



Committee and Date:  
Broseley & Barrow  
Local Joint Committee  
Date: 3 July 2010  
Time: 2:00pm

Item/Paper  
  
**6**  
  
Public

## FUNDING APPLICATIONS 2010/11 AND PROJECT FEEDBACK

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### 1. Summary

This report provides the Committee with details of all allocations made to date from the 2010/11 Community Chest, two further bids for funding which are outlined for consideration and feedback on some of the projects funded from last years budget.

### 2. Purpose of Report

To update members on the funding allocated to date, recent applications for funding and feedback on grants awarded previously.

### 3. Recommendations

The Committee is recommended to:

- (a) note grants made to date.
- (b) approve suggested amounts of funding as detailed in the table 2 in line with the LJC criteria and in accordance with the Additional Criteria for Broseley & Barrow LJC attached as Appendix 1 and the Financial Procedure Notes governing Local Joint Committees attached as Appendix 2.
- (c) approve further discussions take place with Friendly Bus in the light of their proposals received in relation to subsidising transport links between Broseley and the Much Wenlock Sports Centre.

### 4. Report

#### (a) Grants made to Date:

The Committee allocated a budget of £10,000 for the community chest for 2010/11 financial year with the amount of £2000.26 carried over from the 2009/10 fund, this makes a total of £12000.26 available.

The grants awarded to date from this year's budget are listed below totalling £5800 and leaving a balance of £6200.26 remaining.

Table 1		Grant awarded £
Broseley Cinema	Room and film hire	500
Over 60s swimming club	Towards the cost of pool and instructor hire	600
Broseley Play Day 2010	Towards the cost of providing a free play day for young people on Birchmeadow Park	500
Additional speakers & new wiring, BROADS	Towards the cost of upgrading existing speakers and wiring	300
Broseley pre school playground	To install new play equipment and safety surfacing at the outside playground	1000
Broseley Youth Theatre – Joseph & his Amazing Tech Dreamcoat	Towards the cost of a musical production	400
Birchmeadow Centre Management Committee	Towards the cost of assessing the football pitches at the Birchmeadow Centre in support of the bid to the Football Foundation	1000
Multi Use Games Area (MUGA)	To allocate £1500 on a provisional basis dependent upon the outcome of the bid to the Football Foundation in December 2010	1500
	<b>Total grants awarded to date</b>	<b>5800</b>

### (b) Applications for consideration at this meeting

Members are now asked to consider the two new applications received and summarised below and reach agreement on whether the applications will be granted funding from the Broseley and Barrow Local Joint Committee Community Chest.

Table 2		Amount sought £	Suggested funding level £
Penn's Meadow	Towards the cost of further improvements to the meadow ie hedge laying, tree surgery, new bulbs	1500	1000
1 <sup>st</sup> Broseley Cub Scout Group	To help with the set up costs of this new group	529.50	500
	<b>Total if all grants awarded</b>	<b>2029.50</b>	<b>1500</b>

If the above grants are awarded to the suggested level there will be £4700.26 remaining in the Community Chest to be allocated by 31<sup>st</sup> March 2011.

**(c) Proposals for Improved Transport Links between Broseley & Much Wenlock Sports Centre**

Members are also asked to consider the proposals concerning the possibility of subsidising transport links between Broseley and Much Wenlock Sports Centre by using the Friendly Bus service (circulated separately).

**5. Project Feedback / Evaluation**

As part of the process of awarding grants it is necessary for the Committee to monitor projects to ensure that the funding has been spent appropriately and to assess the overall benefit to the community.

Monitoring forms have, therefore, been sent out to all successful applicants funded from the 2009/10 budget. To date, two projects have completed and returned forms and provided photographs which will be reproduced and displayed at the meeting. It is envisaged that this process will continue throughout the year as projects are completed, information obtained and photographs produced, so that this will be an ongoing part of the report in future.

Summary of Feedback 2009/10	Total grant awarded
<p><b>Wyldwoods “Creative Arts for Well Being”</b>                      The project was to provide seasonal workshops to the children from John Wilkinson Primary School. Each workshop has provided for 23 children from John Wilkinson Primary school. The project is not fully completed as it is planned to run until autumn and more children than anticipated have been able to participate. So far the winter and spring sessions have been carried out and children have taken part in small animal care, organic gardening and seed planting, nature ramble and bug hunt, The summer session links with the schools work with the natural environment and later in the year there will be a celebration of Halloween with the harvesting of pumpkins and feeding the birds using sunflower seeds grown by children earlier in the year.</p> <p>The Green Fayre held on 1<sup>st</sup> May was visited by parents, siblings and grandparents and Wyldwoods has since received requests for workshops for other specific topics to meet community need.</p> <p>The grant has helped Wyldwoods to be recognised and supported by the local community. The support received from the staff and the children and their families is of great benefit not only to Wyidwoods but also to the wider communities of Barrow and Broseley.</p>	<p>£900</p>
<p><b>Broseley Boxing Club</b>                      This project was started with the aim of reducing crime and disorder and to provide positive role models for young persons.</p>	<p>£600</p>

Around 20 – 30 youngsters take part at each session and engage with the trainer successfully on a weekly basis and the project is definitely seen as achieving it's aims. There is genuine community support for the project and one of the local schools also allows its building to be used at no cost to the club.

This is an ongoing project which relies on donations and grants but offers an invaluable service to the young people of Broseley. They have confirmed that the grant awarded by the LJC has been fully committed.

**List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)**

**Human Rights Act Appraisal**

The recommendations in this report are compatible with Human Rights legislation.

**Environmental Appraisal**

Not applicable

**Risk Management Appraisal**

All funding applications will need to be evaluated against agreed criteria and in accordance with agreed financial procedures.

**Community / Consultations Appraisal**

Decisions on allocation of funding will be taken by the committee as local representatives of the community.

**Cabinet Member**

Councillor Gwilym Butler

**Local Members**

All members of the Local Joint Committee.

**Appendices**

- Appendix 1 Additional Criteria for Broseley & Barrow LJC
- Appendix 2 Financial Procedures Notes for Local Joint Committees

**BROSELEY AREA LOCAL JOINT COMMITTEE 22**  
**Guidance on grant applications from voluntary / community groups**

This Local Joint Committee invites applications for funding from its delegated budget in accordance with the following guidance, which is additional to the general Financial Procedure Notes for LJCs.

The delegated budget will be split into two funds half is allocated for local priority funding decided by the committee and the other half to be dedicated to a community chest budget.

The **Community Chest** budget will be £10,000 for the year and be spent at the discretion of the LJC on community projects which meet the Committee's criteria. The maximum grant for this section will normally be up to a maximum of £1,000. No organisation can apply more than once in any one year.

1. Proposals should normally have a benefit for the community or a section of the community **across** this LJC's area, ie the neighbourhood formed by the parishes of Broseley and Barrow. Account will also be taken of the expected number of attendees/beneficiaries.
2. The applying body must be a constituted non-profit organisation and it must normally be based wholly within the LJC's area.
3. The proposal may be for "co-funding". The LJC is prepared in appropriate cases to jointly fund a project with another body such as one or more of the local parish councils, Shropshire Council etc. (provided such funding is new expenditure and not replacing an existing budget). If the LJC considers it appropriate then it may offer co-funding provided there is also support from another of these bodies.
4. The LJC will not fund projects that are in conflict with the Shropshire Council's policy or community strategy.
5. All applications must be submitted on the prescribed form, and be signed by the Chairman or the organisation's equivalent head officer. If more than one organisation jointly apply, the form must be signed by the Chairman or equivalent of all organisations jointly applying.
6. Deadlines for submission of grants will be one month before the meeting although exceptional circumstances such as Bank Holidays and "emergency/time limited" applications may mean deviation from this rule.
7. Retrospective funding will not normally be considered.
8. The Local Joint Committee will normally expect to see evidence of some joint contribution / match funding from the applicant for the project. This can be in the form of funding or may involve volunteer time secured for the project.

# **LOCAL JOINT COMMITTEES**

# **FINANCIAL PROCEDURE NOTES**

With Effect from 4<sup>th</sup> June 2009

## BACKGROUND

1. Shropshire's Local Joint Committees are a new way of working together with local councils and local people around the county. Local Joint Committees will encourage people to get more involved in decisions about their local community. Each Local Joint Committee has a small budget to allow them to take action over local issues.
2. Local Joint Committees are designed to give local people more of a say in the things that matter to their community. Specifically they will allow local people to:
  - Get involved with democracy at a local level – have a say about decisions that affect your community.
  - Have access to decision makers and get them to explain their decisions and report back on progress made.
  - Influence ways in which some money can be spent in the community.
3. There are 28 Local Joint Committees across the county and whilst each might run slightly differently to reflect the local area, they all give local people the same opportunities:
  - To get items which are important to them on to the agenda.
  - To discuss issues, and to get information from the councils and other organisations such as the Police or Primary Care Trust.
  - To see local decisions made in an open and transparent way.
  - To influence spending decisions locally and at the county wide level.
4. Local Councillors from Shropshire Council and the parish and town councils from the local area will have voting rights when it comes to making decisions. Local people will be able to discuss local issues, raise concerns, ask questions about local services and call service providers to account. Other organisations, like the Police, Fire and Rescue Service or the Primary Care Trust could be invited to the meetings to provide information.
5. Each Local Joint Committee has a delegated budget. The amount allocated to each Committee is calculated based on the population served by the Committee. The budgets have then been adjusted by a sparsity factor to recognise that delivering services in large geographical areas with fewer people is frequently more costly than in highly populated, tightly focussed areas.
6. The Committees can use their budgets for a variety of purposes. They can seek to enhance service provision within their area. They can fund the implementation of neighbourhood and parish plans and they can offer grants to small scale local projects through a Community Chest scheme.
7. Despite the budgets being reasonably small it is important that there are clear and robust financial procedures in place concerning the spending of these budgets. These procedures are set out in this document.

## APPLICATION PROCESS FOR GRANT MONIES

Where the budget is to be made available to third party applicants the following process will apply.

1. Each request for funding by a voluntary organisation or body must be supported by a completed application form. The application form is available from the website or your Community Regeneration Officer. Contact details are provided at the end of this guidance note.
2. The application form must be completed to ensure that the Local Joint Committee receives full details about what the project will entail and how the funding will be used to make a difference in the local area. This can then be used as the basis of the committee's decision on funding allocations.
3. Your local Community Regeneration Officer will be able to offer support and guidance in the completion of the form prior to it be submitted to the Committee for consideration.
4. Applications must demonstrate compliance with the following criteria:
  - Expenditure must be consistent with achieving the aims, objectives and vision set out in Shropshire's Sustainable Community Strategy, the Council's Corporate Plans and local Neighbourhood or Parish Plans.
  - Expenditure must be for activity within the geographical area of the Local Joint Committee.
  - Expenditure must benefit the wider community and should not be used to fund a group which restricts membership based on views, beliefs etc. For example, it would not be appropriate to make a contribution to a religious group but a contribution to, say, improvements to a church hall which is open for bookings from the wider community would be acceptable.
  - The budget must not be spent on mainstream council activities, but can be used to enhance mainstream activities.
  - The budget must not be a displacement of existing council funding. For example, a service cannot be reinstated from the local budget if the council has cut funding for it in the previous 3 years.
  - The budget should not be used to meet on-going staffing costs of an organisation.
5. Contributions can be made to larger schemes with a number of funding sources. The applicant must confirm the status of any third party funding before incurring approved Local Joint Committee expenditure on the whole project.
6. Any organisation making a bid for funding must have a bank account in the name of the organisation to which payment will be made.
7. All claims for expenditure must be supported by invoices.
8. Any organisation in receipt of approved monies from the Local Joint Committees must be prepared to be audited by Shropshire Council.

## **FINANCIAL MANAGEMENT OF THE LOCAL JOINT COMMITTEE BUDGET**

1. The budget holder is the Lead Officer for the Local Joint Committee. Reports will be presented to the Local Joint Committee, by the Lead Officer regarding the proposed area of spending.
2. The Lead Officer will lead the primary appraisal of applications, seeking appropriate legal and financial advice. Advice will also be taken from the service directorate on the implications of any proposals as appropriate.
3. Overspends must be met by the body/service directorate responsible for the service delivery.
4. Underspends will be carried forward for use by the Local Joint Committee **only** with agreement from the Council's Director of Resources.
5. The Local Joint Committee cannot commit more than the current year's budget allocation.
6. The budget must not be used to grant aid private sector or profit making organisations.
7. The budget must not be used to fund costs amounting to administration of the Local Joint Committees e.g. room hire and members expenses.
8. Expenditure must be in accordance with HM Revenue & Customs rules for Value Added Tax (VAT) and payments to individuals.
9. Existing Shropshire Council financial and contract rules must be adhered to.
10. There will be no budget virements to or from Local Joint Committee budgets.

## **PAYMENTS TO ORGANISATIONS**

1. Once a grant has been approved by the Local Joint Committee the applicant will be informed in writing by the Lead Officer.
2. The Lead Officer will authorise payment directly into the organisations bank account following approval of any grant. The applicant will be required to provide proof of expenditure upon request and may be subject to audit by the Council.
3. Grant recipients will be asked to provide an update report to the Local Joint Committee, within 12 months of receipt of the funding.
4. Any organisation in receipt of approved monies from the Local Joint Committees must acknowledge this support in any publicity.