

Public Document Pack

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29 November 2023

S U M M O N S

MEETING: Grants Sub-Board
DATE: 7 December 2023
TIME: 6.00 pm
PLACE: Council Chamber
Democratic Services contact: Linda Coote

DEBBIE GORE
CHIEF EXECUTIVE

MEMBERS OF THE BOARD

Councillor Bradley
Councillor Burgess
Councillor Chegwyn

Councillor Mrs Cully
Councillor Hutchison

FIRE PRECAUTIONS

(To be read by the Chairman if members of the public are present)

In the event of the fire alarm sounding, please leave the room immediately. Proceed downstairs by way of the main stairs or as directed by GBC staff, follow any of the emergency exit signs. People with disability or mobility issues please identify yourself to GBC staff who will assist in your evacuation of the building.

IMPORTANT NOTICE:

- If you are in a wheelchair or have difficulty in walking and require access to the Committee Room on the First Floor of the Town Hall for this meeting, assistance can be provided by Town Hall staff on request.

If you require any of the services detailed above please ring the Direct Line for the Democratic Services Officer listed on the Summons (first page).

NOTE:

- i. Councillors are requested to note that, if any Councillor who is not a Member of the Board wishes to speak at the Board meeting, then the Borough Solicitor is required to receive not less than 24 hours prior notice in writing or electronically and such notice shall indicate the agenda item or items on which the member wishes to speak.
- ii. Please note that mobile phones should be switched off or switched to silent for the duration of the meeting.
- iii. This meeting may be filmed or otherwise recorded. By attending this meeting, you are consenting to any broadcast of your image and being recorded.

AGENDA

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes of the previous meeting held on 28 September 2023**
(Pages 5 - 10)

To sign as a true and correct record the minutes of the meeting held on 28 September 2023

4. **Deputations**

(NOTE: The Board is required to receive a deputation(s) on a matter which is before the meeting of the Board provided that notice of the intended deputation and its object shall have been received by the Borough Solicitor by 12 noon on Tuesday 5th December 2023 . The total time for deputations in favour and against a proposal shall not exceed 10 minutes).

5. **Public Questions**

(NOTE: The Board is required to allow a total of 15 minutes for questions from Members of the public on matters within the terms of reference of the Board provided that notice of such Question(s) shall have been submitted to the Borough Solicitor by 12 noon on 5 December 2023).

6. **Awards Update from Previous Boards** (Pages 11 - 16)

This report confirms changes made to the grants guidance and forms as outlined at the September 2023 Board to clarify the process for applicants and aid administration of the grants process effective from this round. It also provides an update on the funding awards and recommendations made by the Board at its previous meetings, including three end of project reports.

7. **Community Grant Fund Applications** (Pages 17 - 26)

To provide a summary of each application received to the Community Fund in this funding period in order that members can determine if they wish to award grant funding for each proposal as

set out in this report. A list of all applications made to date with amounts requested is in Appendix 1

8. **Heritage Fund Application** (Pages 27 - 34)

To provide a summary of the application received to the Heritage Fund in this funding period in order that members can determine if they wish to award grant funding for the proposal as set out in this report.

9. **Any other items**

Public Document Pack Agenda Item 3

Grants Sub-Board
28 September 2023

A MEETING OF THE GRANTS SUB-BOARD WAS HELD ON 28 SEPTEMBER 2023

Councillors Bradley, Burgess, Chegwyn, Mrs Cully and Hutchison

14. APOLOGIES

There were none

15. DECLARATIONS OF INTEREST

Councillor Burgess declared a personal interest in:

- a) Item 6 para 3.0 as a Hampshire County Councillor for this ward
- b) item 7 para 4.0 as a life member of the Community Association
- c) item 7 late item as a member of the Gosport Museum Joint Management Committee

Councillor Bradley declared a personal interest in:

- a) Item 6 para 4. As a volunteer, member and user of the Community Association
- b) Item 6 para 4 as an Elected Member Representative for the Association.

Councillor Cully declared a personal interest as her husband is a tenant of a non GBC allotment

16. MINUTES OF PREVIOUS MEETING HELD ON 29 JUNE 2023

RESOLVED: That the minutes of the meeting held on 29 June 2023 were signed as a true and correct record.

17. DEPUTATIONS

There were no deputations but 8 representatives had requested to speak to the Sub Board on their applications.

18. PUBLIC QUESTIONS

There were none

19. HERITAGE FUND APPLICATION

Consideration was given to a report by the Head of Corporate Policy & Community safety providing a summary of the application to the Heritage Fund in this funding period in order that Members can determine if they wish to award grant funding for the proposals as set out in the report.

- i) Lee Hub Independent Community Library.

Members were advised that the library is housed in a 1930's Art Deco building which belongs to the council. Repairs had been carried out to the front of the building which had suffered from water ingress resulting in areas of damp. The grant was needed to address areas of mould and damp on the inside, and bring the inside back to good repair.

A Member who had been present at the visit by the building inspector echoed the need for the repairs to take place as soon as possible. All agreed that it made common sense to make the building fit for purpose especially as it was used by the young and the vulnerable.

Members were complimentary on how the building was used, for more varied uses and busier than it had as a library. They felt it was an asset to the town and wished their thanks to the volunteers to be passed on.

Members agreed to pay the full amount applied for £5,000

RESOLVED: That the Sub Board considered the application outline in the report and awarded a grant of £5,000 to be paid to Lee Hub Independent Community Library.

20. COMMUNITY GRANT FUND APPLICATIONS

Consideration was given to a report by the Head of Corporate Policy and Community Safety providing a summary of each application received to the Community Fund in this funding period in order that members can determine if they wish to award grant funding for each proposal as set out in the report.

i) Golden Lion Football Club

Members were advised that although the club uses a pub in Fareham as its base, the majority of its players are from Gosport and Brookers Field is their home pitch.

The applicant explained that due to lack of floodlights they are having to pay extra to train at Brune Park. The grant would pay for portable floodlights and a second away strip.

Members were interested to hear that the club will also be training a female referee (the first team to have this) and when they are ready to expand will be including a second male team, or a female junior team and are looking for ways to involve females in all aspects of the club.

Members agreed to award the full amount of £1,000

ii) Lee on the Solent Community Association.

Members were advised that the grant was needed to deal with rotting fire doors in the main hall. If this issue was not addressed there would probably be an increase in building insurance and the possibility of closure by the Fire Brigade on safety grounds.

Members who are familiar with the site agreed that its position, West facing, means that it is hit hard by the wind and sea air.

Members felt that the price quoted for the job seemed reasonable.

Members agreed to award the full amount of £2,287

iii) Green Dragon Football Club

Members agreed to defer this application to ensure all the required information has been received.

iv) Gosport Borough Cricket Club

Members were advised that the grant was required for the replacement of practice nets. The practice area is used by the club, other local clubs and it is open to the public. The current nets are, according to the club, beyond repair, and would need to be ordered before Christmas to ensure they were in place by March. Other smaller nets had been purchased by the club.

Members agreed to award the full amount of £3,678.

v) Rowner Bowling Club

Members were advised that the grant was required to fund a replacement secondary fox proof fence to be used seasonally and stored out of season.

The applicant assured Members that the level of electricity running through the fence would not harm the foxes, or any child who ran into it.

Members agreed in principle that they would fund the fence but required Officers to clarify the terms of the lease and consider other budgets to fund the project.

vi) Gosport Allotment Holders & Gardeners Association

Members were advised that the grant would fund the building of a trading store on the new allotment site planned for Manor Way, Lee on the Solent, similar to those already on five other allotment sites. The store acts as a hub for the tenants, and provides seeds plants and trees to order as well as advice help and support.

Members felt that the store had an essential part to play in teaching people to grow their own food, and the fact that this was a second site showed that there was a demand.

The applicant agreed that there would have to be a lease for the land the store sits on.

Members agreed to award the full amount of £4,000

vii) Willow Incredible Garden

The applicant had provided Members with a handout showing photos of the site and work so far.

A Member recognised the health benefits, both physical and mental of open space and fresh air and thought it an excellent idea for a surgery to use its outside space to create a wellbeing area, which would provide a relaxed consultation area and opportunities for social interaction.

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Members agreed that no decision could be made until Officers had circulated the breakdown of what the grant would cover, and a site visit arranged. Therefore, the decision would be deferred to the December meeting.

viii) Harbour Cancer Care

The applicant explained that the charity had employed her as a consultant to raise the funds required to keep the charity running. The charity offers all of its services for free, with no waiting list providing a warm and constant building, and acts as a warm hub. They explained that they had been particularly affected by covid as so many of their volunteers and fundraisers were vulnerable and had to stay away.

Members were advised that the grant would be used for non staff running costs including rent, stationery, insurance, water and maintenance. The money would help cover the costs until the new fundraising campaign and strategy kicked in.

Members agreed to award the sum of £5,000.

ix) Late Item Gosport Museum & Art Gallery

By reason of special circumstances, the Chairman determined that the following item be considered at this meeting notwithstanding the fact that the item had not been available for public inspection in accordance with the provisions of Section 100B(4)(a) of the Local Government (Access to Information) Act 1985

RESOLVED: that the Sub Board agreed to take the late item.

Members were advised that the grant would be used to fund a free to attend Music at the Museum Programme as part of its Winter offer. This would be an add on to the already in place programme of activities on a Friday evening. Similar events had been trialed and the free event was far better supported than that with a charge.

The applicant explained that it would provide an opportunity to showcase local talent, with some of the money used to buy a PA system that maybe could be rented out.

Members welcomed the idea as it would bring people to the High Street and Museum for something other than shopping and would offer somewhere for any to go regardless of their means and would provide company for those experiencing loneliness.

Members agreed to award the full amount of £1,600

RESOLVED: That the Sub Board:

Considered the applications in the report and:

1. A grant of £1,000 to be paid to Golden Lion Football Club
2. A grant of £2,287 to be paid to Lee on the Solent Community Association
3. Defer the application from Green Dragon Football Club
4. A grant of £3,678 to be paid to Gosport Cricket Club
5. A grant of £4,000 to be paid to Rowner Bowling Club
6. A grant of £4,000 to be paid to Gosport Allotment Holders & Gardeners Association
7. Defer the application from Willow Incredible Garden

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8. A grant of £5,000 to be paid to Harbour Cancer Care
9. A grant of £1,600 to be paid to Gosport Museum & Art Gallery.

21. AWARDS UPDATE FROM PREVIOUS BOARDS

Consideration was given to a report by the Head of Corporate Policy and Community Safety confirming changes to the grants guidance and forms as outlined at the June 2023 Sub Board to clarify the process for applicants and aid administration of the grants process effective from this round. It also provides an update on the funding awards and recommendations made by the Sub Board at its March and June meetings, including three end of project reports.

Officers reported that a previous applicant, Maritime Heritage Tours had withdrawn their application.

Members agreed to keep the application from the Lee Residents Association as a live item in case the situation changed, and match funding was successfully obtained. Officers agreed to advise the Association that if another more suitable location could be found, an application for just the printing costs could be submitted.

Members felt it would be better to reduce the upper limit of grant to £5,000, then leave it at £10,000 and have to manage expectations either during the process or on the night of the Sub Board. Officers would update the website accordingly as soon as possible.

Officers advised that there had been no further contact from Lee on the Solent Tennis Club, and that Montserrat Events had purchased their Stage Truck and had already hired it out to other local event organisers.

RESOLVED: That the Sub Board:

- i) Noted the status report provided on the March and June Sub Board awards and recommendations in Appendix 1
- ii) Noted three end of project report summaries from March awardees.

22. ANY OTHER ITEMS

CHAIRMAN

Concluded at 7.58 pm

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Board/Committee:	GRANTS SUB BOARD
Date of meeting:	Thursday, 7 December 2023
Title:	Awards Update from Previous Boards
Author:	Head of Corporate Policy and Community Safety
Status:	For Noting

Purpose

This report confirms changes made to the grants guidance and forms as outlined at the September 2023 Board to clarify the process for applicants and aid administration of the grants process effective from this round. It also provides an update on the funding awards and recommendations made by the Board at its previous meetings, including three end of project reports.

Recommendation

That the Board:

- i) Notes the status report provided on the June and September Board awards and recommendations in Appendix 1
- ii) Notes three end of project report summaries from March awardees.

1.0 Background

1.1 Members will recall that the initial processes set up for administering the Community and Heritage Grant funds were considered pilot processes with lessons learned being incorporated into later funding rounds.

1.2 The Chief Executive was given delegated authority to work this process up with other officers at the P&O Board (30/11/22) as it was accepted that there may need to be adjustments made to provide greater clarity to applicants and ease of administration.

1.3 The September Grant Sub Board Report summarised the amendments to the Heritage Fund and Community Fund grant guidance and application forms made after the June Grants Sub Board meeting. Following the September meeting, the guidance and forms were slightly amended again to reflect the Board's wishes and posted on the Council's webpage.

1.4 This report provides a short status update on previous grant awards made and includes three end of project report summaries received since the last Board.

2.0 Report

2.1 In light of the September 2023 Board the following key amendments have been implemented:

- Reduction of the maximum Community Grant award from £10,000 to £5,000 due to consistently high demand.

- Requirement for quotations for all elements costing £3k or more to be submitted with Community Fund applications; quotations required for all elements remaining at £5k or more for Heritage Fund applications.
- Emphasis on the desirability of some element of match funding being evidenced in the application.

2.2 An updated status summary of all grant awards made or deferred at previous Grants Sub Board is available in Appendix 1.

3.0 Friends of Stanley Park- End of Project Summary

3.1 Friends of Stanley Park undertake monthly litter picks in the park. It received a one-off grant award of £500 in June to replenish its supply of litter picking equipment that had diminished since the group was formed in 2018.

3.2 The award helped the group meet the fund's priority of enhancing community places and spaces. Stanley Park is rich with wildlife. Litter picking is a group activity bringing people together and strengthening the community.

3.3 The success of the project is in maintaining the cleanliness and appearance of the park, enabling the community to safely enjoy the beautiful green space and the group can now help maintain it better by continuing monthly litter picking events with the new equipment.

4.0 Solent Town Football Club

4.1 The Sunday league football club was awarded £1,000 in March to help pay for team equipment for its 26 members.

4.2 The grant award was used to buy a team jacket and water bottle for every player and to buy a supply of footballs as often these are lost at matches.

4.3 The organiser reported the money has "helped out massively" and the supply of equipment now means that the club can keep costs down for its members moving forward.

4.4 He included photos of the equipment purchased and the team with his report.

5.0 Fortonfest 2023- End of Project Summary

5.1 Fortonfest is an annual free community event designed to be a day of fun bringing people together. The organiser was awarded £2,000 to help toward costs of the event held on 13 August.

5.2 She reported that the total cost of the event was £2,300 which was met by the grant and other donations.

5.3 Many charities reported that they had a very successful day in raising money for good local causes at the event. Attendance was high though no figure provided, with people of all ages attending and some travelling long distances to come back for the event because of a family or other connection to the Forton area.

5.4 Feedback from the event has been very positive and the organiser said the success of the event would not have been possible without the grant award. Photos were included with her report.

6.0 Risk Assessment

6.1 There will always be an element of a risk when issuing grants to a third party organisation. The Council have financial and legal due diligence

measures in place to ensure that the risks are minimised and will not issue any grants until the Council is satisfied that these measures have been satisfied.

6.2 The Grant Agreement forms are part of the measures to ensure the money is used for the purposes set out in the application and agreed by the Sub-Board.

7.0 Conclusion

This report confirms changes made to the grant forms and guidance, provides a status update on March and June Board awards and recommendations and three end of project reports for noting by the Grants Sub Board.

Financial Services comments:	No comments needed
Legal Services comments:	No comments needed
Equality and Diversity:	Not applicable for this report
Climate Change implications:	Not applicable for this report
Crime and Disorder:	Not applicable for this report
Corporate Plan:	The Grants Process empowers residents to contribute towards the six priorities
Risk Assessment:	Contained within the report
Background Papers:	Community Grant Guidance
Appendices:	Appendix 1 Status Report Table from Previous Board Awards
Report Author/Lead Officer:	Mandy Baggaley, GBC Grants Officer, Corporate Policy & Community Safety

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Status of Grant Awards from Previous Boards

September Awards- Updates

Organisation	Grant Paid	Status
Golden Lion Football Club	✓	
LOS Community Assoc.	✓	
Green Dragon Football Club	x	Deferred to Dec due to missing information
Gosport Borough Cricket Club	x	Application withdrawn, alternate solution agreed with GBC
Rowner Bowling Club	x	Decision pending in Dec. on the £4,000 towards replacement fence
Gosport Allotment Holders & Gardeners Assoc.	x	Pending planning permission and lease
Willow Incredible Garden	x	Deferred to Dec due to site visit
Harbour Cancer Care Support	✓	
Gosport Museum & Art Gallery	✓	

June Awards- Updates since September

Organisation	Grant Paid	Project Report Received
Friends of Stanley Park	✓	✓ - included in this report
Gosport Model Yacht & Boat Club	✓	✓
Elson Infant School	✓	
Solent Town Football Club	✓	✓ - included in this report
FortonFest Event	✓	✓ - included in this report
Gosport Hospital Radio	✓	
Big Noise Community Samba Band	✓	
Gosport and Fareham MS Society	✓	
MHA Communities Gosport & Fareham	✓	
Hampshire Music Service	✓	
Disability Union	✓	
Oarsome Chance	✓	
St. Mary's Parish Alverstoke	N/A	
Little Woodham LH Village	✓	
HAZ Sunset Festival	✓	requested

March Awards- Updates since September

Organisation	Grant Paid	Project Report Received
12th Gosport Scout Group	✓	
C2U	✓	✓
Friends of Hardway	✓	✓
Gosport Community Cinema	✓	requested
Gosportarians	✓	✓
Hampshire Music Service	✓	
Level Up Gosport	✓	
Montserrat- Coronation event	✓	✓
Montserrat-Stage truck stage	✓	✓
Portsmouth Harbour Marine	✓	
Repair Café Gosport	✓	requested
St Matthew's Church	✓	
Stoke Road Community Assoc.	✓	
Yellow Edge Gallery	✓	
Historic Diving Museum	✓	

Board/Committee:	GRANTS SUB BOARD
Date of meeting:	Thursday, 7 December, 2023
Title:	Community Grant Fund Applications
Author:	Head of Corporate Policy and Community Safety
Status:	For Recommendation

Purpose

To provide a summary of each application received to the Community Fund in this funding period in order that members can determine if they wish to award grant funding for each proposal as set out in this report. A list of all applications made to date with amounts requested is in Appendix 1

Recommendation

That the Board:

- Consider the applications outlined in the report

1.0 Background

1.1 Members will recall at the Policy and Organisation Board of 30th November 2022 that the Council agreed to set up a new Community Fund to offer grants to local community projects and first Grants Sub Board met in March to award grants and make recommendations to applicants.

1.2 Following the September Board, the Community Fund grant guidance and application form were amended to reflect the changes agreed by members of the Grants Sub Board.

1.3 The most notable changes made were to reduce the maximum award to £5,000 effective from future rounds and to emphasise the desirability of evidence of some match funding rather than requests for the full cost amount or full award possible.

1.4 This report summarises the applications made to the Community Fund since the September Grant Sub Board meeting and includes any that were deferred or advised to resubmit from that round. All applications received and verified to date are included as part of this report after which any received may be submitted as a late item.

1.5 The Community Fund has the following priorities and applicants are asked to identify which of the following their project will help to address:

- a) Enhancing community places and spaces;
- b) Bringing people together and building stronger communities;
- c) Improving sustainability and tackling climate change;
- d) Developing people, skills and opportunities.

1.6

The Community Fund guidance advises that funding awards will be looked on more favourably where applications can demonstrate:

- a) A strong evidence of need;
- b) The proposed approach is likely to achieve the desired outcomes;
- c) The application does not contain high revenue costs that cannot be sustained long term;
- d) A lasting benefit can be achieved;
- e) It meets more than one of the four funding priorities;
- f) Match funding is provided;
- g) It will benefit a significant number of people;
- h) Public benefit outweighs any private gain.

2.0 Report

2.1 Accounts has confirmed that there is a total of **£35,877** available in the Community Fund for this round, of which **£13,022** is available from the Council General Fund and **£22,855** is available from the Community Infrastructure Levy (CIL Neighbourhood Fund).

2.2 It is noted that the CIL balance has taken into account the pending deduction of £8,000 for two September grant applications of £4,000.

2.3 For this round of Community Grant Awards the Council received eight new applications two deferred ones and two previous pending awards, which are summarised in this report for consideration.

3.0 **Gosport Allotment Holders & Gardeners Association**

3.1 Members will recall a grant award of £4,000 was approved at September Board to the Gosport Allotment Holders & Gardeners Association for a store building on the Manor Way allotment site pending successful planning permission being granted for the new allotment site. A decision on the planning permission for the site has not yet been made, so the award is still pending.

4.0 **Rowner Bowling Club**

4.1 Members will also recall that at September Board it agreed in principle that they would make a contribution of £4,000 for a new fox proof fence as set out in the grant application by Rowner Bowling Club.

4.2 Officers have now clarified the terms of the lease and considered that a grant is the most appropriate funding option.

4.3 Following an enquiry to the Council's Planning Team it has been confirmed that planning permission is not required for the erection of the fence.

4.4 As this is a large animal proof fence it is classed as a tenant's alteration and when installed a Licence for Alterations will be required from the Council. The Council's Commercial Property Team will action this.

As the new fence is a "tenant's fixture" the club will be wholly responsible for repairs and maintenance going forward. At the end of the lease, the fence and any other tenant's fixtures may be required to be removed by the landlord.

- 4.5 The Board is requested to formally approve the grant award of £4,000 agreed in principle in September to the Rowner Bowling Club as a contribution towards the new fence.
- 5.0 Willow Incredible Garden**
- 5.1 A decision on this application was deferred from the September Board as no representative from the project was available to attend. Since then a site visit by the Grants Sub Board was carried out on 26 October.
- 5.2 The Willow Group and the Integrated Care Board in partnership with Love Outdoors, a Community Interest Company, is seeking **£5,840** or 8.75% of the total cost of £66,710 to repurpose 250 square meters of unused leased land adjacent to Forton Medical Centre, Whites Place, during two stages into a community wellbeing garden. The lease runs until at least 2028 and the project's operations manager has written evidence from the landlord, Primary Health Properties, that the lease will be renewed.
- 5.3 The requested funds will enable the partnership to complete Stage 1 of the project that includes the purchase and installation of an open wooden outdoor learning space. The application includes a breakdown of the costs for the structure itself and seating which was circulated to the Grants Sub Board after the September meeting.
- 5.4 The partners maintain this project meets all four of the funds priorities and represents a non-traditional and innovative approach to health care and will be accessible to a wide range of people to help improve their physical and mental wellbeing. There are already regular weekly groups of volunteers and special events and growing projects taking place involving different ages and abilities.
- 5.5 Stage 2 of the project is called Heart of Surgery and involves a contemplative garden, seating, screening and sensory planting. The partnership is growing with significant match funding in place from staff costs, in kind donations and other successful grant applications. The project is anticipated to be completed by August 2024.
- 6.0 Hub4Stuff**
- 6.1 Hub4Stuff is a voluntary organisation established in March 2022 to collect unwanted but useable furniture and deliver it free of charge to those in need and is seeking **£1,500** or approximately 25% of its annual operating costs to help meet local need.
- 6.2 It covers all of Gosport and accepts both direct requests and referrals from the team at Agnew House and Barclay House and the Council's Housing Services, including supporting refugees.
- 6.3 The group is run entirely by volunteers and also provides training and volunteering opportunities to help those in the local community develop practical skills.
- 6.4 Since March 2022 it has helped approximately 600 families with 1,400 items of furniture; monthly this is an average of 30 families/individuals and 70 items of furniture collected and delivered.
- 6.5 The group's main costs are the running and maintenance of the van. It also pays to have donated washing machines serviced before passing them on, and purchases new microwaves when no second-hand ones are available. This ensures that those with no oven have a means of preparing a cooked

- meal.
- 6.6** The application has included a detailed breakdown of costs for fuel, van and liability insurance, van repairs and MOT, purchase of microwaves when necessary, servicing of washing machines, and other tools, parts and equipment totalling £5,978.
- 7.0 Lee Rangers Football Club**
- .1** Since its launch, the group has raised funds through a combination of grants and donations along with over £5,000 from its own fund-raising efforts. It is confident with the requested grant it can continue to sustain the service long-term.
- 7.2** This non-profit club based in Lee-on-the-Solent is seeking **£1,000** or 100% of the cost for team equipment for its adult team.
- 7.3** Lee Rangers Youth Football Club was founded in 1989. Over 30 years later it says it remains an all-inclusive organisation where the focus is on all players developing their abilities and having fun rather than winning.
- 7.4** In June 2019 it merged with the established adult team Lee Community Football Club to create Lee Rangers Football Club. The objective of the newly created club is to provide children with an introduction and an ongoing pathway to football participation and enjoyment from youth level all the way up to adult level.
- 7.5** The funds would be used to buy footballs, replace damaged equipment and to help to keep contributions towards training costs low for its 26 members as some are struggling now to meet these costs. The club said it would meet its future costs through fundraising in the community.
- 8.0 Green Dragon Football Club**
- 8.1** This application was presented to the Board in September, but a decision was deferred pending the submission of missing information and supporting documentation which has now been received.
- 8.2** This is a Sunday League football club operating out of Nobes Avenue and Brookers Field and is seeking **£2,300** or 98% of costs to provide team jackets to its 47 players at a cost of £49.50 each.
- 8.3** The club has two teams, the Green Dragon First in Division 1 and the Green Dragon Reserves in Division 3. Funds would be used to minimise the financial costs to team players to participate by providing team jackets.
- 8.4** Registration fees of £650 and previous sponsorship by donors of £2,000 has enabled the club to purchase footballs, water bottles, first aid kits and other sports equipment.
- 8.5** The application also states the club meets at least twice a week and uses its platform in a positive way by holding annual charity days.
- 9.0 Gosport Rovers Football Club**
- 9.1** This is a Sunday league football club in Gosport is seeking **£3,000** towards the purchase of new team equipment.
- 9.2** The application does not state how many current members it has or provide a cost breakdown or description of the equipment it would buy with the grants award.
- 9.3** Supporting documentation and more details about the club's request for funding has been requested. The club is in the process of setting up its bank account. The organiser is aware the application could be deferred to

a following round if the information is not received.

10.0 Gosport Borough Cricket Club

10.1 Based at the Clock Tower Pavilion, Privett Park, the Cricket Club is an amateur sports club affiliated with the England & Wales Cricket Board as well as the Hampshire Cricket Board.

10.2 The Club had successfully submitted an application to the Board in September for the replacement of the current cricket nets. However, after the Board meeting the club withdrew its application after confirmation that the installation of additional vermin nets by the Council was agreed as an acceptable alternative.

10.3 The current application is asking for **£3,042** or 90.4% of the total costs for two Sight Screens, an accreditation requirement of the Southern Premier Cricket League (SPCL) and also mandatory in the higher divisions of the Hampshire Cricket League (HCL) and replacement netting for the club's mobile practice cage.

10.4 Sight Screens enable batters to see a red or white ball more clearly and are therefore considered to be a health and safety aid and would benefit all adults teams and the Junior teams who play with a hard ball.

10.5 The specific sight screens requested are made by only one company and are reversible i.e. they have a white side for red ball cricket and a black side for white ball cricket. Black sight screens are needed for the higher level cricket played in the SPCL.

10.6 The Club states having quality sight screens enhances the ground and ensures it keep its accreditation and enhances Privett Park as an attractive place to play cricket.

10.7 The mobile cage is an essential piece of practice equipment for all members. It can be used on grass wickets rather than astro turf wickets and therefore enables players of all ages to practice on grass for a more realistic experience.

10.8 The Club has provided a cost breakdown for the sight screens and the replacement mobile practice cage.

11.0 Mend & Tend- Gosport Voluntary Action

11.1 This is a registered charity (1087177) providing an independent not-for-profit garden and home maintenance services for local residents who are older, vulnerable or have a disability and would like to continue living independently in their own home. The service is seeking **£4,117.50** or 50% of the total cost to continue this service for another year.

11.2 In the last tax year, Mend & Tend provided support to 202 residents in the Gosport Borough. The team provided 3,689 hours of gardening support & 519 hours of repairs/décor support. April 2023 – September 2023 has already seen 63 new customer applications, indicating there is a great need for this service to continue.

11.3 With the cost-of-living crisis, some of the Borough's most vulnerable residents are needing to prioritise their outgoing costs. The service states an unkempt garden and home will affect mental health & wellbeing, increase risk of injury and falls and can also attract scammers for doorstep crime.

11.4 Mend & Tend also offers flexible self-employed working opportunities to local people. Recruitment and vetting is ongoing to support new customer demand each year. The workers often develop friendships with their

- customers that can provide some companionship and a link to GVA for further community support and signposting and provide an opportunity for workers to build their skills.
- 11.5** To provide this service staff and volunteer hours are required. Customers in general, are not online and do not have access to technology for online registration or payments and require a personal response to match them with their worker. Workers must be interviewed, vetted, allocated and monitored.
- 11.6** The application has provided a cost breakdown of the administration tasks and costs for the service and staff cost are estimated at approximately 35% of the total £4,117.50 requested or £1,440. The remaining 65% of costs cover other direct costs and overheads of the service.
- 12.0** **Gosport and District Sports Association for the Disabled (GADSAD)**
- 12.1** GADSAD is a registered charity (278177) located in Elson and has been providing a meeting place and sporting activities to those disabled people for the past 45 years and is run by a small team of eight dedicated volunteers. Its Friday Night Club meets the fund priorities of bringing people together and building stronger communities & developing people skills and opportunities.
- 12.2** It has 40 members currently with a range of disabilities from learning difficulties, sight loss and anxiety and from a range of ages and backgrounds. The charity is seeking **£4,935** or 100% of the costs to maintain its weekly Friday Night Club and has provided a breakdown of costs for minibus hire, new equipment and hall hire to keep the club going.
- 12.3** Local minibus costs are broke down £45 x 49 local trips and £90 x 4 away games for a total of £2,565; Hall hire charges are £30 x 49 at £1,470 and new sports equipment to replace used at £900.
- 12.4** The club charges its members an annual membership fee of £12 and does do its own fundraising, but is seeking a grant award to help keep membership costs down and ensure it can continue to provide accessible transport for its members locally and to sporting matches at other disabled clubs in the South East
- 13.0** **The Ritz at St. Vincent**
- 13.1** The voluntary organisation based at St. Vincent College is seeking **£1,221** or 25% of its anticipated running costs to promote the community cinema across the Borough during 2024 to increase attendance and become self-sustainable.
- 13.2** It has been operating since May 2017, screening a film once a fortnight in term time and showing a mix of recent releases and classic films and occasional offering one off special event screenings.
- 13.3** Since the pandemic the cinema has found it difficult to attract audiences at the level it achieved before the pandemic and seen a rise in its running costs.
- 13.4** During its 2022/23 season, the cinema had 646 admissions, an average of 32 people per event. The organisation estimates that 1,000 admissions or an average of 48 people per event would enable it to become financially sustainable.
- 13.5** A cost breakdown of the organisation's running costs was provided with its

application. On its current reserves, the cinema could maintain its operations for another two months. Its most significant increase in running costs has been the steep increase in venue hire.

- 13.6** The funds requested are specifically for an advertising campaign to raise awareness of the cinema and increase its audience and to cover the increased running costs during the campaign period. The organisation hopes that by next summer, it will have a larger audience and become sustainable.
- 14.0 Gosport Community Cinema**
- 14.1** This is an unincorporated voluntary organisation aiming to combat loneliness and social isolation and improve health outcomes through the screening of a film as social events and is seeking £4,966 or 36% of its total project costs.
- 14.2** The Next Steps for Gosport Community Cinema 2024 project is seeking funding to continue its programme of films during the day once a month into next Spring to include an additional screening on a weekday morning once per month and schedule occasional Saturday night screenings.
- 14.3** The organisation's original seed funding came from The British Association of Film Societies (trading as "Cinema For All"). It operates primarily from Thorngate Halls, but also holds cinematic events in other parts of the Borough.
- 14.4** It has on average 50 patrons at each of its daytime screenings and 100 patrons at a weekend screening. Current ticket price is £3 for daytime shows and £7 for a Saturday show. The price of day time shows may increase to £4 at some point in 2024. For daytime shows carers are admitted for free. Popcorn, tea and coffee is on a "pay as you feel" donation Basis.
- 14.5** The organisation states there is an emphasis on hospitality to enhance a social experience; volunteers spend time chatting with patrons about the film, serve tea and snacks and run a raffle and local musicians often perform before and after the screenings.
- 14.6** Gosport Community Cinema states commercial sponsorship is the most achievable mechanism to keep tickets affordable and grow the audience. This grant request is to allow it to build upon its success in 2023 and continue to provide the service from January to April 2024 until sustainable sponsorship is secured.
- 14.7** The organisation states it has committed £5,000 of its own resources and has identified in kind donations of £8,938 towards the project.
- 15.0 Next Steps**
- 15.1** Subject to Members' decisions on each of the applications, the grants officer will advise the applicant accordingly and where necessary ask for any outstanding information.
- 15.2** Upon satisfactory receipt of all information required, the Grants Officer will ensure the applicant signs the Grant Agreement that will include the relevant checks to ensure that the organisation has a bona fide bank account.
- 15.3** Members are advised at the next Board the outcome of this process and which grants have been issued and whether any matters have arisen as

part of this checking process.

16.0 Risk Assessment

16.1 There will always be an element of a risk when issuing grants to a third party organisation. The Council have financial and legal due diligence measures in place to ensure that the risks are minimised and will not issue any grants until the Council is satisfied that these measures have been satisfied.

16.2 The Grant Agreement forms are part of the measures to ensure the money is used for the purposes set out in the application and agreed by the Sub-Board.

17.0 Conclusion

17.1 This report summarises the applications made to the Council's Community Grants Fund and received by the Grants Officer in time for this report.

Financial Services comments:	Contained within this report
Legal Services comments:	There are no legal implications with respect to the process. The applications are solely to be judged by the relevant Sub-Board within the existing policy framework.
Equality and Diversity:	Community Fund application form template and guidance was reviewed by the Council's Equality & Diversity Lead Officer
Climate Change implications:	Not applicable
Crime and Disorder:	Not Applicable
Corporate Plan:	Grant applications empower residents to help contribute to the six strategic priorities
Risk Assessment:	Contained within the report
Background Papers:	Community Fund Guidance
Appendices:	Appendix 1 Table of Applications received to date
Report Author/Lead Officer:	Mandy Baggaley, GBC Grants Officer, Corporate Policy and Community Safety : mandy.baggaley@gosport.gov.uk or 02393 545695

Community Fund Applications for Decision 7 December Board

Organisation	Date received	Amount Requested
Rowner Bowling Club (decision pending from Sept.)	12/07/23	£4,000
Willow Incredible Garden (deferred from Sept.)	11/08/23	£5,840
Green Dragon Football Club (deferred from Sept.)	21/07/23	£2,300
Gosport Rovers Football Club	26/10/23	£3,000
Gosport Borough Cricket Club	30/10/23	£3,042
Lee Rangers Football Club	01/11/23	£1,000
Mend and Tend -GVA	01/11/23	£4,117.50
Hub4Stuff	03/11/23	£1,500
GADSAD	08/11/23	£4,935
The Ritz at St Vincent	21/11/23	£1,221
Gosport Community Cinema	21/11/23	£4,966
Total Requested		£35,951.50

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Board/Committee:	GRANTS SUB BOARD
Date of meeting:	Thursday, 7 December, 2023
Title:	Heritage Fund Application
Author:	Head of Corporate Policy and Community Safety
Status:	For Recommendation

Purpose

To provide a summary of the two applications received to the Heritage Fund in this funding period in order that members can determine if they wish to award grant funding for the proposal as set out in this report.

Recommendation

That the Board:

- Consider the applications outlined in the report.

1.0 Background

1.1 Members will recall at the Policy and Organisation Board of 30th November 2022 that the Council agreed to set up a new Heritage Fund to offer grants to local community projects for up to £50,000. The Grants Sub Board has awarded grants from this fund in its first two rounds.

1.2 This report summarises the two applications made to the Heritage Fund since the September Grant Sub Board meeting. Any application received after the published Board Agenda deadline may be submitted as a late item.

1.3 The Heritage Fund has five funding priorities and applicants are asked to identify how their project will address at least one of them.

- a) Removing property from the 'Heritage at Risk' register
- b) Enhancing the townscape or setting of a heritage asset
- c) Improving sustainability and tackling climate change
- d) Creating employment or a sustainable future use
- e) Enhancing public access or interpretation

1.4 Heritage Fund guidance advises that strong applications demonstrate:

- a) A strong evidence of need
- b) Evidence that the proposed approach is likely to achieve the desired outcomes
- c) The project does not contain high revenue costs that cannot be sustained long term
- d) A lasting benefit can be achieved
- e) It meets more than one of the five funding priorities
- f) Match funding is provided
- g) Public benefit outweighs any private gain.

2.0 Report

2.1 The fund is open for full applications for local heritage projects of up to £50,000, as well as Development Grants of up to £5,000 to assist in putting bids together.

2.2 After the awards made from the March, June and September Boards, Accounts has confirmed **£162,069** available in the Heritage Fund for this round.

3.0 The D Day Fellowship

3.1 This local association based in Alverstoke aims to educate and inspire interest in Gosport's local D-Day landings history from a local perspective by providing information and presentations to local groups, schools and through heritage events.

3.2 It is seeking **£5,000** or 12.5% of the total cost for a Gosport D-Day Memorial at Stokes Bay. If successful, the award will be allocated to the groundworks fund for the £40,000 project anticipated to be completed between April and June 2024.

3.3 The fellowship submitted a planning application in October to create a new D- Day memorial that combines the existing Canada Memorial, the Mulberry Harbour one and the D-Day one into one site. A computer drawing submitted with the application shows a semi-circle featuring six benches as main features of the proposed memorial. This means moving the Canada and the Mulberry Harbour memorials to the new site.

3.4 The consultation period on the planning application is currently open and the conservation, heritage and ecology reports are pending. Letters of objection to the proposed memorial have been received.

3.5 Due to objections being received, the Development Management Team have advised that a decision on the planning application is likely to go to the Regulatory Board.

3.6 The Fellowship has submitted various quotes for the landscaping and stone work required for the memorial and quotes for the benches., most elements exceeding £5,000. As it is not a registered charity nor Community Interest Company VAT may be payable if the trader/company completing the works has a turnover of more than £85k

3.7 The Fellowship has applied to the National Lottery Heritage Fund (NLHF) and while it will not support its application for 75% of total project costs it has suggested that the fellowship align elements of its application with the NLHF current funding categories. That is why any award from the Heritage Fund would go toward groundworks.

3.8 The Fellowship said it is also applying to GVA Community Grant, Hampshire County Councillors Grants, corporate sponsorship and crowd funding, but has not reported any match funding achieved to date.

3.9 The Fellowship maintains the proposed D-Day Memorial meets the fund's "enhancing public access or interpretation" priority by utilising an area of land to bring people together to learn about and take pride in its local D-Day history and enhancing accessible information about it through its

outreach to schools, local groups and participation in community heritage events.

4.0 Nest & Anchor Events Limited - Anchored in Gosport Project

4.1 This is a company limited by guarantee (13881689) based in Fareham that provides and hosts events and bespoke markets and is seeking **£8,687.40** or 50% of the total cost of the Anchored in Gosport Project to regenerate Gosport High Street and the market delivery.

4.2 The company currently has a contract with the Council to operate and manage the weekly High Street market and deliver eight event markets in a 12 - month period. This project is not part of that contract, but has identified a need to build more narrative around the heritage of the market.

4.3 The Anchored in Gosport project is within the High Street Heritage Action Zone (HAZ) will support the HAZ legacy and is supported by Historic England through the High Street HAZ project team.

4.4 The application states the High Street market is considered to be a heritage asset in its own right. Gosport's charter to hold markets dates back to 1158 when Henry de Blois, Bishop of Winchester, bestowed on the village of 'Gods-port' three market-days in each week in consideration of kindness shown to his brother, King Stephen, who, in a voyage from Normandy, landed here after a storm.

4.5 It aims to produce a digital exhibition linking the past to the present through quarterly magazine and a monthly online blog that will highlight the heritage of Gosport town centre, promote stories and experiences of local independent businesses and bring the heritage of the market into the 21st century by giving an online presence and platform for all its traders.

4.6 This project will include photography, digital creation and a story-telling narrative and aims to have an exhibition at the Imagination Refinery that can be enjoyed by all.

4.7 The amount requested is to deliver two magazine runs and exhibitions with 30 blogs to accompany each magazine run. Each magazine run will cost £4,343.70. The breakdown of costs is:

- 2 x 6 hours per independent article x 15 articles per magazine @ £25 per hour = £4,500 (Fixed) (1 hour research, 1 hour interview, 1 hour photoshoot, 1 hour edit, 2 hour write up including social media and blog post, content creation for social formats per article)
- 2x Printing and Publication Costs (500 x 20 page magazines) = £2,670 per magazine
- 2x A0 Spotlight canvas for exhibition = £58.50 per print x 15 Prints = £1,517.40

Total = £8,687.40

4.8 Anchored in Gosport aims to meet four of the five funding priorities of the fund:

Enhancing the townscape or setting of a heritage asset - showcasing the town centre as a heritage asset and bringing people back into it.

Improving sustainability and tackling climate change- promoting shop local and using walking and cycling route to support sustainability and

climate change

Creating employment or a sustainable future use- the project supports growth and regeneration and makes Gosport a more inviting place to trade and work.

Enhancing public access or interpretation- residents will have accessible information about the local market history, current business community as well as signposting to business support and start-ups.

4.9 If funding is secured, the project will run from January to December 2024. The company has secured match funding in terms of own resources and other grants to produce two further magazine runs of this project – making four issues in a 12 month period.

5.0 Risk Assessment

5.1 There will always be an element of a risk when issuing grants to a third party organisation. The Council have financial and legal due diligence measures in place to ensure that the risks are minimised and will not issue any grants until the Council is satisfied that these measures have been satisfied.

5.2 The Grant Agreement forms are part of the measures to ensure the money is used for the purposes set out in the application and agreed by the Sub-Board.

6.0 Conclusion

6.1 This report summarises the two applications made to the Council's Heritage Grants Fund and received by the Grants Officer in time for this report.

Financial Services comments:	Contained within this report
Legal Services comments:	The are no required legal comments as the basis of policy application is outlined in this report and vests with the Sub- Board
Equality and Diversity:	Heritage Fund application form template and accompanying guidance has been reviewed by the Council's Equality & Diversity Lead Officer
Climate Change implications:	Non applicable
Crime and Disorder:	Non applicable
Corporate Plan:	Each application can contribute to the five strategic priorities particularly in this case empowering our residents
Risk Assessment:	Contained within this report
Background Papers:	Heritage Grant Guidance
Appendices:	Appendix 1 Table of applications received to date
Report Author/Lead Officer:	Mandy Baggaley, Grants Officer, Corporate Police & Community Safety

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Heritage Fund Applications for Decision 7 December Board

Organisation	Date received	Amount Requested
The D- Day Fellowship	02/11/23	£5,000
Nest & Anchor Events Ltd	02/11/23	£8,687.40
Total Requested		£13,867.40
Fund Balance		£162,069

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