

Portfolio Holder Decision

Community Grant Request – Caryford Community Hall

Executive Portfolio Holder: Cllr Val Keitch, Strategy and Policy, Leader of Council
Ward Member(s) Cllrs Henry Hobhouse and Nick Weeks
Director: Martin Woods, Service Delivery Director
Lead Officer: Pam Williams, Specialist, Economy
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Purpose of the Report

1. For the Portfolio Holder for Strategy and Policy, on behalf of District Executive, to consider a funding request from Caryford Community Hall Association towards the extension and refurbishment of the hall.

Public Interest

2. Awarding grants is an important way in which SSDC supports and helps community projects delivered by Parishes and voluntary/community organisations in towns and villages across the District. This funding request received support when discussed by the local (Area East) Committee but requires the approval of the Council's Executive committee, to comply with our financial regulations.

Decision Taken:

That the Portfolio Holder for Strategy and Policy, as Leader of Council has agreed to:

- a. delegate to herself as Portfolio Holder authority to take an executive decision in relation to funding for the Caryford Community Hall;
- b. note that Area East Committee endorsed Caryford Community Hall Association's funding application and requested District Executive to support the request on the following basis;
- c. approve a contribution of up to £27,500 from the Area East Capital Reserve as a 4.8% contribution towards the extension and refurbishment of Caryford Hall, subject to standard grant conditions;
- d. note that, if agreed, the recommendation at 'b' above, along with the £12,500 contribution previously agreed by Area East Committee in December 2018 will result in a total contribution of £40,000 (7%) towards the extension and refurbishment of Caryford Hall.

Reason:

To support a funding request from Caryford Community Hall Association towards an extension and refurbishment of their hall.

Background

3. This request is eligible within the Community Grants policy, which welcomes applications from community organisation for funding up to £1,000. These lower level requests can be considered at any time, under delegated powers, subject to Ward Member agreement. Within the District

Council's scheme of delegation, capital projects, seeking up to £12,500, are considered by Area Committees but District Executive is the decision making body for amounts over £12,500.

4. Section 4 of Part 3 of the Council's Constitution delegates to the Leader of the Council the ability to decide when executive matters may be delegated to a Portfolio Holder, and to decide which Portfolio Holder may take a decision. Given that this matter has already been considered and supported by the Area East Committee, the Leader determined that it would be appropriate for her to take this decision.
5. When assessed, projects which score above 22 points, are eligible for SSDC support under the current Community Grants policy. Attached to this report, Appendix A and B show the standard grant conditions used by SSDC and the community grant's policy.
6. Caryford Hall Community Hall Association is requesting a £40,000 contribution towards an ambitious £568,000 project to refurbish and extend the hall. In December 2018, Members of Area East Committee agreed a contribution up to £12,500 (19%) against £64,837 phased 1A project costs, towards preliminaries, foundations and structure of a new link corridor and plant room at Caryford Hall. This decision provided some added confidence to other grant giving bodies when the group submitted applications to key funders in December.
7. The intention was that future grant requests should come forward incrementally for subsequent phases of the project. However, the current advice is that applications should be presented as a whole project and considered once; referring to District Executive if the overall contribution exceeds the £12,500 limit for Area Committee approval.

The Project

8. Caryford Hall is a well located, well used hall attracting users from across the settlement of Castle Cary and Ansford as well as a wider geographical area. The hall has an extensive programme of regular activities which is complemented by occasional/one off events and bookings. Attached at Appendix C is an overview submitted in support of this application by Caryford Community Hall association.
9. The current usage has outgrown the hall, which opened in 1994 and has been in need of refurbishment and upgrade for some time. The main issues are:
 - An inability to meet the needs of a growing population in its current layout.
 - A meeting room which is small and dark; it is difficult to let out at the same time as the main hall, as sound leaks from one space into the other.
 - A kitchen which is poorly laid out and outdated.
 - Insufficient toilets which are in need upgrading.
 - Insufficient storage.
10. All grants are assessed against standard Community Grant assessment criteria, the assessment score for this application is as follows:

Category	Maximum score	Score
A Eligibility	Y/N	Y
B Equalities Impact	7	5
C Need for Project	5	4
D Capacity of Organisation	15	15
E Financial need	7	4
F Innovation	3	3

Total	37	31
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Projects scoring above 22 points are eligible for SSDC support under the current policies.

11. The hall is located in Ansford Parish but serves Castle Cary and a wider catchment. The combined Ansford/Castle Cary settlement as a whole, has planning permissions granted for over 650 new dwellings which, if built, will increase the population by about a third. There is £240k of S106 contributions for Community Halls in Ansford & Castle Cary but the trigger points have yet to be reached for any site and there is no guarantee that funds will be received as developers may try re-negotiate agreements on grounds of viability. It has been suggested previously that part of any funding award should take the form of a loan, in anticipation of the funds identified through S106 agreements coming forward. However, the strong officer advice is that this is highly un-desirable due to the uncertainty surrounding this funding actually coming forward.
12. The ability to deliver the project hinges on attracting funding from a wide variety of sources and undertaking significant local fundraising activity. The table below lists the main funders:

Funding Sources	% Funding of Total Scheme Cost	Funding Requested £	Status
Ansford Parish & Castle Cary Town Council	1	4,000	Secured
Own	6	36,000	Secured
Grant Yarlington Homes	1	3,000	Secured
Garfield Weston	5	30,000	Pending
Viridor	24	137,000	Pending
Multiple other funders	26	148,100	Mainly pending
Fundraising target	28	158,320	Pending
SSDC approved	2	12,500	Approved
SSDC requested	7	40,000	Requested
Total project costs	100	568,920	

Financial Implications

13. Caryford Community Hall Association requested £40,000 but Area East Committee endorsed a funding allocation of £27,500 ahead of this being referred to District Executive for consideration.
14. The Portfolio Holder has approved the recommendation to allocate £27,500, from the Area East Capital Reserve (in line with the request from Area East Committee) it will mean that there is £3,812 remaining in the Area East Capital Reserve.
15. There is currently an unallocated balance of £31,312 in the Area East Capital Reserve.

Council Plan Implications

To build healthy, self-reliant, active communities by:

- Supporting communities so that they can identify their needs and develop local solutions
- Target support to areas of need
- Help people to live well by enabling quality cultural, leisure, play, sport & healthy lifestyle facilities & activities

Carbon Emissions and Climate Change Implications

Providing local access to a range of activities and services helps to reduce the need to travel and therefore helps to reduce carbon emissions.

Equality and Diversity Implications

The Caryford Community Hall is a well located, well used hall attracting users from across the settlements of Castle Cary and Ansford as well as a wider geographical area. Its Constitution states that one of the objectives of the Caryford Community Hall Association shall be:

- (a) to promote the benefit of the inhabitants of the civil Parishes of Castle Cary and Ansford and all inhabitants within a radius of two miles outside the said Parish boundaries without distinction of sex or of political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

Privacy Impact Assessment

None associated with this report

Background Papers

Area East Committee Agenda & Minutes – December 2018 and March 2019

Standard grant conditions

1	The funding has been awarded based on the information provided on the application form for your application number.
2	The enclosed Evaluation Form will need to be completed in full and returned to the appropriate Area/Central office when you return your signed acceptance of the funding offer.
3	All other funding sources are secured.
4	SSDC are given prior notice of the date when work is to commence.
5	SSDC is acknowledged on any publicity and on any permanent acknowledgement of assistance towards the project.
6	The applicant will work, in conjunction with SSDC Officers, to monitor the success of the scheme and the benefits to the community, resulting from SSDC's contribution to the project.
7	<p>All grants offered by SSDC will be based on a set of conditions. Conditions include one or more of the following:</p> <ul style="list-style-type: none"> • Monitoring arrangements. • Publicity options. • Before and after photos. • Return signed acceptance slip. • Grants can only be paid for a single year and a second application is not allowed for the same project within 3 years (unless Service Level Agreement). • Any changes to the project should be notified to SSDC. • Share good practice with other organisations if successful in securing external funding. • All other funding sources are secured. • Conditions of grant should be presented in Committee report.
8	<p>For buildings, facilities and equipment:</p> <ul style="list-style-type: none"> • Capital grants are on a one-off basis. • Capital grant applications should include a strategy for maintenance of equipment to applicable standards, and a strategy for replacement (or otherwise) if appropriate. • Subject to planning permission if necessary. • Shared use of buildings/equipment, where appropriate. • Proper signage to buildings/facilities. • The applicant must ensure that its play area is inspected and maintained in accordance with EN1176 or a successive standard. • For Village Halls, an access audit must be carried out and all projects should be improving access for people with disabilities.