



16 April 2019

To: Chairman – Councillor Jose Hales
Vice-Chairman – Councillor Clare Delderfield
All Members of the Grants Advisory Committee - Councillors Dr. Claire Daunton,
Sue Ellington and Peter McDonald
Quorum: 3

Dear Councillor

You are invited to attend the next meeting of **GRANTS ADVISORY COMMITTEE**, which will be held in the **COUNCIL CHAMBER - SOUTH CAMBRIDGESHIRE HALL** at South Cambridgeshire Hall on **FRIDAY, 26 APRIL 2019 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
Mike Hill
Interim 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 Chairman to sign the Minutes of the meeting held on 29 March 2019 as a correct record.	1 - 4
4. Community Chest: Funding Applications	5 - 14
5. Community Chest: Review	15 - 22
6. Date of next meeting Friday 31 May 2019 starting at 10.00am	

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

Notes to help those people visiting the South Cambridgeshire District Council offices

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 would be 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 brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade 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. All meeting rooms are accessible to wheelchair users. There are disabled toilet facilities on each floor of the building. 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.

Recording of Business and Use of Mobile Phones

We are open and transparent about how we make decisions. 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. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman 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 Chairman 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 is allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

Food and Drink

Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. You are not allowed to bring food or drink into the meeting room.

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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Agenda Item 3

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Grants Advisory Committee held on
Friday, 29 March 2019 at 10.00 a.m.

PRESENT: Councillor Jose Hales – Chairman
Councillor Clare Delderfield – Vice-Chairman

Councillors: Dr. Claire Daunton Sue Ellington

Officers in attendance for all or part of the meeting:

Ryan Coetsee (Project Officer), Kirstin Donaldson (Development Officer), Siobhan Mellon (Development Officer - Climate and Environment), Ian Senior (Democratic Services Officer) and Katherine Southwood (Project Officer)

Councillor John Williams (Lead Cabinet Member for Finance) was in attendance, by invitation.

1. APOLOGIES FOR ABSENCE

Councillor Peter McDonald sent Apologies for Absence. No substitute was appointed.

2. DECLARATIONS OF INTEREST

In connection with Minute 4 (Community Chest: Funding Applications)

- Councillor Sue Ellington declared a non-pecuniary interest as a trustee of the Care Network
 - Councillor Jose Hales declared a non-pecuniary interest as a trustee of Melbourn Village College

3. MINUTES OF PREVIOUS MEETING

The Grants Advisory Committee authorised the Chairman to sign, as a correct record, the Minutes of the meeting held on 22 February 2019 subject to the following:

Minute 5 – Mobile Warden Scheme Grant Funding 2019/20

In the third line, delete the first 'is' so that the sentence reads, "...Councillor Hales himself is a trustee of that Scheme."

4. COMMUNITY CHEST: FUNDING APPLICATIONS

The Grants Advisory Committee considered applications deferred from its meeting on 22 February 2019 and new applications received between 1 February and 8 March 2019.

Members considered each application in turn.

The Grants Advisory Committee

1. **recommended** to the Lead Cabinet Member for Finance as follows

Applicant	Village(s) affected	Description	Total applied for (£)	Total recommended (£)	Additional conditions/ comments
Footprints Café Ltd	Sawston	Sound proof panels to enhance acoustics in training room and café	1,000.00	1,000.00	
Histon and Impington Communications Community Interest Company	Histon and Impington	Develop and create a new online “hub” for news in Histon and Impington	1,000.00	1,000.00	
Ladybird Preschool	Cottenham	Purchase of play train and carriage outdoor play equipment	1,000.00	1,000.00	
Wilbraham Memorial Hall	Little & Great Wilbraham	Replace decaying timber play equipment with steel alternatives	1,000.00	1,000.00	
Sundial Theatre Company	Cambourne	Purchase first year's insurance	104.16	104.16	
Melbourn Village College	Melbourn	Purchase a trip for vulnerable students and craft supplies	500.00	Deferred	Outstanding documentation
Madingley Parish Council	Parish Council	Replacement of Parish noticeboard	601.59	601.59	Plaque crediting SCDC on front of notice board
Shelford and Stapelford Youth Initiative	Shelford and Stapleford	Repairs and improvements to Great Shelford Social Club	944.94	944.94	

2. Asked officers to present the Community Chest Criteria to the next meeting for review by Members.

5. ZERO CARBON COMMUNITIES GRANT

The Grants Advisory Committee considered a report about a proposed structure of the new Zero Carbon Communities grant scheme, including criteria and guidance.

Members noted the potential relationship between the proposed grant scheme and the existing Community Chest grant scheme.

Care would be needed to avoid duplication with Cambridgeshire County Council and the Greater Cambridge Partnership.

Village Plans and Village Design Statements provided an opportunity to consider and give significant weight to sustainability issues and, in order to help Parish Councils, South Cambridgeshire District Council might consider producing a toolkit which, among other things, should highlight the availability of appropriate funding.

The Grants Advisory Committee **agreed** that it should explore the options in detail, in conjunction with the Climate and Environment Advisory Committee, before making a recommendation to the Lead Cabinet Member for Finance, and Cabinet, in relation to the establishment of a new Zero Carbon Communities grant scheme with criteria based on the draft set out in Appendix 1 to the report from the Director of Health and Environmental Services.

6. DATE OF NEXT MEETING

The Grants Advisory Committee agreed that it should next meet at 10.00am on Friday 26 April 2019.

The Meeting ended at 11.40 a.m.

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Agenda Item 4



South
Cambridgeshire
District Council

Report To: Grants Advisory Committee **Date:** 26 April 2019

Lead Cabinet Member: Councillor John Williams

Lead Officer: Director, Health and Environmental Services

Community Chest: Funding Applications

Purpose

1. To consider a deferred application from the Grants Advisory Committee of 29 March.
2. This is not a key decision, however, has been brought before the Grants Advisory Committee following agreement of Terms of Reference for the Grants Advisory Committee at Council on 23 May 2018.

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 regarding the level of funding (£0 - £1,000) to be awarded for each or defer a decision if further information is required from grant applicants.

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) Review of the Council's grants schemes to ensure they reflect Council priorities.
 - (b) Design of any new or revised grants schemes, including consideration of criteria and guidance applicable in respect of each scheme.
 - (c) Consideration of applications made under the Council's grants schemes.

Background

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 £1,000 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).

6. The Community Chest Grant was suspended between 1 June and 7 October 2018 in order to review the criteria and aims so as to ensure alignment with the Council's priorities. Following a workshop between the Grants Advisory Committee and Officers, the revised criteria and guidance was put forward to Cabinet and agreed on 5 September 2018.

Two notable changes are:

- (a) Parish Councils with 160 registered electors or more are ineligible to apply.
- (b) Projects or initiatives on Parish Council land, if successful, will only receive a 50% grant with the other half expected to be match-funded by the Parish Council.

The revised guidance notes and eligibility criteria for 2018/19 can be found at Appendix B.

7. The total amount of funding made available in the Community Chest in 2018/19 was £57,000. It was agreed at the Grants Advisory Committee meeting of 27 November 2018 that £4,000 be reallocated to the Community Chest Grant Fund. This was originally awarded under the Grants to Voluntary Sector Scheme to Cambourne Church / Cambourne Children's Centre project which did not go ahead with their intended project.
8. Little Shelford Bowls Club was awarded £1,000 in June 2018 provided that they were unsuccessful in pursuing funding from other grant providers. They successfully applied to Living Sport and Mick George and, therefore, no longer qualify for this grant from SCDC. The total amount available for allocation during 2018/19 is therefore £61,000.

Considerations

9. There is 1 deferred application for funding totalling £500.00 to be considered at this meeting. The total funding requested equals £500.00. The amount of funding remaining for allocation is £1988.18 (which includes the additional £4,000 referred to in paragraph 7 and £1,000 referred to in paragraph 8 of this report). A summary of the applications can be found at Appendix A (copies of the application forms are available from the Sustainable Communities and Environment Team upon request).

Options

10. 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 to:
 - (a) award the amount of funding requested,
 - (b) award an alternative amount of funding, including zero funding, or
 - (c) defer a decision if further information is required from grant applicants.

Implications

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

Risk Management

12. Applicants are required to provide supporting documents such as copies of their constitution and quotes where applicable. Applicants must agree to the grant conditions before funds are released.

Consultation responses

13. Local members have been consulted on applications that directly affect their local area.

Effect on Strategic Aims

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

Report Author: Ryan Coetsee – Project Officer, Sustainable Communities and Wellbeing
Telephone: 01954 713461

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Community Chest Grant Applications Received: 1 Feb – 28 Feb 2019/20

	Name of applicant	Type of organisation	Village(s) affected	Project description	Type of project	Total cost of project (£)	Total applied for (£)	Land owned by PC	Status of documentation
1	Melbourn Village College	Village College	Melbourn, Meldreth, Foxton, Shepreth Harston, Gt Chisell	Purchase a trip for vulnerable students and craft supplies	Materials	500.00	500.00	No	Pending

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Guidance notes for Community Chest 18/19

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:

- Be a non-profit group or organisation based in South Cambridgeshire or benefiting South Cambridgeshire residents OR a public sector body with a demonstrable community focus (individuals and businesses are not eligible)
- Be a Parish Council or Parish Meeting with less than 160 registered electors
- 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

What must the project deliver?

The community activity or project must:

- Help us deliver one or more of the following aims:
 - Promote healthy and active communities
 - Enable inclusive communities
 - Develop skills
 - Enhance the natural environment
- Meet local need and leave a legacy for the community
- Ensure equality of access

What can be funded?

The community 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)

Applications for projects that are considered more suitable for the Community Energy Grant will be transferred for consideration under that scheme rather than the Community Chest – additional questions may need to be asked.

What cannot be funded?

- On-going revenue costs or overheads (e.g. salaries, rent, advertising, promotional materials)
- Projects that replace funding by other public sector bodies, including parish councils (e.g. youth services, highways)
- Costs associated with preparing/printing Parish Plans
- Costs associated with Neighbourhood Watch schemes
- Costs associated with Community Speedwatch schemes or other traffic initiatives
- Costs associated with purchasing defibrillators
- Items that would only benefit ‘individuals’ and not the group (e.g. sports kits)
- Projects that have previously received Community Chest funding in the same financial year

How much can be applied for?

The maximum award is £1,000 in any financial year (April-March) and can be for 100% of the project’s costs unless the initiative is on parish council land, in which case a 50% contribution from the parish council is expected.

If there is high demand for funding it may mean that the 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?

The Community Chest opens in April and October each year, with 50% of the annual budget released at each point. Groups can apply at any time during the financial year until the funding is fully allocated for that period.

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

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 SCDC website

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:

<https://www.scambs.gov.uk/communitychest>

Contact Details: duty.communities@scambs.gov.uk , 01954 713070

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Agenda Item 5



South
Cambridgeshire
District Council

Report To: Grants Advisory Committee 26 April 2019

Lead Cabinet Member: Councillor John Williams

Lead Officer: Director, Health and Environmental Services

Community Chest: Review

Purpose

1. To consider revisions to the Community Chest grant criteria, making recommendations to Cabinet, as appropriate.
2. This is not a key decision, however, has been brought before the Grants Advisory Committee following agreement of Terms of Reference for the Grants Advisory Committee at Council on 23 May 2018.

Recommendations

3. It is recommended that the Grants Advisory Committee approve the updates to the grants criteria (see Appendix A) and recommend any amendments to Cabinet, as appropriate.

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) Review of the Council's grants schemes to ensure they reflect Council priorities;
 - (b) Design of any new or revised grants schemes, including consideration of criteria and guidance applicable in respect of each scheme;
 - (c) Consideration of applications made under the Council's grants schemes.
5. Having recently reviewed the criteria for the Community Chest Grant Fund, members of the Grants Advisory Committee felt it prudent to make some additional changes to refine the criteria further following meetings held in February and March 2019. These additional changes are recommended in order to keep the scheme's criteria relevant and in-line with the Council's recently published Business Plan.

Background

6. On 24 May 2018 the Council Leader and Lead Member for Finance decided to temporarily close the Community Chest Grant scheme to allow newly elected members to review the scheme's criteria. It was also agreed that applications received on or before 31 May 2018 would be considered using the scheme's existing criteria.

7. Applications were suspended between 1 June and 7 October 2018 in order to review the criteria and aims so as to ensure alignment with the priorities of the new Administration. Following a workshop between the Grants Advisory Committee and Officers, the revised criteria and guidance were put forward to Cabinet and agreed on 5 September 2018.
8. Two notable changes at that time were:
 - (a) Parish Councils with 160 registered electors or more are ineligible to apply.
 - (b) Projects or initiatives on Parish Council land, if successful, will only receive a 50% grant with the other half expected to be match-funded by the Parish Council.
9. Since the new grants criteria has been in use, there have been a number of representations made to members of the Committee regarding the eligibility criteria, and in particular, with relation to Parish Councils or Parish Meetings with less than 160 registered electors especially where there are multiple settlements under a single Parish Council/Meeting.
10. Consequently some additional changes have been made to refine the criteria further and, if accepted, will take effect from 1 October 2019 when the second half of the Grant Fund is released – as per the current guidance.

Considerations

11. In previous meetings it was noted that Political parties are not precluded from applying and wished the guidance to be amended to reflect this.
12. At the February Grants Committee meeting it was suggested that parishes that have more than one settlement, some of which are very small, are currently disadvantaged by the criteria.
13. At the March meeting, in order to align the Fund more closely with the Council's new Business Plan, in particular the Council's priority 'Being Green to our Core', it was suggested that applications, where possible and appropriate, should promote green projects and sustainability. The application form will be amended in order to capture this alignment.
14. It is appropriate to remove any reference to "Community Energy Grant" as this has been discontinued.
15. Debate any new additions/alterations/removals of existing criteria, to be recommended to the Lead Cabinet Member.

Options

16. The Grants Advisory Committee could:
 - (a) approve the updates to the grants criteria (see Appendix A to this report), and recommend to the Lead Cabinet Member to refine the Community Chest grant scheme criteria; or
 - (b) reject the updates to the grants criteria made in Appendix A to this report and recommend to the Lead Cabinet Member to make no further changes to the Community Chest grant scheme criteria at this time.

Implications

17. In the writing of this report, taking into account financial, legal, staffing, risk management, equality and diversity, climate change, community safety and any other key issues, the following implications have been considered:
18. **Financial**
This report is not seeking to amend the amount of funding available in the Community Chest. It is assumed that the funds, as agreed in the budget will remain in place for 2019/20.
19. **Risk Management**
Risk to the Council is managed via the documentation that is required of applicants plus agreement of the grant conditions.
20. **Consultation responses**
The additional changes are the result of representations made to elected members and feedback on the changes made in Sept 2018.
21. **Effect on Strategic Aims**
The review will ensure that the Community Chest grant scheme reflects Council priorities.

Report Author: Ryan Coetsee – Project Officer, Sustainable Communities and Environment
Telephone: 01954 713461

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Guidance notes for Community Chest 18/19/20

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Who can apply?

Applicants must:

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- Be a Parish Council or Parish Meeting with less than 160 registered electors
 - (a) Parish Councils and Parish Meetings with more than one settlement, as long as the settlement they are applying for has less than 160 registered electors,
 - OR
 - (b) Parish Councils and Parish Meetings, where they have more than 160 registered electors, who can demonstrate special circumstances.
- 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@cambridgecv.org.uk

What must the project deliver?

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- Help us deliver one or more of the following aims:
 - Promote healthy and active communities
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What can be funded?

The community 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

Appendix BA

- 'Start-up' costs (may include training of staff/volunteers, hall hire and other revenue costs)

The Grants Advisory Committee welcomes sustainable projects that align with its "Being Green to our Core" priority.

~~Applications for projects that are considered more suitable for the Community Energy Grant will be transferred for consideration under that scheme rather than the Community Chest—additional questions may need to be asked.~~

What cannot be funded?

- On-going revenue costs or overheads (e.g. salaries, rent, advertising, promotional materials)
- Projects that replace funding by other public sector bodies, including parish councils (e.g. youth services, highways)
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How much can be applied for?

The maximum award is £1,000 in any financial year (April-March) and can be for 100% of the project's costs unless the initiative is on parish council land, in which case a 50% contribution from the parish council is expected.

If there is high demand for funding it may mean that the 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?

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What supporting documentation is required?

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

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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?

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- 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 SCDC website

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).

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Contact Details: duty.communities@scambs.gov.uk, 01954 713070

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