

## Report of the Deputy Chief Executive

**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. Grant aid applications

Four grant aid requests have been received from parish and town councils for consideration:

- A request from Awsworth Parish Council to complete the extension of the sports pavilion. Awsworth has asked the Council to contribute £1,250 (50%) towards the cost of kitchen refurbishment.
- A request from Brinsley Parish Council towards funding of 21 native trees in a planting scheme for the new Commemorative Garden at Brinsley Recreation Ground costing around £2,300.
- A request from Nuthall Parish Council towards the cost of traffic management for its Remembrance Sunday Parade. Nuthall has asked for funding of £2,500 towards the traffic management costs of this event.
- A request from Stapleford Town Council towards the cost of the Remembrance Sunday event. Stapleford has asked the Council for grant aid of £2,500 towards the cost of the event.
- A request from Trowell Parish Council towards the cost of refurbishing the car park at the Parish Hall. Trowell has asked the Council to contribute up to £3,500 towards the quoted net cost of £12,368.

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

3. Financial position

No budgetary provision presently exists for such grants to parish councils. Any grants that Members may wish to approve could be met from the additional £20,000 proposed in the General Fund Revenue Budget Amendment 2019/20 report on this agenda.

**Recommendation**

**The Committee is asked to CONSIDER the requests and RESOLVE accordingly.**

Background papers

Nil

## APPENDIX 1

**Revenue and Capital Grants****1. Awsworth Parish Council – Kitchen Refurbishment**

A grant aid request has been received from Awsworth Parish Council for consideration relating to the refurbishment of kitchen facilities to satisfactorily complete the sports pavilion extension project.

There have been a number of sports pavilions on the recreation ground site over the years, which have been targeted by vandalism and arson. After the wooden pavilion was burnt down in 2007, Awsworth had a new sports pavilion built which is in the summer by Awsworth Village Cricket Club.

In 2018, the cricket club and the Parish Council met with the England and Wales Cricket Board (ECB) to consider any funds available to extend the pavilion and include showering and toilet facilities. Awsworth worked hard to secure funding from the ECB (£20,000) and Sport England (£20,000). The Broxtowe Borough Council 'Pride in Parks' initiative provided parish councils with funding to be used on recreation facilities. Awsworth opted to use some of this funding (£25,000), along with their own match funding (around £10,000) to ensure the project could be completed.

Due to unexpected costs (including amendments to building regulations, essential electrical upgrades and structural engineer fees), Awsworth has spent an additional £5,000 on the project. Available funds have diminished so the original kitchen cupboards and doors were reused in the pavilion. Unfortunately, on the opening day, a small fire in the kitchen saw the cupboards damaged. Awsworth is now seeking further funding to fully replace the kitchen, to include an oven with extractor, which will bring the kitchen up to the standard of the extension. The expected cost of this upgrade is around £2,500.

The extended sports pavilion now includes a large communal area, home and away changing rooms with toilet and showers, an officials changing room with a toilet and shower, and disabled toilet facilities. A refurbished kitchen would fully complete this project.

The sports pavilion is used during the summer months by Awsworth Village Cricket Club, including an 'all-stars programme' for children aged up to 8 years. The Parish Council is hoping that the new facilities will attract other organisations to use the facilities going forward.

Awsworth has requested grant aid of £1,250 (50%) towards the refurbishment of the kitchen to complete the sports pavilion extension project. The remaining cost would be allocated from its own budgets. If this bid is unsuccessful, Awsworth would have to look at other funding streams that may be available. Awsworth had balances totalling £33,884 as at 31 March 2019, of which £20,000 was grant funding received from ECB for the sports pavilion extension project. General reserves were therefore £13,884. The precept amount for 2019/20 was £79,995.

**2. Brinsley Parish Council – Commemorative Trees**

A grant aid funding request has been received from Brinsley Parish Council towards the cost of trees being planted in the Commemorative Garden at the Brinsley Recreation Ground.

Brinsley had previously determined that a tree planting scheme would be implemented onto the existing wildflower garden to the eastern aspect of the recreation ground. The 21 native trees would be dedicated to each of the 21 fallen local servicemen in the two World Wars. The scheme also includes the planting of poppies, wildflowers and spring bulbs. Brinsley does not currently have an open memorial in the village, other than within the St James' Church.

A local contractor has pledged to provide an oak lectern (c£600) with the Parish Council providing an inlay. Brinsley will further enhance the area with new bench seating subject to a grant application to Nottinghamshire County Council.

Brinsley Parish Council is organising a commemoration event on 11 November 2019. This event will be attended by the Mayor of Broxtowe, local borough and parish councillors, relatives of the fallen servicemen and the Brinsley Primary School (with pupils helping with the bulb planting) and other dignitaries. The Reverend Stevenson will bless the planting ceremony. A reception buffet is being held afterwards in the Parish Hall.

Broxtowe Borough Council had originally agreed to fund the tree purchases and planting from its grounds maintenance/tree planting budgets. However, with costs being higher than anticipated, it is now more appropriate to consider this as a grant application. Brinsley has therefore requested a grant of £2,300 to cover the cost of the trees and planting.

Brinsley had balances totalling £63,674 as at 31 March 2019. The annual precept amount for 2018/19 was £64,291.

**3. Nuthall Parish Council – Remembrance Sunday Parade**

A grant aid funding request has been received from Nuthall Parish Council towards the cost of traffic management at its Remembrance Sunday Parade.

Members will recall that this Council pledged to support parish councils with one-off grants towards Remembrance Day 2018 parade costs in commemoration of the 100<sup>th</sup> anniversary of the end of the First World War. A single year revenue development budget of £4,000 was established for this purpose (approved as part of the Budget Proposals and Associated Strategies report to this Committee on 15 February 2018) and Nuthall claimed grant aid of £1,820 from this budget to meet with the full cost of traffic management for the 2018 event.

Nuthall has now requested a grant of around £2,000 towards the full cost of traffic management for the 2019 Remembrance Parade. 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 continue to increase. This has created additional risks and responsibilities.

Nuthall had balances totalling £46,853 as at 31 March 2019. The annual precept amount for 2019/20 was £120,447.

#### **4. Stapleford Town Council – Remembrance Sunday Event**

Stapleford Town Council has requested grant aid of £2,500 towards the cost of the Remembrance Sunday event. This annual event is run by the Town Council and is one of the most important events in the town's calendar. This year marks the 80<sup>th</sup> anniversary of the commencement of the Second World War and the planned event will comprise of a procession through the town centre, followed by a service, two-minute silence and the laying of wreaths. The service will be led by the Reverend of St. Helen's Parish Church.

The Town Council is keen to attract new visitors into Stapleford to help local businesses and believe that the Remembrance event has achieved this in the past. Whilst clearly not its focus, the Council recognises the opportunity this event presents for businesses with the growing number of people that the event attracts.

In addition to inviting local veterans, Stapleford includes a number of local community organisations in its commemorations, which include Stapleford and Bramcote Combined Services; Equalized Club; Bramcote and Stapleford Conservative Club; and The Salvation Army. Youth groups are also involved including 1360 (Stapleford and Sandiacre) Squadron Air Cadets; local scouts and guides; boys brigade; and various sporting clubs.

The event is attended by the Nottinghamshire Fire and Rescue Service and Nottinghamshire Police wherever possible. Involving young people in Remembrance, is helping to foster a sense of belonging and pride in the community, through connecting younger generations with local history and engendering a sense of commonality with fellow residents.

As yet Stapleford has not been able to meet to discuss the full particulars of the event, so there is not currently a full project plan in place. The newly appointed Town Clerk will be working on the project plan imminently and the newly established Events Working Group is meeting in September. The main cost of the event will be incurred from the need for road closures and stewards to facilitate the procession through the town prior to the service.

The roads are closed for around four hours and the stewards are contracted for the full period of closures. Stapleford also hires a PA system for the service which requires the use of the electricity box in Walter Parker VC Square (kindly provided by Broxtowe Borough Council). The total cost is expected to be around £2,500. No further pledges of funding have been requested or received for the Remembrance event.

With the recent vacancy and changeover of Town Clerks, it is currently unclear how much money Stapleford holds in general reserves. There is £2,500 ring-fenced in the 2019/20 budget for Remembrance events this year, which would provide cover for any shortfalls. The Council is mindful of two additional commemorative events next year, VE and VJ Day, so may look to carry forward some of this allocation to meet the cost for those events.

#### 5. Trowell Parish Council – Car Park Refurbishment

A grant request has been received from Trowell Parish Council for consideration.

Trowell Parish Hall on Stapleford Road is a well-utilised facility in the village. Historically, Trowell was the 1951 Festival Village as part of the Festival of Britain Celebrations. In addition to being the Parish Council offices and hosting parish meetings and events, the Parish Hall is regularly used by sports clubs for all ages, luncheon club for the elderly, dance classes, social dances, local Women's Institute, Slimming World sessions, painting group as well as private hires for birthday celebrations and weddings receptions. The adjacent grounds and children's play park also used by the local community.

The car park sited to the front of the building is used on a daily basis by visitors. It currently has 30 marked parking spaces, including two disabled parking bays, and provides the main pedestrian access route to the Parish Hall and the play park. The local school is permitted to use the car park in term-time as a drop-off/pick-up point to alleviate the parking problems that would otherwise result on residential roads surrounding the school. It is also used with prior arrangement for other events e.g. firework displays, school summer fair. Council contractors use the car park as a base when carrying out works in the village such as grass cutting and highway repairs.

Whilst the car park has been routinely repaired over the years, the surface has deteriorated and is coming to the end of its life. A full resurfacing of the area is required to improve safety for visitors. The works will also improve the drainage of the car park, which has been a problem in recent years with large areas of standing water during periods of heavy rain.

Trowell has sought quotes from a number of contractors with its preferred contractor quoting £12,368 (net) to carry out the necessary works.

Trowell has requested grant aid of £3,500 to assist in the necessary refurbishment works of the car park at the Parish Hall. Trowell has allocated £2,000 in its own budget for 2019/20 towards the works and has been awarded up to £7,000 following a successful application to the Nottinghamshire County Council's Local Improvement Scheme. Trowell has also received grants totalling £1,500 from its local County Councillors towards these works. Updated quotations for the works range from £12,900 to £19,200 (net). Trowell had balances totalling £53,542 as at 31 March 2019, with net precept of £73,134 in 2019/20. It should be noted that at 31 August 2019 balances stood at £40,792 following completion of the majority of the Parish Hall refurbishment work.

Works would commence at the earliest opportunity. Trowell would be responsible for the continued maintenance of the site to ensure that it would be kept in good order. The outcome will benefit the whole community for many years to come. The Parish Hall has undergone extensive internal refurbishment during 2019, so a well-maintained car park is key to achieving the overall outcome that the Parish Council wishes to achieve for its residents and other users of the venue.

**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.

#### **Grant Aid to Parish/Town Councils**

The table below lists the grants awarded under this scheme since 2010/11.

<b>Date</b>	<b>Council</b>	<b>Amount</b>	<b>Purpose</b>
07/09/10	Nuthall Parish Council	£4,650	Cemetery maintenance
08/03/11	Stapleford Town Council	£2,500	Allotment access (Capital)
29/11/11	Nuthall Parish Council	£3,900	Cemetery maintenance
29/11/11	Kimberley Town Council	£600	Play equipment insurance
19/02/13	Greasley Parish Council	£1,000	Community event
15/10/13	Kimberley Town Council	£7,000	War memorial renovation (Capital)
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	Awsorth 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	£3,000	Summer play day