

# Meeting not open to the public



District Council

Date: 18 January 2016  
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To: Members of the New Home Bonus Panel

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## Councillors:

[www.eastdevon.gov.uk](http://www.eastdevon.gov.uk)

Thomas Wright (Portfolio Holder – Corporate Business)

Andrew Moulding (Portfolio Holder – Strategic Development and Partnerships)

Michael Allen  
David Barrett  
Marcus Hartnell  
Douglas Hull  
Geoff Jung  
Christopher Pepper

Community Engagement and Funding Officer  
DCC Ali Eastland

New Homes Bonus Panel  
Monday 25 January 2016 at 2.00pm

The above meeting will be held in the Room 1, Knowle, Sidmouth, to consider the matters detailed on the agenda below. Officers recommend that the meeting be held in private session as the papers include confidential information as part of the funding bids.

## AGENDA

	Page/s
1 Election of Chairman	
2 To confirm the notes of the New Homes Bonus Panel held on 19 November 2015.	4 - 5
3 To receive any apologies for absence.	
4 To receive any declarations of interests relating to items on the agenda.	

- 5 To note the following documentation:  
Parishes Together Fund Guidance Notes 6 – 8
- 6 **Future criteria of the Parishes Together fund** 9 – 10  
Colyton Parish Council and Seaton Town Council

Members remember!

- ❑ You must declare the nature of any disclosable pecuniary interests. [Under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners]. You must also disclose any personal interest.
- ❑ You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered.

Make sure you say what your interest is as this has to be included in the minutes. [For example, 'I have a disclosable pecuniary interest because this planning application is made by my husband's employer'.]

- ❑ If your interest is a disclosable pecuniary interest you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Council's Monitoring Officer or Standards Committee.
- ❑

#### Decision making and equality duties

The Council will give due regard under the Equality Act 2010 to the equality impact of its decisions.

An appropriate level of analysis of equality issues, assessment of equalities impact and any mitigation and/or monitoring of impact will be addressed in committee reports.

Consultation on major policy changes will take place in line with any legal requirements and with what is appropriate and fair for the decisions being taken.

Members will be expected to give reasons for decisions which demonstrate they have addressed equality issues.

#### Getting to the Meeting – for the benefit of visitors

The entrance to the Council Offices is located on Station Road, Sidmouth. **Parking** is limited during normal working hours but normally easily available for evening meetings.

The following **bus service** stops outside the Council Offices on Station Road: **From Exmouth, Budleigh, Otterton and Newton Poppleford – 157**

The following buses all terminate at the Triangle in Sidmouth. From the Triangle, walk



up Station Road until you reach the Council Offices (approximately ½ mile).

**From Exeter – 52A, 52B**

**From Honiton – 52B**

**From Seaton – 52A**

**From Ottery St Mary – 379, 387**

Please check your local timetable for times.

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The Committee Suite has a separate entrance to the main building, located at the end of the visitor and Councillor car park. The rooms are at ground level and easily accessible; there is also a toilet for disabled users.

**For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546**

## EAST DEVON DISTRICT COUNCIL

### Notes of a Meeting of the New Homes Bonus Panel held at the Knowle, Sidmouth on Thursday 26 November 2015

Present:	Councillors: Thomas Wright(Chairman) Geoff Jung Andrew Moulding Christopher Pepper
Officers:	Jamie Buckley, Community Engagement and Funding Officer Ali Eastland, Locality Development Officer, DCC Chris Lane, Democratic Services Officer
Apologies	Councillor: David Barrett Marcus Hartnell Douglas Hull

The meeting started at 10.00 am and finished at 11.05 am.

- \*1 Appointment of Chairman  
Councillor Thomas Wright was appointed Chairman of the Panel.
- \*2 Minutes  
The notes of the previous meeting of the New Homes Bonus Panel held on 17 March 2015 were confirmed as a true record.
- \*3 Documentation  
The Parishes Together Fund guidance notes and application form, circulated with the agenda were noted. The Locality Development Officer reported that there was new advice given by Devon County Council on the scheme which would be circulated to all Panel members.  
The Community Engagement and Funding Officer reported that she had calculated that there was £107,737.30 available in the fund in 2014/2015, and £83,166 had been allocated. This left £24,571.30 in a 'slush fund' that could be used to top up worthy projects this year if they so wished.
- 5 Application from Colyton Parish Council and Seaton Town Council – Dog Warden Scheme - £2,904.50  
The Community Engagement and Funding Officer outlined the project which was for Colyton Parish Council to fund, for approximately 6 hours a week, the services of Seaton Town Council's Dog Warden. The Panel noted that Seaton Town Council had only put £50 towards the proposal.  
**RECOMMENDED:** that the Colyton Parish Council application for approximately 6 hours a week the services of Seaton Town Council's Dog Warden be supported.

- 6 Application from Talaton and Whimble Parish Councils – Talaton Theatre Project - £800  
This was a project to support the formation of a new theatre company to produce three performances of the 1970's rock musical "Godspell".  
**RECOMMENDED:** that the application to support the formation of a new theatre company be supported.
- 7 Application from Sidmouth Town Council –Additional Grass and Verge Cutting- £5,000 and Weed clearing along pavements and highways - £3,000  
The Community Engagement and Funding Officer outlined the applications to purchase additional grass and verge cutting and weed clearing along pavements and highways in the Sidmouth, Sidford, Sidbury and Salcombe Regis areas. These schemes were supported by Newton Poppleford Parish Council. The Panel were concerned that the verge cutting and weed clearing project were considered together as one project and requested that Sidmouth Town Council reapply for Parishes Together Fund combining the two projects together as one enhancement pilot project.  
**RECOMMENDED:** that the application from Sidmouth Town Council for additional grass and verge cutting and weed clearing projects in the Sidmouth, Sidford, Sidbury and Salcombe Regis areas be considered as one combined project and Sidmouth Town Council be requested to reapply by combining them, when sympathetic consideration would be given to the application.
- 8 Application from Sidmouth Town Council – Sidmouth Youth Centre - £4,618.10  
The Community Engagement Officer outlined the application for support for the Sidmouth Youth Centre 'Crank it Up' project. This scheme was supported by Newton Poppleford Parish Council.  
**RECOMMENDED:** that the Sidmouth Town Council application for funding for the Sidmouth Youth Centre Crank it up project be supported
- \*9 Date of next meeting  
That the next meeting be held on Tuesday 22 March 2016 at 2.00pm in Room 1.

# Parishes Together Fund 2015/ 2016

## Guidance Notes



### **Parishes Together Fund- An Introduction**

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

### **How much can you apply for?**

There is a funding pot of £1.10 per elector in each Parish involved. The numbers of electors is taken from the electoral register as it stood in February 2015. This can be found at [www.eastdevon.gov.uk/grants-and-funding/parishes-together-fund](http://www.eastdevon.gov.uk/grants-and-funding/parishes-together-fund)

For example if you are in Beer (1,068 electors) and decide to work with Seaton (5,805 electors), you would have 6,873 electors in total. 6,873 electors X £1.10 per elector = £7,560.30

Every Town or Parish Council involved must make a proportionate financial contribution to the project from their own funding.

### **Who can apply**

**All applications must involve two or more Town or Parish Councils**, the aim of the funding is for Town and Parish Councils to work together on projects. Following a decision of collective support for an application, nominate a lead Council to complete the Application Form.

Only Town and/ or Parish Councils can apply for this funding. If you have a project you would like funded and are not a Town or Parish Council speak to your Town/ Parish Councils and they may wish to get involved and apply on your behalf. To find out how to contact your local council:

[http://www.eastdevon.gov.uk/parish\\_and\\_town\\_councils.htm](http://www.eastdevon.gov.uk/parish_and_town_councils.htm)

### **What projects are eligible for a grant?**

Grants are for capital (one off costs, costs of a permanent item, structure etc) and/ or revenue costs (day to day costs, temporary items, events etc).

Applications must show towns and parishes working together and involving their communities to try to solve local issues. Projects that create useful networks across the Parishes involved will be looked on favourably.

All grant money awarded must be spent and claimed within 12 months of receiving your grant offer letter.

### **What we will not fund?**

We will not fund unsustainable projects, salaries for ongoing posts, individuals, private businesses, revenue costs for existing projects.

### **When to apply?**

The closing dates for applications are 10 July 2015, 6 November 2015 and 12 February 2016. The fund is confirmed for this year only.

Once the deadline is reached incomplete applications will not be assessed.

### **How will we assess your application?**

Once the deadline has passed all applications undergo an eligibility check. If your application is incomplete or ineligible we will not take it any further.

Once your application has been passed as eligible it will be presented to a group made up of EDDC Councillors and a Devon County Councillor, for a decision to be made. They will take into account a number of factors such as:

- Evidence of local need
- How Parishes are working together
- Evidence of community support
- How well the project has been thought out and planned
- Project costs and any match funding

You will be told in writing whether your grant application has been successful or not. Successful applicants will receive a grant offer letter which must be signed and sent back to us within three months.

All grant money awarded must be spent and claimed within 12 months of receiving your grant offer letter.

### **Additional guidance on specific questions**

Question 5

#### **What is your project?**

Outline what is involved with your project. What do you intend to do? We want to know what you will do with the grant and what it will pay for.

Question 6

#### **Why do you want to carry out this project, why is it wanted and what difference will it make?**

Outline what impact/ difference the project will have on the quality of life for your users and community e.g. how it will solve a local issue, improve services or engage more residents in their communities.

Question 7

#### **How do you know this is needed? Who and how have you consulted?**

How do you know this is what is needed and wanted by the community? You may wish to include letters of support from the Town and Parish Councils involved, voluntary and community groups, residents, local organisations, businesses, Councillors etc. Think about the likely future needs of the Parishes. Have you undertaken any consultation exercises like Parish Plans, public meetings, other surveys that support your application.

Question 9

**What is the total cost of your project, and how have you arrived at that cost?**

If you are applying for more than £4,000, invoices and/ or receipts must be provided for all goods and services etc before the funding is given to you.

Question 10

**Funding from other sources**

You do not have to have funding from other sources but you may wish to increase the amount you have to spend by applying for match funding for your project, or each Town/ Parish contributing towards costs.

If you have any queries please contact Jamie Buckley, Community Engagement and Funding Officer, East Devon District Council, Knowle, Station Road, Sidmouth EX10 8HL, phone (01395) 517569 or e-mail [jbuckley@eastdevon.gov.uk](mailto:jbuckley@eastdevon.gov.uk)



**To:**

DCC Elected Members: Cllrs John Hart, Barry Parsons, Peter Bowden  
EDDC Elected Member: Cllr Tom Wright  
Broadclyst Ward Members: Cllrs Chris Pepper, Maria Hale

19 New Buildings  
Broadclyst  
Exeter  
EX5 3EX  
08/12/2015

**Copy to:** Roland Pyle, Ali Eastland and Jamie Buckley

Dear Members

Ref: Parish Together Fund

Broadclyst Parish Council wishes to express its concern at the recent changes to criteria with regard the use of Parish Together Fund monies for ditching and drainage works.

Previously the criteria has stipulated that these works can be funded once only, after which it must be precepted for; however the new criteria will allow repeated applications to the fund and the requirement to work in conjunction with another parish has been removed.

The Parish Together fund is to encourage and allow towns and parishes to run innovative, worthy, 'people-based projects'; i.e. those projects which probably wouldn't happen without the fund and the flexibility of its criteria. It allows the opportunity for the "nice" extras to be delivered, developing and benefitting communities across the County, as well as encouraging neighbouring communities to cluster together to enrich their facilities and amenities, an approach which forms one of the fundamental principles of Localism.

The concern is that there is a danger parishes will now automatically look to use the Parish Together fund for ditch/drainage works as a back stop funding source at the expense of wider projects and community initiatives. It could be seen that by creating these new criteria, which only relate to ditch/drainage work, towns and parishes will be tempted if not coerced to spend this money on work which the County has cut from its operational budget rather than the pioneering community projects originally intended. The Parish Together Fund is not a sustainable source of funding, so it is not possible to rely on it to address a continuing important issue such as ditching/drainage for flood prevention.

The Parish Council sincerely hopes Devon County Council will encourage Towns and Parishes to use the fund wisely and continue to work together to develop and enrich the communities which we have been elected to serve.

Yours Sincerely

Angie Hurren (Mrs)  
Member of Institute of Local Council Management  
Broadclyst Parish Council Clerk

## Guidance amendment from Devon County Council

Decisions on grants from the joint Fund are made having regard to the broad principles in part one of the guidance below. Applications for ditching and drainage work are subject to this guidance but with exceptions outlined in part two:

Guidance part one, general applications:

1. Funds cannot be used directly for on-going staff costs or day to day running of a project, unless this is during a transition phase with documented evidence of how the project will become sustainable post transition.
2. Funds should not be used to support projects that are the direct responsibility of another agency
3. Funds cannot be allocated to individuals or private/for profit enterprises.
4. Funds should not be allocated retrospectively
5. Repeat funding should not be awarded unless there is a compelling business case proving transition to sustainability.
6. The TAP Fund manager/decision-makers must be satisfied that the project will benefit more than one Town or Parish.

Guidance part two, applications for ditching and drainage work:

1. Applications for ditching and drainage work will be exempt from guidance numbers 2, 5 and 6 above
2. Proposed work will need to increase frequency or be of a higher standard than that currently offered by DCC
3. Work will need to be carried out subject to the guidance available from DCC Highways <https://new.devon.gov.uk/roadsandtransport/maintaining-roads/self-help-and-community-support/>

NB:

The County Council currently funds Lengthsmen visits to each parish twice a year and during these visits the Lengthsmen are required to undertake an annual clean, and clean all drainage features such as grips, easements and buddleholes.

Application to TAP will not preclude Parishes from these scheduled works, however; the County Council has worked with several parish councils and agreed to provide the funding we would have spent on the Lengthsmen so that the parish can make their own arrangements, for a more locally responsive or enhanced service. Under this arrangement the parish council must commit to proving at least an annual clean of each drainage feature. If a parish council wish to consider this arrangement in conjunction with an application for TAP funding they should contact their local Neighbourhood Highway Team to discuss.