

## Report of the Portfolio Holder for Resources and Personnel Policy

**GRANT AID REQUESTS FROM PARISH AND TOWN COUNCILS**1. Purpose of Report

To consider requests for grant assistance in accordance with the protocol for the consideration of grant aid to parish and town councils.

2. Recommendation

**Cabinet is asked to consider the requests and RESOLVE accordingly.**

3. Detail

Three grant aid requests have been received from parish and town councils for consideration.

- A request from Nuthall Parish Council of up to £2,330 towards the cost of traffic management for its Remembrance Sunday Parade.
- A second request from Nuthall Parish Council of up to £2,100 towards the net cost of maintaining its New Farm Lane Cemetery.
- A request from Stapleford Town Council of up to £2,194 towards the cost of traffic management and related operations for its Remembrance Sunday Event.

Details of the applications are included in appendix 1. The agreed protocol for assessing grant aid to parish and town councils is provided in appendix 2 with the grants previously awarded under this scheme listed in appendix 3.

4. Financial Implications

The comments from the Head of Finance Services were as follows:

If Members wished to support these requests, an award could be made from the £20,000 provision for grants to parish councils included in the 2022/23 revenue budget, of which £9,850 remains available.

5. Legal Implications

The comments from the Head of Legal Services were as follows:

The Council is empowered to make grants to voluntary organisations by virtue of Section 48 Local Government Act 1985 (as well as other legislation). Having an approved process in line the legislation and the Council's Grant Aid Policy will ensure the Council's compliance with its legal duties.

6. Human Resources Implications

There were no comments from the Human Resources Manager.

7. Union Comments

There were no comments from UNISON.

8. Data Protection Compliance Implications

There are no Data Protection issues in relation to this report.

9. Equality Impact Assessment

As there is no change to policy an equality impact assessment is not required.

10. Background Papers

Nil.

## APPENDIX 1

**Revenue Grants**1. **Nuthall Parish Council – Remembrance Sunday Parade**

Nuthall Parish Council has submitted a grant aid request of up to £2,330 towards the full cost of traffic management at its Remembrance Sunday Parade in 2022.

This parade has been running for many years. Following the police withdrawing traffic control by way of a rolling road block, updated regulations require a full road closure. Nuthall is unique in that it has to control traffic flows on the major island ('Nuthall Island') meaning that it has a far greater risk level than other parishes. With the police unable to offer any level of service, Nuthall has little alternative but to employ specialised contractors for the event. Also, since installing the new War Memorial at the Basil Russell Playing Fields in Maple Drive, the numbers attending the Remembrance events have increased. This has created additional risks and responsibilities. The cost of the traffic management service is £2,330 plus VAT and includes professionally liaising directly with the Highways Authority and other stakeholders, providing the appropriate signage and security on the day.

The closing balance of Nuthall Parish Council funds as at 31 March 2022 was £131,624, with cash reserves of £157,762 (the difference being net creditors and debtors). The funds include reserves earmarked set aside for an election reserve (£4,000) and £20,000 towards the third phase of the Temple Centre re-design. The Nuthall Parish Council annual precept for 2022/23 was £120,748, which resulted in no increases on the previous year's council tax.

2. **Nuthall Parish Council – Cemetery Maintenance**

Nuthall Parish Council has also submitted a grant aid request for up to £2,100 towards upkeep of its New Farm Lane Cemetery in Nuthall.

Nuthall is the only parish council in the area to administer and maintain its own cemetery. If the parish council was to cease operating the cemetery, Broxtowe would be obliged to take it over. Nuthall wish to avoid this scenario however as the cemetery is currently occupied to around 60%, with an adjoining field earmarked for an extension when required.

Nuthall is seeking funding to assist in keeping the cemetery open and continuing its service to the local community. It has consulted with the Borough Council in the past to explore other funding options available. Broxtowe has previously provided revenue grant assistance to Nuthall in respect of the running costs of the cemetery with the last award being in October 2017 for £3,995 towards the full net running costs. The current application is of a similar nature.

Although the priority is to secure the future of the cemetery for the long-term, Nuthall Parish Council would prefer to manage the administration and maintenance of the site itself, so as to maintain the supportive link to local

residents when they are at their most vulnerable. With experienced staff and close community links, Nuthall consider themselves to be best place to offer a more personal service.

The Parish Council has provided a listing of costs incurred and income generated in operating the cemetery in 2021/22. This shows receipts of £13,525 being generated from burials and memorials. Total costs of £15,647 includes staffing and contractor costs associated with grounds maintenance, grave digging and repairs, burial administration, inspections, rates and utilities, materials, waste and refuse and insurances. The annual net cost of operating the site in 2021/22 was £2,122. Nuthall suggests that these costs are reasonable in comparison to those of Broxtowe.

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### 3. Stapleford Town Council – Remembrance Sunday Event

Stapleford Town Council has submitted a grant aid request of up to £2,194 towards the cost of traffic management and related operations at its Remembrance Sunday Event in 2022.

Stapleford Town Council considers Remembrance Sunday to be one of the most important events in Stapleford's calendar and is run by the Town Council every year. The event will comprise of a procession through the Town Centre followed by a service, customary two-minute silence and the laying of wreaths, which will be led by the Vicar of St. Helen's Parish Church.

In addition to extending invitations to local Veterans, Stapleford Town Council includes a number of local community groups and organisations in their Remembrance commemorations including youth groups and sporting clubs.

The closing balance of Stapleford Town Council funds as at 31 March 2022 (per to draft accounting statements) was £195,530, comprised entirely of cash. The funds include reserves set aside for allotments maintenance (£28,620), elections (£14,650) and high street improvements (£11,875). £2,500 has been ring-fenced in the budget for the current year for remembrance. The Stapleford Town Council annual precept for 2022/23 was £104,151 (2021/22: £97,182).

## APPENDIX 2

**Protocol for Consideration of Grant Aid to Parish and Town Councils**

The Protocol for the Consideration of Grant Aid requests from Parish and Town Councils was agreed by Cabinet on 8 June 2010. The key provisions are:

1. Grant aid will only be given in support of specific projects or services and not as a general grant towards the services provided by a parish/town council.
2. Revenue grant aid will only be considered towards services which act as a replacement for services which otherwise Broxtowe Borough Council would have to provide or which supplement services which the borough council provides so as to reduce the costs that Broxtowe would otherwise incur.
3. In applying for grant assistance the parish/town council will need to demonstrate how the service or project in question contributes to Broxtowe's aims and objectives as laid out in the Corporate Plan and the Sustainable Community Strategy.
4. In applying for grant aid assistance the parish/town council will need to provide evidence as to why they do not have the financial resources to provide the services or project in question and what the consequences would be for local residents and businesses if the service was withdrawn or the project not completed. This will include a requirement for the parish/town council to detail what other funding sources they have secured (or otherwise) and to provide a statement as to any reserves held and their planned use.
5. Preference will be given to support for the provision of mandatory services as compared with discretionary services.
6. Where grant aid is to cover the cost of a specified service, the parish/town council will be responsible at its own cost for providing an audited statement within six months of the end of the financial year concerned to confirm the amount of expenditure incurred and income received against which grant aid may be payable. Any grant payable would then be adjusted retrospectively if necessary following receipt of such an audited statement.
7. Grant aid will only be in respect of additional costs directly incurred by the parish/town council and will not cover the cost of any general overheads which the parish/town council would otherwise incur anyway as a result of their operations.
8. Grant aid will be cash limited in each year and the responsibility for costs increasing beyond the cash limit will normally rest with the parish/town council. Where such cost increases are considered to be unavoidable and beyond the parish/town council's control, then Broxtowe may be approached to seek a further grant award.

9. Where the parish/town council wishes to vary the service provided for which grant aid has been awarded, this should only take place after full consultation and with the agreement of Broxtowe.
10. Preference will be given towards one off capital projects rather than as a regular annual contribution towards the ongoing costs of providing services.
11. The parish/town council shall be required to provide such information as Broxtowe may reasonably request as to the actual outputs and outcomes arising from any service or project where Broxtowe makes a contribution.
12. Any grant contribution that may be awarded by Broxtowe need not be at the rate of 100% of net expenditure incurred but may be at a lesser rate to reflect such as its own corporate priorities, budgetary constraints or the availability of similar services or projects elsewhere.
13. Revenue grants will normally only be awarded for one year although an indicative amount for the following year may be given at Broxtowe's discretion. Capital grant aid will be towards the cost of a specific one-off project.
14. Requests for grant aid in respect of a particular financial year should normally be submitted by the end of October of the preceding year at the latest to assist with forward budget planning for both Broxtowe and the parish/town council. Broxtowe will endeavour to make a decision on such requests by the end of December in the year preceding that for which grant aid is requested.

## APPENDIX 3

**Grant Aid Awards to Parish and Town Councils**

The table below lists the grants awarded under this scheme since 2014/15.

<b>Date</b>	<b>Council</b>	<b>Amount</b>	<b>Purpose</b>
01/04/14	Nuthall Parish Council	£2,000	War memorial construction (Capital)
16/10/14	Nuthall Parish Council	£2,500	Cemetery maintenance
02/06/15	Cossall Parish Council	£350	Memorial plaque
19/04/16	Eastwood Town Council	£5,000	Building refurbishment works (Capital)
04/07/16	Greasley Parish Council	£4,000	Upgraded heating system (Capital)
19/09/16	Awsworth Parish Council	£5,000	Heating system replacement (Capital)
09/01/17	Brinsley Parish Council	£4,000	Play facility repairs/replace (Capital)
03/10/17	Nuthall Parish Council	£1,820	Remembrance parade
12/10/17	Greasley Parish Council	£1,000	Christmas lights event
12/10/17	Nuthall Parish Council	£3,395	Cemetery maintenance
26/04/18	Nuthall Parish Council	£12,000	Cemetery roadway surface (Capital)
26/04/18	Nuthall Parish Council	£2,000	Summer Youth Club
11/10/18	Greasley Parish Council	£647	WW1 commemoration sculpture
15/08/19	Brinsley Parish Council	£2,070	Summer play day
10/10/19	Awsworth Parish Council	£1,250	Kitchen Refurbishment – Pavilion
10/10/19	Brinsley Parish Council	£2,300	Tree planting – commemoration
10/10/19	Nuthall Parish Council	£1,855	Remembrance parade
10/10/19	Stapleford Town Council	£2,010	Remembrance event
10/10/19	Trowell Parish Council	£3,500	Car park refurbishment
13/02/20	Brinsley Parish Council	£1,000	Festive lighting display
13/02/20	Brinsley Parish Council	£1,225	VE Day celebrations 2020
07/01/21	Kimberley Town Council	£1,200	New defibrillator
30/03/21	Kimberley Town Council	£1,200	New defibrillator
07/10/21	Nuthall Parish Council	£1,905	Remembrance parade
09/12/21	Awsworth Parish Council	£7,000	Play area improvements (Capital)
09/12/21	Stapleford Town Council	£1,994	Remembrance Sunday Event
09/12/21	Stapleford Town Council	£1,994	Remembrance Sunday Event
06/01/22	Kimberley Town Council	£1,200	Remembrance Sunday Event
19/07/22	Awsworth Parish Council	£500	Queen's Platinum Jubilee celebrations
19/07/22	Nuthall Parish Council	£2,950	New defibrillators
19/07/22	Kimberley Town Council	£6,700	Christmas lights switch-on event 2021