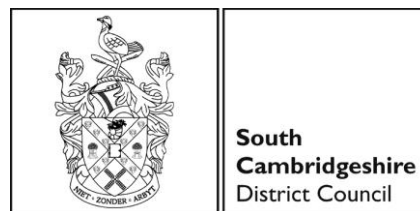


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22 March 2023

To: Councillor Jose Hales – Chair  
Councillor Sue Ellington – Vice-Chair  
Councillors Bill Handley, Sunita Hansraj, Judith Rippeth, John Williams

Substitutes: Councillors Heather Williams, Graham Cone, Mark Howell,  
Bunty Waters, Dr. Shrobona Bhattacharya, Peter Sandford,  
Peter McDonald and Dr. Martin Cahn

Dear Sir / Madam

You are invited to attend the next meeting of **Grants Advisory Committee**, which will be held in **Council Chamber - South Cambs Hall** at South Cambridgeshire Hall on **Friday, 31 March 2023 at 10.00 a.m.**

Yours faithfully

**Liz Watts**

Chief Executive

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

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|    | <b>Agenda</b>  | <b>Pages</b>   |
|----|--|----------------|
| 1. | <b>Apologies for Absence</b>   |                |
| 2. | <b>Declarations of Interest</b>  |                |
| 3. | <b>Minutes of Previous Meeting</b><br>To authorise the Chair to sign the Minutes of the meeting held on Friday 24 February 2023 as a correct record. | <b>5 - 6</b>   |
| 4. | <b>Guest speaker - Hope CIC</b>  |                |
| 5. | <b>Community Chest: Funding Applications</b>   | <b>7 - 30</b>  |
| 6. | <b>Update for Dual Use Leisure Facility Grant Funding for 2022</b>   | <b>31 - 58</b> |
| 7. | <b>Date of next meeting</b><br>Friday 28 April 2023 at 10:00   |                |

## **Guidance For Visitors to South Cambridgeshire Hall**

### **Exclusion of Press and Public**

The law allows Councils to consider a limited range of issues in private session without members of the Press and public being present. Typically, such issues relate to personal details, financial and business affairs, legal privilege and so on. In every case, the public interest in excluding the Press and Public from the meeting room must outweigh the public interest in having the information disclosed to them. The following statement will be proposed, seconded and voted upon. "I propose that the Press and public be excluded from the meeting during the consideration of the following item number(s) ..... in accordance with Section 100(A) (4) of the Local Government Act 1972 on the grounds that, if present, there would be disclosure to them of exempt information as defined in paragraph(s) ..... of Part 1 of Schedule 12A of the Act." If exempt (confidential) information has been provided as part of the agenda, the Press and public will not be able to view it. There will be an explanation on the website however as to why the information is exempt.

### **Notes**

(1) Some development control matters in this Agenda where the periods of consultation and representation may not have quite expired are reported to Committee to save time in the decision making process. Decisions on these applications will only be made at the end of the consultation periods after taking into account all material representations made within the full consultation period. The final decisions may be delegated to the Corporate Manager (Planning and Sustainable Communities).

(2) The Council considers every planning application on its merits and in the context of national, regional and local planning policy. As part of the Council's customer service standards, Councillors and officers aim to put customers first, deliver outstanding service and provide easy access to services and information. At all times, we will treat customers with respect and will be polite, patient and honest. The Council is also committed to treat everyone fairly and justly, and to promote equality. This applies to all residents and customers, planning applicants and those people against whom the Council is taking, or proposing to take, planning enforcement action. More details can be found on the Council's website under 'Council and Democracy'.

# Agenda Item 3

## South Cambridgeshire District Council

Minutes of the Grants Advisory Committee held on  
Friday, 24 February 2023 at 10.00 a.m.

PRESENT: Councillor Jose Hales– Chair  
Councillor Sue Ellington – Vice-Chair  
Bill Handley, Sunita Hansraj, Judith Rippeth, John Williams

Councillors John Williams was in attendance remotely, by invitation.

### Officers:

|                 |   |
|-----------------|---|
| Emma Dyer       | Development Officer (Community-Led Plans) |
| Jonathan Malton | Democratic Services Technical Officer     |
| Keira Mbye      | Democratic Services Officer               |

### 1. Apologies for Absence

There were no apologies.

### 2. Declarations of Interest

Cllr Jose Hales declared a non-pecuniary interest in relation to the application from Melbourn Amateur Dramatics Society.

### 3. Minutes of Previous Meeting

The Grants Advisory Committee authorised the Chair to sign, as a correct record, the minutes of the meeting held Friday, 27 January 2023.

### 4. Community Chest: Funding Applications

It was noted, a total of five applications were received between 6 January 2023 and 6 February 2023 which were brought forward to the Grants Advisory Committee. After consideration of the applications, the Committee recommended to the Lead Cabinet Member for Resources that the following awards would be made, subject to agreement by Council on budget, and subject to annual funding agreements with the organisations concerned:

CraftsShed Bar Hill (**JPQCWRSX**) – Would be approved and funded at the full amount requested of £1,784.98

Friends of Histon & Impington Community (aka HI Friends) (**CJJXPQXX**) – Would be approved and funded at the full amount requested of £775

Melbourn Amateur Dramatics Society (MADS) (**HPNSXJHQ**) – Would be approved and funded at the full amount requested of £1,800

Gamlingay Leisure (Community Gym and MUGA) (**KSPDMGPR**) – Would be approved and funded at the full amount requested of £1,990

Steeple Morden Village Hall (**TWPMGFKK**) – Were requested to apply through the Council's Zero Carbon Communities scheme first, noting, if the application was unsuccessful, they would be re-considered for Community Chest funding in the 2023-24 financial year.

It was noted that Councillor Jose Hales left the meeting for the Committee to discuss Melbourn Amateur Dramatics Society (MADS) (**HPNSXJHQ**).

**5. Date of next meeting**

Friday 31 March 2023 at 10:00

---

**The Meeting ended at 10.40 a.m.**

---



|                             |   |               |
|-----------------------------|---|---------------|
| <b>Report to:</b>           | Grants Advisory Committee                                   | 31 March 2023 |
| <b>Lead Cabinet Member:</b> | Councillor John Williams Lead Cabinet Member for Resources  |               |
| <b>Lead Officer:</b>        | Gareth Bell, Communications and Communities Service Manager |               |

---

## Community Chest Grant: Funding Applications

### Executive Summary

1. To consider new applications received between 6 February 2023 to 13 March 2023 the Community Chest Grant funding scheme.

### Key Decision

2. No

### Recommendations

3. It is recommended that the Grants Advisory Committee considers all applications for funding that are set out in Appendix A to this report and makes a recommendation to the Lead Cabinet Member for Finance regarding the level of funding (£0 - £2,000) to be awarded for each, or defers a decision, if further information is required, or rejects an application if it doesn't comply with the grant criteria.

### Reasons for Recommendations

4. The Grants Advisory Committee's role is to consider and make recommendations to the Lead Cabinet Member responsible for grants, or Cabinet as appropriate, including, but not limited to:
  - a) Reviewing the Council's grants schemes to ensure they reflect Council priorities.
  - b) Designing any new or revised grants schemes, including consideration of criteria and guidance applicable in respect of each scheme.

c) Considering applications made under the Council's grants schemes.

## Details

5. The Community Chest is grant funding available to voluntary and community sector groups, charities and public sector bodies wishing to further improve quality of life in South Cambridgeshire. Applicants may apply for up to £2,000 and the community activity or project must deliver one or more of the following:

- Improvements to community buildings and spaces (i.e., village halls / pavilions / play areas etc)
- Repairs to historic buildings / monuments / memorials
- Equipment / capital purchase
- Materials
- Start-up costs (may include training of staff / volunteers, hall hire and other revenue costs)
- Costs involved with the creation of a Community-Led Plan (not the resulting projects)
- Enhance the natural environment / result in a sustainable increase in local biodiversity
- Provide a benefit to those affected by the cost-of-living crisis

In accordance with the criteria, Parish Councils of any size can apply for biodiversity grants through this fund

Parish Councils are also eligible to apply if they are using funds to deliver community engagement for the creation of a Community-Led Plan.

Parish Councils are also eligible to apply if they are using funds to provide a benefit to those affected by the cost-of-living crisis.

6. Guidance notes and full eligibility criteria can be found at Appendix B
7. The total amount of funding available for Community Chest Grants in 2022/23 is **£48,225.31**.
8. In addition, there is **£20,000\*\*** ringfenced for 2022/23 for **Biodiversity Grants**, **£48,000** ringfenced (expiring in October 2023) for the creation of **Community-Led Plans** and **£20,000** ringfenced until end March 2023 (obtained from a successful bid to the Integrated Care System) **for cost-of-living crisis projects**
9. One of the Covid recovery grants approved at the May 2021 Grants Advisory Committee for Cottenham Parish Council (GMQRPTGB) has not progressed as expected and £1,493 has subsequently been returned to the Council. This sum has been added to the Community Chest budget for last month, providing an updated balance of £2,785.01.
10. A summary of the applications can be found at Appendix A (copies of the applications forms are available from the Communities Team upon request).

11. The table below details the budget remaining at the time of this report within each subsection of the Community Chest, as well as the number of applications made, and the total amounts applied for. As highlighted in red, if all Community Chest applications are funded this month, there will be deficit of -£8,129.59 in the main Community Chest grant fund (excluding ring-fenced funds).

| Type<br>(total fund for the period)            | Date fund expires | Total budget at last month | Applications received this month | Total applied for this month | Remaining budget if all projects funded this month |
|--|-------------------|----------------------------|----------------------------------|------------------------------|--|
| <b>Community Chest</b><br><b>(£48,225.31)*</b> | 31 March 2023     | £2,785.01                  | 6                                | £10,914.60                   | <b>-£8,129.59</b>                                  |
| <b>Biodiversity</b><br><b>(£20,000) **</b>     | 31 March 2023     | £15,469.41                 | 1                                | £1,911                       | £13,558.41   |
| <b>Community-Led Plans</b><br><b>(£48,000)</b> | October 2023      | £46,000                    | 1                                | £220.00                      | £45,780  |
| <b>Cost- Of Living</b><br><b>(£20,000)</b>     | 31 March 2023     | £18,468.08                 | 0                                | 0                            | £18,468.08   |
| Total  | -                 | £82,722.50                 | 8                                | £13,045.60                   | <b>£69,676.90</b>                                  |

\* £58,000 (annual allocation) minus £9,774.69 (- £9,774.69 being the balance after the applications received in March were funded in April).

\*\*£10,000 plus remaining £10,000 from 2021/2022 financial year

## Options

12. The Grants Advisory Committee may consider all applications for funding that are set out in Appendix A of this report and recommend to the Lead Cabinet Member for Finance to:

- A) award the amount of funding requested,
- B) award an alternative amount of funding, including zero funding,
- C) defer a decision, if further information is required from grant applicants, or
- D) reject an application stating the reason for this.

## **Implications**

13. There are no significant implications

## **Consultation responses**

14. Wherever possible, local members have been consulted on applications that directly affect their local area.

## **Alignment with Council Priority Areas**

15. The corporate aims are referenced in the criteria and guidance notes for the Community Chest.

## **Background Papers**

Grants Advisory Committee Meetings

<https://scambs.moderngov.co.uk/ieListMeetings.aspx?CId=1096&Year=0>

## **Appendices**

Appendix A: Applications Summary

Appendix B: Guidance notes for Community Chest

## **Report Author:**

Emma Dyer –Development Officer

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Telephone: (01954) 713344



Appendix A

|   |   |     |                    |                       |
|---|---|-----|--------------------|-----------------------|
| Reference   | XNGCHBKR  |     |                    | Community Chest Grant |
| Name of Organisation  | Melbourn Bowls Club   |     |                    |                       |
| Organisation Type   | Sports club   |     |                    |                       |
| CCVS Registered   | No  |     |                    |                       |
| Parish  | Melbourn  |     |                    |                       |
| Landowner   | Long Lease not PC   |     |                    |                       |
| Project Type  | Improvements to community buildings and spaces  |     |                    |                       |
| Green option considered?  | N/A   |     |                    |                       |
| Documentation Status  | Safeguarding  | Yes | Accounts           | Yes                   |
|   | Quote   | Yes | Mission Statement  | Yes                   |
| District Councillor Support   | Yes   |     |                    |                       |
| Parish Council Support – does the PC support this project in principle  | Yes   |     |                    |                       |
| Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much? | No  |     |                    |                       |
| Officer Summary   | <p>Melbourn Bowls Club started in 1922 and currently has 80 members each paying £50 per annum for full membership or £5 per annum for social members.</p> <p>During a recent security survey of the clubhouse, it was established that the only items of interest to a possible intruder would be the spirits in the bar and adjacent storeroom, in which there is also a safe used only for small sums of money. As this bar area is clearly visible from outside through the glazed entry doors, the Club would like to protect it so as to deter and minimise the effect of any break-in. A metal bar grille which retracts into a box above when not in use is therefore required to effectively seal off the bar area.</p> <p>The Club would also like to replace the ageing rink markers that are used to separate the rinks when bowling with new equivalents and provide an external storage box which will be located out of sight and bolted to the side of a shed to make removal undamaged virtually impossible.</p> <p>Total costs are £1,264.60 all of which is being requested from the Community Chest:</p> <ul style="list-style-type: none"> <li>• Made to measure security grill (includes VAT and delivery)-£907.20</li> <li>• rink markers- £320.40</li> <li>• external storage box-£37</li> </ul> <p><b>Cllr Sally Ann Hart:</b><br/><i>I feel happy to endorse this request and look forward to hearing the outcome.</i></p> <p><b>Cllr Jose Hales:</b><br/><i>I too fully support this funding application. The bowls club has been a long-standing organisation in Melbourn.</i></p> |     |                    |                       |
| Total Project Cost:   | £1,264.60   |     | Total Applied For: | £1,264.60             |

Appendix A

|   |  |     |                   |                       |
|---|--|-----|-------------------|-----------------------|
| Reference   | <b>NZKBXMQF</b>  |     |                   | Community Chest Grant |
| Name of Organisation  | Magpas Air Ambulance   |     |                   |                       |
| Organisation Type   | Charity-1119279  |     |                   |                       |
| CCVS Registered   | No   |     |                   |                       |
| Parish  | ALL  |     |                   |                       |
| Landowner   | N/A  |     |                   |                       |
| Project Type  | Equipment / capital purchase<br>Materials  |     |                   |                       |
| Green option considered?  | N/A  |     |                   |                       |
| Documentation Status  | Safeguarding   | Yes | Accounts          | Yes                   |
|   | Quote  | Yes | Mission Statement | Yes                   |
| District Councillor Support   | not asked – application is districtwide  |     |                   |                       |
| Parish Council Support – does the PC support this project in principle  | Yes  |     |                   |                       |
| Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much? | have received £6,700 from several parish councils throughout Cambs and Beds since July 2022  |     |                   |                       |
| Officer Summary   | <p>Magpas Air Ambulance formed in 1971 and provides pre-hospital emergency care, in the air or on land, including treatments usually only available in hospital. Operating 24/7, the charity answers four calls for help a day on average, treating around 900 patients with life-threatening emergencies across Cambridgeshire, Bedfordshire and across the East of England in every year.</p> <p>The Magpas advanced medical team combines the skills of a senior doctor and critical care paramedic on every shift. All members of the team are specially trained in Pre-Hospital Emergency Medicine (PHEM) - a training programme Magpas Air Ambulance has been instrumental in developing.</p> <p>In order to treat critically ill and injured patients experiencing severe pain, Magpas medics use strong painkillers and specialist equipment not routinely carried by land ambulance crews and usually only found in hospital A&amp;E departments. This pain relief is essential to sedate and stabilise a patient so that they can be treated quickly at the scene, increasing their chances of survival and reducing the risk of severe disability.</p> <p>In order to treat critically ill and injured patients, Magpas Air Ambulance medics have access to a broad spectrum of drugs and equipment – many only usually found in hospital A&amp;E departments. Some of the most commonly used drugs are:</p> <ul style="list-style-type: none"> <li>• Levobupivacaine - A local anaesthetic which can be used to perform a nerve block where inserting a cannula into a vein is problematic.</li> <li>• Tenecteplase – this breaks up clots in the lungs or heart, for example in cardiac arrests.</li> <li>• Tranexamic acid –a pro-clotting agent which helps blood clot where a patient may have concealed internal bleeding.</li> <li>• Fentanyl – a strong painkiller used regularly for patients with broken bones and chest injuries.</li> </ul> |     |                   |                       |

## Appendix A

- Ketamine –Given in low doses it is a strong painkiller. Higher doses could sedate or anaesthetise a patient.

Maintaining a sufficient stock of pharmaceuticals is essential in ensuring patients are relieved of discomfort and pain and to help save lives. £135 covers the costs of consumable equipment used to anaesthetise and ventilate one patient. 50% of all call outs are in Cambridgeshire alone; in 2022 that amounted to over 750 times. Breaking this down further into South Cambridgeshire can be difficult as the medical team can record an incident area as being a main road such as the A14, rather than a village name. However, they have identified at least 54 call outs in 2022 to some of the South Cambs parishes. This figure does not reflect how many of the parishioners were outside their parish at the time of the incident

The Charity is not a state-funded service and relies on income streams such as Grants, Trusts and Foundations, their own lottery, community events and campaigns.

£6,700 has been received from several parish councils throughout Cambridgeshire and Bedfordshire since July 2022. Those from South Cambridgeshire are:

- Willingham £500 Jul 2022
- Ickleton £100 Jul 2022
- Harston £50 Aug 2022
- Landbeach £50 Sep 2022
- Gamlingay £150 Nov 2022

£2,000 has been requested from the Community Chest.

|                     |              |                    |        |
|---------------------|--------------|--------------------|--------|
| Total Project Cost: | Not provided | Total Applied For: | £2,000 |
|---------------------|--------------|--------------------|--------|

|  |  |     |                   |                       |
|--|--|-----|-------------------|-----------------------|
| Reference  | <b>GLLSLHRJ</b>  |     |                   | Community Chest Grant |
| Name of Organisation   | Home-Start Royston, Buntingford & South Cambridgeshire (incorporated as Home-Start Royston and South Cambridgeshire) |     |                   |                       |
| Organisation Type  | Charity- 1105385   |     |                   |                       |
| CCVS Registered  | Yes  |     |                   |                       |
| Parish   | All South Cambridgeshire parishes within the area of operation (particularly within the SG8 postcode)                |     |                   |                       |
| Landowner  | N/A  |     |                   |                       |
| Project Type   | Start-up costs   |     |                   |                       |
| Green option considered?   | N/A  |     |                   |                       |
| Documentation Status   | Safeguarding   | Yes | Accounts          | Yes                   |
|  | Quote  | Yes | Mission Statement | Yes                   |
| District Councillor Support  | Yes  |     |                   |                       |
| Parish Council Support – does the PC support this project in principle | Yes  |     |                   |                       |

## Appendix A

|  |           |
|--|-----------|
| <p>Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?</p>   | <p>No</p> |
| <p><b>Officer Summary</b></p> <p>Home-Start Royston, Buntingford &amp; South Cambridgeshire (HSRSC) <a href="http://www.hsrsc.org.uk">www.hsrsc.org.uk</a> began operating in 1983 and currently has 25 Members, 5 Trustees, 6 Part-time Staff and 53 Volunteers 1983. The family-support charity supports vulnerable local families struggling with diverse and often complex issues including depression, anxiety, low self-esteem, social isolation and postnatal Depression. Supported families live in South Cambridgeshire and in and around the Hertfordshire towns of Royston &amp; Buntingford and referrals are received from partners in Healthcare, Social Services and Education, with some families self-referring.</p> <p>HSRSC's new specialised South Cambridgeshire Family Support Group opened at Meldreth Village Hall in January 2023, in response to family need in the area. The group provides a vital lifeline for socially and rurally isolated families to successfully integrate into the local community. Participants include families living in South Cambridgeshire villages (particularly within the SG8 postcode). Some face particular challenges with rural isolation often resulting in poor mental health, as well as many other debilitating issues. They often experience:</p> <ul style="list-style-type: none"> <li>• A lack of friends and family living nearby</li> <li>• Little or no peer support</li> <li>• Lack of public transport or car to access mainstream support services.</li> </ul> <p>South Cambridgeshire Family Group provides a critical lifeline for these families:</p> <ul style="list-style-type: none"> <li>• Some had tried other groups but felt they did not fit in</li> <li>• Others with poor mental health found it very difficult to leave the house and meet new people</li> <li>• Children were socially isolated and disadvantaged with their language and communication development</li> <li>• Some children had no outside play area at home and for others, parents' mental health challenges often impacted their ability to facilitate their children's outdoor play, affecting the children's physical development.</li> <li>• Parents struggled with their parenting role</li> <li>• Children were less developed in their personal, social and emotional development</li> <li>• Children had poor attention spans, found it difficult to share toys or take turns and have poor boundaries in their lives.</li> </ul> <p>'Summer Term 2023', will run from 17 April to 17 July and will comprise 13 weekly sessions of 2 hours each. It is expected that 8-10 families (with an average of 3 people per family) will attend. The weekly sessions will provide families with a safe, supportive and non-judgement environment where they can undertake structured activities targeted towards specific objectives, such as: Communication &amp; Language, social confidence and turn taking &amp; sharing. Outcomes include:</p> <ul style="list-style-type: none"> <li>• Developing friendships and a peer support network</li> <li>• Gaining the knowledge and skills to access local organisations</li> <li>• Becoming positive, integrated members of the local community.</li> </ul> |           |

## Appendix A

Total costs for the 13 sessions are £2,384.07 and £2,000 has been requested from the Community Chest:

- Coordinator (Attendance and planning, volunteer supervision, family reviews (7 hours per week))-£1,338.61
- Administrator (Family admin support, monitoring & evaluation data input, referrer liaison, planning and booking, volunteer rota (1 hour per week)- £189.02
- Senior Co-ordinator (Supervision of co-ordinator, participation in matching meetings (30 minutes per week))- £110.44
- Volunteer expenses (4 volunteers, 13 sessions, 10 miles per session @ 45p per mile (includes some family transportation to and from venue))- £234
- Coordinator expenses (10 family visits, 16 miles per visit @ 45p per mile)- £72
- Hall Hire (13 sessions of 3 hours each @ £13 per hour: 2 hours per session + 1 hour setting up and clearing up.)- £312
- Toys & Equipment- £50
- Craft & other resources e.g. cooking, beads, tiles- £78

Please note-HSRSC also received full funding of £13,711 for the latest round of Service Support grant funding commencing in April 2023. This project is to help improve the mental wellbeing of 10 families in South Cambridgeshire through Weekly meetings (for approximately 9 months) between each family and a highly trained volunteer.

**Cllr Jose Hales:**

*I would very much like to support this initiative. I think it is great.*

**Cllr Sally Ann Hart:**

*Please take this response as a whole-hearted endorsement for all the wonderful work carried out by Home-Start and in particular, this new initiative to offer even more support to families in South Cambridgeshire.*

|                     |           |                    |        |
|---------------------|-----------|--------------------|--------|
| Total Project Cost: | £2,384.07 | Total Applied For: | £2,000 |
|---------------------|-----------|--------------------|--------|

|                             |   |     |                   |                       |
|-----------------------------|---|-----|-------------------|-----------------------|
| Reference                   | <b>DJRLRJBS</b>                         |     |                   | Community Chest Grant |
| Name of Organisation        | Over Youth Cafe                         |     |                   |                       |
| Organisation Type           | Community Group                         |     |                   |                       |
| CCVS Registered             | Yes                                     |     |                   |                       |
| Parish                      | Over                                    |     |                   |                       |
| Landowner                   | St Mary's Church, Over                  |     |                   |                       |
| Project Type                | Start Up CCG                            |     |                   |                       |
| Green option considered?    | Yes                                     |     |                   |                       |
| Documentation Status        | Safeguarding                            | Yes | Accounts          | Yes                   |
|                             | Quote                                   | Yes | Mission Statement | Yes                   |
| District Councillor Support | Yes- Cllrs Bill Handley and Dan Lentell |     |                   |                       |

## Appendix A

|   |                                     |
|---|-------------------------------------|
| Parish Council Support – does the PC support this project in principle  | Yes                                 |
| Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?   | Yes - £1,200 initial start-up costs |
| Officer Summary   |                                     |
| <p>Over Youth Café is a new group, set up in September 2022 which is open every Tuesday evening 7-9pm at St Mary’s Church Hall. It is run by 15 volunteers, two youth volunteers and two youth activity leaders with a shared interest to support and engage young people in the local community. Fees are £1 a session or £15 a term. At present 45 members aged 10-15 are signed up (70% girls and 40% boys). This number is likely to rise, with over 140 houses currently being built. Most of the young people in the village access Swavesey Village college for secondary school.</p> <p><b>The aims of the youth café include:</b></p> <ul style="list-style-type: none"> <li>• Enabling young people to come together in a safe and non-judgemental space</li> <li>• Providing opportunities for young people to have a voice in their community</li> <li>• Providing learning and enrichment opportunities to the young people of Over</li> <li>• Developing a sense of community amongst the young people and connect them to the wider community</li> <li>• Giving young people the chance to recover socially and mentally from the recent pandemic, and isolation caused</li> <li>• To provide a positive interaction and visibility between young people and the wider community through shared activities</li> <li>• To provide exposure to a range of diverse cultures, beliefs, opinions, lifestyles to enable them to have a broader knowledge base to draw from them as they grow up.</li> </ul> <p>The volunteers come from a range of backgrounds with numerous skills, from early years and childcare, accountancy, pharmacy and HCA and teaching backgrounds. Each member has received safeguarding training and a core group have attended the Youth Work Training provided by the Youth and Community support team. CCVS have also supported them in writing their constitution, and policies. Last July a consultation was held, at which over 40 young people attended, giving opinions, ideas and feedback about how they would like their youth group to run.</p> <p>Regular activities include pool, table tennis and crafting activities alongside a tuck shop, gaming and outdoor space and space to chat. Each week an activity is provided for the young people to participate in such as games, baking, adult led team building. A programme of activities has been developed for each term which draw from the skills and resources in the community including a drumming workshop with a local musician, bike repairs with a local bike mechanic, and seasonal activities such as pumpkin carving with pumpkins sourced from local growers.</p> <p>The young people have created a set of rules to abide by, regularly contribute ideas for future activities and have contributed to the design of the Youth Club Logo. Links have been forged with the local Youth Support team, other local youth clubs such as Willingham and Abbey People in Cambridge as well as those developing the skate park.</p> |                                     |

In order to reach their goals, the project will need to be done in a phased approach with evaluations taking place throughout. additional consultation will take place to identify potential barriers for attendance so they can formulate a clear management and sustainability model including ongoing revenue from tuck shop and youth subscriptions.

**Phase 1:**

- 1.1 To ensure the youth cafe provides the highest levels of safeguarding possible,
- 1.2 Support basic infrastructure so the space can operate all year
- 1.3 Identify and remove barriers, financial, physical, cultural or generational for young people to attend.

**Phase 2:**

- 2.1 Develop our programme of high-quality activities through resource development, partnerships with local organisations and providers and community involvement
- 2.2 Grow our membership and reach
- 2.3 Undertake trips as a group to local venues such as the Overcote River access point, the skate-park and The Pavilion on The Green

**Phase 3**

- 3.1 Develop longer term projects for young people to work upon such as a community garden/vegetable patch
- 3.2 Engage-in and have representation at key community events in the calendar
- 3.2 Develop recognisable and potentially digitally badged skills
- 3.3 Offer volunteering opportunities that provide certification
- 3.4 Provide broader opportunities and experiences beyond the village and surrounding Area

Total project costs are £5,060 and £2,000 is requested from the Community Chest Grant for costs towards the revenue and shed:

- Emergency First Aid at work training for 12 volunteers £1,020
- Concrete pad and 6'x8' shed to store resources securely (as well as allow for the expansion of resources, which will appeal to the young people, particularly for activities during the warmer, lighter weather of spring and summer)-£3,000
- Running costs for room rental to run all year round to year so free places can be offered for those who need it- £1,040

Shortfalls will be funded from:

- ABC life support reduced rate (Support-in-kind)- £420
- Community Reach Fund (Cambridgeshire County Council)- £1,000
- Chris Wright Fencing (Support in kind)- £1,640

St Mary's Church has committed to the group's long-term use of the space and have submitted a letter of support to placing the shed on their site (within which states that Over youth Café are responsible for its ongoing maintenance). They are also committed to maintaining a low rent rate. The Parish Council have already provided £1,200 for the initial set up costs.

The shed will be made of timber and will be sourced from a local provider who will also help maintain it using sustainable resources. The group also undertake a recycling programme for any resources and consumables and have activities focussed on recycling, reusing and also wider conservation issues in partnership with appropriate departments.

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**Cllr Bill Handley:**

*I will be delighted to support your application.*

**Cllr. Dan Lentell:**

*“Over Youth Cafe  
Essential community  
asset doubt you not.*

*My fullest support  
I most naturally give  
With sincere pleasure.”*

|                     |        |                    |        |
|---------------------|--------|--------------------|--------|
| Total Project Cost: | £5,060 | Total Applied For: | £2,000 |
|---------------------|--------|--------------------|--------|

| Reference   | MDSFPTQP   |     |                   | Community Chest Grant |
|---|--|-----|-------------------|-----------------------|
| Name of Organisation  | Let's Run Girls Ltd  |     |                   |                       |
| Organisation Type   | Other  |     |                   |                       |
| CCVS Registered   | Yes  |     |                   |                       |
| Parish  | Duxford  |     |                   |                       |
| Landowner   | N/A  |     |                   |                       |
| Project Type  | Start Up - CCG   |     |                   |                       |
| Green option considered?  | Outdoor running group  |     |                   |                       |
| Documentation Status  | Safeguarding   | Yes | Accounts          | Yes                   |
|   | Quote  | Yes | Mission Statement | Yes                   |
| District Councillor Support   | Cllr Peter McDonald – Group contacting him for support   |     |                   |                       |
| Parish Council Support – does the PC support this project in principle  | Awaiting   |     |                   |                       |
| Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much? | We have previously attempted to contact Duxford Parish Council to seek support but have not received any response. |     |                   |                       |
| Officer Summary   |  |     |                   |                       |

Let's Run Girls (<https://www.letsrungirls.com/>) is a social enterprise dedicated to empowering women to improve the health and wellbeing of their local communities in the UK. The group, which started in 2016, supports women to lead healthier, happier and more connected lives through provision of free walking and running sessions. In January 2022 Let's Run Girls became incorporated as a company limited by guarantee (company number 13855081). Engagement with 668 individuals across all locations took place in 2022.



## Appendix A

There has been significant interest in trial Let's Run Girls sessions already run in Duxford which were led by volunteers from the neighbouring Sawston group. The group would now like to make these sessions sustainable going forwards by training up five new volunteer Run Leaders from the area and officially launching a Let's Run Girls group in Duxford. Although most attending are likely to be primarily Duxford residents, it will probably also attract those in the surrounding areas of Whittlesford, Pampisford, Hinxton, Sawston, Thriplow and Heathfield etc.

Promotion will take place by advertisements in the local community. Registration in advance for sessions will be encouraged

Total Project costs to start up the group are £1650, all of which is being requested from the Community Chest:

- Leadership in Running Fitness Qualification (including safeguarding and first aid) x 5-£950
- Let's Run Girls supplementary training and equipment x 5- £300
- Project support costs (includes recruitment of volunteers, onboarding, admin support, monitoring and evaluation etc)- £300
- Publicity and marketing-£100

A small amount of revenue is also generated from running online fitness classes as well as other fundraising activities to cover the small amount of ongoing staff costs

|                     |        |                    |        |
|---------------------|--------|--------------------|--------|
| Total Project Cost: | £1,650 | Total Applied For: | £1,650 |
|---------------------|--------|--------------------|--------|

## Biodiversity Application:

|   |  |     |                   |                       |
|---|--|-----|-------------------|-----------------------|
| Reference   | TFLNZMJX                                       |     |                   | Community Chest Grant |
| Name of Organisation  | Friends of Duxford Green Spaces                |     |                   |                       |
| Organisation Type   | Community Group                                |     |                   |                       |
| CCVS Registered   | No   |     |                   |                       |
| Parish  | Duxford  |     |                   |                       |
| Landowner   | Duxford Parish Council                         |     |                   |                       |
| Project Type  | Improvements to community buildings and spaces |     |                   |                       |
| Green option considered?  | Biodiversity project                           |     |                   |                       |
| Documentation Status  | Safeguarding                                   | Yes | Accounts          | Yes                   |
|   | Quote  | Yes | Mission Statement | Yes                   |
| District Councillor Support   | Yes  |     |                   |                       |
| Parish Council Support – does the PC support this project in principle  | Yes  |     |                   |                       |
| Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much? | 01/04/2023 - £1911                             |     |                   |                       |

Officer Summary

Friends of Duxford Green Spaces (<https://friendsofduxfordgreenspaces.org>) promote Biodiversity throughout the parish of Duxford, for the benefit all parishioners. Currently there are 40 members that pay £15 in membership fees per year.

The group would like to Increase biodiversity by significantly increasing the hedge and tree habitats on the site of Duxford Allotments. This is Parish Council land that is accessible to the public.

The project will fill in and complete the large gaps in the existing boundary hedge (76 metres) with native plants, add appropriate native understory and successional trees into the wooded areas, and for wildlife, install bird boxes, bat boxes, beetle hotels and hoverfly lagoons. A project management Plan will be incorporated into the overall Allotment Maintenance Plan to ensure sustainability of the project after the completion date.

Ongoing maintenance of the hedge plants should not be required after the first year and they will be planted in October / November, when the risk of heat stress and drought is over. Regular checks will be made during Spring in 2024 to ensure the hedge plants are rooted and growing, and if considered necessary during periods of high temperature or drought, will be watered during this first summer.

Similarly for the trees, except that checks will be made each spring and summer for the first three years (2023 – 2025). Watering will be performed weekly in dry periods. Mulching will be carried out in the spring with organic matter to ensure establishment for these first three years.

Bird boxes will be checked each autumn for integrity and to clean out if necessary. Bat boxes will be left untouched (which is required by law).

Hoverfly lagoons will be checked for integrity, refreshed with organic material as needed, and replenished each spring.

Beetle hotels need no maintenance.

All work will be completed by the volunteers in the group and for the hardware, they will procure from the most cost-effective sources.

Total project costs are £3,822, of which 50% (£1,911) is being requested from the Community Chest, the remaining 50% will come from the Parish Council:

- Understorey shrubs £5 50 £250
- Succession trees £60 12 £720
- 76m of 1.2m Hedge planting at rear of site to reconstitute existing hedge line £2.72 500 £1,360
- Fencing stakes to create a 25m dead hedge £7 50 £350
- 20 bird boxes, various types and hole sizes £14 20 £280
- 8 Bat boxes £30 8 £240
- 6 Beetle Hotels £12 6 £72
- 10 hoverfly lagoons £5 10 £50
- 2m<sup>3</sup> mulch £200 2 £400

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- 25 litres spring flowering bulbs £4 25 £100

**Cllr Peter McDonald:**

*Yes indeed fully support*

|                     |        |                    |        |
|---------------------|--------|--------------------|--------|
| Total Project Cost: | £3,822 | Total Applied For: | £1,911 |
|---------------------|--------|--------------------|--------|

## Community-Led Plan Application

|   |   |                       |                   |     |
|---|---|-----------------------|-------------------|-----|
| Reference   | XNWJNQBX                                    | Community Chest Grant |                   |     |
| Name of Organisation  | Eltisley Parish Council                     |                       |                   |     |
| Organisation Type   | Parish Council                              |                       |                   |     |
| CCVS Registered   | No  |                       |                   |     |
| Parish  | Eltisley Parish Council                     |                       |                   |     |
| Landowner   | N/A   |                       |                   |     |
| Project Type  | Materials - CCG                             |                       |                   |     |
| Green option considered?  | Yes- information to provided online as well |                       |                   |     |
| Documentation Status  | Safeguarding                                | Yes                   | Accounts          | Yes |
|   | Quote                                       | Yes                   | Mission Statement | Yes |
| District Councillor Support   | Yes- Cllr Sandford                          |                       |                   |     |
| Parish Council Support – does the PC support this project in principle  | Yes   |                       |                   |     |
| Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much? | Yes £50                                     |                       |                   |     |
| Officer Summary   |   |                       |                   |     |

Eltisley Parish Council have a Parish Plan and would like to print flyers of their Parish Plan fact sheet showing actions & achievements as well as Village information leaflets to advise residents of village groups, facilities, walks services etc.

A leaflet and flyer will be delivered to each household with spare copies available to be picked up at The Cade. As not all households have access online this is why a paper copy has been settled upon although an online copy will also be added to the Parish Council website and facebook page.

Total project costs are £270 for 250 A5 copies of both the flyer and fact sheet (£215 for the information sheets and £55 for the fact sheets). £220 has been requested from the Community Chest

The project is supported by local Councillors and by the Parish Plan group. The Parish Council will fund the £50 shortfall

**Cllr Peter Sandford:**

## Appendix A

*I am happy to support the application, as it seems a worthwhile method of updating the residents about current community facilities. It was also noted that several new residents have moved into the village recently who would be unfamiliar with the facilities available.*

**Cllr Mark Howell:**

*I am delighted to give my support to this application. I believe this will aid everyone in the village and those people visiting. By producing this information leaflet this will encourage people to explore the village by foot and bike which is by far the most healthy option.*

|                     |      |                    |      |
|---------------------|------|--------------------|------|
| Total Project Cost: | £270 | Total Applied For: | £220 |
|---------------------|------|--------------------|------|

### Deferred Application:

|   |   |   |                   |                       |
|---|---|---|-------------------|-----------------------|
| Reference   | TWPMGFKK  |   |                   | Community Chest Grant |
| Name of Organisation  | Steeple Morden Village Hall                                       |   |                   |                       |
| Organisation Type   | Charity - 300421  |   |                   |                       |
| CCVS Registered   | No  |   |                   |                       |
| Parish  | Steeple Morden  |   |                   |                       |
| Landowner   | Steeple Morden Village Hall                                       |   |                   |                       |
| Project Type  | Improvements to community buildings, equipment / capital purchase |   |                   |                       |
| Green option considered?  | Solar Energy Installation   |   |                   |                       |
| Documentation Status  | Safeguarding  | y | Accounts          | y                     |
|   | Quote   | y | Mission Statement | y                     |
| District Councillor Support   | To be confirmed   |   |                   |                       |
| Parish Council Support – does the PC support this project in principle  | Yes   |   |                   |                       |
| Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much? |   |   |                   |                       |
| Officer Summary   |   |   |                   |                       |

**This application was presented at the February Grant's advisory Committee. Although not rejected, the recommendation was to suggest that the applicant applied for Zero carbon communities funding. However, as the Village Hall Committee would like the solar panels to be installed as soon as possible, they have asked if it could still be considered for Community Chest funding due to the quicker turnaround time.**

Steeple Morden Village Hall has been running since 1978 and currently has 12 Trustees. The Village Hall is open to all the community and is regularly used from the local and wider community. Examples include Dance clubs, Fitness clubs, after school and preschool clubs, Village Quiz nights, Sports cubs, over 60's clubs and various other local clubs. Other uses are for private parties, wedding

## Appendix A

receptions and the local amateur dramatic society (The Morden Players) often put on plays and events. It also houses a WC facility for users of the recreation ground.

Trustees would like to Install solar panels on the roof of the Village Hall to save on energy costs (currently £73 per month is paid to their energy provider).

Three quotes have been obtained. A quote to supply and install 16 solar panels, and 2 x storage batteries has been obtained from Gnome Energy Limited (trading as Rainbow Energy Solar). Total costs are £12,818.67, of which £2,000 has been obtained from the Community Chest.

If successful in obtaining £2,000 from the Community Chest, a request will be made to the Parish Council for financial contribution and the shortfall will come from the Village Hall funds.

|                     |            |                    |        |
|---------------------|------------|--------------------|--------|
| Total Project Cost: | £12,818.67 | Total Applied For: | £2,000 |
|---------------------|------------|--------------------|--------|

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# Guidance notes for Community Chest

## What is the Community Chest?

The Community Chest is grant funding available to voluntary and community sector groups, charities and public sector bodies wishing to further improve quality of life in South Cambridgeshire.

## Who can apply?

Applicants must:

- Either be a non-profit group or organisation (including Community Interest Companies, CIC) based in South Cambridgeshire or benefiting South Cambridgeshire residents, OR be a public sector body with a demonstrable community focus (individuals and businesses are not eligible)
- Be a Parish Council or Parish Meeting with fewer than 160 registered electors\*  
Exemptions:
  1. Parish Councils of any size can apply for funding for costs involved in the undertaking, creation or refreshing of a [Community-Led Plan](#) (Parish Plan). This does not cover the costs of delivering projects emerging from a Community-led Plan (further details below)
  2. Parish Councils of any size can apply for biodiversity grants through this fund provided that they are not already in receipt of a grant from the Council's Zero Carbon Communities grant fund
  3. Parish Councils of any size can apply for grants that provide a benefit to those affected by the cost-of-living crisis.
- 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 you have questions about these criteria, please contact us using the details below.

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@cambridgecvs.org.uk](mailto:enquiries@cambridgecvs.org.uk)

\*Please note:

The Committee reserves the right to supersede this clause should the Parish Council or Parish Meeting show good cause, for example:

## Appendix B

- a) The Parish Council or Parish Meeting have multiple settlements and the application pertains to any one of these which satisfies the 160-electors threshold or
- b) Registered electors are within 10% of the threshold.

### What must the funded project deliver?

The community activity or project must:

- Meet local need and leave a legacy for the community
- Ensure equality of access
- Help us deliver one or more of the following aims:
  - Promote healthy and active communities
  - Enable inclusive communities
  - Develop skills
  - Enhance the natural environment / a sustainable increase in local biodiversity
  - Deliver community engagement through the undertaking, creation or refreshing of a Community-led Plan
  - Provide a benefit to those affected by the cost-of-living crisis

### What can be funded?

The activity or project should be one of the following:

- Improvements to community buildings and spaces (i.e. village halls/pavilions/play areas etc)
- Repairs to Historic Buildings/Monuments/Memorials
- Equipment/Capital Purchase
- Materials
- 'Start-up' costs (may include training of staff/volunteers, hall hire and other revenue costs)
- Costs involved with undertaking and creating or refreshing a [Community-Led Plan](#) (resulting projects will only receive funding where they would have been eligible for the Community Chest anyway).
- Regarding cost-of-living projects, examples could include repair cafes where the local community can help in getting household items fixed for free; Timebanking projects (an exchange-based work trading system in which hours are the currency instead of money); lunch clubs (excludes the cost of food); Community support initiatives that provide food/ activities/ support services/ educate individuals on reducing food waste and cooking low-cost meals; setting up/running a group or charity where people can obtain free furniture, clothing, food, toys (Free, impartial legal guidance can be found on the [Business Companion website](#)); establishing or building the capacity of food hubs, food banks or community fridges; Capital costs needed to set up a warm hub



## Appendix B

(excluding warm hubs run by Cambridgeshire ACRE and any ongoing revenue costs, for example, heating costs)

- Regarding biodiversity projects: the purchase and planting of native trees, hedgerows, wildflower meadows or other vegetation in appropriate and suitable locations and their ongoing maintenance; the construction and erection of bird and bat boxes in suitable locations; the creation or improvement of wildlife habitats (terrestrial or aquatic); the improvement of existing habitat.

### What cannot be funded?

- On-going revenue costs or overheads (e.g. salaries, rent, advertising, promotional materials). There are 2 exceptions to this. Exception 1 - The creation of Community-led Plans (revenue costs associated with the resulting projects will not be funded). Exception 2 - Cost-of-living projects (revenue costs cannot be used to cover the cost of food or the ongoing costs needed to run a warm hub, such as heating costs)
- Projects that replace funding by other public sector bodies, including parish councils (e.g. youth services, highways)
- Projects that have not received the support of all [local District Councillor\(s\)](#) for the ward/s concerned. Please ensure when contacting your local District Councillor(s) that they are all provided with full details of your project or a copy of your application form.
- Costs associated with Neighbourhood Watch schemes
- Costs associated with Community Speedwatch schemes or other traffic initiatives
- Items that would only benefit 'individuals' and not the group (e.g. sports kits)
- Non-native flower tubs

### How much can be applied for?

The maximum award is £2,000 in any single financial year (April-March) and can be for 100% of project costs unless the initiative is on parish council land, in which case a 50% financial contribution from the parish council is expected.

If a group is awarded funding of less than £2,000 in any single financial year, an application can be made again within the same year for extra funding, providing the total allocation for that year does not exceed £2,000.

If a group is awarded funding (up to and including £2,000) for any of the Community Chest themes in the explanatory table below in any single financial year, an application can be made again within the same year for (up to and including £2,000) for funding of other Community Chest themes.

If a group is awarded funding (up to and including £2,000) for any of the Community Chest themes in the explanatory table below in any single financial year, applications

## Appendix B

can be made to any other Council funded grants within the same financial year, and vice versa.

If there is high demand for funding, it may mean that the District Council is only able to make a contribution to your project. The Council reserves the right to prioritise based on funding available, size of electorate, parish precept, indices of deprivation, number and type of applications received at any given time, priorities for the financial year and value for money. Eligibility does not guarantee grant funding.

### **When can groups apply?**

Groups can apply at any time during the financial year until the funding is fully allocated for that period. Additional funding has been allocated until October 2023 for the creation of Community-led Plans and until the end of March 2023 for cost-of-living crisis projects

### **Preferred green options**

We will always ask applicants to seek a green option when purchasing items for their projects and this must be evidenced within the application.

For example, a group may be looking to purchase a new minibus for their community. We would expect the group to evidence and include market research with their application demonstrating that a similar electrically powered vehicle has been considered. However, if the electric alternative is not within price range, or would not be fit for purpose this must be explained before we would consider contributing towards an alternative

Regarding biodiversity projects: planting of trees, hedgerows, wildflower meadows or other vegetation must be native. The construction and erection of bird and bat boxes must be in suitable location

Natural Cambridgeshire have produced a useful [Local Nature Recovery Toolkit](#) which provides guidance, advice and support for Communities wanting to create nature recovery plans.

### **What supporting documentation is required?**

- A copy of your organisation's constitution or mission statement
- A copy of your latest accounts (audited if available)
- A quote for the community activity or project
- A copy of your safeguarding policy
- A copy of any correspondence from your [local District Councillor\(s\)](#) showing they are supportive of your project
- A bank statement for the account you wish the funds to be paid into. Statement must be dated within the last month.

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- Applications for funding towards the creation of Community-led Plans that are not made by the Parish Council itself should demonstrate that the Parish Council is supportive of the application.
- For biodiversity projects please include:
  - A plan of the proposed work, including a project map and project outcomes
  - A timeline of the proposed work indicating mileposts and delivery dates
  - A brief management plan which describes how the project will be sustainable
- For Community-led Plan applications, details should be supplied of any funding being allocated by the Parish Council to the creation of the Plan.

In addition, the following will be required if relevant to the project:

- Appropriate protection policies: children, young people, vulnerable adults
- Public Rights of Way consent from landowner
- Any other relevant material that would support your application

### **How will the grant be paid?**

If successful, the applicant will receive the grant payment once we have received acknowledgement of the grant offer and acceptance of the terms and conditions.

### **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 (unless otherwise agreed in writing)
- 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. Details about this are available on the South Cambridgeshire District Council website
- For biodiversity projects: the project must deliver a sustainable increase in local biodiversity, known as Biodiversity Net Gain. An increase means that you should be able to demonstrate positive change in biodiversity from pre-project conditions (for example, number of trees, number of square metres of land either created or improved). Sustainability means that it should persist over time and not be a temporary change.
- Defibrillators: only the cost of defibrillators is funded through the Community Chest Grant scheme and the associated accessories and ongoing maintenance/training (the provision of which the Committee will want assurance) will be funded by the applicant. Defibrillators must be located where they can be accessed by the public at all times.

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- Where infrastructure improvements are funded through the Scheme, applicants will be expected to demonstrate that the same organisation will be purchasing, owning and maintaining the equipment/items.

Any award will not be means tested but applicants will be expected to have sought other means of local funding, especially from the parish council who may have funds available through planning developments (S106) or through its precept (S137).

### For further information please go to:

- [South Cambridgeshire District Council Community Chest webpage.](#)
- [Community-Led Plan toolkit - South Cambs District Council \(scamb.gov.uk\)](#)
- Contact Details: [community.chest@scamb.gov.uk](mailto:community.chest@scamb.gov.uk)

## Explanatory table

The Community Chest is made up of 4 streams of funding, below:

| <b>Community Chest funding</b> | <b>Community Group (including CIC)</b> | <b>Parish Council or Parish Meeting with fewer than 160 registered electors</b> | <b>Parish Council of any size</b> |
|--------------------------------|--|---|-----------------------------------|
| Community Chest £48,225.31     | ✓                                      | ✓   | x                                 |
| Biodiversity Grants £20,000    | ✓                                      | ✓   | ✓                                 |
| Community-Led Plans £48,000    | ✓                                      | ✓   | ✓                                 |
| Cost-Of-Living (£20,000)       | ✓                                      | ✓   | ✓                                 |

# Agenda Item 6



**REPORT TO:** Grants Advisory Committee

31 March 2023

**LEAD CABINET MEMBER:** Cllr John Williams

**LEAD OFFICER:** Jeff Membery

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## Update for Dual Use Leisure Facility Grant Funding for 2022

### Executive Summary

1. Grants Advisory Committee (GAC) agreed at committee in May 2021 to allocate £50,000 from the Central Government Covid funds to provide some financial support to the Dual Use Leisure Facilities across the District which had remained largely closed throughout the Covid pandemic and the months that followed.
2. This report provides GAC with an update from each centre as to how these funds were spent and the outcomes for each of the centres.

### Key Decision

3. No. This report provides information only.

### Recommendations

4. Members of the Grants Advisory Committee are asked to note the content of the report and offer comments and/or make recommendations to the Lead Member for Resources as appropriate.

### Details

5. Grants Advisory Committee (GAC) met on 28 May 2021 to recommend to the Lead Cabinet Member for Finance the criteria and evaluation methodology for applicants to the one-off Dual Use Leisure Facility Grant Funding.
6. A sum of £50,000 was allocated by the Council for Health and Wellbeing from within the Central Government funding for Local Authorities with the purpose of mitigating the impacts of Covid-19.

7. Each of the Centres provides residents with access to the Exercise Referral Scheme and Active and Healthy 4 Life (A&H4L) programme. Following Covid, and centre closures, membership had declined sharply, most likely due to the demographic of people eligible for this scheme and the impact on them of the Covid pandemic.
8. It was proposed that the most effective use of this funding would be to help improve the leisure facility offer with the aim of encouraging the return of existing facility members and attracting new membership, thereby promoting exercise, health and wellbeing post-Covid. The centres had largely remained closed throughout the pandemic and the months immediately following the pandemic.
9. It was anticipated that a small investment into the décor and the introduction of updated equipment and / or facility hire would help to encourage the return of members, provide an attractive offer for new members and help breathe new life into these facilities.
10. It was recommended and agreed that the grants be assessed by officers and signed off by the Lead Member for Finance (Resources). 11 dual use centres were eligible for the scheme of which 7 applied for funding.
11. The funding has largely been spent or allocated for spending and we are now seeing a marked increase in membership referrals. Membership levels have not yet returned to the same heights as before the pandemic but they are now much closer. All centres are experiencing difficulty in attracting new instructors.

| <b>Sports Centre &amp; Grant awarded</b> | <b>Proposals for Grant Funding</b>  | <b>Actual outputs / outcomes of funding March 2023</b>  |
|--|---|---|
| Melbourn<br>£8,000.00                    | <ul style="list-style-type: none"> <li>• Funds to be used for: refurbish 1 x treadmill</li> <li>• purchase 2 new treadmills</li> <li>• repairs to the trampolines</li> <li>• repairs to the fitness suite floor</li> </ul>                          | 2 treadmills were purchased, and one was refurbished. Used the flooring funds more efficiently by giving the floor a deep clean to achieve the same safety aim. Instead purchased an exercise bike. Trampolines were repaired as planned. The A&H4LScheme has returned. It has taken longer due to loss of 2 key instructors last year. In the process of training another instructor to take on more patients. |
| Swavesey<br>£14,100.00                   | Demonstrated clear plans to innovate and promote, including introducing chair-based exercise programmes and Nordic walking, offering a diverse range of activities inside and out.  | Been creative with the funding to refurbish/replace gym equipment. Lack of interest in Nordic walking so delayed ordering equipment; established other activity interest instead. Additional purchase of laptop to use for A&H4L. Delays to Astro-turf completed Feb 2023, funds held to buy outdoor gym stations as planned - £7,615.99  |
| Gamlingay<br>£7,454.00                   | A group of community activists set up a charity to retain the community gym in 2021. New equipment was needed to replace the old. Update décor of gym. Agree a lease arrangement for equipment for 2 years to assist with Exercise Referral Scheme. | The charity has been set up and Gamlingay Leisure re-opened its doors on 25 June 2022. The ability to lease equipment was not possible with charity status. Instead have now embarked on a program of buying newly refurbished equipment, in line with a policy of purchasing sustainably. The whole indoor area has had a complete refresh and deep clean. The exercise referral scheme was re-                |

|                        |   |   |
|------------------------|---|---|
|                        |   | established in September 2022 with a temporary instructor while the main instructor completed the qualification. The scheme is now in full swing, with 16 members inducted.   |
| Impington<br>£8,589.63 | To develop the Exercise Referral Scheme as well as attract new non-exercising members to the sports centre. The funding would be used to purchase equipment that can be used for the GP referral scheme but also bolster their current offering to gym members and users and included a variety of gym equipment.                             | Studio equipment was purchased in October 2021. The A&H4L scheme restarted August 2022 with opportunity to use the new studio equipment alongside the gym, with other member classes following January 2023 making membership more attractive, along with new membership packages.  |
| Sawston<br>£5,817.80   | To purchase a new 'Stairmaster' for the gym, along with key equipment/kit for A&H4L patients and to train an additional instructor for exercise referral. The centre is working closely with the Council in piloting a modified Exercise Referral Scheme with clear plans to promote the scheme and innovative ideas to extend current offer. | The 'Stairmaster' has given an extra option to the rower or cross trainer. The other equipment has added to the professional experience for patients on the A&H4L scheme. The scheme is running with one qualified A&H4L instructor (all Centres are experiencing difficulty in attracting new instructors).  |
| Linton<br>£3,372.00    | To increase activities and promote the exercise on referral scheme by investing in the training of 2 new members of staff and numerous items of low cost equipment.   | Staff training was organised for a member of staff (with restructuring making it unsuitable to send another). In agreement with the funding provider, the remaining money was invested into new dumbbells for the fitness suite. All other equipment was purchased and used to help retain existing / attract new members in addition to preparing for the exercise referral patients.  |
| Bottisham<br>£2,666.57 | To re-introduce Exercise on Referral to encourage new clients from the community. And to promote services, including case studies of success stories. The centre plans to extend its operating hours and the application included the training of 2 new members of staff and equipment.   | The funding has enabled the centre to purchase new equipment which will be used in the Exercise Referral sessions and to train a member of staff as a Level 2 Gym Instructor and Exercise Referral Instructor. Due to staffing shortages the Sports Centre was closed for a period from October 2021 – January 2022 followed by a period of rebuilding the centre, restarting activities and training new staff. This unfortunately delayed the start of the Exercise Referral Scheme, however a member of staff has now almost completed their training and the scheme will be starting within few months. |

## **12. Summary of Benefits reported by dual use leisure facilities.**

- Funding has enabled centres to increase activities since Covid.
- Under difficult circumstances, they are pleased to still provide a varied programme of activities to all ages and abilities, and are committed to building on this in the future.
- Since the pandemic, membership has been increasing but growth has been particularly strong in the last 6 months.
- Active & Healthy 4 Life Exercise Referral scheme is being re-established in all centres, and strong links are being made with local Primary Care Networks/Health Professionals.
- New instructors are being trained in Level 3 Exercise Referral, this does take time and slowly the centres are seeing the benefits.
- New equipment is offering a wider variety of exercises within both a gym environment and outdoors, making it more attractive for Exercise Referral patients and new/existing members.
- Without this funding the centres would not have been financially able to do this themselves and hugely appreciate the support from South Cambridgeshire District Council.

## **13. Issues**

- All centres have found it a challenge to recruit staff, from lifeguards through to duty managers. In addition, some long-term Exercise Referral instructors have left leaving a gap across the district in qualified instructors.
- The maintenance costs required for the upkeep of swimming pools is proving to be an ongoing issue for centres, firstly as a result of long closures throughout the pandemic and now compounded by high energy costs.

## **Report Author:**

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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# Notes to help those attending meetings in person at South Cambridgeshire Hall

**Notes to help those people visiting the South Cambridgeshire District Council offices – please also refer to the Covid-security measures relating to meetings in the Council Chamber which are on the website page for each relevant meeting.**

**Members of the public wishing to view the meeting will be able to watch the livestream via the link which will be publicised before this meeting.**

**Members of the public wishing to attend the meeting in person, please contact Democratic Services at [democratic.services@scambs.gov.uk](mailto:democratic.services@scambs.gov.uk)**

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

## **Security**

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail [democratic.services@scambs.gov.uk](mailto:democratic.services@scambs.gov.uk)

## **Emergency and Evacuation**

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this is via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give

protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the Fire and Rescue Service.

- **Do not** re-enter the building until the officer in charge or the Fire and Rescue Service confirms that it is safe to do so.

### **First Aid**

If you feel unwell or need first aid, please alert a member of staff.

### **Access for People with Disabilities**

We are committed to improving, for all members of the community, access to our agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you. The Council Chamber is accessible to wheelchair users. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

### **Toilets**

Public toilets are available on each floor of the building next to the lifts. These include facilities for disabled people.

### **Recording of Business and Use of Mobile Phones**

We are open and transparent about how we make decisions. Public meetings are webcast and are also recorded, but we allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

### **Banners, Placards and similar items**

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. If you do so, the Chair will suspend the meeting until such items are removed.

### **Disturbance by Public**

If a member of the public interrupts proceedings at a meeting, the Chair will warn the person concerned. If they continue to interrupt, the Chair will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chair may call for that part to be cleared. The meeting will be suspended until order has been restored.

### **Smoking**

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one can smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

### **Food and Drink**

Until the lifting of Covid restrictions, no vending machines are available. Bottled water is available for attendees at meetings.

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