	£6.70
Newton	£13,093		£6,000					£19,093	390	£48.96	£15.38
Oakington & Westwick	£84,300					£20,000	£12,000	£116,300	1300	£89.46	£24.62
Orwell	£90,720	£7,141	£6,100	£388				£104,349	1080	£96.62	£12.62
Over	£76,000	£2,044		£20,000	£10,773			£108,817	2780	£39.14	£17.80
Pampisford	£49,500							£49,500	330	£150.00	£8.00
Papworth Everard	£63,800							£63,800	2120	£30.09	£0.00
Papworth St Agnes	£0							£0	60	£0.00	£0.00
Rampton	£98,038				£12,200			£110,238	450	£244.97	£27.11
Sawston	£64,660	£22,800	£10,000	£18,500	£53,900			£169,860	7070	£24.03	£14.88
Great Shelford	£26,780							£26,780	3990	£6.71	£0.00
Little Shelford	£51,450							£51,450	810	£63.52	£0.00
Shepreth	£2,850							£2,850	830	£3.43	£0.00
Shingay-cum-Wendy	£0							£0	100	£0.00	£0.00
Shudy Camps	£25,000							£25,000	320	£78.13	£0.00
Stapleford	£9,700	£50,000						£59,700	1730	£34.51	£28.90
Steeple Morden	£69,325				£5,000			£74,325	960	£77.42	£5.21
Stow-cum-Quy	£19,485					£500		£19,985	430	£46.48	£1.16
Swavesey	£75,475			£7,300	£22,740	£36,760	£50,000	£192,275	2530	£76.00	£46.17
Tadlow	£21,000							£21,000	180	£116.67	£0.00
Teversham	£3,750							£3,750	2640	£1.42	£0.00
Thriplow	£49,100	£700				£5,000		£54,800	870	£62.99	£6.55
Toft	£40,500							£40,500	560	£72.32	£0.00

Waterbeach	£56,682			£4,855	£10,900	£40,000		£112,437	4370	£25.73	£12.76
Weston Colville	£45,375	£1,000	£279	£1,890			£1,750	£50,294	460	£109.33	£10.69
West Wickham	£54,800							£54,800	420	£130.48	£0.00
West Wratting	£63,305	£42,225		£490		£700	£385	£107,105	450	£238.01	£97.33
Whaddon	£13,800	£5,000		£15,000			£25,000	£58,800	480	£122.50	£93.75
Whittlesford	£44,750			£1,600	£6,763			£53,113	1580	£33.62	£5.29
Great Wilbraham	£9,000							£9,000	610	£14.75	£0.00
Little Wilbraham	£6,295					£4,000		£10,295	400	£25.74	£10.00
Willingham	£52,926		£30,000	£2,500	£2,500			£87,926	3510	£25.05	£9.97
Wimpole	£13,350	£9,900						£23,250	220	£105.68	£45.00
District-wide											
Cambridge LTC				£5,000				£5,000			
Cambridge RUFC				£5,000				£5,000			
Connections Bus		£20,000						£20,000			
Equipment Bank				£1,750	£3,900	£3,990		£9,640			
INSPIRE			£2,700			£2,122		£4,822			
MEPAL Centre			£5,000					£5,000			
stART							£1,060				
	£3,616,233	£336,290	£190,068	£248,989	£282,994	£282,789	£235,269	£5,191,572			

APPENDIX 3 – List of Grants awarded by average per head of population.

**TOTAL COMMUNITY
SERVICES GRANTS
SINCE 1977/78 - ongoing**

Average spend per head per parish £55.42
Average spend per head per parish - last 6 years only £14.00

Parish	<u>1977/78 to 2004/5</u>	2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	Total per village	Population	Total Spend per head of pop	Total Spend per head of pop last 6 years only
Abington Pigotts	£4,646							£4,646	130	£7.15	£0.00
Little Abington }	£0								520		
Bartlow	£0							£0	100	£0.00	£0.00
Bassingbourn	£12,000							£12,000	3960	£3.03	£8.00
Carlton	£2,540							£2,540	170	£14.94	£0.00
Caxton	£45,275							£45,275	850	£53.26	£0.00
Childerley	£0							£0	20	£0.00	£0.00
Chishill, Gt & Lt	£31,986							£31,986	600	£53.31	£0.00
Conington	£0							£0	120	£0.00	£0.00
Croxton	£20,000							£20,000	160	£125.00	£0.00
Dry Drayton	£10,360							£10,360	590	£17.56	£0.00
Duxford	£16,100							£16,100	1860	£8.66	£0.00
Eltisley	£8,000							£8,000	430	£18.60	£0.00
Gt Eversden }	£10,463							£10,463	240	£12.61	£0.00
Lt Eversden }								£0	590		£0.00
Fen Drayton	£31,237							£31,237	840	£37.19	£0.00
Girton	£64,940							£64,940	3780	£17.18	£0.00
Grantchester	£21,440							£21,440	570	£37.61	£0.00
Graveley	£6,444							£6,444	230	£28.02	£0.00
Harston	£70,200							£70,200	1690	£41.54	£0.00
Hatley	£9,327							£9,327	210	£44.41	£0.00

Heydon	£0				£0	220	£0.00	£0.00
Hildersham	£6,850				£6,850	190	£36.05	£0.00
Ickleton	£59,090				£59,090	660	£89.53	£0.00
Impington	£59,000				£59,000	4010	£14.71	£0.00
Kingston	£7,463				£7,463	220	£33.92	£0.00
Knapwell	£1,000				£1,000	80	£12.50	£0.00
Linton	£88,733				£88,733	4330	£20.49	£0.00
Meldreth	£23,500				£23,500	1670	£14.07	£0.00
Pampisford	£49,500				£49,500	330	£150.00	£0.00
Papworth Everard	£63,800				£63,800	2120	£30.09	£0.00
Papworth St Agnes	£0				£0	60	£0.00	£0.00
Great Shelford	£26,780				£26,780	3990	£6.71	£0.00
Little Shelford	£51,450				£51,450	810	£63.52	£0.00
Shepreth	£2,850				£2,850	830	£3.43	£0.00
Shingay-cum-Wendy	£0				£0	100	£0.00	£0.00
Shudy Camps	£25,000				£25,000	320	£78.13	£0.00
Tadlow	£21,000				£21,000	180	£116.67	£0.00
Teversham	£3,750				£3,750	2640	£1.42	£0.00
Toft	£40,500				£40,500	560	£72.32	£0.00
West Wickham	£54,800				£54,800	420	£130.48	£0.00
Great Wilbraham	£9,000				£9,000	610	£14.75	£0.00
Stow-cum-Quy	£19,485			£500	£19,985	430	£46.48	£1.16
Longstanton	£25,750		£2,430		£28,180	1780	£15.83	£1.37
Harlton	£38,600		£447		£39,047	310	£125.96	£1.44
Longstowe	£7,000	£400			£7,400	200	£37.00	£2.00
Babraham	£3,800		£800		£4,600	250	£18.40	£3.20
Fen Ditton	£7,000		£3,200		£10,200	740	£13.78	£4.32
Great Abington }	£71,100	£8,200			£79,300	840	£44.06	£4.56
Steeple Morden	£69,325		£5,000		£74,325	960	£77.42	£5.21
Whittlesford	£44,750		£1,600	£6,763	£53,113	1580	£33.62	£5.29
Litlington	£38,000	£2,568			£42,511	810	£52.48	£5.57
Hardwick	£86,776		£7,215	£8,000	£101,991	2620	£38.93	£5.81
Arrington	£6,625		£2,300		£8,925	390	£22.88	£5.90
Thriplow	£49,100	£700		£5,000	£54,800	870	£62.99	£6.55

Bar Hill	£96,643	£28,060						£124,703	4230	£29.48	£6.63
Milton	£91,150		£2,500		£10,000	£10,622	£5,500	£119,772	4270	£28.05	£6.70
Hauxton	£13,170	£5,670						£18,840	680	£27.71	£8.34
Willingham	£52,926		£30,000	£2,500	£2,500			£87,926	3510	£25.05	£9.97
Little Wilbraham	£6,295					£4,000		£10,295	400	£25.74	£10.00
Weston Colville	£45,375	£1,000	£279	£1,890			£1,750	£50,294	460	£109.33	£10.69
Croydon	£1,000			£2,000	£500			£3,500	230	£15.22	£10.87
Cottenham	£34,370	£6,475	£5,000	£40,000		£11,990		£97,835	5820	£16.81	£10.90
Histon	£65,500	£13,500		£19,800		£15,000		£113,800	4420	£25.75	£10.93
Comberton	£118,669	£7,500	£750	£7,804	£1,400		£7,000	£143,123	2190	£65.35	£11.17
Melbourn	£10,516	£4,000	£10,000	£10,000	£15,189	£6,904	£4,800	£61,409	4460	£13.77	£11.41
Fowlmere	£25,340				£10,110	£700	£3,000	£39,150	1180	£33.18	£11.70
Over	£76,000	£2,044		£20,000	£10,773			£108,817	2780	£39.14	£11.80
Foxton	£48,388		£5,000		£4,350		£5,121	£62,859	1210	£51.95	£11.96
Haslingfield	£65,800			£15,957	£2,793			£84,550	1550	£54.55	£12.10
Fulbourn	£155,200	£25,200		£27,800		£1,450	£2,300	£211,950	4680	£45.29	£12.03
Orwell	£90,720	£7,141	£6,100	£388				£104,349	1080	£96.62	£12.52
Waterbeach	£56,682			£4,855	£10,900	£40,000		£112,437	4370	£25.73	£12.06
Barrington	£50,745	£11,900						£62,645	920	£68.09	£12.93
Bourn	£115,275	£13,284	£7,945		£2,097		£5,810	£144,411	1960	£73.68	£14.87
Sawston	£64,660	£22,800	£10,000	£18,500	£53,900			£169,860	7070	£24.03	£14.88
Newton	£13,093		£6,000					£19,093	390	£48.96	£15.38
Horseheath	£15,020			£7,200				£22,220	460	£48.30	£15.65
Balsham	£43,495		£1,520	£10,190		£15,000		£70,205	1650	£42.55	£16.19
Cambourne	£31,000	£24,750	£5,000		£1,300	£4,000	£34,050	£100,100	3160	£31.68	£21.87
Gamlingay	£51,855	£1,872	£1,433		£65,000	£10,000	£5,600	£135,760	3560	£38.13	£23.57
Oakington & Westwick	£84,300					£20,000	£12,000	£116,300	1300	£89.46	£24.62
Boxworth	£10,550	£6,000						£16,550	230	£71.96	£26.09
Rampton	£98,038				£12,200			£110,238	450	£244.97	£27.11
Stapleford	£9,700	£50,000						£59,700	1730	£34.51	£28.90
Horningsea	£48,546	£9,996						£58,542	330	£177.40	£30.29
Castle Camps	£43,933						£20,000	£63,933	620	£103.12	£32.26
Caldecote	£42,861					£33,400		£76,261	1020	£74.77	£32.75
Lt Gransden	£10,300	£7,000	£2,500					£19,800	280	£70.71	£33.93

Elsworth	£47,864						£22,550	£70,414	660	£106.69	£34.17
Hinxton	£1,800		£2,869		£4,500	£4,000		£13,169	330	£39.91	£34.45
Wimpole	£13,350	£9,900						£23,250	220	£105.68	£45.00
Guilden Morden	£17,650		£42,000					£59,650	930	£64.14	£45.16
Swavesey	£75,475			£7,300	£22,740	£36,760	£50,000	£192,275	2530	£76.00	£46.17
Coton	£68,904	£5,000			£10,349	£14,651	£6,400	£105,304	780	£135.01	£46.67
Landbeach	£38,582		£10,265			£10,000	£21,000	£79,847	830	£96.20	£49.72
Barton	£28,165	£11,105				£30,000		£69,270	810	£85.52	£50.75
Lolworth	£18,988		£11,960					£30,948	140	£221.06	£85.43
Whaddon	£13,800	£5,000		£15,000			£25,000	£58,800	480	£122.50	£93.75
West Wratting	£63,305	£42,225		£490		£700	£385	£107,105	450	£238.01	£97.33
Madingley	£14,900	£3,000		£11,250	£16,300	£2,000		£47,450	210	£225.95	£155.00

District-wide

Cambridge LTC				£5,000				£5,000			
Cambridge RUFC				£5,000				£5,000			
Connections Bus		£20,000						£20,000			
Equipment Bank				£1,750	£3,900	£3,990		£9,640			
INSPIRE		£2,700				£2,122		£4,822			
MEPAL Centre		£5,000						£5,000			
stART							£1,060				
	£3,616,233	£336,290	£190,068	£248,989	£282,994	£282,789	£235,269	£5,191,572			

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Leader's Portfolio Meeting

17 November 2011

AUTHOR/S: Chief Executive

**COMMUNITY AND CUSTOMER SERVICES
AGREEMENT OF SERVICE PLAN PRIORITIES FOR 2012-13****Purpose**

1. This report sets out service priorities for Community and Customer Services for 2012-13, presented for Portfolio Holder approval as the basis for the development of the full service plan.
2. This is not a key decision as it relates to approval for a series of draft priorities which will be developed into specific actions and targets as part of the emerging full service plan.

Recommendations

3. The Leader is recommended to agree the emerging priorities set out in paragraph 8 as the basis for the development of the Community and Customer Services service plan for 2012-13, noting the resource requirements, which will be addressed as part of the review of the Medium Term Financial Strategy.

Reasons for Recommendations

4. The recommendation is required to enable Portfolio Holder endorsement for service priorities to inform the development of 2012-13 service plans.

Background

5. The service planning timetable in previous years required full draft service overview and improvement plans to be submitted to Portfolio Holders for approval in November, with final plans following in March, following the agreement of the Council's budget and policy framework for the following year. In order to enable a clearer focus on strategic priorities and to enable effective planning, this guidance has been altered in 2011 so that service priorities are approved in October / November as the basis for emerging service plans, with full and final plans being published in March 2012.

Considerations – Policy Context

6. The majority of the services from CCS that come under the Leaders Portfolio are support services that provide both support and challenge to other service areas and partners. As such they primarily react to the service priorities identified by other services through community intelligence, customer need, external assessments and service planning awaydays. Therefore it is important to note that our service priorities will only be finalised once other service areas have completed this work, in order to provide that support and challenge to others.

7. However by working with other services and taking due regard of existing, relevant community intelligence, changes to central government guidance and ongoing work initiatives it has been possible to identify emerging service plan priorities, which are detailed under point 8 below.

Considerations – service plan priorities

8. Emerging service plan priorities include;
- Creating an agile, flexible, supportive and challenging Partnerships team;
 - Deliver SCDC’s approach to community transport (through the Community Transport Action Plan and links to draft Council Action(s));
 - Implement the new Grants Framework to ensure the delivery of a transparent, efficient and streamlined process through a new grants portal on the SCDC website;
 - Develop a Community and Customer Services approach to localism (through a booklet and/or webpage) to capture what is being achieved (with the aim of expanding the content to include activities of other teams and service areas);
 - Deliver (and develop with further categories) the Community Pride and Village Hero awards;
 - Continue to strengthen relationships with parishes through parish liaison work, parish plans and community events (including co-ordinating a SCDC roadshow going out to parishes and villages to raise awareness about the services SCDC provides);
 - Continued support for the neighbourhood panel process, including support for elected members and officers representing the Council;
 - Continued support for the LSP (although the nature of this support will be dependant on the format and structure of the LSP moving forward).

As outlined in 6 above, these priorities will be supplemented by any emerging from other service areas through their service planning/priority identification process.

Considerations – Resources

9. All priorities can be delivered within existing budgets and staffing levels.

Options

10. The Portfolio Holder is invited to endorse the service priorities as presented; however, they may alter or amend the priorities, having regard to the policy context within which the service operates and to the needs of customers.

Implications

11. Financial	As set out in paragraph 9 above
Legal	
Staffing	As set out in paragraph 9 above
Risk Management	The final service plan will include a section summarising key risks affecting the service and measures to mitigate against them.
Equality and Diversity	See below
Equality Impact	Yes

Assessment completed	Specific services are subject to full Equality Impact Assessments upon agreement and review.
Climate Change	None specific

Consultations

- 12. The development of service priorities and the final service plan will be informed by all available community intelligence and through staff awaydays.

Consultation with Children and Young People

- 13. The development of service priorities and the final service plan will be informed by all available community intelligence, including available consultation with children and young people.

Effect on Strategic Aims

- 14. The service plan proposals will contribute to the delivery of all the council's strategic objectives, linking the Aims, Approaches and Actions through a Golden Thread to service-level priority action plans and individual objectives.

Background Papers: the following background papers were used in the preparation of this report:

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Leader's Portfolio Holder Meeting 17 November 2011
AUTHOR/S: Chief Executive / Corporate Manager (Community & Customer Services)

COMMUNITY CHEST GRANTS – UPDATE ON PROCESS AND APPLICATIONS**Purpose**

1. To outline the process for the recently launched Community Chest Grant scheme.
2. To provide an update on the number of applications received since its introduction in early October.
3. This is not a key decision.

Recommendations

4. That the Leader
 - (a) notes the process for Community Chest grants as outlined in paragraph 7 below and the applications received to date (**Appendix D**).
 - (b) endorses the approaches set out in paragraph 10 regarding the funding of the Community Chest scheme for 2011/12 and 2012/13 and paragraph 11 regarding the proactive advertising of grant awards.

Background

5. As part of the recent review of existing grant schemes reported to the Leaders Portfolio in September, it was agreed that a new Community Chest grant scheme would be launched.
6. As outlined as part of this report in September 2011, the Community Chest grants scheme would be:

for community based initiatives and one off projects. These would be limited to <£1,000 and applied for through a simple grants application form. They would be determined bimonthly through the Leader's Portfolio Holder meetings.

Considerations

7. Following this decision, an application form and guidance notes were developed (attached as **Appendices A and B**). These were purposely kept simple and easy to complete to ensure that the scheme was as accessible and transparent as possible. A process chart was also developed (**Appendix C**) outlining the process for applications to be received and determined.
8. Once this above process was finalised, the scheme was launched and widely advertised through a variety of means, including a press release (which was

published in the Cambridge News), information on the website and direct contact with parishes and relevant organisations.

9. Following this proactive advertising, take up of the scheme has been good with a number of applications already being received and determined. Details of applications to date are given in Appendix D.
10. In terms of funding for the Community Chest, it was agreed at the last Leader's Portfolio meeting that the remaining Community Development grants budget should be used (approx £5,300), together with some outstanding budget from partnerships, to give a total of approximately £10,000. Since this meeting the authority has been informed that it is to receive the outstanding LPSA money from the County Council to cover overspends it incurred previously in supporting LSP projects. This amounts to £57,000. The Leader has indicated his intent to use this money to fund the Community Chest. Rather than use all of this money for 2011/12 (of which there are only 4 ½ months left), in order to make the fund more sustainable it is proposed that £27,000 should be used for what remains of 2011/12 (giving a total fund of approximately £37,000) and use the remaining £30,000 for 2012/13. By splitting it in this way it would mean a Community Chest fund for 2012/13 of £55,000 (made up of £30,000 LPSA funding and £25,000 existing partnerships and community development funding). Any underspend from 2011/12 would also be carried forward as appropriate.
11. In terms of proactive publicity, it is proposed that details of all Community Chest grants awarded should be recorded on the website. A regular press release should also be issued detailing how much funding has been awarded, to which organisations and outlining any opportunities to see the funding 'in action' (through photo opportunities, interviews with recipient organisations etc). This will be supplemented by individual, ad hoc press releases (including photographs) when appropriate.
12. As part of the on-going work on the practicalities of the overall grants framework (to be reported to the Leaders Portfolio in January), the operation of the Community Chest scheme in its first 3 months will be examined to ensure that the process is as clear as possible, criteria are appropriate etc.

Implications

13.	Financial	There are no planned changes to the total grant scheme funding provided by the Council. However, any future funding will have to have a clear link to the emerging MTFs to be presented to Cabinet in November 2011.
	Legal	Any changes to grant scheme names, criteria and supporting paperwork must take account of the Council's legal position on the difference between a Contract, a Service Level Agreement and a Grant Funding Agreement, as well as accommodating procurement regulations.
	Staffing	Existing staff will continue to manage their grant schemes as they currently do.
	Risk Management	Changes to the grant schemes will be implemented in order to improve them for our customers, to ensure they are open and transparent and to continue to prevent duplication wherever possible.
	Equality and Diversity	Publicity of the Community Chest scheme and guidance notes will ensure equality of opportunity to apply.

Equality Impact Assessment completed	No An Impact Assessment will be completed following the end of the grants review.
Climate Change	Grants are available to organisations wishing to carry out environmental work and to projects set up to limit climate change.

Consultations

- 14. The on-going consultation on the grants process will ensure public engagement in the review and streamlining of the Council’s grants processes.

Consultation with Children and Young People

- 15. Children and young people will have the opportunity to be involved if they or their organisations have been in receipt of grant funding in the past and in accordance with their organisation’s youth engagement strategy.

Effect on Strategic Aims

- 16. The Community Chest scheme criteria require applicants to state which of the Council’s aims their application addresses.

Conclusions / Summary

- 17. The Community Chest Grant scheme has been successfully launched and has already attracted a number of applications. Proposals are included in this paper to ensure the sustainability of the grant funding and ensure proactive promotion and publicity of its outcomes.
- 18. The proposals in this paper form part of a broader approach to the support of the South Cambridgeshire community, and are inextricably linked to Localism and the Big Society.

Background Papers: the following background papers were used in the preparation of this report:

Contact Officer: Paul Howes – Corporate Manager (Community and Customer Services)
 Telephone: (01954) 713351

Kathryn Hawkes – Partnerships Officer
 Telephone: (01954) 713290

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South Cambridgeshire District Council



Community Chest Application Form

Please ensure that you have read the conditions and guidelines before completing this form

A. Your details	Complete this section
1 Name of organisation	
2 Address of organisation	
3 Contact name & position	
4 Telephone number	
5 E-mail	
6 Name of project	
7 Amount of funding requested	
8 Cheque to be made payable to	
<p>If the cheque is being accepted on your behalf by another organisation please include name and signature here. This person's organisation agrees to make full payment to your organisation after accepting the cheque.</p>	<p>Name of organisation:</p> <p>Name and role of contact:</p> <p>Signature:</p>
9 Address cheque to be sent to (if different from above)	

B. Declaration

I have read the guidelines for completing this form and have read and understood the criteria and general conditions under which any grant may be awarded. The information I have given on this form and in any supporting documentation is correct to the best of my knowledge.

Signed

Print name
(and position if different
from section A)

Date

C. South Cambridgeshire District Council Priorities/Aims

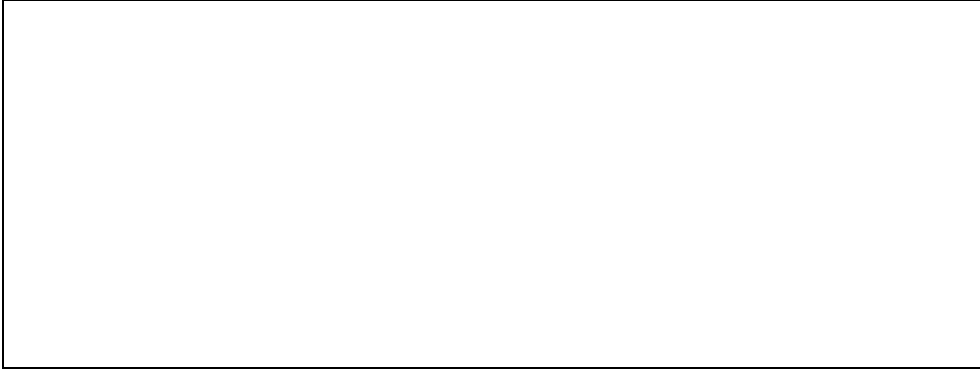
Please indicate which of these priorities your project relates to. Only tick the box or boxes that apply to your project.

Being a listening council, providing first class services accessible to all	<input type="checkbox"/>
Ensuring that South Cambridgeshire continues to be a safe and healthy place for you and your family	<input type="checkbox"/>
Making South Cambridgeshire a place in which residents can feel proud to live	<input type="checkbox"/>
Assisting provision of local jobs for you and your family	<input type="checkbox"/>
Providing a voice for rural life	<input type="checkbox"/>

D. About your organisation	Guidance
<p>1 What does your organisation do?</p> <div style="border: 1px solid black; height: 200px; width: 100%;"></div>	<p>Please state the overall aim of your organisation and describe the usual activities / services your organisation provides.</p>
<p>2 If the project involves working with children, young people or vulnerable adults you will need to have an appropriate protection policy.</p> <p>Do you have the appropriate protection policies in place?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>If relevant please include a copy with this application form or contact Cambridge Council for Voluntary Service for advice.</p>
<p>3 Is your organisation affiliated to another body? If Yes state which.</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>	<p>Please include any national or local bodies to which your organisation belongs.</p>

E. About your proposal	Guidance
<p>1 How do you plan to use the funding?</p> <div style="border: 1px solid black; height: 180px; width: 100%;"></div>	<p>Please remember that this fund is for one-off projects and purchases and should not be relied upon in future years. Therefore, the sustainability of your project should be considered before submitting your application.</p>
<p>2 What difference will the funding make to the local community?</p>	

CC02

A large, empty rectangular box with a thin black border, intended for the user to provide their response to the prompt.

Try to explain who will benefit from your project and in what way. Please relate this back to the priorities set out in section C.

CC02

3 Which village/s will benefit from the funding?

Please note that projects based solely in one village are as important to us as those covering more than one village

4 Please tell us about any consultation that took place before you decided there is a need for this funding.

How did you know there was a need for this funding? Who did you talk to? E.g. Children, young people

5 Are there any risks involved in completing your project?

a) Risk to successful completion of the project?

 Yes

 No

b) Risk to service users?

 Yes

 No

If yes, please state how you will minimise these risks.

It is your responsibility to carry out appropriate risk assessment for the project. If you are unsure about this please ask for guidance.

F. Financing your project	Guidance
----------------------------------	-----------------

1 Please give a breakdown of estimated costs for your proposal?

Expenditure Item	Cost (£)
Total	£

Expenditure Item	Cost (£)
Total	£

Please give as much detail as possible and include ALL costs. We will also require an up to date copy of your accounts.

If you do not provide correct information, it may jeopardise your application's success.

2 Please list all other sources of income you hope to receive if the total cost is more than that applied for.

This can include any money coming into the project including contributions from other funders, ticket sales etc.

G. Checklist

Please ensure you have included the following with your application:

- | | | | | |
|---|--|--------------------------------------|--------------------------------------|--------------------------------------|
| 1 | A copy of your organisation's constitution or mission statement | <input type="checkbox"/> | | |
| 2 | An up-to-date copy of your accounts | <input type="checkbox"/> | | |
| 3 | Appropriate protection policy, please tick relevant box: children, young people, vulnerable adults | Children
<input type="checkbox"/> | Y People
<input type="checkbox"/> | V Adults
<input type="checkbox"/> |
| 4 | Any other material you feel would support this application | <input type="checkbox"/> | | |

H. What to do now

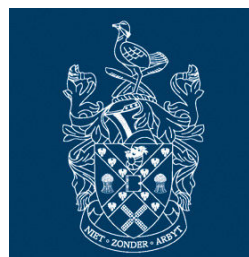
Send your application to:

**Partnerships Officer
South Cambridgeshire District Council
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA**

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South Cambridgeshire District Council

Community Chest 2011-2012 Guidance Notes



South
Cambridgeshire
District Council

What is the Community Chest?

The Community Chest is capital funding available to community and voluntary sector groups and organisations and Parish Councils. The funding has been made available to further improve quality of life in South Cambridgeshire.

The total amount of funding available from October 2011 until March 2012 is:

Financial Year	Total Community Chest
1 st April 2011 – 31 st March 2012	tbc

Who can apply?

Applicants must:

- Be a non-profit group or organisation based in South Cambridgeshire or benefiting South Cambridgeshire residents.
- Have a written constitution or mission statement.
- Have an elected committee or representative steering group.
- Be able to provide an up to date copy of their accounts and any relevant protection policies.

If your organisation does not have a written constitution, mission statement and/or relevant protection policies please contact Cambridge Council for Voluntary Service for advice in meeting these requirements. Please call 01223 464696 or email enquiries@cambridgecvcs.org.uk

What can be funded?

The project must:

- Relate to one of the South Cambridgeshire District Council priorities/aims listed overleaf.
- Meet local need.
- Ensure equality of access.

How much can be applied for?

The maximum award is £1,000 in any financial year (April-March) and can be for 100% of the project's costs.

When can groups apply?

Groups can apply at any time during the financial year; there are no closing dates for applications.

It is advisable to apply early in the year due to the limited amount of total funding available.

What are the conditions of funding?

Groups that are awarded a grant will be expected to comply with the following conditions as a *minimum*:

- Funding must only be used for the agreed purpose and spent within 12-months of the award being made.
 - Any publicity must acknowledge the award provided.
 - Unused grant must be returned to South Cambridgeshire District Council.
 - An end of project evaluation must be submitted to South Cambridgeshire District Council within 3-months of project completion.
-

Community Chest 2011- 2012: SCDC Priorities/Aims

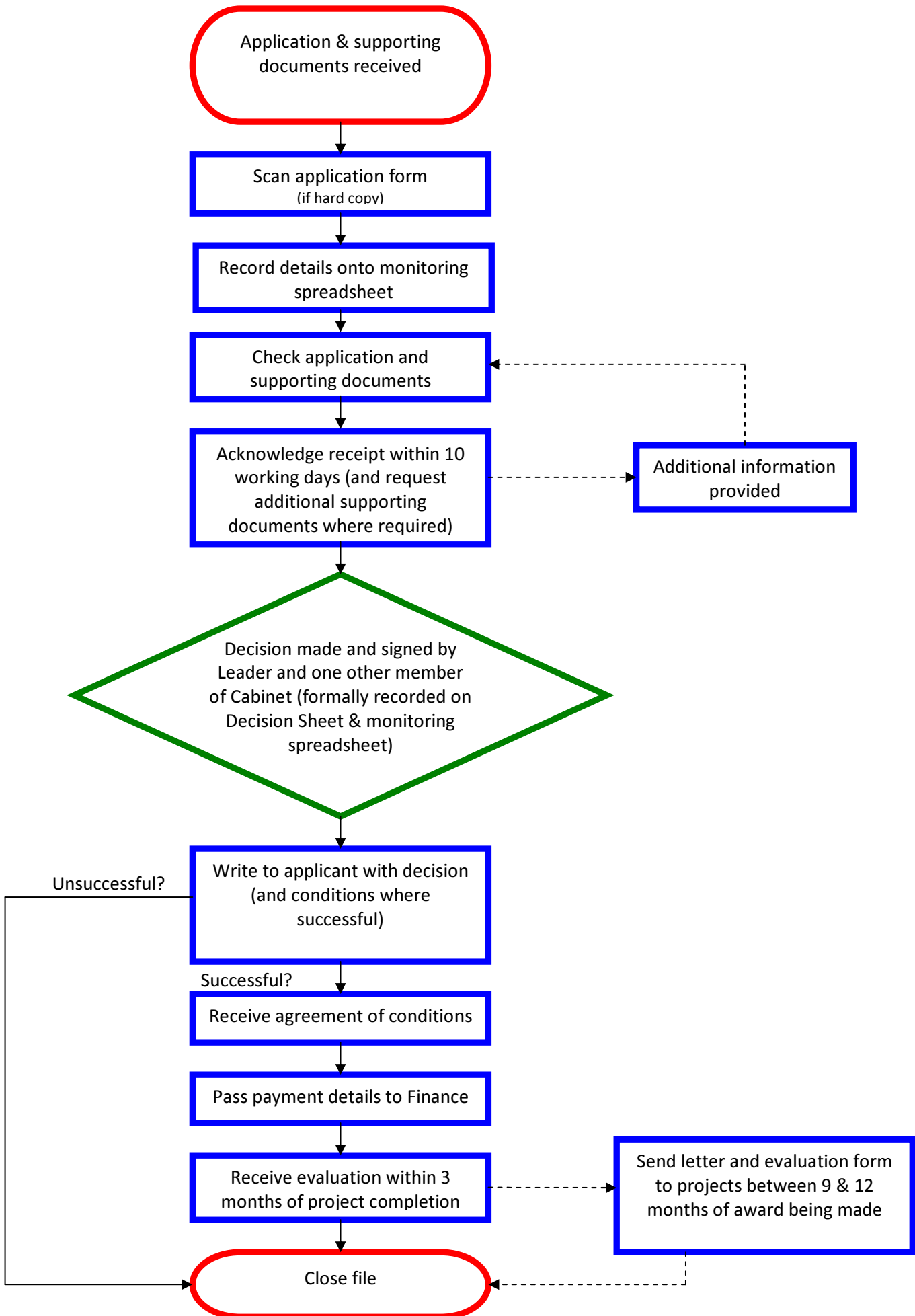
- Being a listening council, providing first class services accessible to all
 - Ensuring that South Cambridgeshire continues to be a safe and healthy place for you and your family
 - Making South Cambridgeshire a place in which residents can feel proud to live
 - Assisting provision of local jobs for you and your family
 - Providing a voice for rural life
-

For further information please contact:

Kathryn Hawkes
Partnerships Officer

South Cambridgeshire District Council
South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA

Tel. 01954 713290
Email: kathryn.hawkes@scambs.gov.uk



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COMMUNITY CHEST GRANTS 2011/12

Ref.	Date Rec'd	Name of Organisation	Name of Project	Receipt	Total Applied for	Decision
					£	£
CCA101	5-Oct-11	Oakington and Westwick PC	Oakington Community Orchard	✓	480.00	480.00
CCA102	11-Oct-11	Cambourne FC	Cambourne FC	✓	940.00	940.00
CCA103	11-Oct-11	Relate Cambridge	Family Counselling	✓	1,000.00	500.00
CCA105	13-Oct-11	Fen Ditton PC	Village Sign Refurbishment	✓	1,000.00	500.00
CCA106	17-Oct-11	Swavesey PC	Gazebos - Christmas Carols in Market Street	✓	507.91	500.00
CCA107	25-Oct-11	CDCMS	Presentation / Training Equipment	✓	1,000.00	0.00
CCA108	25-Oct-11	Coton Football Club	Football Equipment and Goalposts	✓	1,000.00	537.00
CCA109	26-Oct-11	Centre 33	Young people's drop-in resources	✓	1,000.00	600.00
CCA110	27-Oct-11	The Phoenix Trust (Milton) Lts	Workshop Upgrade	✓	1,000.00	575.00
CCA111						
CCA112						
CCA113						
CCA114						
CCA115						
CCA116						
TOTAL COST OF APPLICATIONS RECEIVED					<u>7,927.91</u>	<u>4,632.00</u>
TOTAL/REMAINING						<u>5,368.00</u>

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Leader's Portfolio Meeting

17 November 2011

AUTHOR/S: Chief Executive / Executive Director (Corporate Services)

**SERVICE IMPROVEMENTS AND FINANCIAL PERFORMANCE
FOR 2011-12 - Q2**
Purpose

1. The purpose of this report is to compare the actual and committed revenue expenditure for the Leader's Portfolio with the working budget for 2011-12 and report on service performance for quarter 2 (2011/12).

Recommendations

2. That the Leader notes both the performance and the revenue expenditure for the Portfolio for the quarter ended 30 September 2011.

Reasons for Recommendations

3. The report shows good performance and an acceptable comparison between the actual and committed revenue expenditure against the working budget for the year.

Background

4. This is the second monitoring report to the Leader in 2011-12, covering both performance and expenditure up to the end of September 2011. The format of this report is consistent with previous monitoring reports, in that it concentrates on the direct costs, which are under the control of the relevant cost centre managers.
5. The reported figures are summarised in **Appendix A**. The profiled budgets, against which the quarter's figures are compared, are derived from the 2011-12 estimates.
6. Performance information is given in **Appendix B**. This shows that good performance has been maintained into the second quarter of 2011/12 with the majority of indicators on target.

Considerations

7. Total Direct Revenue Expenditure: £960 in hand

This shows £159,760 spent or committed against a profiled budget of £160,720 (99%). The main areas of variance are set out in paragraphs 8 and 9 below. It is anticipated that all of the budgets will be fully spent by the end of the financial year.

8. Voluntary Sector Grants comprise two main areas:
 - (a) Grants to Citizens Advice Bureaux / Centres: £0 in hand (all grants either already paid or committed) - £50,900 was paid out in the first two quarters from a budget of £89,500 (57%):
 - (i) Cambridge & District - £29,400, out of £58,800 (50%) [A payment of £29,400 (50%) has been made in the third quarter.]
 - (ii) Haverhill & District - £6,150 (all paid)
 - (iii) Uttlesford - £6,150 (all paid)
 - (iv) N Herts - £9,200, out of £18,400 (50%) [A payment of £9,200 (50%) has been made in the third quarter.]

- (b) Grants to Voluntary Organisations, £1,000 in hand - £66,000 was paid out in the first two quarters to a variety of organisations, from a total budget of £67,000 (98%).

9. Community Strategy: £40 overspent

Of the £4,260 expenditure to date, £1,900 relates to an approved rollover request from the 2010/11 budget in connection with the Community Transport Initiative; the rollover will only be released once all other budgets have been committed within the portfolio. The remaining £2,360 is a payment of Community Engagement & Empowerment Grant re: parish planning for the first quarter of 2011-12.

10. Capital Expenditure: There is no capital budget for this portfolio in 2011-12.

Implications

11. Financial	Financial implications are set out in paragraphs 7 to 10 above.
Legal, Staffing, Risk Management, Equality and Diversity	There are no Legal, Staffing, Risk Management, or Equality and Diversity implications resulting from this report.
Equality Impact Assessment completed	No Not applicable, as the report compares actual expenditure against the budget, rather than setting out a policy, strategy or procedure.
Climate Change	There are no Climate Change implications resulting from this report.

Consultations

12. The cost centre managers have been informed of the expenditure and grant details and budgets.

Consultation with Children and Young People

13. There has been no consultation with children and young people on this report.

Effect on Strategic Aims

14. The report has no effect on the strategic aims of the Council.

Conclusions / Summary

15. The revenue expenditure comments are in paragraphs 8 to 9 and show expenditure and commitments of £159,760 against profiled budgets of £160,720. It is anticipated that the budgets will be fully spent by the end of the financial year. Performance is good with all indicators on target.

Background Papers: the following background papers were used in the preparation of this report: Budget files, grant decisions and the financial management system.

Contact Officer: Paul Howes – Corporate Manager (Community and Customer Services), Telephone: (01954) 713351

John Garnham – Principal Accountant (General Fund and Projects)
Telephone: (01954) 713101

Leader's Portfolio

APPENDIX A

Recharges removed below

Actuals 2010/11 £		To 30/09/11				2011-12 MONTH 6				Variance vs Profiled Budget £	Paragraph reference in report
		Original Estimates 2011/12 £	Central & Dept Overheads in Budget £	Budgeted Net Direct Expenditure £	Profiled Budget £	Net Expenditure to date £	Commitments £	Other Adjustments £	Adjusted Net Direct Expenditure £		
REVENUE EXPENDITURE											
173,287	VOLUNTARY SECTOR GRANTS	178,240	(21,740)	156,500	156,500	116,900	0	38,600	155,500	1,000	see report paragraph 8
182,926	COMMUNITY STRATEGY	139,060	(130,610)	8,450	4,220	4,260	0	0	4,260	(40)	see report paragraph 9
<u>356,213</u>	TOTAL REVENUE EXPENDITURE	<u>317,300</u>	<u>(152,350)</u>	<u>164,950</u>	<u>160,720</u>	<u>121,160</u>	<u>0</u>	<u>38,600</u>	<u>159,760</u>	<u>960</u>	IN HAND
CAPITAL EXPENDITURE											
6,250	Miscellaneous LSP Projects	0	0	0	0	0	0	0	0	0	see report paragraph 11
<u>6,250</u>	TOTAL CAPITAL EXPENDITURE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	

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Scorecard Report by Month & Year

Report Scorecards > PFH Cllr Ray Manning

Selected Month: September 2011

Measure Name	Frequency	Responsible Officer	Unit of Measure	Current Performance		End of Year Performance		Comments	
				Target	Actual	YTD Actual	End of Year Target		Estimate
PFH Cllr Ray Manning									
Aim : Cllr Ray Manning									
Approach : Services									
ACTION B1/1 - Identify need & access to Community Transport	QUARTERLY	Paul Howes	Percentage	50	50		100	100	Specific actions are being developed in line with the Community Transport Strategy action plan. Progress will be reported to the Scrutiny Committee
ACTION B1/4 - Plan for growing older population.	QUARTERLY	Jo Mills	Percentage	50			100		
ACTION C2/1 - Best kept village, streets & gardens competition	QUARTERLY	Paul Howes	Percentage	50	85		100	100	The Community Pride and Village Hero Awards night will be on the 21st October 2011. Swavesey PE will be winners of the Community Pride Award, with Mr Michael Tidball of Willingham winning the Village Hero award.
SF751 - £ Match funding attracted by voluntary groups	QUARTERLY	Richard Hales	Number	20000	10950		40000	10950	Scheme now withdrawn. Budget transferred to new Community Chest Scheme.
SF770 - External funding (£'s) in Grants programme	QUARTERLY	Richard Hales	Number					0	No grants have yet been approved this year - to take place at Leader's PFH meeting on the 17th Nov.
SX016 - No: of completed Community Led Plans	QUARTERLY	Paul Howes	Number	30			32		
SX052 - % Scrutiny rec's accepted by Cabinet	QUARTERLY	Richard May	Number	90	100		90	90	
SX053 - No: public participations in scrutiny	QUARTERLY	Richard May	Number	20	89		45	89	

Scorecard Report by Month & Year

Report Scorecards > PFH Cllr Ray Manning
 Selected Month: September 2011

Measure Name	Frequency	Responsible Officer	Unit of Measure	Current Performance		End of Year Performance		Comments
				Target	Actual	YTD Actual	End of Year Target	
work SX059 - % of Service Plans agreed by March 31st	YEARLY	Paul Howes	Percentage	100	100		100	100

LEADER'S FORWARD PLAN – AS AT 9 NOVEMBER 2011

Portfolio Holder Meeting	Agenda Title	Key Purpose	Corporate Manager(s)	Responsible Officer(s)	Issue and Agenda Items Created?	Added to Plan Date
19 Jan 12	Capital and Revenue Estimates 2012/13	Recommendation to Cabinet/Council	Alex Colyer	John Garnham	Y	14.04.11
	Grants Review – Final report	Decision	Paul Howes	Paul Howes		
15 Mar 12	Service Improvements & Financial Performance 2011/12 – Q3	Monitoring	Paul Howes	Richard May / John Garnham	Y	15.04.11
17 May 12						
July 2012	Service Improvements & Financial Performance 2011/12 – Q4	Monitoring	Paul Howes	Richard May / John Garnham	Y	15.04.11

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