

Cabinet Member for Performance and Capacity

Agenda

Date: Thursday, 27th August, 2009
Time: 2.30 pm
Venue: West Committee Room - Municipal Buildings, Earle Street, Crewe

The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any personal and/or prejudicial interests in any item on the agenda

3. **Public Speaking Time/Open Session**

In accordance with Procedure Rules Nos.11 and 35 a total period of 10 minutes is allocated for members of the public to address the meeting on any matter relevant to the work of the meeting. Individual members of the public may speak for up to 5 minutes but the Chairman will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers.

During public speaking time, members of the public may ask questions of the appropriate Cabinet Member who has responsibility for the matter in question. Where a member of the public wishes to ask a question of a Cabinet Member at an executive meeting, 3 clear working days' notice must be given to the Democratic Services Manager.

4. **Minutes of Previous meeting** (Pages 1 - 2)

To approve the minutes of the meeting held on 23 July, 2009.

Contact: Paul Mountford, Democratic Services
Tel: 01270 529749
E-Mail: paul.mountford@cheshireeast.gov.uk

5. **Policy for the Allocation of Community Grants** (Pages 3 - 10)

To consider a proposed policy for the allocation of community grants.

6. **Community Grants** (Pages 11 - 18)

To determine the award of Community Grants to voluntary and community organisations which meet the criteria approved by Cheshire East Council.

(There are no Part 2 items)

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Cabinet Member for Performance and Capacity**
held on Thursday, 23rd July, 2009 in Committee Suite 2, Westfields,
Middlewich Road, Sandbach. CW11 1HZ

PRESENT

Councillor D Brown, Cabinet Member for Performance and Capacity

OFFICERS IN ATTENDANCE:

Richard House, Spatial Planning Business Lead
Carol Jones, Democratic Services

1 DECLARATIONS OF INTEREST

No declarations of interest were made.

2 PUBLIC SPEAKING TIME/OPEN SESSION

There were no members of the public in attendance, and the Cabinet Member, therefore, proceeded to the next item of business.

3 ALSAGER TOWN CENTRE STRATEGY SUPPLEMENTARY PLANNING DOCUMENT

The Cabinet Member considered a draft Supplementary Planning Document for Alsager Town Centre.

In accordance with the Council's Local Development Scheme, a draft Supplementary Planning Document for Alsager Town Centre had been prepared. The document set out a vision for the town centre and identified a series of objectives. It explained how the objectives could be met, the approach towards new retail provision and urban design in the town centre, as well as broad proposals for improving the public realm, managing and improving transport and town centre management.

The Cabinet Member was recommended to approve the draft document for public consultation prior to final adoption by the Cabinet.

RESOLVED:

That

- (1) The draft Alsager Town Centre Strategy Supplementary Planning Document be approved for the purposes of public consultation; and

- (2) The results of the public consultation and consequent recommended modifications to the draft Supplementary Planning Document be reported back to Cabinet for resolution to adopt as a Supplementary Planning Document.

The meeting commenced at 10.00 am and concluded at 10.15 am

Councillor David Brown

CHESHIRE EAST COUNCIL

Cabinet Member for Performance and Capacity

Date of Meeting: 27 August 2009
Report of: Head of Policy & Performance
Subject/Title: Policy for the Allocation of Community Grants

1.0 Report Summary

- 1.1 Cheshire East Council wishes to continue with the grants service for communities in Cheshire East. The policy addresses the governance arrangements, procedures and monitoring process to facilitate this process.
- 1.2 The intention is for the policy (Appendix) to cover the Council's financial year during 2009/10 only, to enable the authority to continue with existing arrangements from the previous local authorities.
- 1.3 The grants system will be reviewed during 2009/10 to ensure that the Council offers a balanced portfolio of grants in the future.
- 1.4 The aim of the grants is to support small scale community projects that will improve the quality of life for local communities. Grants will be awarded to organisations/project/events which meet the priorities in the Cheshire East Sustainable Community Strategy, the Local Area Agreement and the Council's Corporate Strategy.
- 1.5 The definition of Grants refers to transfers of Council funds to organisation or bodies by way of an application process within the existing budget provisions.

2.0 Recommendation

- 2.1 That the policy for the allocation of community grants, as attached as an Appendix to the report, be approved.

3.0 Reasons for Recommendation

- 3.1 The Policy is required to enable to allocation of community grants, for which the Council has received applications.

4.0 Wards Affected

- 4.1 N/A

5.0 Local Ward Members

5.1 N/A

**6.0 Policy Implications including - Climate change
- Health**

6.1 Positive impact.

**7.0 Financial Implications for Transition Costs (Authorised by the Borough
Treasurer)**

7.1 None.

**8.0 Financial Implications 2009/10 and beyond (Authorised by the Borough
Treasurer)**

8.1 All of the proposed grants can be funded from within existing budgets approved as part of the Council's Budget for 2009-10.

9.0 Legal Implications (Authorised by the Borough Solicitor)

9.1 In awarding grants, the Council must ensure that in each case it has the legal power to fund the proposed scheme. In certain cases above £100 it will be necessary to impose a condition requiring a report back to the Council on the expenditure of the grant. Consideration should also be given in each case to the imposition of other appropriate conditions.

10.0 Risk Management

10.1 N/A.

11.0 Background and Options

11.1 The Policy is required to enable to allocation of community grants, for which the Council has received applications.

12.0 Overview of Year One and Term One Issues

12.1 To enable the allocation of grants for 2009/10 only.

13.0 Access to Information

The background papers relating to this report can be inspected by contacting the report writer:

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Designation: Cheshire East Council, Delamere House, Delamere St, Crewe

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POLICY FOR THE
ALLOCATION OF COMMUNITY GRANTS

1.0 BACKGROUND

- 1.1 Cheshire East Council wishes to continue with the grants service for communities in Cheshire East. This policy addresses the governance arrangements, procedures and monitoring process to facilitate this process.
- 1.2 The intention is for this document to cover the Council's financial year during 2009/10 only, to enable the authority to continue with existing arrangements from the previous local authorities.
- 1.3 The grants system will be reviewed during 2009/10 to ensure that the Council offers a balanced portfolio of grants in the future.
- 1.4 The aim of the grants is to support small scale community projects that will improve the quality of life for local communities. Grants will be awarded to organisations/project/events which meet the priorities in the Cheshire East Sustainable Community Strategy, the Local Area Agreement and the Council's Corporate Strategy.
- 1.5 The definition of Grants refers to transfers of Council funds to organisation or bodies by way of an application process within the existing budget provisions.

2.0 LEGAL AND BUDGETARY FRAMEWORK

- 2.1 In awarding grants, the Council must ensure that in each case it has the legal power to fund the proposed scheme. In certain cases above £100 it will be necessary to impose a condition requiring a report back to the Council on the expenditure of the grant. Consideration should also be given in each case to the imposition of other appropriate conditions.
- 2.2 The Cheshire East Borough Council Constitution states that the Cabinet Member will on a periodical basis, agree a policy setting down the approach to be taken to the allocation of grants, donations and other contributions to outside bodies. This should specify the scale, nature and terms of such support, criteria for prioritisation and the process for allocation.
- 2.3 Grants, donations and contributions will be paid by the Council in accordance with the policies determined under Finance Procedure Rule above, subject to there being adequate provision in service budgets.
- 2.4 Heads of Service will report on the outcomes achieved through the provision of support to outside bodies on an annual basis to the appropriate Member Group and Cabinet Member, with interim reporting on an exception basis or where the sums involved are significant.

- 2.5 The portfolio holder and member of the Cabinet has delegated authority to approve applications for grants from local organisations, town and parish councils, to assist in developing community based activities and projects.
- 2.6 In order to assist the portfolio holder with the decision making process, the relevant Manager and Officer will offer administrative and professional support to ensure that all grants are made in accordance with the criteria set for grant applications set out below (3.5).
- 2.7 All grant decisions will be made quarterly based on affordability criteria and within the Council agreed budget approved by Council in February 2009.

3.0 APPLICATION PROCESS

- 3.1 The Cheshire East Community Grants Scheme will operate within set criteria, agreed by the portfolio holder and relevant officers of the council in line with that the Council's corporate priorities.

3.2 WHAT CAN BE FUNDED?

Grants are available to support community, environmental, sports, arts, heritage and play projects/activities. See examples below.

Facilities:

- a) Renovations/improvements etc., to buildings, play areas, conservation areas.
- b) Grant towards third party funding (e.g. WREN).
- c) Equipment for facilities (e.g. kitchen furniture, tables, chairs etc).

Activities:

- a) Equipment/materials to help the Club/Group/Organisation develop.
- b) Training courses.
- c) Specialist coaching/teaching sessions.
- d) Contribution towards facility hire.

Events:

- a) Hire of facilities for rehearsals/workshops/events.
- b) Hire of equipment.
- c) Performers.
- d) Publicity.

3.3 WHAT CAN NOT BE FUNDED?

- Work fully funded from elsewhere or other grants.
- Funding for a specific individual.
- General appeals or sponsorship; fundraising for national or local charities (including local branches).

- Activities of a mainly political or religious nature.
- Assistance with providing transport.
- Refreshments.
- Projects, activities or events organised for the sole benefit of students of a school or college.
- Events which do not involve members of the local community participating.
- Repair costs where deterioration is due to neglect.
- Churches, where the project is related only to religious services or activity.
- Loan against loss or debt.
- Administration expenses (e.g. postage, telephone, utilities etc).
- Running costs (e.g. gas/electricity/water).
- Land purchase.

3.4 WHO CAN APPLY?

To qualify for a grant the group or organisation must:

- Meet one or more of the criteria listed below.
- Operate within Cheshire East Council's Geographical area.
- Provide value for money.
- Be a voluntary or community group or registered charity.
- Have their own bank or building society account with 2 signatories.
- Have a set of accounts or as a minimum an organisation bank statement/building society book.
- Have a properly constituted management committee or set of rules.
- Have Safeguarding Children Policy specific to their Club or organisation where children and young people are involved.
- Not have received Council funding in the current financial year.

3.5 CRITERIA FOR FUNDING

Priority will be given to applications for voluntary and community sector projects and activities which:

- Enhance the quality of life of Cheshire East residents.
- Support the priorities identified in the Cheshire East Sustainable Community Strategy, the Local Area Agreement and the Council's Corporate Strategy.
- Increase involvement in the community.
- Attract more participants/volunteers.
- Demonstrate the potential to be sustained in the future.
- Show innovation and creativity.
- Have funding contributions from organisation's own funds and/or funding support from other bodies is in place or promised.
- Provide direct participation by members of the local community via workshops, dance, music etc.

4.0 MONITORING AND RECORD KEEPING

- 4.1 Following a successful application and in order to ensure that monies are used in an appropriate manner as set out in the conditions for funding, a monitoring process will take place throughout the financial year.
- 4.2 The Council reserves the right to monitor the use of the grant and ask for evidence to support an application, the organisation will allow reasonable access to premises/accounts upon request from the Council.
- 4.3 Organisations need to retain records relating to the grant for an appropriate period (to be advised depending on the grant).
- 4.4 Organisations and groups will be required to return the appropriate monitoring and evaluation form along with details of expenditure against the activity or project.
- 4.5 The community grant applications will be considered at quarterly intervals with notification sent to groups following the Portfolio holder's decision.

POLICY APPROVED:

Portfolio Holder Signature _____

Date _____

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CHESHIRE EAST COUNCIL

Cabinet Member for Performance and Capacity

Date of Meeting: 27 August 2009
Report of: Head of Policy & Performance
Subject/Title: Community Grants

1.0 Report Summary

1.1 To determine the award of Community Grants to voluntary and community organisations which meet the criteria approved by Cheshire East Council. The Council recognises the valuable input that the voluntary and community sector brings to the quality of life in the community. Funding is focused on those organisations that complement the aims and objectives of the Corporate Plan.

1.2 The Report covers the first two rounds of grants for April and July, and makes recommendations in line with Cheshire East Council's Policy for the Allocation of Grants.

2.0 Recommendations

2.1 That the following Community Grants be awarded/declined:

1) Create with Pride be	awarded £222
2) United Co-op Band be	awarded £500
3) Crewe Vagrants Hockey Club be	awarded £500
4) Audlem Cycling Club be	awarded £200
5) Icicle Divers be	awarded £400
6) Crewe & Nantwich Korfbal Club be	awarded £393.83
7) Wistaston Memorial Hall Bowling Club be	awarded £500
8) Weston Cricket Club be	awarded £200
9) Chongi Gym be	awarded £500
10) Crewe & Nantwich Sports Council be	awarded £2,400
11) Audlem Bowling Club be	awarded £500
12) South Cheshire Netball Club be	awarded £250
13) CLS Cobras F.C. be	awarded £365
14) Sandfield Court Sheltered Home be	declined
15) Body Positive be	declined
16) Crewe Judo Club be	awarded £500
17) Knights F.C. be	awarded £300
18) Crewe F.C. be	awarded £500
19) Crewe & Nantwich Girls F.C. be	awarded £500
20) Renaissance Dance Troupe be	awarded £350
21) Bunbury Village Day Association be	awarded £500
22) Audlem Special Events Team be	awarded £300

23) Crewe & Nantwich Allotment Society be awarded £200

2.2 That the following Grants be awarded :

1) Wheelock Holiday Club be	awarded £130
2) St. Peters Church be	awarded £100
3) Beartown Patchwork and Quilters be	awarded £300
4) Middlewich Folk & Boat Festival be	awarded £300
5) Congleton Harriers/Congleton Lions Club be	awarded £300
6) Dane Valley Amateur Swimming Club be	awarded £300
7) Alsager Lifeboat Guild be	awarded £50
8) Sandbach Voices be	awarded £50

3.0 Reasons for Recommendations (Details of Grants)

3.1 Activities (up to £500)

Create with Pride (CGA.2)

This is a new group formed out of Cheshire Pride and is to hold workshops for individuals in arts and crafts projects. The total project cost is £2,320 and they have contributions from Cheshire Pride and Wulvern Housing. It is recommended they be awarded £222 for the cost of materials.

United Co-op Band (CGA.4, 5 & 12)

This group have applied for a grant for three different projects. Purchase of percussion equipment to assist new members with tuition (total cost £577), alterations to their existing band facilities (£2,488) and hire of facilities to hold workshops and a band concert (£535). The Band have a lot of members and are well known throughout Cheshire and surrounding counties where they are well supported. It is recommended they be awarded £500 towards these three projects and that they be given support to apply to other external funders.

Crewe Vagrants Hockey Club (CGA.8)

The grant is required towards coach training courses for juniors. The club are working with the Sports Development team and are developing and increasing membership. This is the only hockey club in the area. The total project cost is £530 and it is recommended they be awarded £500.

Audlem Cycling Club (CGA.9)

This is a new club and want to hold "taster days" to promote cycling. The total project cost is £430 which covers room hire, advertising and training. It is recommended they be awarded a grant of £200 to help promote rural engagement in this activity.

Icicle Divers (CGA.10)

The project is to offer “try dive” experiences to members of the community to give them an experience of scuba diving and perhaps become a regular member. The project cost is £800 and will take place at the local swimming pool. This is not a well known sport and it is recommended they be awarded £400 towards the hire of the pool and air fills for the tanks.

Crewe & Nantwich Korfball Club (CGA.13)

This is a new club and have already developed a senior team with adult membership steadily rising. This project is to develop a junior section and they have already run 5 weekly taster sessions and have recruited a number of juniors. The project cost is £658 for facility hire, equipment etc. It is recommended they be awarded the cost of korfballs and CRB checks (£393.83) and be supported in an application to Sport England for other equipment.

Wistaston Memorial Hall Bowling Club (CGA.15)

The Bowling Club are applying to Awards for All for a grant towards a new floodlighting system which will enable them to hold evening matches. The total project cost is £8,366 and it is recommended they be awarded £500 to assist them with a more positive bid to Awards for All which the Club will also match fund the Councils grant.

Weston Cricket Club (CGA.16)

The project is to develop the junior section by purchasing new cricket balls and to pay for coaches to train junior members. The total project cost is £606 and it is recommended they be awarded £200 for the hire of indoor nets.

Chongi Gym (CGA.17)

This is a relatively new group who are working closely with the Sports Development Team and have developed and increased membership over the last six months. They only have limited funds until they become more established with a bigger membership base. The total project cost is £792 to purchase equipment and to develop their own website. It is recommended they be awarded £500 towards new equipment and they be supported in the future on other external funding sources.

Crewe & Nantwich Sports Council

This group have been allocated £2,400 annually to administer small grants to Sports Clubs (£100) and individuals training to attain national performance levels in sport (up to £200). It is recommended that they be awarded £2,400 for the year 2009/10.

Audlem Bowling Club (CGA.19)

The project is to upgrade the existing floodlighting facilities to be more efficient and economical. The club is well established but do not bring in sufficient monies to be able to carry out this work without a grant. The project will enable the club to hold more evening bowls matches. The total project is £1103 and it is recommended they be awarded £500.

South Cheshire Netball Club (CGA.20)

This group applied in the previous financial year but did not meet the criteria due to being a new group. They now have all documentation and have developed and extended the membership which is for adults 18-30. The project is to purchase a set of kit to enable them to play in league matches. It is recommended they be awarded £250 towards the total amount of £523.

C.L.S. Cobras F.C. (CGA.21)

This Club has been established nearly 12 months and they are requesting funding towards kit and training courses for coaches. The total project cost is £585 and it is recommended they be awarded £365 for the coach training

Sandfield Court Sheltered Home (CGA.22)

This is an active group of senior citizens who run a variety of activity classes. They are applying for funding towards Thai Chi lessons. The group have previously had funding for three years activities, tapered, which they requested to enable them to become self funded after this time. It is recommended they be declined a grant as they are now able to fully fund their activities.

Body Positive Cheshire & N.W. (CGA.24)

The group provide social care and support for people living in Cheshire and the North West and have a base in Crewe. The grant is requested for staff training on developing a business plan. It is recommended they be declined a grant as it is felt that this is not directly for the benefit of the community.

Crewe Judo Club (CGA.25)

The club have been established for a number of years and have developed and increased membership. In order for them to develop further they would like to increase their coaching skills for two instructors. They do not have the funding to pay for this as their membership fees only enable them to carry out their weekly activities. The total project cost is £520 and it is recommended they be awarded £500.

Knights F.C. (CGA.26)

The Club have been established for a while and would like to purchase new training equipment. The total cost of the project is £520 but it is felt that all the equipment is not essential and it is recommended they be awarded £300.

Crewe F.C. (CGA.27)

The project is to pay for FA Level 1 coaching course for three coaches and a Level 2 course, also for coaches/officials to attend additional County F.A. short courses. The club have established a large youth membership and this training will enable them to develop further. The total project cost is £920 and it is recommended they be awarded £500.

Crewe & Nantwich Girls F.C. (CGA.28)

The project is for hire of pitch and coaching fees. The club use most of their income to pay for pitch hire and due to large membership it would be beneficial to hire an extra pitch and coach. The total project cost is £1780 and it is recommended they be awarded £500.

Renaissance Dance Troupe (CGA.29)

The project is to cover the cost of material and dressmaking for new costumes for the troupe. The troupe travel all over the country to perform in competitions and it does build the younger members confidence to perform in front of large audiences. The total cost of the project is £1,250 and it is recommended they be awarded £350 to cover the cost of the dressmaking element.

3.2 Events (up to £500)

Bunbury Village Day (CGA.1)

This is a new Committee set up to organise this event celebrating 40th Anniversary of the village which they will carry on in future years. The event involves all the local community and surrounding areas providing all round entertainment and competitions. The total project cost is £3,350 and as this is the first event it is recommended they be awarded £500 which will give them a boost a successful event and to raise the profile for future years.

Audlem Special Events Team (CGA.3)

This is an annual event which has been running for a number of years. It is free and well supported by both local and visitors from outside the area. The majority of monies to run the event is from sponsorship and trade stands and the total project cost is £3,510. As the event is a good visitor attraction for the area it is recommended they be awarded £300.

Crewe & Nantwich Allotment Society (CGA.14)

This society is very well supported throughout the year, culminating in a flower and vegetable show at Crewe Carnival to encourage other members of the community to become involved in the allotments. They make very little money throughout the year to enable them to pay for the marquee. C&N Borough Council have supported them over the past two years with a “tapered” grant and it is recommended they be awarded a grant of £200 for their third and final year and to support them in attracting external funding/sponsorship for future years.

3.3 Playscheme Grant

Wheelock Holiday Club

“Showstoppers” – 3rd/7th August 2009 - Based around God’s plan for humankind from the opening act of the life of Jesus. Activities planned include drama, singing, crafts, outdoor games and workshops. Total project cost is £280 and it is recommended they be awarded £130.

Revenue Grants

St. Peters Church, Congleton

This group provides floral arrangements for all services and community events in the Church. They are applying for funding towards the expenditure of the 2009 Heritage Open Days. Total cost of the project is £280 and it is recommended they be awarded £100.

Beartown Patchwork & Quilters

This local community group will have been operating for 25 years in 2009. To celebrate this event, they are holding an exhibition of work, some of which has been carried out by local schools. They are applying for funding towards the costs of staging the exhibition including publicity, printing and materials. Total cost of the project is £2,050 and they have applied for £300. It is recommended they be awarded £300.

Middlewich Folk & Boat Festival.

This group provides an annual event featuring the unique position of Middlewich on Cheshire’s canal system and its links to traditional music, crafts and dancing. 2009 will be the 19th Festival, which has grown into one of Cheshire’s premier events. They are applying for funding towards the costs of artiste’s fees, publicity, toilet and venue hire. Total cost of the project is £43,584 and they have applied for £300. It is recommended they be awarded £300.

Congleton Harriers/Congleton Lions Club

The club is helping to organise the annual Fun Run which includes a Half Marathon, Quarter Marathon and Smiley Mile. The grant will be used towards the cost of hiring the facilities of Congleton High School. Total cost of the project is £350 and it is recommended they be awarded £300.

Dane Valley Amateur Swimming Club.

This Club teaches children to swim and to enter competitions at local, regional and national level. They are applying for funding towards the costs of coach hire to various galas. This would increase team spirit and enable all the swimmers to arrive on time and in a safe environment under adult supervision. Total cost of the project is £1,500 and it is recommended they be awarded £300.

Concessionary Grants

Alsager Lifeboat Guild – hire of Alsager Civic Hall 9.10.09. The normal hire charge is £207.75 and it is recommended they be awarded a concession of £50.00.

Sandbach Voices – hire of Sandbach Town Hall 14.11.09. The normal hire charge is £201.70 and it is recommended they be awarded a concession of £50.00.

4.0 Wards Affected

4.1 All wards within the former Crewe & Nantwich and Congleton Boroughs.

5.0 Local Ward Members

5.1 All wards within the former Crewe & Nantwich and Congleton Boroughs.

**6.0 Policy Implications including - Climate change
- Health**

6.1 Positive impact.

7.0 Financial Implications for Transition Costs (Authorised by the Borough Treasurer)

7.1 None.

8.0 Financial Implications 2009/10 and beyond (Authorised by the Borough Treasurer)

8.1 All of the proposed grants can be funded from within existing budgets approved as part of the Council's Budget for 2009-10.

9.0 Legal Implications (Authorised by the Borough Solicitor)

9.1 In awarding grants, the Council must ensure that in each case it has the legal power to fund the proposed scheme. In certain cases above £100 it will be necessary to impose a condition requiring a report back to the Council on the expenditure of the grant. Consideration should also be given in each case to the imposition of other appropriate conditions.

10.0 Risk Management

10.1 N/A.

11.0 Background and Options

11.1 Applications received and allocated in accordance with Cheshire East Council's Policy for the Allocation of Community Grants.

12.0 Overview of Year One and Term One Issues

12.1 Allocation of grants for 2009/10 only.

13.0 Access to Information

The background papers relating to this report can be inspected by contacting the report writer:

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