

**WITHAM LOCAL COMMITTEE  
 EVALUATION OF APPLICATIONS FOR GRANTS**

**Agenda Item**

**Contact Details:-** David Triggs  
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**Background Papers:** - original of the full application  
**Financial Implications:** - see individual applications  
**Equalities Implications:** - see individual applications  
**Legal Implications:** - see individual applications  
**Options:** (a) To approve, the funding in full or in part; (b) to reject the application or (c) to defer the application and ask for further information prior to the application being approved at officer or coming back to the Committee.  
**Risks:** details contained in each application

**EXECUTIVE SUMMARY:** The Committee is asked to consider the three applications listed below having received a presentation from each organisation and/or the sponsoring local Councillor. Each application has a summary evaluation sheet attached setting out essential details of how it meets the criteria. For this round there were no applications received that did not meet the criteria. Members will see from the evaluation forms that the evaluation panel has indicated where there are areas that could be strengthened.

**Applications to be considered:**

Name of Organisation	Name of Project	Funding Requested	Ward Member/s supporting Project	Total Matrix Score
Kelvedon Parish Council	Springwatch Youth Festival	£1,180	Councillor Foster	9 out of 14 – see page
Feering Parish Council	Outdoor event weather protection	£500	Councillor Mitchell	7 out of 14 – see page
Witham in Bloom Conservation Group	Witham in Bloom – Braintree District Council Car Parks	Evaluation form to follow	Councillor Mrs Money	Details to follow

**Decision:** To consider each of the above applications on the basis of the agreed criteria for local committee grants.

**LOCAL COMMITTEE GRANT APPLICATION  
EVALUATION FORM**

<b>Date assessed:</b> 9 <sup>th</sup> April 2008	<b>Local Committee:</b> Witham	<b>Reference No.</b>	<b>Meets all criteria.</b> No	<b>Total Matrix Score:</b> 9 out of `14
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**DESCRIPTION**

<b>Name and type of Organisation:</b>  Kelvedon Parish Council with support from Kelvedon Youth Forum and Brockwell Group	<b>Ward Member/s supporting application:</b>  Cllr Tom Foster
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<b>Name of Project:</b>  Springwatch Youth Festival	<b>Place of Project:</b> Brockwell Meadow Kelvedon – 31 <sup>st</sup> May 2008: 11am to 4pm
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<p><b>Brief description of Project:</b></p> <p>Event aimed at young people and their families</p> <p>Involve 500 people Pond/river dipping, grass sweeping for butterflies, tree bashing, nest box making, dance and drama performances, camp fire cooking and sports activities, information about local groups and activities</p> <p>Aims to:</p> <ul style="list-style-type: none"> <li>• Increase awareness of wildlife and habitat at Brockwell Meadow Local Nature Reserve</li> <li>• Involve young people in organization of village event</li> <li>• Raise profile of youth groups in village and their positive contribution to community life</li> <li>• Recruit new members and adult volunteers for the youth groups</li> </ul>
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<p><b>Partnership working:</b> Involving a number of different groups and organisations throughout the village</p>
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**ASSESSMENT**

<p><b>Impact on Community:</b></p> <p>Moderate, whilst there are some estimates as to the number of people expected it is not clear how this has been estimated. There is reference to volunteer time and this is being shown as matched funding but it is not clear how the volunteer time has been calculated - see cost of project *</p>
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<p><b>Evidence of Need:</b></p> <p>There is reference to the 2005 parish plan showing a need for activities for young people but there is no direct link to why the organizers have specifically chosen the events that they have and why it is felt that these specific events are needed.</p>
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<b>Sustainability:</b> One-off project – aim to inject new life into the local youth groups in particular the recently formed youth forum	
<b>Contribution to Corporate Ambition and Direction:</b> <ul style="list-style-type: none"> <li>• The Environment is Clean and Green</li> <li>• Everyone can enjoy a Healthy Lifestyle</li> <li>• People take Pride in their Local Areas</li> </ul>	
<b>FINANCIAL</b>	
<b>Total Cost Of Project £ 2,430 (including volunteer time)*</b>  <b>Total Capital £ N/A</b>  <b>Total Revenue Costs £ 2,430 (including volunteer time)*</b>	<b>Total Request from the Grant £ 1,180</b>  <b>Total Capital £ N/A</b>  <b>Total Revenue Costs £ 1,180</b>
<b>Value for Money:</b>  It is unclear as to whether this represents value for money as only one quotation has been obtained. The need has only partly been evidenced and it is not clear how volunteer time will be used and whether a bid will be successful from the Conservation Foundation.	<b>Match funding secured:</b>  Not yet
<b>OTHER INFORMATION</b>	
<b>Comments/observations:</b>  The bid is for £1,180 with support of £1,280 of volunteer time but there is no indication as to how this has been calculated.  In addition indications are that an application has been submitted for £880 from the Conservation Foundation. It is not clear why a bid was made for this specific amount and what the implications would be if this grant was to be successfully awarded (would this reduce the amount needed by £880 or would the organisers plan more work) or what is the likely impact should this grant application be unsuccessful.	
<b>Has this application been accepted for a committee decision?</b> Yes	<b>If YES enter Date of Local Committee</b> 1 <sup>st</sup> May 2008
<b>If NO the reason why this application has not met the criteria:</b>  <b>What advice could be offered:</b>	

**LOCAL COMMITTEE GRANT APPLICATION  
EVALUATION FORM**

<b>Date assessed:</b> 21 <sup>st</sup> April 2008	<b>Local Committee:</b> Witham	<b>Reference No.</b>	<b>Meets all criteria.</b> No	<b>Total Matrix Score:</b> 7 out of `14
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**DESCRIPTION**

<b>Name and type of Organisation:</b> Feering Parish Council	<b>Ward Member/s supporting application:</b> Cllr Robert Mitchell
<b>Name of Project:</b> Outdoor Event Weather Protection	<b>Place of Project:</b> Feering Parish

**Brief description of Project:**

Purchase of eight 3m by 3m pop up gazebos with side curtains for sun/rain weather protection for outdoor community events.

In recent years various outdoor community events have suffered as a result of inadequate shelter over stalls and stands. The last minute panic to borrow lightweight gazebos from members of the community. On occasions due to the unfamiliarity with erection these have suffered from minor damage and a loss of goodwill.

The applicant feels that a uniform design and easy to erect supply of lightweight pop up gazebos will significantly enhance outdoor events in future years.

Feering Parish Council and Feering Community Association hold two to three outdoor events per year but it is planned to lend these gazebos to other community organizations such as the School, cricket club and garden club for similar events.

**Partnership working:** the application is from the Parish Council and Community Association and there is an understanding that the equipment will be available for other community groups to borrow.

**ASSESSMENT**

**Impact on Community:**

Moderate. If the gazebos are well managed there will be a visual improvement at community events, there will be a degree of assurance against the weather being too hot, heavy showers and this will presumably improve the organisations fund raising capacity.

**Evidence of Need:** Written reports and recollection of how events have suffered in the past and the consequences of borrowing from other sources.

**Sustainability:** The Parish Council will manage the Gazebos and they are confident that they will last for many years.

**Contribution to Corporate Ambition and Direction:**

- Business is Encouraged and the Local Economy Prospers
- Everyone can enjoy a Healthy Lifestyle
- People take Pride in their Local Areas

**FINANCIAL****Total Cost Of Project £ 500****Total Request from the Grant £ 500****Total Capital £ N/A****Total Capital £ N/A****Total Revenue Costs £ 500****Total Revenue Costs £ 500****Value for Money:**

Reference to three web sites has been provided showing similar prices starting from £65 for a pop up gazebo with sidewalls. 8 times £65 = £520.

**Match funding secured:**

No

**OTHER INFORMATION****Comments/observations:**

The application could benefit from a statement about how the Parish Council will ensure that the equipment is looked after, hired out and returned from community groups in a good condition.

Members could consider approving in full or agree to part fund this application.

**Has this application been accepted for a committee decision?** Yes**If YES enter Date of Local Committee**  
1<sup>st</sup> May 2008**If NO the reason why this application has not met the criteria:****What advice could be offered:**