

Support from Locality Funding for Community Engagement

Each year Wickhambrook Parish Council sets aside some funds from its budget to give financial support to local organisations. The power under which a Parish Council may normally do this is s.137 of the Local Government Act 1972.

In February 2023, following an application (**Appendix A**) invited by our District Councillor, a locality grant of £350 was awarded to the parish council to support local organisations engaging with local residents for events such as Warm Winter Wednesdays (which the parish council supported in January of this year).

The proposal is to purchase catering and other equipment to support similar events in the future, which would also be available to loan to community groups in the parish putting on events which would benefit residents of the parish.

Suggested equipment to purchase includes:

- Slow cookers (x 2)
- Water urn for provision of hot drinks
- 40 bowls
- 40 spoons
- 4 ladles
- Board games
- Washable table coverings
- Warming plates

A parish council is generally able to make payments for services and supplies under the powers conferred upon it by relevant legislation. Where no such power exists, (e.g. Charitable donations) then a parish council may incur expenditure either under

- the General Power of Competence in s.1 of the Localism Act 2011 (which does not apply to Wickhambrook Parish Council, it not being eligible), or
- s.137 of the Local Government Act 1972 (LGA1972), for any purpose, except one which is subject to a statutory prohibition, restriction or limitation¹.
- **Local Government Act 1972, s.145(2)** to provide or contribute to entertainment, dancing, theatre, concerts, bands, orchestras, arts and crafts etc.
- Local Government (Miscellaneous Provisions) Act 1976, s.19 to provide and contribute to wide range of recreational facilities in/outside of the council's area.

Funds in the budget line for grant/local support are £500.00 for the current financial year (£221.76 committed if Agenda item 18 approved), with a further £350.00 to be drawn down (if Agenda item 14 approved).

Recommendation:

To authorise the purchase of items to support local organisations engaging with local residents at a cost of not more than £350 plus VAT.

Locality budgets application form Financial year 2022-23

Please ensure you have read the guidance in full before completing.

Councillors should complete this form and submit it to
families.communities@westsuffolk.gov.uk

Councillor's name	Cllr Sarah Pugh
Ward	Wickhambrook and Whepstead

Name of project	Celebration Community Event	
Name of group to be supported	Wickhambrook Parish Council	
Contact name	Hilary Workman	
Has the contact given consent to their details being given to the council so that we can contact them? (If no, please gain the group's consent before proceeding with this application.)	Yes	
Address	3 Farriers Close, Great Barton, Bury St Edmunds IP31 2FP	
Telephone number	07508 039810	
Email address	parishclerk@wickhambrook.org.uk	

Question	Supporting information
<p>Full description of project (including anticipated timescales)</p> <p>Who will benefit?</p> <p>What outcomes will the funding achieve?</p> <p>1. Enabling communities</p> <p>2. Building relationships and/ or Encouraging new connections</p>	<p>Wickhambrook Community Lunches/Warm Winter Wednesdays</p> <p>Any resident in the parish who would like to attend</p> <p>The warm winter Wednesdays put on in January and February enabled the community to support residents in the parish who are struggling with the cost of living through the provision of a warm place to spend time, enjoy hot refreshments and food.</p> <p>The events are also social in nature, with a wide range of residents coming together, meeting and making new</p>

	<p>connections and strengthening their support and resilience when they are struggling through loneliness and isolation.</p> <p>The parish will also be able to loan these materials out to other organisations in the village who wish to support with events of a similar nature.</p>
<p>Amount to be paid to the group from your locality budget</p> <p>Breakdown of costs</p>	<p>£350</p> <p>Catering Equipment (soup warmers), hot plates, hot water urns</p> <p>Service materials: plastic table covers, napkins</p> <p>Engagement materials: Board Games, puzzles etc</p>
<p>Is any match funding available and, if so, how much and who from?</p>	<p>The parish council has supported the establishment of the events in the first quarter of this year by underwriting the cost of food supplies to a value of £96.00</p>
<p>Do you have a pecuniary or non-pecuniary interest in this organisation?</p> <p>If yes, please give a brief description and obtain the agreement of the Leader or Deputy Leader of the Council to the assessment on the following page.</p>	
<p>What supporting information has been obtained from the organisation to enable you to make a judgement regarding suitability for funding? (Please attach a copy of the information to this form.)</p>	<p>Feature in clerk's parish newsletter, the parish pump and The Scene.</p> <p>The most recent Warm Winter Wednesday attracted over eighty residents</p>
<p>Evaluation</p> <p>Please provide details of how the project will be measured and evaluated,</p>	<p>Images from events</p> <p>Records of the number of times equipment loaned out, to whom and the number of people attending events.</p>

What is the lasting impact
as a result of this project?

--

Councillor recommendation

Funding can only be made available for projects or activities that meet the following essential criteria. Please place an 'x' in the box if you are satisfied that the project or activity you are proposing to support meets each criterion.

Please indicate if this is COVID19 funding request	
All non Covid19 responses must complete the following:	
The payment must be more than £100	
The funding must go to a community group, not an individual.	
The granting of the funding is a one-off and does not imply an ongoing commitment by the council or have a revenue implication for the council.	
The activity being funded has not already taken place.	
The project or activity promotes communities working together and does not unfairly discriminate against people from different backgrounds.	
The funding can be used by the community group during the 12 months following receipt.	
As far as you are aware, making the payment to the community group would not result in fraudulent or illegal activity or any practices which would bring the council into disrepute.	
The community group does not hold significant unrestricted funds.	

Name			
Signed		Date	

Where a pecuniary or non-pecuniary interest has been declared, the Leader or Deputy Leader of the Cabinet's agreement to the following statement must be obtained below.

'I am satisfied that this application for funding is based on an objective assessment of the evidence and am content for the application to proceed.'

Name			
Signed		Date	

Officer authorisation (to be completed by Families and Communities officer)

Are you satisfied that the councillor has properly assessed the community group's project or activity against the funding criteria?	Yes / No
As far as you are aware, are you satisfied that making the payment to the community group would not result in fraudulent or illegal activity or any practices which would bring the council into disrepute?	Yes / No
Are you satisfied that the council has the legal power to make this payment (please consult Legal Services if in doubt)?	Yes / No

If the answer to any of the above questions is 'no', the form must be passed to the portfolio holder for Families and Communities.

Signed		Date	
--------	--	------	--

If agreement cannot be reached between the portfolio holder and the ward councillor, the form must be passed to the Monitoring Officer for further consideration with the portfolio holder, ward councillor and Leader of the Cabinet.

Signed		Date	
--------	--	------	--

Conditions

The following conditions have been applied to this application:

Application form questions and supporting information

Description of application

A full description of the project is required, including the anticipated timescales. Information which has been supplied by the group should be included within the 'supporting information' section following your discussion with the group.

What outcomes will the funding achieve?

- Enabling the community – explain how the community is enabled to do more for themselves as a result of this project.
- Building relationships – explain how the event or project will build stronger relationships in the community.
- Encouraging new connections – explain how the event or project will make new connections between residents within the community.

Who will benefit – recognising the outputs?

You should detail an overview of who will benefit from the project, approximate ages and numbers, as well as where they are from.

How does it link with the Families and Communities Strategy?

You should link the project back to the principles of the [Families and Communities approach](#) of supporting families and strengthening communities to enable them to become more resilient and more able to help themselves.

Amount to be paid to group

This should include a breakdown of cost so that it is clear what the funds will be spent on.

Supporting information

The community group requesting funds should give further details on their general activities as well as their aspirations for the project or event.

Evaluation

The community group should be asked how they intend to evaluate the activities and then feed them back to the councillor. It is also important that groups can demonstrate a lasting impact for one-off community events.

Parish councils

As detailed in the councillor guidance, funds can be granted to support activities which are for the benefit of the community, but which are directly delivered by a parish council.