



Community Facilities Fund Working Party

**Draft Minutes of meeting held on
Monday 24 September 2018 at 11am in the Members' Room**

Present:

Councillors:	Councillor Steven North (Chair)	CllrSN
	Councillor Richard Lewis	CllrRL
	Councillor Roger Glithero	CllrRG
	Councillor Peter Wathen	CllwPW
	Councillor Janet Pinnock	CllrJP
	Councillor Annabel de Capell Brooke	CllrADCB
Officers:	Julia Smith, Head of Customer and Community Services	JS
	Lucy Hawes, Community Partnerships Officer	LH
	Sandie Williams, Interim Head of Finance	SW
Minutes:	Charlie Christmas	CC

ACTION

1. Apologies

1.1 Apologies were received from Mike Greenway, and Amy Eyles

2. Minutes of the meeting 26th April 2018

2.1 The minutes were agreed as a true and correct record of the meeting, subject to Councillor Lewis being added to the list of attendees.

3. Declaration of Interest

3.1 Councillor Richard Lewis

Item: Eligibility Applications

Nature of interest: Member of Rushden Town Council
Member of Rushden Historical Transport Society
Member of Rushden Cricket Club
Association with Rushden and Diamonds
Involved with the Rushden Heritage Chapel
Board Member at Stanwick Lakes
Association with Friends of St Mary's Church, Higham Ferrers
Association with Hope Methodist Church, Higham Ferrers

DPI/Other interest Other

Councillor Peter Wathen

Item: Eligibility Applications

Nature of interest: Raunds Cricket Club – given them some Member empowerment funding

DPI/Other interest Other

Councillor Janet Pinnock

Item:	Eligibility Applications
Nature of interest:	Member of Rushden Town Council Member of Rushden Heritage Church
DPI/Other interest	Other

Councillor Steven North

Item:	Eligibility Applications
Nature of interest:	Association with members of Raunds Town Council
DPI/Other interest	Other

4. Financial position of NHB reserve

- 4.1 SW presented a summary sheet of the financial position, estimating a total allocation amount of £673,599 based on the bids received to be allocated to Stream 2. This figure will need to be increased to reflect the revised figure to cover the cost of the grants awarded, with the difference being taken from Stream 3.
- 4.2 The meeting noted concerns regarding approving funding for schemes which may not be signed off prior to 31st March 2020 when the Unitary Authority is in place. Each applicant was asked to indicate an expected start date for their project, and it is proposed that the timeline be amended to reflect a December 2019 delivery date.

5. Report – Stage 1 Eligibility Applications

- 5.1 JS presented a report detailing the evaluation of the eligibility applications for the sixth round of the Community Facilities Fund. A total of 44 applications had been received and evaluated at the Eligibility Stage.
- 5.2 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 £10,000 or less. For those applications seeking between £10,001 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.
- 5.3 The Working Party considered the Eligibility applications **seeking £10k or less**. Applications scoring less than 20 points were rejected.

App. No	Applicant	Project detail	Amount requested £	Recommendation
39	Nassington Parish Council	Playing field access and equipment improvements	7,500	Award Grant
24	Raunds Town Cricket Club	Replacement tractor and gang mowers	4,275	Award Grant
36	Thrapston Town Council	Plaza audio-visual installation	3,756.90	Award Grant
20	Oundle Town Business Assoc.	Bike racks for the town	5,112	Award Grant
25	Different Direction Choir	Amplification and public address system	3,000	Award Grant

29	Thrapston Bowls Club	Grounds maintenance equipment	10,000	Award Grant
30	Raunds Town Council	Film project	6,996	Award Grant
13	Islip Parish Council	Recreation ground upgrade	9,974.36	Award Grant
32	Huxlow Science College	Dance/drama	10,000	Award Grant
38	Raunds Town Council	Lighting the Market Square	10,000	Award Grant
41	Raunds Town Council	Sports Wall – Amos Lawrence Park	6,348.50	Award Grant
10	Benefield Cricket Club	Clubhouse development phase 2	8,663	Award Grant
21	Serve	Ron Manning Conservatory	10,000	Award Grant
27	Woodford Community and Sports Complex	Playing field drainage improvements	6,670	Award Grant
37	Raunds Town Council	Staging at Saxon Hall	7,500	Award Grant

5.4 The Working Party considered Eligibility applications **seeking between £10,001 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; those scoring less than 20 points were rejected. 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)
17	Glaphorn Parish Council	Community recreational field	50,000	Stage 2
1	Ringstead Parish Council	Gladstone Street recreational field MUGA	49,563	Stage 2
42	Newton Road School	For the love of outdoors project	50,000	Stage 2
44	Warmington Parish Council	Northern link of the Greenway	50,000	Stage 2
15	Rushden Historical Transport Museum	Development of goods shed as a community hub	50,000	Stage 2
19	Titchmarsh Playing Fields Association	Play area renovation and rejuvenation	33,112	Stage 2
26	King's Cliffe Active	Play Space	30,000	Stage 2
12	Rockingham Forest Trust	Reaching new heights – climbing and aerial walkway equipment	50,000	Stage 2
34	St James' Church Thrapston	Servery, gates and storage	32,969	Stage 2
40	Brigstock Cricket Club	Cricket training facility	25,200	Stage 2
4	Brigstock Village Hall	Village Hall extension and new chairs	35,610	Stage 2
5	Hope Methodist Church, Higham Ferrers	Church redevelopment	50,000	Stage 2
11	Rushden & Diamonds Community Benefit Society and United FC	Recommission main stand at Hayden Road	50,000	Stage 2
23	Rushden Heritage Chapel and Halls	Refurbishment of main halls	28,000	Stage 2
8	Oundle Bowling Club	Clubhouse development	50,000	Stage 2

		phase 2		
18	Friend's of St Mary's Church, Higham Ferrers	Restoration of 100 year old WW1 Memorial plaque and creation of remembrance garden	15,665	Stage 2

6. Confirmation of recommendations for awards £10k and under

RESOLVED TO RECOMMEND to Policy and Resources Committee 8th October 2018 that the awards of CFF grants to the projects set out in table 5.3 above are confirmed.

7. Confirmation of applications for invitation to stage 2

RESOLVED TO RECOMMEND to Policy and Resources Committee that approval is given for inviting those projects scoring 20 points or more (as set out in table 5.4 above) to submit stage 2 applications.

RESOLVED TO RECOMMEND to Policy and Resources Committee that they resolve to recommend to Council, appropriate amendments to the Terms of Reference contained in part 8 of the Council's Constitution. Applications seeking £10,000 and under to be taken to Finance and Performance Sub Committee, and applications seeking between £10,001-£50,000 to be taken to Policy and Resources Committee. The Terms or Reference shall not specify which Councillors are required as Members of the Working Party.

The Working Party **agreed** the timeline for the remainder of the awards process as set out in para 3.4 of the report, and resolved to recommend that applications should be signed off by December 2019.

8. Date of next meeting

8.1 The next meeting is tentatively scheduled for Monday 7th January 2019 at 11am.

8.2 The meeting thanked Lucy Hawes for her efforts with the scoring of the applications.