

**Sevenoaks District Council  
Repair & Renew Grant  
Application Form**

Please read the accompanying scheme guidelines carefully before completing the application form. If you have any queries regarding the application process, please contact Simon Davies at Sevenoaks District Council, Argyle Road, Sevenoaks, Kent, TN13 1HG. Tel: 01732 227000. Email [grants@sevenoaks.gov.uk](mailto:grants@sevenoaks.gov.uk).

Funding of up to £5,000 per property per application is available to flood affected homes and business premises to put flood resistance measures in place to reduce the risk of or minimise the impact of future flooding. Collaborative applications, where a street or a row of properties have been flooded and would like to work together to establish more appropriate solutions, can be submitted, based on a contribution of £5,000 per property.

Please note that THREE like for like quotes should be provided with your application to support the identified costs. Please contact us if you are not able to provide three quotes.

A third party independent survey must be undertaken to advise the most appropriate flood resilience measures for your property. The cost of this can be reclaimed (please see section 3).

Payment will be made once works have been completed – a claim form will be provided that can be submitted, along with an invoice for works completed, to claim funding awarded. All funding awarded must be claimed by 31 December 2014 at the latest. Claims received after this date may not be paid.

Please complete this application form electronically – we cannot accept hand-written applications

## 1. YOUR DETAILS

Please tell us:

- |     |                                |   |
|-----|--------------------------------|---|
| 1.1 | Name of applicant:             | <div></div>   |
| 1.2 | Business Name (if applicable): |   |
| 1.3 | Address:                       | 1 Squerries Park Cottages,<br>Goodley Stock Rd, Westerham |
| 1.4 | Postcode:                      | TN16 1RD  |
| 1.5 | Email:                         | <div></div>   |

- 1.6 Telephone number: [REDACTED] Mobile: [REDACTED]
- 1.7 Address of Property flooded (if different from above):
- 1.8 If you are submitting a collaborative application for more than one property, please set out the names, addresses and contact details for the other applicant properties:

Our neighbours at 2,3 and 4 Squerries Park Cottages will benefit from some of the works listed here. They are themselves applying for other items of work, some of which will benefit all four properties.

- 1.9 Are you VAT Registered? no
- 1.10 VAT Registration number

**2. DETAILS OF THE FLOODING TO YOUR PROPERTY**

- 2.1 Date(s) property was flooded: 24/12/13
- 2.2 Have you filed a claim with your insurer? no
- 2.3 If no, please say why? **To keep premiums low, we repaired damage ourselves**
- 2.4 If yes, what is the status/outcome of the claim?
- 2.5 Do you know the cause of the flooding to your property?
- Blocked/overwhelmed river yes
  - Blocked drainage yes
  - Tidal surge
  - Extreme rainfall yes
  - Surface runoff yes
  - Other (please specify)
- 2.6 Please provide a written description detailing the extent of flooding in/around your business and the damage/impact to your business. Please include with your claim submission a map showing the location of flooding around your property and include any photographs of the damage caused. Please include with your claim submission a copy of any claim you have made to your insurer for this event:

The flooding extended throughout the ground floor of our property to the depth of about 12cm as result of continuous bailing (see photos). Outside the gardens at the front and rear of the property were flooded up to 90cm in places, and this extended right up to the property (see photos). The fields and roads around the property were also flooded (see map).

Damage was minimised by 3 adults bailing, moving furniture and belongings, and erecting ad hoc flood defences.

We made the decision not to claim from our insurance company. As we had flooded before, and had made a claim, we made the decision not to risk a further increase in our premium and to do all the necessary cleaning and repairs ourselves.

Pictures of the flooding in and around our property on 24/12/14



2.7 Is your grant application for:

- Flood resilience/resistance measures that you will install in the future? **yes**
- Flood resilience/resistance measures that you have already purchased and have installed following the flooding (retrospective application)? **yes**

2.8 Do you have the necessary legal agreements, insurances and processes in place to deliver the required improvements?

Yes

- 2.9** Have you had a third party independent survey carried out to advise you on the most appropriate flood resilience measures for your property? **YES, KRS Environmental Ltd**

- 2.10** Please summarise the works recommended in the third party independent survey:

The Squerries Court Lake Stream runs through our garden and meets the River Darent on our land. The survey report by KRS Environmental is attached to a separate email to Simon Davies. Parts of the existing stream bank have eroded and need to be restored. The report recommends that we rebuild the stream bank with more robust materials, We are also applying for removable flood doors and waterproofing of brickwork, both recommended by KRS. There are other measures recommended which would benefit all 4 cottages and which are being requested by our neighbours.

- 2.11** Have you received any alternative funding, such as previous grant funding or insurance claim payment, for any of the resistance/resilience measures for which you are applying for grant funding? If yes, please specify and state why you are also seeking Repair & Renew Grant support.

No

### 3. HOW THE FUNDING WILL BE SPENT

- 3.1** Please set out how funding from the Repair & Renew Grant will be spent. Please note that THREE like for like quotes for the purchase and installation of the identified measures should be included with your application:

Resistance Measures	Cost £
Demountable Door Guards estimate enclosed	330.00
Demountable Window Guards	
Airbrick Cover	

Sewage Bung	
Toilet Pan Seal	
Sump Pump	
Re-pointing External Walls with Water Resistant Mortar	
Waterproof External Walls 5l AquaRepel plus sprayer (purchase from Waterproofing UK) estimate enclosed	57.58
Automatic Door Guards	
Permanent Floor Door	
Automatic Window Guards	
Self-closing Air Brick	
Non-return Valves 110mm Soil Waste Pipe	
Non-return Valves 40mm Utility Waste Pipe	
Non-return Valves 12mm Overflow Pipe	
Garage/Driveway Barrier	
Professional Advice on Flood Resistance/Resilience KRS invoice enclosed	265.00
<b>Resistance Measures</b>	<b>Cost £</b>
Replace sand-cement screeds on solid concrete slabs (with dense screed)	
Replace chipboard flooring with treated timber floorboards	
Replace floor including joists with treated timber to make water resilient	
Replace timber floor with solid concrete	
Raise floor above most likely flood level	
Replace mineral insulation within walls with closed cell insulation	
Replace gypsum plaster with water resistant material, such as lime	
Install chemical damp-proof course below joist level	
Replace doors, windows, frames with water-resistant alternatives	
Septic tank resistance or resilience measures (such as isolation valves, venting above flood level etc)	
Mount boilers on wall	
Move washing machine to first floor	
Replace ovens with raised, build-under type	
Move electrics well above likely flood level	
Move service meters well above likely flood level	
Replace chipboard kitchen/bathroom units with plastic units	
Flood risk report	
Other measure – please specify build retaining wall alongside stream running in front of the property to minimise risk of river breaking its banks, estimate enclosed	3636.00
Other measure – Purchased Land Polybooms from Darcy (see invoice)	127.32
Other measure – please specify 2 hydrosnakes from CSI, estimate enclosed	38.80
<b>Total cost of Resistance/Resilience Measures: including VAT</b>	<b>4189.70</b>
<b>Total amount Requested from Repair &amp; Renew Grant: including VAT</b>	<b>4454.70</b>

3.2 Have you selected the cheapest available quote for the proposed works?  
If not, please say why?



yes we have

**3.3 For retrospective applications only** – If you are applying for works that have already been undertaken, please briefly describe how you ensured value for money (e.g. Utilised an insurance company contractor or sought quotes from a range of providers). Evidence of quotes or invoices should be included with your application.

Polybooms similar to those used by the Fire brigade were purchased.

#### 4. OWNER AND OCCUPIER DETAILS

**4.1** Are you the owner of the freehold of the property?

yes

**4.2** If not, please provide the contact address for the owner of the freehold of the property:

#### 5. STATE AID

**5.1** For applications for business premises only - Under EU State Aid Legislation, applicants in receipt of 200,000 Euros (approx. £167,000) in the last three years may not be eligible for support. Have you received any State Aid during this or the preceding two years? **N/A**

**5.2** If yes, please give details:

#### 6. YOUR BANK DETAILS

**6.1** Any grant awarded will be paid by BACS Transfer: Please set out your bank details below:

Bank

Account Number

Sort Code



#### 7. SIGNATURES

**7.1** Signature of applicant

I certify that the information supplied on this application form is correct to the best of my knowledge and belief. I understand that a decision about my grant will be made on the basis of the information I have supplied on this form. I authorise any enquiries necessary to be made. I understand that if I make a false claim I may be prosecuted. If any of the information changes, I will undertake to inform Sevenoaks District Council immediately.

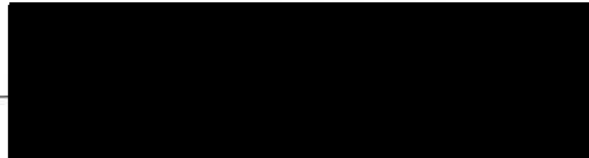
I authorise enquiries to be made with my insurance company to clarify any issues or queries about my insurance cover and any claims made.

I understand that submitting an application to the Repair & Renew Grant does not necessarily entitle me to receive any funding.

If my application is successful, I agree to acknowledge the support of the District Council in any publicity. I also confirm that my organisation aims to comply with all relevant statutory requirements.

Signature:

Position in company (if applicable):



**7.2 Signature of owner of freehold (if different from 7.1)**

I certify that the information supplied on this application form is correct to the best of my knowledge and belief. I agree to the works listed on this application form being carried out.

Signature:

Designation:

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**PLEASE REMEMBER:**

- Complete the form in full. ALL questions must be completed. We will appraise your application based ONLY on the information supplied on this form.
- Print and sign the form – we cannot accept applications by email.
- Please ensure the application is signed by you or your organisation **AND** the freehold owner of the land/building to be improved. Your application is invalid if it is not signed.
- Supply all supporting information:
  - ALL applications, residential and business**
    1. A map showing the location of flooding around your property attached
    2. Evidence of flooding to your property photos embedded in this document
    3. Copy of insurance claim for flooding N/A
    4. Quotations to support the identified costs attached
    5. Copy of a third party independent survey to your property sent in separate email to Simon Davies
  - Business applications** (in addition to 1-5 above)
    6. A set of audited or independently examined accounts for your company the latest year available
  - Retrospective applications** (In addition to 1-6 above)
    7. Copy of invoices for works completed attached
- Return by post to the address below:

**Simon Davies, Communities & Business Team, Sevenoaks District Council,  
Council Offices, Argyle Road, Sevenoaks, Kent, TN13 1HG**



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Funding of up to £5,000 per property per application is available to flood affected homes and business premises to put flood resistance measures in place to reduce the risk of or minimise the impact of future flooding. Collaborative applications, where a street or a row of properties have been flooded and would like to work together to establish more appropriate solutions, can be submitted, based on a contribution of £5,000 per property.

Please note that THREE like for like quotes should be provided with your application to support the identified costs. Please contact us if you are not able to provide three quotes.

A third party independent survey must be undertaken to advise the most appropriate flood resilience measures for your property. The cost of this can be reclaimed (please see section 3).

Payment will be made once works have been completed – a claim form will be provided that can be submitted, along with an invoice for works completed, to claim funding awarded. All funding awarded must be claimed by 31 December 2014 at the latest. Claims received after this date may not be paid.

Please complete this application form electronically – we cannot accept hand-written applications

**1. YOUR DETAILS**

Please tell us:

- 1.1 Name of applicant: [REDACTED]
- 1.2 Business Name (if applicable): N/A
- 1.3 Address: 2 Squerryes Park Cottages, Goodley Stock Road, Westerham
- 1.4 Postcode: TN161RD
- 1.5 Email: [REDACTED]
- 1.6 Telephone number: [REDACTED] Mobile: [REDACTED]
- 1.7 Address of Property flooded (if different from above):

- 1.8 If you are submitting a collaborative application for more than one property, please set out the names, addresses and contact details for the other applicant properties:

- [REDACTED] 1 Squerryes Park Cottages, TN161RD
- [REDACTED] 3 Squerryes Park Cottages, TN161RD [REDACTED]
- [REDACTED] 4 Squerryes Park Cottages, TN161RD
- [REDACTED]

- 1.9 Are you VAT Registered? No
- 1.10 VAT Registration number

## 2. DETAILS OF THE FLOODING TO YOUR PROPERTY

- 2.1 Date(s) property was flooded: 24 December 2013
- 2.2 Have you filed a claim with your insurer? No
- 2.3 If no, please say why? Insurance excess too large
- 2.4 If yes, what is the status/outcome of the claim?
- 2.5 Do you know the cause of the flooding to your property?
- Blocked/overwhelmed river Yes
  - Blocked drainage Yes
  - Tidal surge No
  - Extreme rainfall Yes
  - Surface runoff Yes
  - Other (please specify) N/A
- 2.6 Please provide a written description detailing the extent of flooding in/around your business and the damage/impact to your business. Please include with your claim submission a map showing the location of flooding around your property and include any photographs of the damage caused. Please include with your claim submission a copy of any claim you have made to your insurer for this event:

This description relates to a private property and not a business. The water from the overflow of Court Lake flooded Goodley Stock Road and came to a height of approx. 380mm against our house. The Flood water seeped through the front door. The depth of water in the house was approx. 10cm but this was only kept this low due to constant bailing out of the water through the back of the property over 5 – 6 hours. Preventative measures to avoid too much interior damage were taken by moving as much furniture upstairs as possible and putting the remaining furniture on bricks. A new carpet was required along with the extended hire of a de-humidifier to return the property to normal. Along with the carpet several Christmas presents were ruined a long with clothes stored under the stairs cupboard.

2.7 Is your grant application for:

- Flood resilience/resistance measures that you will install in the future? Yes
- Flood resilience/resistance measures that you have already purchased and have installed following the flooding (retrospective application)? No

2.8 Do you have the necessary legal agreements, insurances and processes in place to deliver the required improvements?

To the best of our knowledge none are required. We have contractors already in place to carry out the works.

2.9 Have you had a third party independent survey carried out to advise you on the most appropriate flood resilience measures for your property? Yes

2.10 Please summarise the works recommended in the third party independent survey:

Summary of survey's findings from KRS Environmental Ltd dated June 2014. Please note the survey covered all four properties, this claim is just for the areas of flood prevention numbered 3 & 4. The full survey report will be provided with the Application from Elaine & Stuart Merrylees.

**1. Essential Measures**

The following essential works should be carried out at the properties. It is possible to defend the properties up to 600mm above by the use of measures as outlined below. Based upon the information collected about the properties the following flood protection measures are recommended to help reduce flood risk to the properties. These measures are the minimum that are required to help reduce flood risk. Taking into account the type of construction, local circumstances etc. the following generic measures would be suitable for the properties.

**2. Flood Wall adjacent to Court Lake Brook**

It would advantageous to utilise the existing garden and buildings configuration as a solid flood defence wall therefore, keeping floodwater away from the properties.

The flood wall would be constructed adjacent to the Court Lake Brook and connected to similar walls and high spots on the boundaries of the gardens. This will create a no man's land between the properties and the floodwater. The wall will be located approximately 5 to 10m away from the buildings therefore, minimising the ingress of water through the foundations and footings.

The flood wall would always be in place, so there is no risk of sudden flooding or requirements for a skilled installation team, and the whole of the property would be protected. The wall would have a maximum height of approximately 600mm which would provide a freeboard of 250mm above the December 2013 flood event water depth within the gardens of 350mm.

The flood wall will help protect all the four cottages (i.e. no. 1 – 4).

**3. Flood Wall adjacent to the bridge and entrance to the gardens**

A short section of flood wall will be required linking the drive over the bridge to the path entrance to the gardens. Flood boards would be installed in the gap within the flood wall through which the path to the properties passes. Once installed, the flood boards will effectively hold back water. The aperture would be measured and a bespoke flood board system could be manufactured to suit, ensuring that it fits securely and offers protection.

The flood boards will help protect all the four cottages (i.e. no. 1 – 4).

**4. Wall along Goodley Stock Road**

It would advantageous to utilise the existing ragstone wall located on the boundaries of the properties adjacent to Goodley Stock Road as an informal flood defence wall therefore, keeping floodwater away from the properties.

This will create a no man's land between the property and the floodwater. The wall will be located approximately 10m away from the buildings therefore, minimising the ingress of water through the foundations and footings.

The informal flood wall would always in place, so there is no risk of sudden flooding or requirements for a skilled installation team, and the whole of the properties would be protected. The wall would be built up by approximately 300mm using ragstones.

The wall along Goodley Stock Road will help protect all the four cottages (i.e. no. 1 – 4).

**2.11** Have you received any alternative funding, such as previous grant funding or insurance claim payment, for any of the resistance/resilience measures for which you are applying for grant funding? If yes, please specify and state why you are also seeking Repair & Renew Grant support.

None

### 3. HOW THE FUNDING WILL BE SPENT

3.1 Please set out how funding from the Repair & Renew Grant will be spent. Please note that THREE like for like quotes for the purchase and installation of the identified measures should be included with your application:

Resistance Measures	Cost £
Demountable Door Guards	550.00
Demountable Window Guards	
Airbrick Cover	
Sewage Bung	
Toilet Pan Seal	
Sump Pump	
Re-pointing External Walls with Water Resistant Mortar	
Waterproof External Walls	
Automatic Door Guards	
Permanent Floor Door	
Automatic Window Guards	
Self-closing Air Brick	
Non-return Valves 110mm Soil Waste Pipe	
Non-return Valves 40mm Utility Waste Pipe	
Non-return Valves 12mm Overflow Pipe	
Garage/Driveway Barrier	
Professional Advice on Flood Resistance/Resilience	
Resistance Measures	Cost £
Replace sand-cement screeds on solid concrete slabs (with dense screed)	
Replace chipboard flooring with treated timber floorboards	
Replace floor including joists with treated timber to make water resilient	
Replace timber floor with solid concrete	
Raise floor above most likely flood level	
Replace mineral insulation within walls with closed cell insulation	
Replace gypsum plaster with water resistant material, such as lime	
Install chemical damp-proof course below joist level	
Replace doors, windows, frames with water-resistant alternatives	
Septic tank resistance or resilience measures (such as isolation valves, venting above flood level etc)	
Mount boilers on wall	
Move washing machine to first floor	
Replace ovens with raised, build-under type	
Move electrics well above likely flood level	
Move service meters well above likely flood level	
Replace chipboard kitchen/bathroom units with plastic units	
Flood risk report	
Other measure – please specify Flood wall along Goodley Stock Road	640.00
Other measure – please specify Fitting Flood Board to Garden Entrance	530.00

Other measure – please specify	
Total cost of Resistance/Resilience Measures:	
Total amount Requested from Repair & Renew Grant:	

- 3.2 Have you selected the cheapest available quote for the proposed works?  
If not, please say why?

The quote for the demountable doors is the cheapest. The quote for the wall is slightly higher due to the fact the quote provides for older ragstones that are more in keeping with existing structure. The preferred contractor is also able to provide the demountable doors (Flood Doors), other quotes for the Wall were not prepared to quote for those which would mean a separate company quoting and an potential increased cost overall for the complete works. **Please note quotes exclude VAT.**

- 3.3 For retrospective applications only – If you are applying for works that have already been undertaken, please briefly describe how you ensured value for money (e.g. Utilised an insurance company contractor or sought quotes from a range of providers). Evidence of quotes or invoices should be included with your application.

#### 4. OWNER AND OCCUPIER DETAILS

- 4.1 Are you the owner of the freehold of the property?  
Yes of the building (The land surrounding the property is owned by Stuart and Elaine Merrylees, but is for the communal use of the four properties.)
- 4.2 If not, please provide the contact address for the owner of the freehold of the property:  
The land surrounding the property (for communal use) is owned by [REDACTED]  
[REDACTED] 1 Squerryes Park Cottages, Goodley Stock Road, Westerham TN16 1RD

#### 5. STATE AID

- 5.1 For applications for business premises only - Under EU State Aid Legislation, applicants in receipt of 200,000 Euros (approx. £167,000) in the last three years may not be eligible for support. Have you received any State Aid during this or the preceding two years? N/A
- 5.2 If yes, please give details:

#### 6. YOUR BANK DETAILS

- 6.1 Any grant awarded will be paid by BACS Transfer: Please set out your bank details below:
- Bank [REDACTED]  
Account Number [REDACTED]  
Sort Code [REDACTED]



## 7. SIGNATURES

### 7.1 Signature of applicant

I certify that the information supplied on this application form is correct to the best of my knowledge and belief. I understand that a decision about my grant will be made on the basis of the information I have supplied on this form. I authorise any enquiries necessary to be made. I understand that if I make a false claim I may be prosecuted. If any of the information changes, I will undertake to inform Sevenoaks District Council immediately.

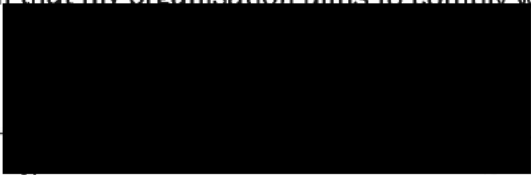
I authorise enquiries to be made with my insurance company to clarify any issues or queries about my insurance cover and any claims made.

I understand that submitting an application to the Repair & Renew Grant does not necessarily entitle me to receive any funding.

If my application is successful, I agree to acknowledge the support of the District Council in any publicity. I also confirm that my organisation aims to comply with all relevant statutory requirements.

Signature:

Position in company (if applicable):

  
PROPERTY OWNER.

### 7.2 Signature of owner of freehold (if different from 7.1)

I certify that the information supplied on this application form is correct to the best of my knowledge and belief. I agree to the works listed on this application form being carried out.

Signature:

Designation:

  
freeholder of land.



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At least one quotation should be provided with your application to support the identified costs.




A third party independent survey can be undertaken to advise the most appropriate flood resilience measures for your property. The cost of this can be reclaimed (please see section 3).

Payment will be made once works have been completed – a claim form will be provided that can be submitted, along with an invoice for works completed, to claim funding awarded. All funding awarded must be claimed by 31 December 2014 at the latest. Claims received after this date may not be paid.

Please complete this application form electronically – we cannot accept hand-written applications

**1. YOUR DETAILS**

Please tell us:

- |     |  |   |
|-----|--|---|
| 1.1 | Name of applicant:                                     |  |
| 1.2 | Business Name (if applicable):                         | Nautilus Yachting Ltd   |
| 1.3 | Address:   | The Watermill, 87 High St,<br>Edenbridge  |
| 1.4 | Postcode:  | TN8 5AU   |
| 1.5 | Email:   |  |
| 1.6 | Telephone number:                                      | 01732 867445  |
|     | Mobile:  |  |
| 1.7 | Address of Property flooded (if different from above): |   |

- 1.8** If you are submitting a collaborative application for more than one property, please set out the names, addresses and contact details for the other applicant properties:

n/a

- 1.9** Are you VAT Registered? **Yes**
- 1.10** VAT Registration number 603201900

## **2. DETAILS OF THE FLOODING TO YOUR PROPERTY**

- 2.1** Date(s) property was flooded: **23/12/13 & 17/1/14**
- 2.2** Have you filed a claim with your insurer? **Yes**
- 2.3** If no, please say why?
- 2.4** If yes, what is the status/outcome of the claim? **Pending**
- 2.5** Do you know the cause of the flooding to your property?
- Blocked/overwhelmed river **Yes**
  - Blocked drainage **Yes**
  - Tidal surge
  - Extreme rainfall **Yes**
  - Surface runoff **Yes**
  - Other (please specify)
- 2.6** Please provide a written description detailing the extent of flooding in/around your business and the damage/impact to your business. Please include with your claim submission a map showing the location of flooding around your property and include any photographs of the damage caused. Please include with your claim submission a copy of any claim you have made to your insurer for this event:

**On 23 December 2013 the River Eden flooded and the water entered our office building in 3 ways - initially through the drain manhole in our entrance hall then through the front of the building on the High Street and through the mill pond from the rear. It flooded the ground floor to a depth of about 18 inches (photos attached)**

**2.7** Is your grant application for:

- Flood resilience/resistance measures that you will install in the future? **Yes**
- Flood resilience/resistance measures that you have already purchased and have installed following the flooding (retrospective application)?

**2.8** Do you have the necessary legal agreements, insurances and processes in place to deliver the required improvements?

**Yes**

**2.9** Have you had a third party independent survey carried out to advise you on the most appropriate flood resilience measures for your property? **No**

**2.10** Please summarise the works recommended in the third party independent survey:

No survey but this solution is quite obvious. Water comes up through the manhold cover in our building and this should really be an airtight cover which would prevent this. There may be other ways of stopping ingress of water but they would be rather more complicated and expensive and we have not investigated these.

**2.11** Have you received any alternative funding, such as previous grant funding or insurance claim payment, for any of the resistance/resilience measures for which you are applying for grant funding? If yes, please specify and state why you are also seeking Repair & Renew Grant support.

**No**

### 3. HOW THE FUNDING WILL BE SPENT

**3.1** Please set out how funding from the Repair & Renew Grant will be spent. Please note that at least one quotation for the purchase and installation of the identified measures should be included with your application:

<b>Resistance Measures</b>	<b>Cost £</b>
Demountable Door Guards	
Demountable Window Guards	
Airbrick Cover	
Sewage Bung	
Toilet Pan Seal	
Sump Pump	
Re-pointing External Walls with Water Resistant Mortar	
Waterproof External Walls	
Automatic Door Guards	
Permanent Floor Door	
Automatic Window Guards	
Self-closing Air Brick	
Non-return Valves 110mm Soil Waste Pipe	
Non-return Valves 40mm Utility Waste Pipe	
Non-return Valves 12mm Overflow Pipe	
Garage/Driveway Barrier	
Professional Advice on Flood Resistance/Resilience	
<b>Resistance Measures</b>	<b>Cost £</b>
Replace sand-cement screeds on solid concrete slabs (with dense screed)	
Replace chipboard flooring with treated timber floorboards	
Replace floor including joists with treated timber to make water resilient	
Replace timber floor with solid concrete	
Raise floor above most likely flood level	
Replace mineral insulation within walls with closed cell insulation	
Replace gypsum plaster with water resistant material, such as lime	
Install chemical damp-proof course below joist level	
Replace doors, windows, frames with water-resistant alternatives	
Septic tank resistance or resilience measures (such as isolation valves, venting above flood level etc)	
Mount boilers on wall	
Move washing machine to first floor	
Replace ovens with raised, build-under type	
Move electrics well above likely flood level	
Move service meters well above likely flood level	
Replace chipboard kitchen/bathroom units with plastic units	
Flood risk report	
Other measure – please specify <b>Manhole</b>	<b>645</b>
Other measure – please specify	
Other measure – please specify	
<b>Total cost of Resistance/Resilience Measures:</b>	<b>645</b>
<b>Total amount Requested from Repair &amp; Renew Grant:</b>	<b>645</b>



- 3.2 Value for money:** If you have not selected the cheapest available quote for the proposed works or have only provided one quotation, please say how have ensured value for money:

n/a

- 3.3 For retrospective applications only –** If you are applying for works that have already been undertaken, please briefly describe how you ensured value for money (e.g. Utilised an insurance company contractor or sought quotes from a range of providers). Evidence of quotes or invoices should be included with your application.

n/a


#### 4. OWNER AND OCCUPIER DETAILS

- 4.1** Are you the owner of the freehold of the property?  
**Yes**
- 4.2** If not, please provide the contact address for the owner of the freehold of the property:

#### 5. STATE AID

- 5.1** For applications for business premises only - Under EU State Aid Legislation, applicants in receipt of 200,000 Euros (approx. £167,000) in the last three years may not be eligible for support. Have you received any State Aid during this or the preceding two years? **No**
- 5.2** If yes, please give details:

#### 6. YOUR BANK DETAILS

- 6.1** Any grant awarded will be paid by BACS Transfer: Please set out your bank details below:
- |                |   |
|----------------|---|
| Bank           |  |
| Account Number |   |
| Sort Code      |   |

**7. SIGNATURES**

**7.1 Signature of applicant**

I certify that the information supplied on this application form is correct to the best of my knowledge and belief. I understand that a decision about my grant will be made on the basis of the information I have supplied on this form. I authorise any enquiries necessary to be made. I understand that if I make a false claim I may be prosecuted. If any of the information changes, I will undertake to inform Sevenoaks District Council immediately.

I authorise enquiries to be made with my insurance company to clarify any issues or queries about my insurance cover and any claims made.

I understand that submitting an application to the Repair & Renew Grant does not necessarily entitle me to receive any funding.

If my application is successful, I agree to acknowledge the support of the District Council in any publicity. I also confirm that my organisation aims to comply with all relevant statutory requirements.

Signature:



Position in company (if applicable):

Director

**7.2 Signature of owner of freehold (if different from 7.1)**

I certify that the information supplied on this application form is correct to the best of my knowledge and belief. I agree to the works listed on this application form being carried out.

Signature:

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Designation:

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**PLEASE REMEMBER:**

- Complete the form in full. ALL questions must be completed. We will appraise your application based ONLY on the information supplied on this form.
- Print and sign the form – we cannot accept applications by email.
- Please ensure the application is signed by you or your organisation **AND** the freehold owner of the land/building to be improved. Your application is invalid if it is not signed.
- Supply all supporting information:

**ALL applications, residential and business**

1. A map showing the location of flooding around your property
2. Evidence of flooding to your property
3. Copy of insurance claim for flooding
4. At least one quotation to support the identified costs
5. Copy of a third party independent survey to your property, if you have one

**Business applications** (in addition to 1-5 above)

6. A set of audited or independently examined accounts for your company the latest year available

**Retrospective applications** (In addition to 1-6 above)

7. Copy of invoices for works completed

- Return by post to the address below:

**Simon Davies, Communities & Business Team, Sevenoaks District Council,  
Council Offices, Argyle Road, Sevenoaks, Kent, TN13 1HG**

