



Community Facilities Fund Working Party

Minutes of meeting held on
Thursday 11 January 2018 at 10am in the Members Room

Present:

Councillors:	Councillor Steven North (Chair)	Cllr SN
	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
	Lucy Hawes, Community Development Officer	LH
Minutes:	Charlie Christmas, Democratic Services and Corporate Support Officer	CC

ACTION

1. Apologies

- 1.1. Apologies were received from Councillors Roger Glithero and Richard Lewis and from Michelle Drewery, Finance Manager.

2. Declarations of interest

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

3. Financial position – NHB reserve

- 3.1. Members were reminded that the Finance Manager had advised at the previous meeting of the Working Party that there was sufficient funding available in the New Homes Bonus reserve, stream 2 to support all of the projects invited to submit second stage applications

4. Consideration of applications to Round 5 Full Application Stage Noting the position of projects from previous rounds. Promotion of the CFF Report of the Community Partnerships Manager

- 4.1. Members considered a report detailing the second stage applications that had been received. MG advised Members that the application for £3,500 from Higham Ferrers Town Council for a Heritage Signs project had been approved by Policy and Resources Committee and a Grant Agreement had been signed. Committee also approved a further 11 applicants for stage two applications, seeking between £5,001 and £50,000. MG advised that two of the applications had withdrawn from the process: Warmington Church & Great Addington Parish Council.
- 4.2. LH had liaised with groups whose applications were approved in rounds 1, 2 & 3. This was to ensure the projects were on target to deliver. An update was given on how some of the projects were progressing, and a tour to visit Round 4 successful application sites would take place in May 2018.
- 4.3. Grant awardees from Round 4 that still had not drawn down their funding in full

and to date had not asked for extensions were: Heritage Chapel, Rushden and Collyweston Playing Fields Association. Officers had written to them advising that their grant periods would terminate on 31st March 2018. LH had also emailed the Collyweston Playing Fields Association to pursue this but had yet to receive a response.

The Working Party agreed that officers would write to these two organisations, giving them formal notice that Policy and Resources Committee would be asked to consider withdrawing their funding unless clear reasons were provided as to why the funding had not yet been drawn down.

- 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 agreed to recommend that a condition be applied to each of the grants awarded, for the community facility to be made available two hours per week to support our healthy and active lifestyles programme.
- 5.3. The Working Party considered the applications **seeking between £5,001 and £50K, with a score of 20 and over** and agreed to make the following recommendations to Policy and Resources Committee:-

App no.	Applicant	Project details	Amount requested £	Recommendation (with conditions)
5	Windmill School	Redevelopment of outdoor areas	£42,828	Award grant of £39,833.40
8	Irthlingborough Town Council	Adult gym	£39,430	Award grant of £39,430
9	St Peters Parish Church	Safer pathways and heat conservation	£13,184	Award grant of £13,184 based on the pathway construction elements of the project.
10	Barnwell Parish Council	Play equipment	£32,100	Award grant of £32,100
11	Kings Cliffe Active	Pavilion extension	£50,000	Award grant of £50,000
17	Manor School	Hockey, netball and multi-sport astro-turf pitch	£50,000	Award grant of £50,000
19	Higham Ferrers Town Council	Play equipment	£8,000	Award grant of £8,000, subject to like-for-like location of equipment
20	Woodford Sports Club	Playing field improvement project	£46,336	Award grant of £46,336
22	Thrapston Town Council	Play equipment	£36,767	Award grant of £36,767

5. Confirmation of all recommendations to Policy and Resources Committee 12th February 2018

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

1. That the CFF grant awards to the eligible projects requesting between £5,001 and £50K, as set out in table 5.3 above, be approved, with individual conditions incorporated into the Grant Agreements
2. Each facility supported be available for two hours per week to support our healthy and active lifestyles programme.

6. Date of next meeting

- 6.1. The next meeting of the Working Party would take place in late April, the date and time to be confirmed in due course.
- 6.2. The Working Party noted the hard work put in by LH and thanked her for her efforts.

JS/MG/LH/CC 11.01.18