

Cabinet Member for Communities and Health

Agenda

Date: Monday, 24th April, 2017
Time: 10.30 am
Venue: Committee Suite 1,2 & 3, Westfields, Middlewich Road, Sandbach CW11 1HZ

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 in the report.

It should be noted that Part 1 items of Cheshire East Council decision making and Overview and Scrutiny meetings are audio recorded and the recordings will be uploaded to the Council's website.

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

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

In accordance with Procedure Rules Nos.11 and 35 a period of 10 minutes is allocated for members of the public to address the meeting on any matter relevant to the work of the body in question. Individual members of the public may speak for up to 5 minutes but the Chairman or person presiding will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers. Members of the public are not required to give notice to use this facility. However, as a matter of courtesy, a period of 24 hours' notice is encouraged.

Members of the public wishing to ask a question at the meeting should provide at least three clear working days' notice in writing and should include the question with that notice. This will enable an informed answer to be given.

For requests for further information

Contact: Cherry Foreman

Tel: 01270 686463

E-Mail: cherry.foreman@cheshireeast.gov.uk with any apologies

4. **Policy for the Allocation of Community Grants** (Pages 3 - 14)

To consider amendments to the Policy for the Allocation of Community Grants for 2017/18.

5. **Allocation of Community Grants First Round** (Pages 15 - 24)

To consider the allocation of community grants in the first around for 2017/18.

CHESHIRE EAST COUNCIL

Cabinet Member for Communities

Date of Meeting: 24th April 2017
Report of: Principal Manager – Partnerships & Communities
Subject/Title: Policy for the Allocation of Community Grants
Portfolio Holder: Councillor Paul Bates

1.0 Report Summary

- 1.1 To highlight a number of changes made to the Policy for the Allocation of Community Grants for the financial year of 2017/18.
- 1.2 The majority of the changes are minor, however attention is drawn to the removal of the Community-Led Planning Grants category as applications to this category have not been made since 2014/15, when only 1 application was made.

2.0 Recommendation(s)

- 2.1 To adopt the amended Policy for the Allocation of Community Grants for the financial year of 2017/18.

3.0 Reasons for Recommendations

- 3.1 The amended Policy for the Allocation of Community Grants 2017/18 needs adopting to allow the continuation of the scheme throughout the financial year of 2017/18.

4.0 Wards Affected

- 4.1 The recommendations relate to all wards within Cheshire East

5.0 Local Ward Members

- 5.1 All Ward members

6.0 Policy Implications (including carbon reduction and health)

- 6.1 There are no negative policy implications.

7.0 Financial Implications (authorised by Chief Operating Officer)

- 7.1 Community grants made under the Policy will be funded within existing budget provision for the Council's Community Grants Scheme.

8.0 Legal Implications

- 8.1 The Council has the power to award grants to organisations using its general power of competence in section 1 of the Localism Act 2011. In exercising the power the Council must satisfy its public law duties. In essence this means that in making the decision the Council must have taken into account only relevant considerations, followed procedural requirements, acted for proper motives and not acted unreasonably. A grant policy is a clear statement of the criteria that the Council is applying and is essential if the Council is to defend any challenge to its decision making process.
- 8.2 The Policy for the Allocation of Grants to Voluntary and Community Organisations 2017/18 deals with the allocation of community grants which are awarded to defined Organisations following an application process and against set criteria. There are conditions requiring that Organisations report back to the Council upon expenditure of the grant and to enable further appropriate conditions to be imposed. The decision making process was delegated to the Portfolio Holder in order to ensure that decisions can be made expeditiously and at the appropriate level.
- 8.3 Grant funding to organisations based on the application of the Council's grant policy satisfies the Council's public law duties.
- 8.4 A competitive grants process is an open, transparent and fair means to afford all eligible organisations the opportunity to compete for and obtain grant funding from the Council. It is a means to distribute limited resources amongst such organisations and to support and encourage the introduction of new community initiatives.

9.0 Risk Management Implications

- 9.1 The risk of not agreeing an approach to funding the community, voluntary and faith sector is that some organisations may be unable to continue their activities, resulting in a loss of community benefit. This is a particular issue during an economic downturn when other funding sources may not be available.

10.0 Background and Options

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

11.0 Access to Information

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

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Designation: Community Resilience Manager

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POLICY FOR THE
ALLOCATION OF
COMMUNITY GRANTS

2017/18

April 2017

1. BACKGROUND

- 1.1. Cheshire East Council operates a Community Grants Scheme within the boundaries of Cheshire East. This Policy addresses the governance arrangements, procedures and monitoring process to facilitate the scheme.
- 1.2. The aim of the Community Grants Scheme is to support Organisations (which for the purposes of this Policy shall include voluntary and community groups, registered charities or other not for profit organisations) with small scale projects, events and activities and community led planning that will improve the quality of life for local communities. Grants will be awarded which meet the Council's Residents First Outcomes:
 - Outcome 1 – Our local communities are strong and supportive
 - Outcome 2 – Cheshire East has a strong and resilient economy
 - Outcome 3 – People have the life skills and education they need in order to thrive
 - Outcome 4 – Cheshire East is a green and sustainable place
 - Outcome 5 – People live well and for longer
- 1.3. When using the term grants in this Policy it refers to the giving of a fixed amount of Council funds to Organisations through an application and assessment process which takes place 4 times each financial year.

2. LEGAL AND BUDGETARY FRAMEWORK

- 2.1. The Communities and Health Portfolio Holder, (or whichever Portfolio Holder has responsibility for Community Grants at the time of making the grants decisions), will be responsible for the Community Grants Scheme and has delegated authority to approve applications for grants from local Organisations to assist in developing community based activities and projects, subject to the maximum amounts set out in paragraph 3.3 of this Policy.
- 2.2. The Community Grant budget is fixed and so there is a limited amount of money from which to pay Community Grants under this policy.
- 2.3. All grant decisions will be made based on the set of principles, set out in this Policy, and within the agreed budget approved by Council each year. The budget for the grants is managed carefully and flexibly to ensure that the Council has money available throughout the year. As far as possible the Council tries to ensure that no one is disadvantaged due to the time of year they apply.
- 2.4. Given the fixed budget and the Council's aim to benefit as many Organisations as possible, the Council cannot guarantee to fund the maximum amount applied for; therefore Organisations must ensure that they have procedures in place to cover the balance of funding required. The Council will not pay a grant unless the Organisation can demonstrate that the balance of the funding is available.
- 2.5. The Portfolio Holder will be responsible for setting aside a proportion of the available budget for promotion and publicity purposes, as required.

3. APPLICATION PROCESS

- 3.1. The Cheshire East Community Grants Scheme operates within set criteria, agreed by the Portfolio Holder and relevant Council Officers in line with the Council's Residents First Outcomes as follows:

How to apply

- 3.2. Applications for Community Grants must be made using the Council's Community Grant application form and associated guidance notes that are available online on the Council's website and as a paper version on request.
- 3.3. The application form must be completed in full. Incomplete application forms will not be considered and will be returned to you, which could cause a delay or deferral to your application. A copy of the Organisations up-to-date signed Governing Document and Safeguarding Policies must be sent with the application form. If this is not received the application will be deferred to the next round of evaluation and may result in the application being declined. Supporting documentation (listed under section 12 of the application form) may also be requested prior to the application being fully considered. Failure to supply all required documentation will result in the application being treated as incomplete.
- 3.4. The closing dates for receipt and acceptance of complete applications are the last Friday of March, June, September and December each year.
- 3.5. Grants cannot be paid retrospectively therefore any work commenced prior to acceptance of the grant offer will not be eligible for funding.
- 3.6. All successful applicants will be required to complete a post grant monitoring report as per section 5.0 of this Policy.

What can be funded

- 3.7. Grants up to the following amounts are available to support Organisations who are looking to improve or enhance community life and offer wider opportunities to local people within Cheshire East. See examples below:

3.7.1. *Facilities – up to a maximum award of £5,000*

- Renovations or improvements to buildings, sports and play areas, conservation areas etc;
- Grant towards match or third party funding i.e. WREN, Big Lottery etc;
- Equipment such as kitchen furniture, tables, chairs, sensory or play rooms etc;
- Feasibility studies or architects fees up to a maximum of 5% of the costs.

3.7.2. *Activities – up to a maximum award of £1,000*

- Equipment, materials or specialist kit to help the Organisation develop;
- Training courses;
- Specialist coaching or teaching sessions;
- Contributions towards running costs, excluding salaries, (for new Organisations only).
- Publicity / advertising / promotions / establishing a new website;

3.7.3. *Events - up to a maximum award of £1,000*

- Equipment/materials
- Hire or purchase of equipment or performers
- Publicity/advertising/promotions

3.8. What cannot be funded

- 3.8.1. Organisations which hold substantial free reserves, including local branches of national or regional Organisations which hold free reserves that could be utilised;
- 3.8.2. Applications from Town and Parish Councils;
- 3.8.3. Work which has already taken place before acceptance of the grant offer;
- 3.8.4. Individuals;
- 3.8.5. General appeals, sponsorship or fundraising for your own Organisation or others;
- 3.8.6. Activities of a mainly political or religious nature;
- 3.8.7. Assistance with providing transport;
- 3.8.8. Meals and refreshments
- 3.8.9. Accommodation;
- 3.8.10. Outings or day trips;
- 3.8.11. Travel expenses;
- 3.8.12. Projects, activities or events organised for the sole benefit of students of a school or college;
- 3.8.13. Events which do not involve members of the local community participating;
- 3.8.14. Repair costs where deterioration is due to neglect;
- 3.8.15. Loan against loss or debt;
- 3.8.16. Running Costs i.e utilities, insurance, room hire, telephone, broadband, website hosting etc (unless this is for a new Organisation, which has been established for less than 6 months);
- 3.8.17. Salaries;
- 3.8.18. Land purchase;
- 3.8.19. Vehicle purchase;
- 3.8.20. Items that are purchased on behalf of another Organisation;
- 3.8.21. Disabled facilities where there is no proven need for the work to be carried out or where upgrading is required for an existing facility to meet the statutory requirements of the DDA.
- 3.8.22. Organisations which are not based in Cheshire East, unless they can demonstrate significant community benefits within Cheshire East.

3.9. Who can apply

To qualify for a grant Organisations must meet the criteria listed below:

- 3.9.1. Operate within the Cheshire East area;
- 3.9.2. Provide value for money;
- 3.9.3. Be a voluntary or community organisation, registered charity or other not for profit organisation;
- 3.9.4. Have a set of audited accounts, or as a minimum an Organisation bank statement, and are able to provide such information as the Council reasonably requires in order to satisfy the Council as to the Organisations financial position and its need for the assistance requested;
- 3.9.5. Have a management committee with an up-to-date signed Governing Document;
- 3.9.6. Have appropriate safeguarding policies relevant to their Organisation, which must include a requirement that staff / volunteers are cleared with the Disclosure and Barring Service where appropriate;
- 3.9.7. Have their own bank or building society account with two signatories;
- 3.9.8. Complete the application form in full, providing all required information;
- 3.9.9. Have not already received a community grant within the current financial year.

3.10. Criteria for Funding

- 3.10.1. Priority will be given to Organisations and projects that build community resilience. Activities can include:

- Increased community-led and managed activities;
- Increased volunteer numbers;
- Helping people to help themselves and support each other;
- Reduced reliance and demand on mainstream services;
- Improving the mental health and wellbeing of residents;
- Engaging local people through community hubs, existing community groups and their social networks;
- Putting residents first and contributing primarily to outcomes 1, 3 or 5 as per section 1.2 of this Policy.

3.10.2. Priority will also be given to organisations which are based in Cheshire East, have funding contributions from their own funds and/or funding support from other bodies. Organisations applying for the first time will be given additional priority, as long as all other conditions are satisfied.

3.10.3. There is a limited budget available in the community grants budget. The funding is intended to benefit as many Organisations as possible over time, provide one-off funding for facilities, activities and events and to support new initiatives by new Organisations. It is not intended that community grants will provide repeat funding or that Organisations become reliant on community grant funding as a regular source of income. With this in mind, when assessing applications the number of grants previously awarded and total amount of funding previously granted will be taken into consideration.

3.11. General Conditions

- 3.11.1. Grants are classed as one-off and should not be seen as repeat funding;
- 3.11.2. Annual applications from the same Organisation for the same purpose will not be considered;
- 3.11.3. Events and Activities Grants are only valid for a period of 6 months from the date of the offer letter and will be paid in advance.
- 3.11.4. Facilities Grants are valid for a period of 12 months from the date of the offer letter and will be paid upon completion of the project. A report and invoices or receipts must be forwarded to the Grants Officer within 12 months of the date of offer letter to allow the grant to be paid;
- 3.11.5. If an Organisations financial position means that they are unable to begin the project without payment of the grant first they may be entitled to request payment prior to the project commencing. Monitoring information will still need to be submitted 12 months after the date of the offer letter;
- 3.11.6. Organisations who are in receipt of other funding from the Council may apply to this grant scheme if the grant is required for a one-off project which is considered additional to the service already funded;
- 3.11.7. Any profits from events must be used to further develop the Organisation or for any future events and not used to support other Organisations;
- 3.11.8. If the project involves work on land or a building, including refurbishment, the applicant must own the freehold of the land or building, or hold a lease that cannot be brought to an end by the landlord for at least 5 years;
- 3.11.9. If planning permission is required this must be in place before the grant application is made. The Council may ask for confirmation that planning permission is not required, or that it is required and has been granted. Grant applications without planning permission in place will be considered if the application is for a feasibility study or architects fees in order to establish the viability of the project;
- 3.11.10. Organisations must be committed to and have policies on equalities and inclusion and in delivering the services or activity the Organisation must not unlawfully discriminate, directly or indirectly against any of the nine protected characteristics which are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation. The Organisation can direct some or all of its activities at specific groups where the intention is to address discrimination or disadvantage;

- 3.11.11. Organisations must be able to participate in a monitoring process and provide monitoring information to evidence how the grant money has been spent and adherence to the conditions of the grant. This must include receipts or invoices and a written report of the project, activity or event, plus photographs if possible, on completion;
- 3.11.12. Organisations must acknowledge the support of Cheshire East Council in press releases, publicity and advertising etc. Electronic copies of the Council's logo will be sent with grant offers.
- 3.11.13. The Organisation will allow Cheshire East Council to use details of the grant award, together with any relevant photographs supplied, in newsletters and on the Council's website.
- 3.11.14. Expenditure must not be incurred on the project, activity or event prior to the grant decision being given. In these circumstances the Council will withdraw the grant offer/rescind the grant decision.
- 3.11.15. Organisations must notify the Council of any changes in circumstances which affect their financial position throughout the period in which the grant monies are being used.
- 3.11.16. The grant must only be used for the purposes specifically stated in the application form, should it be spent in any other way, without written approval from the Council, the Organisation may be asked to return some or all of the monies paid.
- 3.11.17. If the project, event or activity is cancelled or only partially achieved, or if the Organisation is wound up, any unused grant money must be returned to the Council.
- 3.11.18. All conditions under which the grant has been awarded, including any Special Conditions, must be met. Failure to do so could result in the Organisation being asked to repay the grant monies to the Council.

4. DECISION MAKING PROCESS

- 4.1. The Community Grant applications will be considered at quarterly intervals as set out at section 3.2.3.
- 4.2. Having assessed all applications a Recommendations Report is prepared for consideration by the Portfolio Holder at a public decisions meeting.
- 4.3. Following the public meeting, a decisions report is circulated to all elected members who must make any comments within 5 days (the "Call-in Period").
- 4.4. Should any comments/objections be made during the 5 day Call-in Period a further public meeting is held to discuss the comments/objection(s) and adjust as necessary.
- 4.5. Special Conditions may be added in the recommendations report, by the Portfolio Holder following the public meeting and/or following comments received during the Call-in Period if considered necessary in order to ensure that the purpose of the grant funding is achieved. If the project is dependent on other factors such as securing match funding or obtaining planning permission a Conditional Offer may be made subject to these conditions being met.
- 4.6. If there are no objections (or after the follow up public meeting), the decisions will be treated as final and Organisations will be notified to inform them of whether they have been successful or not as soon as possible after the Call-in Period has ended and generally within 6 weeks after the closing date for each round of applications.
- 4.7. Complaints about any aspect of the Community Grant process will be dealt with under the Council's Corporate Complaints Procedure. A copy of the [Council's Corporate Complaints, Compliments and Suggestions Policy](#) is available from the Council's website.

5. MONITORING AND RECORD KEEPING

- 5.1. Following a successful application and in order to ensure that monies are used in an appropriate manner, as set out in this Policy, a monitoring report will be required following project completion. This report shall include, but shall not be limited to, how many people benefitted from the project, if a profit was made and how it was used, how the grant money was used and what difference the project made to the Organisation and/or local people.
- 5.2. For Events and Activities Grants a report, invoices or receipts and photographs must be forwarded to the Council within 6 months of the date of offer letter.
- 5.3. For Facilities Grants a report, invoices or receipts and photographs must be forwarded to the Council within 12 months of the date of offer letter to allow the grant to be paid.
- 5.4. Invoices or receipts dated prior to the date of the offer letter will not be accepted or reimbursed as per section 3.8.3 of this Policy.
- 5.5. The Council reserves the right to monitor the use of the grant and ask for evidence to support an application.
- 5.6. The Organisation must allow reasonable access to premises/accounts upon request from the Council.
- 5.7. Organisations must retain records relating to the grant for an appropriate period (to be advised depending on the grant).
- 5.8. If Organisations do not supply the required monitoring reports and supporting information in full and within the set time scale they may be asked to repay the grant funding to the Council. Failure to comply with the conditions of this grant may be taken into account when considering any further applications for grant funding made by the same Organisation in the future.

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CHESHIRE EAST COUNCIL

Cabinet Member for Communities

Date of Meeting: 24th April 2017
Report of: Principal Manager – Partnerships & Communities
Subject/Title: Allocation of Community Grants
Portfolio Holder: Councillor Paul Bates

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. Grants are awarded to those organisations which meet the Council's Residents First Outcomes.
- 1.2 The report covers the first round of grants for 2017/18 and makes recommendations totalling £37,031 in line with Cheshire East Council's Policy for the Allocation of Community Grants. The applications are to be considered post approval of the Policy for the Allocation of Community Grants dated April 2017. The changes to the Policy have made no difference to the outcomes of the grant applications.
- 1.3 There are a total of 28 grants recommended to be awarded, contributing to £249,566 of project costs, 13 recommended to be declined and 2 recommended to be deferred to the next round.

2.0 Recommendation(s)

- 2.1 That the following Community Grants be awarded/declined/deferred as indicated:

Events

Wild Rumpus CIC	Awarded £1,000
SWC Scouts – Milldale Campsite	Declined
Congleton Community Projects	Awarded £165
Musical Moments	Declined
Nantwich Food and Drink Festival Limited	Awarded £1,000
Nantwich Film Club	Awarded £900
Organisation Caring for Ethnic and All Nations	Declined
Radway Community Group	Declined
Knutsford Promenades Association	Awarded £1,000
Ernest Cope Centre	Awarded £1,000
Total	£5,065

Activities

Disley Arts Society	Awarded £300
Project INC	Awarded £500
Congleton Pentecostal Church	Awarded £340

The Reporters Academy	Awarded £1,000
Macclesfield Junior Netball Club	Awarded £1,000
The Alderley Edge Orchestra	Awarded £500
Changing Lanes (Cheshire) CIC	Declined
Haslington Amateur Theatrical Society	Awarded £396
Central Cheshire Buddies Scheme	Awarded £200
Warrior Martial Arts	Awarded £750
Crewe FC	Awarded £300
Poole Methodist Church and Quiet Garden	Awarded £1,000
Friends for Leisure	Awarded £1,000
Poynton Golden Memories Group	Awarded £880
Saint Michaels Entertainers	Declined
Friends of St Barnabas	Deferred
SOL Theatre School	Declined
Total	£8,166

Facilities

Broad Lane Coffee Club	Declined
Sandbach Cricket Club	Awarded £3,000
1 st Handforth Scout Group	Awarded £2,500
Nether Alderley Primary Academy	Declined
Friends of Stanley Hall Park	Deferred
Canalside's Phase One Training	Awarded £3,000
Macclesfield Town Ladies Football Team	Awarded £2,000
Team Chongi Academy	Declined
Crewe Heritage Centre	Awarded £3,000
Rode Heath Village Hall	Awarded £1,000
Holmes Chapel Community Preschool	Declined
Wheelock Methodist Church	Declined
Christ Church Alsager	Awarded £3,000
The Wishing Well Project	Awarded £3,300
Friends of Prestbury Youth Club	Declined
Goostrey Preschool	Awarded £3,000
Total	£23,800

3.0 Reasons for Recommendations (details of Grants)

3.1 Events:

Wild Rumpus

Total project cost £10,800	Amount requested £1,000	Awarded £1,000
Wild Rumpus are holding a festival focussed on sustainable living. The aim is to create a green action plan to mitigate the environmental impact of the event and create debate and raise awareness of ecological issues. It is expected that 2,000 families will attend the festival. They are contributing themselves and have applied for other grants. It is recommended they are awarded £1,000.		

South West Cheshire Scouts – Milldale Campsite

Total project cost £19,200	Amount requested £1,000	Declined
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The campsites are holding their bi-annual district camp for South West Cheshire Scout Groups which takes place over 3 days. They have £18,000 from attendance fees and wish to include an additional element of specialist equipment and performers. As the costs of attendance should cover the cost of the camp it is recommended the application is declined.

Congleton Community Projects

Total project cost £740	Amount requested £740	Awarded £165
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The group wish to introduce 2 public all day creative arts workshops as part of the Congleton Community Food and Drink Festival, which will be held at the Electric Picture House. They are not contributing to this project but do have a number of income streams to the wider festival. It is recommended they are awarded £500.

Musical Moments

Total project cost £900	Amount requested £900	Declined
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The group would like to offer the chance to run a singing group to live music in Congleton for people living with dementia and their carers to attend. They are proposing to run 8 sessions and if the group is successful apply for more grant funding to continue. They are not contributing themselves and have no other sources of funding to cover the costs of the sessions. As the sessions are not sustainable it is recommended the application is declined.

Nantwich Food and Drink Festival Limited

Total project cost £99,000	Amount requested £3,000	Awarded £1,000
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The group need to have additional toilet facilities to accommodate the expected 40,000 visitors over the 3 days of the festival. They have applied for £3,000 in the facilities category but their project falls under the events category which has a maximum amount of £1,000. They are a first time applicant, are contributing themselves and have reserves to cover the shortfall. It is recommended they are awarded £1,000.

Nantwich Film Club

Total project cost £6,804	Amount requested £900	Awarded £900
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The club wish to hold a film club festival in Nantwich with expected numbers attending of over 250 people. The festival will take place in a number of venues around Nantwich and will include screenings, competitions and workshops and it is hoped to become an annual event. They are a first time applicant, are contributing themselves and have funding from other sources. It is recommended they are awarded £900 as a contribution towards match funding for the mobile vintage cinema, on condition of supplying a copy of their safeguarding policy.

Organisation Caring for Ethnic and All Nations (OCEAN)

Total project cost £2,700	Amount requested £950	Declined
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OCEAN are hosting their annual Black History Month event, which they received funding for in the previous financial year. They have not returned any monitoring information for this grant. As the scheme cannot provide repeat funding it is recommended the application is declined.

Radway Community Group

Total project cost £1,000	Amount requested £1,000	Declined
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The group are requesting funding for the cost of their Christmas panto. They are not contributing themselves and have not applied elsewhere and are asking for some elements which the scheme cannot fund. They do not have their own bank account which means that they do not meet the criteria to apply. It is recommended the application is declined.

Knutsford Promenades Association

Total project cost £15,000	Amount requested £1,000	Awarded £1,000
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The association participated in the first Heritage Open Days for Knutsford in 2016 and wish to develop the event further to become sustainable through commercial sponsorship and other sources. To help develop the new initiative it is recommended they are awarded £1,000.

Ernest Cope Centre

Total project cost £3,447	Amount requested £1,000	Awarded £1,000
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The Ernest Cope Centre wish to host the second Armed Forces Day event to establish the Crewe Military Festival as an annual event and are requesting funding towards craft materials, marquee and portaloos hire, advertising and entertainment. It is recommended they are awarded £1,000 towards the cost of the marquee and portaloos hire.

3.2 Activities:

Disley Arts Society

Total project cost £350	Amount requested £350	Awarded £300
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The Art Society wish to provide tutorials for new members, with most of their members being over the age of 65 years they have a high turnover of members and would like to offer demonstrations in different types of painting. They are not contributing themselves and have not applied elsewhere. It is recommended they are awarded £300.

Project INC

Total project cost £999	Amount requested £999	Awarded £500
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This newly formed organisation (Oct 2016) wishes to purchase a computer design based embroidery sewing machine and surface printing equipment for students at Project INC at the Silk Museum. They are a first time applicant. They are not contributing themselves and do not have any other funding sources. It is recommended they are awarded £500 and asked to apply to the Town Council.

Congleton Pentecostal Church

Total project cost £500	Amount requested £340	Amount Awarded £340
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The church wishes to purchase craft materials and promotional materials to advertise the children's summer holiday club held at the church and open to all children in the community. They are contributing themselves. It is recommended they are awarded £340.

The Reporters Academy

Total project cost £14,000	Amount requested £1,000	Awarded £1,000
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The Academy are proposing to give 5 young people living in care in Cheshire East, scholarships on a year long training course to gain hands on experience of media. This will give them the opportunity for employability, work-readiness training, media and film making workshops, learn to interview, record, film, edit footage and gain employment. They are working with CEC Virtual School Team and are a first time applicant. They have secured funding through Awards for All, have their own fundraising and in-kind contributions. It is recommended they are awarded £1,000.

Macclesfield Junior Netball Club

Total project cost £2,355	Amount requested £1,000	Amount Awarded £1,000
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The netball club wish to implement functional movement screening in response to noticing a lack of basic movement skills, critical to a child's development that can cause injuries in young athletes. They have already secured some funding and have more fundraising plans in place as well as a small charge to members. It is recommended they are awarded £1,000.

The Alderley Edge Orchestra

Total project cost £3,068	Amount requested £500	Awarded £500
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The orchestra wish to replace their manual timpani with a pedal timpani in order to make rapid changes of tuning during a performance and maintain their professional standards as a modern symphony orchestra. They are funding the vast majority of project costs through their own fundraising and other grants. It is recommended they are awarded £500.

Changing Lanes (Cheshire) CIC

Total project cost £6,367	Amount requested £1,000	Declined
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The Group are applying for ongoing costs to sustain their established groups in Crewe and are asking for funding towards annual room hire, facilitators travel expenses, refreshments, admin costs, insurance and running costs of the helpline, none of which can be funded under the community grants scheme. It is recommended the application is declined.

Haslington Amateur Theatrical Society

Total project cost £845	Amount requested £396	Awarded £396
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The group have previously had printing completed free of charge but are no longer able to receive this. As printing costs are prohibitive they are looking to purchase their own printer with low operating costs and lifetime warranty. They are a first time applicant, are contributing themselves and have negotiated a discount from the supplier. It is recommended they are awarded £396 on condition of supplying their safeguarding policy.

Central Cheshire Buddies Scheme

Total project cost £225	Amount requested £250	Awarded £200
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Having secured an allotment in Crewe the group would like to purchase gardening equipment for adults with disabilities to use to enable them to grow a range of different vegetables to then make other produce and develop their cooking skills. Profits from the sale of the produce, such as jams and chutney will be used to support the group's sustainability. They are not contributing themselves and have requested more than their project costs. It is recommended they are awarded £200.

Warrior Martial Arts

Total project cost £2,500	Amount requested £2,500	Awarded £750
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The group have applied under the facilities category but as the items requested are for the martial arts activities the application can only be considered under the activities category. They are requesting funding to replace old kick bags, focus pads, boxing gloves, pads, shields and kimonos to loan to children and new students. They are not contributing themselves or applying elsewhere and have not returned the monitoring information from their previous grant award. It is recommended they are awarded £750 towards the cost of replacing some of their equipment on condition of returning their monitoring information.

Crewe FC

Total project cost £1,000	Amount requested £1,000	Awarded £300
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The club has been running free football sessions for 6-8 year olds since 2016 and are applying for costs to cover facility hire and football equipment to continue to offer the free sessions. They are not contributing themselves or sought other funding. As the scheme is unable to cover facility hire it is recommended they are awarded £300 as a contribution towards the equipment costs on condition of securing funding to run the sessions.

Poole Methodist Church and Quiet Garden

Total project cost £4,028	Amount requested £1,000	Awarded £1,000
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The church operates a quiet garden which is open to the public for quiet contemplation and listed on the national quiet gardens website. They wish to send a member of staff on a training course to enable him to run and teach mindfulness and relaxation techniques to groups of the

public and will provide assistance with transport for those that would like to visit the garden for the sessions. They are contributing themselves and have donations from the Anglican Church and Methodist Circuit. It is recommended they are awarded £1,000.

Friends for Leisure

Total project cost £12,954	Amount requested £1,001	Awarded £1,000
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The group are asking for costs towards their holiday clubs for disabled children and young people and their siblings. They are contributing themselves and have other sources of funding. They are also working with local businesses to gain sponsorship for future year's holiday clubs. It is recommended they are awarded £1,000 towards the cost of equipment and advertising.

Poynton Golden Memories Group

Total project cost £1,000	Amount requested £880	Awarded £880
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The group wish to purchase cooking hobs to produce soup at lunch time along with trestle tables, activity items and promotional leaflets in order to promote their group and support dementia sufferers and their carers. They have only been established for 3 months and expect around 50 people to attend the group within the first year. They are contributing themselves and have secured funding to cover the hire of their premises for the year. It is recommended they are awarded £880.

Saint Michaels Entertainers

Total project cost ?	Amount requested £1,000	Declined
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The group host an annual fundraising gala where other dance troupes compete and are requesting funding to cover the hall hire. They have not specified their full project costs, have not supplied copies of their constitution or safeguarding policy and are not contributing themselves. As room hire cannot be funded it is recommended the application is declined.

Friends of St Barnabas

Total project cost £1,000	Amount requested £1,000	Deferred
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The group would like to start a new learning café to support older men who have lost wives / partners to learn to prepare simple healthy meals. They are asking for room hire and teaching costs, are not contributing themselves and have not sought other funding. It is recommended the application is deferred whilst options of linking in with similar groups in the area are explored.

SOL Theatre School

Total project cost £14,550	Amount requested £1,000	Declined
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The group have asked for a contribution towards the hire costs of Daneside Theatre and provision of the necessary performance and musical licences to perform the show "Happy Days". The scheme is unable to fund room hire or licences. They have also secured more funding than the project costs. It is recommended the application is declined.

3.3 Facilities:

Broad Lane Coffee Club

Total project cost £5,000	Amount requested £3,000	Declined
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Application form not fully completed, not clear if they own their premises or lease them, only currently have 12 members. Emailed 14.03.17 awaiting further info. As no additional information has been received and the application form is incomplete it is recommended the application is declined.

Sandbach Cricket Club

Total project cost £5,000	Amount requested £4,500	Awarded £3,000
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The Cricket Club require new nets and sight screens as they are rapidly expanding and do not have enough nets for all, juniors in particular, to practice. The increase in equipment will allow them to offer more coaching to an additional 50 children / adults. It will also increase the school participation as they will be able to offer the facility to more than 1 school at a time. They are a first time applicant and are making a small contribution themselves but do not have any other funding sources. It is recommended they are awarded £3,000 and asked to approach the Town Council.

1st Handforth Scout Group

Total project cost £9,000	Amount requested £5,000	Awarded £2,500
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The Scout Group originally requested £7,000 from the Council but can only apply for £5,000, this leaves a shortfall of £4,000, they can contribute £2,000 themselves but are not applying elsewhere. They wish to purchase a storage garage to house their equipment and the costs will cover the garage door, bricks, ground work, roof and labour. It is recommended they are awarded £2,500 towards the costs of the project on condition of securing the rest of the funding from other sources.

Nether Alderley Primary Academy

Total project cost £9,000	Amount requested £5,000	Declined
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The primary school are applying for funding for a mini bus for the sole use of their pupils. As vehicles cannot be funded under the Policy for the Allocation of Community Grants it is recommended the application is declined.

Friends of Stanley Hall Park

Total project cost £12,000	Amount requested £5,000	Deferred
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The friends group has a 5 year plan to refurbish Stanley Hall Park through fundraising to improve the facilities. They are applying for funding to improve the path which runs around the park giving access to the fields and pond, which is currently not accessible for wheelchair users and those with buggies / prams. They have applied to their local parish councils and Manchester Airport Community Fund and have their own fundraising to meet the shortfall. It is recommended the application is deferred whilst options around S106 funding are explored.

Canalside's Phase One Training

Total project cost £15,000	Amount requested £5,000	Awarded £3,000
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The radio station wish to build a new studio solely for the youth training. With the additional separate studio they will be able to take more young people via work experience, Duke of Edinburgh, Princes Trust etc. They have funding through own fundraising and sponsorship. It is recommended they are awarded £3,000.

Macclesfield Town Ladies Football Team

Total project cost £4,676	Amount requested £2,000	Awarded £2,000
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The club wish to purchase 6 X goals to grow the club from their existing 7 teams to over 16 teams. They are also in the process of completing a development club application to expand their reach to more girls from grass roots to open age. They are contributing over half the costs themselves and have not applied previously. It is recommended they are awarded £2,000.

Team Chongi Academy

Total project cost £11,000	Amount requested £5,000	Declined
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The academy wish to install an air conditioning / heating system as they are finding it difficult to compete with the larger gyms in the area, particularly the newly opened Lifestyle Centre. Feedback has been that it is too hot during the summer and makes the training too

uncomfortable. They currently have around 250 people accessing their facilities. They are contributing themselves and have in kind donations but have asked for the payment to be made to a different bank account. As one of the conditions of application is having a bank account in the name of the organisation applying it is recommended the application is declined.

Crewe Heritage Centre

Total project cost £9,091	Amount requested £5,000	Awarded £3,000
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The Heritage Centre is celebrating 30 years since it began and wish to purchase new display boards, tables and chairs for their exhibition hall to give a refreshed look and encourage other users and exhibitions. They currently have 30,000+ visitors annually and wish to increase this through working with other event organisers. They are contributing themselves and have a contribution from the Town Council. It is recommended they are awarded £3,000 towards the project.

Rode Heath Village Hall

Total project cost £1,815	Amount requested £1,515	Awarded £1,000
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The hall does not have any lockable storage and currently two small rooms are being used to store prizes, books and documents. If lockable storage was obtained then one of the rooms could be used to hire out for meetings, giving the hall an additional income. Lockable storage units would also mean that they could keep equipment on site for users of the hall, which would encourage more use. They are contributing a small amount themselves but have not applied elsewhere. It is recommended they are awarded £1,000.

Holmes Chapel Community Preschool

Total project cost £9,000	Amount requested £6,000	Declined
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The preschool are applying for an all weather shelter for the preschool playground which will be for the sole use of the preschool children. They have applied for £6,000 which is above the maximum amount under the facilities category. As the Policy for the Allocation of Community Grants states that projects cannot be funded when they are for the sole benefit of students of a school or college it is recommended the application is declined.

Wheelock Methodist Church

Total project cost £4,400	Amount requested £3,500	Declined
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The church wishes to replace the windows in the rooms used by Wheelock preschool. They are contributing a small amount themselves but as the Policy for the Allocation of Community Grants states that projects for the sole benefit of students of a school cannot be funded it is recommended the application is declined and information is given on funding specifically for church buildings.

Christ Church Alsager

Total project cost £8,440	Amount requested £5,000	Awarded £3,000
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The church wish to install a soft play area for the growing number of under 5's using the hall to provide a safe and separate area to the other age groups. They are also applying for funding for a defibrillator, pool table and walkie talkies within the same application. They are contributing themselves but have not applied elsewhere. It is recommended they are awarded £3,000 towards the costs of the soft play area.

The Wishing Well Project

Total project cost £12,124	Amount requested £4,724	Awarded £3,300
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Wishing Well need to complete urgent security repairs on the facilities used by Wishing Well at both the Georges Community Centre and Jubilee House, following recommendations from the Police. They require security cameras and doors and would also like to replace the carpets and blinds and decorate at both centres. They have sponsorship from other organisations and

in-kind contributions to complete the labour costs. It is recommended they are awarded £3,300 as a contribution towards the security features.

Friends of Prestbury Youth

Total project cost £126,445	Amount requested £5,000	Declined
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The youth club are requesting funding for storage bench seating as part of the fit out of the new youth and community centre. The youth club received £5,000 in match funding to support other grant applications in January 2016 for the same project, which have now been received, therefore it is recommended the application is declined.

Goostrey Preschool

Total project cost £4,805	Amount requested £3,791	Awarded £3,000
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The preschool have relocated to 1st Goostrey scout hut and are requesting funding towards tables, chairs and matting for the use of the preschool children and users of the scout hut and to enable more community use of the venue. They are contributing themselves but have not sought any other funding. It is recommended they are awarded £3,000.

4.0 Wards Affected

- 4.1 The recommendations relate to all wards within Cheshire East

5.0 Local Ward Members

- 5.1 All Ward members

6.0 Policy Implications (including carbon reduction and health)

- 6.1 All of the applications contained in this report have been considered in the light of the Council's Policy for the Allocation of Grants, and the recommendations on each one conform to that Policy.

7.0 Financial Implications (authorised by Chief Operating Officer)

- 7.1 All of the proposed grants can be funded from within existing budgets approved as part of the Council's Budget for 2017/18

8.0 Legal Implications

- 8.1 The Council has the power to award grants to organisations using its general power of competence in section 1 of the Localism Act 2011. In exercising the power the Council must satisfy its public law duties. In essence this means that in making the decision the Council must have taken into account only relevant considerations, followed procedural requirements, acted for proper motives and not acted unreasonably. A grant policy is a clear statement of the criteria that the Council is applying and is essential if the Council is to defend any challenge to its decision making process.
- 8.2 Cabinet has approved and Cheshire East Council has put in place a Policy for the Allocation of Grants to Voluntary and Community Organisations 2016/17. This Policy deals with the allocation of community grants which are awarded to defined Organisations following an application process and against set criteria. There are conditions requiring that Organisations report back to the Council upon expenditure of the grant and to enable further appropriate conditions to be imposed. The decision making process was delegated to the Portfolio Holder in order to ensure that decisions can be made expeditiously and at the appropriate level.

- 8.3 Grant funding to organisations based on the application of the Council's grant policy satisfies the Council's public law duties.

9.0 Risk Management Implications

- 9.1 The risk of not agreeing an approach to funding the community and voluntary sector is that some organisations may be unable to continue their activities, resulting in a loss of community benefit. This is a particular issue during an economic downturn when other funding sources may not be available.

10.0 Background and Options

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

11.0 Access to Information

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

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