

31 July 2017.

PLEASE NOTE TIME OF MEETING

Dear Councillor,

A meeting of **THE CABINET GRANTS PANEL** will be held in the **COUNCIL CHAMBER** at these offices on **TUESDAY 8 AUGUST 2017 at 4.30 p.m.** when your attendance is requested.

Yours sincerely,

KATHRYN HALL

Chief Executive.

A G E N D A

Pages

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|----|--|----------------|
| 1. | To note Substitutes in Accordance with Council Procedure Rule 4 - Substitutes at Meetings of Committees etc. | |
| 2. | To receive apologies for absence. | |
| 3. | To receive Declaration of Interests from Members in respect of any matter on the Agenda. | |
| 4. | To confirm the Minutes of the meeting of the Panel held on 3 July 2017. | |
| 5. | To consider any items that the Chairman agrees to take as urgent business. | 3 - 5 |
| 6. | To receive representations from Members of the Council on the applications. | |
| 7. | Microbusiness Grant Schemes. | 6 - 11 |
| 8. | Corporate Grant Schemes. | 12 - 35 |

To: **Members of the Cabinet Grants Panel** – Councillors Ash-Edwards, Marsh and Webster.

Requesting Members: Councillors Bradbury and Mockford.

**Minutes of a Meeting of the Mid Sussex District Council
Cabinet Grants Panel held on Monday 3 July 2017
from 3.00 p.m. to 3.20 p.m.**

Present: Councillors: Jonathan Ash-Edwards (Chairman)
Norman Webster (Vice-Chairman)

Gary Marsh

1. SUBSTITUTES

None.

2. APOLOGIES

Apologies were received from Rachel Crisp, Burgess Hill Programme Manager.

3. DECLARATIONS OF INTERESTS

None.

4. MINUTES

The Minutes of the meeting of the Panel held on 5 June 2017 were approved as a correct record and signed by the Chairman.

5. URGENT BUSINESS

None.

6. REPRESENTATIONS FROM MEMBERS OF THE COUNCIL

None.

7. MICROBUSINESS GRANT SCHEME

The Business Liaison Officer introduced the report which presented six Microbusiness Grants.

All applications have been assessed against the criteria of delivering wider outreach, assisting with the delivery of new business lines, enabling more employees to be taken on, and delivery of community benefit. Each business also has to pass the due diligence checks carried out by the Business Liaison Officer.

The Microbusiness grants which are recommended for consideration and approval by the Panel are set out below:-

Microbusiness Grants

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Ottilie	Website upgrade, social media promotion and events	£1,788.75	£1,788.75
Sussex Osteopath & Complementary Health Clinic	New storage facilities and a replacement floor	£2,000	£2,000
Heather Martin Garden Design	Purchase of equipment	£406	£406
Winslow Skincare	Purchase of equipment	£2,000	£2,000
HomeSmiths Ltd	Training on specialist software	£596.50	£596.50
South Downs Cellars	Relocation of wine storage facility	£2,000	£2,000
Total		£8,791.25	£8791.25

During consideration of all the grants presented, the Panel raised a number of points which the Business Liaison Officer clarified.

The application from Ottilie was presented to the Panel for the second time, including further documentation to identify the scale and type of business. Although the Panel acknowledged that Wellbeing was something to be supported, it was still not felt that this business met enough of the criteria to support the award of a grant. The Panel also considered that the application from Sussex Osteopath and Complementary Health Clinic did not meet enough of the criteria to justify the award of the grant. It was felt that the replacement of flooring and filing system in a well-established company should be a reasonable business expense and would not increase employment or be essential to the ongoing function of the business.

The Panel were happy to support the application from Heather Martin Garden Design to purchase survey equipment. Although Heather Martin is not looking to take on any more employees, the purchase will enable her to expand her services and assist similar companies in the area. It was noted that the total project cost is higher than the grant sought but it is planned that she will purchase the equipment at a discount. The Panel also agreed to support the application from Winslow Skincare as it will enable them to grow their business by developing the new premises and enable more staff to be taken on once the business expands.

Regarding the application by HomeSmiths Ltd, the Panel queried why such a long established and profitable company was seeking a grant. It was confirmed that the business does meet the criteria for a microbusiness, and that it also focusses on providing design assistance to people with Dementia and limited sight, of which there is a growing demand. On that basis the Panel were happy to support the application.

The Panel acknowledged the highly competitive market that South Downs Cellars are operating within. The company wishes to diversify into the wholesale market for the South East area and fit out a new larger wine storage facility. The Panel recognised that it will allow to an increase in employment and were happy to support the application, noting that the company is actively forging links with local vineyards, promoting Sussex wines.

RESOLVED

That:

- 1) That a Micro Business grant is **not** awarded to Otilie for the development of a website, production of marketing materials and social media training as they have not adequately met the criteria for the grant.
- 2) That a Micro Business grant is **not** awarded to Sussex Osteopath & Complementary Health Clinic to assist with the creation of additional storage for filing and the installation of a replacement floor as it was felt that this is a reasonable business expense and did not meet the criteria for the grant.
- 3) That a Micro Business grant of £406 is awarded to Heather Martin Garden Design for the purchase of a ZipLevel Pro2000.
- 4) That a Micro Business grant of £2000 is awarded to Winslow Skincare to assist with the purchase of equipment to fit out a treatment room.
- 5) That a Micro Business grant of £596.50 is awarded to HomeSmiths Ltd to provide training on specialist software.
- 6) That a Micro Business grant of £2000 is awarded to South Downs Cellars for the fitting out of a new storage facility.

Chairman.

7. MICROBUSINESS GRANT SCHEMES

REPORT OF: Programme Manager, Burgess Hill Growth Area
Contact Officer: Rachel Ryan-Crisp
Email rachel.crisp@midsussex.gov.uk **Tel:** 01444 477593
Wards Affected: All
Key Decision No

Purpose of the report

1. The purpose of this report is to present requests from two recipients of microbusiness grant awards to change the purpose for which they were allocated a grant. There have been no new applications since the Cabinet Grants Panel held on 3rd July.

Summary

2. A summary of the applications to be considered and the recommendations from the Grants Assessment Group are as follows:

Organisation	Area of Benefit	Purpose for which award is sought	Suggested decision
Ops Angel	Haywards Heath	Original award for the “purchase of a laptop and projector”. Requested change to allow funds to buy a second laptop rather than a projector.	Agree to the change
Fine Baps	Haywards Heath	Original award for “the creation of an online ordering system along with associated marketing materials and advertising”. Requested change to allow some funds to go towards the purchase of a laptop/printer	Agree to the change

Recommendations

Members of the Panel are requested to

- a) consider and decide upon the recommendations for each of the above applications.***

Background

3. There have been no applications for grant funding since the July Panel. There is currently just £2,800 available so enough for one or two more recipients. We are waiting to hear from WSCC whether they will be running a similar scheme.
4. In the meantime, two applicants have requested to use their grant funding for a slightly different purpose than that of the original award. Both requests appear reasonable and the detail is set out below.
5. A full analysis of the allocation of the grants monies will be presented to the September panel.

Assessment and Policy Context

6. The requests received have been considered by Council Officers Rachel Ryan-Crisp and Gordon Reay (original assessments at annex A).
7. Fine Baps were awarded £2000 for the creation of an online ordering system along with associated marketing materials and advertising. They have subsequently requested whether some of the funds could be used to purchase a laptop with a printer in order to allow them to set the site up and launch it. This seems a reasonable request and mention of the need for a laptop was made in their original application.
8. OpsAngel received a total grant award of £2,000 - £1500 for an apprentice and a further £500 to buy a laptop and projector to facilitate offsite working. They have subsequently taken on an additional employee and have asked to use the grant funds to buy two laptops to enable both the apprentice and the new employee to work offsite. This also seems a reasonable request and within the spirit of the original request.

Financial Implications

9. As grants have already been awarded to the two businesses and they are not seeking a change in amount, there are no financial implications associated with this report.

Risk Management Implications

10. The main associated risk to the successful implementation of the decisions arising from this report is the inability of the funded organisations to carry out the services, activities or equipment purchase for which funding had been awarded.
11. To minimise this risk we have requested that recipient businesses provide proof of purchase of equipment or employment of the apprentice. We consider this a proportionate approach given the relatively small sums involved in this grant programme.

Equality implications

12. As part of the due diligence process all of the organisations for this funding from the Council have been assessed to be in compliance with the requisite policies/legislation.

Legal Implications

13. 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

14. Grant applications and associated documentation for the Microbusiness Grant Programme are held in the Burgess Hill Programme Management team.

Micro-business Grants Scheme

Town:	Haywards Heath
Project:	Purchase of laptop and projector; recruitment of an apprentice
Applicant:	Ops Angel
Type of business:	Business support
Grant Request to MSDC	£2000
Total project cost:	£1000 plus apprentice costs

Summary of project proposal and aims:

Assist with the purchase of a laptop and projector along with the recruitment of an apprentice.

Background

Ops Angel provides operational support to start-up and small businesses, helping them to establish appropriate internal systems and processes. They are seeking assistance with the recruitment of an apprentice to be located onsite in client premises and the purchase of a laptop and projector to allow the apprentice to deliver independently on-site without having to rely on client's equipment.

How does the project meet the stated criteria

Delivering wider outreach – by enabling direct on-site support through an embedded apprentice this project will help the business reach more customers.

Assisting with delivery of new business lines – not applicable

Enabling more employees to be taken on – the project will support the recruitment of an apprentice

Delivering community benefit – not applicable

Officer evaluation of the project

Ops Angel fits the criteria of a micro-business with just 1 full time employee. They have provided satisfactory proof that their company is properly constituted and are located within the District.

The grant funding will support the purchase of a laptop and projector along with the recruitment of an apprentice, which will allow the business to deliver services directly from their clients' premises. It will also enable the business to provide support to other small businesses in the area and help them to grow. This meets the overall aim of the grant programme (supporting the growth of microbusinesses and assisting micro-businesses with the recruitment of apprentices) and is therefore an appropriate project to receive support.

Recommendation

That a grant of £2000 is awarded to Ops Angel for the purchase of a laptop and projector along with the recruitment of an apprentice.

Micro-business Grants Scheme

Town:	Haywards Heath
Project:	New website including online ordering
Applicant:	Fine Baps
Type of business:	Catering and take-away food
Grant Request to MSDC	£2,000
Total project cost:	£4,000

Summary of project proposal and aims:

Upgrade of website to include an on-line ordering platform, along with the delivery of marketing materials including local advertising.

Background

Fine Baps provides a range of lunch foods as well as catering services. They are seeking assistance with improvements to their website to enable online ordering that will allow customers to order for delivery or collection, they are also seeking assistance with the development of marketing materials and local advertising in order to promote this new service.

How does the project meet the stated criteria

Delivering wider outreach – online ordering for delivery or collection will allow Fine Baps to reach a much wider customer base.

Assisting with delivery of new business lines – not applicable

Enabling more employees to be taken on – if the new approach generates the anticipated uplift in orders, the business anticipates taking on at least one more member of staff

Delivering community benefit – not applicable

Officer evaluation of the project

Fine Baps fits the criteria of a micro-business with 2 full time employees and 1 part time employee. They have provided satisfactory proof that their company is properly constituted and are located within the District.

The grant funding will support the delivery and marketing of an online ordering system which will allow the business to reach a wider customer base. This meets the overall aim of the grant programme (supporting the growth of microbusinesses) and is therefore an appropriate project to receive support

Recommendation

That a grant of £2000 is awarded to Fine Baps for the creation of an online ordering system along with associated marketing materials and advertising.

8. CORPORATE GRANT SCHEMES

REPORT OF: HEAD OF CORPORATE RESOURCES
Contact Officer: Regina Choudhury Community Development Officer
Email: regina.choudhury@midsussex.gov.uk Tel:01444 477495
Wards Affected: All
Key Decision No

Purpose of the report

1. The purpose of this report is to present eleven Community & Economic Development Grant applications for Silver Sunday Community Events for consideration by the Cabinet Grants Panel.

Summary

2. A summary of the applications to be considered and the recommendation from the on the level of financial assistance to be awarded is as follows:

Community and Economic Development Grants

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Age Concern Hassocks and District Ltd	Silver Sunday tea party with live music and information stalls on Sunday 8 October	250	£250
Ardingly Parish Council	Silver Sunday tea party with entertainment in partnership with Ardingly WI on Sunday 1 October	250	£250
Befriended – The Point Church	A large tea party incorporating the launch of the organisation on Sunday 1 October	250	£250
Bentswood Community Partnership	Intergenerational tea party with information on support services on Sunday 1 October	250	£250
Bolnore Village Community Partnership	Two tea parties at Hurst Place and The Woodside, Bolnore Village on Sunday 15 October	250	£250
Burgess Hill Town Council	Contribution towards the annual Silver Sunday event in conjunction with the Market Place Shopping Centre on Sunday 8 October	250	£250
East Grinstead Museum	Reminiscence event with items on display and digital images with light refreshments	250	£250
Haywards Heath & District University of the Third Age	Dance and tea event with light refreshments on Sunday 1 October	250	£250
Mid Sussex Older People's Council	Afternoon tea at Ashenground Community Hall on Friday 6 October	250	£250
St John The Evangelist	Afternoon tea and music event on Sunday 8 October	250	£250
Trinity Methodist Church	Lunch event at the Welcome Café, Trinity Methodist Church on Saturday 21 October	250	£250
Total		2,750	£2,750

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 Appendix A*

Background

- On 18 April 2017, the Cabinet Grants Panel agreed to set aside £7,500 from the Community and Economic Development budget to provide a ring-fenced fund for groups to apply for small one-off grants of up to £250 to run Silver Sunday events.
- Silver Sunday is an annual day of fun and free activities for older people across the UK, which takes place in October. It celebrates the value and knowledge older people contribute to our communities while combating loneliness and isolation. Last year a Silver Sunday celebration tea party was held in Clair Hall attended by over 80 residents across Mid Sussex.
- This year, as well as holding a similar event in East Grinstead, local community organisations were invited to bid for funding to hold their own event or activity to celebrate Silver Sunday. Organisations were invited to arrange activities that would provide an opportunity for older people to try something new, meet new people and have an uplifting day.

Assessment and Policy Context

- All applications have met the basic criteria of the corporate grants scheme and the standard assessment process has been applied. Applications have been scored against four key criteria; Council priorities, evidence of need, finances impact and benefits. The maximum possible score for excellent applications which fully meet all the criteria is 12.
- The Corporate Priorities were amended this year during the application process and as a result some of the applications received completed an older version of the application form containing the previous priorities.

Financial Implications

- The Community & Economic Development fund currently stands as follows:

Scheme	Fund as at 6 April 2017	Additional funds approved	Allocated and spent to date	Balance
Community & Economic Development	£7,719	£220,000	£53,308	£174,411

- If Members agree to the recommendations in Appendix A the balance will be reduced by £2,750 leaving a remainder of £171,661 in the Community & Economic Development fund reserve.

Risk Management Implications

- 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.

11. 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.
12. 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. Grants of over £1,000 are released on receipt of evidence of expenditure.
13. 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

14. 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

15. 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 Community & Economic Development and Facility Grants are held in the Performance and Partnerships Section.

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Age Concern Hassocks & District
Purpose for which Grant is Sought	:	Silver Sunday tea party
Total Project Cost	:	£250
Amount of Grant Sought	:	£250
Previous Grants	:	2014/15 £8,000
		2016 £250
		2017 £700

Background information

Age Concern Hassocks is a local independent charity, helping older people for over 30 years. The organisation aims to improve the lives of older people in Hassocks and the surrounding areas by helping to combat social isolation and loneliness by providing a friendly and welcoming Day Centre that helps make later life fulfilling and enjoyable.

A Silver Sunday tea party is planned for Sunday 8 October to be held at Age Concern Hassocks 1pm – 4pm. Live music will be provided by local musicians playing harp and piano. Information stalls relevant to older people will be available on the day. The 1st Hassock Scouts will attend and help to serve the tea. Invitations will be sent to Hassocks, Ditchling, Pyecombe and Alborne residents. The event will be open to residents throughout the day and it is hoped at least 120 residents will take part. Transport will be offered by minibus and MP Nick Herbert will be invited. The funds will contribute towards the entertainment, food and some transport costs.

Head of Finance Comments

A minimal financial assessment process has been applied appropriate to the risk level.

Corporate Grant Assessment Group's evaluation of the project

The event will provide an opportunity for older residents in Hassocks and the surrounding villages to get together and celebrate Silver Sunday. The event will be supported by local organisations (Scouts and local musicians) and will encourage intergenerational participation. The organisation has a high number of older visitors which will provide a captive audience for the event. The Assessment Group feel the bid will help to provide a positive contribution to the community and would like to recommend it.

Overall score: 11

The project meets the following corporate objectives

Better Lives – the event will enable older people to socialise and celebrate Silver Sunday. The attendance of the Scouts will enable young people to join in in celebrating older people in their community.

Better Environment – encouraging people to come together to share a positive experience promotes a stronger community ethos.

Recommendation

£250

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Ardingly Parish Council
Purpose for which Grant is Sought	:	Silver Sunday tea party
Total Project Cost	:	£250
Amount of Grant Sought	:	£250
Previous Grants	:	2015 £4,593 2017 £5,000

Background information

Ardingly Parish Council provides facilities and services to the Parish of Ardingly and its residents. The Parish Council wish to work with the Ardingly Women's Institute to put on an afternoon tea/entertainment event in October for older people aged 65 and over to encourage older residents of the village to come together and enjoy an afternoon of company and entertainment encompassing the Silver Sunday message of bringing older people together to encourage friendship. The funds will go towards entertainment and food.

Head of Finance Comments

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

Corporate Grant Assessment Group's evaluation of the project

Ardingly has many elderly residents and due to the rural location of the village this leaves them sometimes isolated due to poor bus services and meeting places. The grant will enable Ardingly Parish Council to work with the Women's Institute to hold a tea party which will bring elderly residents together for an enjoyable afternoon with friends in the village.

The project meets the following corporate objectives

Better Lives – the project aims to improve the lives of older people in the parish by bringing them together and increasing social activities in the community.

Overall Score: 9

Recommendation

£250

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Befriended – The Point Church
Purpose for which Grant is Sought	:	Tea party for older residents
Total Project Cost	:	£5,000
Amount of Grant Sought	:	£250
Previous Grants	:	None

Background information

Befriended is a home visiting service that provides weekly or fortnightly visits to lonely isolated elderly people in their own home. It operated in Hassocks, Hurstpierpoint and Burgess Hill. The organisation would like to use the grant to go towards a large tea party for elderly residents and Befriended clients. The event will also include the formal launch of the organisation and up to 200 guests will be invited. The funds will contribute to the overall event costs.

Head of Finance Comments

A minimal financial assessment process has been applied appropriate to the risk level.

Corporate Grant Assessment Group's evaluation of the project

Befriended was set up to tackle loneliness amongst older people in Hassocks, Hurstpierpoint and Burgess Hill. Hassocks and Burgess Hill have the highest proportion on over 65's in Mid Sussex and a WSCC survey of older people in 2013 found that 20.6% said they were moderately or severely lonely.

Although the tea party will be part of wider event to launch the organisation the grant will be issued with the proviso that Silver Sunday is promoted on the day and on their publicity. The Assessment Group recommend this bid.

The project meets the following corporate objectives

Effective and Responsive Services - the organisation aims to respond to an evidenced need in the District and provide services that have a proven positive impact on older residents and the wider community. The tea party will enable clients and other residents in the area to come together to celebrate and socialise.

Strong and Resilient Communities - the event will bring the community together and encourage residents to broaden their social circles which will help to improve their self-confidence.

Overall Score: 6

Recommendation

£250

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Bentswood Community Partnership
Purpose for which Grant is Sought	:	Silver Sunday tea party
Total Project Cost	:	£315
Amount of Grant Sought	:	£250
Previous Grants	:	None

Background information

The Bentswood Community Partnership works to benefit all the residents within the Haywards Heath ward of Bentswood. The Partnership seeks to co-ordinate the work of a variety of public voluntary agencies to deal with issues of isolation, promote health and wellbeing, organise events and activities, foster community spirit and cohesion, provide facilities for the community and support initiatives that benefit residents.

There is evidence to suggest that some residents living in housing schemes are lonely and that there are a growing number of isolated older people in Bentswood, particularly older men who may not have the opportunity to socialise and build their social networks. The event will be an intergenerational one with the inclusion of pupils at Warden Park Primary Academy, and will include partner organisations offering advice and support on independent living and wellbeing. The funds will contribute towards entertainment and refreshments and the remaining costs will be met by the Bentswood Community Partnership.

Head of Finance Comments

A minimal financial assessment process has been applied appropriate to the risk level.

Corporate Grant Assessment Group's evaluation of the project

Bentswood Community Partnership is a well established community organisation with good community links. This will help to ensure that the event is well attended. Older residents will be encouraged to come together to meet other members of the community and could be the start of more regular meet ups. The Assessment Group feel it's important to enable as many communities as possible to celebrate Silver Sunday and Bentswood would benefit from having an event that enables people to get together within the area and would like to approve the bid.

Overall Score: 8

The project meets the following corporate objectives

Better Lives – the project will enable older people to lead safer and more pleasant lives and allow them to retain independence for longer.

Recommendation

£250

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Bolnore Village Community Partnership
Purpose for which Grant is Sought	:	Silver Sunday tea party
Total Project Cost	:	£250
Amount of Grant Sought	:	£250
Previous Grants	:	2014 £9,000

Background information

The Bolnore Village Community Partnership aims are to establish and run the Woodside and recreation facilities, and to promote these facilities for the benefit of locals, improving social wellbeing and developing the community.

The Partnership would like to hold a Silver Sunday tea party at Woodside, followed by a tea party at Haywards Heath (Hurst Place) for 60 older people aged 65 and over. The fund will go towards refreshments and some transport.

Head of Finance Comments

A minimal financial assessment process has been applied appropriate to the risk level.

Corporate Grant Assessment Group's evaluation of the project

The event aims to reach 60 older people and the organisation will be working in partnership with Age Concern with an event at Hurst Place. Older people living in villages can become isolated and this event will help to combat loneliness by offering an opportunity for people to meet others. The Silver Sunday grant aims to encourage the celebration of older people across the district, especially in the villages and this project is ideal to meet this need. The Assessment Group would recommend the project is funded.

Overall Score: 6

The project meets the following corporate objectives

Better Lives – the project will enable the lives of 60 older people who will benefit from the experience of meeting others.

Better Services – the event will raise the visibility of the community of Bolnore and Lucastes reaching out to all members of society thus creating a better environment to live.

Recommendation

£250

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Burgess Hill Town Council
Purpose for which Grant is Sought	:	Contribution towards annual Silver Sunday event at the Market Place Shopping Centre
Total Project Cost	:	£1000
Amount of Grant Sought	:	£250
Previous Grants	:	2014 £1,000 2016 £75,000

Background information

Burgess Hill Town Council provides information and assistance via the Help point for all three Councils, general maintenance of the Town, and burial ground. The Town Council provides community assistance in the form of carer's events, young carer's events and young children's events. An annual Silver Sunday Event is held in conjunction with The Market Place Shopping Centre for senior citizens. The event comprises of entertainment, afternoon tea and transport to and from the event. Funding is being sought to contribute to this event.

Head of Finance Comments

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

Corporate Grant Assessment Group's evaluation of the project

The Burgess Hill Town Annual Silver Sunday event is now an established event and attracts a significant number of senior residents. The grant would enable residents across Burgess Hill to celebrate Silver Sunday by having an opportunity to meet others and be entertained. The Assessment Group recommend this project for funding.

Overall Score: 9

The project meets the following corporate objectives

Strong and Resilient Communities - the Council strives to support and enhance its Community. It has a dedicated section of staff whose responsibility is to develop a facilitating approach with voluntary and community groups and to facilitate the development of community projects in conjunction with partner organisations to meet identified needs with the community. The Silver Sunday event is included in this description. This project is aimed specifically at the

elderly who have limited opportunities and finances to meet others and to be entertained.

Recommendation

£250

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	East Grinstead Museum
Purpose for which Grant is Sought	:	Silver Sunday Reminiscence event
Total Project Cost	:	£250
Amount of Grant Sought	:	£250
Previous Grants	:	None

Background information

East Grinstead Museum is situated in a purpose built building in the centre of the town. The Museum tells the story of East Grinstead and the surrounding area from its early beginnings to the present day.

The Museum plans to hold a Reminiscence event, pulling together items from their collection to be on display and handled, with a presentation accompanied by digital images to talk and show old images of East Grinstead and events of interest through the years. Attendees to the event will be offered light refreshments. The funds will be used to cover the cost of promotional material and the refreshments, and a projector stand to enable the presentation of digital images.

Head of Finance Comments

A minimal financial assessment process has been applied appropriate to the risk level.

Corporate Grant Assessment Group's evaluation of the project

The organisation has not completed the formal application due to time constraints. However the Assessment Group feels an interactive exhibition in the Museum will provide an opportunity to raise the profile of Silver Sunday and will also be accessible to all residents in East Grinstead. The Assessment Group suggest that the grant be awarded on the proviso that the application is completed in full and all supporting documents are received before payment is released.

Overall Score: 6

The project meets the following corporate objectives

Better Environment – The event will bring the community together to share a positive experience that strengthens community spirit and identity in East Grinstead.

Recommendation

£250 (subject to receipt of application form and supporting documents)

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Haywards Heath University of the Third Age
Purpose for which Grant is Sought	:	Silver Sunday tea party
Total Project Cost	:	£500
Amount of Grant Sought	:	£250
Previous Grants	:	None

Background information

University of the Third Age is for people who want to keep active in mind and body, and are no longer in full time employment. The U3A is a self-help, self-managed, lifelong learning co-operative with members participating in activities in numerous ways. Members share knowledge, skills and experience, and contribute to the organisation by different means. Some enjoy giving talks and sharing their knowledge and others are prepared to help in administrative and practical ways.

Haywards Heath U3A also holds social events throughout the year and there is an 'online' membership and magazine for members.

The organisation recently attended the Lindfield Village Day where they had enquiries about setting up a monthly dancing group. Further consultation with members showed that a Dance Tea Group would be popular. The organisation plans to hold a Silver Sunday tea party with dances/quiz. The event will be followed by monthly dance group meetings. The funds will be used to cover the cost of refreshments and entertainment. The remaining costs will be funded by the organisation and a small door fee may be charged as well as a raffle held on the day.

Head of Finance Comments

A minimal financial assessment process has been applied appropriate to the risk level.

Corporate Grant Assessment Group's evaluation of the project

The Assessment Group is keen to support U3A to provide an opportunity for older people to learn a new skill (different forms of dance) whilst socialising and celebrating Silver Sunday.

Overall Score: 8

The project meets the following corporate objectives

Strong and Resilient Communities- the Tea Dance will offer Food and Exercise to those that need encouraging to keep being involved with daily activities. A Quiz will offer Food, and Brain stimulation for the older people in the Community. Both of these events would bond members and form a "Strong and Resilient Community". The Dance/Quiz will get older people out of their homes and into the Community, to give them something to talk about as well as meet new people, forge friendships and learn some dance moves.

Recommendation

£250

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Mid Sussex Older People's Council
Purpose for which Grant is Sought	:	Silver Sunday afternoon tea party
Total Project Cost	:	£310
Amount of Grant Sought	:	£250
Previous Grants	:	2016 £500

Background information

Mid Sussex Older People's Council provide information and activities that benefit older people from 60 years and above. The organisation provides support for older people to help them lead healthier and independent lives. They work with partner organisations to deliver initiatives to benefit older people. Most recently they completed an 18 month project on Heat for Health.

A Silver Sunday tea party is planned to be held at Ashenground Community Centre where research suggests a high proportion of residents are aged over 60 and many are members of MSOPC. Previous events held by MSOPC have been very popular and it is hoped 80-100 older residents will attend.

The funding will be used for hall hire, catering and some transport costs.

Head of Finance Comments

A minimal financial assessment process has been applied appropriate to the risk level.

Corporate Grant Assessment Group's evaluation of the project

MSOPC are a well-established group in Mid Sussex and their events are usually well attended. the Assessment Group feel it would be beneficial for older residents in Haywards Heath, particularly those living in and around Ashenground to come together to share a positive experience and meet people living in their area. It is recommended to fund this project.

Overall Score: 9

The project meets the following corporate objectives

Better Lives – the project will enable older people to interact socially thereby helping to improve their lives.

Better Services – by providing information on services available, more older people are able to access them and give feedback which can help to shape and improve services.

Recommendation

£250

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	St John The Evangelist
Purpose for which Grant is Sought	:	Silver Sunday tea party
Total Project Cost	:	£500
Amount of Grant Sought	:	£250
Previous Grants	:	2014 £25,000

Background information

The church runs all manner of events to cater for the different demographics within the community and aims to ensure that support and activities are provided via activities both within the church itself and the Copthorne Parish Hub which is a community space hired out by not for profit and private companies. These include: Gymnastics for young people, Pre-school, Exercise classes for adults, Pilates classes for adults, Carer Support Group, Afternoon Teas for the elderly Afternoon Teas for the bereaved, Toddler sessions, Dance and sensory classes for toddlers and Weight management classes.

The Church would like to hold an afternoon tea party with music and a sing-along for elderly members of the community, including residents of the village care home, parishioners and residents. The event will be inter-generational with girl guides serving the afternoon tea and the local Copthorne Silver Band providing musical entertainment. The fund will be used for catering. The remaining costs will be raised from the Church and local businesses.

Head of Finance Comments

A minimal financial assessment process has been applied appropriate to the risk level.

Corporate Grant Assessment Group's evaluation of the project

The Assessment Group feels the Church which is a focal point in the parish will be able to deliver a Silver Sunday event that will appeal to all residents. The inclusion of the different generations will help to raise the profile of Silver Sunday to all members of the community. It is recommended to fund this project.

Overall Score: 9

The project meets the following corporate objectives

Strong and Resilient Communities – the event will celebrate older people in the community and encourage younger people to engage. This will be an uplifting

experience for all involved, including the volunteers and those providing entertainment. The aim is to alleviate loneliness and introduce and in some cases reintroduce members of the community to one another, building friendships and therefore strengthening our community.

Recommendation

£250

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Trinity Methodist Church
Purpose for which Grant is Sought	:	Silver Sunday lunch at the Welcome Café
Total Project Cost	:	£335
Amount of Grant Sought	:	£250
Previous Grants	:	2014 £25,000

Background information

Trinity Methodist Church has been on the corner of the Lingfield Road and London Road in East Grinstead since 1938. The Trinity New Build project provided the new church sanctuary and additional rooms which were formally opened in 2015. The Trinity Community Café is open to the public and for groups.

Local anecdotal evidence suggests that many older people in East Grinstead live alone and eat alone. The Church would like to hold a Silver Sunday event at the Trinity Community Café and provide a hot meal for older people who eat their meals alone. Transport will be provided for those who are not able access the café on their own. The aim is to provide a comfortable atmosphere and a friendly welcome for a time of enjoyment and food cooked by others for them. The fund will be used for catering, publicity materials and some transport. The remaining costs will be met by church funds.

Head of Finance Comments

A minimal financial assessment process has been applied appropriate to the risk level.

Corporate Grant Assessment Group's evaluation of the project

One of the key aims of Silver Sunday is to combat loneliness and this is manifested in older people living alone and eating alone. The project will help to combat this type of loneliness and enable older people to broaden their social networks whilst enjoying a hot meal. The Assessment Group recommends this project to be funded.

Overall Score: 9

The project meets the following corporate objectives

Better Lives – reduce isolation and provide a hot healthy meal.

Better Environment – to share a meal with other people in a pleasant café environment

Better Services – opportunity to hear about and join social groups and meet with other members of society.

Recommendation

£250