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16 April 2020

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

Substitutes: Councillors Bunty Waters, Tom Bygott, Dr. Shrobona Bhattacharya, Mark Howell,  
Heather Williams, Bill Handley, Dr. Martin Cahn and Sarah Cheung Johnson

Dear Councillor

You are invited to attend the next meeting of **GRANTS ADVISORY COMMITTEE** which will be held virtually on **FRIDAY, 24 APRIL 2020 at 11.00am**. This meeting will be held via Microsoft Teams and a web link to enable members of the press and public to listen to the proceedings will be published on the relevant page of the Council website by 5.00pm on the day before the meeting.

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.**

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<b>AGENDA</b>		<b>PAGES</b>
<b>1. Apologies for Absence</b>		
<b>2. Declarations of Interest</b>		
<b>3. Minutes of Previous Meeting</b> To authorise the Chairman to sign the Minutes of the meeting held on Friday 28 February 2020 as a correct record.		<b>1 - 4</b>
<b>4. Community Chest: Funding Applications</b>		<b>5 - 14</b>
<b>5. Date of next meeting</b> Friday 29 May 2020 at 10:00am.		

For more information about this meeting, including access arrangements, please contact [democratic.services@scambs.gov.uk](mailto:democratic.services@scambs.gov.uk).

# Agenda Item 3

## SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Grants Advisory Committee held on  
Friday, 28 February 2020 at 10.00 a.m.

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

Councillors: Dr. Claire Daunton Peter McDonald

Officers in attendance for all or part of the meeting:

Ellen Bridges (Project Officer)  
Ryan Coetsee (Development Officer)  
Robyn Kerrigan (Project Officer)  
Lesley McFarlane (Development Officer)  
Aaron Clarke (Democratic Services Officer)

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

### 1. APOLOGIES FOR ABSENCE

Sue Ellington sent an apology for absence.

### 2. DECLARATIONS OF INTEREST

Councillor Jose Hales declared a non-pecuniary interest as a member of the board of trustees for the Melbourn Mobile Warden Scheme.

### 3. MINUTES OF PREVIOUS MEETING

The Grants Advisory Committee authorised the Chairman to sign, as a correct record, the minutes of the meeting held 31 January 2020.

### 4. GRANT REVIEW - RYAN COETSEE

There was a discussion regarding the use of the remaining CYPAP (Children and Young People's Area Partnership) budget for use by the Mobile Warden Scheme, as the scheme had been discontinued.

It was **agreed** that £6,430 would be transferred to the Mobile Warden Schemes to cover the budget shortfall and the remaining £3,570 would be transferred Community Chest Grant budget.

### 5. COMMUNITY CHEST: FUNDING APPLICATIONS

Following consideration of the applications, the Committee made the following recommendations to the Lead Cabinet Member for Finance:

	<b>Applicant</b>	<b>Village(s) affected</b>	<b>Description</b>	<b>Total applied for (£)</b>	<b>Total recommended (£)</b>	<b>Additional conditions/comments</b>

1	Meadow Primary School Parent Teacher Association	Balsham	Redeveloping Forest School area	975.00	975.00	
2	The Kite Trust	All in South Cambs	To support costs of running the group	1,000	Defer	Committee requests more information on activities
3	Coton Football Club	Coton and surrounding villages	To replace an old shed with metal containers	1,000.00	Defer	Committee require confirmation on who owns the land
4	Friends of Histon & Impington Community	Histon & Impington & neighbouring villages	To set up a Sporting Memories Group	600.00	750.00	Committee felt that the contribution should be higher to save the charity from putting money into the project
5	The Cogwheel Trust	Surrounding villages	To replace worn out carpet	1,000.00	1,000.00	Committee would like to know how many people that use this service are from South Cambs
6	Bourn Sports Club	Bourn and neighbouring villages	Extending the life of the courts and reducing future capital expenditure	1,000.00	1,000.00	Committee require confirmation on who owns the land
7	Abington United Football Club	Great & Little Abington and Hildersham	New goalposts	1,000.00	1,000.00	

8	Ickleton Village Hall	Ickleton, Hinxtton, Great Chesterford, Saffron Walden, Elmdon, Duxford, Whittlesford and Sawston	Refurbishment of Village Hall kitchen	1,000.00	1,000.00	
9	Pinpoint	All in South Cambs	Setting up TII hubs and training volunteers	999.60.00	999.60.00	
10	Over Sports Club	Over	Verti draining for the pitch	300.00	Defer	Committee require confirmation on who owns the land
11	The Pink Festival Group	South Cambs	To launch Cambridge Pride 2020	1,000.00	Defer	Subject to the grant being used on non-revenue purchases
12	West Cambridgeshire Christian Youth Ministries	Cambourne, Comberton & surrounding villages	Pastoral Support Work	989.95.00	Defer	Further questions to be asked re pastoral support work

## 6. MOBILE WARDEN SCHEME - ELLEN BRIDGES

Following a discussion regarding budgeting requirements, the Grants Advisory Committee **agreed** to recommended option C, to fund the Mobile Warden Schemes to the sum of £27,350 in order to fund the returning schemes the full amount of funding.

As referred to under agenda item 4. Grants Review. The Committee **agreed** to recommend that the additional £6,430 that was required was to come from the sum of £10,000 that had been set aside for the disbanded Children and Young People's Area Partnership. With the remaining £3,570 to be added to the Community Chest.

## 7. IDOX (GRANT GRABBER) - ELLEN BRIDGES

It was noted that the Council was operating a 'Grant Grabber' service, for which the contract expired in May 2020. It was remarked that this was a self-serve facility for any voluntary and community groups and Parish Councils wishing to search for funding opportunities for community projects.

Officers explained that the Council could increase its Service Support grant to Cambridge

CCVS by £4,000 and require CCVS to pass any grant on to Hunts Forum which would provide the same service as Grant Grabber (Ibox).

The Members of the committee noted that the contract with Ibox was £6,630 for a one-year contract rather than £4,000.

The Committee **agreed** to recommend option 2 to the Lead Member for Finance to increase the Service Support grant to Cambridge CCVS by £4,000.

Chairman Jose Hales requested that officers confirm with Hunts Forum that SCDC will still be able to put grants links on the website and provide access to the residents of South Cambridgeshire.

**8. DATE OF NEXT MEETING**

Friday 27 March 2020 in Monkfield Room at 10:00am.

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**The Meeting ended at 11.45 a.m.**

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# Agenda Item 4



**REPORT TO:** Grants Advisory Committee 27 March 2020

**LEAD CABINET MEMBER:** Councillor John Williams Lead Cabinet Member for Finance

**LEAD OFFICER:** Jason Clarke

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## Community Chest Grant: Funding Applications

### Executive Summary

1. To consider deferred applications from the Grants Advisory Committee of 28 February as well as new applications received between 1 February and 29 February to the Community Chest funding scheme during 2019/20.
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 regarding the level of funding (£0 - £1,000) to be awarded for each or defer a decision, if further information is required, or reject an application if it doesn't comply with the grants' 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) 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.

## 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 £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. Guidance notes and eligibility criteria can be found at Appendix B.
7. Total amount of funding made available for 2019/20 is £58,140.00.
8. On 27 September 2019, Grants Advisory Committee recommended to the Lead Cabinet Member for finance that £20,000.00, for 2018/19 and 2019/20 from the discontinued Elite Athlete Award Scheme (EAAS), be allocated to the Community Chest Grant. This decision was taken by the Lead Cabinet Member for Finance on 3 October bringing the total pot up to £78,140.00.
9. Total funding available for 2019/20 has been amended to £68,140.00 due to EAAS funding for 2018/19 not being carried over.
10. Cambridge City Brass Band, who were successful in receiving £1,000 in 2018/19, were not able to spend their funding allocation and returned a cheque on 04/10/2019 bringing the total pot up to £79,140.00.
11. 1<sup>st</sup> Bourn Scout Group who were successful in 2018/19 had to seek planning permission prior to receiving the grant so they were not funded £1,000 until 11/12/2019.
12. Sawston Bowls Club, who were successful in receiving £499.00 in December 2019 for bowls collectors were only able to purchase 8 bowls collectors, rather than 6, due to space available. The club returned £152.00 on 03/02/2020 bringing the total pot up to £79,292.00.
13. There are 4 deferred applications totalling £3,289.95 and 17 new applications totalling £12,456.87 to consider and 3 VE day Applications totalling £2,800.00. The amount of funding remaining for allocation is £32,728.48. A summary of the applications can be found at Appendix A (copies of the applications forms are available from the Sustainable Communities and Partnerships Team upon request).



## 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 to:
15.
  - 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

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

## Effect on Council Priority Areas

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

## Background Papers

Grants Advisory Committee, 27 November 2018

<https://scams.moderngov.co.uk/ieListDocuments.aspx?CId=1096&MId=7433&Ver=4>

## Appendices

Appendix A: Applications Summary

Appendix B: Guidance notes for Community Chest 19/20

**Report Author:**

Robyn Kerrigan – Project Officer  
Telephone: (01954) 713 254

## Applications Summary

### COMMUNITY CHEST GRANT APPLICATIONS RECEIVED: 1 JANUARY TO 31 JANUARY 2019/20

	Name of applicant	Type of organisation	CCVS Registered	Village(s) affected	Project description	Type of project	Total cost of project (£)	Total applied for (£)	Land owned by PC	Status of documentation
1	The Kite Trust	The Kite Trust – LGBTQ+ Youth Group	Yes	All in South Cambs	To support costs of running the group	Support costs for materials and activities	74,090.00	1,000.00	N/A	COMPLETE
2	Coton Football Club	Local football club	No	Coton and surrounding villages	To replace an old shed with metal containers	Improvements to community buildings and spaces	4,5000.00	1,000.00		COMPLETE
3	Over Sports Club	Amateur Football Club		Over	Verti draining for the pitch	Equipment/ Capital purchase	300.00	300.00	Yes	COMPLETE
4	The Pink Festival Group	Charity	No	South Cambs	To launch Cambridge Pride 2020	Start-up costs	1,000.00	1,000.00	No	WITHDRAWN
5	West Cambridge Christian Youth Ministries	Charity	No	Cambourne, Comberton & surrounding villages	Pastoral Support Work	Equipment/ Capital purchase	1,916.35	989.95.00	N/A	COMPLETE

**COMMUNITY CHEST GRANT APPLICATIONS RECEIVED: 1 FEBRUARY TO 29 FEBRUARY 2019/20**

	Name of applicant	Type of organisation	CCVS Registered	Village(s) affected	Project description	Type of project	Total cost of project (£)	Total applied for (£)	Land owned by PC	Status of documentation
1	Waterbeach Toddler Playgroup	Charity	No	Waterbeach, Landbeach and Chittering	New equipment to support physical development for outdoor area of new premises	Start-up costs	1,000.00	1,000.00	TBC	PENDING
2	Longstanton Cricket Club	Cricket Club	Yes	Longstanton	To buy an Interchangeable Cassette Mower	Equipment/ Capital Purchase	5,500.00	1,000.00	TBC	PENDING
3	Waterbeach & Landbeach Action for Youth	Charity	No	Waterbeach	To provide boxing fitness equipment for use during youth club hours	Equipment/ Capital Purchase	1,856.87	956.87	YES	COMPLETE
4	Balsham Good Neighbour Scheme	Neighbour Scheme	Yes	Balsham	To cover initial start-up costs	Start-up costs	1,000.00	1,000.00	TBC	PENDING

5	Longstanton Limpers	Running Club	No	Longstanton and Northstowe	Parkrun in Northstowe	Equipment/ Capital purchase	4,000.00	1,000.00	NO	COMPLETE
6	Willingham Bowls Club	Bowls Club	No	Willingham	To purchase a used refurbished lawnmower	Equipment/ Capital purchase	2,000.00	1,000.00	TBC	COMPLETE
7	Comberton Village Squash Club	Squash Club	No	Comberton	To convert the facility into a modern sports venue	Improvements to community buildings and spaces	133,823.58	1,000.00	TBC	PENDING
8	Kingston Village Hall	Charity	No	Kingston	To convert the small hall into a comfortable social area with soft chairs and sofas	Equipment/ Capital purchase	1,289.00	1,000.00	YES	COMPLETE
9	Acacia Court Social Club	Community Hall	No	Great Shelford	New flooring	Start up costs	3,648.38	1,000.00	TBC	PENDING

10	Great Shelford Bowls Club	Bowls Club	No	Great Shelford	To help improve kitchen facilities	Improvements to community buildings and spaces	3,500.00	1,000.00	YES	COMPLETE
11	Duxford Community Centre	Charity	No	Duxford	To provide removable staging for the community centre	Equipment/ Capital purchase	21,564.00	1,000.00		COMPLETE
12	Friends of Duxford Green Spaces	Green spaces protection	No	Duxford	To extend the existing gravel path	Improvements to community buildings and spaces	1,752.00	1,000.00		PENDING
13	Great Chishill Cricket Club	Cricket Club	No	Great Chishill	To purchase the specialist equipment for junior cricket players	Start-up costs	500.00	500.00		PENDING

**COMMUNITY CHEST GRANT VE DAY APPLICATIONS RECEIVED: 1 FEBRUARY TO 15 MARCH 2019/20**

	Name of applicant	Type of organisation	CCVS Registered	Village(s) affected	Project description	Type of project	Total cost of project (£)	Total applied for (£)	Land owned by PC	Status of documentation
1	Meldreth Parish Council	Parish Council	No	Meldreth	A commemorative bench	Equipment/ Capital purchase	1,000.00	1,000.00		COMPLETE
2	Balsham Church Institute	Charity	No	Balsham	To purchase a memorial bench for front of building	Improvements to community buildings and spaces	1,125.00	1,000.00		COMPLETE
3	Harston Residents Group	Residents group	No	Harston	To purchase a remembrance bench to celebrate VE Day	Equipment/ Capital purchase	£800	£800		PENDING

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