

Sevenoaks District Council

Big Community Fund

Application form

1 Name of ward: **Brasted**

2 Name of Member: Anna Firth

3 Name of delivery organisation: Brasted Parish Council

Address of delivery organisation: Southwood Cottage, Puddledock Lane, Westerham, TN16 1PY

Name of the main contact who will be accountable for the delivery of the project:  
Mrs Pat Thomas

Telephone number of main contact: 01732 750531

4 Description of Project:

The Children's Playground at the Recreation Ground has just been refurbished and updated by the Parish Council including grant funding from SITA Trust.

There are two gates to the fenced area but these are accessed across grass. The Parish Council would like to construct paths to these gates from the tarmac drive.

5 Total project cost: £ 3750

How will the money be spent?

Two tarmac paths to the playground gates from the existing tarmac drive..

If the total cost exceeds the amount requested from Big Community Fund, please state here how the remaining cost is to be met:

Brasted Parish Council £750

From budgeted funds for 2014/15

Amount requested from the SDC Big Community fund:

£ 3000

**6 Your community**

How have you been able to involve the local community in planning this project?

The upgrading of the playground involved extensive consultation with the community and, more recently, the new Pre School on the site. Support for the project has been very good and siting of the gates was discussed as part of planning.

**7 What is the need for the project?**

The Playground is used regularly by families in the community as well as by the Pre School and the Youth Club.

Access from the Pavilion (used by the Pre School and the Youth Club) is across grass. On wet days this means that mud is brought back into the Pavilion. The Pavilion has new flooring and it would be desirable if it could be protected from excessive mud.

The second access gate is also across grass. The Parish Council are seeing increased use of the facility and envisage that the paths across the grass at these two points is likely to become worn. A muddy path could be slippery when wet. Families with pushchairs would also benefit from a paved path to access the playground.

**8 Long term benefits**

Please comment on the lasting effects of the project:  
Brasted Parish Council hopes that paved paths to the Playground will:

- ensure improved access to current users,
- less mud brought into the newly refurbished Pavilion,
- offer improved health and safety for those using the playground,
- protect the current grass areas of the Recreation Ground.

**9 The impact of your project**

How will you know whether the project has been a success?

Success will be measured by:

- improved access to the playground,
- less wear on the grass areas of the Recreation Ground leading to the playground gates,
- reduced mud being brought into the Pavilion.

**10 Ongoing costs**

If there is an on-going need for maintenance or management of the project, who will be responsible and how will this be funded?

Brasted Parish Council will meet any future costs for maintenance.

The extent to which this project is in addition to usual maintenance arrangements and responsibilities that are more appropriately funded by the landowner, the delivery organisation or another agency.

All costs for cleaning and maintenance are met by Brasted Parish Council as part of their management of the Recreation Ground.

11 **Supporting statement from the sponsoring Local Member:**

I wholeheartedly support this application. Over the past year/18 months Brasted Parish Council have transformed Brasted playground from being one of the worst playgrounds in the entire District into an attractive, modern, and healthy space which is much appreciated by the entire village. All that is needed now is two well laid concrete paths so that whatever the weather, young and old, can access the play-park safely, with no risk of slipping and without carrying mud onto the new play equipment. Since the play-park is also used by the new Pavillion nursery school getting rid of the current muddy/grass paths would also protect and lengthen the life of the new Pavillion floor which was also part-funded by the BCF.

Signed ..  (sponsoring Local Member) *Signed on 25/4/14*

12 **Agreement of other Local Members that they are happy with the proposed project:**

**SIGN NAMES:**

**PRINT NAMES:**



(Local Member) *JAMES LONDON 26/4/14*  
(Local Member) *ROBERT PIPER 29/4/14*

13 **Declaration by project delivery organisation:**

I confirm that my organisation will be responsible for the grant and the delivery of the above project and any on-going maintenance or management. I confirm that the organisation has an equalities policy or has signed the attached District Council's Equality Statement.

*Dear Committee Please see Overleaf Due to time constraints*

Signed .....Date .....

PRINT NAME:

Please remember to include the following documents with your application:

- A copy of the constitution of the delivery organisation
- A copy of the latest audited accounts of the delivery organisation *obtained*
- A signed copy of the Equality Statement, or a copy of the delivery organisation's equalities policy

*Signatures from my fellow Councillors separately*



11

**Supporting statement from the sponsoring Local Member:**

I wholeheartedly support this application. Over the past year/18 months Brasted Parish Council have transformed Brasted playground from being one of the worst playgrounds in the entire District into an attractive, modern, and healthy space which is much appreciated by the entire village. All that is needed now is two well laid concrete paths so that whatever the weather, young and old, can access the play-park safely, with no risk of slipping and without carrying mud onto the new play equipment. Since the play-park is also used by the new Pavillion nursery school getting rid of the current muddy/grass paths would also protect and lengthen the life of the new Pavillion floor which was also part-funded by the BCF.

Signed ..... (sponsoring Local Member)

*Signed separate sheet*

12

**Agreement of other Local Members that they are happy with the proposed project:**

**SIGN NAMES:**

**PRINT NAMES:**

..... (Local Member)

..... (Local Member)

13

**Declaration by project delivery organisation:**

I confirm that my organisation will be responsible for the grant and the delivery of the above project and any on-going maintenance or management. I confirm that the organisation has an equalities policy or has signed the attached District Council's Equality Statement.

Signed  ..... Date *24 April 2014*

**PRINT NAME:**

*P.B. THOMAS*

Please remember to include the following documents with your application:


- A copy of the constitution of the delivery organisation
- A copy of the latest audited accounts of the delivery organisation
- A signed copy of the Equality Statement, or a copy of the delivery organisation's equalities policy

## EQUAL OPPORTUNITIES STATEMENT

Brasted Parish Council \_\_\_\_\_ (*Insert name of organisation*)  
recognises that everyone has a contribution to make to our society and a right to equal treatment. We aim to ensure that no organisation or individual involved with our organisation will be discriminated against by our organisation on the grounds of:

- ❖ Race, colour, nationality, ethnic or national
- ❖ Sex, marital status or caring responsibility
- ❖ Sexuality
- ❖ Age
- ❖ Physical or mental disability or mental health
- ❖ Political belief or religion
- ❖ Class
- ❖ Health status
- ❖ Employment status

**I confirm that my organisation is committed to equal opportunities**

|                                        |                                                                                      |
|----------------------------------------|--------------------------------------------------------------------------------------|
| Signed (on behalf of the organisation) |  |
| Designation:                           | Parish Clerk/RFO                                                                     |





Sevenoaks District Council  
Big Community Fund  
Application form

**1 Name of ward: PENSURST, FORDCOMBE & CHIDDINGSTONE**

2 Name of Member: PADDY COOKE

3 Name of delivery organisation: CHIDDINGSTONE VILLAGE HALL MANAGEMENT COMMITTEE

Address of delivery organisation:  
[REDACTED]

Name of the main contact who will be accountable for the delivery of the project:  
[REDACTED]

Telephone number of main contact: [REDACTED]

4 Description of Project:  
REPLACEMENT OF LEADED WINDOW TO REAR OF HALL.  
INSTALLATION OF DOUBLE DOORS INTO THE COMMUNITY GARDEN.

5 **Total project cost: £ 11,900 + VAT £2,380. TOTAL: £14,280**

How will the money be spent?  
TO EMPLOY THE SERVICES OF COUNTRY VISION LIMITED TO REPLACE THE WINDOWS AND INSTALL A NEW DOOR IN THE VILLAGE HALL.

If the total cost exceeds the amount requested from Big Community Fund, please state here how the remaining cost is to be met:

£11,280 (balance inc. VAT) : CHIDDINGSTONE VILLAGE HALL MANAGEMENT COMMITTEE

Amount requested from the SDC Big Community fund:

£ 3,000

**6 Your community**

How have you been able to involve the local community in planning this project?

THE VILLAGE HALL MANAGEMENT COMMITTEE HAS WORKED CLOSELY WITH THE PARISH COUNCIL AND THE SCHOOL IN DRAWING UP PLANS FOR THE REPLACEMENT OF THE WINDOW AND THE DESIGN AND SPECIFICATION OF THE NEW DOORS. THE VILLAGE HALL MANAGEMENT COMMITTEE HAS ALSO CONSULTED THE NATIONAL TRUST FOR THEIR APPROVAL FOR THE PROJECT.

THERE ARE MANY LOCAL GROUPS WHO WOULD BENEFIT FROM THIS WORK:

1. CHIDDINGSTONE PRIMARY SCHOOL WOULD BE ABLE TO USE THE NEW DOORS TO ACCESS THE HALL AT LUNCHTIMES AND FOR SCHOOL ASSEMBLIES AND P.E. CLASSES. CURRENTLY, THE CHILDREN HAVE TO ENTER THE HALL FROM THE VILLAGE HALL DRIVE BY CROSSING AN AREA THAT IS NOT SECURE AND NOT SAFE DUE TO VEHICLE PARKING AND DELIVERY LORRIES WHO REGULARLY USE THE HALL DRIVEWAY. IT WAS A SCHOOL OFSTED COMMENT THAT THE CHILDREN REQUIRE A SAFER MEANS OF ACCESSING THE HALL. IF THE NEW DOORS ARE INSTALLED, THE CHILDREN CAN SAFELY ACCESS THE HALL FROM THE GARDEN TO THE REAR, WHICH IS CLOSED OFF TO THE GENERAL PUBLIC DURING SCHOOL HOURS.
2. CHIDDINGSTONE YOUTH CLUB MEET IN THE HALL EVERY FRIDAY AND IN THE SUMMER MONTHS THE CLUB WOULD BE ABLE TO OPEN THE NEW DOORS AND USE THE GARDEN TO THE REAR AS A SAFE ENVIRONMENT.
3. CHIDDINGSTONE CHURCH'S SUNDAY SCHOOL USE THE HALL REGULARLY FOR SUNDAY SCHOOL MEETINGS, AND WOULD BENEFIT FROM THE NEW ACCESS INTO THE GARDEN.
4. THE LOCAL THEATRE COMPANY (CHAPS) AND THE W.I. USE THE HALL FOR EVENTS
5. THERE ARE OTHER LOCAL FUND-RAISING EVENTS HELD IN THE HALL.
6. OTHER PEOPLE BOOKING THE HALL COULD USE THE DOORS AND THE GARDEN, FOR EVENTS SUCH AS WEDDING RECEPTIONS, CHILDREN'S PARTIES AND FAMILY OCCASIONS.



**7 What is the need for the project?**

1. THE NEW WINDOWS ARE REQUIRED AS THE CURRENT WINDOWS ARE ROTTEN AND DANGEROUS AND DO NOT MEET HEALTH & SAFETY STANDARDS.

2. THE NEW DOORS ARE REQUIRED TO IMPROVE THE HALL FOR THE BENEFIT OF MANY COMMUNITY GROUPS (SEE NO.6 ABOVE).

**8 Long term benefits**

Please comment on the lasting effects of the project:

THE PROVISION OF NEW WINDOWS AND DOORS WOULD IMPROVE THE HALL FOR FUTURE GENERATIONS AND ALLOW THE COMMUNITY GARDEN TO THE REAR OF THE HALL TO BE LINKED WITH THE HALL FOR USE BY MANY LOCAL ORGANISATIONS. THE WORK WOULD BRING THE HALL UP TO HEALTH & SAFETY STANDARDS.

**9 The impact of your project**

How will you know whether the project has been a success?

THE PROJECT WILL BE DEEMED SUCCESSFUL WHEN THE DOORS ARE USED REGULARLY BY ALL HALL USERS, AND THE SAFETY OF THE WINDOWS IS IMPROVED. THE PROJECT WILL MAKE THE HALL MORE VISUALLY ATTRACTIVE AND SPACE WILL BE USED MORE EFFECTIVELY. THERE WILL BE MANY BENEFITS TO THE COMMUNITY.

**10 Ongoing costs**

If there is an on-going need for maintenance or management of the project, who will be responsible and how will this be funded?

CHIDDINGSTONE VILLAGE HALL MANAGEMENT COMMITTEE

The extent to which this project is in addition to usual maintenance arrangements and responsibilities that are more appropriately funded by the landowner, the delivery organisation or another agency.

THIS IS A LARGE ONE-OFF PROJECT, COSTLY FOR A SMALL CHARITY SUCH AS THE VILLAGE HALL MANAGEMENT COMMITTEE. IF DONE PROPERLY, THE WINDOWS AND DOORS SHOULD LAST FOR MANY YEARS WITHOUT REPAIR OR REPLACEMENT. USUAL MAINTENCE COSTS ARE COVERED BY INCOME, BUT A LARGE PROJECT SUCH AS THIS IS BEYOND THE RELATIVELY SMALL INCOME OF THE CHARITY. IF WE ARE SUCCESSFUL IN THIS GRANT APPLICATION, IT WOULD ALLOW THIS MUCH NEEDED PROJECT TO GO AHEAD.

11

**Supporting statement from the sponsoring Local Member:**

*This project would greatly enhance the 'usability' of the village hall to the benefit of all the local groups that enjoy this special place.*

Signed ..  ..... (sponsoring Local Member)

12

**Agreement of other Local Members that they are happy with the proposed project:**

**SIGN NAMES:**

**PRINT NAMES:**


..... (Local Member)

..... (Local Member)

13

**Declaration by project delivery organisation:**

I confirm that my organisation will be responsible for the grant and the delivery of the above project and any on-going maintenance or management. I confirm that the organisation has an equalities policy or has signed the attached District Council's Equality Statement.

Signed ..  ..... Date *7/3/14*

PRINT NAME: *PENELOPE HARRIS*

Please remember to include the following documents with your application:

- A copy of the constitution of the delivery organisation
- A copy of the latest audited accounts of the delivery organisation
- A signed copy of the Equality Statement, or a copy of the delivery organisation's equalities policy

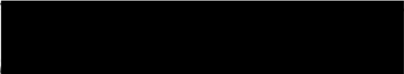
## EQUAL OPPORTUNITIES STATEMENT

CHIDDINGSTONE VILLAGE HALL MANAGEMENT COMMITTEE (Insert name of organisation) recognises that everyone has a contribution to make to our society and a right to equal treatment. We aim to ensure that no organisation or individual involved with our organisation will be discriminated against by our organisation on the grounds of:

- ❖ Race, colour, nationality, ethnic or national
- ❖ Sex, marital status or caring responsibility
- ❖ Sexuality
- ❖ Age
- ❖ Physical or mental disability or mental health
- ❖ Political belief or religion
- ❖ Class
- ❖ Health status
- ❖ Employment status

Please note that if you have an Equal Opportunities Policy you may prefer to enclose a copy instead of signing the Equal Opportunities Statement.

**I confirm that my organisation is committed to equal opportunities**

|                                        |                                                                                      |
|----------------------------------------|--------------------------------------------------------------------------------------|
| Signed (on behalf of the organisation) |  |
| Designation:                           | CHAIRMAN.                                                                            |



Sevenoaks District Council

Big Community Fund

Application form

1 Name of ward: **Sevenoaks Northern**

2 Name of Member: **Matthew Dickins**

3 Name of delivery organisation: **Greatness Residents' Association**

Address of delivery organisation: [REDACTED]

Name of the main contact who will be accountable for the delivery of the project:  
[REDACTED]

Telephone number of main contact: [REDACTED]

4 Description of Project:

- Three applications of herbicide for the removal of weeds, weeding, ground preparation and seeding of area surrounding Mill Pond, Greatness, Sevenoaks
- Painting of metal railings surrounding the Mill Pond in a colour to be agreed with SDC Direct Services
- Installation of safety piles

5 Total project cost:

**£2,839**

How will the money be spent?

**Three Applications of Herbicide -£162 incl. VAT**

**Three Post-Herbicide Preparations & Seeding - £1524 incl. VAT**

**Preparation & Painting of Railings - £985 incl. VAT**

**Piles - £168 incl. VAT**

If the total cost exceeds the amount requested from Big Community Fund, please state here how the remaining cost is to be met:

**N/A**

Amount requested from the SDC Big Community fund:

**£2,839**

6 Your community

How have you been able to involve the local community in planning this project?

**This project is a direct response to requests from residents for improvements to the pond. Over the years, the support for the Mill Pond restoration has been extremely positive and residents have joined forces to continue to ensure the Pond is an asset to the community. Routine weeding has been undertaken by resident working parties**

and SDC has recently committed to further maintenance which will complement these capital improvements.

7

What is the need for the project?

4-5 years ago, Greatness Residents' Association was successful in its application for £98,000 from Istock Cory to dredge and open up to the public the Greatness Mill Pond, Sevenoaks, TN14 5AX. Boardwalks were installed and instead of being the eyesore it once was, it has become a focal point for the community.

As time has passed, an area which was originally planted as 'meadow' has been overcome by pernicious weeds making access to the pond and seating areas difficult during the summer months.

Under the guidance of North West Kent Countryside Partnership, residents along with other community groups (Hope Church, Scouts, West Kent Housing) have carried out numerous community clearing days and have made significant progress clearing an area which we intend to lay to grass to prevent future problems and minimise maintenance whilst ensuring the area remains visually attractive.

At the same time, it is proposed that the metal railings surrounding the pond be repainted, as the peeling paintwork gives an otherwise attractive area a feeling of being 'run-down'. Furthermore, we are hoping to take the opportunity to install wooden piles in spaces where a gap has appeared between the bank and edge of the boardwalk - the resultant improvement in safety being self-evident.

Please see enclosed photographs.

8

Long term benefits

Please comment on the lasting effects of the project:

Opening up the Mill Pond to the community has been a huge success. This work is required to ensure it remains an asset to our community and doesn't deteriorate into an overgrown monstrosity that becomes yet again inaccessible. It will save time and money for residents and SDC alike, whilst also improving safety.

Situated in this very busy area, the Mill Pond not only affects the lives of residents, but also pedestrians en route to and from Bat and Ball Station, users of Greatness Recreation Ground - including Sevenoaks Junior and Senior Football Club and the Greatness Skatepark -, The Scouts, Nursery and Hope Church.

9

The impact of your project

How will you know whether the project has been a success?

We hope that by ensuring this area continues to be a 'cared for and loved' area we will reduce crime and antisocial behaviour, improve community spirit. Measures taken to date by the Residents' Association have demonstrated that this approach works.

10

Ongoing costs

If there is an on-going need for maintenance or management of the project, who will be responsible and how will this be funded?

The pond is an SDC asset and Direct Services has agreed to maintain the site.

The extent to which this project is in addition to usual maintenance arrangements and responsibilities that are more appropriately funded by the landowner, the delivery organisation or another agency.

The pond will require no additional maintenance to that which is currently undertaken.

**11 Supporting statement from the sponsoring Local Member:**

Signed ..... (sponsoring Local Member)

**12 Agreement of other Local Members that they are happy with the proposed project:**

**SIGN NAMES:**

**PRINT NAMES:**

..... (Local Member)

..... (Local Member)

**13 Declaration by project delivery organisation:**

I confirm that my organisation will be responsible for the grant and the delivery of the above project and any on-going maintenance or management. I confirm that the organisation has an equalities policy or has signed the attached District Council's Equality Statement.

Signed ..... Date 7/9/14

**PRINT NAME:**

Please remember to include the following documents with your application:

- A copy of the constitution of the delivery organisation
- A copy of the latest audited accounts of the delivery organisation
- A signed copy of the Equality Statement, or a copy of the delivery organisation's equalities policy

**EQUAL OPPORTUNITIES STATEMENT**

Greatness Residents' Association (insert name of organisation)

recognises that everyone has a contribution to make to our society and a right to equal treatment. We aim to ensure that no organisation or individual involved with our organisation will be discriminated against by our organisation on the grounds of:

- ❖ Race, colour, nationality, ethnic or national
- ❖ Sex, marital status or caring responsibility
- ❖ Sexuality
- ❖ Age
- ❖ Physical or mental disability or mental health
- ❖ Political belief or religion
- ❖ Class
- ❖ Health status
- ❖ Employment status

Please note that if you have an Equal Opportunities Policy you may prefer to enclose a copy instead of signing the Equal Opportunities Statement.

**I confirm that my organisation is committed to equal opportunities**

Signed (on behalf of the organisation)

Designation:

Secretary