

Grant to Stocklinch Village Hall Committee (Executive Decision)

Service Manager: *Helen Rutter, Communities Lead*
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Purpose of the Report

Councillors are asked to consider the awarding of a grant for up to £3,475 to Stocklinch Village Hall Committee (SVHC) towards the cost of roofing repairs and new gutters and fascia boards at the village hall.

Public Interest

Community grants are available to voluntary and charitable organisations, not-for-profit groups, Parish or Town councils and other organisations that benefit the wider community.

Stocklinch Village Hall Committee (SVHC) has applied for financial assistance from the Area North community grants programme. The application has been assessed by the Area Development Team Leader who has submitted this report to allow the Area North Committee to make an informed decision on the application.

Recommendation

It is recommended that councillors award a grant of up to £3,475 to Stocklinch Village Hall Committee, to be allocated from the Area North capital programme (Local Priority Schemes), subject to SSDC standard conditions for community grants (appendix A).

Application Details

Name of applicant	Stocklinch Village Hall Committee
Project	Roofing repairs, new gutters and fascia boards
Project description	Stocklinch village hall roof
Total project cost	£16,120
Amount requested from SSDC	£3,475 (22%)
Recommended special conditions	None - SSDC standard grant conditions
Application assessed by	Sara Kelly, Neighbourhood Development Officer (North)

Community Grants Assessment Score

The table below shows the grant scoring for this application. In order to be considered for SSDC funding under the Community Grants policies, applications need to meet the minimum score of 22.

Category	Maximum score	Score
A Eligibility	Y/N	Y
B Equalities Impact	7	4
C Need for Project	5	5
D Capacity of Organisation	15	13
E Financial need	7	5
F Innovation	3	3
Total	37	30

Background

The village hall is owned by Stocklinch Parish Council having been gifted it by The Department of Education in the 20th century. A separate charity, Stocklinch Village Hall Committee (SVHC) was set up to manage and maintain the building.

The age of the hall is not known, but it was originally the village school room and is believed to date from the 19th century. The original/main roof is still in place over the present hall area, which is the entire original structure. Two extensions were added at different times, with the result that there are 3 distinct areas of roof:

- over the hall (main/original roof)
- the extension on the south side (kitchen, reception, entrance lobby)
- the front extension (over the toilets)

SVHC has a good volunteer base and has invested time and its own funds to improve the building including: accessible toilet area, upgraded kitchen, flooring, lighting, projector, instant water heater, heat source pump and solar panels.

During the last year the hall has hosted 12 social events including the annual pantomime and Christmas dinner, quiz & games nights, music and food events and a healthy heart awareness evening presented by a doctor and paramedic. The hall hosts several clubs on a weekly basis including aerobics classes, men's and women's table tennis clubs, low-impact diet and fitness class and regular card evenings.

Parish Information

Parish*	Stocklinch
Parish Population*	154
No. of dwellings*	66

*Taken from the 2011 census profile

Project Details

Following a leak in the kitchen ceiling a roofing contractor was appointed to replace the felt and tiles over that roof area. During those works and on further examination wider problems were highlighted with the main/original roof. A report and photographic evidence was subsequently produced that showed felt had been damaged by rodents and many tiles were disintegrating and/or ill-fitting.

Three quotations were sought to re-tile, batten and felt the main/original roof. A successful application was made to the Big Lottery Awards for All funding programme for £6,645 and that money has now been received by the SVHC. A condition attached to the grant is that works must commence by 31st October 2017. This is Phase 1 of the project and works are due to start imminently.

In addition, SVHC has a schedule of necessary/planned works which includes a need to replace rotting barge and fascia boards and rainwater goods (gutters and downpipes) which are broken, loose and leaking. This was not initially considered to be as urgent as the roof repairs and was therefore earmarked for future attention as part of a phased programme of works. However, the committee has been advised by their chosen roofer that whilst these works could be undertaken at a later date, to do so would invalidate a 10 year warranty on the other works and it would be more cost-effective to do all works at the same time while he was on site and had scaffolding erected. Therefore it has been

decided to bring these works forward and they will be classed as Phase 2 of the project for which funding is now being sought.

The committee are aware that when retiling the roof it is possible further damage may be uncovered, the full extent of which will not be known until work has started. Whilst it would have been preferable to identify all costs associated with the Phase 1 area when the original Lottery funding bid was made, the reality is that roofers cannot quote for unknown works. Now that that work is imminent it has been possible to remove tiles from 2 sample sites on the building;

- Over the south extension/reception area: there is 30mm of foil-backed insulation and the roof timbers and wall plate are in good order so no additional work is apparent
- Over the north side of the main/original roof: the wall plate and joists (where they meet the wall plate) have been found to be badly rotten and infested with wood worm

The full extent of the damage cannot be known until all the roof tiles are lifted but it is imperative for the committee to have funds in place to deal with whatever eventuality they find, otherwise the fabric of the building will be compromised by the delays that would occur whilst additional funding was sought. As a result, it has been decided to add an amount to the Phase 2 funding bids to cover a 'worst case scenario' situation as a contingency to the phase 1 works which will allow the committee to adequately manage all risks.

The process when awarding grants from our community grants budget is that payment isn't made until invoices are submitted. The standard grant conditions (Appendix A) states that the grant will be reduced if the project costs are less than originally anticipated. However, if the cost exceeds the estimate no further funding will be available. Therefore there is no risk in calculating the costs on a worst case scenario basis as the maximum payment will not exceed the £3,475 applied for.

Project Costs

Replace main roof (roofing, felt, battens and tiles) – Phase 1	£6,645
Replace roof over toilet block – Phase 2	£1,785
Insulation – Phase 2	£2,500
Replace damaged roof timbers – Phase 2	£2,500
Fit new soffits, fascia and rainwater goods (guttering, downpipes etc) – Phase 2	£2,690
Total project cost	£16,120

Funding Plan

Funding Source	Funds Secured
Own funds	£5,000
Stocklinch Parish Council	£1,000
Big Lottery Awards for All	£6,645 (towards phase 1)
Total secured	£12,645
Amount requested from SSDC	£3,475*

*This is 22% of the total project cost.

Consents and permissions

A building regulation application has been submitted to SSDC – 17/07718/OTHBN. This is a building notice for which a completion certificate will be issued upon satisfactory completion.

Conclusion and Recommendation

This application is for £3,475, which represents 22% of the total project cost. The trustees are organised and committed and demonstrate sound management of the facility.

It is recommended that this application for £3,475 is supported.

Financial Implications

The unallocated balance in the Local Priority Project – enhancing facilities and services budget is £17,779. If the recommended grant of £3,475 is awarded, £14,304 will remain. The Area North Capital Programme also has an uncommitted balance of £154,655 currently profiled for future year allocations.

Council Plan Implications

The project supports:

Council Plan: Health & Communities: Support at least 50 community projects
Area North Development Plan priority: Self-help and community facilities

Carbon Emissions & Climate Change Implications

The materials to be used on the roof will be to current day standards. If it is necessary to lift the whole roof, insulation will also be added to improve energy efficiency.

Equality and Diversity Implications

None specifically relevant to this report.

Appendix A

Standard Grant Conditions

The funding support is offered subject to the following conditions:

This grant offer is made based on the information provided in application form no. AN17/10 and represents 22% of the total project costs. The grant will be reduced if the costs of the total project are less than originally anticipated. Phased payments may be made in exceptional circumstances (e.g. to help with cash-flow for a larger building project) and are subject to agreement.

The applicant agrees to: -

- Notify SSDC if there is a material change to the information provided in the application.
- Start the project within six months of this grant offer and notify SSDC of any changes to the project or start date as soon as possible.
- Confirm that all other funding sources have been secured if this was not already in place at the time of the application and before starting the project.
- Acknowledge SSDC assistance towards the project in any relevant publicity about the project (e.g. leaflets, posters, websites, and promotional materials) and on any permanent acknowledgement (e.g. plaques, signs etc).
- Work in conjunction with SSDC officers to monitor and share the success of the project and the benefits to the community resulting from SSDC's contribution to the project.
- Provide a project update and/or supply before and after photos if requested.
- Supply receipted invoices or receipts which provide evidence of the **full** cost of the project so that the grant can be released.

Standard conditions applying to buildings, facilities and equipment

- Establish and maintain a "sinking fund" to support future replacement of the building / facility / equipment as grant funding is only awarded on a one-off basis.
- Use the SSDC Building Control service where buildings regulations are required.
- Incorporate disabled access and provide an access statement where relevant.

Special conditions

None