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Wednesday 16 August 2023

To: Chairman – Councillor Jose Hales
Vice-Chairman – Councillor Sue Ellington
All Members of the Grants Advisory Committee - Councillors Bill Handley,
Sunita Hansraj and Peter Sandford

Quorum: 3

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

Dear Councillor

You are invited to attend the next meeting of **Grants Advisory Committee**, which will be held in the **Council Chamber - South Cambs Hall** at South Cambridgeshire Hall on **Thursday, 24 August 2023 at 10.00 a.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution ***in advance of*** the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully

Liz Watts

Chief Executive

The Council is committed to improving, for all members of the community, access to its 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.

Agenda		Pages
1.	Apologies for Absence	
2.	Declarations of Interest	
3.	Minutes of Previous Meeting To authorise the Chair to sign the Minutes of the meeting held on 27 July as a correct record. Minutes document to follow.	
4.	Physical Activity Grants for Dual Use Leisure Centres	5 - 14

5.	Grant applications for voluntary sector and specialist groups to offer physical activity programmes for people with chronic long-term conditions	15 - 26
6.	Mobile Warden Scheme Grant Review 2024-28	27 - 36
7.	Community Chest: Funding Applications	37 - 62
8.	Date of next meeting	

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 4



**South
Cambridgeshire**
District Council

REPORT TO: Grants Advisory Committee 24 August 2023

LEAD CABINET MEMBER: Councillor John Williams, Lead Cabinet Member for Resources

LEAD OFFICER: Jeff Membery, Head of Transformation, HR and Corporate Services

Physical Activity Grants for Dual Use Leisure Centres

Executive Summary

1. The purpose of this paper is to present applications from the Dual Use Leisure Centres seeking grant funding to increase their range of physical activity programmes to help boost membership numbers to pre-pandemic levels. Officers have outlined their recommendations for the Grants Advisory Committee (GAC) to consider in making their own recommendations to the Lead Member for Resources regarding grant awards.

Key Decision

2. Is this a Key Decision? – 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. The Committee could defer a decision if further information is required. Alternatively, they could reject 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 for Resources, or Cabinet as appropriate, including, but not limited to:

- a) Reviewing the Council's grant schemes to ensure they reflect Council priorities.
- b) Designing any new or revised grant schemes, including consideration of criteria and guidance applicable in respect of each scheme.
- c) Considering applications made under the Council's grant schemes.

Details

5. The Physical Activity grant scheme was created as a one-off grant fund specifically for the Dual Use Centres to make best use of unspent funds from the Physical Activity budget (2022-2023) held by the Physical Activity Coordinator.
6. The grant was created following ongoing consultation with Centres regarding the negative impacts of the pandemic on Membership numbers and the slow recovery to pre-pandemic levels, compounded by exponentially high increases in energy costs and the cost-of-living squeeze on personal budgets.
7. Centres were invited to apply for sums up to £1,000 with the objective that the proposal or project must deliver one or more of the following:
 - a. Re-start/establish any classes/sessions/activities that ceased due to the Covid pandemic.
 - b. Start a new class/session/activity which fulfils a gap or need identified via member/public request/consultation.
 - c. Train existing and/or new staff to deliver new classes/sessions/activities.
8. A full list of applications, together with officer comments can be found in the table in Appendix A.
9. Guidance notes and eligibility criteria can be found in Appendix B.
10. The total amount of funding available is £9,000.
11. 5 applications were received, totalling **£4,698**
12. Any unspent funds following these grant allocations will be returned to the Council's general fund.
13. All applications were considered eligible and suitable to receive funding from this scheme. Officers have scored the applications against each of the objectives in Appendix A including officer comments and summaries of applications.
14. The panel was made up of 3 council officers, who used a tried and tested scoring matrix to assess the application against the aims and objectives of the fund. Weightings were applied as follows:

- a. 30% weighting applied to how well the proposal met the objectives
- b. 35% weighting applied to how the funding would achieve the longer term aims of the Centres.
- c. 35% weighting applied to how the application might grow membership

Options

15. The Grants Advisory Committee should consider each application for funding as set out in Appendix A to this report. The Committee could then make a recommendation to the Lead Cabinet Member for Resources to award funding in line with officer recommendations, or different amounts (including zero funding) giving reasons. The Committee could also defer a decision, if further information is required from the applicant.

Implications

16. There are no significant implications

Risks/Opportunities

17. Applicants are required to provide supporting documents including copies of their constitution, financial accounts and quotes where applicable. Applicants must agree to the grant conditions before funds are released.

Consultation responses

18. There has been engagement with Council Officers and leisure centre operators as appropriate.

Effect on Council Priority Areas

19. The proposal supports the investment in vital community assets, providing jobs, training and increased revenues in the leisure industry which is feeling the impact of the current economic environment. It has taken longer to recover since the Covid pandemic and continues to be negatively impacted by increased energy costs and the cost-of-living squeeze on personal budgets.

Background Papers

Grants Advisory Committee Meeting on 26/05/2023. [Leisure Centre Grant Proposal May 2023.pdf \(moderngov.co.uk\)](#)

Appendices

Appendix A: Application overview and Officer panel scores

Appendix B: Application criteria

Report Author:

Lesley McFarlane – Development Officer, Health Specialist

e-mail: lesley.mcfarlane@scams.gov.uk

Application ref	Leisure Centre	Amount Applied for £	Officer recommended award (£)	What are they applying for	Summary of application
-	-	-	-	-	-
LDFWFMXC	Anglian Leisure Linton	£ 1,000.00	£ 1,000.00	Purchase of Capital equipment	Purchase a SkiErg Machine which offers a full-body, low impacts work out. This improves the variety of machines available at the gym which can be used by customers in a self directed way or through the Exercise Referral Scheme
KXKCPBNH	Anglian Leisure Sawston	£ 798.00	£ 798.00	Training Staff	Train two current members of staff as Level 1 Assistant swimming teachers to help expand the number of adult and childrens swimming lessons on offer.
ZSZXMKD	Cambourne Leisure Centre	£ 1,000.00	£ 1,000.00	Purchase of Capital equipment Costs related to set-up/relaunch of activity class	Prior to covid the Soft Play sessions were well attended with a membership of 95; since covid, membership remains low (25) with old, well used equipment. Funding would be used to re-new the equipment to help attract new members.
TJVNXMKW	Gamlingay Leisure	£ 900.00	£ 900.00	Training Staff	Training in first aid to support and upskill volunteers who provide cover whilst the gym is open. This is in the absence of any suitably qualified personnel that can be in attendance for the duration of the opening hours.
JVZCRDXH	Melbourn Sports Centre	£ 1,000.00	£ 1,000.00	Training Staff	To invest in training to build more aqua-aerobics classes as well as swim training to grow their class offer plus invest in lifeguard assessor training to support the classes and ensure there is a suitably qualified person on site at all times.
	Total:	£ 4,698.00	£ 4,698.00		

Application ref	Leisure Centre	How the project meets the objectives -training staff, purchase of capital equipment and other revenue costs associated with the set-up or relaunch of activity classes. -Is the application within £1000 (30%)			How will the application meet the longer term aims of the Centre (35%)			How will this application grow memberships at your Leisure Centre (35%)			Total Score (%)
		Weighting	Score/10	Points	Weighting	Score/10	Points	Weighting	Score/10	Points	
-	-										
LDFWFMXC	Anglian Leisure Linton	30.0	10	300	35.0	8	280	35	5	175	76
KXKCPBNH	Anglian Leisure Sawston	30.0	10	300	35.0	9	315	35	9	315	93
ZSZXMKD	Cambourne Leisure Centre	30.0	10	300	35.0	9	315	35	9	315	93
TJVNXMKW	Gamlingay Leisure	30.0	10	300	35.0	9	315	35	0	0	62
JVZCRDXH	Melbourn Sports Centre	30.0	10	300	35.0	8	280	35	5	175	76

Application ref	Leisure Centre	Officer panelist comments (1-2 paragraphs)
-	-	
LDFWFMXC	Anglian Leisure Linton	A small village gym, open limited hours around school use. The piece of equipment requested will enhance the offer to attract new and existing members. The equipment will encourage inclusivity for all ages and abilities. Recommend awarding the maximum of £1,000.
KXKCPBNH	Anglian Leisure Sawston	Additional swimming instructors will help grow their swimming offer for allowing 2 or 3 lessons to run concurrently, offering spaces for children and adults. Leading to increased participation in public swim sessions, and increase general swimming confidence.
ZSZXMKD	Cambourne Leisure Centre	Refresh soft play equipment to attract new members back to the soft play sessions. (pre covid it was 95 members, now 25). Offering sessions to young children helps to setup good habits early on. Proposing a good marketing campaign to promote sessions.
TJVNXMKW	Gamlingay Leisure	Gamlingay a community-run gym, reopened in June 2022 with nil membership and subsequently grew membership to healthy levels. Whilst this application to train their volunteer staff in first aid, it does not evidence direct growth in membership. This is a very worthwhile use of funding to invest and support volunteers who cover reception shifts, allowing the gym to be open the maximum amount of hours. This provides an appropriate emergency response if needed.
JVZCRDXH	Melbourn Sports Centre	The aqua aerobics training course is going to assist Melbourn Sports Centre to offer more aqua aerobics classes, with different times and availabilities to improve class capacity. The lifeguard teacher assessor training course will enable them run in-house lifeguard courses which will help attract and upskill people to work in the leisure industry as there are limited opportunities locally for people to be trained as a lifeguard.

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Guidance notes for Physical Activity grants

What is the Dual Use Centre Physical Activity grant?

The Physical Activity grant is for the Leisure Centres with whom we have a Dual Use Agreement, given them the opportunity to apply for funding to introduce new or existing programmes to help boost membership numbers at Centres across South Cambridgeshire.

Applicants must:

- Must be a Leisure provider with a Dual Use Agreement with South Cambridgeshire District Council.
- 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.

What must the funded project deliver?

The application must:

- Meet local need
- Ensure equality of access
- Help us deliver one or more of the following aims:
 - Promote healthy and active communities
 - Enable inclusive communities
 - Develop skills

What can be funded?

The grant scheme was created as a one-off grant fund specifically for the Dual Use Centres to help boost Membership numbers following the slow recovery of membership post covid-pandemic. It can be used to:

- a. Re-start/establish any classes/session/activity that ceased due to the Covid pandemic
- b. Start a new class/session/activity which fulfils a gap or need identified via member/public request/consultation
- c. Train existing and/or new staff to deliver new classes/sessions/activities.

:

How much can be applied for?

The maximum award is £1,000

Eligibility does not guarantee grant funding.

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 bank statement for the account you wish the funds to be paid into. Statement must be dated within the last month.

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

Agenda Item 5



REPORT TO: Grants Advisory Committee 24 August 2023

LEAD CABINET MEMBER: Councillor John Williams, Lead Cabinet Member for Resources

LEAD OFFICER: Jeff Membery, Head of Transformation, HR and Corporate Services

Grant applications for voluntary sector and specialist groups to offer physical activity programmes for people with chronic long-term conditions

Executive Summary

1. The purpose of this paper is to present grant applications from the Voluntary Community and Social Enterprise Sector (VCSE) and Leisure Centre groups offering physical activity programmes to support people living with chronic long-term conditions (LTCs). This is following a report to Grant Advisory Committee (GAC) in May 2023. Officers have outlined their recommendations for GAC to consider in making their own recommendations regarding grant awards to the Lead Member for Resources.

Key Decision

2. Is this a Key Decision? – 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. The Committee could defer a decision if further information is required. Alternatively, they could reject an application if it doesn't comply with the scheme criteria.

Reasons for Recommendations

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

Details

5. The LTC grant scheme was created to support the ongoing delivery of physical activity programmes for those living with chronic, long-term conditions e.g. Parkinson's, Cardiac, Stroke, Cancer pre/rehabilitation and Type 2 Diabetes.
6. These programmes offer condition-specific activity to help people manage their condition on a day-to-day basis and provide peer support for individuals and carers to help improve quality of life, through better management of the condition and their mental health.
7. VCSEs, specialist groups and leisure centres were invited to apply for sums up to £2,000 with the objective that their proposal or project must deliver one or more of the following:
 - i. Re-start/establish any classes/session/activity that stopped because of the covid pandemic.
 - ii. Start a new class/session/activity.
 - iii. Maintain an existing programme of class/session/activities where the need for additional funding can be demonstrated.
 - iv. Train existing and new staff to deliver classes/sessions/activities as per aim i, ii or iii above.
8. A full list of applications and their proposals can be found in the table in Appendix A.
9. Guidance notes and eligibility criteria can be found in Appendix B.
10. The total amount of funding available is £13,000
11. Thirteen applications were received, totalling **£20,157.10**
12. 10 applications were considered eligible and suitable to receive funding from this scheme, totalling £13,000. Officers have scored the applications against each of the objectives. A summary of the proposal together with officer comments and summaries can be found in Appendix A.
13. The panel was made up of 3 council officers, using a tried and tested scoring matrix to assess the application against the aims and objectives of the fund. Weightings were applied as follows:

- 40% weighting applied to how well the proposal met the objectives of the scheme
- 35% weighting applied to how well applications described the benefits to participants of their scheme
- 25% weighting applied to the outline proposals to promote their activities.

Options

14. The Grants Advisory Committee should consider each application for funding as set out in Appendix A to this report. The Committee could then make a recommendation to the Lead Cabinet Member for Resources to award funding in line with officer recommendations, or different amounts (including zero funding) giving reasons. The Committee could also defer a decision, if further information is required from the applicant.

Implications

15. There are no significant implications.

Risks/Opportunities

16. Applicants are required to provide supporting documents including copies of their constitution, financial accounts and quotes where applicable. Applicants must agree to the grant conditions before funds are released.

Consultation responses

17. There has been engagement with Council officers and voluntary community and social enterprise organisations and leisure centres as appropriate.

Effect on Council Priority Areas

18. The proposal supports the investment and growth in local voluntary sector organisations, specialist groups and leisure providers; providing volunteering opportunities, job security and growth in an area of the economy which has taken longer to recover since the covid pandemic, and which is susceptible to further negative impacts resulting from increased energy costs incurred by the leisure sector and the cost-of-living squeeze on personal budgets.

Background Papers

Grants Advisory Committee Meeting on 26/05/2023. [LTC Grant Proposal May 2023.pdf \(moderngov.co.uk\)](#)

Appendices

Appendix A: Officer panel scores

Appendix B: Application criteria and scoring matrix

Report Author:

Lesley McFarlane – Development Officer, Health Specialist

e-mail: lesley.mcfarlane@scambsgov.uk

Application ref	Long term condition	Organisation/company name	Summary of application	Amount applied for (£)	Officer recommended award
-	-	-	-	-	-
TSVGWTKZ	Any that impacts memory loss or cognitive impairment, in particular Parkinsons, MS and Dementia.	Imagination Dance CIC	To provide revenue support for a movement for memory class in Gamlingay, supporting the venue hire, admin and instructor fees over a 25 week period.	£1,937.50	£1,937.50
DKFFSDGG	The scheme can have all sorts of medical conditions including Dementia, Parkinsons, Cardiac, Stroke, Diabetes ,MS & ME.	Comberton Sports Centre	Revenue costs to pay for a qualified GP referral instructor to ru the A&4L GP referral scheme.	£2,500.00	£0.00
MCNSBPZS	Mental Health, diabetes, lung, liver and bowel disease.	Individual instructor	To set up a variety of walking sports activities. The funding would be used for venue hire and equipment.	£500.00	£0.00
PKXRMBKG	Parkinson's Disease	Active with Parkinson's Cambs	Whilst participants are charged to attend these classes they are often unable to cover the actual running costs, this is due to the nature of the condition and participation can be sporadic based on how well the participant is on a week by week basis. This funding would help provide a financial cushion to help keep the classes running.	£2,000.00	£2,000.00
CFBQBQLR	Cardiac, plus other long-term physical and mental medical conditions.	Anglian Leisure Sawston	Funding to train a current member of staff as a cardia rehab instructor and to train as a GP referral Instructor.	£1,320.00	£675.00
KVMGCXRC	Cardiovascular disease and others	Cambourne Leisure Centre	Bolster and support the cardiac rehab sessions from the centre. The funding would allow the Centre to buy new equipment for patient use during these sessions.	£2,000.00	£1,500.00

Application ref	Long term condition	Organisation/company name	Summary of application	Amount applied for (£)	Officer recommended award
-	-	-	-	-	-
CMTLHLZS	Dementia	Cambridgeshire County Council	Funding requested to train as a Love to Move instructor and venue hire.	£700.00	£0.00
GRDDGBLS	Cancer	Shelford Cancer centre	To increase the offer of classes from 2 each week to 3 to meet increased demand.	£2,000.00	£2,000.00
RFSWHFJL	Dementia	HI Friends	To set up a Love to Move course in H&I, the funding is requested for training an instructor and setting up a 10 week scheme in the village. Participants will be charged to help make the scheme sustainable in the medium term.	£950.00	£950.00
NSKDDSKX	Dementia	Bar Hill Hub	Training for a Love to Move Instructor to set up a Love to Move scheme in Bar Hill	£350.00	£350.00
FJRFPLBH	Ensure classes are as accessible as possible to all older adults	Forever Active	This funding will help cover the costs of increased venue hire (£5 towards the venue cost, 8 classes x 48 weeks). This will enable Forever to continue Strength and Balance classes and maintain our reach across the District.	£1,920.00	£1,920.00
QMPKVZCX	rehabilitation, cancer rehab, mental health, musculoskeletal	H&I Sports Centre	The funding has been requested to upskill the exercise referral coordinator to help provide additional support for people attending the GP referral scheme.	£2,000.00	£0.00
No ref (RFYL)	Hypertension and CVD, Type 1 diabetes, Mental Health Problems, Respiratory disease	Run for Health	The funding has been requested to train 6 new running hosts plus additional mental health first aider training and help with FaceBook promotion. The new running hosts will be able to set up classes in Cambourne and Milton to complement those already taking place in Sawston and Bar Hill	£1,979.60	£1,667.50
Total				£20,157.10	£13,000.00

Application ref	Organisation/company name	How the project meets the objectives (-for existing or new activity programmes to cover the cost of venue hire, training of staff and any other revenue costs - participants with a specific long term health condition.) (40%)			Outline the benefits to the targeted participants (35%)			Outline of how the project will be promoted following successful funding (25%)			Total Score (%)
		Weighting	Score/10	Points	Weighting	Score/10	Points	Weighting	Score/10	Points	
-	-										
TSVGWTKZ	Imagination Dance CIC	40.0	10	400	35	10	350	25.0	10	250	100
DKFFSDGG	Comberton Sports Centre	40.0	0	0	35	0	0	25.0	0	0	0
MCNSBPZS	Individual instructor	40.0	2	80	35	2	70	25.0	0	0	15
PKXRMBKG	Active with Parkinson's Cambs	40.0	10	400	35	10	350	25.0	10	250	100
CFBJBQLR	Anglian Leisure Sawston	40.0	10	400	35	8	280	25.0	9	225	91
KVMGCXRC	Cambourne Leisure Centre	40.0	9	360	35	10	350	25.0	0	0	71

Application ref	Organisation/company name	How the project meets the objectives (for existing or new activity programmes to cover the cost of venue hire, training of staff and any other revenue costs -participants with a specific long term health condition.) (40%)			Outline the benefits to the targeted participants (35%)			Outline of how the project will be promoted following successful funding (25%)			Total Score (%)
		Weighting	Score/10	Points	Weighting	Score/10	Points	Weighting	Score/10	Points	
-	-										
CMTLHLZS	Cambridgeshire County Council	40.0	0	0	35	0	0	25.0	0	0	0
GRDDGBLS	Shelford Cancer centre	40.0	10	400	35	10	350	25.0	10	250	100
RFSWHFJL	HI Friends	40.0	10	400	35	10	350	25.0	10	250	100
NSKDDSKX	Bar Hill Hub	40.0	8	320	35	2	70	25.0	5	125	52
FJRFPLBH	Forever Active	40.0	8	320	35	8	280	25.0	10	250	85
QMPKVZCX	H&I Sports Centre	40.0	10	400	35	8	280	25.0	2	50	73
No ref (RFYL)	Run for Health	40.0	6	240	35	10	350	25.0	10	250	84

Application ref	Organisation/company name	Officer panelist comments (1-2 paragraphs)
-	-	
TSVGWTKZ	Imagination Dance CIC	This is an existing class at the Gamlingay Eco Hub, with clear benefits to the participants - both those living with long-term health conditions, as well as their partner/carers. Benefits to the physical health of participants, such as improved mobility, are clear to see from week-to-week. The mental stimulation of the class is hugely beneficial even beyond the class time, but also the social aspect of the class is extremely important and beneficial for participants and carers.
DKFFSDGG	Comberton Sports Centre	The application was for active and healthy4life (A&H4L)activities which have their own funding stream, therefore this application is not recommended to be granted funding. They have been directed to the appropriate source of funding.
MCNSBPZS	Individual instructor	The application was not detailed, and the idea was not fully formed. We have contacted the applicant to clarify how and where the project will be delivered and the response remained unclear. The application does not evidence how it will support a targeted long term health condition, or how it will be delivered.
PKXRMBKG	Active with Parkinson's Cams	Very specific course for people with Parkinson's in Sawston. The participants and carers receive huge benefits, with clear long term plans of how they can support members of varying levels of Parkinson's. Their promotion is extensive, ensuring classes will be well attended.
CFBJBQLR	Anglian Leisure Sawston	It meets the specific needs of supporting people with Cardiac rehab referred from Addenbrookes (following acute cardiac event), which provides entry level activity post trauma with the opportunity to continue participation within the leisure centre. They have strong ideas for promotional activity. The recommendation is to award £675 as the remainder of the funding required can be accessed via our A&H4L exercise referral funding.
KVMGCXRC	Cambourne Leisure Centre	This is a phase 4 Cardiac rehabilitation class run by Papworth Hospital. It is a community outreach programme and they hire the facilities and equipment at Cambourne sports centre. This funding would equip the room to meet the standards that are required for these classes. All patients are referred via Papworth Hospital and therefore funding for promotional activity is not necessary. Recommendation is for £1,500 for equipment only.

Application ref	Organisation/company name	Officer panelist comments (1-2 paragraphs)
-	-	
CMTLHLZS	Cambridgeshire County Council	Applied for funding on behalf of the county council. Application subsequently withdrawn.
GRDDGBLS	Shelford Cancer centre	This is to support a 3rd new activity (body toning) to be delivered alongside their current activity programme at Shelford Cancer Centre. They have outlined a very good promotional campaign.
RFSWHFJL	HI Friends	This is to support a new programme 'Love to Move' in Histon, delivered by trained instructors for PoSability. Developed by the British Gymnastics Foundation, which carefully integrates the use of gymnastic foundation skills, cognitive stimulation therapy and social interaction activities. Almost every part of Love to Move is based on bilaterally asymmetrical movement patterns. This is understood to benefit older people and those with dementia and mild cognitive impairment, by enabling the left side and right side of the brain to process information independently.
NSKDDSKX	Bar Hill Hub	It is recommended to award the funding to enable a volunteer at the Bar Hill Hub to become a Love to Move instructor. They will then be able to deliver the chair-based sessions at the Hub. This will follow the Dementia support group that is set up at the Hub, and result in further benefits to the participants.
FJRFPLBH	Forever Active	The application does not target a long term health condition specifically, but strength and balance provides significant support for older people with frailty in the prevention of falls, which is a priority for the health sector. Forever active also have strength and balance sessions across South Cambridgeshire (Melbourn, Bar Hill, Rampton and Over), making the classes accessible to many residents. On this basis, it is recommended that funding is awarded to support the increase venue hire.
QMPKVZCX	H&I Sports Centre	Any funding requests for training in relation to A&H4Life will be considered out of the Exercise Referral Budget and therefore it is not recommended for approval.
No ref (RFYL)	Run for Health	This application does not target a specific health group, however, it is a running group that is inclusive and beneficial to participants with low-medium risk long term health conditions. They already operate in Sawston and Bar Hill and they previously had groups in Milton and Cambourne but due to lack of funds these two latter courses ceased. We are recommending part-funding to go to reinstigating runs in these areas.

Guidance notes for Long Term Condition (LTC) grants

What is the LTC grant

The LTC grant funding is available to Voluntary Community and Social Enterprise Sector (VCSE) and Leisure Centres groups offering physical activity programmes in South Cambridgeshire to support people living with chronic long-term conditions (LTCs)

Applicants must:

- Either be a Leisure provider, or 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
- 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.

What must the funded project deliver?

The community activity or project must:

- Meet local need
- Ensure equality of access
- Help us deliver one or more of the following aims:
 - Promote healthy and active communities
 - Enable inclusive communities
 - Develop skills

What can be funded?

The LTC grant scheme has been created to support the ongoing delivery of physical activity programmes for those living with chronic, long-term conditions e.g. Parkinson's, Cardiac, Stroke, Cancer pre/rehabilitation and Type 2 Diabetes.

This can include revenue costs or overheads to support existing programmes or to help set up new programmes as well as any staff training needs.

:

How much can be applied for?

The maximum award is £2,000

Eligibility does not guarantee grant funding.

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 bank statement for the account you wish the funds to be paid into. Statement must be dated within the last month.

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?

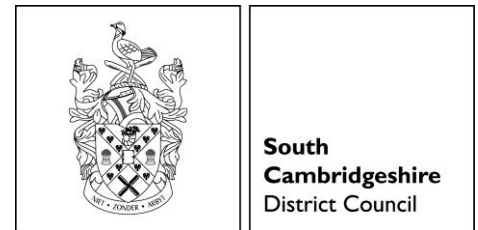
If successful, the applicant will receive the grant payment once we have received acknowledgement of the grant offer and acceptance of the terms and conditions.

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

Agenda Item 6



REPORT TO: Grants Advisory Committee

24/08/2023

LEAD CABINET MEMBER: Cllr John Williams

LEAD OFFICER: Gareth Bell

Mobile Warden Scheme Grant Review 2024-28

Executive Summary

1. To agree the Council's approach to supporting the Mobile and Community Warden Schemes in South Cambridgeshire for 2024-2028. This includes agreeing the sum of grant funding available (subject to the approval of the Council's budget in February 2024), and details of further development work required to support the sustainability of the schemes.

Key Decision

2. This is not a key decision.

Recommendations

3. It is recommended that the Grants Advisory Committee (GAC) makes a recommendation to the Lead Member for Resources to:
 - Approve the sum of £100,000 to provide a one-year extension in funding for 2024-25 to Mobile and Community Warden Schemes operating in the district currently in receipt of funding (and to include a contingency fund for any new schemes expressing an interest in setting up in the 2024-25 period).
 - Approve the principle of offering a three-year grant scheme from April 2025 to March 2028, which will include adapted criteria and an annual report at the end of each year.
 - Agree that further development work required to support the sustainability of the schemes, to include an in-depth review of service delivery, any barriers to promotion and expansion, and exploring a collaborative approach between public sector funders in advance of a decision on the allocation of South Cambridgeshire District Council (SCDC) funds for the next three-year funding cycle (2025-28).

Reasons for Recommendations

4. Enabling older and/or vulnerable people to have greater access to a local warden scheme is a key priority of the Council's Business Plan 2019-2024. This priority is aligned to the predicted high growth in the over 65-year-old population over the

next 20 years. It recognises that with age comes increased risk of deteriorating physical and mental health, including feelings of loneliness and isolation, as well as a desire on the part of most older people to live independently in their own homes.

5. An analysis of the population projections for South Cambridgeshire from 'Nomis' (a service provided by Office for National Statistics) shows an increase in the number of people aged over 75 years (the age at which enhanced care needs become more pronounced) by 42% - a net increase of 7,184 people by 2043. This demonstrates that there is likely to be a significant future scope for the maintenance and extension of the Mobile and Community Warden Schemes in the district.
6. The Health Foundation think tank has recently stated that by 2040 nearly one in five people will be living with major health conditions such as dementia and cancer, up from one in six in 2019 and that this population shift would have a major impact on the NHS. The report also stated there is a requirement for a radical shift, with more care in the community, rather than hospitals.
7. Mobile and Community Warden Schemes aim to extend the independence of older people and to stave off the need for (or can complement, not replace) the care packages put in place by statutory agencies. The complementary nature of Mobile and Community Warden schemes to clinical and care interventions will continue to be part of the shift to community-based support for older people. These schemes directly deliver against the Integrated Care System Healthcare Strategy goals and objectives (including 'increasing the number of years people spend in good health', 'creating an environment that gives people the opportunities to be as healthy as they can be', and 'promoting early intervention and prevention measures to improve mental health and wellbeing').
8. Almost all Mobile and Community Warden Schemes have felt an impact on client numbers following the Covid pandemic and as a result of the current cost of living crisis. This has, in many cases, adversely affected their finances. Additional funding as proposed would help to ensure the sustainability of the schemes at a reasonable cost to the client.
9. The core budget for supporting the schemes has remained static for many years except for annual inflationary uplifts. However, over the last four years a project using additional funding has been run to try and encourage more schemes. This has successfully seen the number of schemes increase to 19, covering 50 parishes, and a review of this project was always planned at this stage.
10. The recommended grant levels for 2024-25 reflect the Council's ongoing commitment to supporting and growing Mobile and Community Warden Schemes. The amount of £100,000 is proposed for one year only as the review carried out so far has shown that further development work is required with mobile and community warden schemes and partners to devise an appropriate and sustainable future scheme.
11. The one-year proposal is based on:

- funding of £71,708 provided to the 19 schemes in 2023-24
- additional funding to reflect average inflation rates over the last five years.
- a small contingency fund for any new schemes wishing to set up and express an interest in receiving funding for 2024-25
- additional funding for schemes to build their capacity and increase membership, over and above what other funding sources, including the Care Together funding, will by then have achieved.

Details

12. Mobile Warden Schemes were developed in recognition that there was a need to provide a service to support and take care of older, more vulnerable members of communities. Schemes within some parishes of South Cambridgeshire have been in existence for over 20 years.
13. The schemes serve several purposes: including enabling older people to remain living at home independently for longer; avoiding earlier transfer into care; avoiding unnecessary hospital admission; enabling more expedient hospital discharge; providing daily contact to people who would otherwise live in isolation and/or away from their families.
14. The Council's Mobile and Community Warden Scheme grants are administered on a three-year cycle. The current cycle runs from April 2021 until March 2024.
15. The schemes have historically been community-led and this has resulted over time in inequitable cover across the district with large geographical areas including some of our most isolated parishes, or parishes with greater numbers of older people, without a scheme. To help address this, a further six new schemes were introduced. These received full funding from October 2020 until September 2022 and thereafter part funding until March 2024.
16. Currently there are 19 funded schemes covering 50 parishes across the district; 13 are run by Age UK and 5 are independent community schemes (4 are charities and 1 is run by the Parish Council). Some schemes operate to support one Parish, whereas others provide support to multiple parishes. The level of service and support offered by schemes also differs. **Appendix A** lists the total client numbers, financial status and individual grant awards for 2023-24 for all schemes receiving funding from SCDC (*figures as of May 2023*).
17. A total of £71,708 was provided by the Council to contribute toward schemes for the financial year 2023-24. All schemes are encouraged to fundraise and seek funding from other sources to sustain their schemes. Some parish councils contribute towards the cost of their local scheme, and some do not.
18. On 27 July 2023 Grants Advisory Committee approved the allocation of £21,000 of Care Together Seed Funding, in accordance with the grant funding agreement in place with Cambridgeshire County Council, to create a one-off grant scheme administered by SCDC.

19. Development work is already underway to help us better understand the issues and barriers faced by Mobile and Community Warden schemes in South Cambridgeshire. The Council has commissioned the independent organisation 'Rose Regeneration' to undertake a Benefit Cost Ratio (BCR) analysis, and to assess the value-for-money delivered by Mobile and Community Warden Schemes in South Cambridgeshire. This estimates that schemes have a BCR of £1.33/£1. The Department for Levelling Up, Housing and Communities (DLUHC) appraisal guide (2023) ranks BCR, with anything greater than 1 as delivering appropriate value-for-money.
20. Early indications from Rose Regeneration also show that there is likely to be a significant future scope for the maintenance and extension of the Mobile and Community Warden Schemes in the district.
21. A one-year extension to Mobile and Community Warden scheme funding will provide the necessary time to develop a closer partnership with Cambridgeshire County Council, the Integrated care system (ICS) and parish councils and complete a more in-depth review of barriers to service delivery and funding options, incorporating the recommendations from the Rose Regeneration report, and to make any necessary amendments to the grant criteria in advance of the next funding cycle (April 2025 - March 2028).
22. SCDC officers are already working to increase the promotion of the schemes to those organisations with a direct link to the elderly residents of South Cambridgeshire. An online toolkit for the setting up of a new scheme is currently being developed and a workshop held on 27 June 2023 provided an opportunity for schemes to share their experiences - both good practice and barriers to service delivery and expansion, and to better understand this Council's commitment to these schemes. The session highlighted the challenges that schemes are facing and that additional funding is needed for the schemes to remain viable. This is another reason why a more detailed review is required.
23. In the past, when deciding on grant awards for the schemes, the following factors were taken into account:
 - a) The amount of grant funding requested.
 - b) The fees charged to the client.
 - c) The number of clients supported in the previous year.
 - d) Income and expenditure for the previous year.
 - e) The scheme's finances.
 - f) Amounts of reserved and unreserved funding.
 - g) Increases to operational costs over the 3-year period
 - h) Plans to promote schemes and build capacity to meet the needs of more clients throughout the term of the grant.
24. Proposed timelines are as follows:
 - After GAC, call-in passes 31/08/2023
 - Comms issued to advertise our approach and offer the opportunity to Expressions of Interest.
 - Organisations receive a letter offering them a grant and are asked to confirm acceptance in writing.

- Council budget setting process – end February 2024
- Grant agreements for 2024-25 drawn up and agreed / signed.
- Grants paid – first week in April 2024
- Schemes have from April 2024 to 31 March 2025 to spend their grant
- End of project reports to be received by the end of June 2025
- Ongoing review will be undertaken from now until early Summer 2024.
- Grant scheme launch for the 2025-28 cycle – Summer 2024

Options

25. The Grants Advisory Committee may agree to recommend to the Lead Cabinet Member for Resources to:

- approve the sum of £100,000 to provide a one-year extension in funding for 2024-25 to Mobile and Community Warden Schemes operating in the district currently in receipt of funding (to include a contingency fund for any new schemes expressing an interest in setting up in the 2024-25 period).
- approve the principle of offering a three-year grant scheme from April 2025 to March 2028, which will include adapted criteria and the requirement for an annual report at the end of each year detailing outputs and outcomes.
- agree that further development work is required to support the sustainability of the schemes and this work will include an in-depth review in advance of a decision on funding allocation for the next three-year funding cycle.
- Defer a decision if further information is required
- Reject the proposal and not recommend it to the Lead Cabinet Member for Resources, stating the reason for this.

Implications

26. In the writing of this report, taking into account financial, legal, staffing, risk, equality and diversity, climate change, and any other key issues, the following implications have been considered:-

Legal

27. The Lead Cabinet Member's decision will be made subject to Council's approval of annual budgets in February 2024. The proposal has been discussed with the Council's Chief Finance Officer and Lead Cabinet Member for Resources but should the amount of funding available within the 2024-2025 period be amended at any point it may be necessary for the Lead Cabinet Member to reconsider the total amount of funding available for the schemes.

Consultation responses

28. A workshop for schemes was held on 27 June 2023 to better understand the challenges they face and share good practice. This event gave officers, District and County Council elected members and local organisations alike a better understanding of the issues faced in delivering support services to older

residents.

29. Conversations about resources and promotion are ongoing with Mobile and Community Warden schemes and with the County Council's Care Together and Communities Service Teams.

Risks/opportunities

30. If funding for 2024-25 is not provided it is likely that schemes will not be financially viable. If funding is provided, Mobile and Community Warden schemes will need to agree to the grant conditions before funds are released.

Alignment with Council Priority Areas

A modern and caring Council

31. Ensure that South Cambridgeshire continues to offer an outstanding quality of life for our residents: the grant programmes promote a good quality of life for all residents, assisting directly or indirectly through voluntary organisations schemes which help overcome the challenges faced by residents imposed by age, infirmity, disability, low income or rurality.

Background Papers

<https://www.nomisweb.co.uk/query/construct/summary.asp?mode=construct&version=0&dataset=2002>

<https://www.health.org.uk/publications/health-in-2040>

Grants Advisory Committee Meetings:

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

Appendices

Appendix A: Summary table of SCDC funded schemes

Report Author:

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Appendix A

Tables showing basic information on current client numbers, financial status and the SCDC funding contributions for 2023-24

Age UK Cambridgeshire and Peterborough Schemes:

Scheme	New/Existing Scheme	Clients supported at time report compiled	Financial status end of March 2023	Total costs to run scheme for 2022-23	SCDC Funding 2023/24 (includes contribution from procurement underspend)
1. Small villages (Balsham, Castle Camps, Horseheath, Shudy Camps, West Wickham, West Wratting and Weston Colville) *	Existing	13 (down from last year)	EOY balance: £5,953 deficit Balance brought forward reduces deficit to: £2,001.	£7,198	£4,804
2. Cambs Northwest (Fen Drayton & Lolworth (also includes Fenstanton which falls under Huntingdon District Council))	New	12 (up from last year) of this 6 are in Fenstanton	EOY balance: £2,078 deficit Balance brought forward reduces deficit to: £4,892	£5,999	£4,000 (not including Fenstanton)
3. Fulbourn	Existing	5 (up from last year)	EOY balance including balance brought forward: £5,282 deficit	£7,998	£4,000
4. Histon & Impington*	Existing	14 (down from last year)	EOY balance: £3,704 deficit Balance brought forward reduces deficit to: £1,251	£7,998	£3,362
5. Linton*	Existing	17 (up from last year)	EOY balance: £10,044 deficit	£9,998	£6,599
6. Longstanton	New	10 (up from last year)	EOY balance: £5,655 deficit Balance brought forward reduces deficit to: £1,723	£5,999	£4,000
7. Cambs Southwest (Papworth Everard, Bourn, Caldecote,	New	18 (up from last year)	EOY balance: £7,432 deficit	£13,997	£5,000

Appendix A

Comberton, Hardwick, Toft & Wimpole)					
8. Cambridge South (Sawston, Duxford, Hinxton, Ickleton, Pampisford & Whittlesford)	New	12 (up from last year)	EOY balance: £6,159 deficit Balance brought forward increases balance to: £9,632	£13,997	£8,000
9. Stapleford	Existing	14 (up from last year)	Stapleford Parish Council have not yet provided a 2022-23 update	£3,999	£3,014
10. Teversham*	Existing	8 (up from last year)	EOY balance: £2,845 deficit	£3,999	£1,746
11. Waterbeach, Chittering & Landbeach	Existing	11 (up from last year)	EOY balance: £199 deficit which includes the balance brought forward	£5,999	£3,194
12. Willingham & Over	New	15 (up from last year)	EOY balance: £9,943 deficit	£8,798	£4,000
13. Swavesey	Existing	8 (down from last year)	EOY balance: £2,693 deficit which includes the balance brought forward	£6,399	£1,252
TOTALS		157	£0**	£102,378	£52,971

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Independent Schemes (At this stage we do not know Parish Council funding contributions):

Scheme	New/Existing Scheme	Clients supported at time report compiled	Financial status end of March 2023	Total costs to run scheme for 2022-23	SCDC Funding 2023/24
1. Cottenham	Existing	10 full members and 2 associates	EOY balance: £4,022.44	£7,137	£2,500

Appendix A

		(down from last year)			
2. Great Shelford	Existing	23 (12 full-time and 11 associate members) (down from last year)	EOY balance: £19,063	£17,552	£3,000
3. Harston & District Village Warden Scheme (Harston, Hauxton, Grantchester, Newton & Orwell and Barrington)	Existing	14 (down from last year)	EOY balance: £3,129.42	tbc	£2,000
4. Milton	Existing	21 (same as last year)	EOY balance: £222,917.32	£19,451	£2,500
5. Mordens & Litlington (Bassingbourn cum Kneesworth, Guilden Morden, Litlington, Steeple Morden)	Existing	10 (down from last year)	EOY balance £7,108	£8,926	£3,737
6. Melbourn, Meldreth & Shepreth *	Existing	48 (up from last year)	EOY balance £49,441.56	tbc	£5,000
TOTALS		126			£18,737

*Also receives funding from Cambridgeshire County Council

** All Deficits for Age UK Cambridgeshire and Peterborough have cleared using their unrestricted reserves, meaning all these schemes start 2023-24 with a zero balance.

GRAND TOTALS FOR ALL SCHEMES:

- £71,708 SCDC Funding provided for 2023/24 (includes contribution from procurement underspend)
- Total number of clients supported districtwide - 283 (last year's figure was 271)

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Report to:	Grants Advisory Committee	24 August 2023
Lead Cabinet Member:	Councillor John Williams Lead Cabinet Member for Resources	
Lead Officer:	Gareth Bell, Communications and Communities Service Manager	

Community Chest Grant: Funding Applications

Executive Summary

1. To consider new applications received between 7 July 2023 to 7 August 2023 for 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 Resources 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 grant schemes to ensure they reflect Council priorities.
 - b) Designing any new or revised grant schemes, including consideration of criteria and guidance applicable in respect of each scheme.
 - c) Considering applications made under the Council's grant schemes.

Details

5. The Community Chest is grant funding available to voluntary and community sector groups, charities and public sector bodies wishing to further improve quality of life in South Cambridgeshire. Applicants may apply for up to £2,000 and the community activity or project must deliver one or more of the following:
- Improvements to community buildings and spaces (i.e., village halls / pavilions / play areas etc)
 - Repairs to historic buildings / monuments / memorials
 - Equipment / capital purchase
 - Materials
 - Start-up costs (may include training of staff / volunteers, hall hire and other revenue costs)
 - Costs involved with the creation of a Community-Led Plan (not the resulting projects)
 - Enhance the natural environment / result in a sustainable increase in local biodiversity
 - Provide a benefit to those affected by the cost-of-living crisis

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

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

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

6. Guidance notes and full eligibility criteria can be found at **Appendix B**.
7. The total amount of funding available for Community Chest Grants in 2023/24 is **£58,000**.
8. In addition, there is **£10,000** ringfenced for 2023/24 for **Biodiversity Grants**, **£45,780** ringfenced (expiring in October 2023) for the creation of **Community-Led Plans** and **£18,468.08** ringfenced until end March 2024 (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 decision was made at July's GAC that the application from Swavesey Parish Council (ZBJPCSSH) for £329.71 should be funded through the Community Chest Grant fund instead of the Community Chest Grant Biodiversity ring-fenced fund. This adjustment has been made and is reflected in total budgets available this month.

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.

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
Community Chest (58,000)	31 March 2024	£39,500.53	7	£11,001.75	£28,498.78
Biodiversity (£10,000)	31 March 2024	£10,000	1	£2,000	£8,000
Community-Led Plans (£45,780)	October 2023	£43,780	0	0	£43,780
Cost- Of Living (£18,468.08)	31 March 2024	£18,468.08	1	£1,143.96	£17,324.12
Total	-	£111,748.61	9	£14,145.71	£97,602.90

Options

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

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

Implications

13. There are no significant implications

Consultation responses

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

Alignment with Council Priority Areas

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

Background Papers

Grants Advisory Committee Meetings

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

Appendices

Appendix A: Applications Summary

Appendix B: Guidance notes for Community Chest

Report Author:

Emma Dyer –Development Officer

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Telephone: (01954) 713344

Appendix A

Reference	XFMFPBKM	Community Chest Grant		
Name of Organisation	Swavesey Spartans Football Club			
Organisation Type	Community Group			
CCVS Registered	No			
Parish	Swavesey			
Landowner	Swavesey Village College			
Project Type	Equipment / capital purchase			
Green option considered?	Yes- will last significantly longer than temporary alternatives			
Documentation Status	Safeguarding	Yes	Accounts	Yes
	Quote	Yes	Mission Statement	Yes
District Councillor Support	Yes- Cllr Sue Ellington			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Yes- for pitch maintenance/repairs			
Officer Summary	<p>Swavesey Spartans (https://swaveseyspartans.co.uk/) is a Chartered Standard Youth Football Club affiliated to Cambridgeshire Football Association. The Club, which was formed in 1989, is run by volunteers for boys and girls' teams from under six through to under 18 and they have recently formed Ladies and Walking Football teams. Currently there are around 250 members who make up around 15+ teams in any given year. Subscription fees vary depending on age and whether a member trains only or trains and is available for matches.</p> <p>The Club rent (per game) a number of 'home' grounds in Swavesey (on the village green and at Swavesey Village College), Fen Drayton and Elsworth. A robust six-seater substitutes bench and shelter for the 3G pitch at Swavesey Village College is now required. This will last significantly longer (and therefore produce less waste) than the temporary "pop-up" alternatives currently in use. Constructed of reinforced aluminium and upgraded with 5mm thick shatter-proof Perspex, the shelter will be light in weight for ease of moving with optional wheels for increased portability. They can also be bolted permanently into ground.</p> <p>Total project costs are around £ 2,699.99 and £2,000 has been requested from the Community chest.</p> <p>An agreement has been made with Swavesey Village College that if this application is successful, the shortfall will be shared 50:50.</p>			



Please note the Club have recently contributed to the funding consortium for the 3G pitch at Swavesey Village College (which is now complete and fully operational). They also received £2,000 in Community Chest grant funding in April 2022 for two pairs of roll-away/folding football goal posts.

They have not approached the Parish Council for funding as they already provided financial support towards the c. £1m build cost of the 3G pitch. The Parish Council also previously provided funding for pitch maintenance/repairs for Swavesey Green, the Club's main grass home pitch.

Cllr Sue Ellington:

I totally support Swavesey Spartans and all the great work they do to keep the residents and children of Swavesey active and interested in sport. I fully support this grant application.

Total Project Cost:	£ 2,699.99	Total Applied For:	£2,000
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Reference	JFNVDBHR	Community Chest Grant		
Name of Organisation	Gamlingay School's Out Club			
Organisation Type	Other			
CCVS Registered	No			
Parish	Gamlingay			
Landowner	Club located at the local school premises in Gamlingay with the permission of The Cam Academy Trust			
Project Type	Equipment / capital purchase			
Green option considered?	Outdoor project			
Documentation Status	Safeguarding	Yes	Accounts	Yes
	Quote	Yes	Mission Statement	Yes
District Councillor Support	Yes-Cllr Bridget Smith			
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 - The Parish Council supported their last similar project.			
Officer Summary				
Gamlingay School's Out Club (GSOC) (https://www.facebook.com/gamlingaysoc/) is a voluntary community group run by a committee comprising of four members and provides				

benefit to the children of Gamlingay Village Primary School irrespective of where they live. The Club opens for one week in August. 140 children are registered to join this summer with each of the nine sessions attended by up to 120 children, plus volunteering teenagers and adults.

The Club, which has no organisational links to the school, have been granted permission by The Cam Academy Trust to host their club at Gamlingay Village Primary school for a small fee. A lunch club is also offered for those attending from 9.30am to 3.30pm.

During their stay, the children can enjoy a wide range of craft and cookery sessions plus a fantastic range of toys and sports equipment. They also secured donations from local businesses to allow them to offer some extra special activities-last year this included a climbing tower, mini golf, fun science sessions and a range of inflatables. This year instructors are being hired to teach fencing and archery. Boot camp, football, tag rugby, bungee trampolines, inflatables will also be offered, and 'Safari Stu' will be visiting with his many animals.

The fee is £5.00 per child, per session (9.30 to 12.00 or 1.00 to 3.30) and this is used to provide cooking ingredients/equipment and craft materials/equipment and to replenish stocks of toys and play equipment as needed each year.

The Club's maximum capacity has always been 100 children per session. But this summer, due to overwhelming demand in the first few days of their registration period, they are trialling a new maximum head count of 120 children per session. The new head count means will need to create an additional area of play that can be housed under a gazebo outside of the school building enabling the children to play whilst sheltered from all weather conditions.

Total costs including shipping and VAT to purchase a 3m x 6m pop-up commercial gazebo with 6 x 15kg cast iron leg weights and side walls is £1,103.93. £500 has been requested from the Community Chest. The remaining balance will be funded from the Club's reserves.

Please note, in 2021 the Club received £350 in Community Chest funding to purchase floor mats to encourage floor play outdoors.

Cllr Bridget Smith:

I have checked your eligibility and it is all fine for you to apply and I am happy to support you.

Total Project Cost:	£1,103.93	Total Applied For:	£500
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Reference	GLCTVTDW	Community Chest Grant
Name of Organisation	Abington Village Institute	
Organisation Type	Charity- 300358	
CCVS Registered	No	
Parish	Great Abington	
Landowner	Own or have a long-term lease on the venue	
Project Type	Improvements to community buildings and spaces	
Green option considered?	Yes- recycled plastic is being used	

Documentation Status	Safeguarding	Yes	Accounts	Yes
	Quote	Yes	Mission Statement	Yes
District Councillor Support	Cllrs John and Henry Batchelor			
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?	Both Great and Little Abington Parish Councils have been asked to support the project. A decision is awaited.			
Officer Summary				

Abington Village Institute is a community hub and village hall serving the villages of Great and Little Abington. The Institute is accessed widely by the local community. There are many, wide ranging, regular user groups. It offers a community cafe facility three times a week, hosts many private bookings for family gatherings and events, plays a central role in most major community events and celebrations and is the normal polling station venue for Great and Little Abington.

At the rear of the building there is an area of raised decking which forms part of the emergency exit for Institute users. The timber substructure which supports the decking is showing signs of failure. On several occasions repairs have been carried out to replace sections where the timber has rotted due to the damp environment. The Institute would like to replace the substructure with structural, recycled plastic to provide a long-term solution to the problem and make it safe the Institute for users. Some time ago the timber surface was replaced with recycled plastic. The success of this material further influenced their decision to use the same material for the substructure.

Total project costs for materials and labour are £12,800 and £2,000 has been requested from the Community Chest to:

- Dismantle existing structure.
- Clear ground and dig two shallow trenches. One parallel and next to the building the other parallel at the outer edge of the decking.
- Fill with hardcore and concrete to form solid base for the supporting posts.
- Build new decking and steps in recycled plastic.
- Refit existing decking boards.
- Close in under deck with spaced decking boards.
- Horizontal plastic planks for handrails



Both Great and Little Abington Parish Councils have been asked to support the project. A decision is pending.

Cllr John Batchelor:

I am aware of this organisation which runs the primary meeting facility and café on Abington High Street. The building has been there for many years and is in need of significant work to its foundation. I fully support their application which will allow them to continue to provide this

important facility for the community.

Cllr Henry Batchelor:

Equally happy to support, they did approach me before submitting the bid, so am well aware of the proposal and the vision of the project.

Total Project Cost:	£12,800	Total Applied For:	£2,000
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Reference	KXKVVVRJ	Community Chest Grant	
Name of Organisation	1st Comberton Scout Group		
Organisation Type	Charity-1138213		
CCVS Registered	No		
Parish	Comberton		
Landowner	Comberton Village College		
Project Type	Equipment / capital purchase		
Green option considered?	Used storage container and recycling options being investigated		
Documentation Status	Safeguarding	Yes	Accounts
	Quote	Yes	Mission Statement
District Councillor Support	Yes- Cllrs Lisa Redrup and Ariel Cahn		
Parish Council Support – does the PC support this project in principle	Awaiting reply		
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Awaiting reply		
Officer Summary			

1st Comberton Scout Group has been in existence since 1963 and currently has 66 members split across Beavers, Cubs and Scouts and Young Leaders. The Group is based in Comberton but attracts young people from the surrounding villages Their aim is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

Costs are £35 per school term. This is kept as low as possible to ensure the Group is accessible to all. Any young person would be welcome even if the family were unable to meet the financial request.

Unfortunately, there was an accidental fire on the school ground where the 1st Comberton Scouts hut and



equipment storage is located. The main Scout building is still intact, meaning that Scouting activities can still be run, but the steel container that stores the majority of the equipment, at the side of the main building, has been damaged beyond repair. All the contents of the container have also been destroyed-this includes various tents and associated camping equipment.

Outdoor activities, in particular camping opportunities are actively encouraged in all the sections from Beavers (6 years) all the way through to Scouts (14 years). The weekend before the fire, a successful Group camp had been held which provided fantastic activities for all the young people. These events are important at any time, but are even more so in a Covid era, and offer young people the chance to gain confidence, independence and skills. Several multi night camps are held every year and these enable other Scout Groups across the district who do not have access to the same equipment to also benefit. The stock of camping equipment also enabled the Scouting group to help at other events, for example providing a BBQ and First Aid facilities at the village Jubilee celebrations.

Although the container and contents were insured, the increases to prices over the last year have meant there will be a shortfall in funds to replace it and this will be more than they will be able to cover. They do not hold excess amounts in reserve in order to committing to keeping their joining costs low.

After the insurance claim, they are looking at a total shortfall of around £10,000. A significant part of this is attributed to the replacement of the steel container which needs to be purchased before any equipment can be replaced.

A quote for a used 20ft container and lockbox is £2,495. There will also be additional associated costs for delivery, internal fittings (racking and electrics) and the removal of the damaged container (which will be calculated by the chosen company once they are in a position to proceed). With racking and electrics estimated to be an additional £1,362, total costs for the container replacement will therefore be in excess of £4,000.



Community Chest grant funding of £2,000 has been requested.

The insurance company is expected to pay out a maximum of £1,816 for the container, (camping equipment is covered separately).

Green options: a pre used container will be purchased, green delivery options will be discussed with the suppliers, and they will look into how the old container can be recycled.

The Parish Council have been contacted and a request for £500 made but they are awaiting their reply. Parents of the Group and the wider community have been supportive financially and a Just Giving page has also raised £3,700 which will go towards the total project. Other grants are also being applied for.

The group have confirmed that they will be making the purchase, will own and maintain the container.

ClIr Lisa Redrup:

Appendix A

I'm sorry to hear about the fire and the loss of your camping equipment. Yes, I would like to support your Community Chest Application. Opportunities for young people to experience camping and other outdoor activities are so valuable and I think it's important that your Scout group is able to continue to provide these opportunities.

Cllr Ariel Cahn:

I'm happy to support your application. I think it's important for children to have opportunities to spend time outdoors, especially in our increasingly digital world, so I would be more than willing to stand behind your application and ensure that the 1st Comberton Scout Group has the resources they need to provide these fun and exciting opportunities. I hope your application goes well!

Cllr Michael Atkins: (not yet received)

Total Project Cost:	>£3,000	Total Applied For:	£2,000
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Reference	WSQGJSKL	Community Chest Grant		
Name of Organisation	Litlington Congregational Church			
Organisation Type	Other			
CCVS Registered	No			
Parish	Litlington			
Landowner	Own or have a long-term lease on the venue			
Project Type	Improvements to community buildings and spaces			
Green option considered?	Replacing 40yr old boiler			
Documentation Status	Safeguarding	Yes	Accounts	Yes
	Quote	Yes	Mission Statement	Yes
District Councillor Support	Yes- Cllr van de Ven			
Parish Council Support – does the PC support this project in principle	Are aware			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	No			
Officer Summary	Litlington Congregational Church provides a place for villagers to meet and worship as well as providing a base for other regular village activities. There are 12 Church members, and the premises is also used by around 25 people per week. The Hall is at capacity when the Church has special events such as musical and choral concerts and the Christmas carol service, coffee mornings etc. It is used regularly by Church groups and for Church meetings as well as by village groups. These groups include the Gardening Club, Pre-School, Village Hall Committee, Parish Council, and the Baby Advice Group.			

The existing 40-year-old boiler is in the main hall and is not discreet, is noisy and has a crack in the flue. Because of its age, it is difficult to source a replacement flue and, if one could be found, a replacement lining would be required in the chimney which would require scaffolding to be erected in the neighbour's garden. The opinion was that this would be a costly exercise for a very old boiler that is very much living on borrowed time. The boiler is also in need of further replacements in order to keep it running and, even then, it would not be efficient. Also, having only a thermostat means the boiler has to be manually switched on and off some time before and after use.

Replacing the boiler with an external combi boiler is advised and this will not only be more efficient (uses less oil and can be controlled both thermostatically and with time controls), but it will provide hot water to the kitchen and toilet area. It will also make the hall more attractive, comfortable and quiet and will provide slightly more space in the hall. When the heating is installed, it is planned that, as well as the remedial decoration, the Church can carry out some further decorative work to encourage more groups to hire the hall. It is hoped that this will, in turn, encourage more people to attend the Church services. A gate will also be installed at the side of the Church Hall so that the boiler remains secure.

In the longer term, it is hoped that the ladies and gents toilets can be converted so that they are accessible for the disabled.

The Church were very open minded as to which would be the most suitable heating arrangement for their needs, including green options. However, all of the companies that were approached proposed a combi boiler as the best solution which is why no alternative quotations were obtained. It was estimated that the initial costs of the greener alternative would be between £10,000 and £18,000.

A number of quotations were received, and the Church intend to award the work to the two local businesses that supplied the lowest quotes. Total project costs are £7,246 and £2,000 has been requested from the Community Chest:

- Boiler-£6,996 inc VAT (includes all labour, parts and materials and waste is disposed of to current environmental waste regulations)
- Side security gate supply and fit- £250



Redecorating costs will be met by the Church.

They have been successful in securing a grant of £1,750 from Benefact Trust (formerly All Churches Trust), £524 will be provided by the Church and they will need to apply for further grants to cover the £2972 shortfall.

The Parish Council are unable to make a contribution.

Clr Susan van de Ven:

I would be glad to support the application,

Total Project Cost:	£7,246	Total Applied For:	£2,000
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Appendix A

Reference	FJBQZZSG			Community Chest Grant
Name of Organisation	Huntingdon Hockey Club			
Organisation Type	Sports Club			
CCVS Registered	Yes			
Parish	Northstowe			
Landowner	Astro-pitch at Northstowe Secondary College			
Project Type	Materials			
Green option considered?	N/A			
Documentation Status	Safeguarding	Yes	Accounts	Yes
	Quote	Yes	Mission Statement	Yes
District Councillor Support	Yes- Cllr Thomas Bygott			
Parish Council Support – does the PC support this project in principle	Have not asked			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Not provided			
Officer Summary	<p>Huntingdon Hockey Club (www.pitchero.com/clubs/huntingdonladieshockeyclub) was formed in 1978 and currently has 50 members. Current members mainly live in Northstowe but some hail from Longstanton, Willingham, Huntingdon, Bar Hill, Cambourne, Comberton, Cottenham, Fen Drayton, Hardwick, Milton, St Neots, March and Papworth. Full membership for adults is £110 per season.</p> <p>Since 2021 the Club has been based in Northstowe, renting an Astro-pitch at Northstowe Secondary College for weekly training and home matches. By joining the Club, new residents are provided with an opportunity to make friends and care for their mental wellbeing as they settle into the local area, in addition to the obvious physical fitness benefits. Each new wave of the housing development has brought newcomers and increased the numbers of potential hockey players wishing to join the club. The Club is also building closer working relationships with secondary schools in the area, in order to welcome younger members.</p> <p>Articles about the club have been published in the Northstowe News and Willingham News magazines to promote the club and recruit new members. They are also running in the Northstowe Running Festival and have held stalls there in past years.</p> <p>New and returning players need to build match experience and so this season (2023-24) the club is adding a Development Squad which will compete in East Hockey League Division 5NW.</p>			

Appendix A

Matches take place across East Anglia on a weekly basis, against thirteen local teams to as far away as Kings Lynn.

The Club are in need of new equipment for the second team. Total costs are £1,981.75, all of which are being requested from the Community Chest:


- 15 x Training Bibs- £41.25
- 4 x Player's Masks-£160
- 1 x Arm Guard-£68.50
- 1 x Goalkeeping Bag- £45
- 1 x Chest Guard-£125
- 1 x Hand Protector Right-£88.50
- 1 x Hand Protector Left-£128.50
- 1 x ABS Helmet with Throat Guard-£250
- 1 x Kickers-£238.50
- 1 x Leg guards-£338.50
- 1 x Hotpants-£192.50
- 1 x Stick 36.5" -£100
- 2 x Black Smocks - £66.00
- 1 x Guard Female Pelvic - £59.50
- 2 x Hockey Essential First Aid Kits-£80

ClIr Thomas Bygott:

I'd be happy to support this application. It is good to encourage local residents to learn new skills and to become healthier through participation in sport, while offering a chance for new residents to meet and socialise with others in the community.

Total Project Cost:	£1,981.75	Total Applied For:	£1,981.75
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Reference	CSCCWQCT			Community Chest Grant
Name of Organisation	Milton Outdoor Bowls Club			
Organisation Type	Community Group			
CCVS Registered	No			
Parish	Milton			
Landowner	South Cambridgeshire District Council			
Project Type	Equipment / capital purchase			
Green option considered?	N/A			
Documentation Status	Safeguarding	Yes	Accounts	Yes
	Quote	Yes	Mission Statement	Yes
District Councillor Support	ClIrs Anna Bradnam and Judith Rippeth			
Parish Council Support – does the PC support this project in principle	Pending			

Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	See above		
Officer Summary			
<p>Milton Bowls club began in 2000 and currently benefits 50 elderly members, each paying an annual subscription of £40. The average age of members is 75 years old with the oldest member being 82 years old. Members play home and away between April and September, competing against the other Clubs in Cambridgeshire. Bowls not only provides exercise, but great comradery and social interaction.</p> <p>The present equipment at the Club is more than 15 years old and very worn out which is proving very difficult for the elderly members to operate.</p> <p>This Community Chest application is for eight new ball gatherers for use on their greens. Total costs are £520, and all is being requested from the Community Chest. The quote is based on the same type of ball gatherers they have tested at other Clubs and these are considered to be of very high quality and very easy to use.</p>  <p>Cllr Anna Bradnam: <i>As District Councillor for Milton, I am very happy to support your application to the SCDC Community Chest Grant Fund for a total of £520 to cover the cost of eight ball gatherers for Milton Bowls Club. I understand the Bowls Club has 50 members (mostly regular players and some social members), the eldest being 82 years old. The Bowls Club plays weekly for six months from April to September each year and membership for players is £40 pa. The ball gatherers would benefit the local members but also the numerous guests who come to play in Milton; approximately 4 teams of 8 (32 players) coming every week during the season, from neighbouring clubs in Fen Drayton, Histon, Gamlingay etc. Since the Bowls Club is used weekly by so many members, both local and from further afield, this seems a very reasonable application, which I hope the District Council will support. Not only does the Club support the Community of Milton but it also makes for enjoyable social links between sportsmen and sportswomen from other villages.</i></p> <p>Cllr Judith Rippeth: I am happy to support this application for funds to purchase new bowls gatherers for the Milton Outdoor Bowls Club. The club is of real value to the community especially for more elderly residents and new “gatherers” would enable those members to keep on playing.</p> <p>Cllr Paul Bearpark: (not yet received)</p>			
Total Project Cost:	£520	Total Applied	£520

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Biodiversity Application:

Reference	WZFKKHFR	Biodiversity		
Name of Organisation	Marvell Green Management Company			
Organisation Type	Private Company Ltd by Guarantee (not for profit)			
CCVS Registered	No			
Parish	Meldreth			
Landowner	18 homeowners and Marvell Green (Meldreth) management company limited			
Project Type	Start-up costs			
Green option considered?	Biodiversity project			
Documentation Status	Safeguarding	Yes	Accounts	Yes
	Quote	Yes	Mission Statement	Yes
District Councillor Support	Yes- Cllrs Jose Hales and Cllr 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?	Awaiting outcome			
Officer Summary				

Marvell Green is a collection of 18 homes set back from Meldreth High Street. The homeowners of Marvell Green are members of Marvell Green Management Company, and each own a share of the freehold of a wooded 'green' piece of land. SCDC are the owners of seven of these properties (4 affordable rent properties, and three Shared Ownership properties). The ownership and maintenance of the common area are regulated by a covenant, which is administered by the Management Company. The sale of any given property transfers that share of ownership to the new owner. Each homeowner pays a service charge of around £350 annually. SCDC also pays a service charge to the management company for the affordable rent properties.

The site has its own approach road from Meldreth High Street, leading to shared grounds, where a pond was created. The latter connects to a stream which bounds the eastern edge of the site and separates it from an adjoining nature reserve. Inhabitants of the land include Muntjacs, rabbits, bats, frogs, dragonflies, bees and a variety of birds.

Marvell Green Wildlife Corridor Project:

Both the residents of Marvell Green and South Cambridgeshire District Council planners are keen to preserve this land and enhance it as a natural wildlife environment. Therefore, in the Spring of this year, residents came together and started clearing the site from construction

rubble, nettles and thistles.

Development Control Policies DPD NE/6 states that priority for habitat creation should be given to sites which assist in achieving targets in the Biodiversity Action Plans”.

After many months of workshops and meetings, residents came to an agreement on a vision for enhancing the biodiversity of the site for the benefit of the local wildlife. This will involve planting native hedges and trees, aquatic plants and a wildflower meadow:

Phase 1 / 2023 - **Clear & Seed**

- Weed access road verges
- Seed new native plants
- Remove bark chippings
- Clear construction debris
- Install additional wooden bollards to bin stands
- Encourage local wildlife by creating suitable sustainable Habitat Panels
- Clear fallen tree and use trunk to make benches
- Clear pond from Algae and construction debris
- Seed starter-kit pond plants
- Remove weeds, especially Nettles and Thistles
- Cover ground with hardy wild grasses to stop weeds returning
- Plant Snowdrop, Bluebells and other wild flowers
- Create protective hedge, using native species, such as:
 1. Hawthorn,
 2. Beech
 3. Hazel
 4. Dog Rose



• **In Year 1**, the ground needs to be weeded and prepared for seeding of grass and wild flowers, as originally intended by EPGL:

1. Weeds must not be trimmed or chemically killed but uprooted and removed from site
2. Wild grass and wildflower specification to be agreed and carried out in agreement with residents' Maintenance
3. Contractor
4. Lighting bollards to be fitted with PIR sensors
5. "Adopted" status of access road to be clarified with Council

Plans for the wildlife corridor include:

- promoting wildlife on the Green
- actively preventing monocultures from forming to ensure that the Green remains a wildlife corridor
- retain the ivy, as it is 'one of the last nectars' for wildlife
- asking a tree surgeon to assess the health of our trees, and prune them as necessary
- add to the Big Sow, by collecting seeds from surrounding areas.

The residents intend to link the Marvell Green project to both the Arts and Science, in terms of:

1. Research, monitoring the development of the site's wildlife as a prototype for new residential biodiversity enhancing developments
2. Projects, that involve children and adults in the creation of nature-inspired Art by opening up Marvell Green to the public as a garden on an annual basis and use the occasion to raise both awareness and funds.

Appendix A

Total project costs towards the rewilding of the Green (800m² of shady area and 350m² of sunny area, plus the banks of the pond) are £2,000 all of which has been requested from the Community Chest:

- Rotavator hire- £120
- Skip hire- £300
- Grass and wildflower seeds- £900
- 20kg slow grow grass (shady area)- £110
- 1kg woodland and heavy shade wildflower mix (shady area) - £190
- 10kg species rich grass (sunny area)- £90
- 2kg chalk and limestone wildflower mix (sunny area)- £320
- 1kg pond edge wildflower mix- £190
- Aquatic plants for pond- £340
- Equipment - seed spreader, rakes, shovels, wheelbarrows- £340

With eight people working full days, this could be done in one weekend to avoid labour costs. All costs are based on quotes and estimates obtained from Boston Seeds and Wrights Mowers in Shepreth.

Lee Hillam (Principal Operations Manager – Environment):

Our current involvement with this works is advisory and permissive in respect of the SCDC Drainage Bye-Law's (this is an SCDC Awarded watercourse), However, we are supporting what is being suggested (we have not taken sight of an official proposal as yet). Our watercourse team and equipment have also been offered to assist with this project but this will not happen now until the Spring as the project organiser has said he is looking to take up a slower start to the works.

Cllr Jose Hales:

I know about this application as I recommended that the group apply to the community chest. The intention is that the land once completed will be open to all, in fact the group want to encourage the primary school in the village to engage too. They also hope that they will be able to arrange the site in such a manner that also allows children from the scope school and older residents from the dementia unit at Maycroft care home.

Cllr Sally Ann Hart:

I feel pleased to confirm I am able to support this application - I visited the site recently with my colleague, Jose Hales and it was wonderful to see what a fantastic job the community has already done to nurture and improve this open space.

Total Project Cost:	£2,000	Total Applied For:	£2,000
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Cost Of living Application:

Reference	PTWFCWHV	Community Chest Grant
Name of Organisation	Cambourne Town Football Club	
Organisation Type	Charity 1179148	

Appendix A

CCVS Registered	No			
Parish	Cambourne			
Landowner	Cambourne Town Council			
Project Type	Equipment / capital purchase			
Green option considered?	Recycling used uniform			
Documentation Status	Safeguarding	Yes	Accounts	Yes
	Quote	Yes	Mission Statement	Yes
District Councillor Support	Yes-Cllrs Stephen Drew, Helene Leeming 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?	The Town Council already make financial contributions to the football club and other groups that will benefit from this kit			
Officer Summary				
<p>Cambourne Town FC (https://www.cambournetownfc.org.uk) began in 2021 and provides dedicated, focussed opportunities to learn and play football for all in Cambourne and surrounding areas, regardless of sex, age, gender, race, ability/disability, or sexual orientation. In addition, the Club provides opportunities for members to complete courses in coaching and refereeing and engage in activities which can contribute to the attainment of the DofE Award.</p> <p>Currently there are 750 members, and the 2022/23 fees are as follows: Juniors £165; Siblings discount £140;Adults £165.</p> <p>The Club would like to start a Community Football Kit Exchange where people can donate and collect good quality items of football kit for reuse. Donated items need to be washed (boots/trainers cleaned), bagged and then placed in a collection bin at either the Dugout at the Sports Pavilion in Cambourne (on specified match days) or the Hub Community Centre. All items are free which means that no one should ever feel excluded from playing football because they don't have the right kit or equipment which can be expensive.</p> <p>The initiative serves to:</p> <ul style="list-style-type: none"> • Promote the principles and practices of a sharing, sustainable, circular economy • Prevent good quality items of football kit from going to waste or disuse • Help the environment by enabling continued use of unwanted items and keeping them out of landfill • Extend the lifespan of football kit • Tap into the inherent generosity of people and the desire to help others • Break down stigma attached to using second hand equipment • Improve physical and mental well-being through access to sporting participation <p>The scheme is open to anyone who can make immediate use of the donated kit and is open to people/clubs outside of Cambourne.</p> <p>Any excess or uncollected donations will be donated to the Cambs FA/Sports Gen scheme or the Salvation Army who have a scheme that makes new yarn from old textiles.</p>				

<https://www.salvationarmy.org.uk/recycle>

Total estimated costs based on current availability/prices are £1,143.96, all of which has been requested from the Community Chest:

- 5 x Clothes rails-£835 exc VAT
- 3 x Hanger rails-£77.97
- Eco Hangers pack of 100- £35.99
- Magic Mirrors-£45
- Banners/posters for publicity & instructions- estimated £150

The Town Council already make financial contributions to the football club and other groups that will benefit from this kit.

Please note- the Club also received funding of £1,958.33 in March 2022 for one set of goals.

Cllr Helene Leeming:

I would be delighted to support your bid. It's a great idea to help sport be accessible to everyone and to reduce waste.

Councillor Stephen Drew:

I support this grant application.

Cllr Dr. Shrobona Bhattacharya:

Please count my consent for the grant that Cambourne Town Football Club had applied. I am happy to support their project.

Total Project Cost:	£1,143.96	Total Applied For:	£1,143.96
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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

*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

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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?

Subject to availability of funds, successful applicants will be funded after each Grant's Advisory Committee meeting. Applications will need to be received by the 7th day of any given month to be considered at the Grant's Advisory Committee meeting within the same month. This also applies at the end of each financial year - applications received after 7 March will be held over and considered within the new financial year (at April GAC), along with any held over from the March meeting itself.

Additional funding has been allocated until October 2023 for the creation of Community-led Plans, and until the end of March 2024 for cost-of-living crisis and biodiversity 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

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- 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.
- 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.

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- 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.
- 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

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 £58,000	✓	✓	✗
Biodiversity Grants £10,000	✓	✓	✓
Community-Led Plans £45,780	✓	✓	✓
Cost-Of-Living (£18,468.08)	✓	✓	✓

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

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

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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