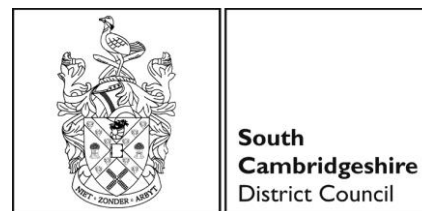


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Thursday 17 March 2022

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

Quorum: 3

Substitutes: Councillors Bunty Waters, Dr. Shrobona Bhattacharya, Mark Howell,
Heather Williams, Tom Bygott, 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 in the **To be confirmed** at South Cambridgeshire Hall on **Friday, 25 March 2022 at 10.00 a.m.**

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

Yours faithfully
Liz Watts
Chief Executive

The Council is committed to improving, for all members of the community, access to its agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you.

Agenda		Pages
1.	Apologies for Absence	
2.	Declarations of Interest	
3.	Minutes of Previous Meeting To authorise the Chair to sign the Minutes of the meeting held on 25 February 2022 as a correct record.	1 - 4
4.	Mobile Warden Scheme Funding update	5 - 10

5. **Community Chest: Funding Applications**

11 - 46

6. **Date of next meeting**

Friday 29 April 2022, at 10:00am.

<p>GUIDANCE FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL</p>
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Agenda Item 3

South Cambridgeshire District Council

Minutes of a meeting of the Grants Advisory Committee held on
Friday, 25 February 2022 at 11.00 a.m.

PRESENT: Councillor Sue Ellington – Vice-Chair

Councillors: Dr. Claire Daunton Bill Handley

Officers in attendance for all or part of the meeting:

Siobhan Mellon (Development Officer - Climate and Environment), Rebecca Weymouth-Wood (SSWS Waste Policy Manager), Eleanor Haines (Climate & Environment Project Officer), Emma Dyer (Project Officer - Climate and Environment) and Aaron Clarke (Democratic Services Officer)

Councillors Martin Cahn and John Williams (Lead Cabinet Member for Finance) were in attendance remotely, by invitation.

1. Apologies for Absence

There were apologies for absence from Cllrs Jose Hales and Peter McDonald.

2. Declarations of Interest

Cllr Bill Handley declared a non-pecuniary interest in relation to the application from Saint Mary and All Saints' Church, as the ward member for Over & Willingham.

3. Minutes of Previous Meeting

The Grants Advisory Committee authorised the Chair to sign, as a correct record, the minutes of the meeting held Monday 31 January 2022.

4. Zero Carbon Communities Grant Scheme Options

It was noted that this was the fourth round of the Zero Carbon Communities Grant Scheme.

It was remarked that the Zero Carbon Communities Grant scheme would enable Parish Councils and community groups within South Cambridgeshire to set up their own projects to reduce reliance on fossil fuels and engage their communities on climate change issues.

It was stated that there would be £120,544 available in funding for 2022/23. It was remarked that each group would have their project scored under two categories, carbon emission reduction and community engagement on climate change, to be split in weighting 70/30. It was noted that this should make it easier for applications to score well versus the previous thematic system.

A change to the funding timescale was proposed to allow applicants to measure

and report back on outcomes from their projects. After review, it was determined there would be no change to the funding amounts offered to applicants.

GAC recommended to the Lead Cabinet Member for Finance to:

- Ringfence £15,000 to procure a Community Climate Leader Training programme to enable it to operate in the coming year, and shape applications for the following year.
- Split the remaining funding between CO2e emission reduction projects and community engagement projects (a 70:30 split proposed owing to CO2e emission reduction projects costing more).
- Projects to be required to demonstrate the degree of CO2e reduction or the number of individuals that were been engaged, and the depth of engagement in their applications. This would provide a more comparative method for scoring applications.
- Projects to be given 12 months to spend the funding after which projects must confirm that the funds have been spent to maintain momentum. An end of project report would be required 6 months following the completion of the project to enable monitoring and measurement of project outcomes.

5. Community Chest: Funding Applications

The Grants Advisory Committee reviewed all Community Chest applications received between 15 January 2021 and 12 February 2022.

After consideration of these applications, the Committee recommended to the Lead Cabinet Member for Finance that:

1. Duxford Community Centre (NRVBQSXH) be approved and funded at the full amount requested of £2,000
2. Heydon Parish Council (MVTWHBMH), be approved and funded at the full amount requested of £2,000
3. Histon & Impington Communications CIC (FGHKVFCD), be approved and funded at the full amount requested of £2,000
4. Saint Mary and All Saints' Church, Willingham (NPTZHRVK) be approved and funded at the full amount requested of £1,752.41

6. Date of next meeting

Friday 25 March 2022, at 10:00am.

The Meeting ended at 11.50 a.m.

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REPORT TO: Grants Advisory Committee

25th March 2022

LEAD CABINET MEMBER: Cllr John Williams

LEAD OFFICER: Jeff Membery

Gamlingay Guardians Community Warden Scheme Update and ongoing support for newly created schemes

Executive Summary

1. Grants advisory committee (GAC) is asked to review the report and make recommendations to the Lead Member for Finance regarding the re-allocation of refunded monies from the Gamlingay Guardians Community Warden Scheme (£5439.87) following cessation of the scheme in November 2021.
2. The report references the decision already made on 31 January 2021 to provide £40,000 of unspent funding from the Mobile Warden Scheme procurement exercise in 2020, to part-fund the new schemes as they come to the end of the period of full funding (in September 2022).
3. Thereafter, all new schemes will be asked to apply for part funding under 3-year grant agreements from April 2024 together with the existing mobile warden schemes across the district.

Key Decision

4. No. This report to GAC seeks to make recommendations to the Lead Member for Finance regarding the re-allocation of funds that have been returned to the Council

Recommendations

5. It is proposed that GAC recommends to the Lead Member for Finance, the following:
 - i. to combine the amounts stated above (£40,000 and £5,439.87) to provide continued financial support over an 18-month period (Oct 2022-March 2024) to help sustain the new schemes until such time as they are synchronised with the funding cycle and terms of the existing Mobile Warden Grant Scheme.

Reasons for Recommendations

9. The Grants Advisory Committee's role is to consider options and make recommendations regarding grants to the Lead Cabinet Member for Finance (or to Cabinet as appropriate), including, but not limited to:
 - a) Reviewing the Council's grants schemes to ensure they reflect Council priorities;
 - b) Designing new or revising existing grants schemes, including consideration of criteria;
 - c) Consideration of applications made under the Council's grants schemes.

Details

18. The Lead Member for Finance agreed following a meeting of the Grants Advisory Committee on 31 Jan 2021 to ring-fence £40,000 of unspent mobile warden scheme procurement funds. (see Appendix A: Decision Notice).
19. This was in recognition that there was a gap in financial support of 18 months until the Mobile Warden Scheme 3-year grant funding cycle became available for new applications, creating a potential risk to the sustainment of newly created schemes.
20. Since that time, Gamlingay Guardians Community Warden Scheme decided to close and they have returned their unspent funds, amounting to £5,439.87, to the Council.
21. Combining the funding allocated for Mobile Warden Schemes with the amount returned from Gamlingay would provide the opportunity for continued financial security for the newly launched schemes until such time they could apply for part funding together with existing schemes across the district in 18 months' time. The schemes will need to work with communities and other voluntary organisations to raise additional funds to sustain them through to, and beyond, March 2024.
22. The funding cycle for the existing schemes is from April 2021- March 2024 and will run again from April 2024 – March 2027.
23. At this time, all schemes (new and existing) will be invited to apply to the Mobile Warden Scheme grant fund, which offers part funding with a 3-year agreement.

Options

24. The Committee is asked to recommend that these funds are secured for their original purpose, i.e. to support older people by part funding the new warden schemes for the described 18th month period.
25. Alternative options:
- a) Allocate the returned £5,439.87 from Gamlingay Guardians Community Warden Scheme elsewhere (giving details and reasons).
 - b) Defer a decision if further information is required.

Appendices

Appendix A: Decision Notice, 31 January 2021.

Report Author:

Lesley McFarlane. Development Officer, Health Specialist

Lesley.mcfarlane@scambs.gov.uk

Telephone: (01954) 713443

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**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL
RECORD OF EXECUTIVE / CHIEF OFFICER DECISION**

This form should be used to record key decisions made by Chief Officers and both key and other decisions made by individual Portfolio Holders. The contact officer will ensure that the signed and completed form is given to Democratic Services as soon as reasonably practicable after the decision has been taken.

Unless permission has been obtained from the Chairman of Council and the Chairman of the Scrutiny and Overview Committee that this decision be treated as a matter of urgency under Rule 12.19 of the Scrutiny and Overview Committee Procedure Rules, this decision will come into force, and may then be implemented, on the expiry of five working days after the publication of the decision, unless called in under Rule 7 of the Budget and Policy Framework Procedure Rules or Rule 12 of the Scrutiny and Overview Committee Procedure Rules.

Portfolio	Finance
Subject Matter	Mobile Warden Schemes
Ward(s) Affected	Various
Date Taken	31/01/2021
Contact Officer	Lesley McFarlane, Development Officer, 01954 713443, lesley.mcfarlane@scambs.gov.uk
Key Decision?	No
In Forward Plan?	No
Urgent?	No

Purpose / Background
<p>On 20 November 2020 the Grants Advisory Committee (GAC) met to consider how to allocate unspent money from the recent procurement and grant funding exercise to expand Mobile Warden Scheme (MWS) coverage across the district.</p> <p>Of the £200k per annum previously allocated for 2 years, £140k was ringfenced for the procurement exercise aimed at achieving coverage in priority locations. The remaining £60k was allocated to a grant funding scheme to encourage the creation of community-led schemes. Both the procurement and the grant scheme were run midway through the financial year 2020-21, and consequently the funding has been apportioned as follows and runs into the financial year 2022-23:</p> <p>6 months Oct 2020-March 2021 12 months Apr 2021-March 2022 6 months Apr 2022-Sept 2022</p> <p>The procurement exercise delivered good value for money schemes which meant there was a total of £115,766 remaining across the 2 years (2020-21 and 2021-22). Of this, the Grants Advisory Committee recommended to the Lead Member for Finance the following:</p> <ul style="list-style-type: none"> • £40,000 should be set aside for the new fully-funded schemes to apply for in October 2022 when their 2 years of full funding is due to come to an end. This will give them an opportunity to apply for part funding which would otherwise not be available to them until April 2024 when the Council's existing 3-year MWS grant funding re-opens. • £75,766 should be used across the established 3-year MWS grant scheme (April 2021-March 2024), increasing the fund from £27,000 per annum by £25,255.33 to £52,255.33 per annum. • The budget allocation for MWS has remained unchanged for some years and it was agreed that a bigger fund would give existing schemes the opportunity to expand

their services and offer new schemes a source of seed funding, particularly should there be an increase in demand following the Covid-19 pandemic.

Declaration(s) of Interest

Record below any relevant interest declared by any executive Member consulted or by an officer present in relation to the decision.

Cllr Jose Hales, non pecuniary interest as a trustee of Melbourn Warden Scheme

Cllr Sue Ellington, non pecuniary interest as a trustee of Swavesey Warden Scheme

Dispensation(s)

In respect of any conflict(s) of interest declared above, record below any dispensation(s) granted by the Council's Monitoring officer or Civic Affairs Committee.

"None"

Consultation

Record below all parties consulted in relation to the decision.


"None"

Other Options Considered and Reasons for Rejection

The other options were discussed and rejected were:

To use the £115,766 across the three years from April 2021-March 2024 to provide an additional £38,588 per year in addition to the £27,000 already budgeted. Providing a total budget of £65,588.66/year. Consideration will still need to be given to resolve how the Council can support the 10 new schemes with part-funding when their full funding expires in Sept 2022.

Final decision	Reason(s)
To accept the recommendations of the Grants Advisory Committee (see above).	These decisions were considered in detail and recommended unanimously.

Signed	Name (CAPITALS)	Signature	Date
Portfolio Holder	John Williams		
Chief Officer	Gareth Bell		08/02/2021

Further Information



Report to:	Grants Advisory Committee	25 March 2022
Lead Cabinet Member:	Councillor John Williams Lead Cabinet Member for Finance	
Lead Officer:	Jeff Membery	

Community Chest Grant: Funding Applications

Executive Summary

1. To consider new applications received between 8 February 2022 and 8 March 2022 to the Community Chest Grant funding scheme.
2. To consider alternative proposals using funding for a previously funded project from May 2021
3. To consider the possibility of funding defibrillators within the Community Chest Grant funding scheme.

Key Decision

4. No

Recommendations

5. It is recommended that the Grants Advisory Committee:
 - considers all applications for funding that are set out in Appendix A to this report and makes a recommendation to the Lead Cabinet Member for Finance regarding the level of funding (£0 - £2,000) to be awarded for each or defers a decision, if further information is required, or reject an application if it doesn't comply with the grant criteria
 - considers application JQKDXZHR as set out in Appendix A to this report and makes a recommendation to the Lead Cabinet Member for Finance regarding an alternative project or defers a decision, if further information is required, or rejects the proposals giving reasons (for example, if the committee prefers to return the funding to the Community Chest)
 - reviews the information provided on defibrillators as set out in Appendix A1 to this report and makes a recommendation to the Lead Cabinet

Member for Finance regarding changing the grant criteria to include the funding of defibrillators, or defers a decision, if further information is required, or rejects the proposal.

Reasons for Recommendations

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

Details

7. 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

In accordance with the criteria, Parish Councils of any size can apply for biodiversity grants through this fund if they are not already in receipt of a grant from the Council's Zero Carbon Communities grant fund for the current financial year.

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

And until 12 April 2022, the Community Chest criteria are being flexed to allow Parish Councils (as well as community groups) to apply for up to £700 for Queen's Jubilee-related projects.

8. Guidance notes and full eligibility criteria can be found at Appendix B.
9. Total amount of funding made available for Community Chest Grants 2021/22 is **£58,140.00.**

In addition, there is **£10,000** ringfenced for 2021/22 for Biodiversity Grants and **£50,000** ringfenced (expiring in October 2023) for the creation of **Community-Led Plans.**

10. A summary of the applications can be found at Appendix A (copies of the applications forms are available from the Communities Team upon request).

The table below details the budget remaining at the time of this report within each subsection of the Community Chest, as well as the number of applications made, and the total amounts applied for.

Type (total fund for the period)	Date fund expires	Total budget at last month	Applications received this month	Total applied for this month	Remaining budget
Community Chest (£58,140)	31 March 2022	£21,686.46*	17	£18,428.72	£3,257.74
Biodiversity (£10,000)	31 March 2022	£10,000	0	0	£10,000
Community-Led Plans (£50,000)	October 2023	£48,000	0	0	£48,000
Total	-	£83,686.46	17	£18,428.72	£61,257.74

- Please note, this figure includes the deducted amount of £4,000 for the two Children and Young People's grant applications (Northstowe Scouts and Trumpington Scouts) funded in January 2022

Options

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

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

10. The Grants Advisory Committee may consider application JQKDXZHR as set out in Appendix A that are set out in Appendix A of this report and recommend to the Lead Cabinet Member for Finance to:

- A) agree any of the three alternative projects requested,

- B) defer a decision, if further information is required from grant applicants, or
- C) reject the alternative projects provided stating the reason for this.

11. The Grants Advisory Committee may consider the information provided in Appendix A1 of this report and recommend to the Lead Cabinet Member for Finance to:

- A) agree to fund defibrillators within the grant criteria
- B) defer a decision, if further information is required or
- E) reject the option to fund defibrillators, stating the reason for this.

Implications

12. There are no significant implications

Consultation responses

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

Alignment with Council Priority Areas

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

Background Papers

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

Appendices

Appendix A: Applications Summary
Appendix A1: Criteria review- defibrillators
Appendix B: Guidance notes for Community Chest

Report Author:

Emma Dyer –Development Officer
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Telephone: (01954) 713344

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Reference	NXMHLTSR			New App
Name of Organisation	Steeple Morden Bowls Club			
Organisation Type	Affiliated to another body: Bowls England			
CCVS Registered	No			
Parish	Steeple Morden			
Landowner	Own or have long lease.			
Project Type	Equipment: Replacement of the 2 nd Lawnmower			
Green option considered?	Yes			
Documentation Status	Safeguarding	Yes	Accounts	Yes
	Quote	Yes	Mission Statement	Yes
District Councillor Support	Pending Cllr Heather Williams			
Parish Council Support – does the PC support this project in principle	Yes, the Parish Council fully support the Bowls Club and this application			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	The Parish Council are unable to match fund in fairness to other clubs in the village having already set aside a fund for a building on the recreation ground.			
Officer Summary	<p>Steeple Morden Bowls Club has been running since 1948 and consists of 50 members who come from both Steeple Morden and the surrounding villages. The club benefits from a qualified coach and members play in three County leagues, friendlies as well as inter club competitions. In the winter, indoor mats are used for short mat bowling. Transport is provided for those unable to drive and during lockdown paths were widened and ramps installed to provide wheelchair access. Younger members (such as the local cubs and scouts groups) are regularly encouraged to join but has proven unsuccessful. Plans are to have some open days to attract more members</p> <p>The club house is also used for bingo, quiz and race nights, afternoon film shows and funeral wakes (free for members). Barbeques are also held in the summer months. Member subscription is £65 for the year</p> <p>The club currently have two mowers for the green, however the second mower is no longer able to cut the grass and needs a complete overhaul (replacing with a second-hand mower is proving to be a more expensive option). All parts, labour, collection and delivery have been quoted at £1,199.53 from a local company and this amount has been requested from the Community Chest grant Scheme.</p>			
Total Project Cost:	£1,199.53	Total Applied For:		£1,199.53

Reference	BSWKPJMV			New App
Name of Organisation	Linton Village Cricket Club			
Organisation Type	Other- emailed to find out			
CCVS Registered	No			
Parish	Linton			
Landowner	Linton Parish Council			
Project Type	Materials			
Green option considered?	N/A			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Cllr Henry Batchelor and Cllr John Batchelor			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Parish Council will contribute £1500 and have already helped with the purchase new mobile cricket nets in 2021.			
Officer Summary				
<p>Linton Village Cricket Club was established in 1852 and currently has 80 members. There are five teams in the club and many different age groups play including those from nearby parishes. The season lasts from the end of April until the beginning of September with a game most Saturdays and Wednesdays. The pitch is located on the recreation ground and is owned by the Parish Council. Member fees are £25 per annum for adults, and £7.50 per annum for juniors and students.</p> <p>The club believe that cricket should be fun and enjoyable and most importantly, accessible to all. Benefits include improved endurance, stamina and general physical wellbeing as well as promoting values such as team spirit, commitment, discipline and respect for authority. Matches enable people to mix with those from other communities.</p> <p>The club currently have own two mowers, but one is broken and the other is beyond economic repair. Due to the age of the mowers, sourcing parts is getting harder and more expensive. During the cricket season, a mower is needed several times a week to ensure that the pitch is in the optimum condition to play on.</p> <p>This application is to purchase a petrol mower, specifically designed for cricket pitches plus four attachments, each with a different function to help ensure that the ball bounces correctly, the surface is safe for the players and that scarifying in the autumn is made much easier. A new mower will enable the cricket club to continue and hopefully attract new players.</p> <p>Breakdown of costs:</p> <ul style="list-style-type: none"> • Petrol Cylinder Mower- £1,699.00 • Scarifier Quick Change Cartridge- £219.00 • Verticut Quick Change Cartridge- £379.00 • Aerator Quick Change Cartridge- £199.00 • De-thatcher Quick Change Cartridge- £229.00 <p>The total cost is £2,725 of which £1,225 is being requested through the Community Chest. The Parish Council have agreed to contribute £1,500 and The Anderson Trust have been contacted for</p>				

match funding, but a response is still pending. The Parish Council have already helped with the purchase new mobile cricket nets in 2021.

Cllr Henry Batchelor:

I'd like to add my support for this application. They are a good local team and any support we can give them should be supported.

Cllr John Batchelor:

The club is at the centre of community activity and plays a key role in the life of our village. Their work with young people is particularly important, and successful, given them the opportunity to participate in sport with all the health and social benefits that come with it. I hope that SCDC will be able to support the club to continue their important work.

Total Project Cost:	£2,725	Total Applied For:	£1,225
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Reference	XJCTSVST	New App		
Name of Organisation	Carlton Parish Council			
Organisation Type	Parish Council (153 registered voters 16/02/2022)			
CCVS Registered	No			
Parish	Carlton			
Landowner	Parish Council			
Project Type	Equipment - Litter picking equipment			
Green option considered?	N/A			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	N/A
District Councillor Support	Yes- Cllr Geoff Harvey			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	N/A			
Officer Summary				

Carlton Parish Council consists of seven members and includes a Zero carbon subcommittee. Litter dropped by road users on the roadside has been identified as an issue in Carlton Cum Willingham and surrounding areas. In order to support their volunteers to undertake litter picking safely, the purchase of the following equipment is vital:

6 litter pickers - £289.55

6 litter bag hoops - £87

6 High Visibility Waistcoats- £63.54

Total cost - £440.09

As the parish council has a very small Precept and is unable to contribute financially, they are requesting the total cost of the equipment. If successful, the project will be publicised to the wider community via the Village magazine, a WhatsApp group, Facebook page and word of mouth.

Cllr Geoff Harvey:

I am writing in support of the application by Carlton Parish Council for a Community Chest grant to fund the purchase of some litter picking equipment for volunteers to use in the parish. As a member of Rubbish Friends, one of the local litter picking groups, I can attest to the valuable service that volunteers provide, in cooperation with Shared Waste, in keeping our villages and roads free of litter. Anything we can do to grow this community effort is money extremely well spent.

Total Project Cost:	£440.09	Total Applied For:	£440.09
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Reference	GBW/VCCSF			Second app
Name of Organisation	Sew Positive			
Organisation Type	Charity			
CCVS Registered	Yes			
Parish	Haslingfield			
Landowner	N/A			
Project Type	Set up costs and materials for workshops			
Green option considered?	Yes			
Documentation Status	Safeguarding	Y	Accounts	Pending
	Quote	Part	Mission Statement	Y
District Councillor Support	Pending			
Parish Council Support – does the PC support this project in principle	Pending			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Applied for funding contributing from PC 25/02/22 pending			
Officer Summary				

Sew Positive is a Charity set up in response to the Covid-19 pandemic. It was originally set up as a voluntary initiative called 'CommunityMasks4NHS' which made 13,000 fabric masks for community use and raised over £40,000 for the NHS Charities Together. The initiative included over 50 volunteers (who included students, people working full time, retirees, shielding individuals and people with no sewing skills), and also brought with it mental health and social inclusion benefits.

'Sew Positive' was formed in December 2020 and has already benefitted from Community Chest funding of £1,000 back in March 2021 (application DFGDHTLL) for start-up costs e.g., insurance, IT costs and materials. The charity aims to create social cohesion, support social inclusion and positive mental health in vulnerable groups and to act as an intervention to prevent high-level social or health care support. To help achieve this, the group have decided to undertake a project to provide community workshops to support wellbeing through sewing, upcycling, using sustainable projects for textile use, and giving basic sewing skills to communities.

Five workshops will take place over the year and will be open to individuals from any parish in the district. The workshop locations will be in South Cambridgeshire villages and City locations. Numbers of people who can sign up are dependent on the layout and rooms at the venues, but if sewing machines are used, around 8-10 people could take part; if sewing by hand, this number could rise to 20 people. Online workshops will also be available but are more flexible on numbers.

The total project cost is £3,000. Of this, £1,800 is requested from the Community Chest to pay for set up costs and materials to support the workshops and their charity. These include paying for:

- 12 months Event and public liability insurance - £100.80
- 12 months JustGiving fees to start online donation platform and sponsorship processes- £216.00
- 12 months 'Zoom' licence for online workshops- £172.68
- Hire of venues for face-to-face workshops-£500
- Fee for signing up to the Fundraising Regulator for good practice and guidelines on giving - £50
- Fabrics and materials - £960.52.

The remaining £1,200 to deliver the workshops and community events is being applied to from the 'Cole Charitable Trust' and the outcome of this will be determined at the end of May.

Several approaches will be used identify those facing social exclusion, covering unemployment, financial hardship, ill health (mental and physical), discrimination, poor education, relationship and family breakdown, poor housing, crime, substance abuse and dependency. Other approaches will be geographically focused, identifying neighbourhoods and buildings where people are likely to be at risk of social isolation and loneliness.

Methods to advertise the scheme will include leafleting in public spaces such as community centres and libraries, public noticeboards, media (e.g., radio and newspaper), social media, stalls in public spaces and at community events, and via charities supporting people who are socially excluded. Referrals are also expected from health and social care providers and housing associations will be engaged.

Total Project Cost:	£3,000	Total Applied For:	£1,800
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Reference	GBWMGQBW			New App
Name of Organisation	Over Day centre			
Organisation Type	Charitable Incorporated Organisation			
CCVS Registered	Yes			
Parish	Parish			
Landowner	A Charity owns or has a long lease on the venue.			
Project Type	Equipment			
Green option considered?	N/A			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes-Cllr Bill Handley, who is a Trustee of the Day centre			
Parish Council Support – does the PC support this project in principle	Representing Over Parish Council as a Cllr for that Parish who support. – see email doc			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Have not asked, as in this financial year PC has already contributed £5,000 towards running costs			
Officer Summary				

Over Day centre has been running since 1989 and provides professional care and friendship for older people in Over and the adjoining villages. There are currently 35 members, each of which pay £23 per day. Transport is provided either by their families, the Day Centre minibus, or the OWLS driving Scheme.

The Day Centre has and is experiencing various challenges since it closed in March 2020 due to COVID-19. With closure, the contributions from funding and support allowed the Centre just to cover continuing overheads and revenue costs. The Day Centre was only able to reopen (and only at certain times) in April 2021, and still faces the challenge of continued advice to follow a two-metre social distancing rule. This has meant the client capacity is now half (15 as opposed to 30) of what it was before the pandemic. Loss of client income has meant the Centre is now drawing upon reserves to remain open. Trustees, staff and volunteers held two outdoor fund-raising events last Autumn: the 5-pub challenge walk and the bike rides. Both events were well attended, but numbers were down compared to previous years as they could not be held in the Summer as before. After these events, trustees estimated that the call on reserves to remain open could be around £33,000 by the end of this financial year.

In January 2022, the Asset Management Lead Officer for Cambridgeshire County Council, advised that if two CO2 monitors were installed, the Day Centre could very safely increase the client number at any session to 25 clients, from the present limit of 15 clients. The Day Centre is also planning a campaign to increase client interest and numbers, including working with NHS Social Prescribers, use of social media to reach carers, and the distribution of new leaflets and posters.

In total, a request for a grant of £883.20 (including VAT) is being sought from the Community chest for both CO2 Monitors and Leaflet & Poster Distribution:

- Two CO2 monitors- £595.20 (discounted price if included in a bulk buying contract from the County Council)
- 6,000 leaflets-£222.00
- 200 A3 posters- £66.00

Over Day Centre have not approached the Parish Council for help with this project, as it had already provided a grant of £5,000 towards the running costs of the Centre in June 2021.

Total Project Cost:	£883.20			£883.20
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Reference	PKVNMDVX			New App
Name of Organisation	Fen Drayton Village Hall Management Committee			
Organisation Type	Charity 300385 affiliated to Cambs ACRE			
CCVS Registered	No			
Parish	Fen Drayton			
Landowner	Charity owns or has long lease on the venue			
Project Type	Improvement to community building			
Green option considered?	N/A			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes-Cllr Sue Ellington			

Parish Council Support – does the PC support this project in principle	Yes
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Pending Approval from PC meeting 21/03/22- £250.00 contribution.
Officer Summary	
<p>Fen Drayton Village Hall Management Committee consists of nine members who manage the Village Hall in Fen Drayton. The Hall, which has been in use since 1938, is used by various local groups and societies such as Beavers, Cubs, local leisure classes and a Community Café. Income is derived solely from hall hires, (including private hire for parties etc) and through grants.</p> <p>Recent remedial work carried out on the roof of the village hall discovered that the guttering and downpipes were leaking. To mend this would prove difficult as all fittings are imperial and the building trade are now using metric equivalents; repairs have been made in the past, but they were not deemed satisfactory due to this issue. Therefore, this application is to replace all the guttering and down pipes to ensure that the fabric of the building is secure and no longer in danger of developing damp problems and to ensure its safety for Hall users.</p> <p>The total project cost is estimated to be £2,388 of which £2,000 is being requested through the Community Chest:</p> <ul style="list-style-type: none"> • Seven days labour- £200 a day. • Materials will cost £730 • Skip hire £258 <p>The company who provided the quote have also stated that if the job is finished more quickly than anticipated, the bill will be adjusted. The Parish Council may contribute £250 but this is appending approval at their next meeting on 21 March. Any shortfalls will be made up by the Village Hall Management Committee</p> <p>Cllr Sue Ellington: <i>I would support this application for repairs to the village hall in Fen Drayton. This building is used constantly by village groups and is the only venue in the village so needs to be maintained.</i></p>	
Total Project Cost:	£2,388
Total Applied For:	£2,000

Reference	HTSGDDMH	CCG
Name of Organisation	Cambourne Town Football Club	
Organisation Type	Charity 1179148	
CCVS Registered	No	
Parish	Cambourne	
Landowner	Parish Council	
Project Type	Equipment- Roll on Goals x2	
Green option considered?		
Documentation Status	Safeguarding	Y
	Quote	Y
District Councillor Support	Has not asked- emailed to ask	

Parish Council Support – does the PC support this project in principle	Pending details														
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Yes- pending exact Figures														
Officer Summary	<p>Cambourne Town Football Club (CTFC) was recently formed (June 2021) bringing together the five large clubs of Cambourne. Football is now offered to men, women and children of all age groups as one club with a clear progression path. The club, which is now the biggest in Cambridgeshire, consists of 45 teams, 700 players, and 110 coaches. Most of the teams are for children with SEN football and other initiatives also being provided.</p> <p>With so many games played each week, the Club have been looking at new approaches to maximise the number of games that can be played on the current pitches. The current goals are old, bent and can only accommodate one size of pitch. If replaced with new roller goals that can be moved, allowing the pitches to be easily configured to meet the needs of the games being played; this will also be invaluable to initiatives such as SEN football.</p> <p>The project is looking to purchase nine sets of goals in total. £2,000 from the Community Chest would enable the club to purchase two 11v11 (XXL) goals (1 set) as shown below:</p> <div data-bbox="662 972 1077 1384" data-label="Image"> </div> <p>Breakdown of costings:</p> <table border="1"> <tr> <td>11v11 goals</td><td>3 sets 11v11 (XXL)</td><td>£5,875</td><td>11v11 £1,958.33 each inc vat</td></tr> <tr> <td>11v11 Colts</td><td>3 sets 11v11 colts (XL)</td><td>£5,558</td><td>11v11 colts £ 1,852.67 inc vat</td></tr> <tr> <td>9v9 goals</td><td>3 sets 9v9 (L)</td><td>£5,036</td><td>9v9 £1,678.67 each inc vat</td></tr> </table> <p>Total project cost £16,469 and goals can be purchased in the above priority order as more grant funding received.</p> <p>Applications to the following organisations have been made and are currently waiting decisions:</p> <ul style="list-style-type: none"> • Greene King Proud to Pitch- £3,000 • Grass Roots football- £2,000 			11v11 goals	3 sets 11v11 (XXL)	£5,875	11v11 £1,958.33 each inc vat	11v11 Colts	3 sets 11v11 colts (XL)	£5,558	11v11 colts £ 1,852.67 inc vat	9v9 goals	3 sets 9v9 (L)	£5,036	9v9 £1,678.67 each inc vat
11v11 goals	3 sets 11v11 (XXL)	£5,875	11v11 £1,958.33 each inc vat												
11v11 Colts	3 sets 11v11 colts (XL)	£5,558	11v11 colts £ 1,852.67 inc vat												
9v9 goals	3 sets 9v9 (L)	£5,036	9v9 £1,678.67 each inc vat												

£5,000 has also been raised from CTFC and the Town Council, who are the landowners, have employed a football officer, bought containers, created storage pens for the goals, and have financially and physically supported the club since it started.

Total Project Cost:	£16,469	Total Applied For:	£1,958.33
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Reference	VWVBJNPK	CCG		
Name of Organisation	Gamlingay Baptist Church			
Organisation Type	Church, part of the Baptist Union of Great Britain			
CCVS Registered	No			
Parish	Gamlingay			
Landowner	Own or have a long lease			
Project Type	Equipment- commercial coffee machine			
Green option considered?				
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllr Bridget Smith			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	No			
Officer Summary				

Gamlingay Baptist Church dates back to 1670 and runs many community outreach projects, which include the Backroom Café and The Gamlingay Food Project. Currently there are up to 100 members.

The Backroom Café is a community café, serving artisan coffee, teas, and homemade cakes, every Monday and Third Sunday of the month. It provides a welcoming space to between 60-100 people a day with regular visitors coming from Gamlingay and the surrounding area. In addition, the café is portable, having previously set up in other parts of the community for special occasions (such as the annual Christmas fair at the EcoHub last year).

Currently the café uses two home espresso machines, serving between 60-100 drinks per day. However, these machines are being overworked and they are struggling to keep up with the demand for drinks. Community Chest funding of £2,000 is being requested as a contribution towards the £6,700 required for a commercial (yet still portable) coffee machine, grinder and extras as detailed below:

Coffee Machine:

- Conti CC100 2 group compact - £2,385 +VAT
- Claris 1000 water filter - £215 +VAT
- Engineer installation - £200 +VAT
- Flojet pump (instead of plumbing in) - £165.75 +VAT

Grinder:

- Compak E8 Grind by Weight (Second hand) - £1,593 +VAT
- Compak E5 - £885 +VAT (decaf grinder)

(If the above secondhand grinder cannot be obtained then, a new Anfim Practica grinder is £1,193 +VAT)

Extra's:

- Knock out box - £79+VAT
- 2 xTampers - £60

The Total cost is £5,582.75+VAT

This above quote includes the cost of a second-hand grinder. Compact second-hand coffee machines are harder to obtain, and unfortunately larger sized machines would be too big for the available space.

The Parish Council are very much in support of The Backroom Cafe and have shared their work with others in the community.

Cllr Bridget Smith:

I should like to express my support for the above named application for funding from The BackRoom cafe in Gamlingay which provides an outstanding and fully inclusive service to the community as a whole.

Total Project Cost:	£5,582.75+VAT	Total Applied For:	£2,000
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Reference	HGKWBLDF	CCG
Name of Organisation	Balsham 1617 Map Project	
Organisation Type	Community Group	
CCVS Registered	No	
Parish	Balsham	
Landowner	Balsham Parish Council	
Project Type	Improvement to community- purchase and instal 2 Lectern Style Map Display boards	
Green option considered?		
Documentation Status	Safeguarding	N/A
	Quote	Y
District Councillor Support	Yes- Cllr Geoff Harvey	
Parish Council Support – does the PC support this project in principle	The PC are looking forward to seeing the map project available for everyone to see and enjoy in Balsham.	
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Yes £1,000	
Officer Summary		

The Balsham 1617 Map Project was formed in 2013 with the aim of publishing a book covering 400 years of the history of the Balsham. This was successfully achieved in 2017 and 'Balsham, a village story, 1617 – 2017' was given to every household in Balsham for free.

Currently, this community group consists of eight members and to complement the book, funding is requested for the purchase and installation of two lectern style map display boards for the village. One board will be a replica of the earliest map of Balsham created in 1617; the adjacent display board will show the village as it is now, highlighting the historical buildings, public footpaths and bye-ways. It is also hoped that the display boards will provide a lasting commemoration of the Platinum Jubilee.

The boards will be placed on Parish Council owned land, close to a public footpath, in the centre of the village where they can be easily viewed by children, wheelchair users, and adults alike. The maps will be in a durable format in full colour and can be updated easily in the future if this becomes necessary.



The total cost of the project including design, delivery and installation is £3,250. Of this, £1,000 is being requested through the Community Chest, the Parish Council have agreed to donate £1,000 and the remaining £1,250 will come from the Balsham Map Group Book sales.

Cost Details	£
Supply 2 x Musketeer Oak Framed Lectern Display Boards for Maps	1,332.00
Supply 2 x n-viro Maps to fit into Item1	434.40
Delivery of above items to Village Location	186.00
VAT for above items @20%	390.48
On site installation costs- time and materials est.	250.00
Cartography Design of the 2 Maps to show the Original 1617 Map and the Current Village and Parish OSIS design (not reg. for VAT)	500.00
Allow for contingency	157.12
TOTAL	£3,250

Cllr Geoff Harvey:

I would have no hesitation in recommending this new project for Community Chest support. The outdoor maps being proposed will enrich the most important area of green space in the village, inform and delay passing cyclists and walkers long enough to think about visiting the local shop and café and generally they will enrich the village and our pride in it.

Total Project Cost:	£3,250	Total Applied For:	£1,000
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Reference	NFKSKXFJ	CCG		
Name of Organisation	Sheddit!			
Organisation Type	Charity 1182235			
CCVS Registered	Yes			
Parish	Swavesey			
Landowner	Charity Owns or has long lease			
Project Type	Community Fair			
Green option considered?	Yes			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllr Sue Ellington			
Parish Council Support – does the PC support this project in principle	Yes- will cover the costs of hiring the Memorial Hall for the weekend.			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Yes- £90.00 on 28/02/2022			
Officer Summary	<p>Sheddit! Men's Shed was set up in 2018 to provide Practical community activities to promote social inclusion and wellbeing. There are currently 20 members who each pay a £1 subscription.</p> <p>The Swavesey sustainability hub will be launched by Sheddit! at a fair planned for a weekend in June 2022. The fair, which will be open to everyone in the village and surrounding areas, will be called 'Re-imaging the Future' and will start new projects including a repair cafe and a clothes swap, as well as support existing community facilities including the orchard and allotments. The weekend will feature wildlife walks, bee keeping talks, vegan food tasting, mucky kid activities, a community feast and citizen science data collection.</p> <p>A map of the village is being painted by a local artist which will describe the activities. Once designed and printed the map will be delivered to every house in the village. The local artist will design wildlife window stickers which children and young people will get as a prize for increasing biodiversity in their gardens. These will also promote the hub and the fair and engage all the community.</p> <p>The total project cost £1,385 for launching the sustainability hub is being requested from the Community Chest:</p> <ul style="list-style-type: none"> • Publicity, information leaflets and design- £350 • poster printing- £200 • 2,000 ECO friendly window stickers- £350 • tool hire and materials- £150 • craft and kitchen materials- £200 • website domain and maintenance- £135 <p>The land where the fair will take place is owned by 'The George Long Charity' and the parish council have previously contributed £90 to Sheddit!</p>			

Swavesey Parish Council is in support and has also provided funding to cover the cost of hiring the Memorial Hall for the weekend.

Cllr Sue Ellington:

I am in support of the Shedditi! application to help fund the sustainability hub in Swavesey

Total Project Cost:	£1,385	Total Applied For:	£1,385
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The Queen's Platinum Jubilee' Applications

Map showing parishes submitting applications for Jubilee-related projects:



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Reference	VWDVDTKK	Queen's Jubilee
	Gamlingay Community Centre	

Name of Organisation				
Organisation Type	Charity			
CCVS Registered	No			
Parish	Gamlingay			
Landowner	Gamlingay Parish Council			
Project Type	Queen's Jubilee			
Green option considered?	Yes			
Documentation Status	Safeguarding	Y	Accounts	Yes- April 2021
	Quote	Y	Mission Statement	Y
District Councillor Support	Cllr Bridget Smith was heavily involved in originally setting up the wildflower mound.			
Parish Council Support – does the PC support this project in principle	Gamlingay Parish Council Clerk- Leanne Bacon			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Parish council have offered free use of any equipment required to undertake and maintain the area including a loan of temporary fencing and fence stakes to protect the area.			
Officer Summary	<p>Gamlingay Community Centre was set up in August 2010. It is an eco-friendly community facility offering a venue for a wide range of community and recreational activities for the people of Gamlingay and the surrounding areas. The centre, which is owned by the Parish Council, provides facilities in the interests of social welfare, recreation and leisure time and is used by people of all ages and levels of ability and disability.</p> <p>This is a Queen's Platinum Jubilee application to create a wildflower area on the mound by the recreation area at the rear of the ECO hub building. This area is well used by the public and will be seen and appreciated by all who walk past.</p> <p>A total of £643 (total project cost) is required to remove the scrubby plants which have been allowed to overgrow the area and replant with a suitable wildflower mix. The colours of red, white, and blue wildflowers will be used this year to reflect the Queen's Jubilee, with other coloured wildflowers to be added in the future. They would also like to prepare and reseed a few other well used grassy areas that have worn down around the hub to make them more pleasant for all community users. The cost above includes the labour and removal of all green waste by a local company.</p>			
Total Project Cost:	£643		Total Applied For:	£643

Reference	HSSQVNZM	Queen's Jubilee
Name of Organisation	Gamlingay Jubilee Committee	
Organisation Type	Unincorporated association (umbrella of registered charity, Gamlingay Community centre (The Eco Hub).	
CCVS Registered	No	

Parish	Gamlingay			
Landowner	Gamlingay Parish Council			
Project Type	Queen's Jubilee			
Green option considered?	N/A			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllr Bridget Smith			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Gamlingay Parish Council will contribute £2,000			
Officer Summary	<p>Gamlingay Jubilee Committee was set up on 24 January and consists of three resident volunteers wanting to organise a celebration of the Queens Platinum Jubilee in Gamlingay on Saturday 4th June.</p> <p>The celebration will be split into two parts:</p> <ul style="list-style-type: none"> • Self-organised afternoon parties where residents and community groups will be encouraged to have their own neighbourhood parties in the afternoon, to take place on safe (off road) common ground areas. • A free communal evening gathering on the recreation field behind the Eco Hub for a screening of the Queen's Concert from the Palace. <p>To support the neighbourhood parties, souvenir activity packs will be given out which will include recipes for jubilee food, games, a quiz, treasure hunt, tips on how to make your party more environmentally friendly, stories, history of past Gamlingay jubilees, paper crowns and old photos for all residents who want them. The content for the packs will be put together by children and community groups and will involve local schools, churches, the youth club and history society. The outside of the folder will be a specially designed picture, the result of a competition for all children in Gamlingay. The Jubilee committee will be responsible for producing and printing the activity packs.</p> <p>The committee will also support and coordinate the activities of other community groups either on the day itself (such as planting a tree for the Queen) or holding a fund-raising event for one of the Queens charities later.</p> <p>The events will be advertised by flyers, posters, banners and by word of mouth in the hope that at least half the village will take part in some way (which would mean around 2,000 residents in the year.</p> <p>The total project cost is around £20,000 of which £667.57 is being requested to produce 500 activity packs and the remaining amount is hoped to be raised through sponsorship from local businesses The Parish Council have agreed to contribute £2,000 for the security at the event.</p> <p>Breakdown of folder costs: 500 rigid A4 card folders- £367.57 Photocopying 12 inserts for 500 packs- £300 (to be produced inhouse) If more than 500 packs are required, they will be available online so people can print them off themselves.</p>			

Cllr Bridget Smith:

As the local member for Gamlingay I am very pleased to be able to support the application towards a pack for the Queen's Jubilee. The volunteers have been working extremely hard and are planning an outstanding event.

Total Project Cost:	~ £20,000	Total Applied For:	£667.57
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Reference	QTSRVGKD			
Name of Organisation	Hardwick Parish Council			
Organisation Type	Parish Council – Queen's Jubilee Grant			
CCVS Registered	No			
Parish	Hardwick			
Landowner	Parish Council			
Project Type	Queen's Jubilee			
Green option considered?	Yes- noticeboard constructed with recyclable materials			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	N/A
District Councillor Support	Yes- Cllr Grenville Chamberlain			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Parish council will make up the difference of costs.			
Officer Summary	<p>Hardwick Parish Council are planning to mark the Queen's Jubilee in the following way:</p> <ul style="list-style-type: none"> Planting of some trees on the recreation ground along with a Jubilee plaque Organising some social events Installation of something within the village to remember the event. <p>The village has grown in size with the construction of two recent developments. It has been noted that there is a lack of good outdoor noticeboards to communicate information to residents and to provide an opportunity for the public to put up their own notices. The Parish Council have obtained a quote for a commemorative noticeboard composed of recyclable material. The total cost, including delivery and installation is £1,088.88:</p> <ul style="list-style-type: none"> Notice board including delivery- £841.88 Installation ~ £200 Noticeboard plaque- £47 <p>The Parish Council have indicated they may be able to pay the difference if Community Chest funding of £700 is approved.</p>			
Total Project Cost:	£1,088.88		Total Applied For:	£700

Reference	CPJXRMLP			
Name of Organisation	Great Shelford Parish Council			
Organisation Type	Parish Council			
CCVS Registered	No			
Parish	Great Shelford			
Landowner	Parish Council			
Project Type	Queen's Jubilee			
Green option considered?	Yes, bench is made of recycled materials			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllr Nick Sample			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Parish Council will fund the remaining balance and the labour costs			
Officer Summary				
<p>Great Shelford Parish Council consists of 12 members.</p> <p>This is a queen's Jubilee application to install a commemorative bench on the Parish Council owned Recreation Ground. Over the last six years, the Parish Council has worked with the local community to ensure that this open space is truly available for all residents and is a haven for peace, tranquillity and wildlife and is not just a space for sports users. A bench will form part of the much larger masterplan to reimagine the Recreation Ground, to be placed near the river within an area of wildflowers and a small corpse. The bench, which will be made of recyclable materials, will be available for all members of the public, free of charge.</p> <p>The total cost of the bench, an anchoring kit, tamper-resistant fixing covers and a Memorial Plaque is £983.17 including VAT. £700 is being requested through the Community Chest grant and the Parish Council have confirmed they will pay the difference as well as all the labour costs.</p> <p>Cllr Nick Sample: <i>I'm writing in support of Great Shelford Parish Council's grant application for a bench on the recreation ground. The riverside is one of the few consistently peaceful, publicly-accessible sites within the village centre. A new bench would give residents, particularly elderly, a chance to enjoy it to its full.</i></p>				
Total Project Cost:	£983.17		Total Applied For:	£700


Reference	CNSNVPTS	Queen's Jubilee
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Name of Organisation	Fen Drayton Parish Council			
Organisation Type	Parish Council			
CCVS Registered	No			
Parish	Fen Drayton			
Landowner	Parish Council			
Project Type	Queen's Jubilee			
Green option considered?				
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllr Sue Ellington			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Will organise the planting and ongoing maintenance of the trees			
Officer Summary	<p>Fen Drayton Parish Council consists of nine members.</p> <p>This is a queen's Jubilee application to purchase 10 cherry trees to form a glade to commemorate the Queen's Platinum Jubilee. The glade will be in a Parish Council owned field which is accessible at all times for the residents of Fen Drayton and visitors from the wider community (for example- parents of children using the playground, those attending football matches, the annual 10K run and village fete) and the many walkers.</p> <p>Funding requested from the Community Chest is £427, which covers the following:</p> <p>10 x Prunus 'Kanzan' trees- 450.00 10 x Rounded Stakes - 49.90 10 x tree ties - 12.50</p> <p>A village handyman will plant the trees with the help of a volunteer villager (who is a professional arboriculturist). The trees are quite small, and the garden centre informed the PC Chair that they will be easy to plant as they are bare rooted and in pots. There is also a nearby water supply so the trees can be well watered if the weather is dry.</p> <p>Cllr Sue Ellington: <i>I entirely support the Fen Drayton grant application to plant cherry trees</i></p>			
Total Project Cost:	£427.00		Total Applied For:	£427.00

Reference	CGPRNLJP	Queen's Jubilee
Name of Organisation	Whaddon Parish Council	
Organisation Type	Parish Council	
CCVS Registered	No	

Parish	Whaddon			
Landowner	Parish Council			
Project Type	Queen's Jubilee			
Green option considered?				
Documentation Status	Safeguarding	N	Accounts	Y
	Quote	Y	Mission Statement	N/A
District Councillor Support	Yes- Cllrs Sally Ann Hart and Jose Hales			
Parish Council Support – does the PC support this project in principle	Yes			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	the PC will pay the remaining costs			
Officer Summary				
<p>Whaddon Parish Council currently consists of six parish councillors</p> <p>This is a queen's Jubilee application to install a commemorative bench in a central position by the Village Hall, overlooking the recreation ground.</p> <p>Whaddon recreation ground attracts many visitors from the surrounding area due to its large playground, regular fixtures, and dog training sessions on the green. The bench, which will be inscribed with a tribute to the Queen, will be used by all and hopefully installed in time for the planned Jubilee celebrations.</p> <p>The total cost is estimated to be:</p> <ul style="list-style-type: none"> Bench- £620 including VAT Installation of the bench on a concrete base- ~ £150. <p>the Parish Council have confirmed they will pay for the difference if they are awarded £700 from the Community Chest.</p> <p>Cllr Sally Ann Hart: <i>I feel happy to support this application too - in my experience, people really appreciate having a place to sit and watch the world go by.</i></p> <p>Cllr Jose Hales: <i>I thoroughly support this application. I believe that Whaddon will benefit immensely from the provision of a bench especially one dedicated to her majesty the Queen.</i></p>				
Total Project Cost:	~£770		Total Applied For:	£700

Reference	LRZKMVFM	Queen's Jubilee
Name of Organisation	Willingham Parish Council	
Organisation Type	Parish Council	

CCVS Registered	Yes			
	Willingham			
Landowner	Parish Council			
Project Type	Queen's Jubilee			
Green option considered?	A lot of the seating purchased by the Parish Council is recycled composite material or wood. However, it was decided that the stainless-steel bespoke bench was most fitting for the occasion.			
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	Yes- Cllr Bill Handley			
Parish Council Support – does the PC support this project in principle	N/A			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	Additional funds will be made up by the Parish Council			
Officer Summary	<p>Willingham Parish Council, which consists of 15 members, is looking to purchase a Jubilee bench to mark the Queens Platinum Jubilee and enhance the facilities on the Parish Council owned QEII Playing field. The Parish Council have worked hard over recent years to improve the facilities by way of adding equipment, trees, seating and soon to be completed, wildflower planting. A bench will enhance the existing provision for members of the public to enjoy this ever increasingly popular facility. The Park is open 24/7 and is accessible to all including residents from neighbouring villages.</p> <p>The cost of a stainless-steel bench, including installation will be approximately £1,614. £700 is being requested through the Community Chest and any additional funds will be made up by the Parish Council:</p> <ul style="list-style-type: none"> • Bespoke Queen's Platinum Jubilee designed bench seat-£1,495 +VAT • Delivery- £105 +VAT • bolt down kit to secure to a hard standing- £14 +VAT <div style="text-align: center;">  </div> <p>A lot of the seating purchased by the council is recycled composite material or wood, but it was decided that the stainless-steel bespoke bench was most fitting for the occasion.</p>			
Total Project Cost:	£1,614		Total Applied For:	£700

Funding Exchange:

Reference	JQKDXZHR (May 2021)	funding exchange.		
Name of Organisation	Hi friends of Histon & Impington Community			
Organisation Type	Registered Charity 1185578			
CCVS Registered	Yes			
Parish	Histon & Impington			
Landowner	Parish Council			
Project Type	Covid Recovery – Project			
Green option considered?				
Documentation Status	Safeguarding	Y	Accounts	Y
	Quote	Y	Mission Statement	Y
District Councillor Support	N/A- already awarded funding			
Parish Council Support – does the PC support this project in principle	N/A- already awarded funding			
Have the parish council supported the group financially previously? If yes when, what did the group purchase? and how much?	N/A- already awarded funding			
Officer Summary	<p>Original project: Friends of Histon & Impington Community or HI Friends as it is also known as, is a registered charity which was awarded Covid Recovery funding of £1400 in May 2021. The group's intention was to restart specialist exercise classes and add specialist exercise classes dedicated to those living with long term Covid.</p> <p>Update (27 Nov 2021): After publicising, the exercise class was launched in July with three people in attendance for the first four sessions. The activity was paused whilst progress was evaluated and relaunched in October, but with no success. Six sessions were provided at cost of £170.10 being the cost of the instructor. With a net amount of £1229.90 remaining, the group were asked if there were any other suitable Covid recovery projects the remaining funds could be used for:</p> <p>Feb 2022 Update: Three projects have been identified as an alternative:</p> <ol style="list-style-type: none"> 1. Parental support In February and March 2021, several parent online support sessions were organised and attracted a total of 50 village parents. Follow-up support has not taken place since and there is a general feeling that many parents still have many concerns. This project would use a Community Play Therapist to deliver three in person workshops in the summer term specifically for parents- covering anger, anxiety, and the building up of self-esteem in children. Estimated costs are £300 which includes venue charge and workshop leader fee. 			

- 2. Village mental health event** In January 2021, HI Friends delivered an online community mental health event which was attended by 20 people and featured a compelling talk by Tony Sigris from Talking4Ely. This project is for an in-person event at the end of March to include three speakers
- Tony Sigris who will talk on his own mental health experience and Covid anxiety
 - A local mental health professional will present tips and tools to manage feeling overwhelmed in the new working world
 - Community Play Therapist will present out about managing family Covid anxiety
- Estimated cost to be around £300 including venue hire
- 3. New specialist exercise class** Currently, HI Friends organises an exercise class on a Monday for older people and those recovering from strokes. This class uses specialist instructors from the Ely based charity called 'Posability' but is nearing its maximum capacity. Remaining funds would allow a second specialist class to be set up for an initial three-month period – but for those living with Parkinson's disease.

Total Project Cost:	£1229.90 or less (see options)	Total Applied For:	N/A
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Criteria review- defibrillators

- To help someone who is in cardiac arrest effectively, a defibrillator needs to be found as quickly as possible. For every minute it takes someone to reach a defibrillator to be delivered a shock, their chances of survival reduce.
- Typically, defibrillators cost between £800 and £2,500.
- Current guidance states that the costs associated with purchasing defibrillators cannot be funded within South Cambridgeshire District Council's Community Chest Grant scheme. There is no government support to buy defibrillators and the British Heart Foundation, who used to part fund defibrillators, have paused their offer due to the COVID-19 pandemic.
- Due to the rural location of many of South Cambridgeshire villages, the time taken to travel to the nearest defibrillator or Doctor's surgery may have a significant effect on survival.
- Including public access defibrillators (PADs) within the Community Chest Grant scheme would:
 - Meet local need and leave a legacy for the community
 - Ensure equality of access
 - Help Promote healthy and active communities

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Guidance notes for Community Chest

The Council would like to support communities in marking 'The Queen's Platinum Jubilee'. For this reason, the criteria for the Community Chest Grant scheme has been flexed on a temporary and one-off basis until 12 April to include Jubilee-related applications of up to £700

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*
Exemption: 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). Parish Councils of any size can also 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.
- 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:

- 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
 - Support communities in marking 'The Queen's Platinum Jubilee'

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 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.
- Projects that mark 'The Queen's Platinum Jubilee' (the criteria for the Community Chest Grant scheme has been flexed on a temporary and one-off basis until 12 April to include Jubilee-related applications of up to £700)

What cannot be funded?

- On-going revenue costs or overheads (e.g. salaries, rent, advertising, promotional materials). The exception to this is the creation of Community-led Plans. However, revenue costs associated with the resulting projects will not be funded.
- Projects that replace funding by other public sector bodies, including parish councils (e.g. youth services, highways)
- 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 or Zero Carbon Communities Grant funding in the same financial year
- 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 there is high demand for funding it may mean that the District Council is only able to make a contribution to your project. The Council reserves the right to prioritise based on funding available, size of electorate, parish precept, indices of deprivation, number and type of applications received at any given time, priorities for the financial year and value for money. Eligibility does not guarantee grant funding.

When can groups apply?

Groups can apply at any time during the financial year until the funding is fully allocated for that period. Additional funding has been allocated until October 2023 for the creation of Community-led Plans.

Preferred green options

We will always ask applicants to seek a green option when purchasing items for their projects and this must be evidenced within the application.

For example, a group may be looking to purchase a new minibus for their community. We would expect the group to evidence and include market research with their application demonstrating that a similar electrically powered vehicle has been considered. However, if the electric alternative is not within price range, or would not be fit for purpose this must be explained before we would consider contributing towards an alternative.

Regarding biodiversity projects: planting of trees, hedgerows, wildflower meadows or other vegetation must be native. The construction and erection of bird and bat boxes must be in suitable location.

Natural Cambridgeshire have produced a useful [Local Nature Recovery Toolkit](#) which provides guidance, advice and support for Communities wanting to create nature recovery plans.

What supporting documentation is required?

- A copy of your organisation's constitution or mission statement
- A copy of your latest accounts (audited if available)
- A quote for the community activity or project
- A copy of your safeguarding policy

- A 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.

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

For further information please go to:

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

Explanatory table

The Community Chest is made up of 3 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 £58,140	✓	✓	* (except for The Queen's Platinum Jubilee applications)
Biodiversity Grants £10,000	✓	✓	✓
Community-Led Plans £50,000	✓	✓	✓

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Notes to help those attending meetings in person at South Cambridgeshire Hall

Notes to help those people visiting the South Cambridgeshire District Council offices – please also refer to the Covid-security measures relating to meetings in the Council Chamber which are on the website page for each relevant meeting.

Members of the public wishing to view the meeting will be able to watch the livestream via the link which will be publicised before this meeting.

Members of the public wishing to attend the meeting in person, please contact Democratic Services at democratic.services@scambs.gov.uk

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

Security

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail democratic.services@scambs.gov.uk

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this is via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give

protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the Fire and Rescue Service.

- **Do not** re-enter the building until the officer in charge or the Fire and Rescue Service confirms that it is safe to do so.

First Aid

If you feel unwell or need first aid, please alert a member of staff.

Access for People with Disabilities

We are committed to improving, for all members of the community, access to our agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you. The Council Chamber is accessible to wheelchair users. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

Toilets

Public toilets are available on each floor of the building next to the lifts. These include facilities for disabled people.

Recording of Business and Use of Mobile Phones

We are open and transparent about how we make decisions. Public meetings are webcast and are also recorded, but we allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

Banners, Placards and similar items

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. If you do so, the Chair will suspend the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chair will warn the person concerned. If they continue to interrupt, the Chair will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chair may call for that part to be cleared. The meeting will be suspended until order has been restored.

Smoking

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one can smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

Food and Drink

Until the lifting of Covid restrictions, no vending machines are available. Bottled water is available for attendees at meetings.

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