

Sevenoaks District Council

Big Community Fund

Application form

1 Name of ward: Crockenhill

2 Name of Member: Stephen Lindsay

3 Name of delivery organisation: Crockenhill Parish Council

Address of delivery organisation: Village Hall, Stones Cross Road, Crockenhill, Kent  
BR8 8LT

Name of the main contact who will be accountable for the delivery of the project:  
Mrs Barbara Morris, Clerk

Telephone number of main contact: 01322 614674

4 Description of Project:

To carry out alterations to the existing Village Hall layout to relocate the parish council office to a larger room with new wheelchair access, external door to the rear of the Village Hall with pathway to the car park. Remaining alterations to include dedicated toilet to parish office and refreshment facilities, shared store room, security door to main hall, new chair and table store and a revised committee room.

5 Total project cost: £ 12,000

How will the money be spent? Moving parish council office to existing Committee Room and making this completely self contained, refurbish toilet, new external door to the outside of the Hall for public access, new store room, new path for accessibility.

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

Crockenhil Village Hall £3,600  
Parish Council remaining costs, i.e. £5,400 if grant approved

	<p>Amount requested from the SDC Big Community fund:</p> <p>£ 3,000</p>
6	<p><b>Your community</b></p> <p>How have you been able to involve the local community in planning this project?</p> <p>A questionnaire was sent to every household in Crockenhill and one of the issues identified was the poor parish office, the lack of space for police and wardens and no toilets. Village Hall Committee has been involved throughout</p>
7	<p><b>What is the need for the project?</b></p> <p>Currently there is nowhere for our Community Warden, PCSO, SDC rep or KCC rep to meet residents confidentially. The hall itself is often fully booked. There is nowhere for say walkers to use a toilet if needed as playgroup are unable to allow anybody into the hall without police checks. From the parish point of view, clerk does not have toilet or refreshment facilities and there is a lack of storage or the ability for public to call into the office and view plans etc It is currently a very small room and not large enough to have small meetings.</p>
8	<p><b>Long term benefits</b></p> <p>Please comment on the lasting effects of the project:</p> <p>The ability for residents to meet with Warden, PCSO, KCC or SDC in a private area away from their home or work and speak confidentially. The parish office will also be accessible to all with larger doors and purpose built access/path. There will also be a toilet available in the village when the parish office is open. It will make it easier for people to pop into the office and view plans and not have to travel to Swanley.</p>
9	<p><b>The impact of your project</b></p> <p>How will you know whether the project has been a success?</p> <p>From feedback from residents and the increased use of the parish office.</p>
10	<p><b>Ongoing costs</b></p> <p>If there is an on-going need for maintenance or management of the project, who will be responsible and how will this be funded?</p> <p>the office will be the responsibility of the parish who will take on costs.</p> <p>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.</p> <p>This is converting an existing committee room into a purpose built parish office with some walls removed and others created. Planning permission is required for the door only and other alterations will come under building regulations.</p>
11	<p><b>Supporting statement from the sponsoring Local Member:</b></p>

Signed [redacted] ..... (sponsoring Local Member)  
STEPHEN LINDSAY

- 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 [redacted] ..... Date 20/10/14

PRINT NAME: BARBARA MORRIS (CHIEF + RFO)

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

## CROCKENHILL PARISH COUNCIL

### Equal opportunities

Crockenhill Parish Council recognises that everyone is different. It welcomes this diversity and wants to help every individual meet their full potential. The Parish Council aims to treat the people it serves or employs fairly, consistently and with respect. It also expects its councillors, employees and service users to treat each other in the same way.

The Parish Council will make every effort to ensure that no-one who is entitled to a service from the Council receives less favourable treatment on grounds of any irrelevant consideration, including; age; disability; gender reassignment; marital status; pregnancy & maternity, nationality; race; religious beliefs, sex or sexual orientation. The same applies to Parish Council employees and job applicants.

The council will follow the three aims of the Equality Duty contained in the Equality Act 2010, and have due regard to the need to:

- *Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act.*
- *Advance equality of opportunity between people who share a protected characteristic and people who do not share it.*
- *Foster good relations between people who share a protected characteristic and people who do not share it.*

The Council will resist and challenge discrimination by anyone, and will take appropriate action if it occurs. All complaints about discrimination will be taken seriously, and complainants will not be victimised.

June 2012/July 2012 (Minute No 12/334)

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: New pedestrian crossing on the High Street. Brasted.				
5	Total project cost: £ 23666  How will the money be spent? Installation of a new pedestrian crossing on Brasted High Street between the bus stop at The White Hart and Brasted Village Stores.       If the total cost exceeds the amount requested from Big Community Fund, please state here how the remaining cost is to be met:  <table border="0"><tr><td>Members Highway Fund (KCC Cllr Richard Parry)</td><td>£15277</td></tr><tr><td>Brasted Parish Council</td><td>£ 5389</td></tr></table> From unbudgeted funds for 2014/15  Amount requested from the SDC Big Community fund:  £ 3000	Members Highway Fund (KCC Cllr Richard Parry)	£15277	Brasted Parish Council	£ 5389
Members Highway Fund (KCC Cllr Richard Parry)	£15277				
Brasted Parish Council	£ 5389				
6	Your community				

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

There are ongoing issues about the volume and speed of traffic through Brasted High Street. Following consultation in April 2013 a petition signed by approximately 150 local residents was presented to the Joint Transportation Committee on 12 June 2013. This included a request for a new crossing at this location as well as other measures.

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

The bus stops on either side of the High Street at this location are used daily by schoolchildren, residents and visitors to Brasted. Although there is a pedestrian crossing further to the west in the village, this is the most used crossing point. There is currently a traffic island at this point which is part of the traffic calming scheme.

There have been regular near misses and several car crashes at this point. It is almost impossible at times to cross the road from pub to the village shop in Brasted due to the volume of traffic including lorries, cars and buses.. The most significant concern is for the many schoolchildren who catch the bus for their school journeys daily in the early hours of the morning and in the evening when it is dark. Also car parking for residents and others using the village store and other amenities on the north side of the High Street are most likely to park on the south side.

The Joint Transport Board has costed the crossing at £23666 but are unable to fund this project in the near future. KCC Councillor Richard Parry has allocated £15277 from his Members Highway Fund 2014/15. He advised that this sum should be used before March 2015. Brasted Parish Council did not budget for the £8389 in this financial year but could find approximately £5000 from unbudgeted funds. The Parish Council has approached various sources for additional funding but has been unsuccessful to date.

**8 Long term benefits**

Please comment on the lasting effects of the project:

Brasted Parish Council hopes that a new crossing will:

- ensure improved safety for schoolchildren, residents and visitors,
- slow traffic and increase awareness of the 30mph speed limits through the village
- make the High Street safer and a more pleasant place to live for everybody, especially families and children.

**9 The impact of your project**

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

Success will be measured by:

- improved safety for schoolchildren, resident, visitors crossing the High Street,
- noticeable awareness of the speed limit by vehicles using the High Street.

**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?

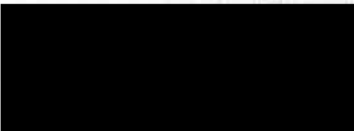
Brasted Parish Council will work with Kent Highways to maintain this crossing.



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.  
n/a.

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

I fully support this application. The lack of an appropriately located pedestrian crossing in Brasted High Street to enable children and old people to cross the road safely from the convenience store on the Green to the post box, café, shops, pub and car park on the other side of the road (and vice versa) has been an on-going problem for the village for a number of years. Not only will this crossing particularly help the old, the young and the disabled it will act as a speed restriction at the most dangerous end of the village and almost certainly a repeat of the many accidents that have occurred in the past due to cars travelling too fast through the chicane which is currently at this end of the village. This measure has the support of the majority of people living on Brasted High Street and was also one of the measures suggested by the JTB when presented with the Brasted speeding petition last year. This is a lasting capital improvement which will benefit the village for many years to come and I ask the committee to approve the amount requested in full.

Signed  (sponsoring Local Member)

13.10.14

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 13 Oct 2014

**PRINT NAME:**

PAT 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