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Wednesday, 19 April 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, 28 April 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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Agenda		Pages
1.	<b>Apologies for Absence</b>	
2.	<b>Declarations of Interest</b>	
3.	<b>Minutes of Previous Meeting</b> To authorise the Chair to sign the Minutes of the meeting held on Friday 31, March 2023 as a correct record.	<b>5 - 8</b>
4.	<b>Guest speaker - Rachel Vollerthun</b>	
5.	<b>Electric Vehicle Charge Point Grant: Funding Applications</b>	<b>9 - 18</b>
6.	<b>Children and Young People's Grant end of Year Report 2023</b>	<b>19 - 40</b>
7.	<b>Community Chest: Funding Applications</b>	<b>41 - 66</b>

## **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, 31 March 2023 at 10.00 a.m.

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

<b>Officers:</b>	Emma Dyer	Development Officer (Community-Led Plans)
	Jonathan Malton	Democratic Services Technical Officer
	Keira Mbye	Democratic Services Officer
	Jane Mountain	Resource Officer

Mr Mahesh Hettiarachchi from Director of Hope CIC was in attendance.

### 1. **Apologies for Absence**

There were apologies from Councillor John Williams.

### 2. **Declarations of Interest**

Cllr Jose Hales declared a non-pecuniary interest in relation to the applications from Melbourn Bowls Club and Home-Start Royston, Buntingford & South Cambridgeshire as ward member for Melbourn.

Cllr Bill Handley declared a non-pecuniary interest in relation to the application from Over Youth Cafe as ward member for Over & Willingham.

### 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, 24 February 2023.

### 4. **Guest speaker - Hope CIC**

Councillor Jose Hales welcomed Director of Hope CIC, Mahesh Hettiarachchi to the Grants Committee.

Mr Hettiarachchi told the Committee how the Community Chest Grant funded the project which allowed 56 Christmas hampers to be distributed to disadvantaged residents across South Cambridgeshire in 2022.

Mr Hettiarachchi shared pictures and thank you messages with members and officers and thanked them for their support.

### 5. **Community Chest: Funding Applications**

It was noted, a total of eight applications were received between 6 February 2023 to 13 March 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:

Melbourn Bowls Club (XNGCHBKR) – Would be approved and funded at the full amount requested of £1,264.60

Magpas Air Ambulance (NZKBXMQF) – Would be approved and funded at the full amount requested of £2,000

Home-Start Royston, Buntingford & South Cambridgeshire (incorporated as Home-Start Royston and South Cambridgeshire) (GLLSLHRJ) – Would be approved and funded at the full amount requested of £2,000

Over Youth Cafe (DJRLRJBS) – Would be approved and funded at the full amount requested of £2,000

Friends of Duxford Green Spaces (TFLNZMJX) – Would be approved and funded at the full amount requested of £1,911

Eltisley Parish Council (XNWJNQBX) – Would be approved and funded at the full amount requested of £220 40:00

Let's Run Girls Ltd (MDSFPTQP) – Would be deferred pending further information.

Steeple Morden Village Hall (TWPMGFKK) – Previously deferred, would not be funded at the full amount requested of £2,000

As per above, the application from Let's Run Girls Ltd (MDSFPTQP) request of £1,650 was deferred, pending further information on the group's ethos and background. It was requested that contact was made with the parish council on whether they were in support or not.

As per above, the application from Steeple Morden Village Hall (TWPMGFKK) was not funded as it was agreed the application was more suited to the Council's Zero Carbon Communities grant fund.

## **6. Update for Dual Use Leisure Facility Grant Funding for 2022**

Members unanimously agreed the Dual Leisure Facility Grant had been a success and congratulated the officers for their work.

## **7. Date of next meeting**

Friday 28 April 2023 at 10:00

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**The Meeting ended at 10.50 a.m.**

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<b>Report to:</b>	Grants Advisory Committee	28 <sup>th</sup> April 2023
<b>Lead Cabinet Member:</b>	Lead Cabinet Member for Finance	
<b>Lead Officer:</b>	Head of Climate, Environment and Waste	

## Electric Vehicle Charge Point Grant: Funding Applications

### Executive Summary

1. This report summarises a grant application and recommendation to Grants Advisory Committee (GAC) for an award to SCDC's Electric Vehicle Charge Point Fund 2023/24. Members are asked to consider the grant application (detailed in Table 1 of Appendix A) and make a recommendation to the Lead Cabinet Member for Finance.

### Key Decision

2. This is not a key decision as the funding amount is below the value for £200,000.

### Recommendations

3. It is recommended that the GAC:
  - a. reviews the application to SCDC's Electric Vehicle Charge Point Fund 2023/24 as set out in **Table 1 of Appendix A** to this report;  
and
  - b. agrees the recommendation to the Lead Cabinet Member for Finance for allocating the requested funding with reference to the application criteria and guidance set out at **Appendix B**.

### Reasons for Recommendations

4. Officers consider that the application has demonstrated that the project meets the key criteria for grant funding, as set out in detail below.

## Details

5. The Council is committed to supporting the shift to net zero carbon emissions in the district by 2050, as demonstrated by the motion passed at its November 2018 meeting and set out in the Council's Zero Carbon Strategy (2020) and Zero Carbon and Doubling Nature Action Plan 2020-2025 supporting the transition to decarbonisation of transport within the district is a crucial aspect of the Council's approach. Electric vehicles (EVs) are likely to play a key role in this transition.
6. However, one barrier to EV adoption is the lack of suitable EV charging infrastructure particularly issue in rural areas. To help address this, aim the Grants Advisory Committee recommended to the Lead Cabinet member for Finance that the Electric Vehicle Charge Point Grant was to be established. The decision to establish the grant scheme was issued on 2<sup>nd</sup> November 2022.
7. This grant scheme is therefore intended to enable and encourage parishes, village halls and community buildings to install public EVCPs by providing financial support in addition to other funding sources raised by the applicants.
8. The grant is available to fund capital costs towards installation of public EVCPs, and associated works, in the car parks of community buildings and village halls within South Cambridgeshire.
9. Applicants may apply for up to £5,000 per project, with funding awarded on a first come first served basis.
10. Full application criteria and guidance notes as published on the SCDC website can be found at Appendix B. Scoring methodology for applications is set out in Appendix B
11. The total amount of funding available for the EVCP Grant for the remainder of 2023/24 is £46,500. This includes £30,000 allocated to the 2023/24 grant fund and rolled over funding of £16,500 from the 22/23 fund. The below table sets out funding applied for in 2023/24 and remaining funding to be allocated.

<b>Total Grant Available Budget 2023/24</b>	<b>Applications received to date in 2023/24</b>	<b>Total applied for</b>	<b>Remaining budget</b>
£46,500	1	£5,000	£41,500

12. There is one application for consideration by the Grants Advisory Committee, submitted by Shepreth Parish Council, for installation of two single socket 22kW EVCPs in the car park to the rear of Shepreth Village Hall, adjacent to Shepreth Parish Recreation Field. A detailed summary of the submitted application can be found at Appendix A. The applicant requests £5,000 towards the total project capital cost of £12,592.35. The remaining £7,592.35 would be funded by Shepreth Parish Council.



13. Officers consider that the application demonstrates a likely prospect of demand and future use, due largely to the good range of nearby amenities and businesses in the village as referenced in the application. These include Shepreth Rail Station, Shepreth Wildlife Park, a cafe and the recreation ground within walking distance, as well as 20 businesses within the village, many of which are located on Station Road and The Sidings within approximately 5 minutes' walk of the proposed location.
14. Although the application has made no assessment of resident demand for a charger, it is noted that the speed of the proposed charger (22kW can charge a typical EV in less than 2 hours) is suitable for the context described above, where shorter dwell times could be expected from local businesses or users of nearby amenities, when compared with domestic users who might ordinarily charge overnight. Nevertheless, there would be nothing to prevent use by residents given the site is accessible 24/7, and officers note that on nearby Docwra's Close and Barron's Green there are dwellings without private off-street parking that may benefit from a publicly accessible charger.
15. Estimated timescales, an installer quote and a financial breakdown including match funding and evidence of available funds have been provided, showing that the project is deliverable. Using the methodology in Appendix B the application has been given a score of 76.6/100. Taking the above into account, the application is considered to comply with the criteria and conditions of the grant fund.

## **Options**

16. The Grants Advisory Committee may consider the application for funding as 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**

17. There are no significant implications

## **Consultation responses**

18. The Lead Member for Climate has been consulted on this report and its recommendations.

## **Alignment with Council Priority Areas**

### **Growing local businesses and economies**

19. By funding EV chargers at community buildings and village halls, the EV Charge Point Grant could encourage and support local businesses in their switch to zero emissions vehicles by increasing charging opportunities and supporting charging infrastructure at business premises.

### **Being green to our core**

20. Visual presence of EV chargers can promote behavioural change by encouraging uptake of EVs, reducing reliance on fossil fuels and reducing tailpipe emissions from petrol or diesel vehicles that would otherwise have been used.
21. EVCPs funded through this grant would represent encouragement from SCDC for the uptake of electric vehicles by supporting provision of public EVCPs and therefore addressing wider district emissions

### **A modern and caring Council**

22. EV chargers at parish and community buildings that are funded by this grant would be used by, and would benefit local people as well as visitors to the area

## **Background Papers**

Grants Advisory Committee – 28<sup>th</sup> October 2022:

[Agenda for Grants Advisory Committee on Friday, 28<sup>th</sup> October 2022, 10:00 am \(moderngov.co.uk\)](#)

## **Appendices**



**Appendix A:** Application summary

**Appendix B:** Application criteria and guidance notes for the SCDC Electric Vehicle Charge Point Grant

## **Report Author:**

Luke Waddington – Project Officer  
Telephone: (01954) 713493

## Appendix A: Shepreth Parish Council application summary

<b>Reference</b>	LGGZBFKD
<b>Organisation</b>	
Name of organisation	Shepreth Parish Council
Organisation Type	Parish council
<b>Site details</b>	
Location	Shepreth Parish Recreation Field & Village Hall Car Park
24/7 Public access	Yes
Landowner	Shepreth Parish Council
Map location (red marker)	
<b>Photograph of site</b>	
<b>Eligibility</b>	
Proposed EVCPs	2x single socket 22kW chargers with single socket output each.
Demand for EVCPs	Nearby village facilities and businesses mean there is a realistic prospect of the charger benefitting users of the amenities, and local business employees. These facilities include Shepreth Rail Station, Shepreth Wildlife Park, a cafe and the recreation ground, and 20 businesses within the village, particularly those located on Station Road and The Sidings within 5 minutes' walk of the proposed location. There are approximately 20 properties in the village with no private off street parking that may also benefit from a public charger.
Sufficient power at site	Yes, as confirmed by three competing installers when surveying site to provide quotes.

District Cllr Support	Yes, Cllr Sally Ann Hart and Cllr Jose Hales both confirmed their support by email dated 22 March 2023.		
Funding			
Total project cost	£12592.35		
Total applied for	£5,000		
Project cost breakdown	Initial Fees		
	Installation	£10,195	
	Contactless Payment	£825	
		£11,020	
	Options		
	Load Management System	£660	
	Bay Markings	£312	
	Bump Stops	£230	
	Protection Barriers	£192	
	Pillar Signs	£120	
	EV Only Signs	£58	
		£1,572	
		Total Upfront Cost	£12,592
Quotes provided	Yes, three quotes were sought, a detailed quote from the winning installer dated 11 January 2023 has been provided.		
Match funding	The remaining capital cost of £7,592 will be met by Shepreth Parish Council.		
Project delivery			
Timeline	Yes. An approximate delivery timeline has been provided, based upon timescales and lead times given by the chosen installer. Officers have produced the below table to summarise this.		
	Payment of Deposit to installer		15 <sup>th</sup> May 2023
	Installation		w/c 12 <sup>th</sup> June 2023
	Commissioning		w/c 12 <sup>th</sup> June +3 days
	Handover		w/c 12 <sup>th</sup> June +3 days following commissioning
Commitments			
Provide usage data to SCDC for 3 years	Yes		
Maintain for 3 years	Yes		
Register EVCP on map	Yes		
Officer Score /100	76.6		

## **Appendix B: EV Charge Point Grant Criteria and Guidelines**

### **What is the grant?**

The Electric Vehicle Charge Point Grant is available to fund installation of electric vehicle charge points (EVCPs) for use by the public, and related works, in the car parks of community buildings and village halls within South Cambridgeshire.

### **Who can apply?**

- Parish councils
- Village hall or community centre/community building Trusts,
- Charitable and not-for-profit organisations directly involved in running village halls, community centres, and community buildings with parking.

### **What can be funded?**

- Capital costs for purchase and installation of Electric Vehicle Charge Points for public use, including associated costs such as electrical works, ground works, bay markings, barriers, and signs.
- The EVCPs must be located in off-street car parks.

### **What cannot be funded?**

- On-going revenue costs (for example, maintenance, software, electricity costs).
- EVCPs at locations which already have an EVCP(s) installed.
- EVCPs that are restricted in use to an individual, business or organisation. Chargers must be for public use.

### **How much can be applied for?**

- The maximum award is £5,000.
- Applicants can apply at any time during the financial year until the funding is fully allocated for that period.

### **What supporting information is needed?**

- A completed application form and any attached documentation that is needed to support responses to the questions in the form.
- The form requires a copy of confirmation of support from your local district councillor by letter or email.
- Confirmation of match funding including the source and amount of match funding.
- A bank statement for the account you wish the funds to be paid into, dated within the last month.

### **How are applications assessed?**

- Applications will need to meet the criteria set out in this guidance document, which will be demonstrated by completing by the application form.

- Applications will then be scored out of 100 based on how well they have addressed the criteria of site suitability, project management and delivery, and ongoing commitments.
- Grant applications are discussed and decided at the [Grants Advisory Committee](#). Grants Advisory Committee usually meets monthly.
- Of particular importance is the need to demonstrate consideration of likely demand for EVCPs at the chosen location, to provide evidence that the chargers in the chosen location have a good prospect of being used.

#### **What are the conditions of funding?**

- Funding must only be used for the agreed purpose and spent within 12 months of the award being made (unless otherwise agreed in writing)
- Successful applicants are to notify SCDC on completion of the funded project.
- Usage data from the EVCP must be provided to SCDC quarterly for 3 years from the date of successful commissioning.
- The successful applicant must commit to maintaining the EVCP in good working condition for 3 years from the date of commissioning.
- EVCPs installed as a result of funding shall be registered on an online EV charging directory such as ZapMap or similar.
- Any publicity must acknowledge the award provided.
- Unused grant must be returned to South Cambridgeshire District Council.

#### **How are successful applicants paid?**

- If successful, the applicant will receive the grant payment into the account stated on the application form, once we have received acknowledgement of the grant offer and acceptance of the terms and conditions.

#### **Where to begin?**

When first considering a site for an EVCP, think about what might make it attractive to EV drivers. For instance:

- Are there nearby attractions or facilities for drivers to access, ideally more than one and within walking distance?
- Would the EVCP be publicly visible, making it more likely to be noticed and used?
- Are there nearby homes without private driveways who could benefit from a public charger?
- Does the location feel safe for an EV to be left while charging?

Here are some other factors to consider:

- Signs and/or bay markings can be used to denote parking spaces for EV use only, to discourage parking by petrol and diesel cars
- Minimising the distance between EVCPs and the electricity supply can reduce installation costs
- Ensure there is pedestrian accessibility to the charger and parking space
- Barriers or wheel stops in front of an EVCP can reduce damage from collisions
- EVCPs capable of taking contactless payments are easier to use for drivers

If you think your site might be suitable then EVCP installers can provide site surveys free of charge.

### Application Scoring Methodology

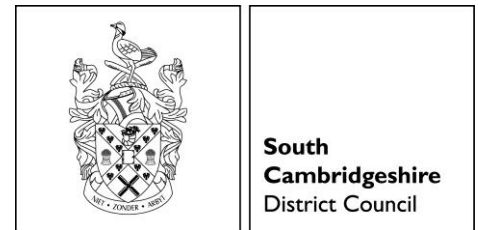
- Each application is assessed on the below criteria, derived from the application form and conditions set out in the application guidance.
- Each criterion is given a weighting of 33%, and applications are scored out of 10 for each one.
- The scores are then added together, and the application given a total score out of 100.

Criteria	Weighting
<b>Site suitability:</b> The application shows that the site is suitable for the proposed installation, has demonstrated likely demand (such as nearby amenities, and lack of residential off-street parking), has conducted resident surveys and ensured there is sufficient electricity capacity.	33%
<b>Project management and delivery:</b> The applicant has shown their ability to manage project timelines and funding by providing project timescales, evidenced costings, quotes, and other sources of funding.	33%
<b>Ongoing commitments:</b> The applicant has agreed to meet the ongoing commitments to SCDC to provide charger usage data for 3 years, maintain the EVCP(s) in a working condition, and register the EVCP(s) on a national charge point map.	33%

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# Agenda Item 6



**REPORT TO:** Grants Advisory Committee

28 April 2023

**LEAD CABINET MEMBER:** Cllr John Williams

**LEAD OFFICER:** Jeff Mambery

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## Children and Young People's Grant end of Year Report 2023

### Executive Summary

1. Grants Advisory Committee (GAC) agreed at committee in January 2022 to allocate £78,000 to provide some financial support to children and young people's organisations in the district in a one-off grant fund.
2. This report follows on from the Children and Young People's Grant Review provided on 24 June 2022 and provides GAC with an end of year update from each organisation as to how these one-off funds were spent and the outcomes attained.

### 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. Specifically, there are requests from three organisations to extend the timescales originally set, or to re-focus their projects.

### Reasons for Recommendations

5. The Grants Advisory Committee's role is to consider and make recommendations to the Lead Cabinet Member responsible for Finance, 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

6. The Children and Young Peoples grant scheme was a one-off grant fund making best use of £38,000 of unspent funds for the expansion across the district of the Mobile Warden Schemes (as agreed at Grants Advisory Committee in August 2021).
7. The pilot grant fund was subsequently increased by an additional £40,000 following funding being provided by Cambridgeshire County Council, bringing the total available to £78,000 for this one-off grant fund.
8. Applications were open to voluntary and community sector groups, charities and public sector bodies wishing to further improve quality of life for the children and young people of South Cambridgeshire. Applicants were invited to apply for sums £4,000 - £8,000 with the objective that the initiative/activity or project must deliver one or more of the following:
- Help children, young people and their communities to develop their own initiatives and by doing so contribute to their own resilience and well-being and that of their community
  - Motivate and empower other children and young people and their community members to take part and, by doing so, develop social capacity.
  - Develop opportunities for children, young people and their families to engage in positive activity which is beneficial to their physical and mental health and well-being
  - Address social disadvantage and equality of opportunity.
9. Thirteen projects were funded totalling £77,920.33:

App Number	Applicant	Ref	Category	Amount awarded
1	Cambridge Fire & Rescue	PTHGWLFV	Anti Social Behaviour	£7,000
2	Orchard Park Community Council	QKKZLZMZ	Anti Social Behaviour	£8,000
3	Creative Cooking (WAY)	MQQWGDLL	Diet	£5,722
4	Let's Cook CIC	VVTLKRSH	Diet	£7,568.33
5	Orwell Eco Youth Council	SCFVDWGV	Environmental	£4,860
6	Cambridge Joint Play schemes	LWWNRQVS	Learning Disabilities	£5,000
7	Kite Trust	PCXGSCMC	LGBTQ Mental Health	£6,500

8	Blue Smile	NSXBJNJT	Mental Health	£5,422
9	Cambridge Acorn Jazz	BZWRRPP	Mental Health	£5,000
10	Histon & Impington M Health	XSMCPDPN	Mental Health	£4,190
11	Romsey Mill	VPTQWPXM	Mental health	£4,158
12	Unique Feet	FCGGIZBS	Mental Health	£7,500
13	SSYL Sawston	SQWLKHFF	Non-specific	£7,000

10. Of the thirteen applications, eight addressed mental health, two addressed food/diet, two addressed anti-social behaviour and one was non-specific.
11. Appendix A gives an end of year summary with officer comments on what the schemes and initiatives have achieved since funds were awarded in January 2022.
12. The funding has largely been spent or allocated for spending. 10 of the organisations have achieved the objectives stated in their applications. The following three organisations are behind schedule and Appendix A provides details.:
- **Orchard Park Community Council** - project did not get under way until March 2022 and will not be completed until the end of March 2023. We await further information about outcomes achieved and to what degree there are synergies between this work and the Council's Community Safety Partnership and Community Led Plan work, which could increase the sustainability of the outcomes GAC is asked to consider recommending an extension to the original timescales.
  - **Orwell Eco Youth Council** - three-month delay before recruitment of a youth worker started as the Parish Council discussed options for a way forward. This was also compounded by no one coming forward to take the role on once it was advertised. Therefore, the project could not properly start until June 2022. Although they have achieved their main objectives, their estimated completion date is July 2023 and consequently GAC is asked to recommend an extension to the original timescales.
  - **Friends of Histon & Impington Community (HI Friends)** – the original training provider withdrew in July 2022 which was a significant project setback. A replacement trainer was sourced and confirmed in October 2022. GAC is asked to consider recommending an extension to the agreed timescales.
13. If requested, a further paper could be brought to GAC summarising the final outcomes of the three projects that are incomplete at present.

## Background Papers

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

## **Appendices**

Appendix A: Applications Summary Report

### **Report Author:**

Emma Dyer –Development Officer  
e-mail: [emma.dyer@scambs.gov.uk](mailto:emma.dyer@scambs.gov.uk)  
Telephone: (01954) 713344

## 1. Cambridge Fire & Rescue Service

**About the applicant:** Responsible for delivering a fire and rescue service to the 805,000 people of Cambridgeshire and Peterborough.

**Grant awarded:** £7,000

**Category:** Anti-Social Behaviour

**Proposals for Grant Funding:** To deliver at least two week-long 'Firebreak' courses within South Cambridgeshire to students in vulnerable areas as identified in partnership meetings.

**What is Firebreak?** Firebreak aims to promote a culture of safety and teamwork, reducing the risky choices made by young people and reduce Anti-Social Behaviour within communities. It aims to raise young people's awareness of the consequences of their actions, introducing the concept of citizenship by teaching a range of vital life skills whilst undertaking the various disciplines of the Fire Service.

The Firebreak programme concentrates on three core skills - Communication, Problem solving and Transferable skills. It delivers a different message daily, and through the week aims to promote a change in mindset and behaviour. Firebreak promotes self-worth and actively encourages the students to look at their future and fulfil their potential.

**Status-** Achieved objectives

**Outputs/outcomes of funding:**

- Ran three courses (in Impington, Cottenham and Cambourne)
- Students taught three core skills - Communication, Problem solving and Transferable skills. Certificate provided to each attendee.
- Students actively encouraged to speak to other schools such as primary about safety within the home or community.
- Many of the students on the course will not be able to gain GCSE's in an educational environment. By the students gaining two qualifications, it builds confidence in their own abilities
- Students are fed well and have positive role models such as the Firefighters talking about nutrition and exercise. The course is also physically engaging.
- [Cambridge Fire & Rescue Service Press release](#) highlights the success of the course run at Impington Village College

**Challenges:** None recorded.

**Moving forward:** Firebreak does not currently meet the criteria for Police and Crime Commissioner funding although the Police and Crime Commissioner are looking at possible alternate provision for these courses. No other form of funding has been identified at present.

## 2. Orchard Park Community Council

**About the applicant:** Community Council for Orchard Park.

**Grant awarded:** £8,000

**Category:** Anti-Social Behaviour

**Proposals for Grant Funding:** The aim was to engage with the young people of Orchard Park, make them feel connected to their community and support them to make a difference.

- 1) Engage with young people at risk of entering the criminal justice system and those undertaking low level ASB in the community
- 2) To connect young people into the wider Orchard Park Community and developed positive social networks
- 3) To reduce feelings of isolation experienced by young people and improve overall mental health of the young people living in Orchard Park
- 4) To Motivate and empower Young People by providing a platform for them to collaborate with others in their community and give them a voice to shape their community

**Status:** Not on track. Project did not get under way until March 2022 and a further update will be provided verbally at GAC

**Outputs/outcomes of funding:**

- Two Romsey Mill youth workers engaged with Orchard Park's socially disadvantaged young people through detached work, gave them opportunities and activities that they would not otherwise have been able to enjoy.
- They have made connections and started to build relationships with around 10 young people to date.
- Through working with Orchard Park's young people during detached sessions and on trips out, a group of young women suggested the boxing project, to help boost self-confidence, personal safety, fitness.
- To date Romsey Mill have invoiced for £5,952.93 representing 42 detached sessions, 9 boxing sessions and 2 trips out.

**Challenges:**

- The organisation commissioned to carry out the engagement work with Orchard Park's young people are still completing the work and will be gathering feedback.
- There are quite a few objectives to fulfil in a relatively short space of time, and some overlap between them. It might be more achievable to focus on empowering young people to build self-confidence and resilience and developing opportunities to engage in positive activities. Developing social capacity could be a longer-term project.

### 3. Waterbeach and Landbeach Action for Youth (WAY) Youth Club

**About the applicant:** Support and educate young people aged 11-16 years through the provision of multiple weekly open access youth club sessions and outreach youth work. Aim to inspire and support their members so they may develop as individuals and valuable members of the community.

**Grant awarded:** £5,722

**Category:** Diet

**Proposals for Grant Funding:** To provide a 'Creative Cooking' programme to teach young people how to be creative with ingredients and to cook nutritious, cost-effective meals whilst reducing food waste and how to be confident and safe in the kitchen. This is intended to help young people's mental health by teaching them new skills including self-sufficiency, allowing them to talk freely about anything that is bothering them whilst they are engaged in a relaxing activity.

**Status:** Achieved objectives

**Outputs/outcomes of funding:**

- Provided two cooking sessions per week with an average of 5 members per session in the kitchen who provided the food and snacks for approx. 15 - 30 members.
- Stopped selling unhealthy tuck shop food as were able to get the members to cook their own healthy meals and snacks.
- Members have become a lot more confident in the kitchen, this also helped their mental health.
- Young people came up with the idea of opening a youth cafe with the skills they had learnt. They helped to organise this, and the cafe has now been running for 5 weeks.
- Young people planned the meals and things to cook. They also helped do the shopping lists and were responsible for recording food temperatures and to be aware of food hygiene.
- Young people developed cooking skills so they can cook cheaper versions of take away or readymade meals.
- Made use of Fare Shares food from Tesco which would otherwise have been wasted. Have also invested in a new fridge freezer for additional food items from Fare Shares.
- Youth workers reported that the members were opening up and becoming a lot more trusting of the youth workers due to the time they spent in the kitchen.
- Through cooking their own meals and snacks, they became more independent and they also built confidence when they saw other members eating and enjoying their food.
- One of the older members has been so brilliant at leading the others in the kitchen that they plan to put her on an apprenticeship after her GCSEs.

**Challenges:** None reported.

#### 4. Let's Cook CIC

**About the applicant:** Promotes the health and wellbeing benefits of cooking from scratch for Children, Young People and Families. Uses the train the trainer model to disseminate the tips, tricks and techniques needed to deliver practical and participatory cookery sessions. By upskilling representatives from a range of community facing organisations such as schools, youth clubs, scouts and guides etc,

they ensure that the training is embedded into the organisations they work with and provide the foundation for long term initiatives beyond the initial funding period.

**Grant awarded:** £7,568.33

**Category:** Diet

**Proposals for Grant Funding:** Let's Cook Project activities directed to children and young people who reside in areas that sit higher on the indices of childhood deprivation where evaluation shows access to nutritious food may be more limited and levels of childhood obesity tend to be higher. Recruitment of participant organisations and the delivery of a two day train the trainer session (March 2022). Individual settings were then expected to deliver their own sessions between April 2022 and November 2022.

**Status:** Achieved objectives

**Outputs/outcomes of funding:**

- As part of the promotion of the project / recruitment drive for participating settings Let's Cook 'sat in' for an hour on the BBC radio Cambridgeshire mid-morning show which was focusing on the importance of reducing food waste, making food go further and supporting families who may be experiencing challenges in accessing healthy food.
- Initial training day delivered 19 May with enthusiastic response from attendees.
- £2,100 of allocated SCDC grant funding at £350 per setting was released 20 May 2022.
- Delivered a total of 24 cooking sessions, all of which included practical cookery and the dissemination of supporting healthy eating messaging.
- Sessions took place at Cambourne child and family centre, Sawston child and family centre, Melbourn Child and Family Centre and Waterbeach child and family centre and Meridian Primary School, Comberton
- Sessions were inclusive and age appropriate through consultation with participants and provision of alternative activities / creche when required.
- Sessions reached 123 beneficiaries through the work delivered by 12 'Projecteers'. Approximately 150 Projecteer hours were contributed to the project.
- Children are always excited at the end of a session to be able to take their cooking home to share with their families.
- Cooperation and communication were found to improve throughout the sessions.
- Students have been encouraged to taste new foods and foods they didn't think they liked.

**Challenges:**

- Delays in announcement of funding impacted on our ability to recruit settings to participate. Settings had factored in activities etc for the period in which the funding applied so uptake was lower than anticipated
- Recruitment was challenging, for two reasons. The delay in the announcement of our successful bid for funding meant that recruitment and training was taking



place when many settings had already calendarized any extracurricular activities. The greatest barrier to recruitment was constraints on time and budget in educational settings. Pragmatically, staff released to attend training had to be covered and, in an environment still impacted by Covid absenteeism, this created an additional challenge on capacity as much as budgets.

## 5. Orwell Eco Youth Council

**About the applicant:** The Creation of an ECO Youth Council to support parish council's Environmental Group and build on interest for more environmental projects to participate in by existing members of Orwell Youth Club.

**Grant awarded:** £4,860

**Category:** Environmental

**Proposals for Grant Funding:**

- Provide a sessional worker to mentor Young People; develop their skills and abilities to propose and deliver their environmental projects such as tree planting, create eco-friendly products and an eco-friendly youth club, contribute to parish debates and activities as part of Orwell Parish councils environmental group, create environmental strategies, and run community consultations as part of parish environmental activities.
- Enable young people to continue creating a community food bank and living food bank
- Consult and develop environmental initiatives on plans for new recreation ground

**Status:** behind schedule (estimated completion date is July 2023). Despite the delay they have achieved their main objectives.

**Outputs/outcomes of funding:**

- The establishment of a youth group
- Publication of environment statement
- Engagement with all the green initiatives in the village: building insect homes for the community allotment and animal homes for Chapel Orchard and the churchyard, development of a foraging hedge at the new recreation ground area
- Designing rainwater harvesting systems for the allotment.
- Creating plans for growing, collecting, and sorting vegetable seeds as part of the Living Food Bank Project
- Creating a network of young people
- Development of cooking skills and discussions about vegetarianism, veganism and farming and the environment
- Training of volunteers (in partnership with WAY)
- Creation of leaflets and newsletters by young people for young people around the village
- The contribution of young people to village environment public meetings
- Disseminating results of actions at community markets
- Developing project management and practical skills

- Active engagement of young people who are normally not associated with positive action within the village
- Contributed to support of Duke of Edinburgh participants who have been involved promoting and creating practical projects
- Positive response from community members as people are seeing young people making a positive contribution to each environmental project
- Ongoing support and dialogue with parents about social issues and behaviour problems, including finding ways for conflict resolutions between young people or tackling the young people's own perceptions of 'always being blamed'
- Project resulted in two volunteers, one of whom continuing youth work in the village (a second volunteer got a new job and moved away from the area)

**Challenges:**

- Three-month delay before recruitment of a youth worker started as the Parish Council discussed ways forward. This was also compounded by no one coming forward to take the role on once it was advertised. Therefore, the project could not properly start until June 2022.
- There was an issue with lack of engagement in discussions in meetings, but the group are now more active.

## **6. Cambridge Joint Play schemes**

**About the applicant:** Enabling children/young people aged 8-19 with moderate to severe learning disabilities to access community-based activities and holiday Playschemes. To support young people to access activities and resources with high levels of adult support and to provide fun activities and promote inclusion within the local community. Offering much needed respite facilities for parents and carers.

**Grant awarded:** £5,000

**Category:** Learning Disabilities

**Proposals for Grant Funding:** To provide Saturday Clubs and Half Term activities for Children/Young people

**Status:** Achieved objectives

**Outputs/outcomes of funding:**

- Currently supporting over 30 families and 10 new referrals.
- Community based activities included trips to the Cambridge Arts Theatre for the Pantomime, Indoor Crazy Golf, Bowling, Shepreth Wildlife Park, Nene Valley Railway
- Activities have included visits from local community-based providers e.g., Cambridge United's disability football coach, local dance teachers, local visiting farms and puppeteers
- By providing activity groups and holiday playschemes the children/young people had opportunities to develop out of school friendships, access external resources within the community and this allowed parents to benefit from much needed respite.

## Appendix A

- The children/young people that returned during the period of Covid uncertainty showed obvious delight in re-establishing relationships with their peers and the staff team.
- Provided additional half term playscheme dates and some online activities, (e.g., singing groups and scavenger hunts) as due to Covid-19 many of the children/young people had missed out on opportunities and attendance at school, as well as interaction with their peers.
- Increased new referrals from families and social work teams for places on Saturday Clubs and holiday playschemes therefore will grow and develop the service to more families in the future.
- Undertook a recruitment programme to resolve staffing shortages
- Noted by staff and from positive feedback from families that the children/young people supported are gaining in confidence in social situations.
- Promoted services to local 6th form colleges, universities and establishments offering Duke of Edinburgh Award schemes to become actively involved to support for the children/young people, either as volunteers or members of the staff team

### Challenges:

- **The Covid-19** pandemic had a huge impact on the services provided during 2021 and 2022 community-based facilities were closed, social distancing was mandatory and even when these restrictions were relaxed, many families were reluctant to send their child as they have compromised immune systems.
- Significant staffing challenges, therefore unable to fulfil planned programme of Saturday Activity Clubs. Due to approximately 50% of staff team working as teaching assistants in special schools and as relief cover for many of their colleagues on sick leave. Staff exhausted and not available for Saturday Activity Clubs. Remainder of staff team study away at universities and are not in the Cambridge area during term time.

## 7. Kite Trust

**About the applicant:** Supports the wellbeing and creativity of LGBTQ+ young people in Cambridgeshire, Peterborough and surrounding areas through information, support and groups. Build inclusive communities to tackle inequalities through consultancy, training and education.

**Grant awarded:** £6,500

**Category:** LGBTQ Mental Health

### Proposals for Grant Funding:

Funding a youth worker's salary and travel expenses for 1 day per week for 1 year to support 50 LGBTQ+ children and young people in South Cambs. Plus £500 Young People's Travel Bursary.

LGBTQ+ young people and their families will be set personal goals and supported to work towards these with 1:1 support. Youth worker will also shape the programme

and activities of group programmes taking place in the district - developing confidence and skills for use at school and in other community groups. These group activities will be supported by volunteers who receive training and opportunities to develop their skills and knowledge that can be applied more widely in their communities

**Status:** Achieved objectives

**Outputs/outcomes of funding:**

- Delayed spending the funding until the 1 April 2022 to align with financial year.
- Provided safe spaces for LGBTQ+ youth to take part in activities structured around the five ways to wellbeing in an inclusive environment and countered some of the social barriers they face due to LGBTQ+ phobia and discrimination.
- Between January and December 2022 85 LGBTQ+ young people living in South Cambs were supported – exceeding the objective by 70%
- 40 young people were new and took part in an initial meeting with a youth worker during the year to receive an induction, find out more about the services on offer and discuss their concerns and goals for participation with The Kite Trust. 45 young people had already been inducted to The Kite Trust before 2022 and continued to engage during the year.
- 7 young people received a total of 27 sessions of individual support where they had one-to-one meetings with a youth worker to build self-confidence and resilience and work towards personal goals related to their gender or sexuality e.g., coming out to family or exploring new labels.
- 8 young people participated in residential events during 2022 where they had opportunities to shape their own programme of activities including outdoor activities, taking part in cooking activities, and spending time outdoors. This programme in particular contributed to building self-confidence, resilience, and was beneficial to their physical and mental health and wellbeing.
- 24 young people attended the weekly youth group provision in Cambridge and 4 young people attended the school holiday activity sessions.
- 9 young people took part in swimming sessions for LGBTQ+ youth – providing an inclusive space to participate in this activity which is beneficial to their physical and mental health and wellbeing.
- 5 young people participated in the online group for transgender, non-binary and gender diverse young people, and 4 young people participated in the online group for disabled and neurodiverse LGBTQ+ young people.
- 2 young people joined the steering group for the action research project into LGBTQ+ young people's mental health and 1 young person has joined the young people's panel for planning their own events and initiatives.
- Annual survey in 2022: 96% of young people said they feel safe at The Kite Trust, 93% that they feel a sense of belonging and 93% that they feel valued when accessing their services. 73% of young people said their confidence and self-esteem have increased compared to when they first accessed the services.

**Challenges:** None documented.

## 8. Blue Smile

**About the applicant:** Mental health charity working in schools across Cambridgeshire providing specialist counselling and arts-based therapy to pupils.

**Grant awarded:** £5,422

**Category:** Mental Health

**Proposals for Grant Funding:** To improve the mental wellness of pupils at Histon and Impington Brook Primary School (HIBPS) through a weekly 'Blue Smile Day'.

- Providing a term of Partner School support to address the mental health needs of around 20 children experiencing poor mental health. Will use 1:1 arts therapy for as long as it is needed, enabling the children to develop a trusting relationship with their therapist; effecting long-term change in the child's mental health; supporting improvement in their school attainment and their long-term life prospects.

**Status:** Achieved objectives

**Outputs/outcomes of funding:**

- In the academic year 2021/2022 individual therapy was provided for **21** children (57% boys and 43% girls and the average age at start of therapy was **9** years old). A total of **384** sessions were provided over the year.
- **9** children finished therapy in 2021/2022, having received an average of **42** sessions each. Support to the remaining **12** children has continued in the academic year of 2022/2023.
- In the referrals, **24%** of cases at HIBPS were recorded as having more than one problem ("complex").
- As a result of therapeutic support, **100%** of the parents and teachers said that their child's individual problems identified at referral had improved, with **50%** having made significant progress (by more than 30%) by the end of therapy.
- Delivered a 'Blue Smile Day' every week in school helped normalise the discussion and focus on good mental health for the whole school community.
- Alongside the 1:1 support programme to 21 children, Blue Smile provided support calls to parents and carers over the school year as part of our remote service offering and as part of their whole school wellbeing approach. Also offered in person support to school staff, providing both parents and carers with support strategies to build up their own resilience.
- **52%** of children had their attendance improved following therapy, demonstrating how Blue Smile's services lead to better school engagement and attendance, which benefits both the classroom dynamics and the school as a whole.
- Although the school contribute approximately a third of the cost of running the service, Blue smile will continue to fundraise to ensure this long-standing partnership is able to be sustained. Will seek to cover the shortfall through a combination of grant funding from their pool of Trusts, Foundations and other grant givers, as well as utilising unrestricted funds through corporate, community and individual donations.

**Challenges:** None recorded.

## 9. Cambridge Acorn Jazz

### About the applicant:

- The Cambridge Acorn Project offers therapeutic work with children and families connected to trauma, abuse, and financial hardship
- Cambridge Modern Jazz is one of the longest-established and most successful jazz promoting organisations in the UK.

**Grant awarded:** £5,000

**Category:** Mental Health

### Proposals for Grant Funding:

The Cambridge Acorn Project will be partnering with Cambridge Modern Jazz to create an opportunity for young people experiencing inequality to experience music making and improvisation through three music workshops in three key locations in South Cambridgeshire. The project name is: “Let It Shine” and the workshops will engage with young people who are excluded from, or unable to access, mainstream activities, whether from social or financial exclusion.

**Status:** Achieved objectives

### Outputs/outcomes of funding:

- Most of the young people were registered with CAMH Centre for Addiction and Mental Health and all had experienced mental health/emotional/trauma/post-Covid issues.
- Workshop participants were selected by the leaders of North Cambridge Academy (NCA) Special Educational Needs Department from years 8, 9,10. The young people were considered interested in music and likely to benefit from an experiential music project.
- The workshops were conducted on three consecutive Tuesdays, February 21,28 and March 7 2023. Cambridge Modern Jazz used ‘Tomorrow’s Warriors’ (a music development collective with over three decades of experience in nurturing the nascent talent of aspiring young musicians to achieve their creative ambitions) to develop and deliver the content.
- A video-recorded community concert for participants friends and families was held after the final workshop sessions on March 7 2023.
- The end-of-project community concert provided an opportunity for local members of the community to come together (NCA staff, friends and family) to share an upbeat concert presented by the young participants and some of the UK’s leading professional jazz musicians.
- Are keen to work with NCA to maintain the legacy of the project to ensure it is not just a one-off but has a secured legacy.
- Throughout the workshop schedule, numerous examples were noted, where the young participants ‘broke out of their shell’ after minimal encouragement from the leaders. many were able to make up their own versions, then gain confidence to solo and ultimately to perform in front of an audience

- Achieved performances well beyond normal class expectations. Having the professional musicians play alongside them enhanced confidence and thus improved their ability to make music.
- Participants gained a new awareness of the importance of listening to each other.
- Children learnt to improvise freely without the fear of making a mistake. In so doing, they can develop creative skill sets that challenge them to find solutions, new modes of expression and feel successful.
- The two NCA music teachers participated fully in the workshops and concert. They mentioned that they had gained some new ideas and material for extending the concepts around improvisation for use in subsequent classes. In this respect, the workshop succeeded in providing a CPD (Continuing Professional Development) opportunity for staff.
- Comprehensive post-programme impact assessments for the young people participating were conducted by NCA staff. This information is to be used to ensure that benefits are used to best advantage in their ongoing education.

**Challenges:** None reported.

### **10. Friends of Histon & Impington Community (HI Friends)**

**About the applicant:** A village charity that aims to help support wellbeing, mobility, sport and recreation for the local community.

**Grant awarded:** £4,190

**Category:** Mental Health

**Proposals for Grant Funding:** To help young people and their peers develop a healthier lifestyle and make their voice heard around wellbeing issues. This will be achieved by providing a team of trained young people within Impington Village College that will act, alongside a team of adults, as mental health champions. This team will be recognised as individuals that:

- Students can approach with mental health matters, for themselves or if they are concerned about someone else.
- Will be visible to their peers at break and lunchtimes and will initiate conversations about mental wellbeing with their peers during these times.
- Conduct wellbeing workshops (supported by an appropriate adult but led by the young person) to share information, tools and techniques as well as opening up conversations around mental wellbeing and breaking down stigma
- Undertake 'outreach' work within local youth groups, uniformed services as well as the local junior football club and other sports groups.
- Will advocate on behalf of their peers regarding what they feel is important to improve young people's mental wellbeing and they will be encouraged to make suggestions and supported in implementing initiatives.

**Status:** Delayed until after training provided in May 2023

**Outputs/outcomes of funding:**



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- HI Friends mental wellbeing worker started discussions on project implementation with Impington Village College (IVC) in March 2022. This person is also a counsellor and provides 4 hours counselling a week for young people and runs a weekly wellbeing course as part of the school's non curriculum activity programme. The support to date has taken the form of liaising and working with the school staff and pupils, liaising, learning and working the trainer(s) and coordinating the project.
- Around 30 young people come forward to receive project training thereby making a personal commitment to mental wellbeing and to helping others as Mental Wellbeing Champions. The knowledge obtained could perhaps be life changing and provide a thirst to develop their understanding of mental wellbeing
- 14 young people attended the training in February 2023 to become part of the mental wellbeing champions team. The feedback was excellent with 4 scoring 'good' when rating the training and 10 scoring 'very good'. When asked how able they felt to undertake the MHC role and support their peers following the training, the average score was 8/10. The group are excited about becoming a team within school and the wider community that can break down stigma, educate and support others with their mental well-being.'
- A further 14 young people are scheduled to receive training in May 2023.
- Those who attended the first session have now asked for further practical champion training which should be viewed as a positive and demonstrates the positive impact the programme has had on them.
- The Charity Trustees will be meeting at the end of March and will be asked to make a funding commitment for the MWC project in the school academic year September 2023 to July 2024

### **Challenges:**

- Mental Wellbeing Champion training-original training provider withdrew in July 2022 which was a significant project setback.
- Since the beginning of the Autumn term 2022 the HI Friends Mental wellbeing Worker has been working closely with the Assistant Vice Principal at Impington Village College
- A replacement trainer was sourced and confirmed in October after visiting the school. A group of around 30 young people in Years 9-12 was identified/volunteered to receive the training and the HI Friends Mental wellbeing Worker has worked with them in preparation for the training. An original date for training at the end of January was agreed but had to be postponed and this took place on Tuesday 28th February. The next training session will be in May 2023.

**Amount of money spent to date:** £2,210 (*Amount unspent* £1,980)

Hi Friends have requested that the remaining grant monies are made available to meet a number of identified priorities:

- The feedback from the first training session was that the students would like some additional practical training on how to be a mental health champion. This



will be beneficial in ensuring they are and feel capable of supporting their peers safely and effectively in this role.

- Tutor group or assembly presentations on what the MHC programme is and on mental health awareness
- Regular group supervision to occur monthly for the Champions as well as an opportunity for young people being able to speak with HI Friends Mental wellbeing Worker outside of this time if needed
- A forum in the next month with those that attended the training to provide feedback on what they think is needed and how the programme might look in practice from their perspective

## 11. Romsey Mill

**About the applicant:** A charity committed to overcoming disadvantage, challenging injustice and promoting social inclusion with young people, children and families. Each year, they work with over 2,000 individuals and families, from Cambridge city and across areas of Cambridgeshire and Peterborough, including:

- Young mothers and fathers
- Young people on the margins of society who may be involved in risky or anti-social behaviour
- Young people struggling to engage fully with education
- Families with pre-school children
- Young people with an autistic spectrum condition.

**Grant awarded:** £4,158

**Category:** Mental health

**Proposals for Grant Funding:** Cambourne Youth Autism Programme (Aspire) to support young people with autism, and their families, in Cambourne through weekly youth groups which provide life and social skills, and promote mental and emotional wellbeing:

- To increase young people with autism's sense of belonging, confidence and social skills by providing a social space where they can be themselves.
- Providing practical support for some of the issues faced by young people with autism such as bullying, low self-esteem, independent living and developing friendships.
- Providing support for families of young people with autism by providing respite.

**Status:** Achieved objectives.

**Outputs/outcomes of funding:**

- 2 x weekly youth clubs for autistic young people, attended by 26 young people in total.
- Weekly youth groups-several young people expressing that coming to the group is the highlight of their week.

- There is a strong sense of belonging in the group, with young people sharing how much they care about the friendships they have developed.
- Social skills have been improved with young people voicing how much they have missed friends if they or their friends have been absent from a session, and how they have shown care towards one another. One parent fed back: “My son cannot attend mainstream activities due to his needs. Going to youth club has given him a sense of belonging. He is always excited to go and comes out at the end of the session with a big smile. He is slowly interacting with his peers at youth club and feels he will interact more in time. Youth club has definitely made him more confident and is improving his mental health.”
- One young person who was experiencing bullying has since made a friend at school and is feeling happier.
- An increase in self-esteem has been observed-one young person would cry at the group each week if anything was difficult to handle, however, this has now stopped and they expressed they feel more confident in being at the group, and in being assertive in asking what they would like, for instance in taking turns.
- Some of the young people are now meeting each other outside of the group, inviting each other to birthday parties, and developing their friendships.
- By providing practical support for independent living, a young person arrived on public transport for the first time.
- Families of autistic young people were supported through receiving respite every week during term time for one and a half hours, while the group was running. A recent survey showed that most young people fed back that the group helps them manage their family relationships.
- Young people have started to take their own initiative in starting games without prompts or help from youth workers. This has been excellent to see, as many of the young people had not attended another social group before Aspire, and it has been encouraging to see how they have become comfortable over time in this safe space.
- One young person was assisted in finding a work experience placement in Cambridge, where he gained valuable skills and experience. The long-term effect of such placements is hoped to help keep young people in education, employment or training.
- Young people felt they were able to talk about issues they were facing and build friendships, which led to an increase in confidence.
- Youth workers say that the young people all leave the group happy each week, no matter how they felt when they arrived.
- Through the group an increase in confidence has been found.
- Resilience has also been seen in the young people, for example, through managing to take turns in playing games, whereas previously this may have caused a lot of anxiety and stress. One parent fed back: “H feels like he has somewhere where he belongs and that the staff understand what drives his

behaviour is often anxiety. He feels safe there knowing he is understood and that if he has a bad week with the kids in his class at school there are other people he can hang out with every Wednesday. He's aware he is excluded or not invited to other social events by his peers, so he loves being part of a club for people 'like him'."

- Two volunteers over the last year were young people. One is a sixth form college student, and the other young person was volunteering as part of the Duke of Edinburgh Award. Despite this being the initial reason for volunteering, she loved being part of the group so much that she continued to volunteer beyond the requirement for DofE.

**Challenges:** None reported.

## 12. Cambridge Rare Disease Network

**About the applicant:** A charity building a regional community to address the unmet needs of those living with rare conditions, their families, and the professionals who work with them

**Grant awarded:** £7,500

**Category:** Mental Health

**Proposals for Grant Funding:** Unique Feet: To build a supportive community for children and families affected by rare diseases to help reduce isolation, build resilience and help improve their physical and mental well-being.

**Status:** Achieved objectives

**Outputs/outcomes of funding:**

- The children, young people and their families involved in Unique Feet were the inspiration behind the development of the group's activities and initiatives.
- Regular opportunities provided for families to share their feedback, ideas and wishes through accessible and age/ability appropriate Google Form surveys, focus groups and detailed interviews.
- Parents are also building really positive relationships and are communicating with each other to offer support and share experiences via a WhatsApp group. Several of the parents are helping in activity leader roles, have offered to do some community fundraising in the future and many are putting forward ideas for activities for the group for the future.
- Each activity had a community member lead person and the older members of the group also helped with leadership roles within the activities to allow them a chance to develop their independence skills in a caring supportive environment.
- Younger children and those new to the group were buddied with older more experienced members so that they can develop trust and confidence.
- Older members of the group developed their own self confidence by being given opportunities to support other less confident members and being offered a chance to volunteer within the group and the charities broader activities as a Unique Feet ambassador.

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- All children and young people were given the opportunity to take part in a range of fully accessible activities which enabled them to be increasingly active, learn new skills and be increasingly proud of themselves and their achievements.
- Families interviewed stated that being part of Unique Feet has considerably boosted their child's confidence. In particular, "being able to get comfortable with other children" and showing excitement at joining in with activities were highlighted as key achievements. The children are keen to celebrate their achievements within the group and talk about them outside the group, such as within school projects.
- Overall, interviewees agree that Unique Feet has given their children a space to participate in activities they can be proud of. For many children in the group, Unique Feet has provided an opportunity to try out new hobbies. Some of these include skiing, horse riding and climbing. Most said that Unique Feet allowed them to participate in activities that would otherwise be inaccessible due to their different needs and abilities.
- Young people and community members were given an equal voice within the group and be offered opportunities to take on responsibilities and roles. This allowed them to feel a valued part of the community, encouraging them to play an active role in developing ideas and delivering these. By allowing the group to take ownership the group has grown and flourishes.
- Members are keen to share with others the benefits they have gained from being part of the community and their personal invitations to others to get involved continues to be the main source of organic new memberships. A willingness to engage in social media activity to help share their experiences is also bringing in new members.
- Families affected by rare conditions have said that they feel isolated, misunderstood, mentally fatigued and unsupported. Unique Feet provided a range of physical activities which were accessible whatever the child's physical or learning needs. They also wanted to be outdoors in nature, with animals and trying new things they feel excluded from at the moment. In response outdoor activities were provided in local gardens, assisted horse riding, 'You Can Bike Too', climbing and snow sports, tennis, dance and activity days at outdoor pursuits centres. In addition, the community will have the opportunity to do some growing and gardening activities, cooking, arts and crafts and take part in social gatherings.
- They are also learning the huge impact that being a sibling of a child with a rare condition can have – endless trips to hospitals and clinics, maybe having to take second place to their siblings more pressing medical needs. These siblings are young carers and we are learning that they need support equally. The community group welcomes siblings to all activities too and they are really benefitting from having some opportunities to be with their sibling and do an activity together while also building friendships with other siblings like themselves who face similar challenges, they visibly relax and uncoil and are themselves, children, for a while

- The group developed a performance which they showcased on stage at the Guildhall to a standing ovation at our RAREfest event in December 2022 to showcase to a public audience and help raise awareness about rare diseases.

**Challenges:** None recorded.

### 13. Shelford and Stapleford Youth Initiative (SSYI)

**About the applicant:** To promote the physical, mental, educational, social and spiritual welfare of young people in the villages of Great Shelford, Little Shelford and Stapleford, and other neighbouring villages in South Cambridgeshire, fully supporting equality, diversity and inclusion, by the provision and delivery of youth services and community facilities and the promotion of community projects, in accordance with Christian principles.

**Grant awarded:** £7,000

**Category:** Non-specific

**Proposals for Grant Funding:** Expanding the work of the SSYI amongst young people resident in Sawston. To provide a safe space for social interaction; with direct support to hard-to-reach vulnerable young people (11-18 years old) to build trust, confidence and overcome behavioural issues.

Planning of specific activities will be done jointly with the young people. Young leaders can take on more responsible roles with the support of the professional youth workers.

**Status:** Achieved objectives

**Outputs/outcomes of funding:**

- Activity planning was done with the young people as intended. Some of them took on tasks e.g., helping lead specific activities like the outdoor sports sessions
- The core of their work is to build self-confidence and social skills amongst young people. This has been achieved by group activities (sports, games, cooking, trips...) as well as more focused 1:1 (with 7 young people) and mentoring work (4 referred by the village college)
- The work in Sawston has acted as a magnet for young people to investigate and enquire. Many have subsequently joined in SSYI's existing provision. Also, older community members joined as volunteers to help out.
- Visited the local primary schools to share the opportunities to join in the project and engage with them in that difficult transition time between primary and secondary school.
- Weekly informal open access evening. Indoor and outdoor (Thursdays) Over 100 young people, resident in Sawston, participate in these activities. This number is growing every week and has led to an increase in other SSYI activities as the Sawston young people want to get more involved. As well as more 1:1 sessions for those needing more in-depth support.
- As well as the weekly "open-access" sessions, the project included:
  - Weekly outdoor after school sports on the recreation ground

- Weekly session with activities & cooking food targeted at boys.

Young people also encouraged to take part in the wider community activities e.g., village “feasts”, “weekends”, helping with the SSYI presence and interacting with the wider public, and the annual Sawston fun run.

- A significant proportion of the young people are from disadvantaged family backgrounds and face significant challenges in their lives. These challenges combined with the inherent difficulties of transitioning from a child to adult and natural teenage anxieties can result in particular vulnerabilities and risk-taking behaviour. Activities, particularly the 1:1 support, mentoring, and targeted groups addressed these areas, and skilled youth workers are trained to identify and support young people through these issues.
- Are part of the referrals network with social services, counselling / mental health provision etc when more specific help is needed
- The Parish council are actively engaging with SSYI to plan investments and facilities for the young people at the recreation grounds

**Challenges:** None recorded.



<b>Report to:</b>	Grants Advisory Committee	28 April 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 13 March 2023 to 31 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 C
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. A summary of the applications can be found at Appendix A (copies of the applications forms are available from the Communities Team upon request).
10. A 6-month progress report from Hope against Poverty CIC has been provided at Appendix B about the Christmas food hampers which were funded at the September 2022 Grants Advisory Committee. This includes evidence on the actual distribution costs incurred (including how many parcels were delivered by the driver, how many were picked up in person, how many multiples were picked up by friends or relatives, and the fuel and van costs).



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 -£10,445.59 in the main Community Chest grant fund (excluding ring-fenced funds).

Type (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> <b>(£48,225.31)*</b>	31 March 2023	<b>-£4,479.59</b>	5	£5,966	<b>-£10,445.59</b>
<b>Biodiversity</b> <b>(£20,000) **</b>	31 March 2023	£13,558.41	3	£3,950	£9,608.41
<b>Community-Led Plans</b> <b>(£48,000)</b>	October 2023	£45,780	0	0	£45,780
<b>Cost- Of Living</b> <b>(£20,000)</b>	31 March 2023	£18,468.08	0	0	£18,468.08
Total	-	£73,326.90	8	£9,916	<b>£63,410.90</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: Hope against Poverty CIC 6-month report

Appendix C: Guidance notes for Community Chest

## **Report Author:**

Emma Dyer –Development Officer

e-mail: [emma.dyer@scambs.gov.uk](mailto:emma.dyer@scambs.gov.uk)

Telephone: (01954) 713344

## Appendix A

Reference	CXPPNTGX			Community Chest Grant
Name of Organisation	Girton Bowls Club			
Organisation Type	Community Group			
CCVS Registered	No			
Parish	Girton			
Landowner	PC			
Project Type	Equipment / capital purchase			
Green option considered?	N/A			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes Cllr Garvie & Cllr Stobart			
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>Girton Bowls Club (<a href="https://girtonbowlsclub.weebly.com">https://girtonbowlsclub.weebly.com</a>) is a village based outdoor bowls club which began in 2014. There are 51 members, each paying £50 per year.</p> <p>The club's existing bowls collectors were purchased 10 years ago and are now mostly unusable and irreparable. 12 new bowls collectors are required for the new season (April 2023) to allow members to return the bowls following each end of play. Bowls is recognised as supporting physical and mental health and functioning bowls collectors will allow older members or those with mobility issues to continue playing bowls.</p> <p>Total costs are £865, all of which is being requested from the Community Chest:</p> <ul style="list-style-type: none"> <li>• 12 Bowls Collectors- £780</li> <li>• Delivery- £85</li> </ul> <p>The replaced collectors have all been dismantled and the metal taken to our local recycling centre</p> <p><b>Cllr Corinne Garvie:</b>  <i>We support the need to replace old equipment with the help of funds from the Community Chest and we hope you are successful at the Grants advisory committee meeting in April.</i></p> <p><b>Cllr Richard Stobart:</b>  <i>Yes - this application has my full support.</i></p>				
Total Project Cost:	£865	Total Applied For:		£865



## Appendix A

Reference	GMCD SZFP	Community Chest Grant		
Name of Organisation	Rampton Tea Club			
Organisation Type	Community Group			
CCVS Registered	No			
Parish	Rampton			
Landowner	The village hall is owned by the Parish Council but managed by the Village Hall Management.			
Project Type	Equipment / capital purchase			
Green option considered?	N/A			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Cllr Annika Osborne – Supports project			
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?	Rampton Parish Council - £278.99			
Officer Summary	<p>Rampton Tea Club is affiliated to the Rampton Village Hall Management Committee, is a local village group formed in 2008. Currently around 30 people attend the meetings and although there is no annual subscription, attendees pay £2 each time they visit.</p> <p>The Tea Club aims to meet twice a month in the Village Hall in order to provide a regular opportunity for people of Rampton and neighbouring villages who are over 60, to come together to share tea/cakes and take part in other activities in a friendly and congenial atmosphere. Educational talks are provided monthly by a speaker and there is at least one outing each year.</p> <p>The monthly speaker uses a projector to display their slides. However, the current projector produces blurred pictures and there is also no sound amplification system. As the group is increasing in numbers it has become important to improve the quality and brightness of slides and also to make it easier for the audience to hear the speaker clearly. This is particularly important given the demographic of the group.</p> <p>Total project costs are £1,278.99, of which £1,000 has been requested from the Community chest:</p> <ul style="list-style-type: none"> <li>• Epsom Projector-£1,049</li> <li>• Portable PA system £229.99</li> </ul> <p>The Tea Club have been collaborating with other village groups who are also interested in utilising the equipment., including a group who put on events for children and adults.</p> <p>The Parish Council have confirmed they will donate £278.99. towards the purchase of the projector and sound equipment.</p> <p><b>Cllr Annika Osborne:</b></p>			

## Appendix A

*Thank you for the meeting we recently help to discuss the Rampton Tea Club's application to the South Cambridgeshire District Council Community Chest Fund for a grant to purchase a projector and sound system.*

*I am fully supportive of the Rampton Tea Club which welcomes residents over 60 from Rampton and the neighbouring villages to regular meetings for tea, chat and educational talks. The monthly talks are becoming increasingly popular and having a good quality projector would make a big difference.*

*I am also aware that the Tea Club is collaborating with other village groups so that the new projector and sound amplification system can be shared so that there will be maximum benefit to Rampton residents from the investment.*

*I fully support this application.*

Total Project Cost:	£1,278.99	Total Applied For:	£1,000
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Reference	ZBSPMKBS				Community Chest Grant
Name of Organisation	Arts and Minds				
Organisation Type	Charity 1122845				
CCVS Registered	Yes				
Parish	Cambourne				
Landowner	Library CCC				
Project Type	Start-up costs				
Green option considered?	Yes- Recycled and re-used arts materials will be used where possible, and items will be purchased from green providers				
Documentation Status	Safeguarding	Y	Accounts	Y	
	Quote	Y	Mission Statement	Y	
District Councillor Support	Yes – Cllrs Helene Leeming, Stephen Drew and Shrobona Bhattacharya				
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 but an application for continuation funding will be made in September 2023				
Officer Summary					

Arts and Minds ([www.artsandminds.org.uk](http://www.artsandminds.org.uk)) started in 2008 with a mission to use the arts to support the positive health of individuals and communities. Each year Arts and Minds supports 150+ individuals through a portfolio of creative programmes, which includes:

- Arts on Prescription - 12-week arts programme to improve wellbeing and promote social connectedness of adults experiencing depression, anxiety and/or stress.
- Michaelhouse Singers - weekly community choir for people experiencing mental health challenges, and their carers, friends and family.
- Pottery - weekly pottery group for people living with dementia and other neurological conditions together with their carers - providing a creative outlet, social connections and fun!

## Appendix A

- Creative Café informal drop-in café (twice monthly), particularly welcoming those experiencing anxiety and depression to feel more connected.
- Art Adventure - designed by participants, for participants - quarterly museum visits to create, learn and draw together.
- Creative Break - initiative to support workplace wellbeing through creativity.

Creative Cambourne is a new project that aims to inspire and engage local residents in Cambourne. It will explore local cultural and community identities, and links with the local geography and culture through a mixed-media creative project. The project brings together a partnership between Arts and Minds and Cambourne Library and will work with local artist(s) and volunteer(s), as part of Arts and Minds' new localised, collaborative approach to using the arts to enable people to thrive in their communities. The project will also work with Romsey Mill to encourage young adults to engage in the project.

Arts and Minds will bring their experience of using the arts to support mental wellbeing to the project - under their 'creating healthier communities' stream of work. Cambourne Library will provide access to books from the archive, which members of the public wouldn't usually have access to.

A series of workshops will be delivered in the autumn (6 weeks series), with a plan to hold the exhibition in early 2024 (which is a challenging time of year for many people and their mental wellbeing due to the long, dark days). The exhibition would give participants something to look forward to in the new year.

The project will be open to everyone (with a maximum number of participants) but is particularly aimed at those who may be experiencing mental health and/or physical health conditions. Although they will be working with Cambourne residents, it is also about bringing communities together, so the project would be advertised to residents from surrounding parishes directly on parish borders (Caxton, Papworth Everard, Elsworth, Knapwell, Boxworth and Bourn).

The Parish Council owns the Venue

Creative Cambourne will be promoted through Arts and Minds' social media and newsletter; Cambourne Library's communications channels; Cambourne Community Centre; the local Primary Care Network and through printed flyers. It will also open up some volunteering opportunities to enable people to get involved in different ways.

Total project cost is £1,951, all of which is being requested from the Community chest:

- Programme Management pro-rata @ £27.5K (1hr/week) x 40 weeks- £581
- Artist @ £90/session x 6 weeks- £540
- Materials @ £25/session x 6- £150
- Travel expenses-£100
- Venue Hire @ £8.50/hr x 6 weeks (2hrs) -in kind
- Library Staff Member @ £15/hr x 6 weeks (2hrs)- £180
- Partnership development and planning- £200
- Project publicity-£100
- Programme Evaluation-£100

Once funding has been confirmed, they will work with the library to develop a project brief for an open call for artist(s), which will be shared with Arts and Minds' artists and the public.

An application to Cambourne Town Council for continuation funding will be made in September 2023 (in their next application round) to enable them to build on the work carried out with this grant.

## Appendix A

Recycled and re-used arts materials will be used where possible, and items will be purchased from green providers

**Cllr Helene Leeming:**

*I am delighted to support this. The focus on young people, sense of community and mental health means this will be a special project for all involved. Please pass my best wishes onto Arts and Minds and the Library. They have my full support and I am happy to help them with this, if needed.*

**Cllr Stephen Drew:**

*I confirm I support this application.*

**Cllr Shrobona Bhattacharya:**

*I have my consent for the attached application for Community Chest Funding.*

Total Project Cost:	£1,951	Total Applied For:	£1,951
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Reference	NQDSHFJQ			Community Chest Grant
Name of Organisation	Bar Hill Allotment Society			
Organisation Type	Other			
CCVS Registered	No			
Parish	Bar Hill			
Landowner	Parish Council owns the Venue			
Project Type	Improvements to community buildings and spaces			
Green option considered?				
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllr Bunty Waters			
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?	£1,200			
Officer Summary				
<p>Bar Hill Allotment Society was formed in 1976 and allows village residents to develop and practise horticulture and gardening skills. There are currently 105 members, 90 plots (33 full and 57 half plots) where members can grow their own fruit, flowers and vegetables with the benefits supporting positive health and wellbeing outcomes and developing community involvement. Lead members pay an annual plot rental currently £18 for a full plot and £9 for a half plot. Plots are advertised to Bar Hill residents when they become available.</p> <p>The site is owned by the Parish Council who remit management responsibility to a committee of volunteer members.</p>				



## Appendix A

Following several recent incidents of criminal damage to members' and society property (all reported to police) it was decided there is a need to target harden the site. Currently all machinery e.g., lawn mower and strimmer have to be kept off site as there is no secure building to keep the equipment safe.

The purchase of a small secure container type structure and improvements to the perimeter boundary are required for security purposes as well as the installation of water supply controls to reduce wastage.

The cost of the proposed building and security lock/bar is £1,732.79 and £500 has been requested from the Community chest:

- Flatpack Garden Store including delivery- £1,672.80
- Shed Door Security Bar- £59.99

The Parish Council have contributed £1,200 and any shortfalls will come from the Bar Hill Allotment Society funds to finish off the project.

### **Cllr Bunty Waters:**

*Thank you for allowing me to support this excellent application for funding for the Bar Hill Allotments.*

*I do fully support this application, particularly as the users have had to deal with much vandalism of their items and they are a really robust group of people, trying extremely hard to keep the area safe and enjoy the benefits of their hard work.*

*The members of the Allotment Committee are volunteers and the benefits of working there and seeing their produce thrive is invaluable to health, wellbeing and a great community involvement, especially supporting each other.*

*I hope you will agree this is an excellent use of Community Chest funds.*

Total Project Cost:	£1,732.79	Total Applied For:	£500
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## Biodiversity Applications

Reference	DGWRPWMN	Biodiversity
Name of Organisation	Meldreth Village Hall Trustees	
Organisation Type	Charity - 264831	
CCVS Registered	No	
Parish	Meldreth	
Landowner	own or have a long term lease on the venue	
Project Type	Improvements to community buildings and spaces	
Green option considered?	Yes- biodiversity project	



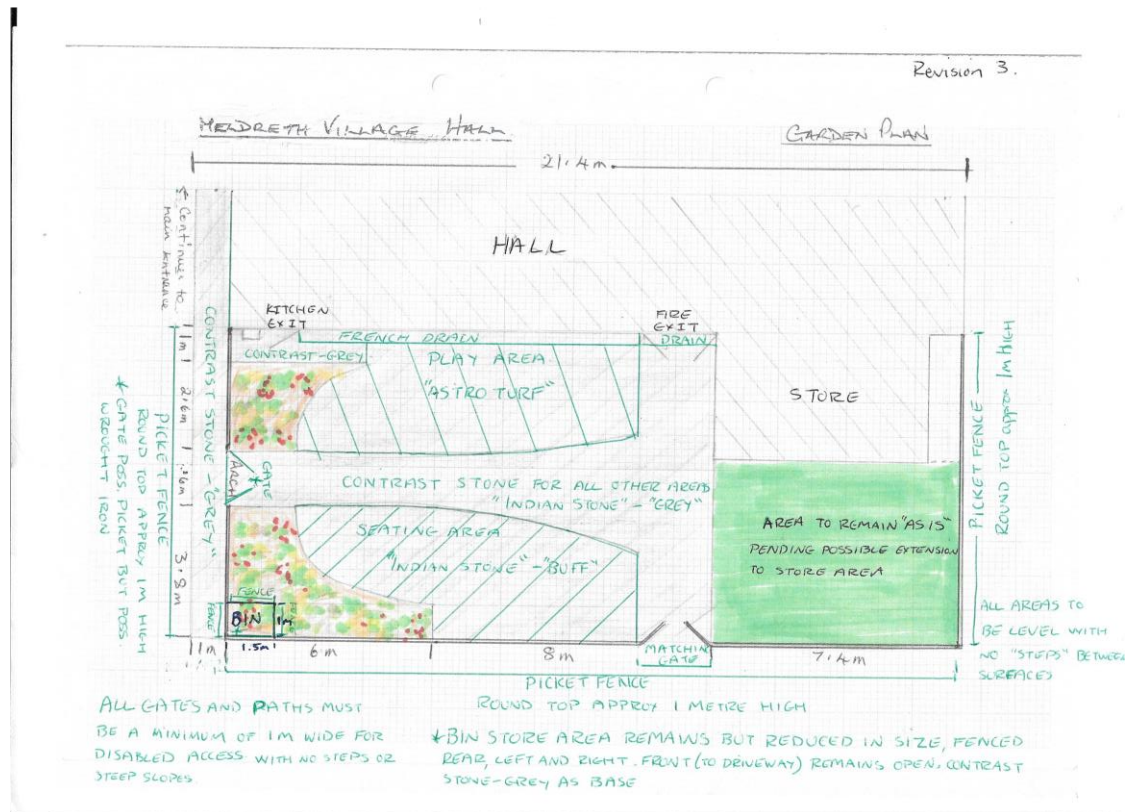
## Appendix A

Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllrs Jose Hales and Sally Ann Hart			
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?	Provide support for projects in the village that are intended to provide community benefit and will consider providing appropriate financial support to such projects, on a case by case basis.			
Officer Summary	<p>Meldreth Village Hall Trustees are responsible for the maintenance, welfare, success, and running of the Village Hall for the whole community. Currently there are 9 trustees.</p> <p>The village Hall currently has a patch of rough ground adjacent to the main building which is used in the summer by just the toddlers group as a play area. It is poorly laid out, with rough grass with no seating or all seasons play area. It is a little used area that can provide a more pleasant environment for all Hall users year-round.</p> <p>Trustees are aiming to upgrade this area into a new multiuse community ‘Coronation’ garden. Plans include making it level and safe to allow all users including children groups, the disabled, dementia groups and elderly users to access the area for external seating. They would also like to include a small all seasons play area, hard surfaces for seating and new raised beds for easy user access. The whole area will be accessible directly through the hall and will be fenced in with external secured gates in a decorative and elegant manner provide safety and security for everyone, but particularly the more vulnerable users.</p> <p>The intention is to use as much as possible either recycled or sustainable materials.</p> <p>Total project costs are £39,441 of which £2,000 is being requested from the Community chest:</p>			



The National lottery have provided £10,000, the Trustees will provide £10,000 and they are hoping to secure funding from:

- Platinum Village Hall Fund- £8,100
- Solar Fund £10,000



**Cllr Sally Ann Hart:**

*I feel pleased to confirm my support for your Community Chest application and look forward to seeing the finished Coronation Garden.*

**Cllr Jose Hales:**

*Suffice to say that as a regular user of the Meldreth Village Hall facilities I can only simply say that you have my undying support. The project you have described is absolutely brilliant and I look forward in much anticipation to the finished results.*

**County Cllr Susan van de Ven**

*Thank you very much for your email and congratulations on all the amazing hard work you've been contributing toward this project, so important for the Meldreth community. It's good to know that there is a plan for the update of that piece of garden and what a great goal to be in time for the Coronation. I am delighted to support the Community Chest application.*

Total Project Cost:	£39,441	Total Applied For:	£2,000
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## Appendix A

Reference	QLKLHMNT			Biodiversity
Name of Organisation	ECO Whittlesford			
Organisation Type	Community Group			
CCVS Registered	No			
Parish	Whittlesford			
Landowner	This question is not relevant to my project			
Project Type	Improvements to community buildings and spaces			
Green option considered?	Biodiversity project			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllr Richard Williams			
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				
<p>ECO Whittlesford (<a href="https://www.ecowhittlesford.org.uk/">https://www.ecowhittlesford.org.uk/</a>) is a newly formed village society (formed in 2022) which raises awareness of environmental issues, organises events including talks about reducing carbon use, moth surveys, bat walks, plant surveys etc and provides nature walks. The group has a committee of 9 and a mailing list of 67.</p> <p>The group would like to create seven nature trails around Whittlesford, which will be signposted by QR codes that will link walkers to the relevant part of their website, which will allow them to understand the route, and the points of interest along the way, including historical and geological information as well as educating them about the biodiversity in the area. The nature trails have already been designed by a local ecologist and a website is ready to be build on. They would also like to enhance biodiversity by building and installing a significant number of new bat boxes, bird boxes and hedgehog shelters (marked on the maps.) It is hoped that this project will provide a community resource that will promote health and wellbeing as well as a greater appreciation of the village's environment.</p> <p>Total project costs are ~£1,758 and £1,500 has been requested from the Community Chest:</p> <ul style="list-style-type: none"> <li>• Website- £214</li> <li>• Web design- £500</li> <li>• Timber-£342</li> <li>• fixings e.g. nails, screws etc- £10</li> <li>• printing- £225</li> <li>• venue hire for construction of boxes- £60</li> <li>• public liability insurance £157</li> <li>• renewal of website licence for further three years- £250</li> </ul> <p>The remaining £200 is being provided from Whittlesford Ball funds.</p> <p>Once funding is secured, an event will take place where volunteers will build the proposed bat bird and hedgehog boxes ready to install.</p>				

## Appendix A

The project will be publicised through an article in the parish magazine, on the ECO Whittlesford website, and the village facebook page. They will also ask for it to be discussed and minuted at the Parish Council meeting, and posters displayed in public buildings. After this initial publicity, users will be able to access the information to use the nature trails whilst they are out and about via smartphones by using QR codes mounted along the routes. The same information will also be accessible via their website. Ideas will also be shared through local eco groups and personal contacts in, Duxford, Sawston, Shelford, Stapleford and Shepreth.

The QR codes to be printed will be on FSC approved wooden plaques and the website is hosted by a green provider. The construction bird and bat boxes and hedgehog shelters will increase biodiversity.

**Cllr Richard Williams:**

*This is just to confirm that I fully support the community chest application being made by Eco Whittlesford. The nature trails project will be a huge benefit to the village and will help build awareness of the need to enhance and protect biodiversity in the village.*

Total Project Cost:	~£1,758	Total Applied For:	£1,500
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Reference	RGLSZDCB			Biodiversity
Name of Organisation	Fulbourn Forum			
Organisation Type	Community Group			
CCVS Registered	No			
Parish	Fulbourn			
Landowner	Fulbourn Parish Council			
Project Type	Improvements to community buildings and spaces			
Green option considered?	Green project			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Cllr Graham Cone			
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?	Installed at the same site a memorial bench and a decorative tree			
Officer Summary				

Fulbourn Forum inspires and enables actions and projects to facilitate a resilient and sustainable village and community with consideration for its social, economic and environmental well-being. Activities include monitoring, and engaging with, the implications arising from development, organising events such as Repair Cafes and Community Markets and providing resources such as the Herb Beds that are of tangible benefit to local residents. Formed in 2010, it considers all residents and individuals working or volunteering within the Parish to be members.

A Herb Bed project was initiated about nine years ago at five village locations (Fulbourn Health Centre, Pound Green in Manor Walk, Cow Lane, Caraway Road and the Fulbourn Centre) using treated softwood. Villagers are encouraged to pick the herbs, while ensuring enough is left for others and to allow the plant to regenerate. This project encourages residents to pick herbs for their use locally and not use transport to get supplies from a shop. It also encourages interaction with growing plants to increase awareness and is part of the Fulbourn 'grow your own' initiative.

Unfortunately, over time the wood from the herb beds has deteriorated and requires replacement with treated hardwood to ensure a much longer life. Of the five herb beds two units were replaced in 2021 with the one located by Poor Well on Cow Lane Fulbourn still in need of replacing.

£740 is required to construct a 1.2m x 2.4m x 0.4m high raised herb bed at Cow Lane on land owned by the Parish Council. Of this, £450 is requested from the Community Chest:

- 6 x sawn oak sleepers-£258
- Delivery of sleepers- £36
- DPM membrane- £45 30
- Self drill 200mm screws-£45
- GeoTextile for base- £26
- Compost- £100
- Plants- £30
- Carpenter to cut and fix the large timbers (1 day)- £200

The balance will be provided by Fulbourn Forum from funds raised from community activities (Community Markets, Repair Cafes, stalls at the Fulbourn festival, apple pressings and similar events). Village volunteers will also assist in the installation, establishment and ongoing maintenance of the facility.

Fulbourn Forum will pay for the soil / compost, the services of a carpenter to cut and fix the large timbers and the various herb plants. Volunteers will assist with the construction, planting and ongoing maintenance.

The Parish Council approved the first raised bed several years ago and have restated their approval for this replacement. The PC has installed at the same site a memorial bench and a decorative tree.

### **Cllr Graham Cone:**

*Thank you for contacting me regarding the grant application for herb beds in Fulbourn. I am very happy to support this grant application as one of the District Councillors for Fulbourn. It is clear to me that there is a huge amount of support throughout the village to keep these herb beds maintained across the village as they are well used and regarded as an asset to the local community. It is my view that the herb beds have been successful at:*

- *bringing the community together as they are voluntarily maintained by members of the community,*
- *encouraging people to meet each other and preventing social isolation,*
- *providing a space with those in the village that have not got space to garden and opportunity to do so,*
- *providing fresh herbs, locally grown within walking distance of people's homes free of transportation or packaging,*
- *improving the aesthetics of the village where they are situated.*

*I hope the committee will support this grant application as it is my view that these herb boxes situated across Fulbourn have been really successful at all of the above and this relatively small sum of money from SCDC will have a big impact on being able to still provide these much-loved herb boxes across our village.*



## Appendix A

Total Project Cost:	£740	Total Applied For:	£450

### Deferred Applications:

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	Yes-Cllr Peter McDonald			
Parish Council Support – does the PC support this project in principle	Yes – letter of support received			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?				
Officer Summary				

#### **The following application was deferred from March's Grant's Advisory Committee. Information provided in that meeting is supplied below:**

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.

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.

**This application was deferred pending further information about the group's ethos and background and that contact is made with the parish council to determine whether they are in support or not.**

Further information about the group is provided in the Let's Run Girls Impact report which includes their mission 'empowering women to get active and have the confidence to encourage their friends, families and neighbours to get moving alongside them is key' and the following challenges:

39% of women aged 16 and over are not active enough to get the full health benefits of sport and physical activity, compared to 35% of men.

Female activity levels were greatly impacted by the Covid-19 pandemic.

1 in 4 adults will experience a mental health problem each year.

Feelings of social isolation are on the rise following the Covid-19 pandemic.

The impact statement introduction states 'Let's Run Girls was born in the summer of 2016, with a small group of women meeting on Jesus Green in Cambridge. We're proud that we've grown from these humble beginnings and we are now in twelve locations across Cambridgeshire and Suffolk. In early 2022, following a few strange years navigating the Covid-19 pandemic, we made the bold and exciting decision to become a social enterprise and registered as Let's Run Girls Ltd, a company limited by guarantee.'

**The Parish Council have supplied a letter of support:**

*Duxford Parish Council are issuing this Letter of Support in respect of Let's Run Girls in its important aim to improve the physical and mental wellbeing of both Duxford parishioners and further afield.*

*Following the Covid lockdowns, Duxford Parish has now begun to rebuild its community again with classes such as trampolining, karate, and a bereavement group now in place at our community centre and recreation ground, encouraging people of all ages to leave their houses and take part in group activities.*

*It is for this reason that Duxford Parish Council fully supports Let's Run Girls and the benefits exercise can have on an individual's wellbeing.*

## Appendix A

**Cllr Peter McDonald:**

*Yes it looks very good. I support.*

Total Project Cost:	£1,650		Total Applied For:	£1,650
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## Hope against Poverty CIC 6-month report – Christmas Hampers

Information was requested at the September 2022 meeting of the Grants Advisory Committee about the actual distribution costs incurred to the project (to include how many parcels were delivered by the driver, how many were picked up in person, how many multiples were picked up by friends or relatives, and the fuel and van costs).

### Update:

- 56 parcels delivered across South Cambridgeshire by the driver
- 0 parcels picked up in person
- 0 multiples were picked up by friends or relatives

### Expenses:

Expenses		
Purchases		
Bookers	£332.24	
Bookers	£235.00	
In kind Direct	£777.77	
B&M St Neots	£341.99	
Morrisons	£8.50	
Morrisons	£85.55	
Jade's Books	£18.85	
Alex Marr Shop	£60	
Catherine's Toys	£72	
Amazon	£24.86	£1956.76
Transport		
Fuel	£20.01	
Fuel	£30.00	£50.01
Volunteer Expenses	£16.27	£16.27
<b>Total</b>		<b>£2023.04</b>



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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.

## Appendix B

- 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.

## Appendix B

- 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 \(scambs.gov.uk\)](#)
- Contact Details: [community.chest@scambs.gov.uk](mailto:community.chest@scambs.gov.uk)

## Explanatory table

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

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



# 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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