

## **Grant to Kingsbury Episcopi Church Rooms Management Committee (Executive Decision)**

*Strategic Director:* Rina Singh, Place and Performance  
*Assistant Director:* Kim Close/Helen Rutter, Communities  
*Service Manager:* Charlotte Jones, Area Development Manager (North)  
*Lead Officer:* Teresa Oulds, Neighbourhood Development Officer (North)  
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### **Purpose of the Report**

Councillors are asked to consider the awarding of a grant for £3,659 to St Martin's, Kingsbury Episcopi Church Rooms Management Committee towards the cost of refurbishment works to the church rooms.

### **Public Interest**

Kingsbury Episcopi Church Rooms Management Committee has applied for financial assistance from the Area North community grants programme. The application has been assessed by a Neighbourhood Development Officer who has submitted this report to allow the Area North Committee to make an informed decision on the application.

### **Recommendation**

It is recommended that councillors award a grant of £3,659 to Kingsbury Episcopi Church Rooms Management Committee, towards the cost of refurbishments to the church rooms, to be allocated from the Village Hall Grants district wide capital allocation, subject to SSDC standard conditions for community grants (appendix A).

### **Background**

Kingsbury Episcopi Church Rooms Management Committee was established to manage the running, maintenance and letting of the church rooms to the benefit of the local community of Kingsbury Episcopi.

The church room is the only community space available within the village. It hosts a wealth of activities including Pilates, mother and toddlers, garden club, line dancing, Somerset Levels concert band, art club, produce market and the May festival. In addition it is the focus of many local church social events. The trustees ensure that the church room is available to any group that would like to use it and aim to make it available for community use seven days per week.

The building was constructed in 1861 originally as a school. Whilst the Rooms are well used there are now significant access and usage issues.

The rooms have hosted several events over the past 12 months, most notably the May festival and harvest festival.

## Parish Information

\*Taken from the 2011 census profile

|                    |                    |
|--------------------|--------------------|
| Parish*            | Kingsbury Episcopi |
| Parish Population* | 1,307              |
| No. of dwellings*  | 586                |

## Application Details

|                                 |   |
|---------------------------------|---|
| Name of applicant:              | Kingsbury Episcopi Church Rooms Management Committee  |
| Project:                        | Kingsbury church rooms refurbishment  |
| Project description:            | Improvements to main entrance and toilets to improve accessibility plus kitchen refurbishment |
| Total project cost:             | £21,509   |
| Amount requested from SSDC:     | £3,659 (17%)  |
| Recommended special conditions: | None  |
| Application assessed by:        | Sara Kelly, Neighbourhood Development Officer (North)   |

## Community Grants Assessment Score

The table below shows the grant scoring for this application. In order to be considered for SSDC funding under the Community Grants policies, applications need to meet the minimum score of 22.

| Category                   | Actual Score | Maximum score possible |
|----------------------------|--------------|------------------------|
| A Eligibility              | Y            |                        |
| B Target groups            | 6            | 7                      |
| C Project                  | 4            | 5                      |
| D Capacity of organisation | 11           | 15                     |
| E Financial need           | 5            | 7                      |
| F Innovation               | 1            | 3                      |
| <b>Grand Total</b>         | <b>27</b>    | <b>37</b>              |

## The Project

Whilst the Church Rooms are well used, there are now significant access and usage issues. The main entrance and toilets are not wheelchair accessible and disabled users have to enter the building via a difficult rear entrance and then pass through the kitchen.

The kitchen and toilet areas are in a poor state of repair which is affecting the halls' use for both local events and for hire by individuals.

The refurbishments that have been identified by the management committee are essential in order to bring the hall up to modern standards and enable it to be fully accessible to all members of the local community and a more attractive venue to potential hirers.

Refurbishing the kitchen will enable better catering of functions and encourage a wider range of events to be held at the church rooms, thus increasing income from hire charges.

## Evidence of need

The management committee commissioned South Somerset Disability Forum to carry out an access review of the building. Their findings confirmed that the front entrance is not accessible for wheelchair users and improvements are required to the toilets. SSDF's report concluded that the proposals drawn up by the management committee for improvements to the church rooms are well designed and will improve access for all users.

## Project Costs

|   |                   |
|---|-------------------|
| Upgrade toilets, installation of patio doors and provision of new concrete path linking new doorway to existing pathway | £10,165.64        |
| Replace front door  | £1,149.18         |
| Remove existing kitchen and replace with new configuration  | £9,614.20         |
| Two skips   | £580              |
| <b>Total project cost</b>   | <b>£21,509.02</b> |

## Funding Plan

| <b>Funding Source</b>            | <b>Funds Secured</b> |
|----------------------------------|----------------------|
| Own funds                        | £11,000              |
| Parish Council                   | £1,250               |
| Somerset Community Foundation    | £2,000               |
| Leonard Laity Stoaate Foundation | £2,000               |
| Clarkes Foundation               | £1,600               |
| <b>Total secured</b>             | <b>£17,850</b>       |
| Amount requested from SSDC       | £3,659               |

The trustees have worked hard to secure funding from a variety of sources and are committing a large amount of their own funds.

The amount requested from SSDC represents 17% of the total project cost.

## Consents and permissions

Planning permission was granted on 31<sup>st</sup> January 2014 - 13/04975/FUL  
Building Regulations were approved on 11<sup>th</sup> March 2014 – 14/02043/OTHV

## Financial Implications

The District wide village halls grants budget originally existed to support village hall projects applying to the joint County and District village halls grants programme. Due to the fact that the joint village halls scheme is no longer in operation, it was agreed at Corporate Grants Committee that these funds could be awarded by Area Committees to village hall projects addressing energy efficiency and disabled access. There is currently £10,300 remaining unallocated in Village Hall Grants district wide capital allocation. If this application is supported £6,641 will remain in this budget for future projects.

## Council Plan Implications

Focus Four: Health & Communities: encouraging communities to be healthy, self-reliant and with individuals who are willing to help each other.

## **Carbon Emissions & Climate Change Implications**

None specific to this report

## **Equality and Diversity Implications**

When completed, the improvements planned by the management committee will greatly improve accessibility for all users

## **Background Papers**

None

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## Appendix A

### Standard Grant Conditions

The funding support is offered subject to the following conditions:

|     |  |
|-----|--|
| 1.  | The funding has been awarded based on the information provided on the application form for your application number AN14/06 for 17% of the total cost.  |
| 2.  | The attached signed "Advice of Acceptance of Funding Offer" to be returned before payment is made to Area Development North, SSDC, Unit 10 Bridge Barns, Long Sutton, TA10 9PZ. An SAE is enclosed.                                  |
| 3.  | Confirmation that all other funding sources are secured.   |
| 4.  | The applicant demonstrates an appropriate Parish Council contribution.   |
| 5.  | SSDC is acknowledged on any publicity and on any permanent acknowledgement of assistance towards the project.  |
| 6.  | The applicant will work, in conjunction with SSDC Officers, to monitor the success of the scheme and the benefits to the community, resulting from SSDC's contribution to the project. A project update will be provided on request. |
| 7.  | Should the scheme be delayed or unable to commence within twelve months from the date of this committee, SSDC must be notified in writing.   |
| 8.  | Should the final cost be less than the estimate considered by the Committee, the funding will be proportionately reduced. However, if the cost exceeds that estimate, no further funding will normally be available.                 |
| 9.  | SSDC must be notified of, and approve, any proposed changes to the project.  |
| 10. | The applicant will share good practice with other organisations if successful in securing external funding.  |
| 11. | Grants can only be paid for a single year and a second application is not allowed for the same project within 3 years (unless Service Level Agreement).  |