Public Document Pack



Simon W. Baker B.Ed MBA MISPAL Chief Executive

COMMUNITY OVERVIEW & SCRUTINY PANEL SUPPLEMENT AGENDA

Date: Monday, 17 June 2019

Time: 2.00 pm

Venue: The Council Chamber, Moorlands House, Stockwell Street, Leek

Please find below an additional report which was unavailable when the agenda was published.

PART 1

8. Councillor Community Initiative Programme - Mark Trillo - Executive Director (People). (Report) (Pages 3 - 20)

SIMON BAKER CHIEF EXECUTIVE



STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL

Report to Community Overview & Scrutiny Panel

17th June 2019

TITLE: Councillors' Community Initiative Fund

PORTFOLIO HOLDER: Councillor Michael Bowen - Portfolio Holder

for Communities, Leisure, Parks, Sport,

Countryside and Housing

CONTACT OFFICER: Mark Forrester - Head of Democratic &

Community Services

WARDS INVOLVED: (All Wards);

Appendices Attached – Appendix 1: CCIF 2019/20 Guidance Notes. Appendix 2: CCIF End of Year Report 2018-19

1. Reason for the Report

1.1 To provide an update on the use of the Councillors' Community Initiative Fund in 2018/19

2. **Executive Summary**

- 2.1 The Councillors' Community Imitative Fund provides every Member with the ability to use a grant allocation of £500 to address community issues in their wards.
- 2.2 An application form and guidance notes are published on the Council's website together with a record of each year's grant expenditure.
- 2.3 In 2018/19 £27,992 was spent supporting a total of 108 projects/organisations.

3. How this report links to Corporate Priorities

3.1 **The Fund is linked to our aims**: Help create a safer and healthier environment for our communities to live & work **and** Protect and improve the environment

4. Detail

- 4.1 The Councillors' Community Support Scheme (Support Scheme) was introduced by the Council in 2014. The Support Scheme aims to support Members in their wards as effective community leaders: (1) identifying community issues or concerns and (2) addressing these issues through their ability to influence service provision and/or their ability to facilitate community self-help.
- 4.2 The Councillors' Community Initiative Fund is one element of the Support Scheme. The Fund consists of a budget of £500 which every councillor can allocate in the form of a grant to support activity by local people that will improve the wellbeing of their communities.
- 4.3 Through this grant fund the Council wants to encourage more people to work together volunteering their time to work for common beneficial purposes. To be eligible to apply projects and activities must:
 - Be run by volunteers from the local community or a Parish Council
 - Benefit the local community

This Fund can support:

- one-off events or ongoing projects
- capital items or revenue costs
- new projects or existing projects
- 4.4 A grant application form and guidance note (Appendix 1: CCIF 19 -20 Guidance Notes) are on the Council's website. End of year reports are also published on the website for each year of operation. (Appendix 2: Councillors' Community Initiative Fund End of Year Report 2018-19).
- 4.5 Completed application forms are received and checked by the Democratic and Community service team, to ensure compliance with the rules, following which the Portfolio Holder for Communities, Leisure, Parks, Sport, Countryside and Housing is asked to consider approval of the grant.
- 4.6 The deadline for applications this year is Friday, 31 January 2020.
- 4.7 The total annual budget for the Support Fund is £28,000. In 2018-19 £27,992 was spent. The Fund was used by members to support a total of 108 projects/organisations during 2018-19.

Mark Trillo Executive Director (People) and Monitoring Officer

Web Links and Location Background Papers

Contact details

Mark Forrester
Head of Democratic &
Community
Services
mark.forrester@staffsm
oorlands.gov.uk



Councillors' Community Initiative Fund



Guidance Notes 2019-2020

The purpose of this grant is to provide small one off grants to community-run projects and activities

Staffordshire Moorlands District Council aims to support activity by local people that will improve the wellbeing of their communities. Through this grant fund the Council wants to encourage more people to work together - volunteering their time to work together for common beneficial purposes.

To be eligible to apply projects and activities must:

- → Be run by volunteers from the local community or a Parish Council
- → Benefit the local community

Councillor Support

All applications need the full support of their District Councillor. A list of all District Councillors is available on the District Council's website https://www.staffsmoorlands.gov.uk/sm/your-council/about-the-council/councillors

How much funding is available

Each District Councillor has £500.

What we can fund

This Fund can support:

- one-off events or ongoing projects
- capital items or revenue costs
- new projects or existing projects

For example we can pay for set up costs, ongoing running costs, equipment, materials, consumables, publicity, training, transport, room hire.

Criteria and conditions

- 1 Applications must be submitted between Monday, 13 May 2019 and Friday, 31 January 2020.
- The application must be supported by the District Councillor(s) in the Ward that will benefit from the activity or project. Part Two of the Application Form must be completed by the District Councillor(s).
- Part One of the application form must be fully completed by the group or organisation applying for the grant. After completing Part One, return the form to your District Councillor who will complete Part Two.

- Where the total request for funding from the Council is £2,000 or over for an item/service you are purchasing please enclose copies of three quotes from alternative suppliers or explain why there is a preferred supplier.
- 5 The application must demonstrate how your organisation or project benefits a community in Staffordshire Moorlands.
- The activity must be organised or managed by members of the local community, involving volunteers from the local community.
- Applicants must be able to demonstrate that the grant is an important contribution to the success of the project or activity.
- 8 Applications must be from community-based organisations, this can include informal groups set up just to organise the project or activity.
- To receive funding the group should either have a bank account in its name (requiring two signatories) or have another formal voluntary/community group which can receive and administer the funding on its behalf.
- Any changes to the project or activity the funding has been originally granted for, requires further approval from the District Council.
- Where possible groups should publicly acknowledge the support of Staffordshire Moorlands District Council.
- Successful applicants must do their best to ensure that the activity or project is open to all the members of the local community for which it is intended to benefit.
- 13 Where an application for grant is refused the applicant can apply again.
- 14 Any grants that are not spent must be returned to the District Council.
- Where projects and activities involve children and young people and/or vulnerable adults, groups must have relevant policies and procedures in place.
- Successful applicants must ensure that permissions are obtained from relevant authorities (e.g. Planning Permission, Road Closure Order, Entertainment Licence etc.)

What we cannot fund

Voluntary Sector Services

Generally CCIF does not fund voluntary sector services as they tend to be significantly larger organisations. CCIF focuses on smaller groups and organisations which are community-run.

Parish Councils

CCIF can support community-based activity and volunteering which is also supported by the Parish Council or community projects delivered by Parish Councils or Parish Council activities designed to solve a local problem or issue. It is not a substitute fund for services and activities which Parish Councils are responsible.

Retrospective Grants/Debts

CCIF does not make retrospective grants. However sometimes groups may have unexpected bills and expenses which can result in a shortfall in the groups' general running costs. CCIF can help to cover a group or organisation's general running costs.

Religious Activities

CCIF does not fund religious activities, but it can fund local churches and other places of worship. Many places of worship are used by community groups and host a variety of community events and activities. However, if the application is specifically for a religious activity, then this cannot be funded.

Organisations that do not provide benefit to the residents of the Staffordshire Moorlands

Applications must be from organisations that benefit the residents of Staffordshire Moorlands.

Non-Voluntary Organisations

CCIF does not fund non-voluntary organisations. For example, CCIF does not fund schools as they are not voluntary organisations. (However CCIF could support PTFAs which are voluntary).

Individuals

CCIF does not fund individuals. Applicants need to clearly demonstrate that there will be community benefit.

Political Activities

CCIF does not fund political activities.

Frequently Asked Questions

Can Councillors support groups and organisations that they are involved with?

Yes they can. Councillors should declare any interests on Part Two of the Application Form where there is a specific question about this.

Can CCIF fund temporary or informal groups?

Yes it can. CCIF intends to support grass-roots, community-led activity, this includes temporary projects or one-off events and activities. Under these circumstances the group or organisation may not have its own bank account, therefore the CCIF grant can be paid to another group or organisation which is willing to accept the grant on their behalf.

Do groups and organisations need to send in copies of invoices/ receipts/ quotes?

No, groups and organisations do not need to supply this paperwork. CCIF offers local groups and organisations small amounts of funding, this level of monitoring would be disproportionate to the level of grant. Local Councillors will have good knowledge of and a good relationship with the group or organisation that they are supporting, and would therefore be aware of any issues with the group.

How are grants publicised?

Councillors or groups may wish to make their own arrangements for publicising grants.

What types of projects have been funded in the past?

A full list of all grants awarded in previous years is available on the District Council's website www.staffsmoorlands.gov.uk

Help Answering Questions on the Application Form

How many local people (volunteers) help to organise this activity?

Local volunteers must help to organise the activity, otherwise the application is not eligible. Whether you have 2 volunteers or 100 volunteers, please make sure you answer this question.

Please describe the project or activity.

Not all activities have a specific name. A short simple name is okay. For example if you are applying for general running costs, this can be the name of the activity.

How many people will benefit from this activity?

For regular activities – please state how many people usually take part.

For future events – please state how many people you hope will attend – your target number of people or your best estimate is okay.

For environmental improvements – it can be assumed that most people living in or visiting the town/village/parish will benefit from the environmental improvement.

How will people benefit from this activity?

Please explain how the project will make a difference to the people that take part. For example:

- → Reduce social isolation
- → Learn new skills
- → Improve the physical environment
- → Promote community spirit and cohesion
- → Promote health and wellbeing

More Information

If you have any questions please contact Rose Cunningham at Staffordshire Moorlands District Council. Tel: 01538 395516 Email: rose.cunningham@staffsmoorlands.gov.uk

Staffordshire Moorlands District Council, Moorlands House, Stockwell Street, Leek, Staffordshire. ST13 6HQ

Free Help and Advice for Community Groups

There are two local organisations that can provide FREE help and advice to community groups on lots of different issues, e.g. publicity, fundraising, volunteers, policies and procedures.

Support Staffordshire (Staffordshire Moorlands) <u>www.supportstaffordshire.org.uk</u> 0300 777 1207 VAST <u>www.vast.org.uk</u> 0300 303 8606

Name of Group/ Organisation	Name of Project/ Activity	Ward Councillor(s)	Amount Cllr(s) wants to award
The Troll Run	Troll Run	Christopher Wood	£150
Kingsley Village Hall	Village Planters and Plants	Ivor Lucas & Elsie Fallows	£200 (£100 each)
Cotton Parish Council	Cemetery Entrance Archway	Ivor Lucas	£150
1st Waterhouses Brownies	Activity Weekend Holiday	Linda Malyon	£100
Wetley Rocks Village Hall	New Emergency Fire Exit Doors	Tony McNicol	£100
Leek CSOB FC	Junior Football Training Equipment	Neal Podmore	£150
Brough Park	Couch to 5k' in Brough Park, Leek - Part funding	Mike Gledhill	£100
Running Club	of trophies for juniors, painting signs on paths	Bill Cawley	£166
Biddulph Bowling and Recreational	Secure Storage Space	Christopher Wood	£100
Club		Jim Davies	£100
Sandy Lane Centre	Fire Door Replacement	Geoff Bond, Linda Lea, Christina Jebb	£600 (£200 each)
Cellarhead & District Horticultural Society	Refurbishment of Planting Area around Wetley Rocks Village Hall	Barbara Hughes	£150
Bradnop Village Hall	Purchase of a large Storage Shed	Linda Malyon	£100
Staffs Moorlands District Scout Council	World Scout Jamboree 2019	Linda Malyon	£100
Cheadle & District Foodbank (on behalf of Town Cllr David Sargeant)	Commonwealth Mural made by local schools	Richard Alcock	£50
	Young Peoples Drop-in Centre	Dani Ogden	£100
Leek Town Centre Youth Project		Brian Johnson	£250
		Pam Wood	£100
		Ben Emery	£100

Name of Group/ Organisation	Name of Project/ Activity	Ward Councillor(s)	Amount Cllr(s) wants to award
Caverswall Historical Society	Remembrance Weekend 1918-2018	Paul Roberts	£200
Leek Hockey Club	Purchase of Face Masks for the Junior Hockey Team	Bill Cawley	£160
	Repair to the Water Pipe	Tony Hall	£500
	at the Biddulph in Bloom	John Redfern	£150
	Allotment	Hilda Sheldon	£500
Biddulph in Bloom	Allotment Costs - Legal Fees to register in the Land Register	Jim Davies	£200
	Purchase of floral towers	John Redfern	£350
	Spring plantings	Jim Davies	£100
Leek Events	Dr Plots Event - Children's Workshops	Pam Wood	£100
Leek RFC	Junior Girls Rugby Training Kit	Bill Cawley	£166
	Fun Day	Barbara Hughes	£150
Werrington Young Persons Support Group	Play Day Event	Tony McNicol	£200
	Friday Night Youth Club	David Shaw	£250
	Werrington in Bloom - Purchase of Plants	Tony McNicol	£200
Werrington Community Volunteers Group	Purchase of Brazier and Plants for WW1 Remembrance Event	David Shaw	£250
	Speedwatch equipment and fireproof safe	Ross Ward	£500
St Margaret's Parochial Church Council	To provide safety lighting for the public pathway between the church car park and vestry door.	Colin Pearce	£250

Name of Group/ Organisation	Name of Project/ Activity	Ward Councillor(s)	Amount Cllr(s) wants to award
Greatwood Hall Youth Group	Tean Youth Club - Repair of the Pool Table	Colin Pearce	£250
Royal British Legion Ipstones Branch	'Lights On' Celebrations - Purchase of Silhouette Soldier	Linda Malyon	£100
2nd Leek Scout Group	Purchase of new Temporary Hut at Campsite	Keith Harrison	£200
Rudyard & District WI	Purchase of a Defibrillator	Norma Hawkins	£250
Alton OAP Association	Half-day trip to Leicester	Arthur Forrester	£100
Alton Handbell Ringers	Christmas Concert	Arthur Forrester	£100
St. John the Baptist Tea-m-Up Group	Afternoon Tea at Denstone Hall Café and Shop	Arthur Forrester	£100
Cheadle Pensioners Association	Monthly Activity Group providing entertainment, refreshments and trips out	Richard Alcock	£250
First Biddulph Moor Scout Group	Ongoing expenses for training and badges	John Jones	£250
Endon with Stanley	WW1 Commemorations - Beacon Lighting,	Geoff Bond	£100
Parish Council	Exhibition and Entertainment	Christina Jebb	£200
The Moorlands Brunch Bunch	Project allows people from the Moorlands to meet in friendship for social pastimes and physical activities	Gill Heath	£200
Cotton Parish Council	Cemetery Entrance Archway	Elsie Fallows	£50
Warslow Village Hall Committee	Christmas Fayre	Teresa Riley	£150
Onecote Bloomers Gardening Club	Gardening Club - Room Hire/Speaker Costs	Teresa Riley	£100
St Luke's PCC	Craft and Chat	Teresa Riley	£50

Name of Group/ Organisation	Name of Project/ Activity	Ward Councillor(s)	Amount Cllr(s) wants to award
Grindon Craft Club	Room hire costs and materials to maintain group	Teresa Riley	£100
Leek RFC	Junior/Mini development	Keith Harrison	£200
AFC Ipstones	Local Sunday Football Team - Running Costs	Linda Malyon	£100
Watercolours Art Class	Weekly Arts Class	Teresa Riley	£100
Biddulph Moor Evergreen Club	50th birthday party celebrations and trips out	John Jones	£250
		Dani Ogden	£200
DATOUL ST. First	Purchase of percussion	Margaret Lovatt	£100
PATCH Leek First School PTA	instruments and storage	Darren Price	£100
SCHOOLFTA	units	Pam Wood	£100
		Brian Johnson	£100
Biddulph Moor Village Hall	Replacement ceiling and floor	lan Lawson	£500
		Ben Emery	£100
	Duadwatian at a Ovida ta	Pam Wood	£200
Leek Twinning	Production of a Guide to Leek Booklet	Margaret Lovatt	£100
		Neal Podmore	£50
		Dani Ogden	£100
Greenway Moor WI	Perennial plants for the WI Garden on the corner of Woodhouse Lane, A527 Congleton Road	Jim Davies	£100
Endon Methodist Church	Kitchen equipment - community lunch time held once a week	Linda Lea	£100
Dilhorne Endowed PTFA	New flagpole	Paul Roberts	£150
Leek CSOB FC	Training Equipment/Balls	Gail Lockett	£200
		Mike Gledhill	£150
Action West End	Family Fun Day	Keith Harrison	£100
		Ben Emery	£100
Haregate Community Centre	Christmas Community Builders - variety of projects over the Christmas period	Margaret Lovatt	£100

Name of Group/ Organisation	Name of Project/ Activity	Ward Councillor(s)	Amount Clir(s) wants to award
1st Wetley Rocks (St. Johns) Guide Unit	Introduction of new programme	Barbara Hughes	£200
2nd Forsbrook Guides	Girlguides are travelling to Kenya to take part in a service project connected to a school in Shanzu, Mombasa.	Arthur Forrester	£100
Alton Village Hall	Kitchen upgrade	Arthur Forrester	£100
Hollinsclough Parish Council	Batteries for Defibrillator	Gill Heath	£60
Homestart Staffordshire Moorlands	Training for Volunteers	Mike Gledhill	£150
6th Leek St Mary's Brownies	Outings/Visits	Mike Gledhill	£100
St. Mildred's Church, Whiston	Renovation of War Memorial	Elsie Fallows	£100
3rd Leek Brownies	New Girlguiding Programme	Brian Johnson	£150
Whiston WI	Village Quilt	Elsie Fallows	£150
St Mildred's Church, Whiston	Messy Church - Craft materials, aprons, books, etc.	Ivor Lucas	£250
Werrington Wasps Yellow U6	Training equipment and strips for newly formed football team.	Sav Scalise	£150
Cheddleton Carnival Committee	Cheddleton Carnival	Sav Scalise	£150
Cheddleton 1st Scout Group	Climbing Equipment	Sav Scalise	£200
Leek RFC	Safeguarding training for coaches and managers.	Neal Podmore	£100
Caverswall Community Society	Outdoor children's play area at the community owned hub/pub.	Paul Roberts	£150
St Paul's Church Community Centre	Premises refurbishment to the toilet facilities and the main hall	Charlotte Atkins	£500

Name of Group/ Organisation	Name of Project/ Activity	Ward Councillor(s)	Amount Cllr(s) wants to award
Borderland Voices	Ongoing support for the weekly creative writing, expressive art and patchwork groups	Dani Ogden & Margaret Lovatt	£200 (£100 each)
St. Edward's First Academy PTFA	Outdoor play and learning zones	Michael Bowen	£300
	Defibrillator Batteries and Pads		£60
Quarnford Parish Council	Contribution towards safety equipment, wheelbarrow, spades etc. for clearance of access path to the newly acquired village playing field	Gill Heath	£20
Leek Events	Party in the Park/Leek Carnival	Gail Lockett	£100
Friends of Biddulph Valley Park	Biddulph Brook Priority Path	Kevin Jackson, Madelaine Lovatt, Jeanette Walley	£270
Biddulph & District Youth Orchestra	Tutor fees, room hire and Insurance	Kevin Jackson, Madelaine Lovatt, Jeanette Walley	£300
		Andrew Hart	£100
Be You Crew	Family events and support for children and young people living in the Staffs Moorlands who have disabilities and/or special needs.	Darren Price	£150
Leek RUFC	U8s Rugby Team	Darren Price	£150
All Saints First School PTFA	New stage lighting for productions	Darren Price	£100
Haregate Community Centre	Community Cupboard - making fresh fruit and vegetables available to everyone.	Margaret Lovatt	£50
		Gill Heath	£100
Leek Stroke Club	Room hire/transport costs	Margaret Lovatt	£50

Name of Group/ Organisation	Name of Project/ Activity	Ward Councillor(s)	Amount Clir(s) wants to award
Bagnall Heights Residents Fund	Planting of poppies and erection of a soldier statue in the grounds and to open up the complex in School Road for all local residents to view.	Sybil Ralphs	£350
ACRA Association	Funding towards a grit bin for residents	Michael Bowen	£200
Endon Methodist Church	Cafes for carers of people who have	Geoff Bond	£200
Ondron	dementia	Christina Jebb	£100
Tean Youth Club	Outdoor lighting for Netball/Basketball Court	David Trigger	£500
Biddulph Youth & Community Zone	Fitness Zone - Purchase of a rowing machine and running machine	Kevin Jackson, Madelaine Lovatt, Jeanette Walley	£500
Cheadle Citizen Advice	New signage	Deborah Grocott	£500
Brown Edge Luncheon Club	Transport for the elderly	Linda Lea	£100
Endon Park Regeneration Project	Regeneration of Station Road Play Ground	Linda Lea	£50
Leek Musical Theatre Company	Production of Guys and Dolls	Ben Emery	£200
Theatre Company		Neal Podmore	£100
Biddulph Amateur Swimming Club	Biddulph ASC Annual Open Meet	Andrew Hart	£300
Brown Edge Village/ Carnival Committee	Grant towards organisational costs	Linda Lea	£50
D: 11 1 1 D 1:	D	Andrew Hart	£100
Biddulph Bowling and Recreational Club	Purchase of smaller woods for juniors and ladies	Kevin Jackson, Madelaine Lovatt, Jeanette Walley	£150
Ilam Parish Council	Defibrillator relocation	Edwin Wain	£100
Waterhouses & District Y&A Cent	Lifeguard and poolside safety equipment	Edwin Wain	£200
Moorlands Home Llink	Moorlands Home Link Befriending Service	Peter Wilkinson	£300

Name of Group/ Organisation	Name of Project/ Activity	Ward Councillor(s)	Amount Cllr(s) wants to award
Cheadle Carnival Committee	Cheadle Carnival 2019	Peter Wilkinson	£200
Cheadle in Bloom	Town floral displays	Stephen Ellis	£200
Friends of Cecilly Brook LNR	Enhancement of Cecilly Brook and Hales Hall Local Nature Reserve	Stephen Ellis	£100
Cheadle (Staffs) Allotment Association	Pathway work and provision of a children's allotment area and provision of a ground water pump	Stephen Ellis	£200
Leek Cricket Club	Purchase of a Defibrillator	Neal Podmore	£100
Freehay Village Hall	Purchase of a Defibrillator	Richard Alcock	£200
AFC Leek Town	Under 11's children's football club - purchase of football equipment	Gail Lockett	£200
		Christopher Wood	£250
The Green Tree House	Craft Café Community Project	Kevin Jackson, Madelaine Lovatt, Jeanette Walley	£280
Bagnall Village Hall	Purchase of booking system software	Sybil Ralphs	£150
St. Michael's Church, Horton	Purchase of a Defibrillator to be fixed on the Church Lichgate	Norma Hawkins	£250
Cauldon Low Village Hall	Painting of interior doors	Elsie Fallows	£100
Thursday Club	Village Hall rent and refreshments	Ian Herdman, Keith Flunder, Abigail Wilkinson	£300
Friends of Forsbrook Alzheimers Social & Friendship Club	Entertainment costs	Ian Herdman, Keith Flunder, Abigail Wilkinson	£300
Forsbrook Parish Council	Forsbrook Annual Parish Fete	lan Herdman, Keith Flunder, Abigail Wilkinson	£300

Name of Group/ Organisation	Name of Project/ Activity	Ward Councillor(s)	Amount Cllr(s) wants to award
Gaming Potion	Hire of room or community spaces to hold free board game club for young people	lan Herdman, Keith Flunder, Abigail Wilkinson	£300
Friends of Staffordshire Moorlands Young Musicians	Moorlands Music Centre - maintenance of instruments, room hire, concert costs, etc.	lan Herdman, Keith Flunder, Abigail Wilkinson	£300
Leekfrith Parish Council	New battery for defibrillator	Gill Heath	£60
Cheadle Citizen Advice	General funding to support the group	Peter Jackson	£500
Cheddleton Friendship Club	Outings	Mike Worthington	£500
Greatwwood Hall	History of Tean Project - display equipment and cabinets	Mark Deaville	£500
Moorlands Villages Scout Group (Waterhouses)	Camping equipment	Edwin Wain	£200
Staffs Moorlands Cancer Support Group	Room rental and refreshment costs	Alan Banks	£500
The Sunshine Club	Social outings and holidays	Julie Bull	£500

