

**Facility Grants Scheme \* new application**

Town:	Crawley Down
Title of project:	Improvements to the Haven Centre
Applicant:	Crawley Down Community Centre Association (CDCCA)
Type of applicant:	Registered charity (no. 280857)
Previous Grants in past 5 years:	£20,000 – improvements to main hall (2013) £9,000 – automatic doors (2015)
Grant Request to MSDC	£ 15,500 (100%)
Total project cost:	£ 15,500

**Financial Summary**

Sources of funding and whether secured

n/a

**Summary of Project Proposal and Aims**

Improvements to the kitchen, ladies toilet and meeting rooms to make the social facilities more welcoming to increase custom by community and business users.

**Background**

The Haven Centre, which opened in 1991, is a fully accessible, multi-purpose Community Centre in Crawley Down, leased from the District Council (until 2089) and managed by the Crawley Down Community Centre Association.

The facilities include the Dorothy Hatswell large hall (1760 sq. ft.) which is marked out for badminton, seats up to 300 people, has staging, changing rooms and a newly refurbished kitchen. There are three meeting rooms, a bar / café area with a catering service, snooker club and ample car parking (162 spaces). The facilities are available for hire and are regularly used for dance and exercise classes, a camera club, choir practice and amateur theatre. It is also home to the Crawley Down Football Club and various children, parent and toddler groups.

The Social Club previously managed the café/bar and social area but they failed to make the necessary payments due to the Charity for use of the facilities and were given notice to quit in January 2017. The Charity has now taken responsibility for these areas and intends to make them more family friendly,

welcoming and inclusive. Under the new operating arrangements the facilities are currently open for coffee, cakes and snacks five mornings per week and the bar is open Tuesday to Sunday.

The CDCCA is seeking a Facility Grant to upgrade the kitchen (£7,774), ladies toilet (£6,180) and meeting rooms (£1,546). The main kitchen needs updating to allow for extended use which would enable the Charity to offer lunches in the main bar / café area and provide catering for the upstairs meeting rooms and conferences. A capital award would fund the installation of a new cooker, cupboards and flooring, decoration and deep cleaning.

The ladies toilets are dated and unpleasant which discourages female visitors. New sinks, taps, toilets and general redecoration will make them more hygienic, easier to maintain and pleasant to use which will increase custom to help make the centre more financially sustainable. The meeting rooms also need decorating and carpeting to make them more attractive to business users which will drive higher usage and enable the centre to increase hire rates for commercial customers.

A village questionnaire identified lunchtime snacks and improvements to the ladies toilets as priorities and feedback from business users indicates that the dated décor and lack of refreshments limits demand. The aim of the project is to improve the facility for local residents and hirers which will boost earned income and provide a social forum to improve the quality of village life

### **Head of Finance Comments**

- Independently examined accounts have been submitted for the year ending 31st March 2017 which show a deficit of £61,377.
- Total income was £101,221; mainly generated from Rental income (£93,149), Other income (£5,941), In house catering (£1,643), Donations and Legacies (£470) and Bank Interest (£18).
- Total expenditure was £162,598; consisting of Supplies and Services (£140,959) and Staff related (£21,639).
- Balances held at the end of the period showed Net assets of £816,284, comprising of Tangible assets £771,503, Debtors £10,798, Cash £51,296 and Creditors (£17,313).

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

**Financial Independence:** the grant will enable the Charity to modernise the facilities which is necessary for business growth and greater income generation. This investment in the facilities will help the organisation to become more financially stable and the provision of lunchtime snacks and food for business meetings will help the facility to attract new customers.

**Strong and Resilient Communities:** the Haven Centre is the only community facility in the village and these improvements will make it more welcoming and family friendly. The Charity trustees are keen to develop projects that engage

residents and local businesses and bring people together as volunteers and participants.

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

The Assessment Group feels that this project to modernise the café / bar, meeting rooms and ladies toilets at the Haven Centre will be beneficial as it will help the Charity to develop the facilities and appeal to a wider target market. This marks a break from the past when the social areas were managed by the Social Club. It is forward looking development which aims to make the building more financially viable by attracting a new clientele and increasing bookings. Section 106 contributions have been received by the Council from local developments for improvements at the Haven Centre and the Assessment Group considers this project an appropriate use of funds.

*Overall score: 10*

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

The Assessment Group recommends that the Cabinet Grants Panel awards Crawley Down Community Centre Association a Facility Grant of £15,500 (100% of the total project cost) toward the cost of improvements to the Haven Centre which is made up of - £241.02 (P35/654 Land adj Burleigh Infant School) and £15,258.98 (P35/759 Land off Woodlands Close) Community Buildings S106 monies.

***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***

## **Facility Grants Scheme \* new application**

Town:	Haywards Heath
Title of project:	Installation of lift
Applicant:	Haywards Heath Baptist Church
Type of applicant:	Charitable unincorporated association
Previous Grants in past 5 years:	n/a
Grant Request to MSDC	£ 24,003 (1%)
Total project cost:	£ 1.75m

### **Financial Summary**

Sources of funding and whether secured

Church members and fundraising	£810,000	Secured
Sale of an un-used church property	£440,000	Secured
Grants and loans	£500,000	Unsecured

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

Installation of a lift at a new Baptist Church building on Sussex Road to enable disabled access to the first floor hall and meeting rooms.

### **Background**

Haywards Heath Baptist Church (HHBC) runs community activities and a variety of clubs such as the Haywards Heath Foodbank, evening youth groups, 'Options' social group for older people, keep fit classes, school holiday clubs for children and families. They also offer religious talks, services and courses on parenting, money management, relationships and Alpha Christian faith.

The church has planning approval (DM/17/0920) to demolish the existing building and replace it with a larger church, cafe/kitchen, facilities hall, offices and two meeting rooms. The Town Council supported the planning application and commented that the new building will provide improved facilities not only for the congregation but also for the wider community.

The new building is intended to be more welcoming and modern and the church is seeking funds to install a lift to provide disabled access to the first-floor hall and meeting rooms. A Facility Grant would be used toward the supply and installation of a Gartec Artico 7000 passenger platform lift. The church wants to work with new and existing partners to set up community based groups, projects and initiatives in a town centre location.

It is a condition of the Corporate Grant funding scheme that the Council does not fund activities that promote religious beliefs. The Haywards Heath Baptist Church community programme is open to everyone but it is based around the Christian ethos and many of the activities have a religious element. Other activities, such as the Food Bank, are non-secular and provide a valuable service to the community.

The existing facilities have been used by external organisations such as the Ardingly choir, a dyslexia support group, a NHS Group and 'The Feast' meal for homeless people in the past and HHBC is keen that the new building should be available to the wider Haywards Heath community.

### **Head of Finance Comments**

- Independently examined accounts have been submitted for the year ending 31<sup>st</sup> December 2016 which show a surplus of £79,474.
- Total income was £255,845; mainly generated from Donations and Legacies (£233,626), Rental Income (£14,400), Income from Charitable activities (£6,539), Other Income (£1,180) and Interest (£100).
- Total expenditure was £176,371; consisting of Staff related (£78,792), Supplies and Services (£41,732), Third party payments (£28,958), Property related (£24,083) and Mortgage interest (£2,806).
- Balances held at the end of the period showed Net assets of £843,327, comprising of Tangible assets £700,219, Debtors £18,143, Cash £193,594, Creditors due in less than 1 year (£2,155) and Creditors due after more than 1 year (£66,474).

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

**Strong and Resilient Communities:** the church wants to build on the positive activities they currently provide for families, older people, children and young people.

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

The Assessment Group feels that this project to install a lift at the new Haywards Heath Baptist Church is important as it will ensure the building is fully inclusive and there is disabled access to the second floor hall and meeting rooms. The church intends to make these facilities available to community groups for a range of activities. They have fundraised for the majority of the project themselves and this grant is small contribution to ensure the building is full accessible. The modernised facilities will provide a local resource that can be used to deliver a range of community activities and projects.

*Overall score: 7*

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

The Assessment Group recommends that the Cabinet Grants Panel award Haywards Heath Baptist Church a Facility Grant of £24,003 toward the cost of the installation of a lift in the new church and community facility which is made up of - £1,094.32 (P35/489c Land at Former Horace Hilton premises), £5,510 (P35/763 Land at Mill Hill Close), £8,902 (PL12-000511 Ashton House, Bolnore Road), £4,512 (PL12-000709 Land at Oldfield, 55 Lewes Road) and £3,984.71 (P35/757 Land at Butlers Green Road) Community Buildings S106 contributions.

***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 hall and meeting rooms on the first floor are made available to hire for secular activities***

## **Facility Grants Scheme \* new application**

Town:	Haywards Heath / Scaynes Hill
Title of project:	New artificial pitch
Applicant:	Scaynes Hill Cricket Club
Type of applicant:	Unincorporated Association
Previous Grants in past 5+ years:	£12,600 - replacement nets (£12,600)
Grant Request to MSDC	£ 10,046 (75%)
Total project cost:	£ 13,394

### **Financial Summary**

Sources of funding and whether secured

£3,348      Club fundraising (unsecured)

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

The installation of a new ECB approved artificial cricket pitch to upgrade the current facilities, increase participation and junior matches.

### **Background**

Scaynes Hill Cricket Club, based at the Awbrook Ground, is an unincorporated association which was set up in 1905. It is a forward-looking club with a 5 year development plan (2015-20) and 200 local members. The Club has an Inclusion and Diversity Policy which outlines its commitment to equality of opportunity in cricket. Costs for playing are kept at affordable rates of £45 per annum for juniors and £20 for second siblings plus £3 per match and £15 per month for seniors (student's half price) and those with financial difficulties are considered by the management committee on a case by case basis.

Scaynes Hill Cricket Club is fundraising for a new 30m x 2.74m artificial cricket pitch. Next season they are planning on doubling the number of junior matches that are played during the course of the summer and a new artificial pitch will be necessary to facilitate this. The current pitch is no longer meets the English Cricket Board (ECB) safety standards and a replacement is required.

The artificial pitch is used regularly for all junior games, junior and senior match practice and also community engagement programme "Last Man Standing", whereby the aim is to encourage those that don't play regularly to start playing again. The grant will enable the club to replace the old artificial pitch with a

modern ECB approved system which will ensure cricket can continue to be played at the club for many years to come.

The new artificial pitch will improve the quality of the cricket played through improved performance of the surface. Additionally it will ensure that the facilities can be provided to more people and on a more regular basis. The current foundations are degraded and do not drain properly so puddles form in the rain.

The work is due to take place between November 2017 to May 2018 in time for the next season and the club has already started actively fundraising to cover the shortfall. They have received comparative quotes for the work and selected a NottsGrass NG12 surface and NottsBase D system which is non-degradable and has been used at Lords Cricket Ground.

### **Head of Finance Comments**

- Unaudited accounts have been submitted for the year ending 30th September 2016 which show a surplus of £5,779.
- Total income was £32,603; mainly generated from Grants (£13,600), Subscriptions (£6,388), Sponsorships (£4,500), Donations (£3,122), Fundraising (£2,864) and Bar Profit (£2,129).
- Total expenditure was £26,824; consisting of Supplies and Services (£26,824).
- Balances held at the end of the period showed Net assets of £33,728, comprising of Tangible assets £19,319, Debtors £656, Stock £1,600 and Cash £12,153.

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

**Sustainable and Resilient Communities:** the project will upgrade the existing provision to ensure the facilities are safe and meet ECB standards. It will allow the club to continue to provide cricket facilities are available to the community in the future and good quality provision will help to increase levels of participation. The club promotes healthy lifestyle and encourages likeminded people to participate and helps to develop community spirit.

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

The Assessment Group feels that this project to install a new artificial cricket pitch at the Awbrook Ground will benefit local residents and players as it will ensure that club members can continue to compete and train at high quality, safe ECB approved facilities. Participation in sporting activities is good for physical and mental wellbeing and the club committee should be encouraged in their endeavours to upgrade the facilities and provide an inclusive community cricket club.

*Overall score: 9*



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

The Assessment Group recommends that the Cabinet Grants Panel award Scaynes Hill Cricket Club a Facility Grant of £10,046 toward the cost of an artificial pitch which is made up of - £7,710.52 and 2,875.48 (P35/594 Land North of Lyoth Lane) Formal Sport S106 monies.

***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***