

POLICY REVIEW AND DEVELOPMENT PANEL REPORT

REPORT TO:	Environment and Community Panel		
DATE:	18 July 2023		
TITLE:	Councillor Community Grant Scheme		
TYPE OF REPORT:	Monitoring		
PORTFOLIO(S):	Leader of the Council, Cllr Alexandra Kemp		
REPORT AUTHOR:	Honor Howell Corporate Governance Manger/Assistant to the Chief Executive		
OPEN/EXEMPT	Open	WILL BE SUBJECT TO A FUTURE CABINET REPORT:	No

REPORT SUMMARY/COVER PAGE

PURPOSE OF REPORT/SUMMARY: On 9 September 2021, Council agreed to create a Councillor Community Grant Scheme to run consecutively during 2021-22 and 2022-23 to support local projects and activities that will have a positive impact throughout the borough. This report provides an overview of how the funding has supported projects, events and initiatives within the local community from 2021 to 2023. It has been operationally decided by the Chief Executive that this scheme will continue in 2023-24 under the current policy and conditions agreed at Cabinet on 3 August 2021.
KEY ISSUES: To support members, give practical financial assistance to schemes in their constituencies which will benefit the community as well as contribute to the council's overall vision and corporate business plan. The continued revenue budget for the Councillor Community Grant will be subject to future consideration by Cabinet.
OPTIONS CONSIDERED: The Environment and Community Panel is asked to review the delivery of the scheme from 2021 to 2023 and consider improvements to be implemented during 2023-24.
RECOMMENDATIONS: The Environment and Community Panel to provide feedback and recommendations to enhance the scheme for local groups within the borough, including raising awareness of the scheme. Consideration from Cabinet to enable the funding to be built into the revenue budget in the future.
REASONS FOR RECOMMENDATIONS: To enhance the Councillor Community Grant Scheme for 2023-24.

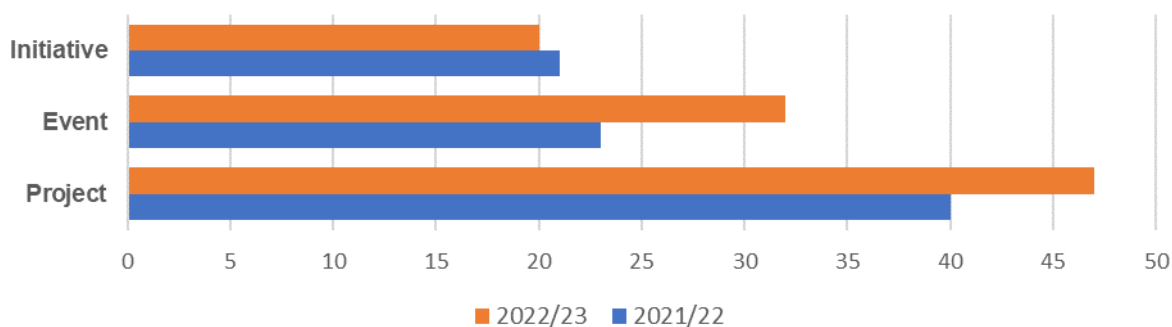
1. Introduction

- 1.1 The council introduced a Councillor Community Grant Scheme with the aim of funding community projects, events and initiatives to deliver better outcomes for residents in the borough as well as contributing to the achievement of the Council's Corporate Business Plan priorities.
- 1.2 A total of £55,000 grant funding for each year was made available from an underspend in the Financial Assistance Grants. Each ward councillor was given a budget of £1,000p.a. to assist their constituents with funding for projects which met the criteria of the scheme.
- 1.3 It has been operationally decided by the Chief Executive that this scheme will continue in 2023-24 under the current policy and conditions agreed at Cabinet on 3 August 2021. Training will be offered to newly elected members to set out their roles and responsibilities, including issues to consider when awarding funding, transparency, data protection and signposting to other funding support options.

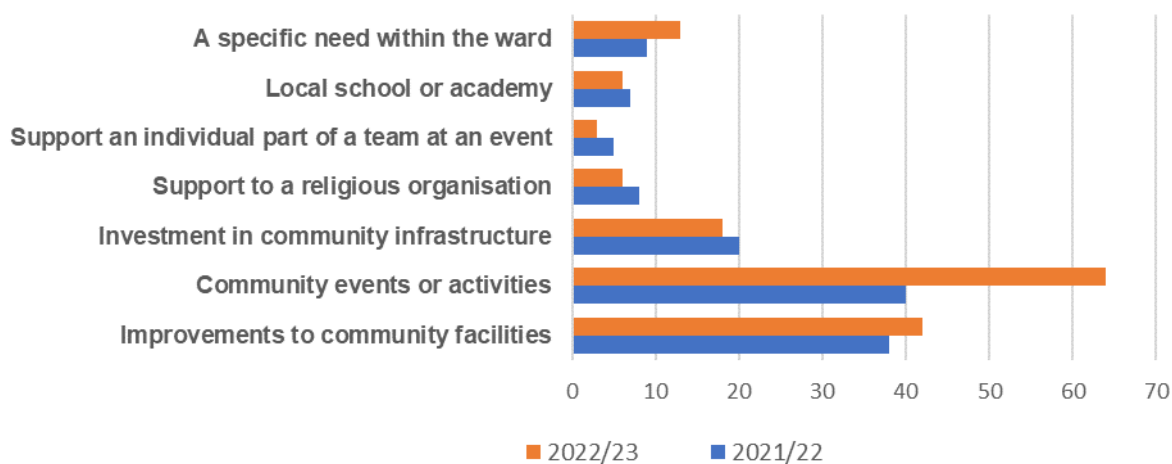
2. 2022-23 overview and achievements

- 2.1 In 2022-23 councillors awarded funding to local groups and organisations for projects, initiatives and events amounting to £38,111.99. The highest volume of requests was received for community groups/activities (31) Jubilee/Coronation events (21), village halls (16) and recreational groups/events (12).

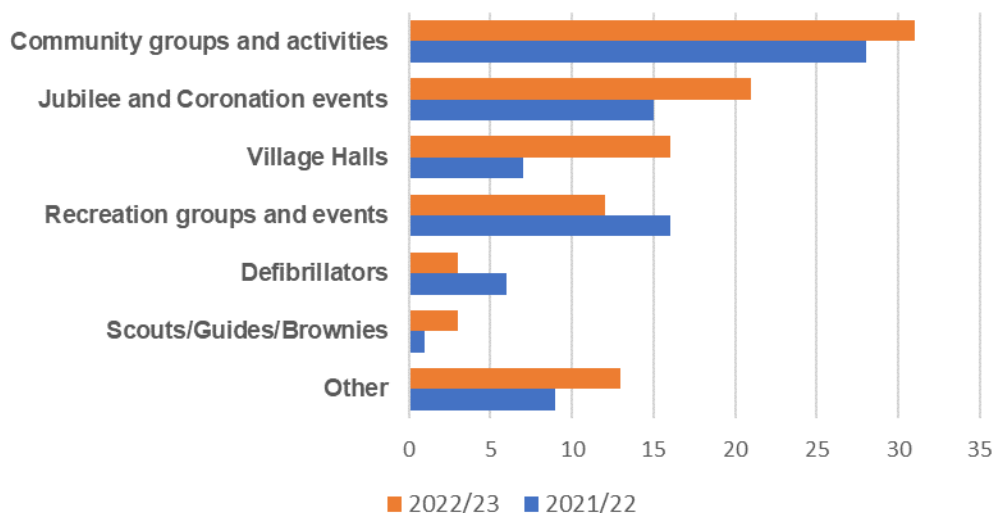
2.2 The number of Projects / Events / Initiatives awarded funding



2.3 The criteria met by each grant was decided by members with some grants meeting multiple criteria



2.4 A breakdown of the key community themes awarded grant funding



3. Issues for the panel to consider

- 3.1 The Environment and Community Panel is asked to review the delivery of the scheme from 2021 to 2023 and consider improvements to be implemented during 2023-24.

4. Corporate priorities

- 4.1 The Councillor Community Grant Scheme contributes to the following priorities within the Corporate Business Plan:
- Protecting and enhancing the environment including tackling climate change
 - Improving social mobility and inclusion
 - Helping to improve the health and wellbeing of our communities

5. Financial implications

- 5.1 Of the £55,000 2022-23 budget, £38,111.99 was allocated. From the £16,888.01 underspend £16,000 has been transferred to assist the Hanseatic Union for a further 6 months until 30th September 2023 to continue to support the Welcome Centre for refugees and the remaining £888.01 transferred back to the council's general reserves.
- 5.2 It is proposed that funding for 2023-24 can be met from revenue underspend from 2022-2023. This is reflected in the revenue outturn report separately reported to Cabinet on 1 August 2023. Future consideration from Cabinet will be required to enable the funding to be built into the revenue budget for future years.

6. Any other implications/risks

- 6.1 None.

7. Equal opportunity considerations

- 7.1 A pre-screening equality impact assessment was completed when the policy was agreed at Cabinet on 3 August 2021. This assessment was positive across all criteria.

8. Environmental considerations

8.1 None.

9. Consultation

9.1 Management Team and Council Leader

10. Conclusion

10.1 The Environment and Community Panel to review and note the report.

11. Background papers

- Cabinet report 3 August 2021

2022/23 Councillor Community Grant Spend

Applicant	Item requested	Ward	Funding provided
Fincham Memorial Hall and Playing Fields	Modernisation of toilets in the hall	Airfield	£500.00
Pentney Village Hall	Replacement chairs	Airfield	£500.00
Marham Bowls Sports and Social Club	New music system amplifier and microphones	Airfield	£500.00
Marham Bowls Club	Bench	Airfield	£500.00
Church of St Mary the Virgin Great Bircham	Free cream tea with prosecco for residents to celebrate the jubilee	Bircham with Rudhams	£300.00
Jane's Coffee Corner	Provide essential household items for vulnerable local residents	Bircham with Rudhams	£450.00
Bircham in Bloom	Planting for Bircham in Bloom	Bircham with Rudhams	£250.00
Great Ringstead History Group	Set up a website, print information leaflet, maps and self-guided walks	Brancaster	£500.00
Docking Rangers Football Club	Line paint for football pitches	Burnham Market and Docking	£250.00
Docking Rangers Football Club	Trophies for the end of season presentation	Burnham Market and Docking	£300.00
South Creake Tennis Club	Irrigation system for two tennis courts	Burnham Market and Docking	£250.00
Burnham Overy Coffee Club	Supplying hot drinks and cake to members of the community free of charge	Burnham Market and Docking	£200.00
Tilney All Saints Village Hall	Host an exhibition of residents memories, planting of a tree, bury a time capsule, art exhibition and a tea party for the Queen's Jubilee	Clenchwarton	£500.00
Tilney All Saints Village Hall	Repairs to the village hall roof	Clenchwarton	£250.00
Friends of the Village	Coronation event	Clenchwarton	£250.00
West Norfolk Rowing Club	Volunteer coach training courses	Denver	£200.00
Denver Cricket Club	Equipment for the girls hardball team	Denver	£150.00
RAFA Downham Market branch	Replacement of memorial	Denver	£100.00
West Dereham Village Hall Trust	Development of a community cafe	Denver	£300.00
Dersingham Village Centre Association	Outdoor furniture	Dersingham	£1,000.00
Dersingham Choral Society	Insurance for musical equipment	Dersingham	£239.00
Dersingham Day Centre	Easter lunch and transport for elderly residents	Dersingham	£250.00
Dersingham Sportsground CIC	Repairs and maintenance to the sportsground tractor	Dersingham	£500.00
Downham Market Wildlife Group	Installation of swift boxes in the roof of Downham Market Town Hall	East Downham	£250.00

Applicant	Item requested	Ward	Funding provided
Word Fest Committee	To promote and run the first literary festival in Downham Market	East Downham	£250.00
Downham Festival	A free week long festival for the residents of Downham Market, providing entertainment, coffee morning, parade, BMX display	East and North Downham	£1,000.00
Outwell Playing Field and Village Hall Committee	Christmas lights	Emneth with Outwell	£100.00
Outwell Playing Field and Village Hall Committee	Coronation celebrations	Emneth with Outwell	£900.00
Emneth Central Hall Committee	Coronation celebrations	Emneth with Outwell	£900.00
The Friends of St Peters Church Hockwold cum Wilton	Planting of wildflower area in churchyard and involvement with local school	Feltwell	£250.00
East Walton village bonfire committee	Platinum jubilee celebrations	Gayton and Grimston	£300.00
Grimston and District WI	Defibrillator	Gayton and Grimston	£500.00
Pott Row playing field	Maintenance of playing field	Gayton and Grimston	£400.00
Pott Row playing field	Replacement play equipment	Gayton and Grimston	£500.00
Jubilee Hall Gayton	Security system of full lock, ring camera and alarms	Gayton and Grimston	£300.00
Highgate Infant School	Jubilee celebrations	Gaywood Chase	£200.00
Gaywood Community Centre	Installation of rubbish bin	Gaywood Clock	£250.00
Gaywood Friendly Club	Electronic bingo machine, industrial drum heater, microphone	Gaywood Clock	£283.39
Gaywood Forget me not Luncheon Club	To provide hot lunch and social event for people in Gaywood	Gaywood Clock	£466.61
Kings Lynn Church of the Nazarene	Materials for community craft group	Gaywood North Bank	£100.00
Reffley Friends and Neighbour Club	Electronic bingo machine and microphone	Gaywood North Bank	£225.00
Reffley Friends and Neighbour Club	Coronation celebrations	Gaywood North Bank	£200.00
Sedgeford Village Hall Committee	Picnic bench	Heacham	£500.00
Heacham Heritage Community Project	Gathering photos and information on past events and businesses in Heacham to preserve for the future	Heacham	£300.00
Heacham Minors football club	Training equipment, replacement goal nets and balls, respect barriers	Heacham	£250.00
1st Heacham Rangers	Laptop, modem and sim card	Heacham	£347.99
West Norfolk Singers	Room hire and purchase of copyright music	Heacham	£125.00
Sedgeford Women's Group	Refreshments at Coronation gathering	Heacham	£100.00

Applicant	Item requested	Ward	Funding provided
St Marys Church Heacham	Coronation tea party	Heacham	£375.00
Northfields Allotment Club	Provide facilities for people of reduced mobility to access growing space by creating raised beds and paths	Hunstanton	£1,000.00
Harpley Community Events	Funding to cover hire charges for the Craft Club	Massingham with Castle Acre	£50.00
The Hillington Ladies	Coronation celebrations	Massingham with Castle Acre	£100.00
Harpley Village Hall Management Committee	Installation of infrared heating bar in meeting room	Massingham with Castle Acre	£150.00
Westacre Theatre	Provision of transport to help school children enjoy the theatre cultural experience	Massingham with Castle Acre	£100.00
Penny Black	Annual Christmas veg boxes for over 65s	Methwold	£100.00
The New Ladies Group	The New Ladies Group will reach out to new residents of Methwold to engage in village social activities and attend friendly meetings	Methwold	£500.00
The Community Heartbeat Trust	Defibrillator for Brookville, Methwold	Methwold	£200.00
Macular Society Local Support Group Downham Market	Providing information, activities and speakers for those with sight loss due to macular disease	North Downham	£500.00
Mr Bee's Family Centre	Repairs to roof and air conditioning units	North Lynn	£2,000.00
Snettisham Events Committee	Jubilee celebrations	Snettisham	£500.00
St Marys Church Snettisham	Illumination of the church for jubilee celebrations	Snettisham	£500.00
Stories of Lynn hosting on behalf of South Lynn community	Free Tudor event at South Lynn Community Centre	South and West Lynn	£1,300.00
Alive West Norfolk	Children's sport activities in October	South and West Lynn	£200.00
Alive West Norfolk	Children's sport activities in December	South and West Lynn	£200.00
South Lynn All Saints Parochial Church Council	Installation of kitchen and toilets	South and West Lynn	£300.00
Downham Market and District Heritage Society	Restoration work to new stands and repairs to items to form a new display to be available over the coming year	South Downham	£1,000.00
Gaywood Community Centre	Refurbishment of disabled toilets	Springwood	£1,000.00
Windsor Road Street Party	Defibrillator	St Margaret's with St Nicholas	£200.00
Windsor Road Street Party	Community street party to celebrate the coronation	St Margaret's with St Nicholas	£200.00
Kings Lynn and West Norfolk Pride	To provide the people of King's Lynn and West Norfolk a free festival event celebrating diversity and promoting equality. The council supports the individual Councillor's decision to use grant funds to support the event.	St Margaret's with St Nicholas	£800.00

Applicant	Item requested	Ward	Funding provided
King's Lynn Men's Shed	Installation of heating	St Margaret's with St Nicholas	£800.00
Terrington St Clement Cricket Club	Replacement of portacabin and fencing	Terrington	£500.00
1st Terrington St Clement Brownies	Girlguiding Anglia trip to Colchester Zoo for Brownies Go Explorer Badge	Terrington	£700.00
Castle Rising Platinum Jubilee Committee	Jubilee street party event to coincide with the national lighting of beacons	The Woottons	£1,250.00
Wootton Park Recreation Association	Repainting of the pavilion	The Woottons	£300.00
Wootton Park Recreation Association	New kick boards	The Woottons	£1,000.00
North Wootton Village Hall	To create outside storage	The Woottons	£300.00
North Wootton Village Hall	Refreshments for tree planting event	The Woottons	£75.00
South Wootton in Bloom	Provide ties and stakes for 10 trees on Wootton Park	The Woottons	£75.00
Welney Playing Field Charity	Village Jubilee picnic	Upwell and Delph	£150.00
Upwell Playing Field committee	Portable goals	Upwell and Delph	£300.00
Barroway Drove Village Hall	Wi-Fi connection	Upwell and Delph	£165.00
Barroway Drove Village Hall	Restoration of Coronation Gates (to restore to original condition 1953 Coronation Gates to be hung at the Village Hall)	Upwell and Delph	£250.00
Three Holes Village Hole and playing field	Film production insurance and replacement toilet roll dispensers	Upwell and Delph	£250.00
Three Holes Village Hall and Playing Field	Jubilee celebrations	Upwell and Delph	£85.00
Lakes End Village Hall	Update electrical and fire safety systems to meet current regulations	Upwell and Delph	£300.00
Wimbotsham Recreation Ground	Christmas Tree	Upwell and Delph	£250.00
Walpole Good Companions	Jubilee celebrations	Walsoken, West Walton and Walpole	£100.00
Walpole Good Companions	Coronation afternoon tea	Walsoken, West Walton and Walpole	£200.00
13th Walpole Scout Group	Setting up Squirrel Drey group (4-6 year olds)	Walsoken, West Walton and Walpole	£500.00
Walpole St Peter Church	Coronation celebrations	Walsoken, West Walton and Walpole	£250.00
Robert Foot Leukaemia	Provide a speaker and refreshments at the parish hall	Walsoken, West Walton and Walpole	£200.00
Walpole Gardeners Club	Annual flower and produce show	Walsoken, West Walton and Walpole	£200.00
West Walton Village Hall	LED upgrade works to gain compliance for the village hall	Walsoken, West Walton and Walpole	£200.00
Middleton Hall Golf Club Junior Section	Trophies and keepsakes for annual presentation award ceremony	West Winch	£200.00

Applicant	Item requested	Ward	Funding provided
Stoke Ferry Playing Field Trust	Sterilising unit and wall mounted baby changing unit	Wissey	£300.00
Wereham Village Hall	Hot water heater	Wissey	£400.00
Barton Bendish Village Hall Trust	Jubilee afternoon tea and BBQ	Wissey	£200.00
Boughton Parochial Church Council	Repairs to churchyard wall	Wissey	£100.00