



Community Facilities Fund Working Party

Minutes of meeting held on
Thursday 14 September 2017 at 10am in the Members Room

Present:

Councillors: Councillor Steven North (Chair) Cllr SN
 Councillor Glenn Harwood MBE Cllr GH
 Councillor Roger Glithero Cllr RG
 Councillor Richard Lewis Cllr RL
 Councillor Annabel De Capell Brooke Cllr ADCB
 Councillor Wendy Brackenbury Cllr WB

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: Sharon Prior, PA to Chief Executive sprior@east-northamptonshire.gov.uk

ACTION

1. **Apologies**

1.1. No apologies received.

2. **Declarations of interest**

2.1.

Councillor/Officer	Item	Nature of Interest	DPI	Other
Councillor Richard Lewis	Eligibility Applications	Social Member of the Rushden Historical Transport Society	No	Yes
Councillor Glenn Harwood	Eligibility Applications	Social Member of the Rushden Historical Transport Society	No	Yes

The meeting noted that all of the Members on the Working Party would be aware of many of the organisations who had applied for funding, via their links with Town/Parish Councils.

JS joined the meeting at 10.10am

3. **Review of progress with projects awarded CFF funding to date**

3.1. MGwy presented a schedule of all projects to date that had previously receiving funding together with a status update on the progress with each project. MGwy confirmed that an updated schedule would be available at the next meeting. The Working Party noted the update and look forward to receiving further updates.

**MGwy –
next
meeting
(Jan 2018)**

4. **Financial position update**

4.1. MDwy provided an update on the position of the New Homes Bonus reserve. It was confirmed that the indicative allocation for 2017/18 for Round 5 of Stream 2 projects (Community Facilities Fund) would be £563,351, which the meeting noted.

4.2. MDwy confirmed that £118k was carried over for a number of projects from 2015/16 (Round 3) that were still in progress – these projects were noted:-

- Rushden Town Council – Pavilion
- Irthlingborough Cricket Club
- Transition Kings Cliffe – mini-bus (underspend)
- Oundle Rowing Club

4.3. MDwy confirmed that £358k was carried over for all Round 4 projects (2016/17) and that only £26k had been spent to date.

4.4. MDwy confirmed the remainder of the 2017/18 allocation for stream 3 projects would be £563,313, bringing the current balance for Stream 3 to £3,291,084.

5. Applications to Round 5 - Eligibility Stage

5.1. The meeting noted the criteria used to consider the applications. This had been approved by Policy and Resources Committee.

5.2. The Working Party considered the eligibility applications **seeking £5K or less:-**

App no.	Applicant	Project details	Amount requested £	Recommendation (with conditions)
18	Higham Ferrers Town Council	Heritage signs	£3,500	Award grant
12	Transition Kings Cliffe	Village bike racks	£4,320	Rejected <ul style="list-style-type: none"> • Scored under 20 points • Not enough detail given in application • No information given the intended audience / community
14	Irthlingborough Town Council	Crow Hill Community Centre	£3,485	Rejected – scored under 20 points
25	Higham Ferrers Archaeology & Research Society	Access for All – Geophysical Survey Training	£4,258	Rejected – scored under 20 points

5.3. The Working Party then considered the applications **seeking between £5,001 and £50K, with a score of 20 and over:-**

App no.	Applicant	Project details	Amount requested £	Recommendation (with conditions)
17	Manor School	Hockey, netball and multi-sport astro-turf pitch	£50,000	Approved to progress to Stage 2

App no.	Applicant	Project details	Amount requested £	Recommendation (with conditions)
11	Kings Cliffe Active	Pavilion extension	£50,000	Approved to progress to Stage 2
5	Windmill School	Redevelopment of outdoor areas	£39,833	Approved to progress to Stage 2
1	Warmington Church	Warm up Warmington	£14,100	Approved to progress to Stage 2
22	Thrapston Town Council	Play equipment	£41,200	Approved to progress to Stage 2
20	Woodford Sports Club	Playing field improvement project	£46,336	Approved to progress to Stage 2
8	Irthlingborough Town Council	Adult gym	£47,250	Approved to progress to Stage 2
23	Great Addington Parish Council	The Addingtons' Greenway link	£25,875	Approved to progress to Stage 2
6	Glaphorn Recreational Sports	Glaphorn community playing field	£50,000	Rejected – application rejected due to complications with land purchase
9	St Peter's Church, Raunds	Safer pathways and heat conservation	£20,000	Approved to progress to Stage 2
19	Higham Ferrers Town Council	Play equipment (Saffron Road)	£8,000	Approved to progress to Stage 2
10	Barnwell Parish Council	Play equipment	£36,000*	Approved to progress to Stage 2

* This application did not originally meet the criteria, ie, scoring over 20 points. However, Members noted their concerns with the score given to two elements of this application. Members agreed to increase the scoring by one point, in two sections of the application which resulted in the overall score being revised to 21.

Councillor RL left the meeting at 10.55am

- 5.4. The Working Party then noted the applications that would not progress to the next stage and the reason for rejection:-

App no.	Applicant	Project details	Amount requested £	Recommendation (with conditions)
13	Rushden Historical Transport Society	Provision of equipment to enhance community facilities	£13,500	Rejected - Requested 77% match funding, when limit is 75% - Scored under 20 points

App no.	Applicant	Project details	Amount requested £	Recommendation (with conditions)
21	Higham Ferrers Town Council	Recreational equipment (Mallard Close)	£10,000	Rejected – scored under 20 points
4	Benefield Parish Council	Provision of childrens pay equipment	£20,000	Rejected - Requested 95% match funding, when limit is 75% - Scored under 20 points
24	Rushden & Higham RUFC	Changing room refurbish	£29,949	Rejected – scored under 20 points
2	Islip & Thrapston Sports Association	Quality sporting fields for East Northants	£12,000	Rejected – scored under 20 points
3	AFC Rushden & Higham	Re-commission main stand at Hayden Road	£47,500	Rejected – scored under 20 points
16	SERVE	Disability bathroom	£2,237	Rejected – scored under 20 points
7	Ranger Cadets	Project “Drum Beat”	£4,321	Rejected - Requested 93% match funding, when limit is 75% - Scored under 20 points

MDwy left the meeting at 12.03pm

6. Recommendations to Policy and Resources Committee, 9 October 2017

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

1. That the awards of CFF grants to the eligible project requesting £5k and under, as set out in table 5.2, be approved.
2. That approval is given for inviting those projects scoring 20 points or more (as set out in table 5.3) 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 5.4 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 12 February 2018 meeting of the Committee.

7. **Any Other Business**

7.1. The Working Party felt that some elements of the evaluation criteria might be challenging to interpret. JS confirmed she had noted Members' concerns during the meeting and suggested a review of the criteria at a future meeting. JS/MGwy

7.2. **Communications** – Members requested a flyer be created with details of the funding available that they would use to take to Town/Parish Councils meetings to spread the word. JS/MGwy/
Comms
Team

8. **Date of Next Meeting**

8.1. It was agreed that a date for the next meeting of the Working Party would be scheduled for the first working week of January 2018; SP to circulate a potential date. SP

Meeting closed at 12.21pm

Note: A date for the next meeting had been identified as Thursday 11 January 2018 at 10.30am.

JS/MG/LH/SP 20.9.17