

Report of the Portfolio Holder for Resources and Personnel Policy

GRANT AID REQUESTS FROM PARISH/TOWN COUNCILS1. Purpose of Report

To consider a request 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 request and RESOLVE accordingly.

3. Detail

One request for grant aid assistance from a Town Council has been received:

- A request from Stapleford Town Council of up to £2,405 towards the cost of traffic management for its Remembrance Sunday Event.

Details of the application 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 of the Head of Finance Services were as follows:

If Members wished to support these requests, these awards could be made from the £20,000 provision for grants to Parish Councils included in the 2023/24 revenue budget, of which £7,581 currently remains available.

5. Legal Implications

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

The Council is empowered to make grants by virtue of Section 137 Local Government Act 1972 (as well as other legislation). Having an approved process in line with the legislation and the Council's Grant Aid to Parish and Town Councils Protocol will ensure the Council's compliance with its legal duties.

6. Human Resources Implications

The comments of the Human Resources Manager were as follows:

Not applicable.

7. Union Comments

The comments of the Union were as follows:

Not applicable.

8. Climate Change Implications

The comments of the Head of Environmental Services were as follows:

No comments regarding this report.

9. Data Protection Compliance Implications

This report does not contain any [OFFICIAL(SENSITIVE)] information and there are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

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

11. Key Decision

This is not a key decision.

12. Updates from Scrutiny

This has not been a topic for scrutiny.

13. Background Papers

Nil.

APPENDIX 1

Stapleford Town Council

Stapleford Town Council has submitted a grant aid request of up to £2,405 towards the full cost of traffic management at its Remembrance Sunday Parade in 2023.

The Town Council states that “Remembrance Sunday is 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 and youth groups.

Following the police withdrawing traffic control, updated regulations require a full road closure. With the police unable to offer any level of service, Stapleford Town Council has little alternative but to employ specialised contractors for the event. This has created additional risks and responsibilities. The cost of the various elements of the road closure is £2,405 plus VAT.

Such a request is in line with the Protocol for the Consideration of Grant Aid requests from Parish and Town Councils for the following key reasons:

- Though the award would be for a revenue grant (rather than for a specific capital project), events such as the Remembrance Service complement the services provided by Broxtowe Borough Council and have historically been provided by this and other Parish/Town Councils throughout the borough.
- The provision of events such as Remembrance Services contributes towards community cohesion and helps to combat social exclusion and loneliness.

Members may wish to note that this grant is being requested retrospectively. This is due to the new Interim Town Clerk being unaware of the application and reporting deadlines at the Council. Due to this, and as the request is in line with previous grant awards to Stapleford Town Council, it is recommended that this is not considered to negatively impact on the present application.

Financial Information

The closing balance of Stapleford Town Council funds as at 31 March 2023 was £171,551 (2022: £195,530), with cash reserves of £171,551 (2022: £195,530). The Stapleford Town Council annual precept for 2023/24 is £114,566 (2022/23: £104,151), an effective increase of 9.3%%.

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 2018/19.

Date	Council	Amount	Purpose
15/08/19	Brinsley Parish Council	£2,070	Summer play day
10/10/19	Awsorth 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	Awsorth 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	Awsorth Parish Council	£500	Platinum Jubilee Celebrations
19/07/22	Nuthall Parish Council	£2,590	New defibrillators
19/07/22	Kimberley Town Council	£6,300	Christmas lights switch-on 2021
04/10/22	Nuthall Parish Council	£2,330	Remembrance Parade
04/10/22	Nuthall Parish Council	£2,100	Cemetery Maintenance
04/10/22	Stapleford Town Council	£2,194	Remembrance Event
01/11/22	Stapleford Town Council	£6,450	Contribution to refurbishment
01/11/22	Kimberley Town Council	£1,958	Remembrance Event
25/07/23	Eastwood Town Council	£820	Summer Activities for Young People
25/07/23	Awsorth Parish Council	£5,000	Various Capital Projects
03/10/23	Eastwood Town Council	£2,250	War Memorial Maintenance
03/10/23	Kimberley Town Council	£2,059	Remembrance Event
03/10/23	Nuthall Parish Council	£2,290	Remembrance Event