

## ***Delegated Decisions by Cabinet Member for Safer & Stronger Communities***

***Monday, 5 September 2011 at 12.00 pm or on the rising of the Safer & Stronger Communities Scrutiny Committee whichever is the later***

***County Hall, New Road, Oxford***

### ***Items for Decision***

The items for decision under individual Cabinet Members' delegated powers are listed overleaf, with indicative timings, and the related reports are attached. Decisions taken will become effective at the end of the working day on Wednesday 14 September 2011 unless called in by that date for review by the appropriate Scrutiny Committee.

Copies of the reports are circulated (by e-mail) to all members of the County Council.

**These proceedings are open to the public**



Peter G. Clark  
County Solicitor

August 2011

**Contact Officer: *Julie Dean***  
*Tel: (01865) 815322; E-mail: julie.dean@oxfordshire.gov.uk*

*Note: Date of next meeting: 17 October 2011*

**If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.**

## Items for Decision

### 1. Declarations of Interest

### 2. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet Member's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

### 3. Petitions and Public Address

### 4. Village Hall and Community Centre Grants 2011/12 (Pages 1 - 8)

*Forward Plan Ref:* 2011/090

*Contact:* Karen Warren, Acting County Librarian Tel: (01865) 323580

Report by Director for Social & Community Services (**CMDSSC4**).

The County Council's grant scheme for the improvement of village halls and other community buildings is administered by the Oxfordshire Rural Community Council (ORCC). This report summarises the applications received and recommends allocations from the grant fund for 2011/12.

Annex 1 to the report sets out the criteria for grant aid for village hall/community centre building projects. Annex 2 lists the recommendations.

***The Cabinet Member for Safer and Stronger Communities is RECOMMENDED to approve the grants proposed in Annex 2 to this report***

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Division(s): ALL

## **CABINET MEMBER FOR SAFER AND STRONGER COMMUNITIES 5 SEPTEMBER 2010**

### **VILLAGE HALL/COMMUNITY CENTRE GRANTS 2011/2012**

#### **Report by Director for Social and Community Services**

##### **Introduction**

1. The County Council's grant scheme for the improvement of village halls and other community buildings is administered by the Oxfordshire Rural Community Council (ORCC). This report summarises the applications received and recommends allocations from the grant fund for 2011/12.

##### **Applications Received**

2. Fifteen applications were received and were checked against the established eligibility criteria of the scheme (Annex 1).
3. Notes of each application are in the Members' Resource Centre.

##### **ORCC Grant Recommendations**

4. ORCC's grant recommendations are attached in the table at (**Annex 2**). These have been discussed with ORCC's Village Halls Advisory Group consisting of representatives of village hall committees countywide.

##### **Third Party Funding as a trigger for Landfill Tax Credit support for projects**

5. It is possible that in a few cases part of a grant recommended for a project will be needed as Third Party Funding in order to trigger a grant from the Trust for Oxfordshire's Environment. This is a productive use of the Council's financial support in order to lever in other funds. A note about Third Party Funding is included in the Guide to the application notes in the Members' Resource Centre.

##### **Progress on grants allocated in previous years.**

6. Twenty two grants were allocated in 2009/10 totalling £58,843. Of these two projects are still in progress (Fencott £2,000, and Upper Heyford, £2,500).
7. Sixteen grants were allocated in 2010/11 totalling £59,137. Of these, one project is still in progress (Shenington, £5,000) and one project is in the process of claiming (Ramsden, £5,000).

## **Financial Implications**

8. The annual budget for the grants in 2011/12 is £59,137. The grant of £7,500 awarded in 2010/11 to Wiggington Village Hall has been withdrawn owing to circumstances at the hall. With the approval of the Director for Social and Community Services, this has been allocated to this year's budget, bringing the total of grants recommended in this report to £66,637.
9. Funds from 2009/10 and 2010/11 budgets have been carried forward to meet the commitments made to projects approved in those financial years.

## **RECOMMENDATION**

- 10. The Cabinet Member for Safer and Stronger Communities is RECOMMENDED to approve the grants proposed in Annex 2 to this report**

John Jackson  
Director for Social and Community Services

Background papers: Notes on Applications

Contact Officer: Karen Warren, Acting County Librarian, Tel: (01865) 323580

September 2011

**OXFORDSHIRE COUNTY COUNCIL**  
**SOCIAL AND COMMUNITY SERVICES**

**GRANT AID FOR VILLAGE HALL/COMMUNITY CENTRE BUILDING**  
**PROJECTS**

**CRITERIA AND GUIDELINES**

The County Council has a small annual budget for grants towards village hall and community centre building projects.

**WHAT KIND OF PROJECTS ARE ELIGIBLE?**

1. What kind of hall?

Village halls and community centres i.e. buildings in urban and rural areas which are available for use by a wide range of local people and organisations. The managing body of the building should be a properly constituted voluntary organisation representative of users or a town/parish council in a community of under 10,000 population.

Buildings managed by one particular sectional organisation will not normally be eligible. If such a building serves a wider role in the community and no publicly-owned facility is available, an application can be considered on its merits.

In the case of any building not held on trust for public use, the managing body must undertake to make the building available for general public use for at least 21 years.

2. What kind of building work?

Grants will be considered for:

- acquisition of land or buildings
- adaptation and improvement of existing buildings and their accessibility
- erection of new buildings
- professional fees, including assistance with initial design and costing work
- other associated expenses, e.g. fencing, car park
- major replacement items such as a new floor, new roof, new heating system

Grants will not be considered for:

- routine repairs or maintenance work
- associated outdoor facilities, such as play areas, sports facilities and associated changing rooms, which are not related to the indoor use of the building



### 3. Other criteria

- i. There should be sufficient security of tenure of the building – a freehold or long lease
- ii. Planning permission and building regulations approval should have been obtained. [Applicants will be responsible for arranging for compliance with all planning and building control regulations. Any approval by the County Council of grant aid for building or related work should not be taken to imply that any relevant permissions have been or will be granted.]
- iii. The property should not be subject to a mortgage or a loan secured on the property
- iv. Grant aid is not available for any expenditure on the project which has already been committed or incurred (except, if necessary, on professional fees). (Exceptionally in urgent cases "without prejudice permission" to incur specific liabilities may be sought from the Council.)
- v. Applicants will have to show that:
  - there is a need for the project which could not be met by any other means
  - there is financial need for a grant
  - other sources of finance are available to supplement the grant requested from the County Council to meet the total cost of the project. It will normally be expected that grant aid support will be sought from the Town/Parish Council and District Council
  - the project is technically feasible and reasonably priced. At least 3 estimates or a costing by a quantity surveyor should have been obtained
  - the design and construction meet health and safety and other relevant regulations
  - all building work whether or not it requires building control approval should comply with Part M (2004) of the Building Regs. 2000
  - the property is adequately insured

### **WHAT LEVEL OF GRANT AID IS AVAILABLE?**

The County Council seeks to make available grants of up to 35% of total project costs, normally up to a maximum cash limit of £10,000. For projects to provide access/facilities for people with disabilities, the Council seeks to make available grants of up to 50% of total project costs (normally subject to the same cash limit). For schemes affected by the maximum cash limit there is the possibility of applying for grant aid phased over more than one year.

**HOW WILL APPLICATIONS BE ASSESSED?**

All applications should indicate how projects will result in accommodation which is more effective and better able to meet local needs. The County Council will give priority to the following:

- Projects where there is no existing publicly-owned provision and no other suitable alternative facilities or where existing provision is seriously inadequate
- Work on existing accommodation which if not carried out would seriously threaten the future of the building or seriously restrict its use
- Work required for health and safety reasons
- Work to provide access/facilities for people with disabilities and to ensure, as a minimum, compliance with the Disability Discrimination Act

**WITHIN WHAT PERIOD MUST GRANTS BE CLAIMED?**

It is expected that building work should commence within 12 months from the date on which grant aid is agreed. Work should be completed within 2 years from that date.

**ARRANGEMENTS FOR THE RECLAIM OF VAT**

If suitable arrangements are made locally with the advice of ORCC, the Council is willing to receive a grant application from a town/parish council in order to assist an independent village hall/community centre committee, so that the council can use the grant to order and pay for part of the building work on the instructions of the hall/centre committee and reclaim the VAT for the benefit of the project. An ORCC information paper on this subject is obtainable from ORCC who can advise further on procedures.

**TIMETABLE AND PROCEDURE FOR APPLICATIONS**

Applications for grant should be made through the Oxfordshire Rural Community Council. The ORCC has been asked by the County Council to liaise with applicants and make sure their application forms are fully completed. **Applications should be submitted to the ORCC as soon as possible but no later than 30 June 2011 for the financial year 2011/12.** The Council is likely to consider applications in September 2011.

All enquiries about the grant aid scheme should be made to the ORCC not to the County Council.

Oxfordshire Rural Community Council  
 Jericho Farm, Worton, Witney, Oxon OX29 4SZ  
 Tel: 01865 883488  
 Fax: 01865 883191. E-mail: lynne.newin@oxonrcc.org.uk

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## COUNTY COUNCIL GRANT AID FOR VILLAGE HALL/COMMUNITY CENTRE PROJECTS 2011-12

HALL	PROJECT	COST £	GRANT SOUGHT £	%	GRANT APPROVAL	
					£	%
<b>Higher priority</b>						
Claydon (Ch)	Install disabled w.c.and repairs to roof	13,466	4,710	35	4,710	35
Cuxham (S)	Refurbish hall	23,443	8,205	35	7,500	32
Drayton (Ch)	Make building water tight	30,383	10,000	33	7,500	25
Garsington (S)	Refurbish and extend hall to include better DDA facilities	246,000	10,000	4	10,000	4
Kingston Lisle (V)	Refurbish hall	28,800	8,500	30	5,000	17
Mapledurham (S)	Repair and replace roof including insulation	18,750	6,500	35	6,500	35
Over Norton (W)	Install double doors to improve access to hall	30,018	10,000	33	5,000	17
Stadhampton (S)	Adapt church to be used for Community activities	318,798	10,000	3	0	
Tetsworth (S)	Install disabled w.c., improve access and renew heating	208,508	10,000	5	7,500	4
<b>Lower priority</b>						
Combe Reading Room (W)	Repair Victorian railings	3,180	928	29	0	
Ducklington (W)	Install 3 new sash windows and replace fire exit door	3,247	1,136	35	1,120	34
East Hendred (V)	Refurbish existing toilets	21,000	3,620	17	3,000	14
Ewelme (S)	Replace 10 existing windows	4,757	1,307	27	1,307	27
Goring (S)	Extend the existing hall	98,000	10,000	10	7,500	8
Southwold Comm Ass (Ch)	Withdrawn	0	0		0	
<b>TOTAL</b>		<b>768,337</b>	<b>94,906</b>		<b>66,637</b>	
£59,137 in 2011-12 budget + £7,500 withdrawn from Wiggington in 2010-11 = £66,637						

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