

6 October 2023

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PLEASE NOTE START TIME OF MEETING

Dear Councillor,

A meeting of **CABINET GRANTS PANEL** will be held in the **COUNCIL CHAMBER** at these offices on **MONDAY, 16TH OCTOBER, 2023 at 1.00 pm** when your attendance is requested.

Yours sincerely,
KATHRYN HALL
Chief Executive

A G E N D A

	Pages
1. To receive apologies for absence.	
2. To receive Declarations of Interests from Members in respect of any matter on the Agenda.	
3. To be agreed by general affirmation the Minutes of the meeting held on 26 June 2023.	3 - 10
4. To consider any items that the Chairman agrees to take as urgent business.	
5. To receive representations from Members of the Council on the applications.	
6. Release of S.106 Contributions.	11 - 16
7. Corporate Grant Schemes - Community Grants.	17 - 26

8. Corporate Grant Schemes - Community Grants Revised Criteria.

27 - 44

To: **Members of Cabinet Grants Panel:** Councillors A Bennett, AM Cooke, R Eggleston, I Gibson and C Hobbs

**Minutes of a meeting of Cabinet Grants Panel
held on Monday, 26th June, 2023
at 2.00 pm - 2.21 pm**

Present: A Bennett (Chairman)
AM Cooke (Vice-Chair)

R Eggleston

I Gibson

C Hobbs

1. ELECTION OF CHAIRMAN.

Cllr Eggleston nominated Cllr Bennett as Chairman of the meeting. Cllr Gibson seconded the nomination.

2. APPOINTMENT OF VICE-CHAIRMAN.

Cllr Bennett proposed Cllr Cooke as Vice-Chairman of the meeting. Cllr Gibson seconded the nomination.

**3. TO NOTE SUBSTITUTES IN ACCORDANCE WITH COUNCIL PROCEDURE
RULE 4 - SUBSTITUTES AT MEETINGS OF COMMITTEES ETC.**

None as all members were present.

4. TO RECEIVE APOLOGIES FOR ABSENCE.

None as all members were present.

**5. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS IN RESPECT
OF ANY MATTER ON THE AGENDA.**

Councillor Hobbs declared an interest in the application from Adastral Hall Hassocks Community Association under Item 10: Corporate Grant Schemes – Release of S106 Contributions as he is Chairman of that organisation. He confirmed that he would remove himself from the discussion and voting on the item.

In the interests of transparency, Councillor Gibson declared that he is a Member of Worth Parish Council who is a tenant of St John's Church Community Hall (in relation to the application from the Parochial Church Council of the Ecclesiastical Parish of St John the Evangelist, Copthorne).

**6. TO CONFIRM THE MINUTES OF THE MEETING OF THE PANEL HELD ON 20
FEBRUARY 2023.**

The Chairman noted that no Member was present for the meeting so asked the Monitoring Officer to confirm that the Minutes were a correct record. The Monitoring Officer confirmed that he was content for the new Cabinet to agree the Minutes as a correct record. The minutes of the meeting of the Panel held on 20 February 2023 were agreed as a correct record and signed by the Chairman.

7. TO CONSIDER ANY ITEMS THAT THE CHAIRMAN AGREES TO TAKE AS URGENT BUSINESS.

The Chairman confirmed that she had no urgent business.

8. TO RECEIVE REPRESENTATIONS FROM MEMBERS OF THE COUNCIL ON THE APPLICATIONS.

The Chairman confirmed that no representations have been received.

9. CORPORATE GRANT SCHEMES - COMMUNITY GRANTS.

Lucy Corrie, Assistant Director for Communities, introduced the report that presented eleven Community Grants applications for consideration, nine of which were recommended for an award.

The applications which were recommended for consideration by the Panel are set out below:

Table 1: Applications recommended for award

Organisation	Grant Purpose	Award Requested	Award Suggested
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Ardingly Cricket Club	Upgrade cricket net facilities	£2,000	£2,000
Dame Vera Lynn Children's Charity	Early intervention service to support pre-school children with Cerebral Palsy and similar motor learning impairments.	£5,000	£2,500
East Grinstead Community Bonfire CIC	Support the setup of the inaugural bonfire event in East Grinstead.	£5,003	£5,000
Friends of Sheddingdean School Association (FOSSA)	Transform garden space into a community multi-sensory environment.	£5,000	£5,000
IMPACT Foundation (Tasty Team)	Healthy eating learning sessions for those living in supported accommodation.	£1,900	£1,900
Love Sober CIC	Free and low cost access to workshops providing support for women (mums and carers) struggling with alcohol use disorder.	£13,000	£2,000
Release Counselling and Therapy for Women CIO	Set up a 10 week early intervention counselling group for new mums experiencing or at risk of post-natal depression and other mental health conditions.	£4,988	£4,988
Slaugham Community CIC	Replace two community benches on the village green and update village post box.	£2,960	£2,960
Swoove Fitness	Weekly exercise classes for young adults with additional needs.	£1,000	£1,000
	TOTAL	£43,062	£27,348

Table 2: Applications Considered but NO GRANT Award Recommended

Organisation	Purpose for which grant is sought	Award requested
The Respect Youth Club	Weekly halls hire costs and public liability insurance for youth club.	£1,710
Summerhaven	Weekend drop-in for adults with mental health needs.	£500
	TOTAL	£2,210

Ardingly Cricket Club

The Cabinet Grants Panel had no comments.

Dame Vera Lynn Children's Charity

The Cabinet Grants Panel had no comments.

East Grinstead Community Bonfire CIC

The Cabinet Member for Sustainable Economy and Housing expressed support for bonfire societies. He noted that the organisations are moving away from a burning display to running drone displays and sought assurances that the grant does not involve combustible materials.

The Assistant Director for Communities confirmed that the grant is to support the bonfire activities and will not be used for pyrotechnics.

Friends of Sheddingdean School Association (FOSSA)

The Leader of the Council commended the organisation's work with Sheddingdean School and observed that the organisation has a good reputation for working on environmental matters, has been a part of the Chelsea Flower Show at Kew Gardens and has worked with Windmills Playgroup to educate younger people on the environment.

IMPACT Foundation (Tasty Team)

The Cabinet Grants Panel had no comments.

Love Sober CIC

The Cabinet Grants Panel had no comments.

Release Counselling and Therapy for Women CIO

The Chairman expressed full support for the scheme.

The Leader of the Council applauded the work of the organisation within the community and felt that demand is growing for this service. He hoped that with the right type of application the Council could further support the work of the organisation.

Slaugham Community CIC

The Cabinet Grants Panel had no comments.

Swoove Fitness

The Cabinet Member for Finance, Revenues and Benefits commended the request for this worthwhile activity.

The Respect Youth Club

The Cabinet Grants Panel had no comments.

Summerhaven

The Cabinet Grants Panel had no comments.

The Chairman noted that the applications that have no grant awarded are not considered unworthy, they simply did not meet the criteria of the Community Grants. She took the Panel to vote on the recommendations on all applications which were agreed unanimously.

RESOLVED

The Cabinet Grants Panel agreed:

1. That £2,000 from the Community Grants Fund be released to Ardingly Cricket Club to fund the upgrade of their cricket net facilities.
2. That £2,500 from the Community Grants Fund be released to Dame Vera Lynn Children's Charity to fund early intervention service to support pre-school children with Cerebral Palsy and similar motor learning impairments.
3. That £5,000 from the Community Grants Fund be released to East Grinstead Community Bonfire CIC to support the setup of the inaugural bonfire event in East Grinstead.
4. That £5,000 from the Community Grants Fund be released to Friends of Sheddingdean School Association (FOSSA) to fund the transformation of garden space into a community multi-sensory environment.
5. That £1,900 from the Community Grants Fund be released to IMPACT Foundation (Tasty Team) to fund healthy eating learning sessions for those living in supported accommodation.
6. That £2,000 from the Community Grants Fund be released to Love Sober CIC to fund free and low cost access to workshops providing support for women (mums and carers) struggling with alcohol use disorder.
7. That £4,988 from the Community Grants Fund be released to Release Counselling and Therapy for Women CIO to fund the set-up of a 10 week early intervention counselling group for new mums experiencing or at risk of post-natal depression and other mental health conditions.
8. That £2,960 from the Community Grants Fund be released to Slaugham Community CIC to fund the replacement of two community benches on the village green and update village post box.
9. That £1,000 from the Community Grants Fund be released to Swoove Fitness to fund weekly exercise classes for young adults with additional needs.
10. That **no** grant be awarded to The Respect Youth Club as their application does not meet the criteria of the Community Grants Fund.
11. That **no** grant be awarded to Summerhaven as their application does not meet the criteria of the Community Grants Fund.

10. CORPORATE GRANT SCHEMES - RELEASE OF S106 CONTRIBUTIONS.

[Cllr Hobbs left the meeting at 14:22]

Sally Blomfield, Assistant Director for Planning and Sustainable Economy, introduced the report and presented the five requests by voluntary sector organisations for the Release of S106 Contributions for consideration by the Cabinet Grants Panel.

Organisation	Purpose for which award is sought	Total Project Cost	Proposed S106 Contribution
Adastra Hall Hassocks Community Association	Community hall expansion and new toilets.	£505,884	224,139
East Grinstead Rugby Football Club	Pitch lighting improvements	£50,202	19,264
Hurstpierpoint Cricket Club	Pavilion modernisation	£45,109	33,458
Lindfield Cricket Club	Cricket square pop-up irrigation/water harvesting system	£24,094	12,050
The Parochial Church Council of the Ecclesiastical Parish of St John the Evangelist, Copthorne	Air-conditioning and car parking at St John's Church Community Hall (Copthorne Parish Hub)	£43,424	43,424
TOTAL		£668,623	£332,335

The Leader of the Council enquired whether the extension offered to the Mid Sussex District Scouts will be the final extension.

The Assistant Director for Planning and Sustainable Economy expressed that she was confident that it will be the final extension and that the Council is working with the organisation to achieve a successful completion of the work.

The Cabinet Member for Sustainable Economy and Housing stated that the East Grinstead Rugby Football Club is an excellent organisation and does great work in the community. He noted that the report talks of degradation of the pitch and asked how the floodlights will impact bringing the surface to up to standard.

The Assistant Director for Planning and Sustainable Economy replied that not all pitches are flood-lit therefore with a greater number of flood-lit pitches it spreads the load and spreads the usage to prevent the degradation on already lit pitches.

The Chairman fully supported all the applications and noted a personal experience of using Hurstpierpoint Cricket Club's pavilion where she found it could benefit from an improvement.

The Chairman noted that no Member wished to speak so took the Panel to vote on the recommendations on all applications which were agreed unanimously.

RESOLVED

The Cabinet Grants Panel agreed:

1. That £224,139 of S106 contributions be released to Adastra Hall Hassocks Community Association to fund the community hall expansion and new toilets.

2. That £19,264 of S106 contributions be released to East Grinstead Rugby Football Club to fund pitch lighting improvements.
3. That £33,458 of S106 contributions be released to Hurstpierpoint Cricket Club to fund the pavilion modernisation.
4. That £12,050 of S106 contributions be released to Lindfield Cricket Club to fund the cricket square pop-up irrigation/water harvesting system.
5. That £43,424 of S106 contributions be released to The Parochial Church Council of the Ecclesiastical Parish of St John the Evangelist, Copthorne to fund air-conditioning and car parking at St John's Church Community Hall (Copthorne Parish Hub).
6. To increase the Release of S106 monies to Haywards Heath Rugby Football Club, toward the cost of rebuilding the clubhouse at Whitemans Green, by £161,288.12 to the total sum of £311,288.12.
7. A further extension of the deadline for completing the legal paperwork in respect of the £100,000 Release of S106 to Mid Sussex District Scouts to mid-July to approve the documents, and mid-August to complete them.

The meeting finished at 2.21 pm

Chairman

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RELEASE OF S106 CONTRIBUTIONS

REPORT OF: Deputy Chief Executive
Contact Officer: Sally Blomfield, Assistant Director Planning and Sustainable Economy
sally.blomfield@midsussex.gov.uk
Wards Affected: All
Key Decision: No
Report to: Cabinet Grants Panel
16 October 2023

Purpose of Report

1. The purpose of this report is to:
 - (i) Present a request for the Release of Section 106 (S106) Contributions for the construction of a toilet block on Lindfield Common for consideration by the Cabinet Grants Panel.
 - (ii) Present a revised scheme for Adastra Hall Hassocks Community Association for consideration by Members.

Recommendations

2. Cabinet Grant Panel is recommended to consider and agree the following:
 - (i) **the release of £249,785 S106 monies to Lindfield Parish Council for the construction of a toilet block on Lindfield Common (see details in Appendix A).**
 - (ii) **re-confirm the previous agreement to release £224,139.11 S106 to the Adastra Hall Hassocks Community Association given the revised proposal for the Adastra Hall.**

Background

3. S106 monies have been secured from developments for a range of community and sport and recreational facilities. The monies have been secured in line with the Council's adopted Development and Infrastructure Supplementary Planning Document which can be found [here](#).

Lindfield Common Toilets

4. Lindfield Parish Council intends to construct a block of toilets on Lindfield Common. The facilities will consist of three individual locking cubicles and a Changing Places cubicle. Changing Places toilets, unlike standard accessible toilets, have an adult changing bench and hoist facilities as well as extra space for carers.
5. The total cost of the project is £305,547.50 and the proposal is to release **£249,785** S106 monies to support this project. This represents 82% of the total project costs. The remaining costs and ongoing maintenance costs will be met by Lindfield Parish Council.
6. Details of the proposals are set out in Appendix A.

Adastra Hall Hassocks Community Association – revised proposal

7. In June 2023, the Cabinet Grants Panel agreed to award **£224,139.11** to the Adastra Hall Hassocks Community Association toward the cost of two extensions to provide new disabled toilet facilities and to enlarge the Green Room to create a large self-contained activity hall.
8. The Capital Grants Panel agreed to fund 44% of the total estimated project costs of £505,884 and the community association was asked to raise £287,744.89 in match funding to deliver the project.
9. In August 2023, the Chair of the Association advised the Association would be unable to raise all the required funding and proposed a reduced scheme to deliver the Green Room expansion only by May 2024, subject to funding.
10. The revised scheme is estimated to cost £314,485 including a 5% contingency, based on a Chartered Surveyors detailed cost estimate. To date, the Association has raised £61,500 from the Bernard Sunley Foundation (£15,000), the current organizational surplus (£34,000), an anonymous donation and gift aid (£12,500). This leaves a funding gap of £30,985 to be filled in the next six months which is a more realistic and achievable target.
11. In light of the proposed changes to the project the Cabinet Grants Panel is asked to re-confirm its agreement to the release **£224,139.11** S106 monies towards this revised proposal.

Financial Implications

12. S106 contribution awards are funded through the allocation of financial receipts paid to the Council as a result of residential development toward infrastructure improvements to enhance formal sports, community buildings and other facilities.

Risk Management Implications

13. The main risks to the successful implementation of the decisions arising from this report would be the inability of the funded organisations to deliver those projects for which the release of s106 has been agreed, so offers are time limited and conditioned accordingly.
14. A Contract is signed at the application stage by organisations seeking funding that details the terms and conditions under which the release of S106 contributions is given. In respect of the release of S106 contributions, the Council may also impose additional safeguards prior to payment and all conditions must be met before the funds will be released. Payments are made on receipt of evidence of project expenditure.
15. With these measures in place the risks are reasonably mitigated against.

Equality and customer service implications

16. As part of the assessment process, all organisations applying for funding from the Council must submit an Equal Opportunities Policy. They must comply with the conditions of funding and have the requisite policies and procedures in place.

Legal Implications

17. All projects recommended for funding are considered to represent appropriate expenditure of S106 funds. In accordance with the Council's Constitution, the Cabinet Grants Panel is authorised to deal with the release of Section 106 monies over £50k.
18. Release of S106 funding to voluntary organisations are conditional and subject to compliance with the Subsidy Control Act 2022.

Sustainability Implications

19. The provision of the funding supports the Council's community leadership role in the delivery of local and UN Sustainable Development Goals.

Background Papers

- Applications and associated documentation for the Release of S106 Contributions are held by the Council.
- Cabinet Grants Panel Report June 2023: Agenda Item 10 which deals with the previous release of S106 monies for Adastra Hall can be found [here](#)

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APPENDIX A

Release of S106 contributions

Town:	Lindfield
Title Of Project:	Construction of toilet block on Lindfield Common
Applicant:	Lindfield Parish Council
Release of S106 contributions Request	£ 249,785 (82%)
Total Project Cost:	£ 305,547.50

Financial Summary

Sources of other funding and whether secured

Lindfield Parish Council £55,762.44 (secured)

Summary Of Project Proposal And Aims

Construction of three public toilets and a Changing Places accessible toilet on Lindfield Common to improve local facilities and improve accessibility.

Background

Lindfield Parish Council intends to construct a block of toilets on Lindfield Common. The facilities will consist of three individual locking cubicles and a Changing Places cubicle. Changing Places toilets, unlike standard accessible toilets, have an adult changing bench and hoist facilities as well as extra space for carers.

The following features have been incorporated into the approved plans, external design in keeping with Lindfield Common surroundings, security lighting, clear sightlines around the building, automatic remote locking at dusk, vandal-resistant fittings, baby changing tables and daily cleaning. The facilities will be opened daily between 1 March to 1 October, 7am – 9pm and 2 October to 29 February, 7am -6pm.

The proposed facilities will be owned and maintained by Lindfield Parish Council. The maintenance and cleaning costs for the facilities will be the financial responsibility of the Parish Council. The land the facilities are to be located on is owned by Mid Sussex District Council. The land is registered as Common Land and as such Commons Act Consent has been received from the Planning Inspectorate. An agreement between the Council and the Parish Council will be needed to provide permission for the facilities to be built and located on the Common. Planning permission for the facility was approved in April 2023 (DM/22/3791).

The total project cost is estimated at £305,547.50 (exc. VAT), including 15% contingency (£40,000) and professional fees (£35,922) to comply with building regulations, discharge of Planning conditions and to carry out necessary surveys. This build cost of £229,625 is based on the architect's budget and it includes the groundworks, sub structure, super structure, finishes, fixtures, fittings and services. As the value of the contract is more than £60,000 the Parish Council's Standing Orders & Financial Regulations requires sealed bids. The work is scheduled to start in March

2024 with completion by March 2025.

The previous toilets on the Common were closed and demolished in 2005. Since then, the Parish Council has received feedback requesting that they be reinstated. In summer 2018, the Parish Council undertook a public consultation and received 270 replies, 266 in favour and 4 against the reinstatement of public toilets on Lindfield Common.

The planning application for the facilities, which include the Changing Places cubicle, had twelve letters of support including the following submission from Kangaroos, a local charity that supports children, teenagers and adults with severe learning disabilities including those with mobility issues, epilepsy, autism, challenging behaviour and complex medical needs:

"Kangaroos supports the application to install a Changing Places facility in Lindfield. Changing Places facilities are life-changing to people who need them and their carers. It is now accepted and expected that everyone has a right to live in the community, to move around within it and access all its facilities. Government policy promotes the idea of "community participation" and "active citizenship," but for some people with disabilities, the lack of a fully accessible toilet is denying them this right. By installing a Changing Places facility in Lindfield you are ensuring that the community is accessible to all that live there."

This project will provide the village with its first Changing Places facility and make the common more attractive as inclusive an outdoor amenity. It will also reduce incidents of hedges around the Common and in the nearby children's play area being used as a toilet.

Recommendation

The Assessment Group recommends that the Cabinet Grants Panel Release S106 contributions up to a maximum of £249,785.06 to Lindfield Parish Council toward the construction of a new toilet block on Lindfield Common which is made up of:

- **£30,534.89 (08/02903/FUL Land north of Newton Road) Community Buildings;**
- **£40,931.22 (08/02903/FUL Land north of Newton Road) Local Community Infrastructure monies,**
- **£8,875.00 (12/03227/FUL Land at Former Blackthorns Nursing Home) Local Community Infrastructure monies**
- **£11,149.45 (08/02532/OUT Land on the north side of Lyoth Lane) Local Community Infrastructure monies,**
- **£78,867.33 (12/04316/FUL Land to the east of Gravelye Lane and North of Lyoth Lane) Local Community Infrastructure monies and**
- **£79,427.17 (DM/16/5648 Land east of Gravelye Lane) Local Community Infrastructure monies.**

This release of S106 contributions is made subject to the following special conditions:

- ***the project must be completed within 24 months of project funding being obtained***
- ***submission of tender documentation to demonstrate value for money and details of the selected contractor***
- ***a suitable lease agreement is drawn up between the Council and Lindfield Parish Council***

CORPORATE GRANT SCHEMES – Community Grants

REPORT OF: Deputy Chief Executive
Contact Officer: Lucy Corrie, Assistant Director Communities
lucy.corrie@midsussex.gov.uk
Wards Affected: All
Key Decision: No
Report to: Cabinet Grants Panel
16 October 2023

Purpose of the report

1. The purpose of this report is to present to the Cabinet Grants Panel, eleven Community Grants applications for consideration. Officers are recommending that eight applications are awarded with grants.

Recommendation

2. **Members of the Cabinet Grants Panel are requested to consider and decide upon the recommendation for each of the applications detailed, summaries of which are attached in Table 1.**

Summary

3. A summary of the applications to be considered and the recommendations from the Community Grants Assessment Group are provided. These suggest the level of financial assistance that should be awarded to each organisation and are detailed in Tables 1 and 2 below.

Background

4. Applications for all grants are assessed against the published criteria, <https://www.midsussex.gov.uk/business-licensing/corporate-grants/> and considered by the Grants Assessment Group to ensure a consistent approach.

Assessment Process

5. Applications are assessed against four key criteria – Council priorities; evidence of need; fiscal impact; and benefits. The maximum possible score, for excellent applications which fully meet all the criteria is 12.
6. Applications are assessed by the Grants Assessment Group comprising three relevant officers from across the Council. The assessment matrix used is at appendix A. All organisations presented have met the criteria, i.e., they are fully constituted, voluntary and not for profit organisations, and have provided the relevant information to support their application.

Grant Applications Recommended for approval

7. Aداstra Tennis Club is run by a volunteer management committee and volunteers. They currently have 35 members and hope to double this once the refurbished courts are completed. They run tournaments and offer a diverse, open environment and actively encourage all members of the community. The group are seeking funds to replace a shed on the edge of the courts used for the storage of tennis equipment. The former shed has been dismantled as it was over 30 years old and had many rotten timbers. The tennis courts are in the process of being refurbished by Hassocks Parish Council and the Lawn Tennis Association. Enhancing the facilities will provide a better experience for members and be more attractive with the aim of increasing membership. Officers recommended that this project is awarded £4,000 from the Community Grants scheme.
8. Fairer World Lindfield are a local environmental group whose mission is to help raise awareness of the climate crisis in the community by running various energy saving events and providing practical support. This grant will go towards the development of a website, which will in turn allow the group to promote and advertise their activities within the community, as well as providing information on climate and green topics. Officers recommend that the group is awarded £500 from the Community Grants scheme.
9. Family Support Work are active in geographical areas of high deprivation where families face significant challenges around health, isolation, poverty etc. They provide holistic practical and emotional support through home visits and group support work. The grant would go towards the cost of running a weekly informal drop-in session at Moat Church, East Grinstead. The grant will cover costs of refreshments, craft materials, volunteer expenses and venue hire. Similar sessions have previously taken place however they ceased over a year ago due to lack of funding. They expect to support 100-120 individuals from Mid-Sussex, in or around East Grinstead. Although Family Support Work in and outside the district, this grant will be used to target families from East Grinstead. Officers recommend that this project is awarded £800 from the Community Grants scheme.
10. Haywards Heath District Two Girl Guides helps girls and young women to develop emotionally, mentally, spiritually, and physically so they can make a positive contribution in their community. The group charge subs on an annual membership and weekly basis, and these cover their ongoing and routine costs. This grant would subsidise costs of additional activities so all girl guides can attend without any additional financial burden to the families. They have recently expanded from 3 girls in one unit, to 118 girls in 5 units. With this grant they would be able to visit Hertsmonceux observatory; the British wildlife centre; go on a team building residential and a weekend camp; participate in Traditions Day and host an afternoon tea. Officers recommend that this project is awarded £2,932 from the Community Grants scheme.

11. Mid Sussex Voluntary Action (MSVA) support other charities and individuals to create social change in their local communities. MSVA are hoping to run some community listening events and then subsequently run co-designed events and activities for local families during the holidays from Christmas 2023 through to the Summer 2024. They plan to work with local partners, including Clarion Housing; pre-schools; social prescribers; Burgess Hill Youth; Burgess Hill Foodbank; Burgess Hill Pantry; and the Mustard Seed café. They will be hosting face to face and online listening events, seeking what matters to the community and what challenges they face, whilst reducing social isolation in the process. The grant will cover the costs of soft play equipment; games; venue hire for events to take place in the holidays; children's entertainment; and publicity costs. This project is a new activity additional to their existing work. Officers recommend that this project is awarded £4,700 from the Community Grants scheme.
12. My Care Matters 2020 CIC is a not-for-profit CIC with a mission to improve people's experience of care in any setting: hospital; care home; hospice; or at home. They are requesting support for a "My Future Care" Handbook, and training for a Buddy Service. The aims are to improve people's understanding and awareness of options available to them regarding later life and end of life planning. They wish to increase conversations between family members regarding a person's wishes; increase the number of Power of Attorney, and Statement of Wishes; and in turn, improve people's mental wellbeing. The grant will allow Social Prescribers to offer their clients a copy of the My Future Care Handbook, free of charge; train volunteers in Haywards Heath and East Grinstead Age UK; and provide ongoing support to those already trained. The project is UK wide however the application only relates to the costs for providing this to residents in Mid Sussex. The total amount requested is £4,996 however this includes costs for ongoing running of the organisation and project. The grants criteria exclude funding of day-to-day costs. Therefore, any grants will not fund the ongoing running costs of a project manager; a project lead; admin; insurance; or bookkeeping. The grant should only be awarded for: printing materials including handbooks; marketing materials and activity; and training and buddy support. Officers recommend that this project is awarded £2,661 from the Community Grants Fund.
13. Social Innovation for All work with young people, schools, and partners to design and deliver social innovation programmes and they have a particular focus on environmental projects. With this grant the group will be able to run an Eco Pioneers project across five schools in Mid Sussex. The project aims to extend and enrich the curriculum through building environmental citizenship, changemaking, and communication skills of children. It will also strengthen links between schools and their local communities and create positive environmental change. Whilst directed at children in school, the project will indirectly reach their families; teachers; and local community groups. The Eco Pioneers project gives young people a sense of ownership as it is student led, and as such it will have a different impact in different schools however, in other areas, they have seen a variety of different schemes generated from the project including: food waste reduction ideas, specifically in relation to school meals; and a clothes and toy swap going beyond a second-hand uniform sale; as well as rewilding to promote biodiversity and address flooding issues. Officers recommend that this project is awarded £2,400 from the Community Grants scheme.

14. The Community Garden will be welcoming and inclusive of all. It will be a space to enjoy nature, with opportunities for gardening, outdoor meetings, wellbeing-based sessions, and events. It is aimed to encourage more community cohesion, support positive mental health especially for disadvantaged and underrepresented groups, and encourage intergenerational relationships, bringing people in the community together, and acting as a much-needed community hub, linking with the Mustard Seed Café. The garden will have easy access for wheelchairs and those with mobility needs, and sessions in the garden will help reduce social isolation and loneliness in the community. An NHS provider has already expressed interest in using the garden to support those suffering with trauma because of abuse. This project also has support from The Lost Woods Community Development Worker and Team, at Action in Rural Sussex, and support from Burnside Day Centre in Burgess Hill. The funding criteria does not allow the grant to fund support capital costs however it does support grants for non-capital costs of recycled benches and chairs; folding tables; tools; and firepit. Officers recommend that this project is awarded £5,000 from the Community Grants scheme.

Grant Applications not recommended for approval under the Community Fund

15. Arise Counselling Services provide affordable counselling for the residents of East Grinstead, and those within a five-mile radius. They offer counselling in person, online, and via telephone. Counselling can be for short or long-term and is offered to adolescents, adults, and couples, at a rate that is affordable to all. The grants criteria exclude funding of activities where other public authorities such as the health services are the most appropriate source of funding. Officers, whilst recognising the benefits of this group cannot recommend funding under the current criteria but suggest that the group is signposted to the Local Community Network to explore other relevant funding opportunities. Officers will assist in this process. Officers recommend that this project is not funded from the Community Grants scheme.
16. Burgess Hill Community Cupboard CIO provides food and household goods as a community pantry. Members pay £4 per visit and can receive £15 - £25 worth of goods in return. The group aim to reduce food poverty and food waste. The group are seeking funds to top up the stock of food and household goods they already store. The grants criteria exclude funding of activities where the organisation is holding more than nine months of unrestricted reserves. In this case the Community Cupboard holds 18 months of reserves and so do not meet the criteria for grant funding. Officers recommend that this project is not funded from the Community Grants scheme.
17. Hurstfolk is a weekend music festival. The aim of the festival is to provide a platform for musicians to display their talent. The grant is to cover costs of running the festival. The grant application is not recommended for approval. This is because the grants criteria exclude funding projects that have already started and in this case venues and artists have already been booked, as described on their website. Furthermore, insufficient, and inaccurate budget information has been provided despite seeking additional information from the applicant. Officers recommend that this project is not funded from the Community Grants scheme.

Communication

18. Following the significant and successful summer of promotion of grants awarded at the previous meeting it is proposed that each successful grant in this round is similarly supported and celebrated. As such, following the award of these grants organisations will be contacted to arrange proactive coverage of their grant funding. Communications activity will include press releases, social media and, where appropriate, Councillor visits. As such local communities will have a strong sense of the funding awarded to organisations across the District, and local community groups will themselves have their projects amplified through additional coverage.

Other Options Considered

19. To not agree with the recommendations in this report and not fund the organisations.
20. The awards recognise the key role Community, Voluntary Sector (CVS) organisations play in enabling communities to be resilient and the monies 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. The continued use of this fund to support community initiatives will help to mitigate against some of the challenges faced by the sector in these extraordinary times.

Financial Implications

21. A revenue budget of £100,000 has been allocated for 2023-24. The total amount of the Community Development Grants proposed in this Cabinet Grants Panel report is £22,993. Following an allocation of £27,348 at the June Community Grants Panel, this leaves a remaining balance of £49,659 up to the end of this financial year.
22. Grant applications that have been recommended have had all accounts and financial data assessed by finance with all due diligence undertaken.

Risk Management Implications

23. 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.
24. Where applications reference physical works to properties, applicants will be required to ensure that the project has all the necessary permissions in place (including planning, building regulations, licensing, and from landlords) prior to completion.
25. 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 funds are awarded not materialise.
26. All organisations in receipt of grant funds 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.
27. 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

28. As part of the assessment process all 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.

Sustainability Implications

29. The provision of the Community Grants Programme supports the council's corporate priorities, specifically Strong and Resilient Communities and Effective and Responsive Services. The grants also support the council's community leadership role in the delivery of local and [UK sustainable development goals](#) contributing towards:



SDG 3: (Ensure healthy lives and promote well-being for all at all ages)



SDG 10: (Reduce inequality within and among countries)



SG11(Sustainable Cities and Communities)

30. There is now a desire to embed the UN Sustainability Goals into the grant process.

Legal Implications

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

Background Papers

None

Table 1: Applications recommended for award

Organisation	Grant Purpose	Award Requested	Award Suggested
Adastra Tennis Club	Replace a shed on the edge of the courts used for the storage of tennis equipment.	£4,000	£4,000
Fairer World Lindfield	Development of a website.	£500	£500
Family Support Work	Running costs for informal drop-in sessions at Moat Church, East Grinstead.	£800	£800
Haywards Heath Town District Girl Guides	Subsidising costs of additional activities so all can attend without additional financial burden.	£2,932	£2,932
Mid Sussex Voluntary Action (MSVA)	Community listening events and subsequent co-designed events and activities for local families during holidays.	£4,700	£4,700
My Care Matters 2020 CIC	Support Social Prescriber to support their clients on later and end-of-life matters. Train staff and volunteers and continue to support those already trained.	£4,996	£2,661
Social Innovation for All	Eco Pioneers project across five schools in Mid Sussex.	£2,400	£2,400
The Community Garden	Establishing a community garden.	£5,000	£5,000
	TOTAL	£25,328	£22,993

Table 2: Applications Considered but No Grant Award Recommended

Organisation	Purpose for which grant is sought	Award requested
Arise Counselling Services	Weekly halls hire costs and public liability insurance for youth club.	£2,000
Burgess Hill Community Cupboard Charitable Incorporated Organisation (CIO)	Provide food and household goods as community pantry.	£5,000
Hurstfolk	To cover costs of a music festival of local musicians performing.	£4,540
	TOTAL	£11,540

Assessment Matrix (maximum score = 12)

Criteria	Excellent: the application meets the criteria and shows outstanding qualities. (Score = 3)	Good: the application meets the criteria and shows strong qualities. (Score = 2)	Fair: the application meets the criteria. (Score = 1)	Poor: the application does not meet the criteria. (Score = 0)
Council's priorities (Community Safety; Health and Wellbeing; Community Resilience) (Qu. 20)	The application clearly articulates how the project will meet at least one of the Council's priorities.	The application states how the project will meet at least one of the Council's priorities.	The application states that the project will meet at least one of the Council's priorities.	The project will not meet any of the Council's priorities.
Evidence of need (Qu. 15)	The demand / need within the local community is clearly articulated with supporting information i.e., consultations, research, statistics, pilot project.	The applicant has outlined the need within the local community.	A need is identified.	The need is not evident.
Impact and benefits (Qu. 13, 16, 18)	Project clearly describes the beneficiaries (80%+ from Mid Sussex), outcomes and measures of success.	Beneficiaries (80%+ from Mid Sussex), outcomes and evaluation methods are listed but not detailed.	Limited information has been supplied regarding beneficiaries (80%+ from Mid Sussex), outcomes and project evaluation.	Less than 80% of beneficiaries are from Mid Sussex. Outcomes are not evident.
Finances (Qu. 21)	The applicant has submitted an itemised balanced budget that appears realistic and substantial value for money, including 10%+ match funding sources identified or secured.	The applicant has submitted a balanced budget that appears realistic and substantial value for money.	Budgetary information is limited.	Budgetary information is non-existent or incomplete.

Score Table of applications based on the Assessment Matrix

	Councils Priorities	Evidence of need	Impact and benefits	Finances	Total Score
1. Aداstra Tennis Club	2	2	2	3	9
2. Fairer World Lindfield	2	2	2	3	9
3. Family Support Work	3	3	3	3	12
4. Haywards Heath Town District Girl Guides	3	3	3	3	12
5. Mid Sussex Voluntary Action (MSVA)	3	3	3	3	12
6. My Care Matters 2020 CIC	3	3	3	3	12
7. Social Innovation for All	2	3	2	2	9
8. The Community Garden	3	2	3	3	11

CORPORATE GRANT SCHEMES – COMMUNITY GRANTS REVISED CRITERIA

REPORT OF: Deputy Chief Executive
Contact Officer: Lucy Corrie, Assistant Director Communities
lucy.corrie@midsussex.gov.uk
Wards Affected: All
Key Decision: No
Report to: Cabinet Grants Panel
16 October 2023

Purpose of the report

1. The purpose of this report is to present to the Cabinet Grants Panel, following a review of the scheme, a proposed revision to the criteria used to assess applications to the Community Grants panel, based on the United Nations 17 Sustainable Development Goals (SDGs) 2015.
2. The report, at Appendix D, also outlines the grants awarded during 2021/22.

Recommendations

- (i) **Members of the Cabinet Grants Panel are requested to approve the new assessment criteria including the UN Sustainable Development Goals.**
- (ii) **Endorse the approach to enhanced communication for the Community Grants Scheme and all other funding streams.**

Summary

3. Following a review of the current criteria used to assess Community Grants, a revision is proposed. The revised criteria will assess how the subject of the grant will contribute to the delivery of the UN Sustainable Development Goals.
4. Further, having considered the scheme, and its context within the wider allocation of funding to communities across the District, it is also recommended to significantly enhance the publicity and communication of all funding streams.

Background

5. Applications for grants are currently assessed using the published criteria, <https://www.midsussex.gov.uk/media/9356/corporate-grants-revised-criteria.pdf> and considered by the Grants Assessment Group to ensure a consistent approach. The application form can be found here [Corporate Grants - Mid Sussex District Council](#)
6. Recognising the impact of the cost-of-living, poverty and climate crisis on the residents of Mid-Sussex, the Cabinet has asked officers to revise and refresh the criteria used to assess applications to the community grants scheme. The aim of the review is to ensure we are targeting support to those most in need and helping communities to tackle climate change.
7. The Cabinet has further asked Officers to ensure that the communication of the Community Grants Scheme is successful in reaching the broadest possible range of eligible groups, and that such funding is adequately celebrated.

Assessment Process

8. Applications are currently assessed using four key criteria, as follows, Council priorities; evidence of need; fiscal impact; and benefits. The maximum possible score, for excellent applications which fully meet all the criteria is 12.
9. Applications are assessed by the Grants Assessment Group comprising three relevant officers from across the Council. The current assessment matrix used is at appendix A. All organisations must also meet the following criteria, i.e., they are fully constituted, voluntary and not for profit organisations, and have provided the relevant information to support their application.

Revised criteria for future cabinet grant applications

10. It is important that the application process does not deter applications particularly from groups that do not have the capacity to make extensive and complex applications. Officers have revised the criteria and recommend that the assessment criteria are extended to include consideration of how the project contributes to delivery of the UN Sustainable Development Goals. <https://sdgs.un.org/goals>. See Appendix B.
11. The goals were adopted by all United Nations Member States in 2015 and provide a shared blueprint for peace and prosperity for people and the planet, now and into the future. There are 17 Sustainable Development Goals (SDGs), which are an urgent call for action by all countries - developed and developing - in a global partnership. They recognise that ending poverty and other deprivations must go hand-in-hand with strategies that improve health and education, reduce inequality, and spur economic growth – all while tackling climate change and working to preserve oceans and forests.
12. The Council has embedded the UN Sustainable Development Goals into our key strategies such as, the District Plan and they set the framework for our Sustainable Economy Strategy. Aligning the assessment criteria to the SDGs will support delivery of these strategies.
13. The focus for determining successful bids will be weighted towards how they meet the UN Goals. Preference will be given, to those projects which aim to tackle issues such as inequality, health and wellbeing, climate change and poverty. Applicants will be asked to indicate how their project meets the UN Sustainable Development Goals. Projects must meet at least one and preferably at least three of the UN SDG.
14. The assessment matrix has been revised with the UN Sustainability Goals being considered first and the scoring will be extended to a maximum of 15. A revised score for each of the criteria is set out at Appendix C.

Communications

15. The Community Grants Scheme is an important element in a range of funding streams administered by Mid Sussex District Council. It is important to ensure that all funding streams are clearly communicated. This will help in enabling a wide range of eligible groups to access and apply for funding.
16. For successful projects positive publicity through Mid Sussex District Council channels can help amplify an organisation's message and therefore bring positive benefits to their activities.

17. A specific communication plan for this and other similar streams will also ensure a much greater awareness, with residents and stakeholders, of the significant sums distributed or formally agreed across all grants and infrastructure funding across the District.
18. This communications approach will cover the following areas;
 - Developing a clear understanding of different funding streams, their eligibility and how they are transparently administered,
 - A celebration of successful individual grants, recognising the amplifying effect a communication focus from the District Council can have.
 - A refreshed approach to a holistic District wide communication of all funding positively impacting our communities.
19. The Community Grants awarded through this panel in the financial year 2021-22 are included as Appendix D. This information will be developed into communication assets for the website and future Mid Sussex matters e-newsletters. In future there will be ongoing emphasis on increased and year-round communication, as well as an infographic based annual summary.

Other Options Considered

20. To not agree with the recommendations in this report and not include the UN SDGs.

Financial Implications

21. The proposed inclusion will not have any direct financial implications. A revenue budget of £100,000 has been allocated for 2023-24. The total amount of the Community Development Grants proposed in the October 2023 Cabinet Grants Panel report is £22,993. Following an allocation of £27,348 at the June Community Grants Panel, this leaves a remaining balance of £49,659 up to the end of this financial year.
22. The revised criteria will not have any negative financial implications.

Risk Management Implications

23. There is no obligation for the council to provide the grant funding with the exception of the appropriate release of S106 funds via the Facilities Grants process. The negative impact on community infrastructure and vulnerable residents would, however, be considerable if this funding channel were withdrawn. This would negatively impact on the Council's role and reputation as a community leader. The Council has also identified this work as a priority in its revised corporate plan.

Equality and customer service implications

24. As part of the assessment process all 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.

Sustainability Implications

25. The provision of the Community Grants Programme supports the council's corporate priorities, specifically Strong and Resilient Communities and Effective and Responsive Services. The grants also support the council's community leadership role in the delivery of local and [UN Sustainable Development Goals](#). There is now a desire to embed the UN Sustainability Goals into the grant process.

Legal Implications

26. 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

[Corporate Grants Revised Criteria](#)

[Mid Sussex District Plan](#)

[Sustainable Economy Strategy and Action Plan](#)

Current Assessment Matrix (maximum score = 12)

Criteria	Excellent: the application meets the criteria and shows outstanding qualities. (Score = 3)	Good: the application meets the criteria and shows strong qualities. (Score = 2)	Fair: the application meets the criteria. (Score = 1)	Poor: the application does not meet the criteria. (Score = 0)
Council's priorities (Community Safety; Health and Wellbeing; Community Resilience)	The application clearly articulates how the project will meet at least one of the Council's priorities.	The application states how the project will meet at least one of the Council's priorities	The application states that the project will meet at least one of the Council's priorities	The project will not meet any of the Council's priorities.
Evidence of need	The demand / need within the local community is clearly articulated with supporting information i.e., consultations, research, statistics, pilot project	The applicant has outlined the need within the local community.	A need is identified.	The need is not evident.
Impact and benefits	Project clearly describes the beneficiaries (80%+ from Mid Sussex), outcomes and measures of success.	Beneficiaries (80%+ from Mid Sussex), outcomes and evaluation methods are listed but not detailed.	Limited information has been supplied regarding beneficiaries (80%+ from Mid Sussex), outcomes and project evaluation.	Less than 80% of beneficiaries are from Mid Sussex. Outcomes are not evident.
Finances	The applicant has submitted an itemised balanced budget that appears realistic and substantial value for money, including 10%+ match funding sources identified or secured.	The applicant has submitted a balanced budget that appears realistic and substantial value for money.	Budgetary information is limited.	Budgetary information is non-existent or incomplete.

United Nations 17 Sustainable Development Goals (SDGs) 2015.



Proposed Revised Community Grants Assessment Matrix

Assessment Matrix (maximum score = 15)

Criteria	<i>Excellent:</i> the application meets the criteria and shows outstanding qualities. (Score = 3)	<i>Good:</i> the application meets the criteria and shows strong qualities. (Score = 2)	<i>Fair:</i> the application meets the criteria. (Score = 1)	<i>Poor:</i> the application does not meet the criteria. (Score = 0)
UN Sustainable Development Goals	The application clearly articulates how the project will meet at least three of the UN SDGs.	The application states how the project will meet at least two of the UN SDGs.	The application states that the project will meet at least one of the UN SDGs.	The project will not meet any of the UN SDGs.
Council's priorities (Community Safety; Health and Wellbeing; Community Resilience)	The application clearly articulates how the project will meet at least one of the Council's priorities. These priorities compliment the UN Sustainable Development Goals, and a clear case should be made for both.	The application states how the project will meet at least one of the Council's priorities but may have limited or weak evidence of how this will be achieved.	The application states that the project will meet at least one of the Council's priorities but may not clearly evidence how it will do so.	The project will not meet any of the Council's priorities.
Evidence of need	The demand / need within the local community is clearly articulated with supporting information i.e., consultations, research, statistics, pilot project. The specific need is focused on reaching those who will most benefit from funding	The applicant has outlined the need within the local community. This need may not reach those who will most benefit but is clearly articulated and evidenced.	A need is identified. This need may not be focused on those who will benefit most and/or the case is not clearly made for how the specific funding request supports meeting that need.	The need is not evident.

<p>Impact and benefits</p>	<p>Project clearly describes the beneficiaries (80%+ from Mid Sussex), outcomes and measures of success. It is clearly the case that the beneficiaries and the outcomes are linked to the UN Sustainable Development Goals. This is demonstrable and measurable.</p>	<p>Beneficiaries (80%+ from Mid Sussex), outcomes and evaluation methods are listed but not detailed. A compelling case is made that the impact and benefits are linked to the UN Sustainable Development Goals.</p>	<p>Limited information has been supplied regarding beneficiaries (80%+ from Mid Sussex), outcomes and project evaluation. Poor linkage to impact related to the UN Sustainable Development Goals has been made.</p>	<p>Less than 80% of beneficiaries are from Mid Sussex. Outcomes are not evident. There is no evidence of how this work will contribute towards the UN Sustainable Development Goals.</p>
<p>Finances</p>	<p>The applicant has submitted an itemised balanced budget that appears realistic and substantial value for money, including 10%+ match funding sources identified or secured. The project, where appropriate and required has considered any longer-term revenue implications</p>	<p>The applicant has submitted a balanced budget that appears realistic and substantial value for money. The project is clearly deliverable.</p>	<p>Budgetary information is limited, and deliverability is not evidenced.</p>	<p>Budgetary information is non-existent or incomplete.</p>

Community Grants awarded between April 2021-March 2022

1. In total 12 Grants were awarded with funding totalling £51,423.55 in the period April 2021- March 2022. (Table 1).
2. More than 6,500 residents benefited, and many continue to benefit from the funded projects.
3. The fund supported young people, disability groups, older people, sports, arts, befriending and counselling services, and community events.

Examples of Community Grants awarded.

4. Albion in the Community (Grant of £4,999 awarded) – This grant funded weekly term time Mini Kicks (aged 8- 11) and girls only sessions at Burgess Hill and Kicks sessions (aged 12-18) in Haywards Heath for 161 children (41 females and 120 males). They held two sessions each week in Burgess Hill and one session each week in Bentswood area of Haywards Heath. The Haywards Heath weekly sessions included additional youth work sessions run by Sussex Clubs for Young People. They also held four holiday tournaments and participants were given the opportunity to attend the Albion training ground.
5. Age UK West Sussex, Brighton & Hove (Grant of £20,000 awarded) – Age UK is a local, independent charity that has been supporting older people for over 60 years. The charity lease Kings Weald Community Centre in Burgess Hill from the Council. After taking on the building, they needed to source and fund furniture and equipment. The grant enabled them to fund indoor and outdoor furniture, cabling work, office equipment, soft furnishings. The building offers a public café, spaces to hire, open areas and a wide range of activities including sports for older members of the community. It is a central part of the community, bringing people together and increasing their physical and mental wellbeing.
6. Burgess Hill Shed (Grant of £2,700 awarded) – the grant supported the Kiln project; it covered building materials to enable the completion of first floor workshops by volunteers. The spaces included a pottery area, art studio, electronics lab, and makers space storage room. It provided new craft spaces which immediately attracted more residents to join. Membership has grown from 60 to 150 people. Some of the activities people can engage in include pottery, art, sewing, weaving. Some people attending suffer isolation, bereavement, and mental illness.
7. Carers Support West Sussex (CSWS) (Grant of £5,000 awarded) – The grant gave the charity the opportunity to broaden their Befriending project to look at the needs of carers. The befriending project puts carers who may be struggling with lack of connectivity and loneliness into contact with a volunteer telephone befriender. The grant enabled them to part fund additional well-being work time. Referrals for carers supporting someone with Dementia is one of the most common internal referrals to the telephone befriending service. These carers are often feeling more isolated and lonelier in their caring role. Last year over 1500 carers in Mid Sussex engaged with the services and benefitted from the range of support. The project is one of many services that CSWS offers to carers, including counselling, information and advice, peer support and learning opportunities. Below is some feedback from users of the service:

- *“She makes me feel better and helps me see the other side. I look forward to the calls. We arrange in advance, and they are once a month. We talk for an hour. It makes me feel that someone is thinking about me. I don’t feel so isolated, or desperate or lonely”.*
 - *“Very appreciative of her call. I am ‘Beginning to be a champion moaner’ but very appreciative of the calls. Normality in my life”.*
8. Hassocks Baby Group (Grant of £400 awarded) – provided a post-lockdown, volunteer run community group, delivering a weekly session for parents and carers and their babies. The grant provided an opportunity to buy books, musical instruments, mats, and other crucial equipment for the safe and fun running of the group. Around 140 parents, grandparents and babies attended. Some local parents said they found it invaluable having a group each week that they could walk to and make local friends.
 9. Sussex Clubs for Young People (Grant of £5,000 awarded) – Court Bushes and The Grange, Hurstpierpoint benefited from the services offered. Attendees played games and had free refreshments. Trained youth and community workers engaged with the young people to help support them and engage them in the community in a positive manner. Cabinet will be aware that unfortunately, Sussex Clubs for Young People closed in summer 2023. However, this grant funded activities in 2021/22 and was fully utilised in 2021/22.
 10. Windmills Opportunity Playgroup (Grant of £537.95 awarded) – This grant was used to fund rental payments for the premises the playgroup lease from the Council.
 11. Scrapless CIC (Grant of £1,600 awarded) – Scrapless was a green and planet friendly initiative providing low-waste food and cleaning products via a simple refill system, allowing the community to buy as much or little as they need and bypassing the unnecessary plastic packaging. This had the added benefit of reducing carbon footprint and food waste. Scrapless also hosted workshops that are geared towards living sustainably. The grant was used to fund an eco-friendly fridge to keep locally sourced organic fresh fruit and vegetables fresher for longer. They hosted cooking demonstrations using the ingredients encouraging the community to cook healthily at home. Any leftover fruit or veg was given to members of the Burgess Hill Community Pantry supporting the local community through providing subsidised groceries to top up their weekly shop. Cabinet may be aware that Scrapless closed summer 2023, and the grant relates to activities carried out in 2021/22. The grant was fully utilised in 2021/22.
 12. Citizens Advice West Sussex (Grant of £4,984 awarded) – The purpose of the grant was to set up a language café. The service provides an informal setting in which a tutor provides free conversational English classes to build confidence in English Speaking skills, enhance community cohesion and social integration amongst the community. Feedback shows that those who have English as a second language struggled with everyday use, such as accessing primary care and explaining symptoms, using public transport, asking questions or parents’ evenings. The funding enabled the Citizens Advice to run classes in locations across the district to make the classes accessible for residents and allow them to become regular classes for those who lived in the neighbouring towns and were unable to travel to each class.
 13. These sessions have enhanced community cohesion. Attendees are from a wide range of backgrounds including Ukrainian, South Korean, Chinese, Brazilian, Spanish, Bangladeshi, South American, Syrian, and more. As a result of the grant approximately 85 people have been assisted.

14. Hassocks & Hurst Little Bees (Grant of £500 awarded) – This group provides football classes to children aged 2-4 years old in Hassocks and Hurstpierpoint. They are free sessions for children to socialise and learn new skills. A qualified sports coach voluntarily runs the club so that children and parents can get involved in the sessions. The idea is to offer a place for toddlers to make friends, develop their skills, improve health and relationships. The grant enabled the activities to continue in an indoor venue.
15. IMPACT Foundation (Grant of £2,545 awarded) – work closely with local schools, charities, and community organisations to run individual and group cooking sessions. These include local schools in Mid Sussex, Foodbanks, The Bentswood Hub, Burgess Hill Pantry and charities such as Turning Tides, Sussex Oakleaf, and Kangaroos. The grant allowed 262 people to benefit from sessions where they were taught to cook healthy food from scratch. As the cost of living continues to rise, this is a much-needed skill and helps those struggling financially. The sessions brought people together and gave them confidence to cook dishes using fresh ingredients.

Platinum Jubilee Grants awarded in April 2022 (Table 2)

16. The Cabinet Grants Panel agreed to 37 grants across the district to support the celebration of the Platinum Jubilee. The funding supported organisations from a wide variety of demographics.

Summary of key points

17. These grants totalled £22,168. This was made up of £2,120 to four registered charities, £4,450 to six Parish Councils and £15,598 to 27 small neighbourhood groups.
18. Some of the grants awarded were not claimed as they either got funding elsewhere, did not hold the events or they did not spend the whole amount.

Examples of Jubilee Platinum Grants awarded.

19. There were many community events and parties held across the district. The grants covered, for example, the cost of food, venue hire, advertising, decoration, entertainment, and commemoration gifts which many people of all ages enjoyed receiving.
20. It was a time for communities to come together, communicate and celebrate. Young and old enjoyed the celebrations. One village society gave children in the village who were unable to attend a commemoration mug. Kangaroos' charity held a family picnic at World's End Park in Burgess Hill, as it has accessible playground and changing facilities. It was a popular and inclusive event with 128 people attending. As well as celebrating, this also gave families the opportunity to meet and network with other families in similar situations.
21. The Feedback from all the events was an incredibly positive with gratitude for bringing communities together.

King Charles III Coronation Community Grant Fund awarded April 2023 (Table 3)

22. King Charles III's Coronation took place on 6th May 2023, along with Camilla, Queen Consort who was crowned at the same time during the historic event. The event was celebrated throughout the United Kingdom, the Commonwealth and around the world as communities and people came together to celebrate.

23. On Sunday 7 May a 'Coronation Big Lunch' took place with Community groups, neighbours and residents invited to share food and fun together in a nationwide act of celebration and friendship.
24. In total, 28 grants were awarded, 5 to Parish councils, 3 to Registered Charities and 20 to Small Neighbourhood Groups.

Summary of key points

25. The total amount awarded was £12,931. This was made up of £2,120 to Registered Charities, £4,450 to Parish Councils and £15,598 to Small Neighbourhood Groups.
26. Bolney Village Society did not require the grant awarded (£300) as they got funding elsewhere, this money was returned.

Examples of King Charles III Coronation Grants awarded.

27. The Grants enabled communities to have 'Royal Teas', give keepsakes to residents to take home, paid for hiring of venues, decorations, food, entertainment. Examples of how the Grants were used are as follows:
 - The Grant awarded to Crawley Down Community Centre (£800) enabled them to cover the cost of the hire of barriers, St John's Ambulance, and toilets. They held a large event for approximately 2000 people.
 - Cuckfield Parish Council (£500) held a picnic in the park and used part of the fund to cover an entertainer for the day, approximately 2000 people attended this event.
 - Age Concern Hassocks & District (£166) purchased food from a local supplier and held an event for 54 people where they had a complete day together watching the event on a widescreen television.
 - Befriended (£250) used the grant to contribute to a tea party for older people living in Burgess Hill and surrounding villages. Over 80 guests enjoyed an afternoon of quizzes, singing, stories and entertainment.
 - St Margarets Church West Hoathly (£650) covered the cost of a Brass Band and children's entertainer for the day, this catered for all age groups in the village.
 - Furlong Residents Association in East Grinstead (£250) held a street party and used the funds to purchase street party decorations, 'fizz' to toast his Majesty and to provide prizes for competitions and games. Approximately 80 people attended.
 - Girlguiding Perrymount District Haywards Heath (£325) provided a memorable event for Rainbows, Brownies, Guides, Rangers, and Leaders. The Leaders put together gift boxes filled with packets of seeds, a Union Jack pen, a craft kit, chocolate, a badge, and a Coronation travel mug. They were given to each participant. They had a picnic with games and music and over 115 people

Table 1 - Community Grants Awarded April 2021 - March 2022

Organisation	Area of Benefit	Purpose	Total Project Cost	Amount Awarded
Age UK West Sussex Brighton and Hove	Burgess Hill	Support to equip Keymer Brick and Tile	£53,528	£20,000
Burgess Hill Shed	Burgess Hill	Materials to set up a workshop for The Kiln	£2,700	£2,700
Carers Support West Sussex	Mid Sussex wide	Check in and Chat befriending service	£23,930	£5,000
Hassocks Baby Group	Hassocks	Volunteer run parent and baby group	£490	£400
Sheddingdean Community Association	Burgess Hill	Rental costs	£3,157.60	£3,157.60
Sussex Clubs for Young People	Hurstpierpoint	Youth sessions at Court Bushes Centre	£13,481	£5,000
Windmills Opportunity Playgroup	Burgess Hill	Rental costs	£537.95	£537.95
Albion in the Community	Haywards Heath / Burgess Hill	Part fund Premier League Kicks project in Burgess Hill and Oathall	£9,319	£4,999
Scrapless CIC	Haywards Heath / Burgess Hill	Purchase fridges to store left over fruit and veg and offer to BH Pantry for residents at subsidised costs and host cooking demonstrations.	£1,600	£1,600
Citizens Advice in West Sussex (North, South, East)	Mid Sussex wide	Set up language café sessions for diverse communities	£4,984	£4,984
Hassocks & Hurst Little Bees	Hassocks & Hurst	Extend sports activities for 2–4-year-olds	£500	£500
IMPACT Foundation	Mid Sussex Wide	Support 30 families in need with individual and group cooking sessions	£4,140	£2,545
		Total	£62,140	£28,724

Table 2 - Platinum Jubilee Community Grants Awarded April 2022**(i) Small Neighbourhood Groups**

Organisation	Area of Benefit	Grant Purpose	Amount Awarded
Ansty Village Centre Trust	Ansty	A celebration on the Ansty Village Recreation ground with food and entertainment. The event will be one of a series of events to mark the launch of the Centre.	£845
Ardingly Connected Together	Ardingly	Contribution towards a whole programme of events including lighting of beacon, barbecue, music, firework display and street party.	£450
Balcombe Club	Balcombe	Free to all villager's party in the Victory Hall, Balcombe	£500
Befriended	Hurstpierpoint	Street party at Court Bushes Community Hub in Hurstpierpoint including a Tea Dance.	£500
Bentswood Community Partnership	Bentswood Haywards Heath	Community celebration on Barn Cottage Green including picnic, dancing, face painting and an evening barbecue and bar.	£500
Bolney Village Community Partnership	Bolney	Afternoon picnic followed by evening barbeque on Tim Farmer Recreation ground and Woodside Community Centre.	£200
Bolney Village Society	Bolney	Jubilee party on Batchelor's Field including barn dance, giant Jubilee cake and races and games.	£1,000
Burgess Hill Bonfire Society	Burgess Hill	Jubilee Jest event – a comedy event including hire of venue and kitchen, bar, stage MC, comedians, sound system and lighting.	£151
Burgess Hill Cricket Club	Burgess Hill	Celebration at St John's Park including treasure hunt, games, and cream teas.	£500
Copthorne Platinum Jubilee Group	Copthorne	Celebration on the Village Green including best dressed street, dog show, games, and children's street party.	£1,000
Coro Nuovo	Haywards Heath	Jubilee concert at St Andrew's Church with choral music.	£400
Costells Wood Residents Association	Haywards Heath	Celebration on Costells Edge including bouncy castle, best dressed house, fancy dress.	£1,000

Organisation	Area of Benefit	Grant Purpose	Amount Awarded
Crawley Down Community Centre Association	Crawley Down	Part of a four-day celebration, a day of celebration at the Haven Centre with Barbeque, fairground rides, food, beer fest, games, and dog show.	£1,000
Dumbrills Close Residents Association	Burgess Hill	Barbeque for residents of Dumbrills Close with live music, bouncy castle, pig roast on the village green.	£310
East Grinstead Parkrun	East Grinstead	A parkrun at East Court, East Grinstead with everyone dressed in red, white, and blue followed by a picnic.	£105
Friends of Northlands Wood School	Haywards Heath	Jubilee themed May Spring Fayre with refreshments and family entertainment.	£100
Friends of Twineham School	Twineham	Jubilee garden tea party at the school for the local community with stalls, dog show, food, and games.	£450
Handcross Community Events	Handcross	Street party with live music and an opportunity for local businesses to sell food.	£500
Mid Sussex Older People's Association	Lindfield	Afternoon tea at the King Edward Hall in Lindfield with violinist and refreshments.	£695
Sayers Common Village Hall	Sayers Common	Street party with picnic, live music, and children's activities.	£1,000
Staplefield Association	Staplefield	Construct a beacon brazier and host a beacon lighting event.	£1,513
The Brook Street Society	Ansty	A neighbourhood garden party with afternoon tea.	£500
The Lindfield Club	Lindfield	Tea party at King Edward Hall on Sunday for those people who live in streets where there are no street parties.	£500
Warninglid Residents Association	Warninglid	Street party on the Warninglid Recreation Ground.	£750
Worlds End Association	Burgess Hill	'Picnic in the Park' on the World Ends Recreation Ground with a band and refreshments.	£954
Lindfield Dramatic Club	Lindfield	Platinum Pageant with Kings and Queens at King Edward Hall	£450
Haywards Heath Cricket Club	Haywards Heath	Joint 125 Cricket Club anniversary and Jubilee celebrations at Clair Park	£500
		Total	£15,598

(ii) Registered Charities

Organisation	Area of Benefit	Grant Purpose	Amount Awarded
Age UK West Sussex Brighton & Hove	Haywards Heath	Celebrations at Lamb House, Haywards Heath, including afternoon tea with harpist and Jubilee community party.	£350
Girlguiding Perrymount District HH	Haywards Heath	Celebrations with girl guides, including magic show and drumming lessons.	£270
Kangaroos Mid Sussex	Burgess Hill	Jubilee Picnic in the Park for families with disabled children at the Worlds End Park in Burgess Hill.	£1,000
The Royal Sussex Regiment Association Mid Sussex Branch	Mid Sussex wide	Screening of Trooping of the Colours followed by afternoon tea for members and friends of the Regiment.	£500
		Total	£2,120

(iii) Parish Councils

Organisation	Area of Benefit	Grant Purpose	Amount Awarded
Ansty & Staplefield Parish Council	Ansty	Jubilee party for residents of Beeches at Rocky Lane with a barbeque, bouncy castle, music, and games.	£500
Ashurst Wood Village Council	Ashurst Wood	Party in John Pears Field and beacon lighting ceremony in partnership with a choir based in East Grinstead, Dunstan's Community café, youth club and Sussex Community Support.	£1,000
Balcombe Parish Council	Balcombe	Picnic in the park including fancy dress, The Women's Institute, best dressed street, and live music.	£500
Horsted Keynes Parish Council	Horsted Keynes	Weekend of events in partnership with local organisations and clubs within the village including a big village lunch on the green.	£450
Poynings Parish Council	Poynings	Family picnic with beacon lighting. Picnic held at the Village Hall owned by the local church who are co-sponsoring the event.	£1,000
West Hoathly Parish Council	West Hoathly	Village celebration with music, children's entertainment, and live music for beacon lighting.	£1,000
		Total	£4,450

Table 3 - KING CHARLES III CORONATION COMMUNITY GRANT FUND – AWARDED – APRIL 2023**(iv) Small Neighbourhood Groups**

Organisation	Grant Purpose	Amount Awarded
Age Concern Hassocks & District	Screening of Coronation at Age Concern premises in Hassocks with refreshments. The centre will remain open throughout the televised events for visitors to attend.	£166
Albourne Village Hall Management Committee	Tea party for the village in the village hall and the adjoining recreation ground.	£575
Befriended	Coronation tea party with entertainment and full afternoon tea for members and the community.	£250
Being Neighbourly	Coronation party in East Grinstead High Street with live music and activities for children.	£945
Bentswood Community Partnership	Day of activities for all ages throughout the afternoon and early evening.	£400
Bolney Village Society	Live stream of coronation at the Bolney Village Chapel.	£300
Brook Street Society	Garden party with afternoon tea and commemorative tree planting.	£500
Crawley Down Community Centre Association	Coronation celebration at the Haven Centre with refreshments and children's activities.	£800
Farney Close School	Coronation Day celebration at the school with sports, games, and food.	£400
Friends of Bolney School	Craft day for children, parents, and carers.	£350
Furpine Residents Association	Coronation street party with games, music, and food.	£250
Girlguiding Perrymount District	Royal Procession in Haywards Heath with activities for the girl guides.	£325
Handcross Rosemary Club	Celebration afternoon tea for members.	£375
Hapstead Hall	Celebrations in Hapstead Hall, undertake a big clean up and commemorative tree planting.	£250
Mid Sussex Older People's Council	Coronation afternoon tea with live music and refreshments.	£470
St Augustine's Church, Scaynes Hill	Big Coronation Lunch for the village and creation of 'Coronation Garden'.	£880
St Margaret's Church, West Hoathly	Coronation Street Fair with entertainment and children's activities.	£650
The Royal Sussex Regiment Association	Coronation dinner for veterans.	£700
Warninglid Residents Association	'Picnic in the Park' with entertainment and children's activities.	£480
Windmills Opportunity Playgroup	Coronation Tea Party for the children who attend the playgroup.	£175
	TOTAL	£9,241

(v) Registered Charities

Organisation	Grant Purpose	Amount Awarded
Age UK East Grinstead & District	Host 'Royal Tea' open to members and wider community with music and refreshments.	£400
Haywards Heath Foodbank	Coronation Foodbank Box and pudding.	£300
Kangaroos Mid Sussex	Coronation family picnic in Worlds End Park, Burgess Hill.	£400
	TOTAL	£1,100

(vi) Parish Councils

Organisation	Grant Purpose	Amount Awarded
Balcombe Parish Council	Free event in parish with entertainment and activities for children.	£1,000
Cuckfield Parish Council	Community picnic at Haywards Heath Rugby Club in Whiteman's Green with entertainment and children's activities.	£500
Horsted Keynes Parish Council	Big Lunch at the Martindale Centre and evening BBQ.	£400
Poynings Parish Council	Village Coronation picnic in the village hall with games and activities for children.	£550
Turners Hill Parish Council	Coronation street party on the Village Green with entertainment and refreshments.	£140
	TOTAL	£2,590