

## CORPORATE GRANT SCHEMES

(Release of S106 Contributions and Community & Economic Development Grants)

**REPORT OF:** HEAD OF CORPORATE RESOURCES  
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**Wards Affected:** All  
**Key Decision** No

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### Purpose of the report

1. The purpose of this report is to present five Release of S106 Contributions, fourteen Community & Economic Development applications and twenty-seven VE Day applications for consideration by the Cabinet Grants Panel. The report also proposes changes to the Grant Application Form and provides a review of previous awards.

### Summary

2. A summary of the applications to be considered and the recommendations from the Grants Assessment Group on the level of financial assistance to be awarded to each organisation are detailed as follows:

### Release of S106 contributions

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Age UK East Grinstead	Electrical upgrade at Glen Vue	11,244	11,244
Chequer Mead Theatre	Modern toilet facilities	49,950	49,950
Clarion Futures	Spring Copse - community park project	80,000	80,175
East Grinstead Town Football Club	Pitch drainage and irrigation system	28,000	28,048
Haywards Heath Cricket Club	Equipment store in Clair Park	12,000	9,948
<b>Total</b>		<b>£ 181,194</b>	<b>£ 179,365</b>

### Community and Economic Development Grants

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
172 (Haywards Heath) Squadron Air Training Corps	Purchase band equipment to set up a marching band	5,000	5,000
Ardingly Cricket Club	Purchase of a new mower and cutting equipment	2,000	2,000
Ashurst Wood Village Council	Stage, PA and lighting for Ashstock Festival	3,000	3,000
Borde Hill Garden for Experience Mid Sussex	To produce video content for a short promotional film	5,000	0
Disability Access – East Grinstead	General overhead costs	5,000	1,000
East Grinstead Museum	Exhibition costs for the Sisterhood of St Margaret	3,200	1,000

East Grinstead Town Council	East Court Live summer events	12,000	0
ReMember (The Chronic Fatigue Syndrome Society)	Venue hire costs for annual conference	490	490
Respect Youth Club	Hall hire cost and public liability insurance costs	1,750	1,750
Rotary Club of the Sussex Vale	Increase number of dementia friendly café sessions	1,070	1,070
Sussex Clubs for Young People	Weekly youth club in Court Bushes	5,000	5,000
Sheddingdean Community Association	Hall hire costs	5,000	5,000
South of England Agricultural Society	Young Artisan of the Year competition	1,500	1,000
Windmills Opportunity Playgroup	Rental costs	850	850
Age Concern Hassocks & District	VE Day 75 lunch for friends and relatives	250	250
Age UK East Grinstead & District	VE Day 75 – celebration at Glen Vue	250	250
Albourne Village Hall Management Committee	VE Day 75 – celebrations in village hall and car park	250	250
Arctic handball Club Crawley	VE Day 75 weekend spots at Dolphin Leisure centre	250	250
Army Cadet Force	VE Day 75 – street party	250	250
Ashurst Wood Village Council	VE Day 7 – street party	250	250
Balcombe Parish Council	VE Day 75 – street party	250	250
Better Breathing Company	VE Day 75 – tea party	250	250
Burgess Hill Community Radio	VE Day 75 – music event in Church Walk	250	250
Burgess Hill Town Council	VE Day 75 – weekend celebrations	250	250
Community Transport Sussex	VE Day 75 – afternoon tea dance	250	250
Clayton with Keymer Parish	VE Day 75 – street party	250	250
Copthorne Silver Band	VE Day 75 – promenade concert on village day	250	250
Crawley Down & Turners Hill RBL	VE Day 75 afternoon tea dance	250	250
East Grinstead Town Council	VE Day 75 – town celebrations	250	250
Girlguiding Copthorne District	VE Day 75 – village event	250	250
Hassocks Parish Council	VE Day 75 – community fayre at Adastra Park	250	250
Haywards Heath Town Council	VE Day 75 – picnic on Muster Green	250	250
Horsted Keynes Parish Council	VE Day 75 – afternoon at memorial pavilion and recreation ground	250	250
Mid Sussex Older People's Council	VE Day 75 – afternoon tea	250	250

Poynings 650	VE Day 75 – garden party	250	250
Sayers Common Village Society	VE Day 75 – themed dinner and dance	250	250
The Yews Community Partnership	VE Day 75 – open day at Yews during picnic on Muster Green	250	250
Trinity Methodist Church	VE Day 75 – tea party in church car park	250	250
West Hoathly Parish Council	VE Day 75 – VE and VJ celebrations	250	250
West Hoathly School Association	VE Day 75 – street party	250	250
<b>Total</b>		<b>47,216</b>	<b>33,910</b>

### Recommendations

3. ***Members of the Panel are requested to consider and decide upon the recommendations:***
  - a) ***for each of the above applications, summaries of which are attached in Appendices A, B and E;***
  - b) ***regarding extensions of time for the Release of S106 Contributions special conditions as detailed in Appendix D***
  - c) ***to change the Contract in the Corporate Grants application form (para 9-10)***

### Background

4. Applications for all grants and the Release of S106 contributions are assessed against a standard checklist and considered by a “Grants Assessment Group” to ensure a consistent approach to the awarding funds.

### Assessment Process

5. Applications are assessed against four key criteria – Council priorities, evidence of need, finances impact and benefits. The maximum possible score for excellent applications which fully meet all the criteria is 12.
6. The applications received in this funding round have been considered by the Grants Assessment Group comprising relevant officers from across the authority together with a representative from West Sussex County Council’s Communities and Public Health Teams, and, unless there is a conflict of interest, the local Council for Voluntary Service.
7. The Group reaches a consensus as to the merit of each application judged against the agreed criteria and the level of funding that should be recommended to the Cabinet Grants Panel. A summary of the assessment of each application is included within the individual project reports in Appendices A and B.
8. All organisations have met the basic criteria and specific grant criteria, i.e. are fully constituted voluntary and not for profit organisations and have provided the relevant information to support their application.

## **Application Form**

9. It is suggested that Clause 12 in the Contract that applicants are required to sign be revised as follows:

We understand that in respect of capital projects for which the Council has awarded funding, grants will be subject to having either a freehold or leasehold interest in the land or property, with not less than 14 years of the contractual term remaining on any lease, in favour of the organisation. If necessary, planning permission and/or building regulation approval will be obtained for the Project, using the Council's Building Control Service. We will make new or upgraded community facilities available for use by the public and other organisations for at least 25% of the operating hours, unless otherwise agreed or stipulated by the Council.

10. This will allow us to monitor capital projects more effectively and ensure high quality design and construction standards. It will also require recipients of capital funding to make their facilities available for hire to the wider community, beyond their immediate membership/user group.

## **Facility Grants Update and End of Revenue Grants Report**

11. The End of Revenue Grants Reports for Community & Economic Development Grants and a Release of S106 Contributions Update and are attached in Appendices C and D. The reports provide details of the outcomes relating to the Community & Economic Development Grants awards and the progress of capital projects funded through the Release of S106 (Facility Grants) scheme.

## **Other Options Considered**

12. The awards 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.

## **Financial Implications**

13. Release of S106 contributions are funded through the use of S106 contributions which the Council holds for the enhancement of capacity for sport, community buildings and other purposes as a result of residential development.
14. Community & Economic Development Grants are funded through a dedicated reserve. The balance held in the Community and Economic Development Reserve as at 1 April 2019 was £168,261. The amount spent in 2019/20 (as at 12 February 2020) was £107,356, which would leave a balance remaining in the reserve of £60,905.
15. The amounts committed but not paid as at 12 February 2020 are £33,762 which leaves a balance of £27,143 if all the committed grants are paid.
16. The total amount of Community & Economic Development Grants proposed in this Cabinet Grants Panel is £33,910, which creates a small overspend of £6,767 for the financial year if all the committed grants are paid. The awards are for projects to take place during 2020/21 so will not be drawn down during the current financial year.
17. Funds are allocated to the Community and Economic Development Reserve at outturn. The amount will be confirmed at Cabinet in June 2020.

## **Risk Management Implications**

18. 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.
19. Additionally, the sharing of information with West Sussex County Council will ensure that organisations are not being double-funded for the same purpose.
20. A Contract is signed at the application stage by organisations seeking funding that details the terms and conditions under which the grant or Release of S106 Contributions is given, including the return of all monies to the Council should the purpose for which the funds are awarded not materialise. In respect of the Release of S106 Contributions, the Council may impose additional safeguards.
21. All organisations in receipt of Community & Economic Development Grants 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.
22. 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**

23. As part of the assessment process all of the organisations applying for funding from the Council have complied with the required conditions of funding and have the requisite policies and procedures in place including any other relevant legislation.

## **Legal Implications**

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

## **Background Papers**

- Grant applications and associated documentation for the Community & Economic Development and Release of S106 Contributions are held in the Community Services, Policy and Performance Section.