

**Economic and Community Development Grants Scheme \* new application**

Town:	East Grinstead
Title of project:	Kingscote Valley Project
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) £2,000 Fundraising consultancy (April 2014)
Grant Request to MSDC	£ 2,850 (56%)
Total project cost:	£ 5,100

**Financial Summary**

Sources of funding and whether secured

In kind contribution £2,250 (secured)

Voluntary in kind support of 150 hours @ £15 per hour has been secured through the partnership organisations as match funding.

**Summary of project proposal and aims:**

The Kingscote Valley Project aims to develop a business plan to promote and develop the area as a tourist destination and support the local businesses to work together in partnership.

**Background**

East Grinstead Sports Club is the lead member of a group of organisations offering countryside and rural leisure related activities in the Kingscote Valley area. The organisations include Blacklands Farm, Bluebell Railway, The Cat Inn, Chiddinglye Farm, Deer's Leap, The Fox Inn, Fourth Dimension, Gravetye Manor, Kingscote Vineyard, Old Dunnings Mill, Standen NT, Ultimate Laser Games, Weirwood Sailing Club, Yoghurt Rooms, Young Drive (70% of businesses are based Mid Sussex, the remainder are mostly in Wealden).

The Kingscote Valley Project has been set up to generate tourism and economic growth to the businesses in the area and create additional rural employment. This will be achieved through the development of circular walks and cycle paths, provide leisure and exercise related destination for leisure activities. This grant application will provide seed funding to allow the Kingscote Valley Project to be set up as a constituted organisation, develop a master plan, business case, and promotional materials.

The applicant is seeking a grant to employ a worker to for 140 hours (approx. 18 days) to undertake business planning, fund raising and develop promotional materials. Once these fundamentals are in place the project will be in a position to publicise current footpaths and raise funds to develop new circular foot and cycle paths linking the Kingscote Valley to East Grinstead town centre.

On completion of the business plan, the project partners intend to apply for LEADER grant and will also seek funding from West Sussex County Council, East Sussex County Council, Wealden District Council, Sustrans and London first.

LEADER is part of the Rural Development Programme for England (RDPE), which aims to improve the competitiveness of farming and forestry, support a diverse and successful rural economy and help to develop vibrant and thriving rural communities.

### **Head of Finance Comments**

Independently examined accounts have been submitted for the year ending 30th September 2013, which show a surplus of £124,333.

Total income was £343,987; mainly generated from Grants and Sponsorship (£269,592), Premises Hire (£61,503), Donations (£9,841), Interest (£2,018) and Sundry income (£1,033).

Total expenditure was £219,654; mainly consisting of Third party donations (£78,206), Depreciation (£68,725), Supplies and Services (£57,948), Finance charges (£13,959) and Loss on Investment Assets (£816).

Balances held at the end of this period showed Net Assets of £2,581,806, which comprised of Tangible Assets £2,742,255, Cash and Investments £164,726, Debtors £52,295, Creditors due within one year (£178,250) and Creditors due after more than one year (£199,220).

### **How does the project meet the Council's aims?**

#### **Better Lives**

The Kingscote Valley project promotes healthy lifestyles. It is focused on developing rural leisure activities of walking, cycling, sailing, fishing, sport, visitor attraction, family and social activities and pastimes.

The project aims to increase visitor numbers, expand business and will offer more employment and training opportunities.

## **Better Environment**

Kingscote Valley is in an area of outstanding natural beauty and the project aims to make it increasingly accessible and attractive to visitors.

### **Corporate Grant Assessment Group evaluation of the project**

The assessment group feels that this project to support the development of the Kingscote Valley Project will be of benefit the residents of East Grinstead and the surrounding area as it will encourage tourism, support local businesses and provide employment opportunities.

### ***Corporate Grant Scheme Assessment Group Recommendation***

***The Assessment Group recommends that the Cabinet Grants Panel award an Economic and Community Development Fund grant of £2,850 to East Grinstead Sports Club.***

***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***

## **Economic and Community Development Grants Scheme \* new application**

Town:	West Hoathly
Title of project:	Village hall storage
Applicant:	Trustees of West Hoathly Village Hall (West Hoathly Parish Council)
Type of applicant:	Registered Charity (no. 305328)
Previous Grants in past 5 years:	North Lane Recreation Ground – pitch drainage (2009) Production of energy leaflets (2010)
Grant Request to MSDC	£ 14,800 (96%)
Total project cost:	£ 15,400

### **Financial Summary**

Sources of funding and whether secured

West Hoathly Pre-School	£300 (secured)
West Hoathly Parish Council	£300 (secured)
Total	£600

### **Summary of project proposal and aims:**

The Trustees of West Hoathly Village Hall intend to create a chair and table store at the back of the hall using a currently externally accessed lean-to area.

### **Background**

West Hoathly Parish Council manages the village hall through a charitable foundation. The Hall Management Committee meets five times per year and representatives of regular hall users are invited to attend and participate.

The building is used daily for either a pre-school or parent toddler group and regularly by local uniformed groups and other social organisations for all ages including karate, table tennis, fitness classes, WI groups, a music and movement session for adults with learning difficulties and a youth group. The hall is also available for private events and parties.

The Parish Council has recently funded an updated kitchen and replacement heating system and is seeking funds for the final phase of the refurbishment project, to create a chair and table store. The first step is to replace a dilapidated outdoor shed (with asbestos roof) so that the Pre-School equipment currently

stored in the lean-to annexe can be relocated to a new weatherproof shed. The second is to create a floor level store room accessed directly from the hall to replace the current chair and table store which is currently accessed by a high step which has safety implications for continued use.

Moving the pre-school play equipment to a new shed will release storage space in the annexe at the back of the hall, alongside space already freed up by the re-positioning of a new boiler. The new storage area will be accessed through a new wide door and will allow the use of wheeled trolleys for furniture moving.

### **Head of Finance Comments**

An unaudited Receipts and Payments Account has been submitted for the year ending 31<sup>st</sup> March 2013 which show a Net Receipts of £4,180.

Total receipts were £13,380; mainly generated from Rents (£6,600), Hall Hire (£6,498), VAT refund (£276) and Bank interest (£6). Total Payments were £9,200; consisting of Supplies and Services (£9,200).

No balance sheet was provided.

### **How does the project meet the Council's aims?**

#### **Better Lives**

The project will improve the facilities used by the pre-school group who use the hall four days per week and will enable older people and groups with disabilities to make use of the hall for a range of leisure and social activities.

#### **Better Environment**

The asbestos removal, installation of a weatherproof shed and removal of a dilapidated store will improve the facilities.

#### **Better Services**

This project will improve village facilities which are particularly important in rural areas with limited public transport options.

### **Corporate Grant Assessment Group evaluation of the project**

The assessment group feels that this project to erect a new shed and accessible store will be of benefit the residents of West Hoathly and the surrounding area. It will make the facilities more user friendly and improve access for the pre-school and other users.

### ***Corporate Grant Scheme Assessment Group Recommendation***

***The Assessment Group recommends that the Cabinet Grants Panel award an Economic and Community Development Fund grant of £14,800 to West Hoathly Village Hall.***

***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 Scheme \* new application**

Town:	Turners Hill
Title of project:	The Ark refurbishment – environmental health alterations
Applicant:	Turners Hill Parish Council
Type of applicant:	Parish Council
Previous Grants in past 5 years:	£18,307 The Ark refurbishment (Sept 2014)
Grant Request to MSDC	£ 2,511 (72%)
Total project cost:	£ 3,490

### **Financial Summary**

Sources of funding and whether secured

David Battie £979.59 (secured)

### **Summary of project proposal and aims:**

#### **Background**

The Ark is a purpose built village hall. It was built and is owned by Mid Sussex District Council and is leased to Turners Hill Parish Council which is responsible for all internal maintenance. The District Council is responsible for the main structure of the building, outside decoration and the condition of the access road.

The hall provides a centre for a variety of local activities as well as being let to the general public for parties, meetings and other functions. The premise include a large main hall suitable for events and sporting activities such as badminton; the Dove Suite suitable for social functions and business meetings and the Deck Room which is useful for group meetings or as an additional room for parties.

The applicant has installed a new cooker and has been informed by the Council's Environmental Health Officer and the cooker fitters that the two cupboards above the cooker need moving and another removed, to comply with Health and Safety requirements. This additional work is necessary to enable them to continue offering a catering facility to hirers when letting the hall.

The parish council have received three competitive quotes for the work.

## **Head of Finance Comments**

Turners Hill Parish Council is a statutory body and therefore it is not normal practice to comment on the organisations financial accounts.

### **How does the project meet the Council's aims?**

#### **Better Lives**

The alterations will enable the Parish Council to continue using the catering facilities in the hall.

#### **Better Environment**

The improvements will make the area compliant with health and safety requirements.

### **Corporate Grant Assessment Group evaluation of the project**

The assessment group feels that this project to make alterations to the kitchen at the Ark to comply with health and safety requirements is necessary to enable the Parish Council to complete the kitchen refurbishment and continue letting the hall with catering facilities.

### ***Corporate Grant Scheme Assessment Group Recommendation***

***The Assessment Group recommends that the Cabinet Grants Panel award an Economic and Community Development Fund grant of £2,511 to Turners Hill Parish Council.***

***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***



## **Economic and Community Development Grants Scheme \* new application**

Town:	East Grinstead
Title of project:	Promotion of AFTA to Mid Sussex businesses
Applicant:	Ashdown Forest Tourism Association (AFTA)
Type of applicant:	Unincorporated Association
Previous Grants in past 5 years:	N/A
Grant Request to MSDC:	£3,500 (100%)
Total Project Cost:	£3,500

### **Financial Summary**

Sources of funding and whether secured

N/A

### **Summary of project proposal and aims:**

The grant would enable AFTA to increase membership in Mid Sussex, support the businesses and distribute free maps to promote services.

### **Background information:**

Formed in 2004 with the help of a grant from DEFRA, the main aims of AFTA is to work together with Wealden District Council, The South East Tourist Board, local environmental agencies and the Ashdown Forest Board to promote a sustainable, manageable tourism product. Additionally, they represent the views of the Association to local authorities/communities, develop closer links with the wider business community, produce relevant promotional and information material, promote sustainable tourism and work with partner agencies to develop funding bids to support management of sustainable tourism in the Ashdown Forest.

The area that AFTA operates covers East Grinstead and Felbridge down to just below Uckfield and West Hoathly across to the edge of Tunbridge Wells. AFTA promotes its members under the categories of Places to Stay, Places to Eat, Places to Visit, Activities, Conference Facilities, Local Shopping, Local Information and Services.

The benefits for becoming a member of AFTA include category listing/business description/photos/location point on their website, events listed on What's On Guide (supported by social media), link to own website, regular newsletter,

regular site visits and network meetings, promotion through local radio, listing in the annual members map (40,000 distributed free across tourism points, bus stations, train stations, member sites and Stena Link ferries to Newhaven), and an opportunity to take part in social networking courses

They indicate that some 25% of the AFTA area is in Mid Sussex yet attracts only 13% of their membership. AFTA is funded by membership fees of the group, currently £130 per annum.

The grant application is to increase their membership of Mid Sussex businesses and specifically target (a) East Grinstead and the area covered by the Kingscote Valley project. AFTA is working closely with this project group. Key members are AFTA members (b) the small villages such as Ardingly, Turners Hill and West Hoathly (c) Haywards Heath and Lindfield.

AFTA says that it has created a proven and successful format for the promotion of tourism based businesses in the Ashdown Forest area and although thriving it is limited by the funding it receives from membership fees and the amount of time it can pay its contractor to run the organisation and spend time recruiting new members. The grant would enable AFTA to increase membership in Mid Sussex, support the businesses and distribute free maps to promote services.

The application for £3,500 is to cover 100 hours @ £15 ph recruitment/admin time £1,500; Graphics to add Kingscote Valley Project to 2015 AFTA members map and website £350; Increase print run of AFTA maps £1,500; travel to Mid Sussex to recruit new members and distribute maps £150.

### **Head of Finance Comments**

Unaudited accounts have been submitted for the year ending 31<sup>st</sup> December 2013 which show a deficit of £1,363.

Total income was £17,899; mainly generated from Membership fees (£12,280), Customer Receipts (£4,849) and Advertising income (£770). Total expenditure was £19,262; mainly consisting of Staff related (£11,422) and Supplies and Services (£7,840).

Balances held at the end of this period showed a Net Liability of £1,718, comprising of Bank £5,397, Debtors £25, Creditors (£1,495) and Receipts in advance (£5,645).

### **How does the project meet the Council's aims?**

#### **Better Environment**

One of AFTA's aims is sustainable tourism. They encourage environmentally sound development of sites and work closely with the Ashdown Forest Centre to ensure the byelaws of the Forest are supported. AFTA is represented on the Bus Alliance Working Party to develop bus services.

#### **Better Lives**

AFTA works closely with the Conservators who provide guided walks, promote healthy living, outdoor exercise and activities. AFTA works with activity centres to make spare capacity available for the public use, including the Kingscote Valley Project. They have started to run social networking training courses to develop the skills of their members and enable them to reach younger people

### **Better Services**

AFTA has enlarged its map to include bus services across the Forest and helped to put on a new mini-bus Sunday service across the Forest during 2014. AFTA works with East Grinstead Tourism to promote attractions such as the Bluebell Railway. They are also working with Southern Railways to develop easy access to tourism destinations across the Forest from local towns and from London, including minibus collection from local stations to take part in guided walks.

### **Corporate Grant Assessment Group's evaluation of the project**

Whilst the Assessment Group acknowledges that the Ashdown Forest Tourism Association will provide opportunities to develop leisure related businesses in the northern area of Mid Sussex, their main emphasis is tourism associated activities in the Ashdown Forest area. Additionally, the Group considered that it would not be appropriate for a grant to be awarded as a means of increasing the organisation's commercial membership.

Furthermore, the Assessment Group considered that there was a degree of duplication with the Kingscote Valley Project which is currently developing as a resource to generate tourism and economic growth in the East Grinstead area.

### **Corporate Grant Scheme Assessment Group Recommendation**

***The Assessment Group recommends that the Cabinet Grants Panel does not award an Economic and Community Development Fund grant the Ashdown Forest Tourism Association.***

## **Community and Economic Development Grants Scheme \* new application**

Town:	East Grinstead
Title of project:	Summer Events Programme and VE Day 70 <sup>th</sup> Anniversary Street Party
Applicant:	East Grinstead Town Council
Type of applicant:	Town Council
Previous Grants in past 5 years:	£5,848 – East Court playground path (2010) £1,000 – McIndoe sculpture (2013) £1,000 – WW1 commemorative events (2014)
Grant Request to MSDC:	£2,500 (25%)
Total project cost:	£10,000

### **Financial Summary**

Sources of funding and whether secured

East Grinstead Town Council	£7,000 (secured)
St Hill Church of Scientology	£600 (unsecured)
Total	£7,600

### **Summary of project proposal and aims:**

East Grinstead Town Council has sought help for financial assistance for two Summer Music Concert Events at East Court and a Street Party with entertainment to be held on the High Street, East Grinstead, to commemorate the 70<sup>th</sup> Anniversary of VE Day.

### **Background**

The Summer Music Concerts at East Court are planned to be held in June and July 2015 and are usually well attended, each event attracting large numbers of around 1,000-1,200 local residents.

The Street Party to commemorate the 70<sup>th</sup> Anniversary of VE Day due to be held in May 2015 in the town centre will involve different organisational demands but will still attract significant numbers of local people. The Town Council envisage over 300 people will be seated at the tables and chairs provided and a further two to three hundred people will be joining in whilst seated in local cafes/bars and public areas.

There will be a variety of different performances to entertain the audiences at each event (these are still being planned) and the VE Day Street Party Event should command significant media interest. The three events will attract large numbers of people into the town, and/or East Court, benefitting local businesses, the local economy and contribute towards the vibrancy of the town.

East Grinstead Town Council will be contributing £7,000 towards the events, which are all free, and local businesses are being asked to contribute/sponsor various elements.

The Town Council has requested a grant of £2,500 (total cost £4,200) to contribute towards the cost of staging and sound equipment for the three events.

### **Head of Finance Comments**

East Grinstead Town Council is a statutory body and therefore it is not normal practice to comment on the organisations financial accounts.

### **How does the project meet the Council's aims?**

#### **Better Lives**

Opportunities and Quality of Life for All – The outside events will include music and dancing, socialising with friends and making new acquaintances; encouraging pride and connections with the town and the connection between Councils' and communities. The events are free, open to all and encourage the whole community to come together, enjoy different cultures, music and time gone by.

#### **Better Environment**

The events will encourage the use of the town centre and the businesses therein such as cafes and public houses.

#### **Better Services**

The Town Council enhances its reputation by running the events (sponsors are acknowledged) which are free to enter and be enjoyed by local residents. The events will encourage local concessions and allow the businesses to consider trading opportunities.

### **Corporate Grant Assessment Group evaluation of the project**

The Town Council has an excellent track record of putting on popular events attracting large audiences of local residents. The three events are all free, making them fully inclusive for all, especially for those people on low incomes. The events will encourage the whole community to get together, enjoy different cultures, music and time gone by. The Assessment Group were supportive of the application.

***Corporate Grant Scheme Assessment Group Recommendation***

***The Assessment Group recommends that the Cabinet Grants Panel award a Community and Economic Development Fund grant of £2,500 to East Grinstead Town Council.***

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

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

## **Economic and Community Development Grants Scheme \* new application**

Town:	Hassocks
Title of project:	Re-decoration of Main Hall and Two Rooms
Applicant:	Adastra Hall Management Committee / Hassocks Community Association
Type of applicant:	Registered Charity (No. 277606)
Previous Grants in past 5 years:	£2,500 – kitchen improvements (2012) £500 – small revenue (2013)
Previous Grants:	£379 – Spotlight (2014) £1,909 – new curtains (2014)
Grant Request to MSDC:	£2,000 (75%)
Total Project Cost:	£2,652

### **Financial Summary**

#### **Sources of funding and whether secured**

Local fundraising £652 (secured)

#### **Summary of project proposal and aims:**

The Adastra Hall Management Committee is seeking funding to redecorate the Main Hall, Committee Room and Green Room.

#### **Background**

The Hassocks Community Association owns the Adastra Hall, which is held on lease to the Parish Council. It was formed in 1976 as a Registered Charity.

The hall offers good facilities for hiring to a number of varied organisations, societies, and clubs; activities include table tennis, short mat bowls, seminars, wedding receptions, blood donor sessions, tumble tots, weight watchers, dancing, concerts, films, U3A and R.S. Music Exams. Many clubs and associations have regular bookings throughout the year.

The Management Committee states that the main hall in particular has become rather shabby and worse for wear as it is in constant daily use. The two other rooms which are hired out are also in need of redecoration, they are the Green Room and Meeting Room.

The Committee would like to redecorate the walls of the main hall and the two rooms with washable emulsion and undercoat and gloss to the woodwork.

At the last Cabinet Grants Panel meeting in September, the Association was awarded a Spotlight grant of £379 to cover the cost of a new Tennis Table and £1,999 for new curtains.

## **Head of Finance Comments**

Independently examined accounts have been submitted for the year ending 31st March 2014, which show a deficit of £541.

Total income was £37,029; mainly generated from Rental Income (£26,831), Fundraising Activities (£8,751), Grants (£1,134), Other Income (£309) and Interest (£4).

Total expenditure was £37,570; mainly comprising of Supplies and Services (£29,051), Premises (£7,769) and Third party payments (£750).

Balances held at the end of this period showed Net Assets of £9,784, which comprised of Cash £9,784.

## **How does the project meet the Council's aims?**

### **Better Lives**

The Adastra Hall benefits users from all sections of the community.

### **Better Environment**

The Adastra Hall is a vital part of the local community and the redecorated main hall and two rooms would improve the overall attractiveness of the building.

### **Better Services**

The newly redecorated main hall and rooms will add to the appeal of the building which could lead to increased income for the Association

## **Corporate Grant Assessment Group's evaluation of the project**

The assessment group accepted that the project to redecorate the Main Hall, Green Room and Committee room would improve the appearance of the hall, be more appealing to potential new hirers and possibly lead to increased income. However, the group considered that the interior painting of the building is an on-going maintenance issue and that the Committee should accept that it is their responsibility to cover these costs.

## **Corporate Grant Scheme Assessment Group Recommendation**

***The Assessment Group recommends that the Cabinet Grants Panel does not award an Economic and Community Development Fund grant the Hassocks Community Association.***