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Tuesday 16 January 2024

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, 25 January 2024 at 10.00 a.m.**

Yours faithfully
Liz Watts
Chief Executive

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 01 December 2023 as a correct record.	5 - 6
4. Public Questions If you would like to ask a question or make a statement, then please refer to the Document called Public Speaking Scheme (Physical Meetings) and contact Democratic Services by no later than 11.59pm three clear working days before the meeting.	
5. Community Chest: Funding Applications	7 - 32
6. Date of next meeting	

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'.

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Further information for members of the public can be found at the below link.
[Link to further information for members of the public attending South Cambridgeshire District Council meetings.](#)

If you wish to ask a question or make a statement at a meeting, please refer to the Public Speaking Scheme at the below link.
[Link to the Public Speaking Scheme](#)

Further information for Councillors
[Declarations of Interest – Link to Declarations of Interest - Information for Councillors](#)

Councillors are reminded that Democratic Services must be advised of substitutions in advance of meetings. It is not possible to accept a substitute once the meeting has started.

Agenda Item 3

South Cambridgeshire District Council

Minutes of a meeting of the Grants Advisory Committee held on
Friday, 1 December 2023 at 10.00 a.m.

PRESENT: Councillor Sue Ellington – Chair

Councillors: Bill Handley Sunita Hansraj
Peter Sandford

Officers in attendance for all or part of the meeting:

Emma Dyer (Development Officer [Communities Team]), Laurence Damary-Homan (Democratic Services Officer) and Jane Mountain (Project Officer [Communities Team])

1. Apologies for Absence

Apologies for Absence were received from Councillor Jose Hales. With the Absence of the usual Chair, Councillor Jose Hales, the Vice-Chair, Councillor Sue Ellington, assumed the role of Chair for the meeting.

Councillor John Williams sent apologies for being unable to attend.

2. Declarations of Interest

There were no Declarations of Interest.

3. Minutes of Previous Meeting

By affirmation, the Committee authorised the Chair to sign the Minutes of the meeting held on 26 October 2023 as a correct record.

4. Grants to the Voluntary Sector - Service Support Grants: 6 Month Progress Report

The Development Officer (Communities Team) presented the report. Members commended the depth of the reports and stated that the organisations had listened to the comments of Members and that performance was good. Comment was made that the funding was helping those in need and that support covered a significant area. Members stated that, whilst the Council was not obliged to support these services, the funding from the Council was beneficial and support should continue to be granted.

The Committee **noted** the progress of funded projects within the scope of the report, including officer summaries, and did not have any concerns requiring further investigation or action.

5. Community Chest: Funding Applications

The Development Officer (Communities Team), presented the report. The Committee reviewed the applications to the Community Chest Grant funding scheme received

between 7 October and 7 November 2023. After consideration of the applications, the Committee recommended to the Lead Cabinet Member for Resources that the application from:

- Waterbeach and Landbeach Action for Youth (TGCTCZLR) be **approved and awarded the full amount requested** of £2,000.
- Social Enterprise East of England (GGRGHWKT) be **deferred** pending further information as to why Cambourne was chosen for their engagement event and some further details about the organisation and their future plans.

6. **Date of next meeting**

The Committee was informed that the next meeting was due to be held on Thursday 25 January 2024.

The Meeting ended at 10.21 a.m.

Agenda Item 5



South
Cambridgeshire
District Council

Report to:	Grants Advisory Committee	25 January 2024
Lead Cabinet Member:	Councillor John Williams Lead Cabinet Member for Resources	
Lead Officer:	Gareth Bell, Communications and Communities Service Manager	
Key Decision:	No	

Community Chest Grant: Funding Applications

Executive Summary

1. To consider new applications received between 7 November 2023 and 7 January 2024 for the Community Chest Grant funding scheme.

Recommendations

2. 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.
3. It is also recommended that the Grants Advisory Committee considers an amendment to the Community Chest Grant Guidance in **Appendix B** and makes a recommendation to the Lead Cabinet Member for Resources to allow for parishes with an electorate of up to 200 (plus 10% if members agree that the applicant shows good cause, see point 11 b) below) to make an application from the non-ring-fenced grant fund, or defers a decision, if further information is required, or rejects the change.

Details

4. 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.

5. Guidance notes and full eligibility criteria can be found at **Appendix B**.
6. The total amount of funding available for Community Chest Grants in 2023/24 is **£58,000**.
7. In addition, there is **£10,000** ringfenced for 2023/24 for **Biodiversity Grants**, **£45,780** ringfenced (expiring 31 March 2025) 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**.
8. The Community-Led Plan budget was originally provided until October 2023 for parishes to make applications to support the undertaking of a Community-Led Plan. Officers have now created a toolkit for those wishing to undertake a Community-Led Plan and in order to allow parishes time to make use of this and/or refresh an existing plan, funding is now available until 31 March 2025,
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). **Appendix C** is the Litlington Parish Questionnaire 2023 as mentioned in the application from Litlington Parish Council (ref SFVRDFRZ).
10. The following table 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	£19,027.45	1	£2,000	£17,027.45
Biodiversity (£10,000)	31 March 2024	£8,000.00	0	0	£8,000.00
Community-Led Plans (£45,780)	31 March 2025	£43,780.00	1	£531	£43,249.00
Cost- Of Living (£18,468.08)	31 March 2024	£17,324.12	0	0	£17,324.12
Total	-	£88,131.57	2	£1,265.50	£85,600.57

11. Applications received from Parish Councils or Parish Meetings are only eligible to apply for non-ring fenced funding provided they have fewer than 160 registered electors. The Committee reserves the right to supersede this clause should the Parish Council or Parish Meeting show good cause, for example:

- 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.

The 160-electors threshold was introduced into the Community chest Grant guidance back in 2018. As shown in *table 1* of **Appendix D**, currently 14 parishes fall into this category (18 parishes if the 10% threshold is included). Since January 2022, a total of four Parish Councils/meetings with an electorate of under 160 were funded- totalling £3,945 (three of these were Queen's Jubilee applications). If the threshold is raised to 200, this would allow for another six parish councils to apply (22 parishes if the 10% threshold is included).

12. As can be seen from the above table, £19,027.45 currently remains in the Community Chest grant fund (for non-ring-fenced funds) for the 2023-24 financial year.

Reasons for Recommendations

13. 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.

Options

14. 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 Resources 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.
15. The Grants Advisory Committee may also want to consider and recommend to the Lead Cabinet Member for Resources to:
- A) include an amendment to the Community Chest Grant Guidance in **Appendix B** to allow for parishes with an electorate of up to 200 plus a 10% increase (if members agree that the application shows good cause) to make an application from the non-ring-fenced grant fund
 - B) decide on an alternative electorate threshold
 - C) defer a decision, if further information is required
 - D) reject the change stating the reason for this.

Implications

16. There are no significant implications.

Consultation responses

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

Alignment with Council Priority Areas

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

Background Papers

19. Grants Advisory Committee - Tuesday, 27 November 2018 10.00 a.m:

<https://scdc-mgapp-01.scdc.scambs.gov.uk/ieListDocuments.aspx?CId=1096&MId=7433&Ver=4>

20. Grants Advisory Committee Meetings:

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

<https://scdc-mgapp-01.scdc.scambs.gov.uk/documents/s108735/Community%20Chest%20Grant%20Report%20271118%20GB.pdf>

Appendices

Appendix A: Applications Summary

Appendix B: Guidance notes for Community Chest

Appendix C: Litlington Parish Questionnaire 2023

Appendix D: Electorate information

Report Author:

Emma Dyer –Development Officer

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Telephone: (01954) 713344

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Appendix A

Reference	XCWDGBKB	Community Chest Grant		
Name of Organisation	St Nicholas Church Parochial Church Council			
Organisation Type	Charity			
CCVS Registered	No			
Parish	Great Wilbraham			
Landowner	St Nicholas Church			
Project Type	Equipment / capital purchase			
Green option considered?	Shed is made entirely from recyclable steel, with no plastic components. Rainwater harvesting will be carried out from the roof			
Documentation Status	Safeguarding	Yes	Accounts	Yes
	Quote	Yes	Mission Statement	Yes
District Councillor Support	Yes – Cllr Graham Cone and Cllr Carla Hoffman			
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?	No			
Officer Summary				

The Parochial Church Council (PCC) is the executive committee for the Church of England Parish of St Nicholas in Great Wilbraham. It is a charitable trust formed in 1956 and nine PCC members are trustees.

The churchyard is visited by many people throughout the year, some tending to relatives' graves, but others coming to enjoy the walk in a quiet green space. It has attracted birdwatchers from all over the country as it has been home to the rare Spotted Flycatcher for a number of years. The increase in rewilding parts of the space has brought a greater variety of wildlife to the area and makes it more attractive to the community. It is also a crucial part of the Safe Route to School for a large number of pupils of the nearby Primary School and their parents/carers.

Regular maintenance of the whole churchyard ensures it is safe and pleasant for all who visit or pass through it. This is done carefully so as to contribute to the aims of the Conservation area within which it sits. The PCC has recently joined many other churches in the Cambridgeshire Churchyard Conservation Award Scheme and were presented with a bronze award for the first year. Plans are already in place so that they can improve on this.

A new ride on petrol mower is needed as the existing mower is now beyond economic repair. Secure housing is needed to store the mower along with other equipment used to maintain the churchyard. Funding for a shed made entirely from recyclable steel, with no plastic components is required for this purpose. The shed needs to be secure police approved shed to minimise insurance costs which would be prohibitively high otherwise.

Appendix A

Total costs are £2,378 and £2,000 has been requested from the Community Chest:

- [7'4" x 10' 11" shed](#)- £2,078
- Concrete base- £150
- Shuttering (part of the base construction-wooden frame into which the concrete is poured)- £150 (labour to be carried out by volunteers).

Plans are to carry out rainwater harvesting from the roof to help provide water for the churchyard during dry times.

The Parish Council is unable to support any projects or maintenance work for the Church.

Cllr Graham Cone:

Thanks for info on this, happy to support grant application, keep me updated going forward happy to help wherever I can.

Cllr Carla Hoffman:

Yes I will be happy to support it.

Total Project Cost:	£2,378	Total Applied For:	£2,000
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[Community-Led Plan Application](#)

Reference	SFVRDFRZ	Community Chest Grant		
Name of Organisation	Litlington Parish Council			
Organisation Type	Parish Council			
CCVS Registered	No			
Parish	Litlington			
Landowner	N/A			
Project Type	CLP Start-up costs			
Green option considered?	N/A			
Documentation Status	Safeguarding	Yes	Accounts	Yes
	Quote	Yes	Mission Statement	Yes
District Councillor Support	Yes- Cllr Susan van de ven			
Parish Council Support – does the PC support this project in principle	Yes-application is from the Parish Council			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Application is from the Parish Council			
Officer Summary				

Appendix A

Litlington Parish Council previously undertook a [Community Led Plan](#) back in 2015. A new Plan is now needed, the results of which will enable the Parish Council to agree on future initiatives and how best to spend the precept in the community.

A copy of the questionnaire is provided in **Appendix C**

Total known expenditure to date, excluding the analysis of data is £631 and £531 has been requested from the Community Chest for the printing costs:

- printing of 330 A4 questionnaires- £222
- printing of 100 A4 copies of the final Plan-£309
- prize draw-£100

The CLP working group are aware that there will also be costs associated with the analysis of the data on the returned questionnaires but currently they have no firm quotations. The working group also intend to provide a £100 prize draw as an incentive for residents to return the questionnaire (applicant has been contacted to see who will fund this £100).

Cllr Susan van de ven:

I've read through the questionnaire for the Community Led Plan and am really inspired by the comprehensive scope of it. I would enthusiastically support the parish council's application and am always mindful of the strategic way that the PC seeks to improve services for village residents, and community life generally.

Total Project Cost:	£631	Total Applied For:	£531
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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. [Defib Finder](#) provides up to date information on defibrillator locations across the UK, using data from The Circuit, the national defibrillator network.
- Where infrastructure improvements are funded through the Scheme, applicants will be expected to demonstrate that the same organisation will be purchasing, owning and maintaining the equipment/items.

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

For further information please go to:

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

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

Litlington Village Parish Plan questionnaire 2023/24



Dear resident,

Welcome to the Parish Plan questionnaire. This survey is designed to find out what Litlington residents views are of the village and where there needs to be improvement. Responding to this survey will help the Parish Council best target efforts to improve our village.

Please answer the questions constructively and enter your name and address details below. The survey will be collected around 14 days after delivery by a member of the Parish Council.

By completing and returning this with sensible answers you will automatically be entered into a prize draw for £100 cash.

Many thanks in advance of your participation

Name : _____

Address:

General Questions:

1. How many people normally live in your household? _____
2. How long have you lived in the village? _____ years
3. Please enter the age of each person in the household?

Age	Male	Female		Age	Male	Female
0-4				31-40		
5-10				41-50		
11-15				51-60		
16-20				61-70		
21-25				71-80		
26-30				80+		

4. Is anyone in this household seeking their own accommodation in the village and unable to find a suitable property?

If yes please why (tick as many as are applicable):

Nothing in price range	
Nothing of suitable size	
Lack of council or housing association property	
Lack of rental property in budget	
Nothing of suitable type	
Lack of sheltered /supported housing	

- 4a. Would you like more housing to be built in Litlington?

Yes		No	
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5. Please describe any areas of land in Litlington which you think would be suitable for development of mixed affordable and/or private housing?

6. Please describe any areas of land in Litlington which you think should be protected from development?

7. How many roadworthy vehicles does your household have?

Number of cars or vans	
Number of scooters or motorbikes	
Others	

8. Where are these usually parked?

Off street	
On street	

9. Do you think the following are problems in the village? (please tick)

	Parking	Speeding	Road Layout
Church Street			
Silver Street			
Meeting Lane			
Bassingbourn Road			
South Street			
Royston Road			
Other (please specify)			

10. To discourage speeding, which of the following do you consider appropriate? (indicate in order of preference):

Physical restriction e.g. structural traffic calming	
Formal enforcement (speed cameras)	
Signs e.g. "Please drive carefully"	

What else do you consider appropriate to resolve any of the above problems?

11. Speedwatch is a voluntary scheme where residents survey traffic speeds and notify the police of vehicles recorded at excessive speed according to police guidelines.

Would you be prepared to participate in Speedwatch?

Yes		No	
-----	--	----	--

Village services

12. Please rate the standard of the village services listed below:

	Very good	Good	Acceptable	Poor	Very poor
Refuse/recycling collection					
Postal deliveries					
Electricity supply					
Sewerage					
Road gritting					
Road maintenance					
Pavement maintenance					
Mobile phone reception					
Broadband internet connection speed					

If any rating of "poor" or "very poor" please elaborate below:

Village public transport

13. How often do you use the village bus service:

Daily	Weekly	Fortnightly	Monthly	Annually	Never

14. Which of the following would encourage you to use the village bus service?

Cheaper fares	
More frequent service	
New routes/destinations	
Increased number of stops	
Fewer stops on existing routes	
Improved disabled access	
On demand service to replace scheduled services	

15. Would you be interested in taking part in a car share scheme to the following locations?

Tesco	
Royston railway station	
Other destinations- please specify below	

16. Do you feel Litlington suffers from any anti social behaviour, e.g. noise pollution?

Amenities:

17. Please rate the following aspects of the Village Hall?

	Very good	Good	Acceptable	Poor	Very poor
Layout					
Decor					
Toilets					
Catering facilities					

18. Please rate the following aspects of the Village Hall?

	Very good	Good	Acceptable	Poor	Very poor
Layout					
Decor					
Toilets					
Catering facilities					

19. The village currently funds two separate buildings in the Village Hall and Recreation Centre. If these buildings became too expensive to maintain would you prefer a single building to replace both?

Yes		No	
-----	--	----	--

20. For older children, tick if you think any of the following additional facilities would be of interest:

BMX track	
Assault course	
Skateboard park	
Other	

21. Would you like to have an allotment in Litlington?

Yes		No	
-----	--	----	--

22. What would make an allotment more appealing (e.g. centrally located in the village)?

Countryside and environment questions:

23. How important are the following:

	Very important	Important	Neutral	Not important	Don't know
Uninterrupted countryside views					
Village green					
The cage (St Peters Green)					
St Catherines church					
Whitethorn Wood					
Conservation land in centre of village					
Conservation verge along Royston Rd					
The Stret					

24. If you use the cross field public paths, how can these be improved (please tick)?

Don't use them	
Clearer signage	
More routes	
Better advertised maps- board or leaflet	

25. What would you change in the village to improve the physical environment?

Personal section

For this section of the survey, we are interested in the views of every member of household over the age of 11. Please could every member of household who is over the age of 11 complete this section using the same column for each set of answers.

26. Please confirm age ranges of the household (please tick):

Age range	Person 1	Person 2	Person 3	Person 4	Person 5	Person 6
11-18						
19-24						
25-44						
45-59						
60-74						
75+						

27. Please could each member of the household indicate whether they feel the following are problems using a scale of 1-5, where **1 is least severe** and **5 most severe**:

	Person 1	Person 2	Person 3	Person 4	Person 5	Person 6
Dog fouling						
Graffiti						
Litter						
Pavement maintenance						
Road maintenance						
Public footpath maintenance						
Traffic levels						

28. How do you normally travel to your place of work or education (please tick)?

	Person 1	Person 2	Person 3	Person 4	Person 5	Person 6
Use car alone						
Car Share						
Car and train						
Motorbike						
Pushbike						
Bus						
School bus						
Walk						
Work from home						
Not applicable						

29. How frequently do you use the following amenities using a scale of 1 to 5:

1= weekly 2= fortnightly 3= monthly 4= annually 5= never

	Person 1	Person 2	Person 3	Person 4	Person 5	Person 6
Village hall						
Congregational church hall						
St Catherines Church						
Congregational Church						
"The Crown" public house						
Recreation ground						
Recreation centre						
Allotment						
Village hall						
Congregational church hall						

30. How do you find out what is going on in the village (please tick all that apply)?

	Person 1	Person 2	Person 3	Person 4	Person 5	Person 6
Parish Post						
Prospect magazine						
Village website						
Village hall noticeboard						
Word of mouth						
Post Office noticeboard						
Parish Post						

31. What can be done to improve village life for you and your family?

Person 1
Person 2
Person 3
Person 4
Person 5
Person 6

The End

Thank you. The questionnaire will be collected within 14 days of delivery

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Electorate numbers per Parish (as of March 2023)

Table 1

	Parish	Electorate number
1.	Childerley	22
2.	Papworth St. Agnes	42
3.	Knapwell	74
4.	Shingay cum Wendy	89
5.	Bartlow	95
6.	Conington	109
7.	Lolworth	119
8.	Abington Pigotts	122
9.	Croxtton	128
10.	Carlton	148
11.	Tadlow	148
12.	Madingley	151
13.	Hatley	153
14.	Longstowe	155
15.	Graveley	168
16.	Croydon	172
17.	Hildersham	173
18.	Boxworth	175
19.	Heydon	178
20.	Great Eversden	190
21.	Babraham	208
22.	Kingston	211

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