

23 October 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 31 OCTOBER 2017 at 4.30 p.m.** when your attendance is requested.

Yours sincerely,

KATHRYN HALL

Chief Executive.

A G E N D A

Pages

- | | | |
|----|--|----------------|
| 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 4 September 2017. | 3 - 4 |
| 5. | To consider any items that the Chairman agrees to take as urgent business. | |
| 6. | To receive representations from Members of the Council on the applications. | |
| 7. | Report to Cabinet Grants Panel – Release of S.106 Contributions for Lindfield Medical Centre Health and Local Community Infrastructure | 5 - 7 |
| 8. | Report to Cabinet Grants Panel – Release of S.106 Contributions for Northlands Wood Centre Health and Local Community Infrastructure | 8 - 10 |
| 9. | Corporate Grant Schemes. | 11 - 45 |

Working together for a better Mid Sussex

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

**Minutes of a Meeting of the Mid Sussex District Council
Cabinet Grants Panel held on Monday 4 September 2017
from 4.00 p.m. to 4.09 p.m.**

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

Gary Marsh

1. SUBSTITUTES

None

2. APOLOGIES

None

3. DECLARATIONS OF INTERESTS

None

4. MINUTES

The Minutes of the meeting of the Panel held on 8 August 2017 were found to show the incorrect time and day of the meeting. The amended minutes were then 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 Programme Manager for the Burgess Hill Growth Area introduced the report which presented two Microbusiness Grants.

Both applications were 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 has also passed due diligence checks.

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Number78	Website development, marketing materials and assistance with social media	£2,000	£2,000
South East Business Systems	Re-branding and production of marketing materials	£1,500	£1,500

The Programme Manager for the Burgess Hill Growth Area outlined how should the Panel wish to award grants to both applications, Members of the Panel are requested to decide whether to:

- a) award the full amount requested, recognizing that the ability to pay out in full is reliant on other grant applicants not spending the funding already awarded;
- b) award a pro-rata amount to each applicant to the sum total of funds left;
- c) transfer £686.50 from the Community and Economic Development Fund to fill the gap

All Members agreed with option C to transfer £686.50 to fill the gap.

Members were supportive of both applications and resolved to award both grants.

RESOLVED

That:

- 1. That a Micro Business grant of £2000 is awarded to Number78 to assist with website development, production of marketing materials and assistance with social media.
- 2. That a Micro Business grant of £1500 is awarded to South East Business Systems to support re-branding and the production of marketing materials.

Chairman.

7. REPORT TO CABINET GRANTS PANEL

RELEASE OF S.106 CONTRIBUTIONS FOR LINDFIELD MEDICAL CENTRE

HEALTH AND LOCAL COMMUNITY INFRASTRUCTURE

REPORT OF Contact Officer	Divisional Leader for Planning and Economy Elizabeth Lancaster, Infrastructure Officer, Planning Policy and Economic Development Email: Section106Monitoring@MidSussex.gov.uk Tel: 01444 477066
Wards affected	
Key decision	No

Purpose of Report

1. Lindfield Medical Centre is requesting the release of S106 Infrastructure contributions to create an additional Consulting Room.

Recommendation

2. It is recommended that £68,957.66 (100% of the total build and set up costs) be released to Lindfield Medical Centre from contributions arising from developments at land to the east of Gravelly Lane and north of Lyoth Lane (PL3-000199) and land north of Newton Road (P35/662).
-

Background

3. Lindfield Medical Centre is a freehold property owned by the GP Partners. It was extended approximately 10 years ago providing two extra consulting rooms and four offices.
4. Currently there are nine clinical rooms which are shared between seven GP's, four practice nurses, two health care assistants and other health professionals who frequent the surgery on a weekly basis. Although not all clinical staff are present in the surgery every day, the Practice consider an additional consulting room would be a great benefit allowing each GP to have their own room, which in their absence could also be used by other clinicians.
5. The additional consultation room would be achieved by dividing a large treatment room into two consulting rooms. When the Medical Centre was built over 25 years ago, the large treatment room met the contemporary guidelines regarding size. However these guidelines have been revised and it is now considered this space could be better utilized.
6. Lindfield Medical Centre believe that without this work they will not be able to increase their staffing levels which are required to cope with the greater demand on services due to the recent housing developments in the area.

Financial Implications

7. This project is considered to represent an appropriate expenditure of the contributions from the agreements below.

S106 Agreement		
PL3-000199	£52,806.88	Land to the east of Gravelye Lane and north of Lyoth Lane
P35/662	£16,150.78	Land north of Newton Road.
Total	£68,957.66	

8. Lindfield Medical Centre has confirmed and acknowledged that should the actual project costs exceed the estimated total project costs there will be no increase in S106 funding.
9. Lindfield Medical Centre is not VAT registered (a letter of confirmation has been submitted from their accountant) and has requested the VAT be included when funds are released.
10. No S106 funding will be released to Lindfield Medical Centre until Mid Sussex District Council (MSDC) is in receipt of the contractors invoice(s).

Legal Implications

11. The planning permission for the development of land to the east of Gravelye Lane and north of Lyoth Lane for 230 dwellings secured financial contributions towards health provision to be expended on improvements to the Northlands Wood Practice and/or the Lindfield Medical Practice.
12. The planning permission for the development of land north of Newton Road for 120 dwellings secured financial contributions towards local community infrastructure.
13. As the S106 Agreement relating to land to the east of Gravelye Lane and north of Lyoth Lane secured financial contributions towards health provision to be expended on improvements to the Northlands Wood Practice and/or Lindfield Medical Practice, an officer decision was made that to ensure both Practices benefitted from the health contribution each Practice could apply for 50% of the received health contribution.
14. The project is considered to represent appropriate expenditure of the contributions from the above agreements.
15. The project is considered to be beneficial.
16. Lindfield Medical Centre will submit a signed copy of the building contract prior to the release of S106 funding.

Programme

17. Lindfield Medical Centre has sought three tenders and has chosen their preferred builder (P.D. Harris (Henfield) Ltd).
18. Lindfield Medical Centre anticipate the project will be completed within 12 months of being notified by MSDC that the funding has been approved.

19. Lindfield Medical Centre has given assurances that once the project has commenced, completion will be approximately three months later. This time factor takes into account that it may not be feasible for the builders to be on site all day every day.

Statutory consents.

20. Planning permission is required which Lindfield Medical Centre will seek to obtain utilising their capital.
21. A copy of the Decision Notice will be submitted prior to any release of S106 funding

Equalities impact

22. Lindfield Medical Centre have given assurances all work undertaken will confirm to the Disability Discrimination Act. 2005.

8. REPORT TO CABINET GRANTS PANEL

RELEASE OF S.106 CONTRIBUTIONS FOR NORTHLANDS WOOD MEDICAL CENTRE HEALTH AND LOCAL COMMUNITY INFRASTRUCTURE .

REPORT OF Contact Officer	Divisional Leader for Planning and Economy Elizabeth Lancaster, Infrastructure Officer, Planning Policy and Economic Development Email: Section106Monitoring@MidSussex.gov.uk Tel: 01444 477066
Wards affected	
Key decision	No

Purpose of Report

1. Northlands Wood Medical Centre is requesting the release of S106 Infrastructure contributions to create an additional Consulting Room.

Recommendation

2. It is recommended that £55,833.66 (100% of the total build and set up costs) be released to Northlands Wood Medical Centre from contributions arising from developments at land to the east of Gravelye Lane and north of Lyoth Lane (PL3-000199) and land known as Wilmington Way (P35/641).
-

Background

3. Northlands Wood Medical Centre is a leasehold property owned by GPG No. 1 Ltd, who own a number of medical practices in the area, and leased by the GPs who in partnership run the Centre. The term of the lease is from 28th November 2003 and runs for 22 years, therefore more than five years remain on the lease.
4. The practice is a purpose built medical centre and many of the rooms are generous in proportion. The Medical Centre would like to utilise the space in one of these rooms by dividing it to create an additional consulting room that can be used by a nurse or GP. This would increase the overall capacity of the Centre.
5. Haywards Heath has seen recent significant development in the area which has resulted in a sizable increase in the number of residents on the patient list. The practice therefore needs to employ more staff to meet the ever increasing demands of the growing local population. Northlands Wood Medical Centre believe without this work being undertaken there is a significant risk it may have to close its list to new patients in the near future.

Financial Implications

6. This project is considered to represent an appropriate expenditure of the contributions from the agreements below.

S106 Agreement		
PL3-000199	£52,806.88	Land to the east of Gravelye Lane and north of Lyoth Lane
P35/641	£3,711.12	Land known as Wilmington Way
Total	£56,518.00	

7. Northlands Wood Medical Centre has confirmed and acknowledged that should the actual project costs exceed the estimated total project costs there will be no increase in S106 funding.
8. Northlands Wood Medical Centre is not VAT registered (a letter of confirmation has been submitted from their accountant) and has requested the VAT be included when funds are released.
9. No S106 funding will be released to Northlands Wood Medical Centre until Mid Sussex District Council (MSDC) is in receipt of the contractors invoice(s).

Legal Implications

10. The planning permission for the development of land to the east of Gravelye Lane and north of Lyoth Lane for 230 dwellings secured financial contributions towards health provision to be expended on improvements to the Northlands Wood Practice and/or Lindfield Medical Practice.
11. The planning permission for the development at the land known as Wilmington Way for 185 dwellings secured financial contributions towards local community infrastructure in the central area.
12. As the S106 Agreement relating to land to the east of Gravelye Lane and north of Lyoth Lane secured financial contributions towards health provision to be expended on improvements to the Northlands Wood Practice and/or Lindfield Medical Practice, an officer decision was made that to ensure both practices benefitted from the health contribution each Practice could apply for 50% of the received health contribution.
13. The project is considered to represent appropriate expenditure of the contributions from the above agreements.
14. The project is considered to be beneficial.
15. Northlands Wood Medical Centre will submit a signed copy of the building contract prior to the release of S106 funding.
16. Northlands Wood Medical Centre has contacted the owner of the property (GPG No. 1 Ltd) who has provided written confirmation of their full support for the project and have provided in principle consent to the intended works (subject to completion of a formal Licence for Alterations).

Programme

17. Northlands Wood Medical Centre has sought three tenders and has chosen their preferred builder (J H Builders).
18. Northlands Wood Medical Centre anticipate the project will be completed within 12 months of being notified by MSDC that the funding has been approved.

19. Northlands Wood Medical Centre has given assurances that once the work has commenced (envisaged Spring 2018), completion will be approximately 10 weeks later.

Statutory consents

20. Northlands Wood Medical Centre has employed Coster & Co Architects to draw up the plans and manage the project on their behalf. This company have confirmed no planning permission is required as there is no change of use, increase in floor space or external alterations and thus planning consents are not required.
21. Building regulation compliance is to be achieved by a building notice procedure as no significant structural alterations are necessary.
22. The selected contractor will be required to issue a building notice and liaise with the appropriate building control disciplines.

Equalities Impact

23. Northlands Wood Medical Centre have given assurances all work undertaken will be fully compliant with the Disability Discrimination Act 2005 as well as all other current legislation and building regulations.

9. CORPORATE GRANT SCHEMES

REPORT OF: HEAD OF CORPORATE RESOURCES
Contact Officer: Elaine Clarke, Community Leisure Officer
Email elainec@midsussex.gov.uk **Tel:** 01444 477275
Wards Affected: All
Key Decision No

Purpose of the report

1. The purpose of this report is to present fourteen Facility, Community & Economic Development Grant applications for consideration by the Cabinet Grants Panel.
2. Members are also asked to note the updates in relation to grants applications received from Hurstpierpoint Bowling Club, St Andrews Church, Chequer Mead and East Grinstead Sports Club.

Summary

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

Facility Grants

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Crawley Down Community Centre Association	Improvements to the Haven Centre	15,500	15,500
Haywards Heath Baptist Church	Installation of lift in new church and community facility	24,003	24,003
Scaynes Hill Cricket Club	Artificial pitch	10,046	10,046
Total		£49,549	£49,549

Community and Economic Development Grants

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
172 (Haywards Heath) Squadron Air Training Corps	Purchase of flight simulators	2,500	2,500
Burgess Hill Town Council	Zip wire; outdoor cinema; escape room	4,500	4,500
Friends of Burgess Hill Green Circle Network	'Wild About Mid Sussex'	1,551	1,551
Haywards Heath & District Business Association	Rebrand and relaunch	5,000	1,500
Hurst Festival	Community Day	5,000	1,250
Kangaroos	Saturday and Holiday Club for young people with learning disabilities	5,000	5,000
Lindfield Football Club	Improvements to changing facilities	5,000	9,812*
Summerhaven	Mental health drop-ins	1,000	1,000
Sussex Chorus	Workshop evenings	1,699	1,699

West Sussex Mediation Service	Mediation and dispute resolution service	2,500	2,500
Windermere Road Residents Association	Fencing, surfacing and signage	1,000	0
Total		£34,750	£31,312

*funded through S106 contributions

Recommendations

Members of the Panel are requested to:

- a) consider and decide upon the recommendations for each of the above applications, summaries of which is attached in Appendices A and B of this report.***
- b) agree the amendment to the special condition regarding the completion date for the Hurstpierpoint Bowling Club grant to January 2019.***
- c) agree to the changes to the St Andrews Church Project expenditure.***
- d) note the grant awarded to Chequer Mead Community Arts Centre.***

Background

4. This is the fourth meeting in the 2017/18 financial year, to consider Facility, Community and Economic Development Grant applications.
5. 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

6. New applications are 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. All organisations have met the eligibility criteria and have provided information to support their application.
7. The applications received in this grants round have been considered by the Grants Assessment Group comprising relevant officers from across the authority together with representatives from West Sussex County Council's Communities and Public Health Teams, and, unless there is a conflict of interest, the local Council for Voluntary Service. The Group has the opportunity to comment on the merit of each application.
8. The involvement of outside representatives enables 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. 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.

Spotlight Grants

10. Spotlight Grants are usually considered at the Autumn Cabinet Grants Panel meeting. The theme of 'youth projects run by volunteers' was open for applications but we did not receive any bids for funding in this round.

Hurstpierpoint Bowling Club

11. On 12 January 2016, the Cabinet Grants Panel awarded £61,716 to Hurstpierpoint Bowling Club toward the cost of a pavilion extension.
12. On 14 February 2017, the Panel agreed to extend the period to secure project funding and complete the project to October 2017 due to a delay in relation to the building lease. The lease issues have now been resolved and work started on site on 16 October but it will not be finished by the deadline. The aim is to complete the building work by the start of the outdoor bowling season in April 2018 with any snagging or finishing works to be carried out in the Autumn so a further extension is required to complete the work by January 2019.

St Andrews Church

13. On 2 June 2015, the Cabinet Grants Panel awarded £28,500 to St Andrews Church toward the cost of external improvements and toilet refurbishment to facilitate greater community use.
14. The church has been fundraising and has carried out some building improvements already which have resulted in greater user numbers. As a result they have decided to prioritise the toilet refurbishment and install more than originally planned. The total cost for completing this part of the project is £105,000 and they are seeking approval to use the full grant toward the toilet improvements.
15. They intend to renovate the Riders Hall toilets to provide a unisex facility including an additional cubicle. They will also install additional toilets within the youth centre wing of the building which will include cubicles that can, in the main, be accessed by both genders plus a male urinal facility.

Chequer Mead

16. At the Cabinet Grants Panel meeting on 5 June 2017 it was agreed that further information should be requested on the financial position of Chequer Mead Arts Centre before a grant could be made.
17. It should be noted that further information was obtained as requested. This was reported to the Chair of the Panel who made an Executive Decision to award a Facility Grant of £53,500 toward the building refurbishments on 13 July 2017.

East Grinstead Sports Club

18. At the 5 June 2017 Cabinet Grants Panel meeting the application from East Grinstead Sports Club was deferred pending further information. We are expecting this to be submitted for consideration at the next funding round in February 2018.

Financial Implications

19. All Facility Grants are funded through 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 developments.

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	£56,058	£171,661

20. If Members agree to the recommendations in Appendix B the balance will be reduced by £21,500 leaving a remainder of £150,161 in the Community & Economic Development Fund reserve.

Risk Management Implications

21. 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.
22. Additionally, the sharing of information with West Sussex County Council will ensure that organisations are not being double-funded for the same purpose.
23. 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 Facility Grants, the Council may impose additional safeguards.
24. 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.
25. 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

26. 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

27. 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

28. Grant applications and associated documentation for the Community & Economic Development and Facility Grants are held in the Community Services, Policy and Performance Section.

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 31st 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***

Community and Economic Development Grants Scheme * new application

Name of Organisation : **172 (HH) Squadron ATC**

Purpose for which Grant is Sought : **Purchase of flight simulators**

Total Project Cost : **£5,000**

Amount of Grant Sought : **£2,500**

Previous Grants : **None**

Background information

172 (HH) Squadron ATC is a Charitable Trust and is open to all those in the district aged 12-18. The Haywards Heath Squadron of the Air Cadets provides a supportive and structured environment through which young people can realise their full potential. They aim to develop self-confidence, personal responsibility, leadership skills and an understanding of value in the wider community.

They have the opportunity to purchase two high specification flight simulators, where cadets will be able to sit in a replica Eurofighter cockpit and take virtual control of a Typhoon Jet (or other training aircraft). Satellite imaging is projected on to a 10 foot wrap around screen to provide an extremely realistic and immersive piloting experience that will enable the cadets to rapidly advance their aviation studies. The simulators can be linked to enable formation flying within the Squadron and with other cadet groups and users. Having two simulators will allow a trained pilot volunteer fly alongside and instruct the cadets.

It is expected that other Cadet Groups with Mid Sussex will also have the opportunity to benefit from this facility. Whilst the RAF is able to provide, on average, one flying sessions per year for each cadet, it is clear that the demand is such that the simulators will provide a more consistent and viable training experience, one which won't be subject to weather conditions.

Head of Finance Comments

- Independently examined accounts have been submitted for the year ending 31st March 2017 which show a surplus of £723.
- Total income was £8,642; mainly generated from Subscriptions (£5,480), Social & Fundraising (£952), Gift Aid (£878), Canteen income (£535), Grants (£450), Other Income (£345) and Interest (£2).
- Total expenditure was £7,919; consisting of Supplies and Services (£7,919).
- Balances held at the end of the period showed Net assets of £11,093, comprising of Tangible assets £4,323 and Cash £6,770.

Corporate Grant Assessment Group's evaluation of the project

The purchase of the simulators should increase the success of the cadets' aviation study test results. Such enhanced skills will in turn enable the cadets to realise greater benefit and learning from the real life flying opportunities they are provided. Attainment levels in aviation skills can be continuously reviewed allowing the squadron to identify at an early stage, those cadets who might benefit from further formal flight studies e.g. via scholarships offered by the RAF. The Assessment Group considers that this is a rare opportunity to purchase this type of equipment, especially at a very reasonable price and therefore a grant toward the cost of this equipment a good use of funds and recommends an award of the full amount requested.

Overall score: 9

The project meets the following corporate objectives

The applicant indicates that they consider this project meets all our Council Priorities. However with the information presented the Assessment Group considers that they meet the following objective:

Strong and Resilient Communities – it is expected that other cadet groups with Mid Sussex will also have the opportunity to benefit from this facility. The 172 (HH) Squadron ATC have recently formed links with one of the Scouting Groups where a member of staff and cadets attended one of their Beaver meetings to teach and demonstrate basics of flight for their Aviators Badge. In future, they may be able to give the Cubs and Scouts the opportunity to experience flying as part of their awards. This could increase the number who would indirectly benefit, as well as forging links with the community.

Recommendation

£2,500

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Burgess Hill Town Council
Purpose for which Grant is Sought	:	Zip wire; outdoor cinema; escape room
Total Project Cost	:	£6,950
Amount of Grant Sought	:	£4,500
Previous Grants	:	2015 – £2,000 – Sumer holiday activities

Background information

Burgess Hill Town Council is a third tier Local Authority organisation and provides a wide range of services to Burgess Hill residents including: running a Tourist Information Office; an outdoor maintenance team; their 'Help Point' to provide information leaflets and respond to complaints and queries; running two community centres; organising community events and activities including: Summer festival; and Summer Fayre; etc. The Council provides allotments, which is a statutory duty.

They are looking to hold some adventurous activities next summer and are considering the following four one-day activities: a zip line in St. John's Park or another local park; an outdoor cinema; and escape room, whereby the Martlets Shopping Centre have confirmed they are willing to provide a venue for this. An escape room is an interactive and intuitive real-life escape game where players are locked in a room with a group of up to ten people, and participants have 30 minutes to solve challenging puzzles to escape the room. They are also seeking funding elsewhere to organise a waterslide activity. These activities will run for one day each during the summer and autumn 2018 and will require specialised equipment and personnel to run them so they will contract professional companies.

They are considering making a nominal charge of £1 per go for the zipwire activity, which they anticipate will raise £500; and £1 per go for the escape room, which they anticipate may raise £150. The outdoor cinema will be free of charge as it would be difficult to levy a charge for that in the open park.

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 Town Council is proposing to offer four specialist activities for older children. It is a relatively expensive project due to the need for specialist staff and

equipment and they are seeking sponsorship and earned income to contribute toward the overall cost. The Assessment Group is aware of the limited offer for older children during the school holidays and would like to support the Town Council to deliver a programme of adventurous and unique activities during the summer 2018. A Community & Economic Development Grant will subsidise the cost of these activities to make them more affordable to ensure all children can participate.

Overall score: 6

The project meets the following corporate objectives

Strong and Resilient Communities – the Town Council hope that the events will increase engagement with young people and help prevent a recurrence of the anti-social behaviour that was experienced during the summer of 2017.

Recommendation

£4,500

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Friends of Burgess Hill Green Circle
Purpose for which Grant is Sought	:	“Wild About Mid Sussex” event
Total Project Cost	:	£1,551
Amount of Grant Sought	:	£1,551
Previous Grants	:	2017 - £1,292 2016 - £1,294

Background information

The Friends of the Green Circle Network is a registered charity that carries out conservation work in and around Burgess Hill, as well as providing informative and educational activities concerning wildlife and wildlife habitats throughout each year. It costs £6 per year to join and members receive quarterly newsletters.

They organise various activities which are free of charge, except for the indoor talks for which a small admission charge of £2 - £3 is made to cover the cost of speaker and hall, though even these are free to under-16s. The Children's Safari in 2016 attracted over 400 people and the 5th free "Wild About Mid Sussex" exhibition was attended by over 3,000 people.

“Wild About Mid Sussex” is a free wildlife exhibition celebrating the wonderful countryside that surrounds the towns and villages of Mid Sussex. It’s a fun day out for the whole family and provides a great opportunity to discover more about local wildlife and how to protect it. Wildlife Conservation Groups provide informative displays and exhibitions to help local people find out about protecting local wildlife. “Wild About Mid Sussex” brings a host of creatures to Burgess Hill including an owls, stag beetles, bees, bats, tree frogs, pythons and lizards.

The 2018 "Wild About Mid Sussex" wildlife and Country Conservation Event is planned to take place in St. John's Park, Burgess Hill on Saturday 2nd June. There will be live exhibits, with local universities and sixth form colleges participating, as well as a new section including a blacksmith and traditional country crafts with opportunities for public involvement. They also want to showcase some more extreme outdoor activities in order to attract the age group 14 -25 which has previously been poorly represented.

The applicant is seeking funds toward the cost of the hire of two port-a-loos for exhibitors and staff; 60 trestle tables; and advertising in the Mid Sussex Times. Due to prolonged anti-social behaviour during the night in St. John's Park this year, they have also included, after recommendation by councillors, the cost of

an overnight security guard with dog, during the three nights on which the marquee is present.

Head of Finance Comments

- Independently examined accounts have been submitted for the year ending 31st March 2017 which show a deficit of £3,250.
- Total income was £16,594; mainly generated from Grants (£14,000), Subscriptions (£973), Other fundraising (£812), Donations (£806) and Interest (£3).
- Total expenditure was £19,844; consisting of Supplies and Services (£19,844).
- Balances held at the end of the period showed Net assets of £4,670, comprising of Cash £4,670.

Corporate Grant Assessment Group's evaluation of the project

“Wild About Mid Sussex” is a popular outdoor event which is free to attend and open to all residents. It provides a unique opportunity for children to learn more about the natural environment on their doorstep and is a fun family day out. The Assessment Group supports this application for a grant toward the cost of advertising and organising the event.

Overall Score: 8

The project meets the following corporate objectives

Strong and Resilient Communities – the Green Circle Network seeks to encourage Mid Sussex people to take a lasting interest in the wildlife around them and in the preservation of wildlife habitats throughout the area for everyone to enjoy. While aiming at all ages, they particularly endeavour to encourage children, to appreciate and cherish our open spaces and their resident wildlife, so in turn they want to preserve them for future generations. Scientific studies have proved the value of the countryside to the community, not just through walking and other healthy activities but also through therapeutic and uplifting effects expanses of trees and wildlife.

Recommendation

£1,551

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Haywards Heath & District Business Association (HHDBA)
Purpose for which Grant is Sought	:	Rebrand and relaunch
Total Project Cost	:	£ 5,000
Amount of Grant Sought	:	£ 5,000
Previous Grants	:	2016 - £2,500

Background information

HHDBA is an unincorporated association set up in 2002 that provides a business voice for small and large enterprises in the Mid Sussex area. Businesses are encouraged to attend various events held throughout the year to network with each other. Membership is open to all businesses located, having a branch office or can show their business is transacted in the RH16 and RH17 postcode areas. Members pay a fee of £50-200 depending on the number of employees and there are currently 110 business members.

The organisation has recently had a change of Chair and Committee and the enthusiastic new members are looking to re-brand and re-launch the business association. This work will include updating the current website to ensure members and prospective members have information about national and local business matters. They intend to rename the group Haywards Heath Business Association which will involve the creation of a new logo, marketing material, press launch and social media. A launch is planned for Haywards Heath Town Day 2018.

The aim of the project is to increase membership numbers, improve the website and social media presence and provide improved quality events for the Mid Sussex Business Community. The association recently sent out a survey to current and previous members to ask what they were looking for from HHDBA and the response was more networking and quality business events.

£1,500 of the grant is allocated toward additional hours for the administrative assistant that will include attending business fairs / events, communications with members and assistance at recruitment events. The remaining £3,500 is for the website update, rebranding and marketing.

Head of Finance Comments

- Unaudited accounts have been submitted for the year ending 31st March 2017 which show a deficit of £3,858.

- Total income was £11,550; mainly generated from Subscriptions (£8,265), Grants (£3,000) and Events (£285).
- Total expenditure was £15,408; consisting of Staff related (£8,553) and Supplies and Services (£6,855).
- No Balance Sheet was provided.

Corporate Grant Assessment Group's evaluation of the project

The applicant has not provided a detailed budget breakdown to show how the funding will be spent and is not proposing to match fund the project. They have not provided a clear rationale to show why the upgrade is needed or how it will be effective in meeting the needs of their members. Ongoing marketing and publicity are important but the Council does already provide an annual support grant toward core costs. The East Grinstead Business Association was awarded £1,500 toward the cost of a website upgrade in January 2016. It is recommended that a comparable award is made to the Haywards Heath District Business Association as a contribution toward the overall project cost.

Overall Score: 4

The project meets the following corporate objectives

Financial Independence – the organisation is aiming to become self-funding in the future and the committee thinks this project to kick start the organisation will enable them to achieve this. The organisation actively encourages business to business working relationships and feels this is a key area for the business to grow.

Effective and Responsive Services – the HHDBA Committee give up their time to work on HHDBA stands and attend committee meetings. The organisations contacts members weekly to share information and recently encouraged many local businesses to apply to the micro-business grant scheme.

Sustainable Economic Growth – the HHDBA aims to support businesses to expand and employ local residents.

Recommendation

£ 1,500

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Hurst Festival
Purpose for which Grant is Sought	:	Community Day
Total Project Cost	:	£53,000
Amount of Grant Sought	:	£5,000
Previous Grants	:	None

Background information

Hurst Festival has been established for a decade and is a not for profit organisations that arranges a two week festival of affordable events including professional musicians and authors amongst many other items for the local community in and around the village.

The purpose of the festival is to celebrate every aspect of art and culture enjoyed by adults, youth, and children, as a means of strengthening ties within Hurstpierpoint and surrounding villages. The organisers want to raise community values by celebrating as a community. They also want to encourage people to try new things.

The Committee is looking at the range of activities provided on the opening “Community Day” of the festival in 2018. Activities are free of charge and intended to reach out to the broadest range of residents, including those that may not consider attending a formal event.

The applicant has secured funding from Hurstpierpoint and Sayers Common Parish Council (£2,000); Hurst Community Charity (£6,750); and Shine Trust (£4,500). They budget for £35,000 to be generated by ticket sales; bar profits; and ‘friends’ subscriptions.

Head of Finance Comments

- Unaudited accounts have been submitted for the year ending 30th April 2017 which show a deficit of £319.
- Total income was £44,753 mainly generated from Ticket Sales and Event Income (£29,764), Sponsorship (£11,154), Advertising revenue (£1,915), Friends membership (£1,519) and Donations and Interest (£401).
- Total expenditure was £44,434; consisting of Supplies and Services (£44,434).
- Balances held at the end of the period showed Net assets of £24,125, comprising of Debtors £561, Cash £30,314 and Creditors (£6,750).

Corporate Grant Assessment Group's evaluation of the project

Hurst Arts Festival is an inclusive community event which has been running since 2008. The Assessment Group feel that the project meets the criteria for funding and that it will be of benefit to the residents of Hurstpierpoint and the surrounding area and it is suggested to make £1,250 as a contribution toward the project costs. This is akin to the Community and Economic Development Grant that was given to Lindfield Arts Festival earlier this year.

Overall Score: 5

The project meets the following corporate objectives

Sustainable Economic Growth – a knock on effect of the Festival is that funds are given to local venues from hiring facilities and there are indirect effects of increasing local business and trades peoples, e.g. increase in sales of food and drink at local establishments.

Strong and Resilient Communities – a number of individuals will benefit from the contribution they make to the festival as volunteers, paid performers, or event leaders. Individuals are encouraged to attend an event they wouldn't normally consider attending. There are a range of events during the fortnight the festival is on, which should include events that will attract all age groups.

Recommendation

£2,500

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Kangaroos
Purpose for which Grant is Sought	:	Saturday and holiday club for young people with learning disabilities
Total Project Cost	:	£78,350
Amount of Grant Sought	:	£5,000
Previous Grants	:	2016 - £5,000 BreakAway 2016 - £500 PALS – Overnights 2015 - £4,000 PALS 2014 - £3,443 PALS 2013 - £2,000 PALS

Background information:

Kangaroos are a registered charity based in Mid Sussex since 1994, which provides a range of fun, inclusive social and leisure activities for children and young adults with learning disabilities. As well as having learning disabilities, many of the members have additional behavioural, physical or sensory difficulties as well as an increasing number with severe autism, complex visual and hearing impairments, limited mobility and profound communication difficulties.

The charity provides Saturday and holiday youth and sports clubs for children and young people aged 6-18 years together with a youth and social club and a full social and recreational programme for young adults from 18- 35 years. They currently provide support for over 200 participants who would be unable to access other activities due to their specific needs.

Kangaroos relies on volunteers from local schools and colleges and provides training. Staff are trained and experienced in safeguarding, dealing with challenging behaviour, epilepsy awareness, emergency medication, manual handling and first aid.

Disabled young people have fewer opportunities to socialise outside of school or college than their peers and spend more time with the parents or carers. A grant would help fund the BreakAway Saturday and Holiday Club for young people with learning disabilities aged 12-18 years. The club currently has 50 members with a range of disabilities and provides opportunities to meet and make friends.

Kangaroos offers a range of in-house activities such as cookery, crafts, music and games at the Yews Community Centre in Haywards Heath. In addition, they provide trips out to venues such as Groombridge Place, Hastings Sea Life Centre, theatre visits and Lodge Hill Outdoor Centre. The young people benefit hugely from these experiences which help them grow in independence, self-esteem and confidence.

The applicant has secured over £64,000 of funding from: West Sussex County Council (£40,000); Adamson Trust (£500); Arbonne Charitable Foundation (£2,830); Burgess Hill Town Council (£800); parental contributions (£15,000); and Sussex Community Foundation (£5,000) and will fund any shortfall themselves if necessary from fundraising events in the local community.

Head of Finance Comments

- Independently examined accounts have been submitted for the year ending 31st March 2016 which show a surplus of £78,291.
- Total income was £420,642; mainly generated from Contracts (£191,283), Activities and Membership (£83,644), Donations (£77,287), Grants (£68,399) and Interest (£29).
- Total expenditure was £342,351; consisting of Staff related (£180,697) and Supplies and Services (£161,654).
- Balances held at the end of the period showed Net assets of £92,691, comprising of, Tangible Assets £9,903, Cash £88,525 and Creditors (£5,737).

Corporate Grant Assessment Group's evaluation of the project

Kangaroos provides an invaluable service for children and young people with disabilities. Staff and volunteers are well trained and the BreakAway Club provides a safe and supportive environment for children and young people to take part in activities and trips which is good for their personal development and wellbeing. The project meets the assessment criteria and is recommended for funding.

Overall Score: 11

The project meets the following corporate objectives

Effective and Responsive Services – Kangaroos is a user led organisation and as well as consulting regularly with their parents in a range of ways, they also involve their children and young adults at every stage of their planning. They hold a regular youth forum for their young adults and an informal forum for their teenage groups. They also have suggestion boxes at all of their projects.

Strong and Resilient Communities – Kangaroos enables children and young adults with disabilities to have a social life with their peers, giving them opportunities to enjoy a wide range of activities. The BreakAway Club allows young people to make new friends and take part in activities that other children take for granted. Kangaroos provides families with the opportunity to meet, network, share and support each other, which may be missing from their daily life as most disabled children use taxis and buses to transport them to school, parents and carers may not have the usual 'school gate' networks for support.

Recommendation

£5,000

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Lindfield Football Club
Purpose for which Grant is Sought	:	Improvements to changing facilities
Total Project Cost	:	£ 14,812
Amount of Grant Sought	:	£ 5,000
Previous Grants	:	None

Background information

Lindfield Football Club, based at Lindfield Common, is one of the longest established amateur football clubs in Sussex. The club has over 80 players and currently runs 3 adult teams, in the Mid Sussex Football Premier League down to Division 7. The club also organises monthly social events and an annual end of season tour. It costs £40 to join and £6 per game (£3 conc).

To continue playing competitive football at this level the club urgently needs to improve the changing rooms to become compliant with Step 7 of the Football Association ground and facilities requirements. Changes are needed to increase the size of the Officials changing room and incorporate a shower and toilet. A sliding door also needs to be installed to create two large Step 7 size changing rooms and retain the 4 original changing rooms. If the work is not carried out the club will be demoted from the premier division which they won in 2017.

The Club uses the Cricket Pavilion at Lindfield Common during the football season. The Pavilion is owned by the Council and leased to Lindfield Cricket Club. If Lindfield Cricket Club is promoted to a higher division they will also need a larger changing room for the umpire. Maintaining the Seniors position in the premier league will also encourage and inspire youngsters who play for Lindfield Junior FC.

The applicant intends to apply to the FA Facilities Fund Small Grants Scheme for £5,000 toward the project and will fundraise locally to cover the shortfall.

Head of Finance Comments

- Unaudited accounts have been submitted for the year ending 30th June 2017 which show a surplus of £1,589.
- Total income was £19,374; mainly generated from Bar and Social (£11,353), Match fees (£6,835), Other income (£846) and Subscriptions (£340).
- Total expenditure was £17,785; consisting of Supplies and Services (£17,785).

- Balances held at the end of the period showed Net assets of £7,734, comprising of Debtors £2,063 and Cash £5,671.

Corporate Grant Assessment Group's evaluation of the project

This is an essential project to enable Lindfield FC retain their place in the premier division. The budget they have submitted is reasonable and seems good value to achieve their needs. Lindfield FC does not have security of tenure and as a consequence is not eligible to apply for a Facility Grant. £5,000 is the maximum amount available through the Community and Economic Development Grants Scheme but there are Section 106 contributions which could be used to fund this project so it would be possible to make an exception in this instance.

It is therefore recommended that an exceptional grant of £9,812 is awarded to the Football Club to enable them to carry out the works subject to receipt of written permission from the Lindfield Cricket Club and evidence of Council consent as the landlord and owner of the premises. The improvements will benefit the players and local residents who want to participate in football. The award can be funded through Section 106 contributions which are allocated for expenditure on Formal Sport in Lindfield (P35/662 Land north of Newton Road).

Overall Score: 10

The project meets the following corporate objectives

Strong and Resilient Communities – Lindfield FC is run by volunteers to provide football training and league games. It provides an opportunity for adults to participate in social and physical activity and compete in sport which is good for their general wellbeing.

Recommendation

£ 9,812

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Summerhaven
Purpose for which Grant is Sought	:	Mental Health Drop-Ins
Total Project Cost	:	£3,300
Amount of Grant Sought	:	£1,000
Previous Grants	:	2016 - £1,000 - CED 2015 - £1,000 - CED

Background information

Summerhaven provides a drop-in facility for four hours each Sunday afternoon in Burgess Hill at the Old Post Office. The facility helps people from South Mid Sussex who have mental health problems, to have a safe space and avoid social isolation. A range of activities including art sessions, pool table, TV, computers and kitchen for refreshments is available for members to improve their well-being.

The organisation was set up in 2015 following a meeting of local residents with mental health problems, their families, and Councillors, which identified a need for a local drop-in. Services were previously provided by Summerfold House and Millhaven in Burgess Hill but both closed and were greatly missed. The group was supported by the Burgess Hill Town Council Community Development Officer and Mid Sussex South CVS to set up an incorporated association and take the project forward.

The drop-in is open to people aged 18+ years and has approximately 35 regular service users predominantly from Burgess Hill and Haywards Heath. The sessions are free of charge and are run by volunteers.

A grant would part fund hire of premises, insurances, art materials, leaflets, CVS subscription, refreshments (provided at reasonable charge), volunteer admin and travel costs, DBS checks and training.

The applicant has secured funding from Sussex Community Foundation (£1,390) and a Waitrose Collection (£312). They have also submitted an application to Burgess Hill Town Council for £500 and raised some earned income through the sale of refreshments.

Head of Finance Comments

- Audited accounts have been submitted for the year ending 31st March 2016 which show a surplus of £2,330.

- Total income was £5,744; mainly generated from Funding (£5,065), Refreshment income (£569) and Donations (£110).
- Total expenditure was £3,414; consisting of Supplies and Services (£3,414).
- No Balance Sheet was provided.

Corporate Grant Assessment Group's evaluation of the project

The project meets a need in the local community and is provided free of charge, solely by volunteers. These volunteers are trained and DBS checked so there is an element of development which enables them to sustain the ongoing project. There are limited opportunities for people with mental health problems to socialise locally and this project will help to reduce isolation in a safe and supportive environment. The project meets the assessment criteria and is recommended for funding.

Overall Score: 8

The project meets the following corporate objectives

Effective and Responsive Services – they are strongly promoting and giving opportunities for ‘Access and Inclusion’. Summerhaven provides a service which enables residents of South Mid Sussex with mental health problems to have a safe place and avoid social isolation.

Strong and Resilient Communities – the project aims to enable residents of South Mid Sussex with mental health problems to have equal opportunity to participate fully in their community and provide opportunities to engage in society and lead full, rewarding lives. The project aims to reduce the anxiety of members and help to improve their personal wellbeing.

Recommendation

£1,000

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Sussex Chorus
Purpose for which Grant is Sought	:	Workshop Evenings
Total Project Cost	:	£2,531
Amount of Grant Sought	:	£1,699
Previous Grants	:	None

Background information

Sussex Chorus is a classical choir with 90 singing members. Founded originally in 1921 by Ditchling W. I., its roots are still firmly based in the local community with a key aim of bringing high quality choral music to local audiences.

They have three large concerts a year plus a Christmas music event. They perform in Mid Sussex venues, usually in Burgess Hill, unless they need a larger venue for a major work which necessitates performing in Brighton. On a weekly basis they rehearse at St. Paul's Catholic College, Burgess Hill. No auditions are required to join but membership is £160 per year.

Last year they wanted to reach out to younger people and new audiences and thus had one concert, Carmina Burana, which included a choir from St. Paul's and three local primary schools, giving the children an opportunity to experience being part of a classical concert, and their parents and friends an insight into choral music-making. They also had a performance of John Rutter's Mass of the Children, which enabled them to partner Hurst College Prep Choir. The forthcoming season will include a Remembrance Day concert in Burgess Hill.

A grant would be used to hold two open workshops where visitors will be welcomed to experience learning to sing. This will be publicised with posters, leaflets, and social media, ensuring local schools, businesses and community spaces are targeted. They will also hold a Christmas music social event where they will invite families, friends, and other visitors, to enjoy songs and carols.

With membership being £160 per year and having 90 members, they generate £14,400 from membership income. The applicant submitted an application to People's Community Trust for £832.

Head of Finance Comments

- Independently audited accounts, consisting of a Receipts and Payments Account and a Statement of Assets and Liabilities, have been submitted for the year ending 31st May 2017 which show a net payments of £2,521.

- Total receipts were £27,583; mainly generated from Subscriptions (£12,641), Concert receipts (£9,778), Income Tax recovered under Gift Aid (£2,298), Fundraising income (£1,321), Friends (£860), Music hire and sales (£663) and Bank interest (£22).
- Total payments were £30,104; consisting of Supplies and Services (£30,104).
- Balances held at the end of the period showed Net Assets of £15,111, comprising of Debtors £581 and Cash £14,530.

Corporate Grant Assessment Group's evaluation of the project

The costs are for running three activities, and by having these activities it is hoped that they will attract more members, which in turn will make them more financially secure. The project meets a need in the local community. They are trying to become completely financially sustainable. The project meets the assessment criteria and is recommended for funding.

Overall Score: 9

The project meets the following corporate objectives

Financial Independence – they identify that increasing ticket prices or subscriptions is a barrier for the people they want to attract and so their strategy is to develop greater financial independence by increasing the number of tickets they sell, the membership of the choir and donations. Ten new additional members would raise £1,600. Fifty additional full price tickets sold would raise £750. Together with potential for attracting new 'Friends' who donate annually to the choir, this would enable them to balance their annual budget.

Strong and Resilient Communities – the project aims to bring together a range of people and ages that will be connected through a love of music and the welcome of existing choir members. They use the uplifting experience of singing in a group, shown to improve mood and aid well-being. They also keep alive an understanding and appreciation of local classical music – something that has been enjoyed for centuries and shouldn't be lost now.

Recommendation

£1,699

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	West Sussex Mediation Service
Purpose for which Grant is Sought	:	Mediation and dispute resolution service
Total Project Cost	:	£9,500
Amount of Grant Sought	:	£2,500
Previous Grants	:	2015 - £1,500 – Community Grant 2014 - £1,500 – Community Grant

Background information

West Sussex Mediation Service (WSMS) was established in 2000 and is based in Horsham and delivers across the county. WSMS aims to improve the lives of residents by offering a wide range of mediation services, many of which are free at the point of delivery. They specialise in neighbour disputes over issues such as noise nuisance, antisocial behaviour, parking, trees, hedges, boundaries, pets, children etc.

WSMS offer a county wide service with 60 trained local volunteer mediators, working in pairs to go where the need is. They have a very low turnover of mediators, with the average length of service being seven years. Many of their clients are either socially disadvantaged, have mental health issues, or suffer from some form of disability. They help challenge issues of racism, homophobia, ageism, and sexism. Their clients extend to travellers, migrant workers, and ex-offenders.

They service over 350 referrals a year, equating to over 700 households, or on average over 2,000 individuals. Their influence extends to other neighbours, the wider community and extended families – all whom can be affected or drawn into disputes to ‘take sides’.

The applicant has secured funding from Hurstpierpoint and Sayers Common Parish Council (£200) and Burgess Hill Town Council (£250). They have also submitted an application to: Lindfield Rural Parish Council for £100; Hassocks Parish Council for £100; and Cuckfield Parish Council for £100. They also generate income from paid services that can’t be provided for free, such as family mediation (divorcing and separating couples) and Workplace Mediation.

Head of Finance Comments

- Independently examined accounts have been submitted for the year ending 31st March 2017 which show a surplus of £4,757.

- Total income was £88,011; mainly generated from Grants (£62,531), Paid Mediation (£22,330), Fundraising (£2,221), Donations (£911) and Interest (£18).
- Total expenditure was £83,254; consisting of Staff related (£53,872), Supplies and Services (£21,040) and Premises related (£8,342).
- Balances held at the end of the period showed Net assets of £45,292, comprising of Debtors £2,913 and Cash £42,379.

Corporate Grant Assessment Group's evaluation of the project

They offer a range of free mediation services and they estimate that 500 clients from Mid Sussex will benefit from this award which will cover volunteer expenses, room costs, mediation, conflict coaching and publicity materials. The Assessment Group feels that this volunteer based service will benefit users and would like to support access to services for Mid Sussex residents. We hope that if the organisation will build relationships with local professionals and statutory and voluntary services in Mid Sussex.

Overall Score: 7

The project meets the following corporate objectives

Sustainable Economic Growth – by offering volunteer training and skills, which adds to life and work skills and often in turn leads to future self-employment for mediators, alongside their volunteering. They hire local venues for training and mediation sessions and this in turn gives income to local venues. They network with businesses via Basepoint events in Haywards Heath and via the Gatwick Diamond Business Members organisation.

Strong Resilient Communities – they are able to resolve a number of disputes, many of which have been long standing and caused demand of statutory services, including the police, council, and courts. By resolving conflict it improves health and wellbeing by removing anxiety and stresses and strains caused by conflict. They also improve social cohesion and reduce isolation.

Recommendation

£2,500

Community and Economic Development Grants Scheme * new application

Name of Organisation	:	Windermere Road Residents' Association
Purpose for which Grant is Sought	:	Fencing, surfacing and signage
Total Project Cost	:	£ 1,704
Amount of Grant Sought	:	£ 1,000
Previous Grants	:	None

Background information

The object of the Windermere Road Residents' Association is to improve and maintain the appearance, environment and the amenities of Windermere Road, eastwards from its boundary with Woodlands Road and the to the norther limit of the curtilage of 1 Windermere Road. The association is open to all adult persons living in Windermere Road and membership is encouraged.

The Residents Association carry out planting, tidying, grass cutting and maintenance of the Windermere Road and 92m twitten through to New England Road, Haywards Heath. They also organise meetings, participate in community action groups and organise community events e.g. Summer BBQ and Christmas party for residents and near neighbours.

Windermere Road is an unadopted private road and the residents are seeking funds to remedy some substantial potholes and replace the wooden framework and signage at the entrance from Woodlands Road. The project costs £1,704 in total which is broken down as follows – surfacing £434, fencing £1,020, signage £250. The applicant is contributing £704 in match funding which will be raised through a £50 contribution from each of the residents.

The twitten is a public thoroughfare and the residents association has previously made improvements to the path. Over the last 13 years the residents association has carried out litter clearance, hedge cutting and planting of plants, shrubs and bulbs to make the area more attractive.

Head of Finance Comments

- Unaudited accounts have been submitted for the year ending 31st December 2015 which show a deficit of £276.
- Total income was £0.
- Total expenditure was £276; consisting of Supplies and Services (£276).
- Balances held at the end of the period showed Net assets of £224, comprising of Cash £224.

Corporate Grant Assessment Group's evaluation of the project

Although the Residents Association seems generally public spirited, which is to be encouraged, the funding itself will be used to improve the entrance and surfacing of a private road which is the shared responsibility of the residents. Their local pride and efforts to smarten up the neighbourhood are positive but we do not fund ongoing maintenance, repairs and renewals. This project has limited public benefit and a grant is not recommended in this instance.

Overall Score: 4

The project meets the following corporate objectives

Financial Independence – the applicant states that the community of 15 households make occasional financial provision for upkeep of the road and the grant endeavour to remain self-sufficient.

Strong Resilient Communities – some people have lived in Windermere Road for over 30 years, it is described as a stable and caring community neighbourhood.

Recommendation

£ 0