

6. CORPORATE GRANT SCHEMES

REPORT OF: HEAD OF LEISURE AND SUSTAINABILITY & HEAD OF ECONOMIC PROMOTION & PLANNING

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Wards: All
Affected:
Key Decision: No
Report to: Cabinet Grants Panel – 23rd April 2014

Purpose of the report

1. The purpose of this report is to present eighteen Small Revenue and Community and Economic development grant applications for consideration by the Cabinet Grants Panel.

Summary

2. A summary of the applications to be considered under the Small Revenue and Community & Economic development funds and the recommendations from the Grants Assessment Group on the level of financial assistance to be awarded to each organisation are detailed as follows:

Small Revenue Grants

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Disability Access – East Grinstead Area	Contribution towards running costs	£1,000	£800
East Grinstead Choral Society	Contribution towards staging	£4,000	£2,000
Filipino-British Association of Haywards Heath and Burgess Hill	Sportsfest	£800	£500
Mid Sussex Older People's Council	Purchase of Mini Dual Wireless Vocal Microphone System	£150	£150
Sheddingdean Community Association/Windmills Opportunity Playgroup (Maple Room)	Rental costs of Sheddingdean Community Centre	£4,020	£4,020
Vitalise	Care breaks for people with disabilities and their carers	£850	£200
Relate North and South West Sussex	East Grinstead Outpost Rental Costs	£1,500	£1,500
West Sussex Mediation Service	Running Costs	£4,000	£1,500
Total		£16,320	£10,670

Community and Economic Development Grants

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Burgess Hill Bike Ride	Bike Ride T Shirts	£1,000	£1,000
East Grinstead Business Association	Promotional music video	£1,500	£1,000
East Grinstead Concert Band	Uniform Jackets for band members to wear at concerts in Belgium, to include the Ypres Last Post Ceremony	£1,000	£1,000
Lindfield Arts Festival	Workshops and installation of arts and crafts displays	£3,750	£2,000
The Yews	New cast iron railings	£2,700	£2,700
East Grinstead Sports Club	Fundraising consultancy	£3,000	£2,000
Burgess Hill Town Centre Partnership	Calendar of Events 2014	£10,000	£10,000
Greater Brighton City Deal	Contribution towards legal, financial and project management costs.	£11,643	£11,643
Rural Partnership	Contribution towards running costs	£5,000	£5,000
West Sussex County Council	Contribution towards Transitional LEADER funding for the Rural Development programme.	£2,000	£2,000
Total		£41,593	£38,343

Recommendations

Members of the Panel are requested to:

- (a) *consider and decide upon the recommendations for each of the above applications, summaries of which are attached in Appendices A and B of this report,*
- (b) *decide on the theme for the 2014/2015 Spotlight Grants Programme, and*
- (c) *approve the Section 106 awards as detailed in paragraphs 10 - 12.*

Background

3. This is the first meeting in the 2014/2015 financial year, which considers Small Revenue, Facility development and Community and Economic Development applications under the Corporate Grants Scheme. Partnership Agreement applications were considered by Cabinet on February 10th 2014.
4. Applications for all grants are assessed against a standard checklist and considered by a "Grants Assessment Group" to ensure a consistent approach to the awarding of grants.

Assessment and Policy Context

5. All applications are assessed against the criteria for the grant scheme, the strategic cultural context and the Council's corporate priorities.

6. The applications received in this grants round have been considered by the Grants Assessment Group comprising relevant officers from across the authority together with a representative from West Sussex County Council's Public Health, and, unless there is a conflict of interest, the local Council for Voluntary Service.
7. The Group reaches a consensus as to the merit of each application judged against the agreed criteria and the level of funding that should be recommended to the Cabinet Grants Panel. Additionally, the Group takes into account the limited budget available and the consideration of further grants round in this financial year.
8. The presence of outside representatives on the group has enabled effective information exchange with regard to any possible duplication of funding and service delivery. A summary of the assessment of each application is included within the individual project reports in Appendices A and B.
9. All organisations have met the basic criteria and specific grant criteria, i.e. are fully constituted voluntary and not for profit organisations, and have provided the relevant information to support their application.

Section 106 awards

10. The following awards were agreed under delegated authority and appeared in Members Information Service; however, it was considered that they should be formally approved by the Cabinet Grants Panel.
11. Worth Parish Council (MIS bulletin No 48, 4th December 2013). An award of £51,687 was made to Worth Parish Council from s106 Play Contributions arising from developments at Grange Road (P35/728) £42,594 and Land adjacent to Burleigh Infant School (P35/654) £9,093 to make improvements to the play equipment and safety surfacing at the Bowers Place locally equipped area for play.
12. Burgess Hill Town Council (MIS bulletin No 10a, 14th March 2014). An award of £39,747 was made to Burgess Hill Town Council from s106 Informal Leisure Provision Contributions for the enhancement of Green Circle Routes arising from a development at Folders Meadow (P35/491) for improvements to Footpath 17 which runs south of Burgess Hill station and to install some bollards and deal with ponding on Bridleway 16 which leads to Keymer Road.

Community and Economic Development Grants

13. In September 2013, Cabinet agreed that in order to provide greater transparency to the fund providing contributions to economic and business related activity in Mid Sussex (EBRA), applications in future would be considered by the Cabinet Grants Panel.
14. The assessment process for these applications are similar to those of the other grant scheme offered by the Council in that they will need to conform to the criteria laid down as well as meeting the priorities of the Council.
15. Awards from this fund will be made to initiatives/events that support the Council's Economic Development Strategy and that contribute to a prosperous local economy. Grants are available in the region of £500 - £5,000.
16. A summary of the assessment of each application is included within the individual project reports in Appendix B.

Spotlight Grants Programme

17. The annual Spotlight Programme which was launched in 2006/2007 is intended to highlight specific local priorities within the district of Mid Sussex and give particular parts of the community more emphasis.
18. The Spotlight theme for 2014/15 has not been finalised and members of the Cabinet Grants Panel are requested to decide on the following topics:
 - (a) WW1 Commemorative Events/Projects
 - (b) Commonwealth Games Legacy Events
 - (c) Art/cultural activities
19. Small grants will be made available to voluntary/community organisations for one-off projects/events or items of equipment; awards are usually around £500. The Spotlight grants are aimed at new innovative projects and exclude those that are already on-going.
20. All applications need to meet the basic criteria of the corporate grants scheme and the standard assessment process will be applied. The Spotlight applications will be considered at the September Cabinet Grants Panel meeting.

Other Options Considered

21. The grants provided by this Council are 'pump priming' in the context of enabling the applicants to lever in substantial monies from other organisations, grant-giving charities and national schemes.

Financial Implications

22. Members will recall that Facility Grants are funded by the use of S106 contributions which the Council holds for the enhancement of capacity for sport, community buildings and other purposes as a result of residential development
23. The total Revenue Grants budget for 2014/15 is £253,017. Cabinet agreed to support six organisations under the Partnership Agreement arrangements totalling £227,926 at their meeting of 10th February 2014.
24. Therefore the remaining budget for the revenue Corporate Grants Scheme for 2014/15 is as follows:

Scheme	Budget for 2014/15	Allocated and spent to date	Balance for 2014/15
Partnership Agreements	£227,926	£227,926	£0
Small Revenue Grants	£20,091	£	£20,091
Spotlight Grants	£5,000	£	£5,000
Total	£253,017	£227,926	£25,091

Scheme	Fund as at September 2013	Allocated and spent to date	Balance
Community & Economic Development	£128,500	£7,250	£121,250

Risk Management Implications

25. The main associated risks that may impact upon the successful implementation of the decisions arising from this report would be the inability of the funded organisations to carry out the services, activities or equipment purchase for which funding had been awarded.
26. Additionally, the sharing of information with West Sussex County Council will ensure that organisations are not being double-funded for the same purpose.
27. A Contract is signed at the application stage by organisations seeking funding that details the terms and conditions under which the grant is given, including the return of all monies to the Council should the purpose for which the grant is awarded not materialise. In respect of Capital Grants, the Council may impose additional safeguards.
28. All organisations are requested to complete an End of Grant Report at the end of the funding period and required to submit information relating to the grant including purchase invoices, details of the number of residents benefiting from the grant, annual accounts, how the grant was used etc.
29. It is considered that these measures would mitigate the main risks from materialising and indicate a low-risk to the successful outcomes arising from this report.

Equality and customer service implications

30. As part of the assessment process all of the organisations applying for funding from the Council have complied with the required conditions of funding and have the requisite policies and procedures in place including any other relevant legislation.

Legal Implications

31. The Council is not obliged to provide grant funding, but by virtue of section 1 of the Localism Act 2011, it is able to do anything which it considers is likely to achieve the promotion of the economic, social or environmental wellbeing of its area. This includes the incurring of expenditure, giving financial assistance to any person (or organisation) and entering into arrangements or agreements with any person.

Background Papers

Grant applications and associated documentation for the Small Revenue Grants and individual Facility Grant project files are held in the Community Services and Culture and Economic Development Sections.

SMALL REVENUE GRANTS

Name of Organisation	:	Disability Access – East Grinstead Area
Purpose for which Grant is Sought	:	Contribution towards running costs
Total Project Cost	:	£6,600
Amount of Grant Sought	:	£1,000
Previous Grants	:	2000/01 - £1,000 2001/02 - £500 2003/04 - £500 2004/05 - £300 2005/06 - £300 2006/07 - £350 2007/08 - £300 2008/09 - £300 2009/10 - £600 2010/11 - £600 2011/12 - £600 2012/13 - £800 2013/14 - £800
Grants Awarded from WSCC	:	N/A

Background information

Established in 1996, Disability Access – East Grinstead Area promotes the rights and interests of disabled people in the north of the District and works to ensure, as far as possible, that they are not discriminated against in the areas of access to commercial and leisure services, and premises.

The Group works with our Planning Team to ensure that commercial applications, covering the whole of Mid Sussex District, do not infringe disability legislation. They also liaise closely with highways authorities and transport providers to ensure access opportunities for all.

The Group runs an increasingly growing and active free loan service for mobility equipment, including electric scooters, manual wheelchairs and other items. It also organises and funds transport facilities for members of the East Grinstead Visually Impaired Readers Group which meets at the East Grinstead Library every month. Provision of this transport, free of charge, to the members is essential in ensuring continuation of the group which provides intellectual interest and social contact.

Each year the group present the Burrin Awards to local businesses, organisations or shops in recognition of exceptional efforts made by them to ease access for disabled people. The Group publish a useful Access Guide detailing accessibility to East Grinstead premises such as shops, restaurants, public houses, churches and community services.

Head of Finance Comments

Independently examined accounts have been submitted for the year ending 31st March 2012, which show a surplus of £3,217.

Total income was £12,611; mainly generated from Grants (£8,363), Donations (£2,508) and Collections (£1,740).

Total expenditure was £9,394; mainly consisting of Supplies and Services (£4,338), Premises (£3,900) and Travel Related (£1,156).

Balances held at the end of this period showed Net Assets of £11,846, which comprised of Cash £11,846.

Corporate Grant Assessment Group's evaluation of the project

The organisation works closely with the District Council on planning related access issues, covering the whole of the district. Activities include members meetings, the Burrin Awards, newsletters, circulations, specific projects and provision of the East Grinstead Access Guide, in addition to campaigns and exhibitions. Their work could potentially be of benefit to all local residents and visitors to the area. The organisation also participates actively in community consultation exercises to represent the views of people with disabilities. The recommendation is in line with previous awards.

The project meets the following corporate objectives

Better Lives – Opportunities and Quality of Life for All. Disability Access – East Grinstead makes people aware of the problems faced by disabled people generally and also helps carers cope better with disability. Improving access and facilities for disabled people, their carers and those with mobility problems promotes more healthy lifestyles by increasing physical activity and social interaction.

Better Services – Disability Access – East Grinstead assist Planning ensuring premises are compliant with the Equality Act 2010. Their volunteers conduct site surveys if required. The organisation is a campaigning service for people with disabilities and others with mobility/access issues

Recommendation

£800

Name of Organisation	:	East Grinstead Choral Society
Purpose for which Grant is Sought	:	Contribution towards staging
Total Project Cost	:	£6,000
Amount of Grant Sought	:	£4,000
Previous Grants	:	N/A
Grants Awarded from WSCC	:	N/A

Background information

The East Grinstead Choral Society has been in existence for over 60 years and has upwards of 70 members, with people of all ages. The objective of the Society is to educate the public in the art and science of music, by the presentation of concerts and other relevant activities.

The Choral Society performs about four concerts each year and also sing at other events and church services in and around East Grinstead. Concert venues are local churches, school halls, the Jubilee Community Centre (where they also rehearse) Chequer Mead and other local venues. They also have strong links with local school choirs who perform at some of their concerts as well as running Music Star competitions providing opportunities for talented young musicians to audition and perform publicly on their chosen instrument. These contacts illustrate their commitment to reach out to and involve those of all ages in the local community.

Their repertoire covers the great choral classics such as the Verdi Requiem, Handel's Messiah and Bach's St Matthew Passion through to more modern works e.g. Andrew Lloyd-Webber and Peter Skellern. The Society's audience number up to 200 people for each concert from East Grinstead and the surrounding areas.

The financial position of the Society can be precarious; whilst the cost of hiring soloists and musicians varies for each concert depending on what is being performed, a constant expenditure is the cost of staging which must be set up in each concert venue. This costs around £600 each time. The Society are therefore requesting a grant to purchase their own staging and this would reduce considerably the costs of each concert. The staging would be stored when not in use in the Jubilee Community Centre and they would be happy to allow other organisations the use of the staging if required. They have recently been awarded £2,000 by the East Grinstead Common Good towards the staging.

Head of Finance Comments

Unaudited accounts have been submitted for the year ending 30th April 2013, which show a deficit of £2,440.

Total income was £24,684; mainly generated from Subscriptions (£12,179), Fundraising and Sales (£11,848), Donations (£520), Accruals (£116) and Bank Interest (£21).

Total expenditure was £27,124; mainly comprising of Supplies and Services (£27,124).

Balances held at the end of this period showed Net Assets of £10,048, which comprised of Cash £10,160, Debtors £104 and Creditors (£216).

Corporate Grant Assessment Group's evaluation of the project

The purchase of their own staging would not only help to make the Society more financial viable, but would also enhance the appearance of the Society in concert and lead to greater satisfaction amongst members. It should also take less time to set up and take down than the old hired staging. The staging would also benefit other groups as it would be made available to them if required.

The project meets the following corporate objectives

Better Lives – The new staging will encourage continued participation of local schools in their activities. Additionally, a large proportion of their members are over 60 and the choir gives them a vital recreational activity. The high quality of their output, and the fact that they perform the big choral classics as well as lighter works, ensures that people of all ages and preferences can also sing with them. Better staging will also benefit their members, some of whom have mobility issues, as it will be easier to negotiate. Their audiences will be able to hear live performances of popular works locally, and at a fraction of the cost that they would have to pay for a fully professional concert. Having their own staging would help to ensure the Society's continued existence, as well as benefitting other local voluntary groups who would also have the staging made available to them if required.

Recommendation

£2,000

Name of Organisation	:	Filipino-British Association of Haywards Heath and Burgess Hill
Purpose for which Grant is Sought	:	Sportsfest
Total Project Cost	:	£1,700
Amount of Grant Sought	:	£800
Previous Grants	:	N/A
Grants Awarded from WSCC	:	N/A

Background information

The Filipino-British Association of Haywards Heath and Burgess Hill was formed in December 2013 to establish unity, camaraderie and support for every Filipino-British resident in Haywards Heath, Burgess Hill and surrounding communities. The Association provides an opportunity for all Filipino-British residents to form a cohesive group and to promote friendship, understanding and co-operation among their members and the local community. Active participation in cultural, social, sports and educational activities are promoted by the group, sometimes jointly with the East Grinstead Filipino Association.

The Association is planning a Sportsfest during the Summer (July/August 2014) for five weekend days which will include basketball, volleyball, badminton and table tennis at The Dolphin Leisure Centre. They have previously organised basketball tournaments for adults but the Sportsfest will be targeted at young people and will include a broader range of activities. The event will be open to all.

The newly formed Association has requested a grant to contribute towards the event to encourage as many young people as possible to participate who otherwise might not be in a position to take part due to the cost of the activity. They anticipate around 150-200 people to take part in the Sportsfest.

Head of Finance Comments

The Filipino-British Association of Haywards Heath and Burgess Hill has recently formed (December 2013) and, as yet, do not have accounts. They have submitted a financial projection that estimates income from annual membership to be approximately £1,000 and expenses in relation to events at £3,800 although there will be additional contributions from their members towards the event costs.

Corporate Grant Assessment Group's evaluation of the project

Sport and physical education is fundamental to the early development of young people and the skills learned during play, physical education and sport contribute to the holistic development of young people. Through participation in sport and physical education, young people learn about the importance of key values such as teamwork, fair play, adherence to rules and respect for themselves and others. It also provides a forum for young people to learn how to deal with competition and how to cope with both winning and losing. The Assessment Group is supportive of the application.

The project meets the following corporate objectives

Better Lives – Opportunities and Quality of Life for All. The event will encourage members (and the local community) to increase their physical activity to improve their health, particularly for those young people who are more sedentary in the spare time and spend large amounts of time playing computer games or watching TV. The event will promote healthy lifestyles, sportsmanship and friendship.

Recommendation

£500

Name of Organisation	:	Mid Sussex Older People's Council
Purpose for which Grant is Sought	:	Purchase of Mini Dual Wireless Vocal Microphone System
Total Project Cost	:	£150
Amount of Grant Sought	:	£150
Previous Grants	:	2005/06 - £652 2006/07 - £700 2007/08 - £700 & £750 (Spotlight grant) 2009/10 - £385 & £500 (Spotlight grant) 2010/11 - £750 2011/12 - £500 (Spotlight grant) 2013/14 - £800
Grants Awarded from WSCC	:	N/A

Background information

Mid Sussex Older People's Council (MSOPC), established in 2004, aims to communicate with decision-making organisations on behalf of the older residents of Mid Sussex. The organisation holds public meetings on subjects of concern/interest to older people and publishes a regular newsletter. Their membership is around 1,200.

In addition to circulating newsletters, MSOPC holds regular public meetings including speakers on topics of interest to older people. Their Development Officer is currently carrying out an Outreach Programme to promote the organisation more widely across Mid Sussex, particularly in rural areas. Two committee members are currently finalising a study on isolation faced by older people living in rural areas and its correlation with poverty.

MSOPC is requesting funding to purchase a mini dual wireless vocal microphone system (£150) to be used at their public meetings. With an increasing elderly population, particularly those over 80, hearing can become a problem and MSOPC consider that they should do everything possible to ease any problems and having more up to date equipment will help to alleviate any issues.

Head of Finance Comments

Unaudited accounts have been submitted for the year ending 31st December 2012, which show a surplus of £3,352.

Total income was £17,792; mainly generated from Income from Grants (£17,130), Donations (£645) and Interest (£17).

Total expenditure was £14,439; mainly comprising of Supplies and Services (£7,860), Staff Related (£4,849) and Travel Related (£1,731).

Balances held at the end of this period showed Net Assets of £13,248, which comprised of Cash £13,248.

Corporate Grant Assessment Group's evaluation of the project

Hearing loss is the most common sensory deficit in the elderly, and can become a severe social and health problem. Hearing loss can impair the exchange of information, thus significantly impacting everyday life, causing loneliness, isolation, dependence, and frustration, as well as communication disorders. The purchase of the mini dual wireless microphone will enable those of their members who suffer hearing problems to take a more active part in the MSOPC public meetings.

The project meets the following corporate objectives

Better Lives – Opportunities and Quality of Life for All. Hearing loss is a common problem in modern society due to the combined effects of noise, aging, disease, and heredity. People with hearing loss often feel isolated which can lead to depression, and poor self-esteem. The purchase of the microphone system will enable more of the members of the MSOPC to take part in their public meetings and feel less isolated.

Recommendation

£150

Name of Organisation	:	Sheddingdean Community Association/ Windmills Opportunity Playgroup
Purpose for which Grant is Sought	:	Rental costs of the Centre and Maple Room
Total Project Cost	:	£4,020
Amount of Grant Sought	:	£4,020
Previous Grants	:	From 1997 £2,200 per annum From 2004 £3,720 per annum From 2011 £4,020
Grants Awarded from WSCC	:	N/A

Background information

The Community Services Committee at its meeting in September 1997 considered a detailed report on the Sheddingdean Community Centre and the financial position of the Association which currently leases the Centre from the Council. At that time the Committee agreed in principle to make an annual grant, equal to the annual rent, which they are required to pay to the Council. It was noted that the organisation operates on a very restricted financial basis and that without what is effectively a 'rebate' on the rental it would almost certainly cease to exist.

The Sheddingdean Community Association is a group of local residents who manage the Community Centre. The Centre is hired on a regular basis by Sheddingdean Baptist Church, Weight Watchers, U3A, Dance School, in addition to casual hirings.

The Windmills Opportunity Playgroup occupies the Maple Room and is open four days per week for children with special needs and all the children attending have been referred through social services.

The rent has been subject to a review by the Council's Property officers and was increased to £4,020 pa, in November 2011.

Head of Finance Comments

Unaudited accounts have been submitted for the year ending 31st March 2013, which show a surplus of £1,273.

Total income was £8,667; mainly generated from Hiring income (£8,666) and Interest (£1). Total expenditure was £7,394; mainly comprising of Supplies and Services (£6,084) and Staff Related (£1,310).

Balances held at the end of this period showed Net Assets of £9,081, which comprised of Cash £9,081.

Corporate Grant Assessment Group's evaluation of the project

Sheddingdean Community Centre plays an important role in bringing the local community together by offering a focal point for neighbourhood activities and a base for local voluntary and community groups; regular hirers include Windmills Opportunity Playgroup, Rosewood School of Dance, Baptist Church, Weight Watchers, and U3A.

Windmills Opportunity Playgroup is a long established and well respected playgroup that has been running since 1984, and they successfully support children with a range of additional needs.

The project meets the following corporate objectives

Better Services and Better Lives – Opportunities and Quality of Life for All. The centre is used by a number of groups which provide social interaction and opportunities for physical activities for the local community. The Sheddingdean Community Association has responsibility for the maintenance of the grounds surrounding the centre. Windmills Opportunity Playgroup provides the chance for children with special needs to play and interact with other children in a structured environment and is an important part of building social skills.

Recommendation

£4,020

Name of Organisation	:	Vitalise
Purpose for which Grant is Sought	:	Care breaks for people with disabilities and their carers
Total Project Cost	:	£3,400
Amount of Grant Sought	:	£850
Previous Grants	:	1995/6 - £882 1996/7 - £1,541 1997/8 - £2,500 2000/1 - £280 2001/2 - £350 2002/3 - £217 2004/5 - £300 2005/6 - £500 2006/7 - £620 2007/8 - £620 2008/9 - £740 2011/12 - £1,060 2012/13 - £1,000 2013/14 - £660
Grants Awarded from WSCC	:	N/A

Background information

Vitalise was established as a national disability charity in 1963 to provide short breaks for disabled people and their carers.

Last year they provided 4,429 weeks of breaks to individuals, including carers, who are affected by serious disabilities or medical conditions, and needed respite care. The charity operates three accessible UK centres – in Southport, Essex and Southampton. Each centre runs an extensive programme of short breaks for disabled people in a holiday setting. Vitalise provides 24-hour personal support and care-on-call in a relaxed environment, as well as pre-arranged programmes of trips, activities and ranges of themed weeks to choose from.

Breaks include a choice of a large number of activities and excursions, and evening entertainment is provided every night. Many different special interest weeks, such as Country and Western, fishing, spring gardens, wildlife, youth, horse racing and myths & legends are offered.

Our accessible centres employ fully trained nursing and care staff, who are helped by volunteers from all walks of life, to provide 24 hour on call care and companionship to each guest. This enables our guest to enjoy all aspects of their break including daily events and activities and the chance to make new friends.

The organisation states that without financial help the majority of disabled people cannot afford a break and Vitalise subsidise the cost of each break – the charges vary depending on the time of year and the chosen centre. On average Mid Sussex residents benefit from 10 weeks respite care breaks each year.

Vitalise has requested a grant of £850 to contribute towards the cost of providing 10 care breaks for four disabled Mid Sussex residents, plus volunteer costs; it costs Vitalise an average of £3,400 each year to support our residents.

Head of Finance Comments

Independently audited accounts have been submitted for the year ending 31st January 2013, which show a deficit of £3,199.

Total income was £7,252; mainly generated from Incoming resources from charitable activities (£4,865), Donations and Legacies (£1,556), Income from generated funds (£802) and Investment Income (£29).

Total expenditure was £10,451; mainly comprising of Staff Related (£4,447), Premises Related (£3,354), Supplies and Services (£1,936), Depreciation (£461) and Travel Related (£253).

Balances held at the end of this period showed Net Assets of £6,015, which comprised of Tangible Assets £4,008, Investment £42, Cash £2,115, Debtors £749, Stock £21, Creditors due in less than 1 year (£720) and Creditors due in more than 1 year (£200).

Corporate Grant Assessment Group's evaluation of the project

The organisation provides high quality breaks for disabled people based on individual need that additionally allows carers the opportunity to have a rest from their vital care role.

All their guests complete a questionnaire at the end of their stay, the results of which are subsequently analysed and used as a tool to drive forward changes and improvements.

In previous years, this Council has applied a calculation when awarding grants to Vitalise based on £20 per care break. For 2014 the organisation wish to support 10 care breaks for Mid Sussex residents and, by using the same calculation, the Grants Assessment Group recommend awarding Vitalise a grant of £200.

The project meets the following corporate objectives

Better Lives - Opportunities and Quality of Life for All. Vitalise offers freedom, choice and opportunity in a relaxed, inclusive holiday environment, enabling their guests to regain confidence and vitality. They aim to contribute to the well-being of disabled and visually impaired people, their carers and families.

Better services – the provision of carers breaks helps relieve the pressure on local authorities who may otherwise be required to provide respite care

Recommendation

£200

Name of Organisation	:	Relate North and South West Sussex
Purpose for which Grant is Sought	:	East Grinstead Outpost Rental Costs
Total Project Cost	:	£9,730
Amount of Grant Sought	:	£1,500
Previous Grants	:	2002/3 - £2,500 2003/4 - £2,553 2004/5 - Nil 2005/6 - £1,500 2006/7 - £1,500 2007/8 - £1,500 2008/9 - £1,500 2009/10- £1,500 2010/11- £1,500 2012/13- £1,500
Grants Awarded from WSCC	:	N/A

Background information

Relate North and South West Sussex, a registered charity, offering counselling at established interview facilities at Crawley, Horsham, East Grinstead, Chichester and Bognor Regis. The organisation is run by a trustee board, has 28 paid members of staff and 40 volunteers.

Relate provides counselling for couples and individuals experiencing difficulties in their relationships. Marital and relationship breakdown can result in severe deterioration in the quality of life for children, parents and the elderly. It causes severe social economic isolation. Relate provides confidential relationship counselling for adults, psychosexual therapy, family and teenage counselling, relationship education in school and accredited training courses for professionals and for the public. Relate helps improve relationships between couples and to avoid unnecessary breakdown, which often leaves one partner homeless. The volunteer counsellors working for Relate are highly trained and can offer specialist help in cases of domestic abuse, mental health and adult survivors of sexual abuse. Relate's services are quality assured and counsellors are constantly supervised and assessed.

As the leading agency working with couple relationships in the UK, Relate encounter domestic abuse cases in the very early stages, often following the first violent incident, and at a point where prevention work can be effective in stopping further incidences of domestic abuse. Relate equips couples with the understanding and skills necessary to improve their relationship with each other and thereby with their family, often avoiding the breakdown of the relationship. This helps to prevent the damaging effects on the children.

The East Grinstead outpost is located at Glen Vue and staffed by a receptionist and two counsellors. Relate state that there is a waiting list of people from Mid Sussex who specifically want to be seen at the outpost in East Grinstead. Many of the people living in the Mid Sussex area are not able to travel to Crawley, so value being able to access the help they need locally in East Grinstead. Relate anticipate that 400 people from Mid Sussex will directly benefit from this service per annum.

Head of Finance Comments

Unaudited accounts have been submitted for the year ending 31st March 2013, which show a deficit of £26,152.

Total income was £281,632; mainly generated from Client income (£148,720), Activities for generating funds (£97,079) Grants (£35,166) and Investment income (£667).

Total expenditure was £307,784; mainly comprising of Staff Related (£172,955) Supplies and Services (£96,045), and Premises Related (£37,134) and Governance (£1,650).

Balances held at the end of this period showed Net Assets of £79,615, which comprised of Cash £77,077, Debtors £7,266 and Creditors (£4,728).

Corporate Grant Assessment Group's evaluation of the project

The Grants Assessment Group considered that Relate's East Grinstead outpost was a successful and necessary service that enhances the quality of couple, parental and family relationships. Relate offers a wide range of services and supports people through all stages of their relationships. Their service limits the harm that commonly accompanies failing relationships, separation and divorce.

The project meets the following corporate objectives

Better Lives – Counselling helps families identify problems and creates a framework for tackling them, thereby enhancing the quality of couple, parental and family relationships which in turn promote healthy and happy wellbeing. Enhancing Social Inclusion – 18% of clients tell Relate that the issues they go to see them about are affecting their involvement in the wider community. They feel more isolated and less able to take an active part in their community. Of those who felt isolated 35% felt that their isolation had decreased after counselling and 40% felt a positive effect on their ability to take an active part in their community. The consequence of family breakdown on young people's development can result in poor educational attainment and limited employment opportunities, which often lead to disadvantage and social exclusion in later life.

Strong Safe Communities – Children from high conflict families are more likely to be involved in anti-social behaviour, drugs and crime. Serious persistent offenders are more likely to have weaker family relationships than other people.

Recommendation

£1,500

Name of Organisation	:	West Sussex Mediation Service
Purpose for which Grant is Sought	:	Running costs of the service
Total Project Cost	:	£63,252
Amount of Grant Sought	:	£4,000
Previous Grants	:	Grants Awarded from Mid Sussex Community Safety Grants: £5,000 99/00, £5,000 00/01, £5,000 07, £2500 08, £2500,09 £2500 West Sussex County Council 2012/13 £15,000 Mid Sussex District Council 2005 £5,000 2006 £4,354 2008 £2,500 2012 £1,500

Background Information

Mid Sussex Mediation was formed in 1999 as an action identified in the Mid Sussex Community Safety Strategy. In 2002 the service merged with the Horsham and Crawley services to cover the whole of West Sussex and has since grown as a service and is now known as the West Sussex Mediation Service.

The West Sussex Mediation Service provides a free community and intergenerational mediation service to the residents of not only Mid Sussex, but West Sussex County. The mediation service helps individuals; groups or organisations resolve conflict in their lives, using trained, accredited mediators.

The mediation service specialises in neighbourhood conflicts, concentrating on neighbour disputes over a range of issues such as noise, parking, boundaries and anti-social behaviour. As West Sussex Mediation Service provides a confidential and impartial service, they help parties find their own sustainable resolution to issues.

Recently the West Sussex Mediation Service has offered intergenerational mediation for conflicts within a family setting. This involves working across generations, for example with teenagers and their parents or step parents. This work aims to help reduce the risk of homelessness among young adults and reunite fragmented families.

The Mid Sussex Community Safety Partnership supports the use of mediation as a method of tackling anti-social behaviour. There is no other service offering to resolve anti-social behaviour in this way for Mid Sussex. In the last financial year 2013/14 there were 53 referrals to the West Sussex Mediation Service specifically for Mid Sussex. This represents a 15% increase on the previous year with Mid Sussex the busiest of the 7 local authority areas.

Those cases referred into the service frequently involve parties who contact MSDC and/or Police on a regular basis in order to seek conflict resolution. The MSDC Anti-social Behaviour Co-ordinator regularly refers into the service which has proved to have a high success rate for resolution. The mediation service assists agencies such as MSDC and the

Police in preventing the escalation of anti-social behaviour and family crisis through its intergenerational work.

Head of Finance Comments

Independently examined accounts have been submitted for the year ending 31st March 2013, which show a surplus of £11,538.

Total income was £74,790; mainly generated from Donations (£54,331), Grants (£17,008), Income from mediation (£2,500), Fundraising (£937) and Interest (£14).

Total expenditure was £63,252; mainly comprising of Staff Related (£48,540), Supplies and Services (£10,931), Premises Related (£2,944), Depreciation (£623) and Third party payments (£214).

Balances held at the end of this period showed Net Assets of £30,700, which comprised of Tangible Assets £959, Debtors £300, Cash £44,801, Creditors (£15,360).

Corporate Grant Assessment Group's evaluation of the project

The Grants Assessment Group considered that West Sussex Mediation Service is a successful and necessary service that enhances the quality of life for residents, whom are in conflict, as well family relationships through the intergenerational work. West Sussex Mediation Service focuses 22% of its work in Mid Sussex due to demand.

The project meets the following corporate priorities

Better Lives

Healthy Lifestyles - The mediation service seeks resolution to remove the stresses and strains of conflict to improve the wellbeing of those affected.

Opportunities and Quality of Life for all – The mediation service uses an extensive network of volunteers from the local community. The service currently has 9 volunteers from Mid Sussex. Volunteering benefits wellbeing, career and personal development as well as leading to friendship and fulfilment.

The mediation service aims to improve the quality of life for all by finding a sustainable resolution to conflict that in some cases has lasted for a number of years.

Strong, Safe Communities – the work of the mediation service enhances community cohesion through conflict resolution. The service focuses on reducing anti-social behaviour, low level crime and the fear of crime therefore promotes strong and safe communities.

Better Environment

The mediation service addresses a range of disputes including those associated with rubbish, untidy gardens and building work to promote a quality environment for Mid Sussex residents.

Recommendation

£1,500

Community and Economic Development Grants - new application

Town:	East Grinstead
Title of project:	East Grinstead Promotional Music Video
Applicant:	East Grinstead Business Association
Type of applicant:	Unincorporated Association
Previous Grants in past 5 years:	£4,750 Mural project (Jan 2014)
Grant Request to MSDC	£1,500 (100%)
Total project cost:	£1,500

Financial Summary

Sources of funding and whether secured

n/a

Summary of project proposal and aims:

The applicant is applying for a Grant to cover the costs of recording and editing a music video to help promote East Grinstead as a tourist destination.

Background

East Grinstead Business Association was formed in 2008 by the merger of the Chamber of Commerce and the Business Parks Association. They provide network meetings and business support and work closely with the town council.

The business association has had a new East Grinstead song written and professionally recorded and intend to make a video to support it which will be used to promote East Grinstead.

A few years ago, a critical rap song about East Grinstead was uploaded on YouTube and generated considerable attention. The East Grinstead Business Association decided a new more positive version was needed so the Chief Executive approached George Brinkhurst, song writer and main vocalist with local band A Bag Full of Hats, and he agreed to write and perform a new song. The result entitled *Meridian Line* celebrates the amenities and history of the town; it was professionally recorded locally by Martin Smith at the Garage Studio and has been available on YouTube since April 2013. Both George and Martin have given their services free.

It was decided that to get full publicity for East Grinstead a video was needed so Jonty Eggington (EggMedia), an EGBA member, was approached and agreed to do the work at cost price. Filming has taken place on the Bluebell Railway, in East Grinstead centre, at an East Grinstead office, from St Swithun's tower and at Sackville College where MP Nicholas Soames took part. One final shoot at Queen Victoria Hospital is planned before editing.

Although much of the work has already been undertaken the Cabinet Grants Panel are requested on this occasion to consider making a grant retrospectively on the basis that the business association mistakenly thought an application had been previously submitted.

The video will be shown on YouTube and the aim is to promote East Grinstead as a visitor destination and increase the declining footfall in the town centre and museum. Other than the local press and radio the business association have not made any other promotion plans yet.

This is not an East Grinstead Town Council Tourism initiative and without a business case to explain how this would be of benefit to the town or how it is used as a marketing campaign to attract business the Town Council would not support a grant for this project.

Head of Finance Comments

Unaudited accounts have been submitted for the year ending 31st December 2012, which show a surplus of £854.

Total income was £14,168; mainly generated from Subscriptions (£10,311), Grants (£2,500) and Other income (£1,357).

Total expenditure was £13,314; mainly consisting of Supplies and Services (£12,894) and Third party donations (£420).

No Balance Sheet provided.

How does the project meet the Council's aims?

Better Environment

The project aims to increase footfall in the town centre which will benefit local businesses and ensure East Grinstead remains a vibrant place to visit.

Corporate Grant Assessment Group evaluation of the project

The assessment group feels that this project to create a video to promote East Grinstead will be of benefit the residents of the town and the surrounding areas by increasing footfall and supporting commerce.

Corporate Grant Scheme Assessment Group Recommendation

The Assessment Group recommends that the Cabinet Grants Panel award the East Grinstead Business Association, a grant of £1,000 (67% of the total project cost) to record and edit a music video from the Community and Economic Development Grants budget. The business association have indicated that they will endeavour to make up the shortfall.

This grant offer is made subject to the following special conditions:

- ***that it can be demonstrated that the project can be funded in its entirety with 12 months of the grant offer***
- ***the project must be completed within 12 months of project funding being obtained***
- ***that the business association submit a marketing plan that meets with the approval of the East Grinstead Town Council Tourism group***

Community and Economic Development Grants - new application

Town:	Haywards Heath
Title of project:	New cast iron railings
Applicant:	The Yews (Haywards Heath) Community Partnership
Type of applicant:	Registered Charity (No. 1144700)
Previous Grants in past 5 years:	£760 Small Revenue Grant – setting up and cleaning equipment (2011) £250 Small Revenue Grant – pressure washer for cleaning paths (2014)
Grant Request to MSDC	£2,700 (75%)
Total project cost:	£3,614

Financial Summary

Sources of funding and whether secured

Donations £914 (secured)

Summary of project proposal and aims:

The applicant intends to replace the wooden fencing around the building, on the corner of Muster Green North and Boltro Road, with new cast iron railings.

Background

The Yews is a large Victorian house converted in 1969 to a multi-purpose community building with space available for short and long term hire that is used by small voluntary, charitable and community groups.

Formerly run by West Sussex County Council to support small voluntary groups working with people with special needs it continues to accommodate these groups at room rents they can afford and also lets rooms to other community groups and local people. About 900 people use The Yews each year and the majority are Mid Sussex residents.

In 2011, The Yews Community Partnership was formed to take on responsibility for the continued operation, management and funding of the facilities under a 25 year lease from West Sussex Council. There are full kitchen and dining facilities for group lunches, cookery classes, teas and coffees, a paved play area and outdoor play equipment used regularly by a nursery playgroup, equipped rooms upstairs and a sitting out garden area.

The grant would be used to erect 1m high black cast iron railings to replace the existing garden fencing. The railings will be more in keeping with the building and will make the whole area facing Muster Green more open, inviting and attractive. The project arises from work to develop

and improve the Yews and consultation with users of the building. The organisation wishes to make further refurbishments to attract wider community use and increase income.

The applicant received two quotes from local blacksmiths and work is provisionally scheduled to take place in May/June 2014. Haywards Heath Town Council's Policy and Finance Committee have expressed support for the project and are in favour of an award through the Community and Economic Fund.

Head of Finance Comments

Independently examined accounts have been submitted for the year ending 31st March 2013 which show a surplus of £6,172.

Total income was £56,660; mainly generated from Membership, Grants and Donations (£28,400), Room Hire (£28,228) and Investment Income (£32). Total expenditure was £50,488; mainly consisting of Staff Related (£25,723) and Supplies and Services (£24,765).

Balances held at the end of this period showed Net Assets of £20,684, comprising of Cash £16,748, Debtors £4,691 and Creditors (£755).

How does the project meet the Council's aims?

Better Environment

The project will contribute to promoting cleaner, safer and greener neighbourhoods by improving the view across Muster Green, and important town centre feature by replacing a damaged fence with historically appropriate and good looking cast iron railings.

Better Lives

The Yews provides facilities and activities for people with special needs and helps to build social inclusion.

Better Services

The project and other planned refurbishments will assist The Yews to attract more users by becoming a more distinctive and attractive building. This will allow the charity to increase its income and become more sustainable in the longer term.

Corporate Grant Assessment Group evaluation of the project

The assessment group feels that this project to install new cast iron railings at The Yews will be of benefit the residents of Haywards Heath and the surrounding areas by improving the appearance of the locality.

Corporate Grant Scheme Assessment Group Recommendation

The Assessment Group recommends that the Cabinet Grants Panel award The Yews, a grant of £2,700 (75% of the total project cost) to install cast iron railings from the Community and Economic Development Grants budget.

This grant offer is made subject to the following special conditions:

- ***That it can be demonstrated that the project can be funded in its entirety with 12 months of the grant offer***

- ***The project must be completed within 12 months of project funding being obtained***
- ***The design of the railings must be approved by the District Council's Conservation Officer***

Community and Economic Development Grants - new application

Town:	East Grinstead
Title of project:	Fundraising consultancy
Applicant:	East Grinstead Sports Club
Type of applicant:	Registered Charity (No. 1091114)
Previous Grants in past 5 years:	£166,320 re-provision plus £33,680 Section 106 toward cost of three new squash courts to replace those at Dunnings Mill Squash Club (Jun 2011) £45,000 Re-surface hockey pitch (Feb 2013) £20,000 New boiler (Jan 2014)
Grant Request to MSDC	£3,000 (17%)
Total project cost:	up to £18,000

Financial Summary

Sources of funding and whether secured

Donations from local people and sports clubs	£10,000 (secured)
East Grinstead Town Council	£2,000 (unsecured)

Summary of project proposal and aims:

East Grinstead Sports Club aims to engage the Oaks Consultancy over a twelve month period to fundraise on behalf of the East Grinstead Sports Council.

Background

East Grinstead Sports Club is the Charity that owns and provides the multi-sport, fitness and social facility which is home to over twenty sports club and organisations. Its focus is on sport, in particular youth participation, sport for all and activities for the older generation. The objects of the Charity are to:

- provide sport, recreation and fitness facilities for East Grinstead and neighbouring communities
- educate, encourage, coach and train all ages to participate in sport, recreation and fitness activities
- raise funds to sustain and improve the facilities and participation in sport.

The Sports Club is acting on behalf of the East Grinstead Sports Council which consists of representatives from the East Grinstead Town Council, East Grinstead Business Association, Mid Sussex Active, East Grinstead Disability Access Group, Freedom Leisure, local press and media, schools and sports clubs (cricket, football, target shooting, bowls, boxing, athletics, volleyball, hockey, rugby, tennis and squash, golf, basketball, sailing, netball, gymnastics).

The Sports Council intends to engage Oaks Consultancy to fundraise on behalf of the group. Oaks Consultancy, based in Birmingham, was founded in 2008 and specialises in fundraising on behalf of not-for-profit sports organisations. They also provide marketing, commercial sponsorship, strategy and business development services.

The consultancy require £1,500 per month (plus travel expenses) for twelve months costing a total of £18,000 to submit funding bids on behalf of the group. Each funding application can include a 10% administration fee which could be offset against the fee so the total amount could be reduced if the bids are successful but they are looking for some initial funds to kickstart the process and to ensure they can pay the monthly retainer even if only limited funds are raised.

Local sports clubs will be invited to attend workshop with the consultants to submit details of potential projects. The aim of the project is to offer members of the East Grinstead Sports Council an opportunity to access funding to enable them to grow and develop their sport in the town and surrounding area. The applicant believes it will be possible to raise £200,000 of new funding by March 2015.

The Town Council has been approached for a £2,000 donation that has been recommended for support on the basis that the project is a good investment of public money as it could potentially generate a significant amount of income for sports development in the town.

Head of Finance Comments

Independently audited accounts have been submitted for the year ending 30th September 2012, which show a surplus of £98,182.

Total income was £708,472; mainly generated from Sponsorships and grants (£642,892), Rental Income (£50,520), Donations and Legacies (£7,855), Interest (£5,631) and Gains on investment assets (£1,574).

Total expenditure was £610,290; mainly comprising of Charitable activities (£551,389) Costs of generating donations and legacies (£52,130) and Governance (£6,771).

Balances held at the end of this period showed Net Assets of £2,457,473, which comprised of Tangible assets £2,653,332, Cash £106,245, Debtors £58,202, Investments £57,349, Creditors due in less than 1 year (£176,987) and Creditors due in more than 1 year (£240,668).

How does the project meet the Council's aims?

Better Lives

The local clubs offer a wide range of sporting and social opportunities from complete beginner to international athlete and this programme will help encourage greater participation by providing excellent facilities and resources. This will result in more physical activity by the population in the East Grinstead area, particularly juniors. The sports clubs are all supported by volunteers who help with tasks from administration to coaching which can help develop skills and lead to employment opportunities.

Better Services

This programme will fund improved activities, equipment and capital infrastructure to enhance the sports offer in the area. This will help sustain the clubs and make the sport and leisure services more efficient, effective and better value for money. The partnership approach to fundraising should access greater resources and lead to improved sporting facilities across the town.

Corporate Grant Assessment Group evaluation of the project

The assessment group feels that this project to engage a fundraising consultancy to work with the East Grinstead Sports Council will be of benefit to the residents of the town and the surrounding areas and the level of the award should be equivalent to the contribution of the Town Council are making in support of the project.

Corporate Grant Scheme Assessment Group Recommendation

The Assessment Group recommends that the Cabinet Grants Panel award the East Grinstead Sports Club, a grant of £2,000 (11% of the total project cost) to engage the Oaks Consultancy from the Community and Economic Development Grants budget.

This grant offer is made subject to the following special conditions:

- ***That it can be demonstrated that the project can be funded in its entirety with 12 months of the grant offer***
- ***The project must be completed within 12 months of project funding being obtained***

Community and Economic Development Grants - new application

Town:	Burgess Hill
Title of project:	Calendar of Events 2014
Applicant:	Burgess Hill Town Centre Partnership
Type of applicant:	Unincorporated Association
Previous Grants in past 5 years:	£5,000 Shop window vinyls (2013)
Grant Request to MSDC	£10,000 (25%)
Total project cost:	£39,540

Financial Summary

Sources of funding and whether secured

Burgess Hill Town Council	£10,000 (secured)
New River Retail (Martlets)	£10,000 (secured)
La Salle (Market Place)	£10,000 (secured)

Summary of project proposal and aims:

The applicant intends to run a programme of free community activities and events in Burgess Hill town centre.

Background

Burgess Hill Town Centre Partnership was established by key stakeholders including the retail and public sectors to promote Burgess Hill town centre as a desirable shopping destination for residents and visitors to the town. The aim of the partnership is to continue improving the vitality and commercial viability of Burgess Hill and create a town where shopping, working, living and spending leisure time is an enjoyable experience.

The partnership have applied for a £10,000 contribution toward the cost of running a the following programme of town centre activities between April – November 2014.

19 April	Celebration of Spring
5 May	Mid Sussex Marathon
May or Sept	Food Fair
7 June	Fun Day
15 June	Fathers Day Competition
July	Emergency Services 999 Open Day
27 September	Bonfire Celebrations
4 October	French Market
31 October	Halloween
2 November	Veteran Car Run
9 November	Remembrance Sunday

11 November	Armistice Day
22 November	Christmas Celebration and Lights Switch On
29 November	Young Enterprise

Head of Finance Comments

Unaudited accounts have been submitted for the year ending 11th March 2014, which show a deficit of £1,676.

Total income was £35,820; mainly generated from Grants (£35,000) and Event income (£820).

Total expenditure was £37,202; mainly consisting of Supplies and Services (£37,446) and Third party donations (£50).

No balance sheet provided.

How does the project meet the Council's aims?

Better Services

The District Council's Economic Development Strategy Action Plan aims to support the revitalisation the town centres, encourage initiatives to improve footfall and support the Town Teams and Town Centre Partnerships to promote the town centres. This project will help to meet this aim and will contribute toward the provision of a range of activities for local residents that will encourage them to shop locally.

Corporate Grant Assessment Group evaluation of the project

The assessment group feels that this project to provide a programme of activities in Burgess Hill Town Centre will be of benefit the residents of the town and the surrounding areas.

Corporate Grant Scheme Assessment Group Recommendation

The Assessment Group recommends that the Cabinet Grants Panel award Burgess Hill Town Centre Partnership, a grant of £10,000 (25% of the total project cost) to run a calendar of events in Burgess Hill town centre from the Community and Economic Development Grants budget. This exceeds the maximum grant of £5,000 as stated in the guidelines but it matches the contributions made by the other partners so the Cabinet Grants Panel are asked to make a higher award on this occasion.

This grant offer is made subject to the following special conditions:

- ***That it can be demonstrated that the project can be funded in its entirety with 12 months of the grant offer***
- ***The project must be completed within 12 months of project funding being obtained***

Community and Economic Development Grants - new application

Town:	Burgess Hill
Title of project:	Bike Ride T Shirts
Applicant:	Burgess Hill Bike Ride
Type of applicant:	Unincorporated Association
Previous Grants in past 5 years:	£1,000 (2008)
Grant Request to MSDC:	£1,000 (50%)
Total Project Cost:	£2,000

Financial Summary

Sources of funding and whether secured

The organisation will be running events and seeking donations to raise match funding (unsecured)

Summary of project proposal and aims:

The applicant intends to purchase promotional t-shirts for advance bookers taking part in the event.

Background

The Burgess Hill Bike Ride, as a Constituted organisation, was formed in January 2014 jointly by Burgess Hill District Lions Club and Burgess Hill and District Rotary Club.

The 2014 event will take place in June and aims to attract between 600 and 800 entrants with the majority being residents of Mid Sussex. Having held 21 annual Burgess Hill Bike Ride events since 1993, the organisers have noted that the number of entrants has steadily grown. The peak was in 2011 with around 800 riders taking part; in 2012 the figure fell to 600 plus and in 2013 it rose to 700. In recent years there have been three different routes of 10, 20 and 40 miles length and these routes are also planned for 2014.

The entrance fees are £15 for adults, £5 for children and £30 for a family entrance for two adults and two children ages 10-15 years.

The event is used to benefit a suitable high profile but local charity with proceeds being divided to give 50% to the selected charity and 25% each to the two organising Clubs for them to pass on to other local charities.

Until 2013 the event was a joint partnership between Burgess Hill District Lions Club and Burgess Hill, Haywards Heath and District Round Table. Following a decision by Round Table to cease their involvement in the event, a new partnership has been established from January

2014 between the Lions and Rotary. The event will be organised by these two Clubs with assistance from a range of other organisations and individuals.

For many years up until 2013, the main beneficiary of the event was St Peter and St James Hospice and Continuing Care Centre but for 2014 the main beneficiary will be the Kent, Surrey and Sussex Air Ambulance. The total income for the 2013 event was £14,997; expenses were £1,895, leaving £13,101 profit to be dispersed to charity.

As an incentive to the entrants of the Bike Ride, the organisers are offering free event T shirts to advance bookers. The organisation has requested a grant of £1,000 to contribute towards the costs of the T Shirts.

Head of Finance Comments

Independently examined accounts have been submitted for the year ending 31st March 2014 which show a deficit of £1,350.

Total income was £12,579; mainly generated from Sponsorships and Grants (£6,137), Fees and Sales (£5,809) Gift Aid claim (£632) and Interest (£1).

Total expenditure was £13,929; mainly consisting of Third party donations (£12,185) and Supplies and Services (£1,744).

Balances held at the end of this period showed Net Assets of £250, comprising of Cash £250.

How does the project meet the Council's aims?

Better Environment and Better Lives

Encouraging residents to cycle has a significant effect for both a better environment and for better lives. The pleasures of cycling can lead to a reduction in the dependency on motorised transportation which benefits the environment. Cycling is very beneficial to health, providing exercise in a very enjoyable form and thus helping to create better lives.

Corporate Grant Assessment Group evaluation of the project

The assessment group feels that this project to support the Burgess Hill Bike Ride will be of benefit to the residents of the town and the surrounding areas.

The Burgess Hill Bike Ride has proven to be a popular local event attracting up to 800 cyclists.

The Assessment Group were supportive of the application on this occasion but suggested that an amount be held back from the profits from this year's event to ensure the future sustainability of the bike ride and that the Council's logo be included on the T-shirts.

Corporate Grant Scheme Assessment Group Recommendation

The Assessment Group recommends that the Cabinet Grants Panel award the Burgess Hill Bike Ride, a grant of £1,000 (50% of the total project cost) to engage to purchase promotional t-shirts from the Community and Economic Development Grants budget.

This grant offer is made subject to the following special conditions:

- The project must be completed within 12 months of project funding being obtained***

Community and Economic Development Grants - new application

Town:	East Grinstead
Title of project:	Band Uniforms for Last Post Ceremony
Applicant:	East Grinstead Concert Band
Type of applicant:	Unincorporated Association
Previous Grants in past 5 years:	n/a
Grant Request to MSDC:	£1,000 (29%)
Total Project Cost:	£3,500

Financial Summary

Sources of funding and whether secured

The band will be running events and seeking donations to raise match funding (unsecured)

Summary of project proposal and aims:

The East Grinstead Concert Band are seeking funds to purchase uniforms for a performance at the WW1 Centenary Commemorative Events, Belgium, at the Last Post Ceremony at the Menin Gate in Ypres on October 14th 2014

Background

The East Grinstead Concert Band was formed in 1974 and performs concerts and entertainment for the local community at events such as the East Grinstead May Fayre, Christmas Tree Lighting, Nativity Carols for Chailey Heritage, Bluebell Railway events and in February 2014 the band raised £850 for the Philippines Red Cross Appeal. Rehearsals are designed to promote musical development of all band players. The band also encourages promising young players to join more experienced musicians and achieve high standards under their Director of Music.

They play typical military band concert repertoire, introducing as much variety as possible into their programmes. These include marches, concert overtures, classical arrangements, selections from the shows, big band swing music and other popular music.

The band has prestigiously been invited to perform concerts in Belgium at WW1 Centenary Commemorative Events, culminating in playing at the Last Post Ceremony at the Menin Gate in Ypres on October 14th 2014 and will be accompanied by Royal British Legion representatives and the East Grinstead Town Mayor. These performances will raise awareness of East Grinstead in particular and Sussex in general to people from many countries.

Head of Finance Comments

Unaudited accounts have been submitted for the year ending 31st August 2013, which show a surplus of £2,440.

Total income was £6,385; mainly generated from Concert/Engagement Income (£5,351), Subscriptions (£610), Fundraising (£422) and Interest (£2).

Total expenditure was £3,945; mainly consisting of Supplies and Services (£3,486) and Third party donations (£459).

Balances held at the end of this period showed Net Assets of £6,786, which comprised of Cash £6,136 and Debtors £650.

How does the project meet the Council's aims?

Better Lives

As a leisure activity, the motivation of band members is measured by musical progression, a sense of belonging and a pride of identify. In the pursuance of these objectives the band not only enhances the lives of its individual members, but gives pleasure and entertainment to members of the general public. The invitation to perform concerts in Belgium in October 2014, culminating in the last post ceremony at Ypres, is a high point in the band's 40 year history. It will raise awareness of East Grinstead in particular and Sussex in general to people from many countries.

Corporate Grant Assessment Group evaluation of the project

The Assessment Group recognised importance of the WW1 Commemorative Events being held in Belgium and the part that the East Grinstead Concert Band will play by performing at concerts and culminating in playing at the Last Post Ceremony at the Menin Gate in Ypres. The performances will highlight East Grinstead to wide audience from many different countries.

Corporate Grant Scheme Assessment Group Recommendation

The Assessment Group recommends that the Cabinet Grants Panel award the East Grinstead Concert Band a grant of £1,000 (29% of the total project cost) to engage to purchase uniforms for a performance at Ypres from the Community and Economic Development Grants budget.

This grant offer is made subject to the following special conditions:

- ***The project must be completed within 12 months of project funding being obtained***

Community and Economic Development Grants - new application

Parish:	Lindfield
Title of project:	Participatory arts activities
Applicant:	Lindfield Arts Festival
Type of applicant:	Unincorporated Association
Previous Grants in past 5 years:	n/a
Grant Request to MSDC:	£3,750 (100%)
Total Project Cost:	£3,750 (total cost of festival approx. £33,500)

Financial Summary

Sources of funding and whether secured

Lindfield Preservation Society £250 (secured)
Lindfield Parish Council £200 (secured)

Applications for funding have been sent to WSCC, Rotary and Gatwick Airport Community Trust. A variety of fundraising events are also being held throughout the year, including a masquerade ball, pub quizzes, six hour zumbathon, and comedy nights. In addition, a variety of local businesses will be approached to sponsor the event.

Summary of project proposal and aims:

The Lindfield Arts Festival intends to provide arts installations and workshops at the school and on the common.

Background

Every year, since 2010, Lindfield has hosted an Arts Festival, showcasing the talent of local artists, crafts people, musicians, dancers, actors and actresses and involving local groups, associations, schools and businesses.

Lindfield Arts Festival is holding its 2014 event over the weekend of 11th to 14th September and the theme will be Lindfield: Past, Present and Future. The community based Festival plans to deliver an exciting arts event for the whole community that nurtures creativity, broadens the mind, provokes the imagination and provides a unique experience.

The Festival is committed to providing opportunities for the whole community, from the youngest to the oldest with the emphasis on providing inclusive activities for all and particularly those with special educational needs.

There will be workshops and/or performances in the following: drama, music, comedy, visual art, sculpture, dance, photography and creative writing that will be offered free of charge to a maximum of £5.

Since its creation, the organising committee has grown to about 20 members with further volunteers helping to manage its activities over the Festival weekend and in December 2012 the Festival applied for charitable status.

The Festival has requested a grant to fund a number of installations within the Festival to display arts and crafts, including the art installations in the new community hall in Lindfield Primary School and on the common. In addition, the grant will be used to fund workshops held by artists, actors, dancers and crafts people.

The art installations and workshops have proved hugely popular at past Festivals and they aim to provide free access to these for all visitors. All local artists and crafts people in the past few years were successful in selling work and gaining greater exposure in the community. All visitors have access to artists and crafts people to speak to them, watch them work and learn from them. They estimate that the event will attract 6,000 people.

Head of Finance Comments

Draft accounts have been submitted for the year ending 30th September 2013, which show a surplus of £9,825.

Total income was £31,308; mainly generated from Income from Charitable Activities (£10,494), Voluntary income and grant funding (£9,678), Activities for generating funds (£5,723) and Funds donated by former Lindfield Arts Festival (£5,413).

Total expenditure was £21,483; mainly comprising of Supplies and Services (£21,483).

Balances held at the end of this period showed Net Assets of £9,825, which comprised of Cash £9,825.

How does the project meet the Council's aims?

Better Environment

The Festival encourages the use of recycled materials in a number of the projects, particularly in relation to the involvement of schools and children participating in festival competitions. They actively seek sponsors who show regard to the local environment and promote a healthy attitude towards local sustainability.

Better Lives

Many of their activities provide opportunities for individuals to participate in healthy pursuits such as dance, music, singing and walking. These activities bring individuals together, enhance a feeling of wellbeing and increase leisure facilities locally.

Corporate Grant Assessment Group evaluation of the project

The Lindfield Arts Festival has proven very popular since its inception in 2010 in the delivery of a varied festival and events programme, aimed at raising the profile of the arts in the locality. The Festival will stimulate local interest in the arts and music and encourage a new audience. The Festival provides the experience of working with a wide range of local artists and crafts people, visitors are able to learn from them and also purchase their goods. The Grants Assessment Group suggests awarding £2,000 in line with previous awards.

Corporate Grant Scheme Assessment Group Recommendation

The Assessment Group recommends that the Cabinet Grants Panel award the Lindfield Arts Festival a grant of £2,000 (53% of the total project cost) to run a series of arts workshops and installations from the Community and Economic Development Grants budget.

This grant offer is made subject to the following special conditions:

- ***The project must be completed within 12 months of project funding being obtained***

Community and Economic Development Grants

Rural Partnership Grant Request **£5,000**

Summary of proposal:

The Rural Partnership is one of five economic areas within the Coast to Capital Local Economic Partnership (LEP). These are:

- The Rural Partnership
- The Gatwick Diamond
- The Coastal Partnership
- Brighton & Hove
- Croydon.

The area partnerships are between local authorities and business communities / community groups, and all have slightly different histories and ways of operating. The Rural Partnership was initially a purely West Sussex group, but now includes the National Park Authority and is starting to stretch out into the rural areas in the Surrey part of the LEP.

Prior to the formation of the LEP, the Rural Partnership was focussed towards community projects such as affordable housing and rural services. It was administered by Action in Rural Sussex (AiRS) via a contract with West Sussex County Council.

Since the formation of the LEP the Rural Partnership has become much more focused on the rural economy and it was felt that it needed a dedicated Director to ensure that rural interests were properly represented in bids for funding and that any funding received was spent effectively. The contract with AiRS was therefore discontinued and a part-time Director recruited. Simon Matthews commenced this role on 1st April on an initial two year contract.

Whilst the contract is administered by West Sussex County Council, the administration costs are proposed to be met by contributions from the partner authorities as follows:

West Sussex County Council	£25,000
South Downs National Park Authority	£25,000
Chichester District Council	£5,000
Arun District Council	£5,000
Horsham District Council	£5,000
Mid Sussex District Council	£5,000
Coast to Capital LEP	£5,000
Total	£75,000

How does the project meet the Council's aims?

The Council has agreed with its partners a Sustainable Community Strategy which has four key themes including "Promoting Economic Vitality".

This theme is taken forward in the Council's Economic Development Strategy, which was refreshed in 2013. Objective 4 of this Strategy is to "Engage with wider partnerships to deliver economic benefits for Mid Sussex" and Action P for this Objective is "To engage in the work of the West Sussex Rural Partnership to promote the needs of Mid Sussex rural businesses".

Recommendation

That the sum of £5,000 from the Community and Economic Development Fund be agreed as a contribution to West Sussex County Council for administration of the LEADER LAG.

Community and Economic Development Grants

WSCC - South Downs and Low Weald Local Action Group Grant Request £2,000

Summary of proposal:

LEADER is an EU wide method of delivering rural development funding at a local level. In the UK it is administered by Defra via 'Local Action Groups' or LAGs. These groups comprise public sector and private sector representatives that establish priorities for a rural area and distribute their allocated funding by awarding grants to businesses and community groups.

The southern part of Mid Sussex (around Hassocks and Hurstpierpoint) lies within the South Downs and Low Weald LAG area and the Cabinet Member for Economic Development attends this group to encourage take up of grant opportunities from Mid Sussex businesses.

This LAG and the Three Harbours LAG (covering the coastal area of Chichester and Arun) are administered via West Sussex County Council, and normally the cost of this is included in the LEADER grant to the LAGs. However, the last LEADER grant was in 2013/14 and the scheme will not start again until April 2015. The groups considered that it was important to keep going through this transitional year to preserve the expertise in handling grant applications and to ensure the group was prepared for the next funding programme. To achieve this the local authorities involved have been asked to make a contribution towards the administration costs. This would be a one-off contribution for 2014/15. Requested contributions are as follows:

West Sussex County Council	£20,000
Arun District Council	£5,000
Chichester District Council	£10,000
Havant Borough Council	£2,000
Horsham District Council	£4,000
Lewes District Council	£3,000
Mid Sussex District Council	£2,000
South Downs National Park	£10,000
Total	£56,000

As part of the preparation for the next funding programme, Defra has asked all LAGs to review their boundaries, and is particularly seeking to increase coverage of rural areas. It has been an aspiration of the South Downs and Low Weald LAG to include the rural parts of Mid Sussex and Horsham Districts that are currently not within a LAG and therefore cannot bid for grant funding. The Coast to Capital Local Economic Partnership is also interested in using the LAGs to distribute its own funding for rural areas, but for that would need to see full coverage of the rural part of the LEP. As a result there are ongoing discussions between the South Downs and Low Weald LAG and the other two LAGs in the LEP area (the Three Harbours LAG and the 'Surrey Hills' LAG) to realign their boundaries to provide a more even split and full coverage. Once agreed a proposal will be submitted to Defra in May so that the new arrangements can be in place by April 2015.

How does the project meet the Council's aims?

The Council has agreed with its partners a Sustainable Community Strategy which has four key themes including "Promoting Economic Vitality".

This theme is taken forward in the Council's Economic Development Strategy, which was refreshed in 2013. Objective 1 of this Strategy is to "Support a robust and resilient Mid Sussex economy" and Action F for this Objective is to "Promote funding and other opportunities". LEADER is one such source of support for local businesses.

Recommendation

That the sum of £2,000 from the Community and Economic Development Fund be agreed as a contribution to West Sussex County Council for administration of the South Downs and Low Weald LAG during 2014/15.

Community and Economic Development Grants

City Deal Grant Request **£11,643**

Summary of proposal:

Mid Sussex District Council agreed to join the Greater Brighton City Deal at the Cabinet meeting on 21st October 2013. The City Deal agreement was subsequently signed by Government and the partners, including Mid Sussex District Council, on 11 March 2014. Governance arrangements were agreed by Council on 26 March and the first meeting of the Greater Brighton Economic Board will take place in May 2014.

The City Region encompasses Brighton & Hove, Lewes, Mid Sussex, Adur and Worthing. It represents over 680,000 residents and almost 30,000 businesses. The City Deal proposals are focused on creating jobs and increasing productivity by unlocking sites and space and by setting the right conditions for the area's businesses to grow.

Specifically for Mid Sussex, the City Deal will help to maximise opportunities for the delivery of the proposed Science Park at Burgess Hill, which is identified as a Growth Location in the agreement, and it should also support the wider economy. Economic and other benefits will arise from closer working with Mid Sussex's local authority, business and educational partners across the City Region.

Recent officer discussions on governance have considered funding arrangements now that the City Deal is in place. Total costs for 2014/15 include the salary of a full time Business Manager to project manage the City Deal and related legal, financial and administrative costs. It should be noted that these costs have changed from the £77,000 figure given in the March Council report to around £86,600 for the first year. This largely reflects the decision to create a full time, rather than part time, Business Manager post.

There are currently twelve City Deal partners, including five local authorities. The South Downs National Park Authority also wishes to join, but its membership will need to be agreed at the first Joint Committee meeting.

Working age population has been used as a basis for calculating appropriate contributions from the local authorities. Officers have negotiated a 50% reduction in Mid Sussex's contribution to reflect the distance of some residents, such as those living in East Grinstead, from the main City Deal area. However, for reasons of timing, Mid Sussex District Council has not yet made any financial contribution towards initial City Deal costs. Other local authority partners have already contributed towards the costs of setting up the City Deal and officers have therefore agreed that the payment for 2014/15 should reflect this absence of a Mid Sussex contribution to date.

The contributions of the other local authorities range from £26,063 for Brighton and Hove to £4,964 for Adur. The proposed contribution for 2014/15 from Mid Sussex of £11,643 addresses both the allowance for the distance of part of the District from the City Deal area and the lack of financial contribution from Mid Sussex to date.

How does the project meet the Council's aims?

The Council agreed last October to become a City Deal partner. Supporting economic vitality is a key objective of the Mid Sussex Sustainable Communities Strategy. The vision for the Mid

Sussex economy set out the Economic Strategy is “A strong Mid Sussex economy, where business profits fully from economic growth and where our residents have the opportunity to work within their communities.”

This is taken forward in the Council’s Economic Development Strategy, which was refreshed in 2013. The Strategic Objectives seek to support a robust and resilient economy and to improve the District’s self-sufficiency by creating 7,600 new jobs by 2031. The fourth objective seeks to “Engage with wider partnerships to deliver economic benefits for Mid Sussex.”

The emerging District Plan contains allocations for the Science and Business Parks proposed at Burgess Hill and also contains planning policies to support economic growth.

Recommendation

That the sum of £11,643 from the Community and Economic Development Fund be agreed as a contribution to financial, legal, administrative and project management support for Greater Brighton City Deal for 2014-15.