



Community Facilities Fund Working Party

Minutes of meeting held on
Wednesday 19 October 2016 at 11.30am in the Kasen Room

Present:

Councillors: Councillor Steven North (Chair) Cllr SN
 Councillor Roger Glithero Cllr RG
 Councillor Richard Lewis Cllr RL
 Councillor Helen Harrison Cllr HH
 Councillor Wendy Brackenbury Cllr WB
 Councillor Glenn Harwood MBE Cllr GH

Officers: Julia Smith, Head of Customer & Community Services JS
 Mike Greenway, Community Partnerships Manager MG
 Michelle Drewery, Finance Manager MDwy
 Lucy Hawes, Community Development Officer LH

Minutes: Charlie Hall, PA to Executive Director <mailto:chall@east-northamptonshire.gov.uk>

ACTION

1. Apologies

1.1. Councillor Richard Lewis had sent his apologies.

2. Declarations of interest

Councillor/Officer	Item	Nature of interest	DPI	Other
Glithero	Eligibility Applications	Grandson is Chair of the Bulwick Village Centre		Yes
Harwood	Eligibility Applications	Social Member of the Rushden Historical Transport Society		Yes

2.1.

- Cllr Glithero - Grandson was chair of Bulwick Village Centre
- Cllr Harwood - Social member of the Rushden Historical Transport Society

3 Financial position update

MDwy provided an update on the position of the New Homes Bonus reserve. It was confirmed that £378,916 had been brought forward this year for stream 2 projects. All round 1 (year 1) projects had now been completed and monies drawn down in full.

It was confirmed that £40,000 remained committed for the round 2 (year 2) Rushden Historical Society Project and £4,147 has been drawn down to date on round 3 (year 3) projects. There is approximately £157,000 remaining to be drawn down for projects in round 3.

MDwy confirmed that for 2016/17 there is an allocation of £1,313,022 available in the NHB reserve to allocate between stream 2 and 3 projects. It was suggested that what is not spent on stream 2 projects is allocated to spend on stream 3. There is currently £1.6m held in reserves which is allocated to stream 3, with £620,000 of this already committed to specific projects.

4. Applications to Round 4 Eligibility Stage

4.1 MG presented a report detailing the evaluation of the eligibility applications for the fourth round of the Community Facilities Fund. It was noted that this round had been launched in July 2016. Members were reminded that a new process for Round 4 had been agreed (Policy and Resources Committee minute 86c – 11 July 2016). This consisted of an Eligibility stage, to which all applicants had applied to and then a Second (full application) stage for applications seeking £5,001 to £50,000. A total of 26 applications had been received and evaluated at the Eligibility Stage. Members noted that an application from Laxton Church had been rejected on receipt as it involved works that were part of an insurance claim.

4.2 It was confirmed that the Working Party was required to consider the evaluation findings and recommend or reject a grant award to those applications seeking £5,000 or less. For those applications seeking between £5,001 and £50K, the Working Party would confirm which applications would be invited to submit a second stage application. These recommendations would require confirmation by Policy and Resources Committee

4.3 MG reminded Members of the approved Eligibility Stage Scoring Criteria, which had been part of the report.

4.4 The Working Party considered the Eligibility applications **seeking £5K or less**

App. No	Applicant	Project detail	Amount requested £	Recommendation
2	Bulwick Village Centre	Toilet upgrade and disabled access ramp	4,500	Award grant
7	Benefield Parish Council	Provide bus shelter	3,500	Award grant
1	Deene and Deenethorpe	Kitchen replacement	5,000	Reject

Members requested that the letter to Deene and Deenthorpe would state the reasons why their application had been rejected, which was largely due to missing information and a lack of evidence.

4.5 The Working Party considered the Eligibility applications **seeking between £5,001 and £50K**. Members were reminded that applications were required to score a minimum of 20 points, as set out in the evaluation criteria, in order to proceed to stage 2. Members considered the applications in the order of their scores starting with the highest.

Applications scoring 20 or more points				
App. No	Applicant	Project detail	Amount requested £	Recommendation (with conditions)
8	Rockingham Forest Trust	Revitalise play areas at Stanwick Lakes	13,993.50	Stage 2
2	Friends of Easton Church	Create a Peace Labyrinth	44,514.80	Stage 2 - (applicant be required to justify high level of reserves and whether more can diverted to match fund this project)
13	Thrapston Bowls Club	Clubhouse development	23,410.00	Stage 2
24	Raunds Town Council	Bandstand project	36,033.75	Stage 2 - (applicant be required to justify high level of reserves and whether more can diverted to match fund this project)
17	Collyweston Playing Fields	New clubhouse development	50,000.00	Stage 2 – (The deliverability of the project requires more examination as well as the requirement for a project timeline. There was also a requirement for more evidence of consultation.
25	Rushden Heritage Centre	Heritage Chapel development	50,000.00	Stage 2 – (applicant be required to set out clearly that project is for benefit of whole community and not an exclusive group).
16	Rushden Historical Transport Society	Platform restoration	16,800.00	Stage 2 – (applicant be required to justify high level of

				reserves and whether more can diverted to match fund this project).
15	Woodford Parish Council	Development of a Greenway link	21,000.00	Stage 2
9	Kings Cliffe Parish Council	Community pathway	30,000.00	Stage 2
14	Higham Ferrers Town Council	Improvements to Multi-Use Games Area (MUGA)	14,952.00	Stage 2
6	Benefield Cricket Club	Refurbishment and upgrade project	18,900.00	Stage 2
19	Higham Ferrers Town Council	Development of a Greenway link	40,000.00	Stage 2
20	Denford Church	Building improvements including provision of toilets	37,593.00	Stage 2
Applications scoring below 20 points				
18	Stanwick Parish Council	Olympic legacy – play equipment	18,750.00	Reject
4	Serve	Nearly new mini-bus	9,000.00	Reject
12	Rushden Cricket Club	Secure fencing	14,175.00	Reject
22	Rushden West Community Association	Play equipment	11,953.70	Reject
26	Rushden Town Council	Play equipment	48,000.00	Reject
23	Oundle Rugby Football	Expansion and refurbishment of facilities	15,000.00	Reject

	Club			
5	St Peter's Church Rushden	Replacement of boiler	13,500.00	Reject
10	Islip Parish Council	Renovation of recreation facilities	25,000.00	Reject
21	Barnwell Parish Council	Install new playground	49,920.00	Reject

5. **Recommendations to Policy and Resources Committee 07 November 2016**

5.1 The Working Party **Resolved to Recommend** to Policy and Resources Committee:-

1. That the awards of CFF grants to the projects set out in table 4.4 above are confirmed.
2. That approval is given for inviting those projects scoring 20 points or more (as set out in table 4.5) to submit stage 2 applications on the basis of the conditions set out for each application.
3. That approval is given for those projects set out in table 4.5 scoring below 20 to be rejected.
4. That the Working Party considers completed stage 2 applications and makes recommendations on CFF Grant awards at the February 2017 meeting of the Committee.

6. **Date of Next Meeting**

- 5.1. It was agreed that a date for the next meeting of the Working Party would be scheduled for the end of January 2017.

Meeting concluded at 13:00

JS/MG/LH/CH 19.10.16