

9 February 2024

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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, 19TH FEBRUARY, 2024 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 16 October 2023.	3 - 8
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.	9 - 24
7. Corporate Grant Schemes - Community Grants.	25 - 38

To: **Members of Cabinet Grants Panel:** Councillors A Bennett (Chairman), AM Cooke (Vice-Chair), R Eggleston, I Gibson and C Hobbs

**Minutes of a meeting of Cabinet Grants Panel  
held on Monday, 16th October, 2023  
at 1.00 pm - 1.20 pm**

**Present:** R Eggleston (Chairman)  
AM Cooke (Vice-Chair)

I Gibson

**Absent:** Councillors A Bennett and C Hobbs

Cllr Eggleston advised he would act as Chairman in the absence of Cllr Bennett.

**1. TO RECEIVE APOLOGIES FOR ABSENCE.**

Apologies were received from Councillors Bennett and Hobbs.

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

No declarations were received.

**3. TO BE AGREED BY GENERAL AFFIRMATION THE MINUTES OF THE MEETING HELD ON 26 JUNE 2023.**

The minutes of the meeting of the Panel held on 26 June 2023 were agreed as a correct record and signed by the Chairman.

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

None.

**5. TO RECEIVE REPRESENTATIONS FROM MEMBERS OF THE COUNCIL ON THE APPLICATIONS.**

Kevin Toogood, Monitoring Officer read out a statement of support from Cllr Chapman for the application by The Community Garden, St Edwards Church.

**6. RELEASE OF S.106 CONTRIBUTIONS.**

Judy Holmes, Deputy Chief Executive introduced the report and presented the two requests for the Release of S106 Contributions for consideration by the Cabinet Grants Panel.

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

<b>Organisation</b>	<b>Purpose for which award is sought</b>	<b>Total Project Cost</b>	<b>Proposed S106 Contribution</b>
Lindfield Parish Council	Construction of a toilet block on Lindfield Common	£305,547	£249,785
Adastra Hall Hassocks Community Association	Community hall expansion	£505,884	£224,139
<b>TOTAL</b>		<b>£811,431</b>	<b>£473,924</b>

### **Lindfield Parish Council**

The Cabinet Member for Finance, Revenue and Benefit welcomed the Changing Places Toilet which would ensure facilities would be accessible for everyone in the community.

The Cabinet Member for Sustainable Economy and Housing queried whether the Parish Council had raised all the funds for the project.

Elaine Clarke, Community Facilities Project Officer confirmed the Parish Council have secured matched funding to complete the project.

The Chairman commended the essential facilities for Lindfield Common.

### **Adastra Hall Hassocks Community Association**

In response to a question from the Chairman, the Community Facilities Project Officer confirmed there are currently adequate toilet facilities at Adastra Hall. The Changing Places Toilet has been postponed until additional funds have been raised.

As there were no further comments, the Chairman took the Panel to vote on the recommendations on all applications which were agreed unanimously.

### **RESOLVED**

The Cabinet Grants Panel agreed:

1. That £249,785 of S106 contributions be released to Lindfield Parish Council to fund the construction of a toilet block on Lindfield Common.
2. That £224,139 of S106 contributions be released to Adastra Hall Hassocks Community Association to fund the Community hall expansion.

## **7. CORPORATE GRANT SCHEMES - COMMUNITY GRANTS.**

Community Grants applications for consideration, eight of which were recommended for a grant.

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

### **Table 1: Applications recommended for award**

Organisation	Purpose for which grant is sought	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
	<b>TOTAL</b>	<b>£25,328</b>	<b>£22,993</b>

**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
	<b>TOTAL</b>	<b>£11,540</b>

**Fairer World Lindfield**

The Cabinet Member for Sustainable Economy and Housing expressed support for the work of the organisation as it is vital that people use energy wisely. He queried whether the funding requested was to set up a website and if the running cost of the website had been investigated.

Lucy Corrie, Assistant Director for Communities confirmed that grants are to kick start an organisation and could not be used to support any ongoing running costs. For unsuccessful applications the officers will support organisations in other ways and signpost them to alternate funding sources.

### **The Community Garden**

The Chairman endorsed the comments of Cllr Chapman, noting the Church has an excellent outreach programme which works in partnership with Burnside.

### **Arise Counselling Services**

The Cabinet Member for Sustainable Economy and Housing was disappointed that the application was not successful.

### **Burgess Hill Community Cupboard Charitable Incorporated Organisation (CIO)**

The Chairman advised the organisation had applied for a community grant as their membership had recently increased after including people on the waiting list, which would place a bigger demand on their financial resources.

The Chairman noted that applications had been received from a wide range of organisations. He took the Panel to vote on the recommendations on all applications which were agreed unanimously.

## **RESOLVED**

The Cabinet Grants Panel agreed:

1. That £4,000 from the Community Grants Fund be released to Adastra Tennis Club to replace a shed on the edge of the courts used for the storage of tennis equipment.
2. That £500 from the Community Grants Fund be released to Fairer World Lindfield for development of a website.
3. That £800 from the Community Grants Fund be released to Family Support Work for the running costs for informal drop-in sessions at Moat Church, East Grinstead.
4. That £2,932 from the Community Grants Fund be released to Haywards Heath Town District Girl Guides to Subsidise the costs of additional activities so all can attend without additional financial burden.
5. That £4,700 from the Community Grants Fund be released to Mid Sussex Voluntary Action (MSVA) for Community listening events and subsequent co-designed events and activities for local families during holidays.
6. That £2,661 from the Community Grants Fund be released to My Care Matters 2020 CIC to 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.
7. That £2,400 from the Community Grants Fund be released to Social Innovation for All for Eco Pioneers project across five schools in Mid Sussex.
8. That £5,000 from the Community Grants Fund be released to The Community Garden for establishing a community garden.
9. That **no** grant be awarded to Arise Counselling Service as their application does not meet the criteria of the Community Grants Fund.
10. That **no** grant be awarded to Burgess Hill Community Cupboard Charitable Incorporated Organisation (CIO) as their application does not meet the criteria of the Community Grants Fund.
11. That **no** grant be awarded to Hurstfolk as their application does not meet the criteria of the Community Grants Fund.

## **8. CORPORATE GRANT SCHEMES - COMMUNITY GRANTS REVISED CRITERIA.**

Judy Holmes, Deputy Chief Executive introduced the report which followed a request by Cabinet to review the criteria for community grants, focusing on grants that addressed the impact of the cost-of-living crisis, poverty and climate change.

The Chairman noted the importance of the changes to the criteria which will embrace the United Nations sustainability development goals. This will help organisations to be creative in supporting sustainability goals and influence behavioural changes across the District. He noted the importance of better communications to promote organisations that have been successful in obtaining a grant and to encourage more applications.

The Cabinet Member for Sustainable Economy and Housing welcomed the new consistent approach across the District Plan and Economic Strategy, which will broaden UN objective 14.

The Cabinet Member for Finance, Revenue and Benefit endorsed the proposed changes to the criteria.

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. The new assessment criteria including the UN Sustainable Development Goals.
- 3. Endorsed the approach to enhanced communication for the Community Grants Scheme and all other funding streams.

The meeting finished at 1.20 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](mailto:sally.blomfield@midsussex.gov.uk)  
 Wards Affected: All  
 Key Decision: No  
 Report to: Cabinet Grants Panel  
 19 February 2024

### Purpose of Report

1. The purpose of this report is to
  - (i) request the release of S106 contributions for consideration by the Cabinet Grants Panel in respect of the Assessment Reports summarised below and detailed in Appendix A; and
  - (ii) to request variations to S106 contributions/and/or special conditions for community led projects previously awarded and currently in delivery as summarised below and detailed in Appendix B.

Organisation	Purpose for which award is sought	Total Project Cost	Award Suggested
Worth Parish Council	New Multi-Use Games Area at Copthorne Recreation Ground	£164,300	£164,300
1 <sup>st</sup> Copthorne Scout Group	Outdoor space improvements and renewable energy adaptations at the Copthorne Scout & Guide Centre	£115,018	£115,018
<b>TOTAL</b>		<b>£279,318</b>	<b>£279,318</b>

Organisation	Purpose for which awards sought	Changes to S106 award/ changes to Special Conditions
Ansty Village Centre Trust (AVCT)	New village hall and sports pavilion	Project substantially complete. However, there is a need to extend special condition regarding project completion from December 2023 to 31 September 2024
Haywards Heath Rugby Football Club	Rebuilding the clubhouse at Whitemans Green	Increase the amount of S106 allocated toward rebuilding the clubhouse by a further £66,661.47, making a total award of £377,889.59

Mid Sussex District Scouts	Building a new community hall on Council owned land at Barn Cottage Recreation Ground	Increase the amount of S106 allocated toward constructing a new community hall by a further £163,420.50, making a total award of £263,420.50, There is a need to extend special conditions to provide evidence the project can be fully funded from 28 June 2024 to 19 February 2025.
Crawley Down Gatwick Football Club	Installing new dugouts, floodlighting and ball stop fencing at the Haven Sportsfield.	Extend special conditions to provide evidence the project can be fully funded from 31 December 2023 to 30 September 2024; and completion of the project from 31 December 2024 to 30 June 2025
Clarion Futures	Creation of a community space in Stone Quarry, East Grinstead	Extend the special conditions to complete the project from 31 August 2024 to 19 February 2025.
St Francis Social and Sports Club	Swimming pool changing rooms	Extend the special condition to complete the project from 31 March 2024 to 30 June 2024.

## Recommendations

- 2. Members of the Cabinet Grants Panel are asked to approve:**
- (i) the recommendations to release S106 contributions to Worth Parish Council and 1st Cophthorne Scout Group as detailed in Appendix A.**
  - (ii) the recommendations regarding amendments to existing release of S106 awards for Ansty Village Centre Trust; Haywards Heath Rugby Football Club Mid Sussex District Scouts, Crawley Down Gatwick Football Club, St Francis Social and Sports Club and Clarion Futures as detailed in Appendix B**

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## Background

- 3. Planning obligations are made under Section 106 (S106) of the Town & Country Planning Act 1990. They are used to ensure that development proposals are acceptable in planning terms<sup>1</sup> and deliver necessary improvements to, or contributions towards, supporting infrastructure.
- 4. The Council secures the provision of new facilities or financial S106 contributions toward specific categories of expenditure and identified sites/venues or geographical locations.

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<sup>1</sup> National Planning Policy Framework, paragraph 55

5. The Council accepts and considers applications from community organisations requesting the Release of S106 to fund capital projects which meet the criteria for which it was paid to the Council.

### Release of S106 Monies

6. The Council has received two requests for the Release of S106 funds for consideration by the Panel, which are summarised above and detailed in Appendix A.
7. Worth Parish Council request for S106 monies for a Multi-Use Games Area (MUGA) – Worth PC owns and manages Copthorne Recreation Ground and has requested that S106 monies be used to provide better sports and recreational facilities for young people by way of delivery of a MUGA.
8. The 1<sup>st</sup> Copthorne Scout Group has requested monies to improve their facilities.
9. Both requests represent acceptable use of S106 monies and are therefore recommended for approval.

### Changes to S106 award/ changes to Special Conditions

#### Haywards Heath Rugby Football Club (HHRFC)

10. HHRFC has been awarded two tranches of S106 funding toward the cost of rebuilding the clubhouse at Whitemans Green. Lease terms have been agreed with the Council and the club has Planning permission to go ahead with construction of the new facility (ref: DM/23/1174).
11. Up-to-date income and expenditure estimates for the project which include the demolition of the old clubhouse, parking and access were supplied by the applicant in January 2024, as shown below:

	£
Capital Cost as per Contract	2,390,000
Estimated Irrecoverable VAT	60,000
TOTAL payable	2,450,000
Less paid	172,000
Monies held on account	980,000
Pledged/Awarded	1,020,000
<b>Current Shortfall</b>	<b>278,000</b>

12. The club has grant applications and requests for donations in the pipeline and is continuing to hold regular fund-raising events so they are optimistic the funding gap will be filled shortly. They have already commenced on site and are aiming for practical completion by October 2024.
13. The Council has recently secured Formal Sport and Community Building contributions from a development in Cuckfield which are allocated to this site. There are also underspends from a project which was delivered under budget and S106 receipts which were previously allocated to a project which has not progressed. Therefore, it is recommended in Appendix B that the Cabinet Grants Panel authorise the Release of an additional **£66,661.47** S106 contributions to Haywards Heath Rugby Football Club to support them to meet their fundraising target, which is made up of:

- £17,902.16 (DM/21/3755 Court Meadow School) Formal Sport
- £10,267.27 (DM/21/3755 Court Meadow School) Community Buildings
- £3,252.27 (12/03750/OUT Land at Ardingly Road) Community Buildings
- £35,239.77 (P35/317 Former St Francis Hospital) Community Building – please note these funds were paid toward the ‘provision of community facilities in the Haywards Heath Local Plan area’, which includes Cuckfield and Ansty.

### **Mid Sussex District Scouts – Barn Cottage Community Centre and Scout Hall**

14. On 28 June 2021, the scouts were **awarded £100,000** toward the cost of a new community hall on council owned land at Barn Cottage recreation ground. The new hall was intended to offer scout group meetings, community activities and hires on weekends, and a daytime base for the Willow Tree Nursery and Pre-School, to be relocated from the sports pavilion owned by the Council.
15. The hall was designed to work in parallel with a Sussex Clubs for Young People (SCYP) proposal to extend and refurbish the existing pavilion to provide a community café, daytime activities and services on the proviso the nursery could be relocated. In June 2021, SCYP was awarded **£171,160** toward this project and drew down £8,162.40 but unfortunately went into liquidation in June 2023 so this project will not proceed.
16. As a consequence, the scouts have revisited their plans and redesigned the internal layout of the building to make it more flexible and suitable for general community use. They have also made some changes to the building design to try and reduce the overall capital cost. The revised plans have been submitted for Planning approval (ref: DM/23/3006) and they have also obtained an up-to-date cost plan for the building works which is estimated at £750,300 including professional fees, design, and inflationary contingencies.
17. This is significantly more than the original estimate of £517,000 but the project could be delivered in two phases - shell and core initially and then fit out to prepare it for occupation. The scouts are fortunate to have a number of volunteers with trade skills who could provide, free or at cost, the services and materials needed to assist with the second phase. The scouts’ architect is currently producing technical construction plans to enable them to go out to tender in the Spring to get a fixed price for the first phase.
18. The scouts have secured £220,000 from the sale of a previous site which is held as capital to build a new facility. They are continuing to fundraise and have been in contact with Mid Sussex Voluntary Action and Funding People to request support in writing bids. They have also submitted a revised proposal to the Council and requested that the S106 funds previously allocated to the SCYP project be reassigned to enable delivery of the construction phase of the new Barn Cottage Community Centre and Scout Hall. However, even with the additional S106 contribution of **£163.420**, there is a significant short fall of £250,000.
19. This new facility will provide a base for the 5<sup>th</sup> Haywards Heath Scout Group (70 children) who will run sessions four nights per week from 6-10pm. The 5<sup>th</sup> previously occupied a hall in Bentswood Crescent but it was demolished, and the site returned to the Council, so they are currently sharing space with the 1<sup>st</sup> Haywards Heath Scout Group in Franklands Village. Both scout groups have waiting lists and have the capacity to double their numbers when the new hall is built. The Scout HQ currently based at the Redwood Centre is unaffected by these proposals and will continue to provide sessions for children living in the West of Haywards Heath.

20. The new multipurpose building will also accommodate the Bentswood Hub Junior Youth Group (59 children) who currently meet at the Centenary Hall but are keen to move back to Bentswood, and the Senior Youth Group (12 children) who meet at 38 America Lane but the limited space restricts numbers. These groups are delivered by qualified youth workers and cater for children with special needs and those from troubled families.
21. In addition, during weekdays and at weekends, the hall will be made available for hire for a range of social activities such as exercise and dance classes, drama and music groups, support services for children and families, meetings, community larder storage and a café.
22. The scouts will engage with local community partners to deliver a full programme of activities in the new building. They intend to work with local agencies and stakeholders already working in Bentswood to participate in a community building users forum to assist with the ongoing management of the centre.
23. It is recommended that the Cabinet Grants Panel authorise the Release of the unspent S106 receipts which were previously allocated to SCYP to provide an additional **£163,420.50** to Mid Sussex District Scouts, which is detailed in Appendix B and is made up of:
  - £3,072.00 (13/01164/FUL Land at The Mayflower Public House, America Lane) Community Buildings
  - £26,436.92 (08/02532/OUT Land on the north side of Lyoth Lane) Community Buildings
  - £4,819.00 (14/00398/OUT 17-21 Boltro Road) Community Buildings
  - £85,744.33 (12/04316/FUL Land to the east of Gravelye Lane and north of Lyoth Lane) Community Buildings
  - £2,704.19 (11/01254/OUT Land at Butlers Green Road) Community Buildings
  - £3,601.51 (14/01335/FUL The Oaks, 36 Paddockhall Road) Community Buildings
  - £12,346.00 (DM/16/0328 Former Magistrates Court, Bolnore Road) Community Buildings
  - £24,696.55 (12/00535/OUT Land South Side of Rocky Lane) Community Buildings
24. The scouts previously signed a Development and Lease Agreement and Grant Agreement with the Council on the condition they could secure project funding by 28 June 2024 and deliver the project by 31 December 2025. If this revised proposal is approved, it will be necessary to reissue the legal agreements to reflect the new arrangements which no longer involve the nursery. As a result, the panel are also asked to extend the conditions such that the scouts must provide evidence that the project can be fully funded by 19 February 2025 and completed by 19 February 2026.
25. More broadly there are a number of interactions with different scout groups across the District, alongside Mid Sussex District Scouts. Officers continue to meet with various representatives in relation to a range of projects and buildings. Work is underway to bring a holistic view of the support to, and interaction with, scouts groups across Mid Sussex.

## **The Ansty Village Centre Trust, St Francis Social and Sports Club, Clarion Futures and Crawley Down Gatwick Football Club**

26. The organisations listed above require extensions to their terms to enable them a longer time frame to complete their projects. For the reasons set out in Appendix B these are deemed reasonable and are therefore recommended for approval.

### **Financial Implications**

27. 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.

### **Legal Implications**

28. 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.
29. Release of S106 funding to voluntary organisations are conditional and subject to compliance with the Subsidy Control Act 2022.

### **Risk Management Implications**

30. 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.
31. 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.
32. With these measures in place the risks are reasonably mitigated against.

### **Equality and Customer Service Implications**

33. 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.

### **Sustainability Implications**

34. The provision of the funding supports the Council's community leadership role in the delivery of local and UN Sustainable Development Goals. The Council's approved Sustainable Economy Strategy includes Objective 4: to improve economic and social well-being of our residents and one of the actions identified to deliver this objective was to develop a network of Community Hubs. The successful delivery of the Barn Cottage Scouts Hall will help deliver this objective.

### **Appendices**

Appendix A – Release of S106 contributions.

Appendix B – Release of S106 contributions to community organisations update

**Background Papers**

Applications and associated documentation for the Release of S106 Contributions are held by the Council.

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## **APPENDIX A**

### **Release of S106 contributions**

Town:	Copthorne
Title Of Project:	Multi-Use Games Area
Applicant:	Worth Parish Council
Release of S106 contributions Request	<b>£ 164,300 (100%)</b>
Total Project Cost:	£ 164,300

### **Financial Summary**

Sources of other funding and whether secured

n/a

### **Summary Of Project Proposal And Aims**

Construction of a new Multi-Use Games Area (MUGA) at Copthorne Recreation Ground to provide better sports and recreational facilities for young people.

### **Background**

Worth Parish Council owns and manages Copthorne Recreation Ground which currently provides some limited facilities but is in need of improvement and development to meet growing local demand. The recreation ground is well located on Copthorne Bank, the main access route for vehicles and public transport in Copthorne, and next to the Social Club and Peter Pan Playgroup.

The Parish Council has selected a contractor, through a competitive tendering process, to construct a new 38 x 18.5m MUGA in the Northeastern corner of the recreation ground. The MUGA will offer recreational football, basketball and potentially other sports such as tennis and netball. It will have sports lighting for extended hours and a smart gate to controls access via a programmed key fob.

Worth Parish Council has its own youth support programme and employs a full-time youth support worker to underpin these activities. It is intended that that the MUGA will provide an outdoor meeting space for youth activities.

The Parish Council also intends to expand the car park and upgrade the outdated playground at this site which is in need of modernisation. The overall objective is to effectively double the size and improve the design and layout of the equipment at the recreation ground to cater for a wider range of ages and abilities. The Council has submitted a Planning application for the whole site (ref: DM/23/2251).

The total cost for the MUGA and associated drainage and fencing amounts to £164,300. The Parish Council aims to start on site in Spring 2024 and will be responsible for all ongoing maintenance costs.

## **Recommendation**

**That the Cabinet Grants Panel Release S106 contributions up to a maximum of £164,300 to Worth Parish Council toward the construction of a new MUGA at Copthorne Recreation Ground which is made up of:**

- **£164,300 (13/04127/OUTES Land West of Copthorne, St Modwens / Heathy Wood) Formal Sport monies**

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

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

## Release of S106 contributions

Town:	Copthorne
Title Of Project:	Outdoor Activity Space
Applicant:	1st Copthorne Scout Group
Release of S106 contributions Request	<b>£ 115,018 (100%)</b>
Total Project Cost:	£ 115,018

## Financial Summary

Sources of other funding and whether secured

n/a

## Summary Of Project Proposal And Aims

Improvements to provide a safe and useable outdoor activity space for young people and adaptations to enable the increased use of renewable energy, including the installation of solar panels, at the Copthorne Scout & Guide Centre, Borers Arms Road.

## Background

The Copthorne Scout and Guide Centre on Borers Arms Road is used on a regular basis by 14 youth groups covering ages 4 -18 years. It also provides a home for daytime regular users and casual bookings for individuals and families from Copthorne and surrounding communities. The land the Centre stands on is leased by 1st Copthorne Scout Group from the Council.

In 2022, the scout group was awarded S106 funds to level and fence an overgrown area of land to the rear of the centre. This application aims to continue this regeneration work to provide a larger outdoor activity space for centre users. The work will involve the construction of new paths, removal of tree stumps, installation of regaining walls.

Level fire bases with clear access all around will be installed to provide a safe environment for young people to learn outdoor skills, especially cooking. A small external store will assist with keeping the activity area clear.

The construction of an enclosed rifle range will enable all year-round use of this area which is currently restricted to good weather and good daylight times. The design of the rifle range takes account of current rules and regulations in accordance with the NRA and Scout & Guide activity rules.

There are bouldering hand holds installed on the side of the existing building, but they are underused. This feature will become much more useable once the works are complete and young people will be able to learn preliminary climbing techniques without the need to travel.

The project will also enable the scouts to take a significant step towards net zero by extending the use of renewable energy at the property and preparing for the future purchase of a transport option that meets EV requirements.

The Guide hall already benefits from solar panels installed on the roof and it is proposed to strengthen the Scout hall roof, which was constructed c1947, and install more solar panels and associated battery storage.

The Scout group owns an old diesel-powered minibus which is garaged at the centre. The minibus is well utilised and provides a valuable transport solution throughout the year. The replacement of the vehicle is inevitable due to its age and emissions but the garage is currently of insufficient height to support the change to an environmentally acceptable alternative. The scouts intend to raise part of the garage roof to enable an energy efficient vehicle with an up-to-date specification to be kept at the Centre.

The Scouts drew up a detailed specification with plans and obtained comparative quotes for the work. The budget breakdown for the project is as follows:

Building alterations to minibus garage	11,942.40
Construction of enclosed rifle range	18,372.00
Reconfiguration of activity area	£35,908.80
Upgrade roof for solar panel installation	29,294.40
Installation of solar panels and battery	18,680.40
Removal of oak tree butt and root grinding	820.00
TOTAL	£ 115,018.00

### **Recommendation**

**That the Cabinet Grants Panel Release S106 contributions up to a maximum of £115,018 to the 1<sup>st</sup> Copthorne Scout Group toward the cost of improvements to the outdoor space and adaptations to support greater use of renewable energy at the Copthorne Scout & Guide Centre in Borers Arms Road, which is made up of:**

- **£9,702.49 (14/04662/OUT Holly Farm & Hollywood Camp Site) Community Buildings**
- **£105,315.51 (13/04127/OUTES Land West of Copthorne, St Modwens / Heathy Wood) Community Building**

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

- ***the project must be completed within 12 months of project funding being obtained***
- ***achieving Planning permission (if necessary)***
- ***submission of necessary licenses, security and safety information in relation to management of the rifle range and weaponry***

**APPENDIX B: PROPOSED CHANGES TO S106 AWARD/ CHANGES TO SPECIAL CONDITIONS**

**February 2024**

<b>Applicant</b>	<b>Date</b>	<b>Total approved</b>	<b>Comment</b>
Ansty Village Centre Trust (AVCT)	30-May-13 29-Oct-19 18-Nov-19 (Cabinet) 19-Oct-20 8-Feb-21 (Cabinet)	£127,000 £214,402 £100,000  £27,073 £128,040  = £596,515	The new village hall and sports pavilion opened to the public in October 2021. The car park was tarmacked and marked out in 2023 and the majority of the works are now complete. There is a small amount of funding remaining which is ring-fenced for public art (£9,680), signage and exterior landscaping (£3,787). These final works will be delivered later this year.  <b>i. <u>Recommendation: extend special condition regarding project completion from December 2023 to 31 September 2024</u></b>
Haywards Heath Rugby Football Club	18-Jun-19 26-Jun-23	£150,000 £161,228  = £311,228	HHRFC has been awarded two tranches of S106 funding toward the cost of rebuilding the clubhouse at Whitemans Green. Lease terms have been agreed with the Council and the club has Planning permission to ahead with construction of the new facility (ref: DM/23/1174) - see covering report for details.  <b>ii. <u>Recommendation: increase the amount of S106 allocated toward rebuilding the clubhouse by a further £66,661.47, making a total award of £377,889.59</u></b>
Mid Sussex District Scouts	28-Jun-21	£100,000	The scouts were offered S106 funds toward the cost of a new community hall on Council owned land at Barn Cottage Recreation Ground, to be delivered by December 2025. The neighbouring Sussex Clubs for Young People (SCYP) and scout projects were intended to work in parallel but, as SCYP is no longer trading, the scouts have submitted a revised proposal and requested the funds are reallocated to them to enable them to deliver this project - see covering report for details.  <b>iii. <u>Recommendations:</u></b> <ul style="list-style-type: none"> <li><b><u>increase the amount of S106 allocated toward constructing a new community hall by a further £163,420.50, making a total award of £263,420.50,</u></b></li> </ul>

			<ul style="list-style-type: none"> <li>• <b><u>extend special conditions to provide evidence the project can be fully funded and wholly delivered from 28 June 2024 to 19 February 2025.</u></b></li> </ul>
Crawley Down Gatwick Football Club	21-Feb-2022	£100,029	<p>Crawley Down Gatwick FC was awarded S106 monies toward the cost of installing new dugouts, floodlighting and ball stop fencing at the Haven Sportsfield. This award was subject to submission of Planning approval which has been achieved (ref: DM/23/1053) and a review of the current license arrangements which has resulted in a proposal to offer the club a lease. Heads of Terms are currently being drawn up by the Estates Team.</p> <p>The club sought a match funding contribution from the Football Foundation who required an upgrade to the floodlighting specification and there have also been inflationary increases. In order to be eligible for a Football Foundation grant the club needs security of tenure. Therefore, it is proposed that they are allowed more time to agree the lease terms with the Council and secure the match funding needed to deliver the scheme.</p> <p><b><u>iv. Recommendation: extend special conditions to provide evidence the project can be fully funded from 31 December 2023 to 30 September 2024; and complete the project from 31 December 2024 to 30 June 2025</u></b></p>
Clarion Futures	20-Feb-2023	£52,500	<p>Clarion Futures was offered S106 funding toward the cost of a creating a community space in Stone Quarry, East Grinstead. The project aims to create gardening plots and an accessible outdoor area on Council owned land around the community café. As Clarion Futures has exceeded the Minimum Financial Assistance threshold, due diligence has required an assessment against the Subsidy Control Act which has delayed commencement. Clarion Futures is now working on a landscaping design to seek approvals for the plans which is likely to take longer than six months as the project will also need Planning approval. Therefore, it is recommended that the charity is allowed an extension time for project delivery.</p> <p><b><u>v. Recommendation: extend special conditions to complete the project from 31 August 2024 to 19</u></b></p>

			<b><u>February 2025.</u></b>
St Francis Social and Sports Club	28-Jun-2021	£405,374	<p>The club has started work on site to build the new swimming pool changing room but has unfortunately found asbestos in the building which will delay completion by several weeks.</p> <p><b><u>vi. Recommendation: extend the special condition to complete the project from 31 March 2024 to 30 June 2024.</u></b></p>

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## CORPORATE GRANT SCHEMES - Community Grants

REPORT OF: DEPUTY CHIEF EXECUTIVE  
Contact Officer: Lucy Corrie, Assistant Director Communities  
[lucy.corrie@midsussex.gov.uk](mailto:lucy.corrie@midsussex.gov.uk)  
Wards Affected: All  
Key Decision: No  
Report to: Cabinet Grants Panel  
19 February 2024

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### Purpose of the report

1. The purpose of this report is to present to the Cabinet Grants Panel, twenty-four Community Grant applications for consideration.

### 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 Appendix A.

### 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/community-grants/> and considered by the Grants Assessment Group to ensure a consistent approach.

### Assessment Process

5. Applications are assessed against five key criteria. The UN Sustainable Development Goals, Council priorities, evidence of need, fiscal impact, and benefits. The maximum possible score, for applications which fully meet all the criteria, is 15.
6. Applications are assessed by the Grants Assessment Group comprising of officers from across the Council. The assessment matrix used is at appendix A. All applications recommended for approval have met the criteria, i.e., they are fully constituted, voluntary and not for profit organisations, and have provided the required information to support their application.

### Grant Applications Recommended for approval under the Community Grants Scheme.

7. **Burgess Hill Marching Youth (BHYM)** provide low-cost music education and performance opportunities in the local area. It is a traditional, military style marching band which teaches and performs a variety of music. Most members are under the age of 25. Adult volunteers help to teach and run the band. BHYM intend to expand the band by introducing a flute section. In 2010, the band transitioned from a bugle band to a

chromatic band and introduced clarinets, saxophones, and brass instruments. That was highly successful and increased membership from 17 to 60.

8. BHMY have applied for a grant of **£800** to expand the band and offer more spaces to children who play the flute and offer flute lessons as an option for the cadets to choose. They would like to purchase flutes, BHMY provide instruments free of charge to members. They would also like to buy tutorial books, marching lyres, and display books for the new section. They already have an adult volunteer who is prepared to lead the section. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. The UN Sustainable Development Goals cited in this application are 3 (good health and wellbeing) and number 4 (quality education). Officers recommend that this project is awarded funds from the Community Grants scheme.
9. **Chequer Mead Arts and Community Trust** are a Community Arts Centre and a hub of cultural activity for East Grinstead and the surrounding area with a 320-seat theatre, rooms, and a community café. With the grant of **£5,000** applied for, they would like to offer free monthly Dementia Friendly film screenings. These will be special film screenings in a relaxed and supportive environment for people living with dementia and their friends/carers. After the screening, participants will be encouraged to stay for a free tea/coffee and chat about the film in the café area.
10. Representatives from local specialist dementia services will be invited to come along to the café area to give information about their services and how they can support those living with dementia locally. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This application meets UN Sustainable Development Goals, three - good health and wellbeing, 10 - reduced inequalities and 16 - peace, justice & strong institutions. Officers recommend that this project is awarded the full amount requested from the Community Grants scheme.
11. **Dudley House Trust** was formed in 2000 to take on the management of Handcross Hardware and Craft store as a not-for-profit initiative to maintain services for the village. Alongside the sale of a range of goods to meet the needs of residents, the store acts as a key contact point for other community initiatives including the Help at Hand Community transport programme, and the Handcross District Community Bus. The organisation is currently undergoing changes to provide for a more sustainable future in encouraging more environmentally sustainable initiatives through a Repair Café and Community Resource Sharing initiative.
12. With the grant fund of **£4,058**, Dudley House Trust are looking to set up a repair café and purchase large appliances and smaller electrical items to hire out. A grant will fund the appliance repair training and qualification for a staff member, costs of the initial marketing campaign for the repair café and the purchase of larger items for hire to the local community. Following further due diligence officers can confirm that although they hire the items out to the local community for a nominal fee, it is a not-for-profit organisation and if any profit were made from the scheme, it goes back into the projects run by the Trust. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This application meets UN Sustainable Development Goal 12 - responsible consumption and production. Officers recommend the full amount requested is awarded from the Community Grants scheme.
13. **East Grinstead Museum** collects, safeguards and interprets artefacts, archives and photographs of the market town and surrounding villages for the interest, enjoyment and education of the local community and visitors. The overarching project aims to radically

transform the museum through construction, redesign, and redevelopment. They support a wide range of events and activities designed to engage a variety of audiences including those on lower incomes who do not currently engage with the museum. Most of this work will be funded by an application to the National Lottery Heritage Fund (NLHF).

14. The NLHF application requires preparatory work to be funded by the museum. The Museum are applying for a grant of **£5,000** to support this preparatory work. This includes developing the activities such as talks, walks and activities for schoolchildren, developing the interpretation strategy for the new galleries and ensuring that the building work is planned and designed to the required standards. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This application meets UN Sustainable Development Goals 3 - good health and wellbeing, 4 - quality education and 11 - sustainable cities and communities. Officers recommend the full amount requested is awarded from the Community Grant scheme.
15. **Greener Cuckfield** is a volunteer-led community group whose mission is to promote sustainability in the way Cuckfield residents live. They advise on and facilitate recycling and waste prevention, organise public talks on sustainability topics, and lead projects to increase biodiversity and wildlife populations in public and private spaces.
16. The application is for **£1,500** to support nature recovery networks, a website upgrade, and volunteer costs. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This application meets UN Sustainable Development Goals 11 - sustainable cities and communities, 12 - responsible consumption and production and 15 - life on land. Officers recommend that the full amount requested is awarded from the Community Grants scheme.
17. **Haywards Heath Division Guide Headquarters** is a Girl Guiding group and part of a National and International youth organisation. The Haywards Heath Division Guide HQ is the meeting place for the Rainbows, Brownies and Guides from the Haywards Heath area. Girls from the Perrymount District (a subgroup of Haywards Heath Division) meet there weekly, and the wider Division also use the hall for events and bigger meetings.
18. The application is for **£5,000** which they would use towards refurbishing the toilets and kitchen at the hall which are currently not fit for purpose. The Grant would also contribute to the costs of providing step-free access for those with limited mobility. Presently, there are steep steps up to the front door with no ramps available. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This application meets UN Sustainable Development Goals c 3 - good health and wellbeing, 6 - clean water and sanitation, 11 - sustainable cities and communities and 13 - climate action. Officers recommend that the full amount requested is awarded from the Community Grants scheme.
19. **Hurstpierpoint Gymnastics Club** are a registered not-for-profit youth sports organisation, operating for the benefit of residents between the ages of 3 and 16. They provide recreational gymnastics coaching on a weekly term-time basis for both boys and girls, teaching artistic, rhythmic and sports acrobatics gymnastics skills. Over 95% of the users are Mid Sussex residents. They aim to be affordable and accessible for all with charges less than half the cost of sports centres. They also operate a hardship fund.
20. The application is for **£4,200** to update their first aid training, safeguarding awareness, and coaching skills. They will also use the grant to support the hardship fund to offer families in need of financial help affordable classes and to contribute to subsidising the

suitable safe clothing for the activities to bring down the cost for families. Additionally, they would offer junior coaches the opportunity to gain experience of coaching skills and encourage volunteering, particularly through the Duke of Edinburgh award scheme, thus enriching the younger members of the community. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This application meets UN Sustainable Development Goals 1 - no poverty, 3 - good health and wellbeing and 10 - reduced inequalities. Officers recommend that the full amount requested is awarded from the Community Grants scheme.

21. **Mid Sussex Active** supports a network of schools by providing young people with opportunities to participate and compete in PE and sport. This is done through a series of “get active road shows” at Leisure Centres to give young people taster sessions in a variety of activities, which also has the benefit of developing a volunteer workforce. Mid Sussex Active are applying for a grant of **£3,220** to part fund the hosting of events in local venues. They will be involving 22 schools in Mid Sussex and engaging over 500 children. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This meets UN Sustainable Development Goals 3 - good health and wellbeing, 4 - quality education and 5 - gender equality. Officers recommend that the full amount requested is awarded from the Community Grants scheme.
22. **RESPECT Youth Club** is run in the Sheddingdean area of Burgess Hill. It provides a safe place where young people between the ages of 9-15 can go to craft, play games, use the PlayStation, play table tennis etc. The club also runs ‘one off’ activities such as bat watching at Bedelands or a Disco. RESPECT is seeking funds of **£1,745** to enable them to hold an inflatables day event open to the community, to run a DJ Taster event, a disco and to buy craft materials for the club. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This application meets UN Sustainable Development Goals 3 - good health and wellbeing, 1 - no poverty, and 10 -reduced inequalities. Officers recommend that the full amount requested is awarded from the Community Grants scheme.
23. **Seaforth Hall Warninglid** arrange regular events to bring the community together. This includes coffee mornings, quiz nights, themed disco evenings and an annual fireworks display. They also hold Christmas and summer parties. All of this is done to support the residents and enhance the community. They would like to run a regular film night and are seeking funds of **£2,287** to buy a film projector, screen and Blu-ray player. Seaforth Hall surveyed residents to find out if this was something the residents would like. The results were very positive. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This application meets UN Sustainable Development Goal 3 - good health and wellbeing. Officers recommend that the full amount requested is awarded from the Community Grants scheme.
24. **SEDSConnective** supports people with Ehlers-Danlos syndromes, hypermobility spectrum disorders and neurodivergence including autism, ADHD, dyspraxia, and Tourette’s Syndrome. It is a charitable organisation run by volunteers supporting the community. They are seeking funding of **£700** to run specialist Pilates classes that support the physical health of the members as well as providing a community support network of others who have the same condition. They wish to run webinars, events across Mid-Sussex and offer access to specialist practitioners that would otherwise be unaffordable. They would use the grant to fund blocks of Pilates lessons both online and in person and pay for the administration and running of events across their network. The

percentage of users who will benefit directly from the project will be over 80% Mid-Sussex residents.

25. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This application meets UN Sustainable Development Goals 3 - good health and wellbeing, 1 -no poverty, 5 - gender equality, and 10 - reduced inequalities. Officers recommend that the full amount requested is awarded from the Community Grants scheme.
26. **The Ashdown Hub** in East Grinstead has requested a grant of **£1,315**. Ashdown Hub is a charitable trust which supports the health and mental wellbeing of adults in the Mid-Sussex area by organising free, regular art, gardening and cookery groups facilitated by trained volunteers. They aim to include people who struggle to join groups or social activities and to address social isolation. They support people to connect with others to learn new skills and offer listening and signposting for further support.
27. They are requesting the grant to purchase a polytunnel and erect it on land which already has permission granted. This will enable all year-round gardening. The established kitchen garden is very successful, the Friday kitchen garden sessions also hold a communal lunch produced from the garden. It is proposed to extend and develop this work. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This application meets UN Sustainable Development Goals 3 - good health and wellbeing, 5 - gender equality, 10 -reduced inequalities and 12 - responsible consumption and production. Officers recommend that the full amount requested is awarded from the Community Grants scheme.
28. **The Juno Project** are seeking **£2,176** to fund 8 x 2-hour well-being sessions for 6-8 young women in the community and 2 x 1 day summer community REALationships workshops for 6-8 young women. They offer a variety of well-being and self-care themes, including staying safe online, avoiding exploitation, healthy relationships, managing anxiety. They deliver workshops, and 1-2-1 coaching, to girls and young women aged 11-16, with complex vulnerabilities, who have a record of poor attendance, challenging behaviours, or other vulnerabilities. The workshops take place in schools, in small groups of six to eight and are run by grassroots facilitators, who are highly skilled in delivery, and have lived experience of overcoming their own adverse childhood experiences or mental health challenges.
29. This application clearly meets Council priorities, UN Sustainable Development Goals. Evidence of need, clear local beneficiaries, and satisfactory budget information was supplied. This application meets UN Sustainable Development Goal 3 -good health and wellbeing. Officers recommend that the full amount requested is from the Community Grants scheme.

### **Grant Applications not recommended for approval under the Community Fund**

30. **Afro-Brazilian arts and cultural exchange institute** is an organisation that uses martial art capoeira and its associated rhythms, dances and performing arts as inspiration for disadvantaged people in the community. The activities are aimed to support people to integrate in the community. The organisation has applied for a **£4,500** grant to run a programme in Haywards Heath Ashenground area. Afro-Brazilian arts and cultural exchange institute does not currently operate within the District. Deliverability of the project is unclear in terms of engagement and enrolment. Officers sought additional information from the applicant to evidence need, however the evidence provided was not

sufficient. The project does not meet the criteria, does not score highly enough and officers recommend that a grant is not awarded from the Community Grants scheme.

31. **Gatwick Detainees Welfare Group** is a limited company which supports asylum seekers and other migrants detained at Gatwick Immigration Removal Centres (IRCs). They facilitate visits from trained volunteers. They also offer support post-detention. The Refugee Tales project supports previously detained people to share their stories, enjoy walking in a community, and advocate for change. The Refugee Tales walks is designed and led by a Mid Sussex volunteer. They run school talks, creating opportunities for young people to learn more about immigration detention and the power of storytelling and community-building. One of the Mid Sussex volunteers delivers these talks alongside a member of staff.
32. The application is from a private limited company to pay for an audit of their equality, diversity, and inclusion, in addition to a school talk, and organised walks. None of the beneficiaries are from Mid Sussex. Budgetary information is incomplete and insufficient, and the grant criteria excludes funding activities where the organisation is holding more than nine months of unrestricted reserves. The applicant has requested **£3,950** grant. The project does not meet the criteria and officers recommend that a grant is not awarded from the Community Grants scheme.
33. **Haywards Heath Rugby Football Club** provides sport and social facilities for all ages. They have raised £1.9 million towards building a new pavilion. The applicant is requesting further funding of **£5,000** for a capital project that has already been awarded £311,000 S106 funding for the same development. This project has already started and the criteria states that retrospective funding will not be awarded to applicants for projects that have already begun. This project does not meet the criteria and officers recommend that a grant is not awarded from the Community Grants scheme.
34. **HURSTfolk** is a weekend music festival. The aim of the festival is to provide a platform for local musicians to display their talent in Hurstpierpoint. The application is for **£2,780** to cover costs of running the festival in 2024/25. The grants criteria states that the Council will not fund “annual events that have been held in the same or similar format in previous years”. The criteria also state that the Council will not fund “Town based events where the Town/Parish Council are a more appropriate funder”. This project does not meet the criteria and officers recommend that a grant is not awarded from the Community Grants scheme.
35. **Inspire Dance Studio Copthorne Ltd** is a dance school based in Copthorne and is a private business. They rent out the studio to other exercise classes such as Pilates, yoga and baby groups. The dance studio needs a new floor as the current floor is worn. The grant application of **£4,400** is to cover costs of a new floor. The grants criteria states that the Council will not fund “private organisations operating as a business to make a profit or surplus”, or projects that have started. This project does not meet the criteria and officers recommend that a grant is not awarded from the Community Grants scheme.
36. **Lindfield Village Day (King Edward Hall)** - Lindfield Village Day takes place every year and is a regular feature of village life. All income from the Village Day goes towards the upkeep of King Edward Hall. The application of **£3,150** is for the Village Day procession to cover costs of funding musicians for the procession. The grants criteria states that the Council will not fund “annual events that have been held in the same or similar format in previous years”. The criteria also state that the Council will not fund where “Town based events where the Town/Parish Council are a more appropriate funder”. This project does not meet the criteria and officers recommend that a grant is not awarded from the Community Grants scheme.

37. **Lindfield Rugby Club** meets every Saturday morning on Lindfield Common to play touch rugby in a relaxed and fun way. It is a free club, open to all, run by volunteers who have been running the club since 2003. The application is for insurance, equipment, and pitch hire. This is a volunteer led group, where the coaches donate their time, is completely inclusive, free to participate and a not-for-profit group. The Community Grants criteria excludes funding for “day-to-day running costs” and therefore this cannot be funded from the Community Grants Fund. Officers will work with Lindfield Rugby Club to assist them finding alternative funding streams. Therefore, it is recommended that the £1000 sought is not awarded under the Community Grants scheme.
38. **Spurgeons** is a company that works in children centres, schools, pre-schools, family hubs and prisons. They offer parenting support for struggling families, services to support young carers, counselling and mentoring for young people as well as parenting support for families affected by ASC. The application, which is seeking **£5,000** does not explicitly explain what the project is or give details. Although the application meets one of the Council’s priorities, no local need is identified or evidenced. Budgetary information is not available, and a breakdown of costs is not provided. This project does not meet the criteria and officers recommend that a grant is not awarded from the Community Grants scheme.
39. **The Yews (Haywards Heath) Community Partnership** provides rooms to businesses, individuals, community organisations and self-help groups looking for a venue for meetings etc. The Yews are seeking **£5,000** for repair and upkeep of the building. The criteria states that the Council will not fund “General appeals and day-to-day running costs”. This project does not meet the criteria and officers recommend that a grant is not awarded from the Community Grants scheme.
40. **Turners Hill Parish Council** are seeking **£5,000** to continue to upgrade and replace streetlights with LED bulbs. The criteria state the Council will not fund “Town based events where the Town/Parish Council are a more appropriate funder”. The criteria also states that the Council will not fund “Projects that have started or finished”, nor “Ongoing maintenance, routine repairs and renewals”. This project does not meet the criteria and officers recommend that a grant is not awarded from the Community Grants scheme.
41. **Volume 1 climbing** are an indoor climbing venture. The owner is seeking **£5,000** to provide subsidised membership to people who are struggling to pay the membership fees. The criteria states that we will not fund “private organisations operating as a business to make a profit or surplus”. This project does not meet the criteria and officers recommend that a grant is not awarded from the Community Grants scheme.

### Other Options Considered

42. There is an option to not fund the applications recommended in this report.
43. The awards recognise the key role Community, Voluntary Sector (CVS) organisations play in enabling communities to be resilient. The funds awarded by the 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.

### Financial Implications

44. The annual budget for 2023/24 is £100,000. The total amount of the Community Development Grants proposed in this Cabinet Grants Panel report is **£37,001**, which leaves a remaining balance of **£12,658** in the Community Development Grants budget if all the committed grants are paid. All grant applications are assessed against criteria,

see appendix A. Grant applications that have been recommended have been subject to due diligence and all accounts/financial data have been assessed.

### **Risk Management Implications**

45. The main associated risks that may impact upon the successful implementation of the projects recommended for a grant is the organisations inability to implement the projects.
46. Where applications reference physical works to properties, applicants are required to ensure that the project has all the necessary permissions in place (including planning, building regulations, licensing and from landlords) prior to application for a community grant.
47. A Contract is signed at the application stage by organisations seeking funding that details the terms and conditions under which the grant is awarded, including the return of all monies to the Council should the purpose for which the funds are awarded not materialise.
48. 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.
49. It is considered that these measures mitigate the main risks.

### **Equality and customer service implications**

50. 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**

51. 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](#) 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)

### **Legal Implications**

52. 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**

53. None

### **Appendices**

54. Appendix A - Assessment Matrix

## Assessment Matrix (max score = 15)

<b>Criteria</b>	<b><i>Excellent:</i> the application meets the criteria and shows outstanding qualities (Score 3)</b>	<b><i>Good:</i> the application meets the criteria and shows strong qualities (Score = 2)</b>	<b><i>Fair:</i> the application meets the criteria (Score = 1)</b>	<b><i>Poor:</i> the application does not meet the criteria (Score = 0)</b>
<b>Council's priorities</b> ( <i>Effective and Responsive Services; Sustainable Economic Growth; Strong and Resilient Communities; Financial Independence</i> )	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
<b>UN Sustainable Development Goals</b>	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.
<b>Evidence of need</b>	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.
<b>Impact and benefits</b>	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.
<b>Finances</b>	The applicant has submitted an itemised balanced budget that appears realistic and good value for money, including 10%+ match funding sources identified or secured.	The applicant has submitted a balanced budget that appears realistic and good value for money.	Budgetary information is limited.	Budgetary information is non-existent or incomplete.

## Scoring for successful bids

<b>Application Name:</b>	<b>UN Sustainable Development Goals</b>	<b>Councils Priorities</b>	<b>Evidence of need</b>	<b>Impact and benefits</b>	<b>Finances</b>	<b>Total Score</b>
1. Burgess Hill Marching Youth	1	2	2	3	2	10
2. Chequer Mead Arts & Community Trust	3	3	2	3	2	13
3. Dudley House Trust	1	2	3	3	2	11
4. East Grinstead Museum	3	3	2	2	1	11
5. Greener Cuckfield	1	2	2	2	2	9
6. Haywards Heath Division Guide Headquarters	3	3	2	3	2	13
7. Hurstpierpoint Gymnastics club	3	3	2	3	3	14
8. Mid Sussex Active	2	2	2	3	2	11
9. RESPECT Youth Club	2	2	1	2	2	9
10. Seaforth Hall Warninglid	1	2	2	2	2	9
11. SEDSConnective	1	2	1	2	2	8
12. The Ashdown Hub	1	2	2	2	3	10
13. The Juno Project	2	2	2	0	2	8

Table 1: Applications recommended for award

Organisation	Grant Purpose	Award Requested	Award Suggested
Burgess Hill Marching Youth	To expand the band by introducing a flute section. Purchasing 4 flutes, 4 Lyres, tutorial books and display books.	£800	£800
Chequer Mead Arts & Community Trust	To run free monthly Dementia Friendly film screenings.	£5,000	£5,000
Dudley House Trust	Set up a repair Café, train a staff member, purchase items to hire out to the community.	£4,058	£4,058
East Grinstead Museum	To support the work needed to make round one application for National Lottery Heritage Fund grant. As part of this the community grant fund will support the development of talks, walks and activities for school children ensuring they appeal to current and potential audiences.	£5,000	£5,000
Greener Cuckfield	To set up nature recovery networks, a website upgrade and to cover volunteer expenses.	£1,500	£1,500
Haywards Heath Division Guide Headquarters	To help towards the cost of refurbishing the kitchen and toilets and to provide step free access into the hall.	£5,000	£5,000
Hurstpierpoint Gymnastics Club	To fund training for volunteers on safeguarding, first aid and coaching, subsidy of kit where this is passed on to participants and hardship funding to enable those who can't afford the classes to attend.	£4,200	£4,200
Mid Sussex Active	To host events in local venues involving 22 schools and engaging over 500 children in physical activities.	£3,220	£3,220
RESPECT Youth Club	To fund a DJ Taster Day, inflatable day, disco and craft supplies for club	£1,745	£1,745
Seaforth Hall Warninglid	To purchase a movie projector, projection screen and Blu-ray player to enable the community to hold monthly cinema evenings.	£2,287	£2,287
SEDSConnective	To fund Pilates classes in person and online. Adaptation of website to make it accessible to run webinars, events and offer access to specialist practitioners that would otherwise be unaffordable.	£700	£700
The Ashdown Hub	To buy a polytunnel for the kitchen garden	£1,315	£1,315
The Juno Project	To deliver workshops and 1-2-1 coaching to girls aged 11-16 with complex vulnerabilities who have a record of poor attendance at school.	£2,176	£2,176
	<b>TOTAL</b>	<b>£37,001</b>	<b>£37,001</b>

## Community Grants

Table 2: Applications Considered but NO GRANT Award Recommended

Organisation	Purpose for which grant is sought	Award requested
Afro-Brazilian Arts and Cultural exchange institute	To run martial art capoeira, dance and performing arts programmes for children in Ashenground area of Haywards Heath.	£4,500
Gatwick Detainees Welfare Group	To fund an audit of their equality, diversity, and inclusion and school talks, organised walks.	£3,950
Haywards Heath Rugby Football Club	Additional funds for an ongoing capital project to rebuild club house.	£5,000
HURSTfolk	To fund an annual weekend music festival.	£2,780
Inspire Dance Studio Copthorne Ltd	To replace the flooring in the dance studio	£4,400
Lindfield Village Day (King Edward Hall)	To fund musicians for the Lindfield Village Day annual procession	£3,150
Lindfield Rugby Club	To cover insurance, pitch hire and new equipment.	£1,000
Spurgeons	To fund an Early Bird and/or Teen life programmes	£5,000
The Yews (Haywards Heath) Community Partnership	To fund repairs/upkeep to the building	£5,000
Turners Hill Parish Council	To upgrade and replace streetlights with LED bulbs	£5,000
Volume 1 Climbing	To subsidise membership fees	£5,000
	<b>TOTAL</b>	<b>£44,780</b>

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