

Portfolio Holder Decision

Subject: Big Community Fund – Appraisals 18 May 2012

Taken by: Cllr Fleming

Date of decision:

Details of Decision:

Seven applications to the Big Community Fund to receive funding as follows:

Dunton Green & Riverhead ward - £1,150

Farningham, Horton Kirby & South Darenth ward - £ 500

Kemsing ward - £125

Otford & Shoreham ward - £ 700

Halstead, Knockholt & Badgers Mount ward – £ 600

Penshurst, Fordcombe & Chiddingstone ward - £ 2,200

Dunton Green & Riverhead ward - £1,500

Two applications, from Fawkham & West Kingsdown ward and Sevenoaks Joint wards – applications deferred, pending receipt of additional information.

Documents considered:

Application forms for Dunton Green & Riverhead ward (2 applications), Farningham, Horton Kirby and South Darenth ward, Kemsing ward, Otford & Shoreham ward, Halstead, Knockholt & Badgers Mount ward and Penshurst, Fordcombe & Chiddingstone ward wards.

Reasons for Decision:

- It was agreed by Cabinet on 21 July 2011 that £120,000 be allocated to a new grant scheme, entitled the Big Community Fund, from the additional New Homes Bonus Scheme funding. £10,000 would be made available each month for Members to bid for projects to enhance local areas. The April 2012 round closed on 2 April 2012 and the applications received were appraised on 18 April 2012, using an agreed appraisal template and decision-making form.
- Members present recommended that seven projects from Dunton Green & Riverhead ward (2 applications), Farningham, Horton Kirby and South Darenth ward, Kemsing ward, Otford & Shoreham ward, Halstead, Knockholt & Badgers Mount ward and Penshurst, Fordcombe & Chiddingstone ward should receive a total of £6,775.
- Two applications, from Fawkham & West Kingsdown ward and Sevenoaks (joint ward application) was deferred to a later meeting, pending receipt of additional information.

Local Member(s), other Portfolio Holders and/or Directors/Heads of Service consulted:

Members of the Appraisal Panel: Cllrs Ball, Brookbank, Cameron Clark, Mrs Cook, Mrs Firth and Searles.

Signed by 

Record made by: V ETHERIDGE

Date: 18.05.12

Sevenoaks District Council

Big Community Fund

Application form

1 Name of ward: Fawkham and West Kingsdown

2 Name of Member: Cllr P Bosley

3 Name of delivery organisation: West Kingsdown Parish Council

Address of delivery organisation: The Pavilion, London Road, West Kingsdown
TN15 6BZ

Name of the main contact who will be accountable for the delivery of the project:
Mrs Lynda Harrison

Telephone number of main contact: 01474853286

4 Description of Project:

To install safety bollards in the front gardens, adjacent to the highway, in properties in Fawkham Road, West Kingdown.

5 Total project cost: £ 177.60

How will the money be spent? To purchase 8 Wychwood Posts at a cost of £18.50 plus VAT, as shown on the attached leaflet.

Contributions from other funders if applicable:

Volunteer labour from residents in carrying out the installation

Amount requested from the SDC Big Community fund:

£177.60

6 Your community

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

The issue of safety and the number of incidents when vehicles fail, to negotiate the bend adjacent to the properties in Fawkham Road, and ending up in the front gardens, was raised at a recent PACT meeting. The local residents fully support the idea of installing reflective posts and are willing to assist with the installation.

7 What is the need for the project?

The need for the reflective posts is to protect the property and well being of the people who live in the houses adjacent to the bend.

8 Long term benefits

Please comment on the lasting effects of the project:
Community safety and long term protection from vehicles and greater awareness of the need to reduce speed by seeing the reflective posts.

9 The impact of your project

How will you know whether the project has been a success?
Reduction in accidents along this part of the highway.

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 residents have agreed to keep the posts clean and the Parish Council supports the project and the long term maintenance.


11 Supporting statement from the sponsoring Local Member:

The Police and Highways are supportive of the plan to install posts. This would give peace of mind to the residents as there is a very sharp bend adjacent to their properties. The road surface is quite often wet and in winter is liable to icy conditions. There is a grit bin located on this bend.

Signed  (sponsoring Local Member)

12 Agreement from Local Members that they are happy with the proposed project:

Signed  (Local Member)

Signed  (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 ... Date16/4/12.....

Please remember to include the following documents with your application:

- 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

West Kingsdown 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

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:	Parish clerk.

SEVENOAKS DISTRICT COUNCIL

Big Community Fund

Application Form

1. Name of Ward: Riverhead
 2. Name of Member: Cllr. Cameron Brown
 3. Name of delivery organisation: Riverhead Parish Council
- Address of delivery organisation: Village Hall, Amherst Hill
Riverhead, TN13 2EL

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

Alison Tilbury, Parish Clerk

Telephone number of the main contact: 01732 461278

4. Description of the project:

OLYMPIC TORCH RELAY

In this Olympic year the Olympic torch is due to pass through Riverhead. This will be an event that will attract both National and Local media interest. We want to make this a memorable occasion and demonstrate to the nation how fantastic Sevenoaks and Riverhead are. Obviously to do so there will be significant costs involved and hence the reason for this application.

We have to anticipate that a large number of spectators will descend on the village particularly as we are within easy access from the M25, A21 and from Sevenoaks station. Therefore it will not be just local residents who we will welcome but many more from west Kent and Sussex. We are

aware that a similar application by Seal for funding has already been granted.

The first decision we had to make was what type of street dressing to order bearing in mind that we need to purchase it from the designated supplier.

The lampposts in Riverhead are not suitable for flags and flag poles were deemed to be too expensive. We have therefore opted to order bunting, fence scrim and feather flags which will cost £1,150. The installation of these items will be arranged locally at minimal cost. We really do feel that the installation of these items will add significantly to the feel of the village and give a good impression of Sevenoaks generally.

In addition there are no public lavatories in the village and we shall have to order portable toilets and employ an attendant to deal with the large numbers of spectators.

In recent years Riverhead has become well known for its floral displays and for this event we shall be ordering additional red and white flowers to reflect the Olympic movement. These will be displayed in hanging and barrier baskets along the route.

Lastly we wish to commemorate this event with the installation of a memorial plaque to remind future generations of the Olympic legacy bestowed upon Riverhead and Sevenoaks – see below.

5. Total Project Cost: £2,500

How will the money be spent?

Description	Total Cost	Amount Requested	Parish
Contribution from BCF			
1 Pack of fence scrim plus installation	£ 376.00 £ 50.00	£ 376.00	£50.00
2 Packs of bunting plus installation	£ 184.00 £ 50.00	£ 184.00	£50.00
2 sets of feather flags plus installation	£ 590.00 £ 50.00	£ 590.00	£50.00
Additional flower displays	£250.00		£250.00
Toilets including attendant	£ 400.00	£ 400.00	
Memorial plaque & fixing (see below)	£ 450.00	£ 450.00	
Commemorative trumpets (see below)	£100.00	£100.00	
Total	£ 2,500.00	£2100.00	£400.00

Contributions from other funders: Not applicable:
Amount requested from SDC Big Community Fund £2100.00

6. Your community

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

Activities on the Day

On entering Riverhead the procession will pass an old peoples' home, two Nurseries, the village church and thence up Worships Hill past the Bowling Club and then between Riverhead Infants School and Amherst Junior School. The latter has invited Chevening School to join them and

it expected that Dunton Green School would wish to attend. All of these will be holding events for their pupils, families, parishioners, residents and members.

As it will be lunchtime local businesses and organisations are being approached to provide food stalls.

To create a lasting legacy of the event we shall be commissioning a bronze plaque that will be placed on the flower trough in the centre of the village, which the relay will pass. This trough already bears a plaque commemorating Riverhead's association with General Sir Jefferey Amherst who defeated the French at Montreal in 1760 thereby securing the whole of Canada for the British Empire.

In addition the Parish Council will arrange for commemorative medals marks for all children participating in the schools sports events at Riverhead & Amherst Schools.

7. What is the need for the project?

To support SDC and the efforts being made by neighbouring parishes to ensure that Riverhead plays its part in making this a day to remember.

8. Long term benefits

Please comment on the lasting effects of the project

For many people this will be a lifetime event which hopefully will be remembered for years to come and will be evidenced by the memorial plaque.

9. The impact of your project

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

By the number of people attending both from the village and outside.

From the feedback from the schools.

From the feedback from local associations, clubs and traders etc .

10 Ongoing costs

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

None after the event has taken place and the plaque installed.

11 Supporting statement from the sponsoring Local Member

Attached

Signed Cameron Brown .(sponsoring Local Member)

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

Signed Kim Bayley.(Local Member)

Signed.....  (Local Member) (CAMERON BROWN)

13 Declaration of project delivery organisation

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

Signed



..... Date..... 16.4.2012

EQUAL OPPORTUNITIES STATEMENT

Riverhead 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

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

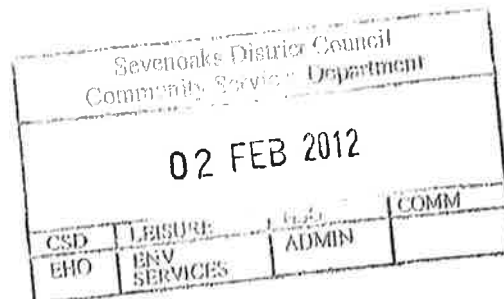
Signed (on behalf of the organisation)



27.1.12

Designation:

Parish Clerk



Sevenoaks District Council

Big Community Fund

Application form

- 1 Name of ward: FARNINGHAM, HORTON KIRBY + SOUTH DARENTH
- 2 Name of Member: Cllr PHILIP MCGARVEY

3 Name of delivery organisation:
FARNINGHAM PARISH COUNCIL

Address of delivery organisation:
3 HILLSIDE FARNINGHAM KENT

Name of the main contact who will be accountable for the delivery of the project:
CLLR PHILIP MCGARVEY, CHAIRMAN

Telephone number of main contact: 01322 862870

4 Description of Project: A VILLAGE CELEBRATION OF HM QUEEN DIAMOND JUBILEE. IT WILL CONSIST OF A DINNER IN OUR VILLAGE HALL (2ND JUNE), A CHILDRENS PARTY IN THE AFTERNOON 4TH JUNE AND THAT EVENING A CELEBRATION IN THE MARKET MEADOW CONSISTING OF A LOCAL YOUTH ORCHESTRA AND CHOIR PERFORMING AND CULMINATING IN A FIREWORK DISPLAY. AT 10PM A BEACON (GAS FUELLED) WILL BE HIT ON THE CHURCH TOWER TO LINK WITH 2012 OTHER BEACONS ACROSS THE COUNTRY. FOOD AND REFRESHMENTS WILL BE SERVED AND A RAFFLE HELD WITH PROCEEDS GOING TO CHARITY. A TREE WILL BE PLANTED AND A PLAQUE WITH SUITABLE INSCRIPTION PLACED NEARBY.

5 Total project cost: £ 1,850.

How will the money be spent? /

FIREWORK DISPLAY	800.
BAND	50
CHOIR	50
FOOD REFRESHMENTS	200
TREE AND PLAQUE	250

VILLAGE HALL CHILDRENS PARTY
+ COST TOWARDS CABARET AT
DINNER. / 500

Contributions from other funders if applicable:

THE PAROCHIAL CHURCH COUNCIL OF ST PETER/PAUL HAVE PAID
£390.00 FOR THE BEACON.

LOCAL RESIDENTS HAVE SO FAR PROMISED £300.

AND LOCAL BUSINESS HAVE BEEN CONTACTED FOR DONATIONS.

Amount requested from the SDC Big Community fund:

£ 1,850.

6 Your community

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

REPRESENTATIVES FROM SEVERAL VILLAGE ORGANISATIONS ARE INVOLVED IN ARRANGING EVENTS FOR THE JUBILEE. FROM THE WOMENS INSTITUTE, HORTICULTURAL SOCIETY RAINBOWS LIFEBOATS

7 What is the need for the project?

TO COMMEMORATE H.M. QUEEN'S DIAMOND JUBILEE BUT ALSO IT WILL BE A SOCIAL EVENT THAT WILL INVOLVE THE WHOLE VILLAGE (AND SURROUNDING AREAS) AND WITH SO MANY LOCAL ORGANISATIONS INVOLVED IT MAY HELP NEWER VILLAGERS TO KNOW WHAT SOCIAL ACTIVITIES ARE AVAILABLE TO THEM.

8 Long term benefits THE TREE AND PLAQUE WILL BE A LONG TERM

REMINDER OF THE VILLAGE CELEBRATION OF H.M. QUEEN'S DIAMOND JUBILEE

Please comment on the lasting effects of the project: A SOCIAL OCCASION SUCH AS THIS IN A RELATIVELY SMALL COMMUNITY WILL HELP VILLAGERS TO COME TOGETHER AND KNOW EACH OTHER (AS STATED IN QUESTION

9 The impact of your project

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

BY THE NUMBER OF PEOPLE WHO ATTEND THE EVENT AND ITS SUCCESS AS A SOCIAL GATHERING.

10 Ongoing costs NIL.

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

THERE WILL BE NO NEED FOR FUNDING AS THE GENERAL MAINTENANCE NEEDS WILL BE MINIMAL.

11 Supporting statement from the sponsoring Local Member:

Signed  (sponsoring Local Member)

Cllr PHILIP MCGARNEY

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

Signed (Local Member)

Signed (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

16/4/2012

Phil PHILIP MCGARVEY, Chairman, Farmington Parish Council

EQUAL OPPORTUNITIES STATEMENT	
<p>_____ (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:</p>	<p>FARNINGHAM PARISH COUNCIL</p>
<p>❖ Race, colour, nationality, ethnic or national</p>	<p>NOT APPLICABLE</p>
<p>❖ Sex, marital status or caring responsibility</p>	<p>"</p>
<p>❖ Sexuality</p>	<p>"</p>
<p>❖ Age</p>	<p>"</p>
<p>❖ Physical or mental disability or mental health</p>	<p>"</p>
<p>❖ Political belief or religion</p>	<p>"</p>
<p>❖ Class</p>	<p>"</p>
<p>❖ Health status</p>	<p>"</p>
<p>❖ Employment status</p>	<p>"</p>
<p>Please note that if you have an Equal Opportunities Policy you may prefer to enclose a copy instead of signing the Equal Opportunities Statement.</p>	<p>"</p>
<p>I confirm that my organisation is committed to equal opportunities</p>	<p>"</p>

THIS IS AN OCCASION TO CELEBRATE HM THE QUEEN'S DIAMOND JUBILEE AND ALL ARE WELCOME.

Signed (on behalf of the organisation)	
Designation:	

Sevenoaks District Council

Big Community Fund

Application form

1 Name of ward: **KEMSING**

2 Name of Member: **Councillor Mark Butler**

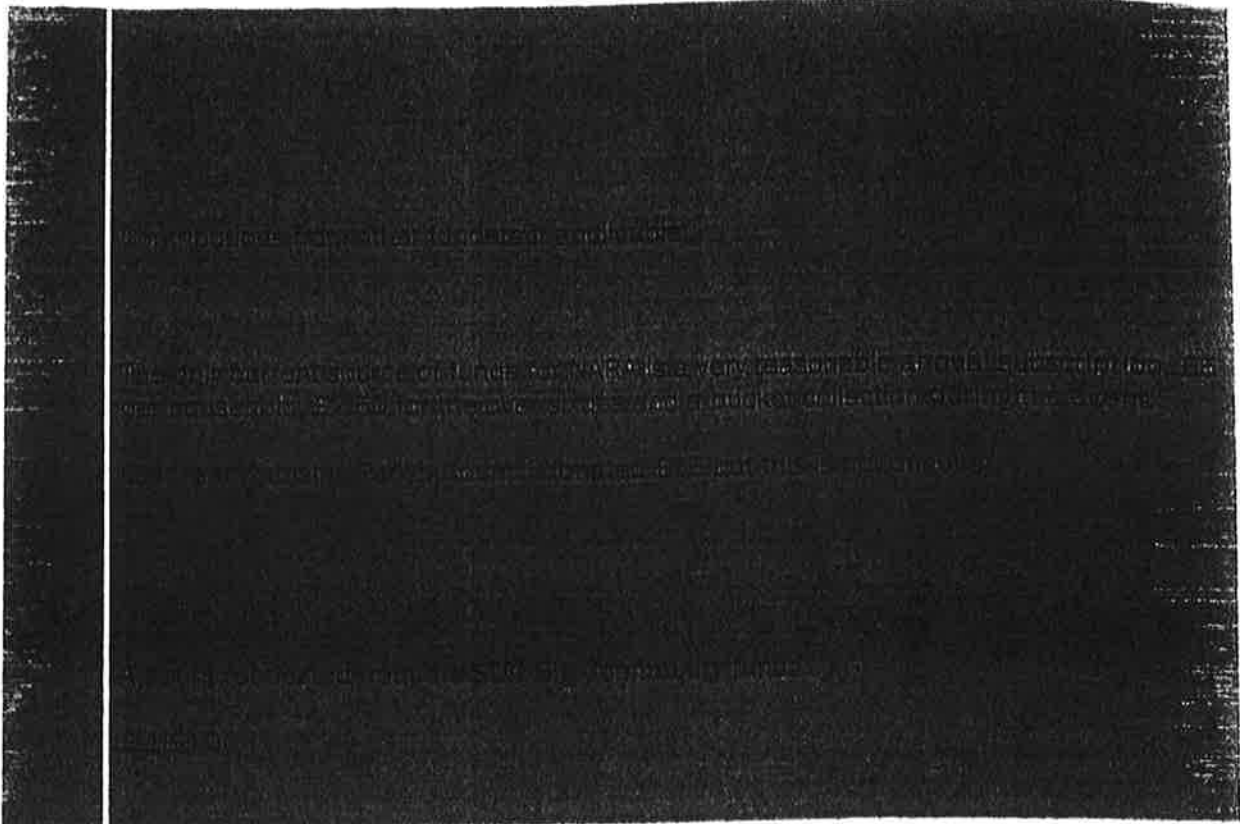
3 Name of delivery organisation: **Noah's Ark Residents Association**
Address of delivery organisation:
(As in UK Post Office's Address)
Name of the main contact who will be accountable for the delivery of the project:
Miss S. Lizzal, Treasurer (NARA), Longwind, Greenlands Road, Kemsing, TN11 6PS
Telephone number of main contact: **01732 632237**

4 **Description of Project:**
Noah's Ark Residents Association Christmas Community Event
Noah's Ark resident's Association (NARA) was formed in 1996 to represent the interests of the Noah's Ark community. It also acts as a focus and organising body of community events in the Noah's Ark area.

One of the highlights of the year is the Christmas tree event held each year. It involves many people from the community in its preparation from the erection of the tree and the installation of the lights on to the tree, the preparation of refreshments, and the erection of shelter for older and younger residents. There is also a Father Christmas who distributes small gifts to children. The highlight of the event is when a local celebrity ceremoniously switches on the tree's lights.

The event is very popular with residents and it is very well attended, it is an opportunity for the residents to meet with and enjoy the each others company. It is an occasion the not only brings the community together on the evening itself but also in the lead up and preparation leading up to the event.

5 Total project cost: **£ 2,500**
How will the project be managed?
NARA will be the main contact for the project and will be responsible for the day to day activities and will be supported by the council. The project will be managed by the NARA committee and will be supported by the council. The project will be managed by the NARA committee and will be supported by the council.



6 Your community

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

Everyone in Kemsing not just members of the Association are welcome at the event. Local business people and community leaders like the head teacher of Kemsing Primary School and the local Vicar support the event as does the Parish Council and Local Elected Members (County and District)

Between 80 to 100 members of the community attend the event.

3 members of the community are involved in the selection and transport of the tree; they are supplemented by another six members of the community to erect the tree, install the Christmas tree lights and to erect shelters for the evening.

Three members of community are involved in wrapping presents for children, dressing up as Father Christmas and the distribution of those presents to children.

10 to 12 people prepare food for the event and two people are involved in the purchase and preparation of mulled wine for liquid refreshment.



8 Long term benefits

Please comment on the lasting effects of the project:
Improvements and the Legacy

The great benefit to the community is the cohesion and spirit within the community that is materially strengthened by the holding of this annual event. A large number of residents are involved in its organisation as has been detailed earlier in this document. The spirit that is engendered by the occasion leads to other community initiatives such as those involving the telephone box, kissing gate and litter removal.

Grant requested. £150

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?

There are no on going costs.

Value for Money

The main expense of the event is for insurance which amounted to £147.35 and last year there was a very generous donation from Kemsing Parish Council of £75. The full cost breakdown of the event is detailed below.

Children's Christmas presents	£35.18	
New Christmas tree lights	£30.00	
Inspection of the lights and their installation by a qualified electrician	£95.00	
Insurance	£147.35	
Mulled wine	£29.02	
Christmas Tree	£50.00	
Food and soft drinks	£32.50	
Total	£419.05	
Less donation from Kemsing Parish Council		£75.00

Total Nett expenditure on the event £344.05

NARA runs on a very tight budget, we have to, our current assets are listed below

Money in bank	£74.84
Cash in hand	£283.06

NARA is a fantastic example of how a community can work together to make real differences to the quality of life for residents. NARA engages with the whole community and has campaigned for road safety measures that have benefited not just the locals but everyone using the village roads. They collect litter and make sure the shared environment is kept safe and attractive at all times - they engender a community spirit and fundraise for events themselves. The NARA christmas tree and lights are a special part of Kemsing village life - Christmas would not be the same without it.

Copy of the accounts attached
Copy of Equality Statement Attached

Signed [redacted] (sponsoring Local Member)

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

Signed [redacted] (Local Member) *LOCKING STAKE*

Signed (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 *21.12.12*

Please remember to include the following documents with your application:

- 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

NOAH'S ARK RESIDENTS ASSOCIATION (NARA) (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:	

TREASURER

Sevenoaks District Council

Big Community Fund

Application form

1 Name of ward: Otford

2 Name of Member: Cllr. John Edwards-Winser

3 Name of delivery organisation: Otford Twinning Association

Address of delivery organisation: 23, Tudor Crescent, Otford. Kent TN14 5QS

Name of the main contact who will be accountable for the delivery of the project:
Mrs Jane Lawrey

Telephone number of main contact: 01959 522360

4 Description of Project:

Framing of copies of the Twinning Charter in French and English to be hung in the village Heritage Centre.

Hire of a coach for a day trip to Neufchatel-Hardelot for older people and families to introduce them to their "Twins" in the seaside resort with its many amenities.

Purchase signs for the new village "Gateways" with the wording "Twinned with Neufchatel-Hardelot".

Otford and Neufchatel-Hardelot signed the Twinning Charter in Neufchatel-Hardelot on 17 September 2011 in France and in Otford on 31 March 2012 with due ceremony.

5 Total project cost: £ 2 3 4 2

How will the money be spent?

a) frames for the signed Charters

b) "Gateway" signs

c) payment of a substantial amount towards coach hire to take Otfordians of all ages to France

(see 4 above)

The existing funds of the Twinning Association will be depleted by the hospitality offered at the Charter signing until they can be rebuilt by fund raising and membership subscriptions.

Contributions from other funders if applicable:

~~£500 from Otford Fete Committee~~ WITHDRAWN
£500 from Otford Parish Council

Amount requested from the SDC Big Community fund:

~~£2,500~~ £1,882

6 Your community

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

There has been regular publicity in the Otford Parish Council Newsletter, the Parish Church magazine and the village website. An information meeting was held in the Otford Village Hall to launch the Twinning Association in March 2011 attended by 63 local residents from ages 2 to 82. Local groups have been involved: painting, walking, cycling; under 10 football and two local Schools have been writing letters to their French "Twins", all since the initial contact in 2008.

7 What is the need for the project?

To foster a relationship between the village of Otford and a French community, giving opportunities for Otford residents of all ages to broaden their horizons and promote international friendships now and into the future

8 Long term benefits

Please comment on the lasting effects of the project:

Local children, families, couples, individuals will have opportunities to revive and develop French language skills which will take them confidently ahead in the future as well as opportunities to participate in leisure activities and offer an enhanced opportunity to learn another language and experience a different culture by the exchange of hospitality.

The framed Charters and "Gateway" signs will be tangible legacies and physical evidence that Otford is twinned with Neufchatel-Hardelot

9 The impact of your project

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

A growing and enthusiastic membership of the Twinning Association and participation in the activities offered.

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 Association Committee will be responsible and the continuing Twinning project will be funded by Membership subscriptions, financial support from Association members participating in activities, fund raising projects

11 Supporting statement from the sponsoring Local Member:

I fully support this project and have nothing but admiration for the dedication that the organising committee have applied to this venture. Others would have given up the unequal task long ago.

Ever since its inaugural meeting in 2008 a continuous effort has been maintained by the committee to locate a suitable village within easy travelling distance. Having located the village of Hardelot the committee set about promoting and fund raising to get the venture off the ground. Unfortunately funding for Otford from Europe was not obtainable unlike our "twin" in France which obtained the majority of its funds via this route. (UK obtains an EU rebate which is returned to central Govt. and therefore negates any support from EU).

The final signing of the charter took place in Otford on Saturday 31st March at which over 150 "Otfordians" and 60 "Hardelotians" attended, supported by our MEP Richard Ashworth, MP for Sevenoaks Michael Fallon, The Leader of Sev Council Peter Flemming and the two Ward Councillors John Edwards-Winser and Michelle Lowe. All agreed that it was an excellent day and really opened the gateway to the future for both communities. To that end, visits to Hardelot are being organised for June and October and a visit from Hardelot is planned for September - all that we have to do now is finance them.

Signed [redacted] (sponsoring Local Member)

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

Signed [redacted] (Local Member)

Signed [redacted] (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 27th Oct 2011

Please remember to include the following documents with your application:

- 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

Here is my supporting statement:

The twinning between Otford and Neufchatel-Hardelot is important to encourage cultural and language links between the two communities. By socialising together and meeting regularly the two communities can share ideas and good practice. The Otford Twinning Association are applying for a grant for frames to show case the twinning charter in the Heritage Centre and signs for our new village gateways saying that Otford is twinned with Neufchatel-Hardelot as tangible, visible reminders of this important relationship. Also for the hire of a coach to take Otfordians to France to meet our twins.

The government is focussing on language skills in schools and a project like this twinning is an excellent way to encourage our young to learn another languages and to practice it on people of the same age as well as seeing early on the benefit of language skills. We have already arranged for school children to adopt a French pen pal, not only from Otford but also from some of the other villages in the Darent Valley.

I fully support this twinning project and the tremendous benefits it will bring to our two communities and fully support the Otford Twinning Association's grant to make this unseen relationship as tangible and visible as possible. On Saturday 31 March the Mayor and people of Neufchatel-Hardelot visited Otford to sign the Treaty in the presence of our MP: Michael Fallon, MEP: Richard Ashworth, Leader of the District Council: Peter Fleming; as well as District Councillor and Chairman of the Parish Council: John Edwards-Winser, the Parish Council, people of Otford and me. The hall was full, the atmosphere was lovely and the benefits of the relationship clear to all.

Cllr Michelle Lowe
Member for Otford & Shoreham

<https://michellelowe.yourtith.com>


EQUAL OPPORTUNITIES STATEMENT

OTFOLD WINNING (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:	<i>Maureen</i>

Sevenoaks District Council

Big Community Fund

Application form

Name of ward: [REDACTED]

2. Name of Member: GARY WILLIAMSON

3. Name of delivery organisation: [REDACTED]

Address of delivery organisation: [REDACTED]

Name of the main contact who will be accountable for the delivery of the project: JOREN JONES

Telephone number of main contact: 01959 532150

4. Description of Project:

Subjee Celebrations

June 4th Beacon Lighting Ceremony

Free barbecue to precede

Entertainment for children

Bouncy castle, free painting etc.

Commemorative gift for children on night of Beacon

Commemorative medal for children at St. Katharine's C of E School and Rainbow pre-school.

June 8th Subjee Dinner with musical entertainment

Parental Contributions

Parental Contributions (Total)

Parental Contributions (Total)	£ 1000
Parental Contributions (Total)	£ 500
Parental Contributions (Total)	£ 500
<u>Parental Contributions (Total)</u>	<u>£ 1000</u>

Contributions from other funders (if applicable)

Parent Council	£ 250
Parent Society	£ 250
<u>Contributions from other funders (if applicable)</u>	<u>£ 500</u>

Contributions from other funders (if applicable)

6.

Your community

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

Yes

Committees of working groups have been formed

Every household will receive an invitation

What is the need for the project?

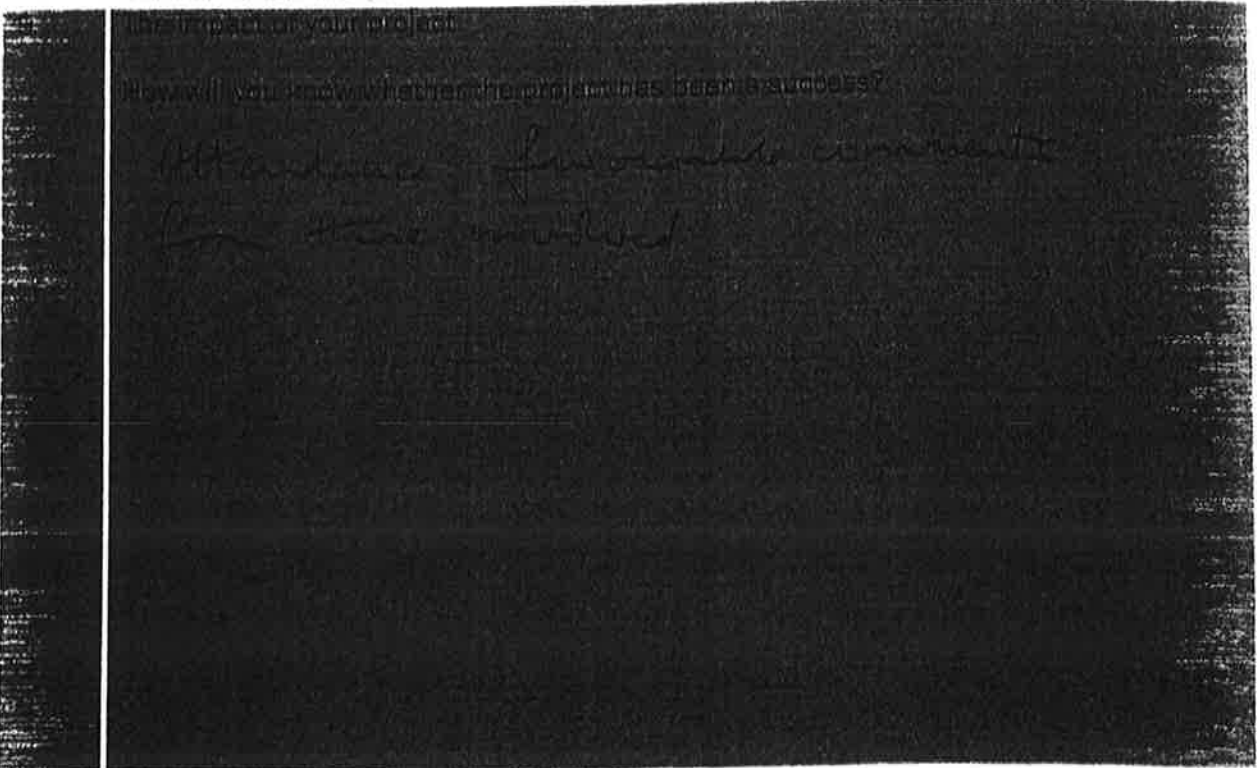
To contribute to Queen's Diamond Jubilee

8

Long term benefits

Please comment on the lasting effects of the project.

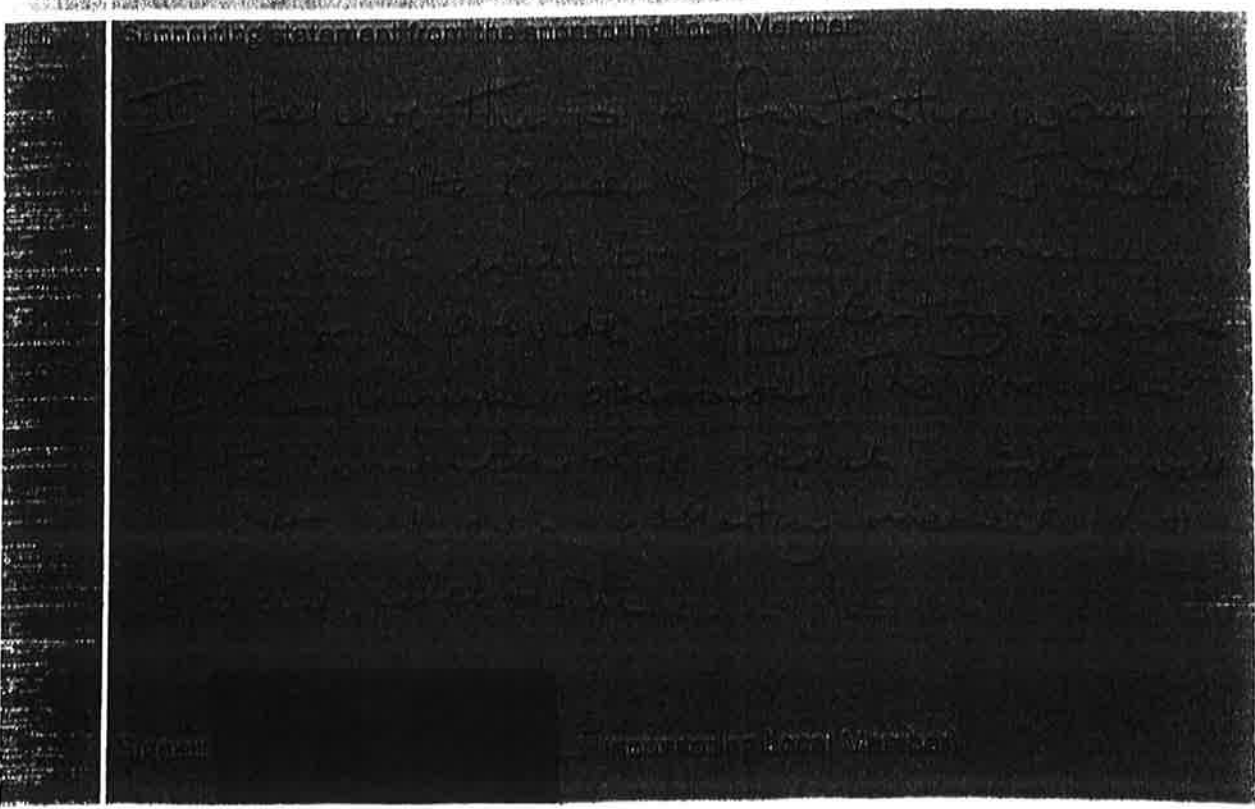
Community cohesion, people not usually
involved get to know neighbors
Community spirit



10. Ongoing costs

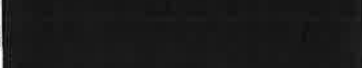
If there is an ongoing need for maintenance or management of the project, who will be responsible and how will this be funded?

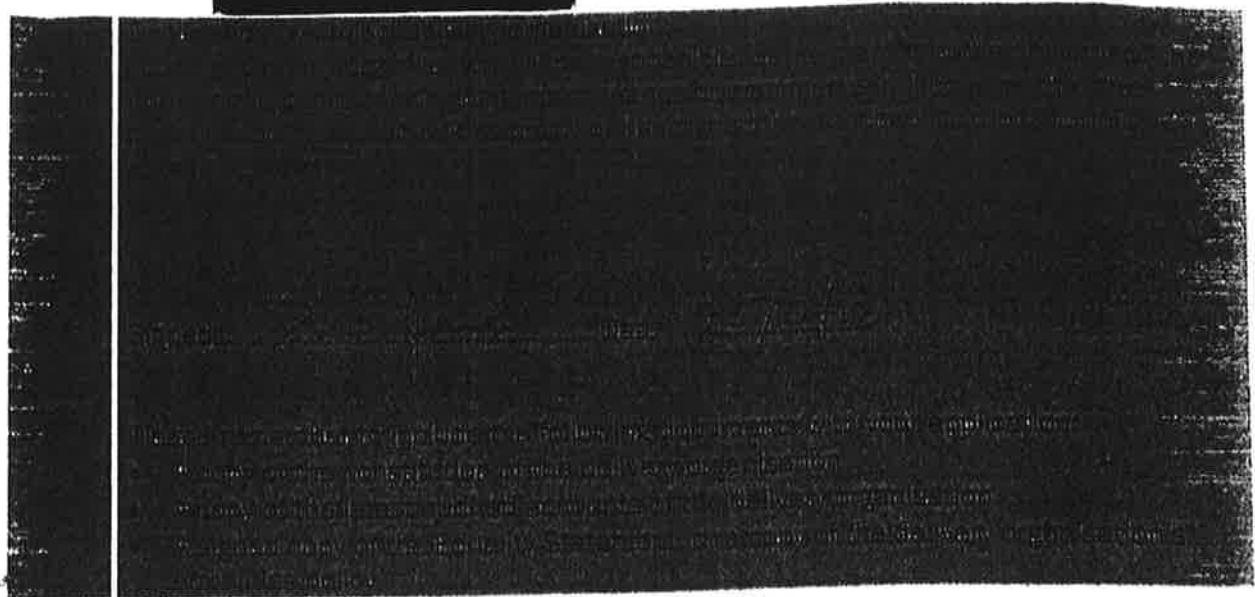
No



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

Signed  (Local Member)

Signed  (Local Member)



EQUAL OPPORTUNITIES STATEMENT

_____ (*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
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- ❖ 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 of Jubilee Committee
Knockholt Parish Council

Sevenoaks District Council

Big Community Fund

Application form

1 Name of ward: N/A Of benefit to Sevenoaks Town as a whole.

2 Name of Member: Cllr Paul Towell

3 Name of delivery organisation: Sevenoaks Town Partnership
Address of delivery organisation:
Town Council Offices, Bradbourne Vale Road, Kent, TN13 3QG
Name of the main contact who will be accountable for the delivery of the project:
Linda Larter
Telephone number of main contact: 01732 459 953

4 Description of Project:
Contribution towards the provision of Sevenoaks Town Partnership Website

5 Total project cost: £ 7500
How will the money be spent? Initial cost of website creation;

Contributions from other funders if applicable:
Sevenoaks Town Council £2500
Knoles (National Trust) £2500
Amount requested from the SDC Big Community fund:
£ 2500

6 Your community

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

The project was one of a number identified by the Town Centre Partnership as being vital to securing the long term economic stability of Sevenoaks, while also acting as a valuable resource for residents and visitors to the Town alike.

From its inception the Town Partnership has worked closely with local residents/traders/businesses/organisations to develop a shared vision for the future of Sevenoaks Town, holding several community engagement events and maintaining contact through email & newsletter distribution.

7 What is the need for the project?

Sevenoaks is a Town with a wealth of attractions and facilities, but for a long time has lacked central hub to collate and provide easy access to information on such attractions.

The aim of the project is to create a digital portal capable of storing and providing access to information on local organisations (community/governmental/charity etc), places (independent shops/tourist attractions/leisure facilities/entertainment facilities etc) and events.

8 Long term benefits

Please comment on the lasting effects of the project:

The site will act as the first point of call for information on Sevenoaks Town, as the user base grows (to be achieved through a high level of integration with social media sites, augmented by traditional print and editorial based advertising) users will be able to submit their own comments on facilities/events/organisations leading to a greater sense of community involvement and social cohesion.

The site will also be of benefit to traders and organisations within Sevenoaks, acting as a vital bridge between them and consumer, be they residents or visitors to the Town. For example money off vouchers can be made available on the website, encouraging shoppers to visit independent retailers in Sevenoaks.

9 The impact of your project

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

Detailed analysis of website traffic; levels of interaction with social media sites; user feedback surveys; feedback from independent shops with profiles on the site.

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?

Hosting & address registration costs constitute a nominal fee to be covered by the Town Partnership.

It is hoped that as the user base grows there will be a greater emphasis on user provided content (vetted by Town Partnership administration prior to being published on the site) thus cutting down on levels of maintenance required.



Sevenoaks
TOWN COUNCIL

EQUAL OPPORTUNITIES STATEMENT

Sevenoaks Town Council 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:

[Redacted signature]

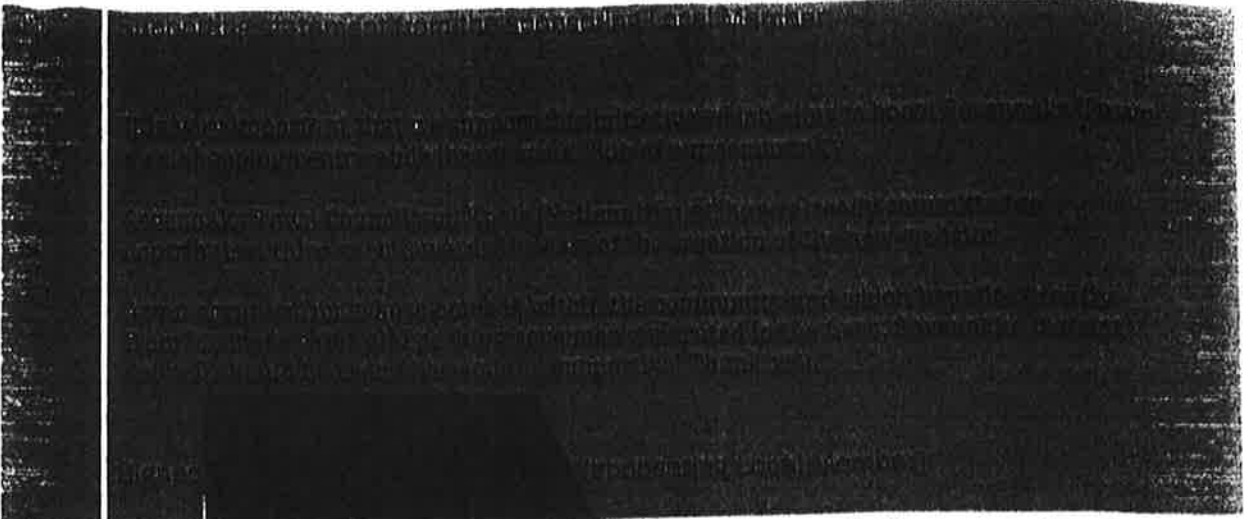
Deputy Town Clerk,

Town Council Offices
Bradbourne Vale Road
Sevenoaks, Kent TN13 3QG
Tel: 01732 459953 Fax: 01732 742577



Email: council@sevenoakstown.gov.uk
Website: www.sevenoakstown.gov.uk

Town Clerk





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

Signed  (Local Member) (C116 EAPC)
Signed  (Local Member) (C116 P111)



Sevenoaks District Council

Big Community Fund

Application form

- 1 Name of ward: *Peninsula Folkways & Communities*
- 2 Name of Member: *Mr P Cooke*
- 3 Name of delivery organisation: *Folkways Village Hall Committee*
- Address of delivery organisation: *40 Ann. St
Doxfield House
Chidford Lane, Folkestone*
- Name of the main contact who will be accountable for the delivery of the project:
John Morrison 01892-740211

Telephone number of main contact:

- 4 Description of Project:

- x Repair of Broken External Gable Cladding*
- x Repair Existing Timber Board Work*
- x Repair of Damaged Guttering*
- x Possible Replacement of Broken Windows*

- 5 Total project cost: *£ 1820 + VAT - Windows £3500 + VAT*
TOTAL = £ 8,320

How will the money be spent?

Undertaking the works referred to in 4 to provide continued facility for use by the community and to prevent further deterioration of the fabric

Contributions from other funders if applicable:

The Village Hall Committee would bridge the difference between any grant and the cost of the works

Amount requested from the SDC Big Community fund:

£ 1820 + VAT If the committee believe the windows to be a legitimate request then the full £3500

- 6 Your community

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

The Village Hall is an important community facility which is in continuous need of maintenance keeping water penetration to a minimum will extend its life until it can be repaired. It is in very regular use including the local playground, cricket and football

7 What is the need for the project?

THE VILLAGE HALL REQUIRES CONTINUOUS MAINTENANCE TO ENSURE IT REMAINS WATERPROOF, SO THAT ITS USE AND ENJOYMENT BY THE COMMUNITY CAN BE CONTINUED

8 Long term benefits

Please comment on the lasting effects of the project:

MAKING SURE THE BUILDING REMAINS WATERPROOF SO WE HOPE USE OF THE FACILITY FEELING MORE COMFORTABLE TO CONTINUE AGAIN

9 The impact of your project

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

THE READ OF THE BUILDING WILL BE WATERPROOF

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?

THERE IS A CONTINUAL REQUIREMENT FOR FUNDS FOR MAINTENANCE WHICH ARE COVERED BY AN AMOUNT AVAILABLE TO THE COMMITTEE - QUOTES TO CEDAR TREE!

11 Supporting statement from the sponsoring Local Member:

I fully support this application, as it is for works which are desperately needed to ensure the future of this building, which is pivotal to the village life. I would also request that the committee consider the matter of the extra cost of replacement windows as they are currently supported by quotes to stop them falling.

Signed 

(sponsoring Local Member)

12 Agreement of other Local Members that they are happy with the proposed project: (see photo)

Signed (Local Member)

Signed (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 25/01/12

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

FORDCOMBE Village Hall (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
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- ❖ 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 FORDCOMBE V H C

Sevenoaks District Council

Big Community Fund

Application form

- 1 **Name of ward: Dunton Green & Riverhead**
- 2 Name of Member: Cameron Brown / Kim Bayley
- 3 Name of delivery organisation: Dunton Green Parish Council

Address of delivery organisation: 71 Hastings Road
Pembury, Tunbridge Wells, Kent TN2 4JS

Name of the main contact who will be accountable for the delivery of the project:
Tracy Godden (Clerk & RFO)

Telephone number of main contact: 01732 462966

- 4 Description of Project:
Dunton Green Jubilee Celebrations
An event to bring the community together in celebration of the Diamond Jubilee. Highlights will include It's a Knockout, Live Band, Children's Disco, Comedy & Entertainment, arts & crafts, bar, bouncy castle, lighting of a Jubilee Beacon and a Firework Display finale.

- 5 **Total project cost: £ 9280**

How will the money be spent? The money will be spent on the provision a free community event to bring together residents of Dunton Green. The celebrations will include team / community group orientated activities as well as musical & comedy entertainment. A new brazier beacon is to be erected which will serve as a permanent reminder in the recreation ground of the jubilee event that was held there.

Brazier beacon: costs including manufacture of a steel brazier, hardwood post, and erection of the beacon in the recreation ground total £3485.00.

Event entertainment (It's a Knockout, Funky Chicks Children's entertainment, Bouncy Castle, Comedian/Compere, Live Band): £4680.00

Event facilities (toilet hire & St. John ambulance cover): £715.00

Event organisation / sundries (banners / printing / advertising): £400.00

Contributions from other funders if applicable:

£1500 Berkeley Homes

Balance of the event: Dunton Green Parish Council

Amount requested from the SDC Big Community fund:

£ 2000.

6 Your community

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

Dunton Green Parish Council has led this project but has been very thankful for the support and input of numerous other village organisations (School PTA, Faithworks, Miss Lucy's School of Dance, Dunton Green School & Dunton Green Social Club). A poster competition has been run in the School and the overall winner has been chosen to be the artwork for the event programme. The It's a Knockout event requires entry of teams from the parish and teams are being put together by various organisations in the village (pubs, scouts etc).

7 What is the need for the project?

Dunton Green is about to undergo huge changes now that the development of the old West Kent Cold Storage is underway. There will be a new input of people to the community and the recreation ground will be changed when a new community building and facilities are provided. This project is an opportunity to pull together the existing community to mark the start of a new era for Dunton Green and to provide for the community a lasting memory of the Diamond Jubilee.

8 Long term benefits

Please comment on the lasting effects of the project:

This event will engender a better sense of community in Dunton Green. The work has started with the co-operation and working together of various organisations in the village and this is intended to be a platform on which to build a more cohesive and involved community. This is only the first step and the the event will enable the Parish Council to engage with the on future projects, such as the recreation ground project.

9 The impact of your project

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

If there is more communication from residents to the Parish Council and if we can continue the good work that has started with different organisations working together then the project will

from residents then it can also be judged a success.

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 Parish Council will maintain the brazier beacon. There are no other ongoing costs.

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:

Signed . [redacted] (Local Member)

Signed (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

06/05/2012


have been a success. Additionally, if the event is well received and there is positive feedback from residents then it can also be judged a success.

10 Ongoing costs

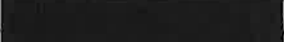
If there is an on-going need for maintenance or management of the project, who will be responsible and how will this be funded?

The Parish Council will maintain the brazier beacon. There are no other ongoing costs.

11 Supporting statement from the sponsoring Local Member:

Signed  (sponsoring Local Member)

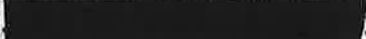
12 Agreement of other Local Members that they are happy with the proposed project:

Signed  (Local Member)

Signed (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 *7th May 2012*

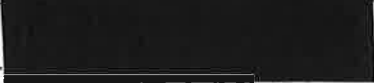
EQUAL OPPORTUNITIES STATEMENT

DUNTON GREEN 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:

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- ❖ Sex, marital status or caring responsibility
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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:	CLERK & RFO

Dunton Green Parish

Bank Reconciliation at 31/03/2012			
	Cash in Hand 01/04/2011		103,562.90
	ADD		
	Receipts 01/04/2011 - 31/03/2012		59,196.40
			162,759.30
	SUBTRACT		
	Payments 01/04/2011 - 31/03/2012		75,290.62
A	Cash in Hand 31/03/2012 (per Cash Book)		87,468.68
	Cash in hand per Bank Statements		
	Cash 31/03/2012	0.00	
	Current 31/03/2012	5,487.84	
	Reserve 31/03/2012	21,980.84	
	Treasury 31/03/2012	60,000.00	
			87,468.68
	Less unrepresented cheques As attached		0.00
			87,468.68
	Plus unrepresented receipts As attached		0.00
B	Adjusted Bank Balance		87,468.68
	A = B Checks out OK		

5
30/4/12.

