

WEST OXFORDSHIRE DISTRICT COUNCIL

CABINET:

WEDNESDAY 15 NOVEMBER 2017

COMMUNITY FACILITIES GRANTS - SECOND ROUND 2017/18

REPORT OF THE HEAD OF LEISURE AND COMMUNITIES

(Contact: Martin Holland, Tel (01993) 861556)

(The decisions on this matter will be resolutions)

1. PURPOSE

To consider applications for grant aid from the Community Facilities Grant scheme.

2. RECOMMENDATION

That grants be awarded in accordance with the recommendations set out in the [Appendix](#).

3. BACKGROUND

3.1. This report represents the second of two rounds of funding for this grant scheme in 2017/18.

3.2. All Members are invited to submit additional information or comments in respect of any of the applications prior to or at the meeting.

4. ALTERNATIVES/OPTIONS

The Cabinet could choose to offer differing levels of grant aid than those proposed in the [Appendix](#), but within the budgets established for these purposes.

5. FINANCIAL IMPLICATIONS

5.1. The proposed costs arising from this report are detailed in the [Appendix](#). If all the grants are approved as recommended the total financial commitment will equal **£188,137** and all grants can be met from the existing capital budget. The [Appendix](#) also indicates the closing balance for the grant budget if all of the proposals are accepted.

5.2. All applications were scored **against** a matrix and funding allocations are proposed in line with this.

5.3. Detailed in the following table **is** the financial commitment if all applications are taken into account and the amounts recommended are approved:

| Reference | Applicant | Recommended |
|------------------|---|--------------------|
| CFG/1718/08 | Milton Under Wychwood Village Hall | £7,650 |
| CFG/1718/10 | Chipping Norton Town Swifts Football Club | £3,440 |
| CFG/1718/11 | Charlbury Town Football and Sports Club | £50,000 |
| CFG/1718/12 | Northmoor Village Hall Foundation Trust | £20,397 |
| CFG/1718/14 | Madley Park Residents Association | £30,000 |

| Reference | Applicant | Recommended |
|-------------------------------|--|-----------------|
| CFG/1718/15 | Chipping Norton Theatre | £13,012 |
| CFG/1718/16 | The Bartons Victory Memorial Hall Fund | £3,680 |
| CFG/1718/17 | Cassington Parish Council | £13,325 |
| CFG/1718/18 | Wootton Parish Council | £12,239 |
| CFG/1718/19 | Witney High Street Methodist Church | £2,975 |
| CFG/1718/21 | Community Hall of St Hugh of Lincoln | £22,870 |
| CFG/1718/25 | Churchill and Sarsden Heritage Centre | £8,550 |
| Total Grant Allocation | | £188,137 |

- 5.4. This grant award results in a total investment of **£811,723.84** into local schemes, with the leverage effect of the Council's grant being that for every pound grant aided **£3.31** of external or community funding is being released into the District's economy and cultural facilities infrastructure.

6. RISKS

- 6.1. The main risk to the Council is allocating funding to these projects, while the applications to the various **other** funding partners are unsuccessful. In mitigation the Community Facilities Grant criteria states that the grant will only be paid following successful awards from funding partners.
- 6.2. Risks to the Council will be mitigated by making payment only on satisfactory completion of key stages of the project and upon the provision of relevant invoices and certification by the applicant.
- 6.3. Should Members decide not to grant fund these projects a gap will be left within project funding which could affect the successful draw down of external grants which ultimately could cause the projects to be cancelled.

7. REASONS

The application and recommendations accord with the approved criteria for the Community Facilities Grant. If awarded the grant will support the Council's vision to maintain and enhance West Oxfordshire as one of the best places to live, work and visit in Great Britain. In addition the project will fulfil the Council's specific aims; to encourage tourism, leisure and culture for all and to sustain vibrant, healthy and economically prosperous towns and villages.

Diana Shelton
Head of Leisure and Communities

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Date: 13th October 2017

Appendix
Community Facilities Grant Applications 2017/18 – Round 2
(Annual Grant Allocation £274,000 – unallocated grant balance £204,629)

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|--------------------------------------|--------------------------|---|-----------------------------|---|
| £9,000 | £36,000 | £7,650 (3% of annual grant allocation) | 100% (£1,005.90) | <p>CFG/1718/08 Milton Under Wychwood Village Hall</p> <p>Refurbishment of kitchen area in Village Hall to include new units, flooring and appliances.</p> <p>Milton Under Wychwood Village Hall has received a total amount of £30,788.50 from our capital grant schemes. The most recent was in 2012/13 for £5,500 toward access improvements to the car park.</p> <p>The current kitchen is in need of updating in order to meet the current users' needs and also legal requirements.</p> <p>The Village Hall currently has a number of bookings from regular users including playgroups, pre-school, Rainbows and Good Companions. The new kitchen area will ensure they have a venue that is fit for purpose.</p> <p><i>An award will be made subject to achieving the required partnership funding.</i></p> |
| Funding Breakdown | | | | |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £7,650 | 21% | |
| Applicant Organisation | Definite | £15,000 | 42% | |
| Milton Under Wychwood Parish Council | Definite | £8,000 | 22% | |
| Other grants / fundraising | Estimated | £5,350 | 15% | |
| TOTAL | | £36,000 | 100% | |

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|-----------------------------------|-------------------|--|-------------------------|--|
| £5,292 | £21,168 | £3,440 (1% of annual grant allocation) | 100% (£1,106.75) | <p>CFG/1718/10 Chipping Norton Town Swifts Football Club</p> <p>Install weld mesh security fencing around pitch and clubhouse.</p> <p>Chipping Norton Town Swifts Football Club has received a total amount of £6,000 from our capital grant schemes. The most recent was in 2007/08 for £5,000 towards the refurbishment of the pavilion.</p> <p>The club's site based at Greystones Chipping Norton is currently unprotected and is experiencing a high level of theft, vandalism, dog excrement on pitches, fly tipping and anti-social behaviour in general. The Town Council and Thames Valley Police are aware of all the incidents; the only solution to prevent this, is to erect a fence to fortify the site.</p> <p>The club's caters for children and young people of any ability aged 6-17 years. On average the club engages with 400 participants each month.</p> <p><i>An award will be made subject to achieving the required partnership funding and confirmation from the planning department indicating whether or not planning permission is required.</i></p> |
| Funding Breakdown | | | | |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £3,440 | 16% | |
| Chipping Norton Town Council | Definite | £8,500 | 40% | |
| Unsecure loan | Definite | £5,140 | 24% | |
| Other grants / fundraising | Estimated | £4,088 | 20% | |
| TOTAL | | £21,168 | 100% | |

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|-----------------------------------|-------------------|--|----------------------|---|
| £50,000 | £200,000 | £50,000 (18% of annual grant allocation) | n/a | CFG/1718/11 Charlbury Town Football and Sports Club Construction of a new clubhouse. |
| Funding Breakdown | | | | <p>Charlbury Town Football and Sports Club haven't applied for a capital grant before.</p> <p>The previous clubhouse was demolished in order to allow construction of Charlbury Community Centre. Football is currently the greatest participatory sport in the town with many senior and junior teams, although these are at risk of decline if a clubhouse cannot be recreated.</p> <p>The new clubhouse will provide a facility for football and other sports linked to the new community centre by providing a social area, along with Aunt Sally, pool and darts.</p> <p><i>An award will be made subject to achieving the required partnership funding.</i></p> |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £50,000 | 25% | |
| Applicant Organisation | Definite | £10,000 | 5% | |
| Charlbury Town Council | Definite | £70,000 | 35% | |
| Oxfordshire Football Foundation | Estimated | £10,000 | 5% | |
| Sport England | Estimated | £40,000 | 20% | |
| Postcode lottery: Community Trust | Estimated | £5,000 | 2.5% | |
| Aviva Community Fund | Estimated | £5,000 | 2.5% | |
| Other grants / fundraising | Estimated | £10,000 | 5% | |
| TOTAL | | £200,000 | 100% | |

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|-----------------------------------|--------------------------|--|-----------------------------|--|
| £21,471 | £85,885 | £20,397 (7% of annual grant allocation) | 80% (£1,360.36) | CFG/1718/12 Northmoor Village Hall Foundation Trust Renovation of kitchen to commercial standards and extension to storeroom. |
| Funding Breakdown | | | | <p>Northmoor Village Hall Foundation Trust has received a total amount of £69,460 from our capital grant schemes. The most recent was in 2015/16 for £4,460 towards Village Hall upgrades.</p> <p>The current kitchen doesn't meet food safety standards and the adjoining storeroom isn't adequate for the existing users.</p> <p>The upgrades to the facility will enable the Village Hall to increase its hiring and letting potential, by ensuring the facility meets the needs of its users. There is currently a range of users including weekly lunch clubs, mindfulness sessions and monthly markets for the local residents.</p> <p><i>An award will be made subject to achieving the required partnership funding.</i></p> |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £20,397 | 24% | |
| Applicant Organisation | Definite | £3,500 | 4% | |
| Northmoor Parish Council | Definite | £1,000 | 1% | |
| WREN | Estimated | £37,172 | 43% | |
| High Sherriff's Award | Estimated | £5,000 | 6% | |
| Garfield Weston | Estimated | £17,742 | 21% | |
| Other grants / fundraising | Estimated | £1,074 | 1% | |
| TOTAL | | £85,885 | 100% | |

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|---|-------------------|--|-------------------------|--|
| £30,000 | £120,000 | £30,000 (11% of annual grant allocation) | n/a | <p>CFG/1718/14 Madley Park Residents Association</p> <p>Refurbishment of the existing children’s play area on Cedar Drive, Witney and provide new facilities for older children (12+ years) on the adjacent Madley Park Playing Fields.</p> <p>Madley Park Residents Association hasn’t applied for a capital grant before.</p> <p>The play area at Cedar Drive is a well-used facility, but is now 12 years old and in urgent need of refurbishment. There is currently only one piece of play equipment for older children (12+ years) on Madley Park.</p> <p>The need for these improvements was highlighted by local residents which resulted in the Residents Association undertaking extensive consultation and research.</p> <p>This project will provide an inclusive play space for children of all ages and abilities, enabling them to feel safe and confident whilst having fun. It will also give young people a greater sense of integration and value by providing them with a dedicated space to enjoy.</p> <p>The play area and playing fields are owned by West Oxfordshire District Council.</p> <p><i>An award will be made subject to achieving the required partnership funding.</i></p> |
| Funding Breakdown | | | | |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £30,000 | 25% | |
| Witney Town Council - Section 106 Funding | Definite | £20,328 | 17% | |
| Oxfordshire County Council | Definite | £2,341 | 2% | |
| Local business support/ sponsorship | Estimated | £5,000 | 4% | |
| Community fundraising | Estimated | £10,000 | 8% | |
| Aviva Community Fund | Estimated | £25,000 | 21% | |
| Witney Round Table | Estimated | £1,000 | 1% | |
| Tesco Bags for Life | Estimated | £4,000 | 3% | |
| Sport England Community Asset Fund | Estimated | £22,331 | 19% | |
| TOTAL | | £120,000 | 100% | |

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|-----------------------------------|-------------------|---|----------------------|---|
| £18,587.58 | £74,350.33 | £13,012 (5% of annual grant allocation) | 30% | <p>CFG/1718/15 Chipping Norton Theatre</p> <p>To replace stalls and balcony auditorium seating and flooring at The Theatre</p> <p>The Theatre has not previously applied for a Community Facilities Grant but is entirely eligible.</p> <p>The two elements are in a desperate need of repair or replacement. There are significant financial advantages in seeking to replace both at the same time due to their impact on each other (the seats are fitted directly into the floor). The problems with the floor: both the rotting wood and the wearing carpet are causing a huge increase in trip hazards for our visitors. The seating on both levels was installed in 1975 and with 50,000 visitors a year they have been very well used. They have been repaired and re-upholstered many times.</p> <p>This refurbishment is critical to both retaining the loyalty of existing audience and in developing repeat visits from new audiences. The project will improve the auditorium of this key artistic and cultural asset in terms of safety and comfort.</p> <p><i>An award will be made subject to achieving the required partnership funding.</i></p> |
| Funding Breakdown | | | | |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £13,012 | 17.5% | |
| Applicant Organisation | Estimated | £25,762.75 | 35% | |
| The Theatres Trust | Estimated | £15,000.00 | 20% | |
| Foyle Foundation | Estimated | £15,000.00 | 20% | |
| Other grants and fundraising | Estimated | £5575.58 | 7.5% | |
| TOTAL | | £74,350.33 | 100% | |

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|--|--------------------------|---|-----------------------------|--|
| £4,600 | £18,451 | £3,680 (1% of annual grant allocation) | 80% (£9,675.80) | CFG/1718/16 The Bartons Victory Memorial Hall Fund To redecorate and replace curtains, tables and chairs in the Jubilee Hall at the Sports and Social Club. |
| Funding Breakdown | | | | <p>The Bartons Victory Memorial Hall Fund has received a total amount of £29,120 from our capital grant schemes. The most recent was in 2014/15 for £24,150 to provide a public toilet at the Sports and Social Club.</p> <p>The current furniture is old and beginning to fall apart, with some items being withdrawn from use due to condition. This is now affecting private use as capacity is reduced, which is having an impact on income and financial viability of the club.</p> <p>The project will provide a more attractive venue for the local community, which is available for hire 365 days a year.</p> <p><i>An award will be made subject to achieving the required partnership funding</i></p> |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £3,680 | 20% | |
| Applicant Organisation | Definite | £3,101 | 17% | |
| Steeple Barton Parish Council | Definite | £750 | 4% | |
| Barton Memorial Sports and Social Club | Definite | £2,000 | 11% | |
| Gannet Foundation | Estimated | £8,000 | 43% | |
| Other grants / fundraising | Estimated | £920 | 5% | |
| TOTAL | | £18,451 | 100% | |

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|-----------------------------------|-------------------|---|-------------------------|---|
| £13,325 | £53,300 | £13,325 (5% of annual grant allocation) | n/a | CFG/1718/17 Cassington Parish Council Provision of new play equipment and outdoor gym equipment on Cassington Recreation Ground. Cassington Parish Council has received a total amount of £8,520.50 from our capital grant schemes. The most recent was in 2002/03 for £782.50 towards installation of two bucket swings and a picnic table. The current play equipment in Cassington is very limited, old and targeted mainly towards young children, with families travelling to surrounding villages to use other play facilities. The new equipment will draw the community together, allowing greater use of the village playing fields, whilst reducing residents need to travel to alternative play facilities. <i>An award will be made subject to achieving the required partnership funding and confirmation that the land will remain accessible to the public for at least 15 years.</i> |
| Funding Breakdown | | | | |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £13,325 | 25% | |
| Applicant Organisation | Definite | £500 | 1% | |
| Blenheim Community Levy | Estimated | £10,100 | 19% | |
| Oxfordshire Communities Fund | Estimated | £5,000 | 9% | |
| Village fundraising | Definite | £9,200 | 17% | |
| Sport England | Estimated | £12,175 | 23% | |
| Other grants/fundraising | Estimated | £3,000 | 6% | |
| TOTAL | | £53,300 | 100% | |

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|---|-------------------|---|-------------------------|--|
| £12,239 | £48,956.29 | £12,239 (4% of annual grant allocation) | 100% (£1,398) | CFG/1718/18 Wootton Parish Council Provision of new play equipment and adult fitness equipment on Wootton Memorial Field Playground. Wootton Parish Council has received a total amount of £9,500 from our capital grant schemes. The most recent was in 2011/12 for £7,500 towards the roof replacement at the Village Hall. The existing playground is dilapidated and becoming unsafe, with some of the equipment being decommissioned. This is the only play facility in the village. The new equipment will cater for several sections of the community, enabling them to engage in healthy outdoor activities, by providing a central open access facility for young children and adults. <i>An award will be made subject to achieving the required partnership funding.</i> |
| Funding Breakdown | | | | |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £12,239 | 25% | |
| Applicant Organisation | Definite | £3,577 | 7% | |
| Doris Field Grant | Definite | £1,000 | 2% | |
| Blenheim donation | Estimated | £10,000 | 20% | |
| Sale of existing stainless steel slides | Estimated | £800 | 2% | |
| Other grants/fundraising | Estimated | £21,340.29 | 44% | |
| TOTAL | | £48,956.29 | 100% | |

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|-------------------------------------|-------------------|--|-------------------------|--|
| £3,500 | £14,500 | £2,975 (1% of annual grant allocation) | 80% (£2,529.12) | CFG/1718/19 Witney High Street Methodist Church The replacement of the Tromba and Action Reservoirs on the 1919 Pipe Organ This is the second phase of three to repair the 98 year old pipe organ – reputedly the finest in West Oxfordshire There is aural evidence of escaping air through the patched Tromba and Action reservoirs when the organ is played so this needs to be addressed to avoid further splitting. The project will enable the organ to continue to play a major part within the Church and the local Community. <i>An award will be made subject to achieving the required partnership funding</i> |
| Funding Breakdown | | | | |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £2,975 | 21% | |
| Applicant Organisation | Definite | £3,559 | 24% | |
| Oxfordshire Historic Churches Trust | Estimated | £1,000 | 7% | |
| Richard Early Trust | Estimated | £1,000 | 7% | |
| Other Grant Application | Estimated | £2,525 | 17% | |
| Local Appeals | Estimated | £3,441 | 24% | |
| TOTAL | | £14,500 | 100% | |

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|-----------------------------------|-------------------|---|-------------------------|---|
| £25,410.80 | £101,643.22 | £22,870 (8% of annual grant allocation) | n/a | CFG/1718/21 Community Hall of St Hugh of Lincoln Fit out new hall with assistance lift allowing access between main hall and toilet facilities The Community Hall of St Hugh of Lincoln in Woodstock, hasn't applied for a capital grant before. The Hall attached to St Hugh of Lincoln, Woodstock was recently rebuilt. It is used by a wide variety of groups, along with a waiting list of new users. The project will provide a facility that is purposely fitted out to cater for the old and disabled, as it will be full accessible. It will also provide a venue that is suitable for a wide range of users, in a town which is continuously growing. <i>An award will be made subject to achieving the required partnership funding.</i> |
| Funding Breakdown | | | | |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £22,870 | 22% | |
| Virdor | Estimated | £20,000 | 19% | |
| Diocese of Birmingham | Estimated | £41,732 | 41% | |
| Other grants / fundraising | Estimated | £17,041.22 | 18% | |
| TOTAL | | £101,643.22 | 100% | |

| Amount Requested | Total Scheme Cost | WODC Contribution | Rate Relief received | Applicant and Grant Use Additional notes and recommendations |
|-----------------------------------|-------------------|--|-------------------------|--|
| £9,000 | £37,470 | £8,550 (3% of annual grant allocation) | n/a | CFG/1718/25 Churchill and Sarsden Heritage Centre Total repair of the roof – replacement of all battens and damaged slates A structural survey has been carried out and the recommendations have been adopted. The roof has been patched in the past but water is again entering the building and causing damage, not least to the electronic display equipment. As well as the obvious roof repair to the Grade II listed building there is evidence of beetle infestation on other remaining timbers which needs to be treated. Project work will start September 2018 to work around the bat survey requirements. <i>An award will be made subject to achieving the required partnership funding.</i> |
| Funding Breakdown | | | | |
| Funding Source | Status | Amount | % of Scheme Cost | |
| West Oxfordshire District Council | | £8,550 | 23% | |
| Applicant Organisation | Definite | £26,470 | 70% | |
| Churchill & Sarsden PC | Estimated | £1,000 | 3% | |
| Donations | Estimated | £1,000 | 3% | |
| Other fundraising | Estimated | £450 | 1% | |
| TOTAL | | £37,470 | 100% | |

Grant balance unallocated: £16,492