

TONBRIDGE AND MALLING BOROUGH COUNCIL

COMMUNITY ENHANCEMENT FUND PANEL

Tuesday 25 October, 2011

Present: Cllr C Brown (Chairman), Cllr Mrs J Bellamy, Cllr Miss J Elks, Cllr Mrs E Holland, Cllr D Keeley, Cllr Mrs S Murray, Cllr Mrs E Simpson and Cllr D Trice.

Councillors Atkins, Ms Atkinson, Balcombe, Baldock, Balfour, Mrs Brown, Coffin, Dalton, Mrs Gale, Mrs Heslop, Heslop, Mrs Kemp, Mrs Luck, Miss Moloney, Rhodes, Sayer and Worrall were also present pursuant to Council Procedure Rule No 15.21.

An apology for absence was received from Councillor Sullivan.

MATTERS FOR RECOMMENDATION TO THE CABINET

**CEF
11/001 COMMUNITY ENHANCEMENT FUND – ASSESSMENT OF
SUBMITTED ROUND 1 BIDS**

Decision Notice D110001CEF

Consideration was given to the report of the Management Team on bids submitted in Round 1 of the Fund. Reference was made to a number of urgent bids for which funding had already been awarded; bids in relation to the funding of Jubilee events; and bids requiring additional information or clarification. It was suggested that further meetings of the Panel be held on 15 November and 8 December to deal respectively with those bids recommended for approval in principle and those for which clarification was sought.

Members acknowledged the success of the fund in attracting bids. It was emphasised that the final payment of grant would be on the basis of submission of detailed invoices reflecting actual costs incurred by the applicants. A number of refinements to the bidding process were suggested including the formalisation of local Members' agreement to the submission of applications. The Panel discussed the need for a consistent approach in dealing with bids for funding of Jubilee beacons or wider community events and it was suggested that appropriate criteria be drawn up for consideration at the next meeting.

RECOMMENDED: That

- 1) the payment of urgent bids to the Community Enhancement Fund, as set out at List 2 on the attached Annex, be endorsed;
- 2) the bids set out at List 1 on the attached Annex are ineligible for

funding support for the reasons given in the report and the applicants be notified accordingly, and the Aylesford Village Christmas Lights application be considered in the context of any underspend on the Christmas lighting budget;

- 3) the bids to the Community Enhancement Fund for Jubilee events, as set out at List 3 on the attached Annex, be deferred and considered along side other similar bids to be submitted in the next bidding round, and appropriate criteria for grant aiding such Jubilee events be presented for consideration at the next meeting of the Panel;
- 4) further information be sought from the applicants of the bids set out at List 4 on the attached Annex to enable a further report to be made to the December meeting of the Panel on whether such bids can be funded; and
- 5) the bids to the Community Enhancement Fund set out at List 5 on the attached Annex be approved in principle with a final recommendation to be made at the November meeting of the Panel.

The meeting ended at 2039 hours

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

Decision Taken By: CABINET MEMBERS FOR Finance and Communities

Decision No: D110001CEF

Date: 25 October 2011

Decision(s) and Reason(s)

Community Enhancement Fund - Assessment of Submitted Round 1 Bids

(Report of Management Team)

Consideration was given to the bids submitted in Round 1 of the Fund. Reference was made to a number of urgent bids for which funding had already been awarded; bids in relation to the funding of Jubilee events; and bids requiring additional information or clarification. It was suggested that further meetings of the Panel be held on 15 November and 8 December to deal respectively with those bids recommended for approval in principle and those for which clarification was sought.

Following consideration by the Community Enhancement Fund Panel, the Cabinet Members for Finance and Communities resolved that:

- 1) the payment of urgent bids to the Community Enhancement Fund, as set out at List 2 on the attached Annex, be endorsed;
- 2) the bids set out at List 1 on the attached Annex are ineligible for funding support for the reasons given in the report and the applicants be notified accordingly, and the Aylesford Village Christmas Lights application be considered in the context of any underspend on the Christmas lighting budget;
- 3) the bids to the Community Enhancement Fund for Jubilee events, as set out at List 3 on the attached Annex, be deferred and considered along side other similar bids to be submitted in the next bidding round, and appropriate criteria for grant aiding such Jubilee events be presented for consideration at the next meeting of the Panel;
- 4) further information be sought from the applicants of the bids set out at List 4 on the attached Annex to enable a further report to be made to the December meeting of the Panel on whether such bids can be funded; and

- 5) the bids to the Community Enhancement Fund set out at List 5 on the attached Annex be approved in principle with a final recommendation to be made at the November meeting of the Panel.

Reasons: As set out in the report submitted to the Community Enhancement Fund Panel of 25 October 2011.

Signed Cabinet Member for
Finance:

M Coffin

Signed Cabinet Member for
Communities:

O Baldock

Signed Leader:

M Worrall

Signed Chief Executive:

D Hughes

Date of publication: 28 October
2011

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

List 1: Ineligible Applications

Applicant	Amount
Aylesford Village Christmas Lights	£5958
St Marys Church West Malling	£10000
Swanmead Sports Association	£16598+VAT
Users of Devonshire Rooms	£5000
West Malling C of E Primary School	up to £25k

List 2: Urgent Bids Accepted and Funded

Applicant	Amount
Malling Short Mat Bowls Club	£700
Parents improving play areas in Snodland	£500
Shipbourne Farmers Market	£838
Tonbridge Bowling Club	£1000
Townsend Hook Bowls Club	£500

List 3: Applications for funding relating to Jubilee Events

Applicant	Max Amount Bid For
East Malling Jubilee Fayre Steering Group	£5000
Snodland and District Choral Society	£300
Snodland Jubilee Committee	£1500

List 4: Deferred Applications

Applicant	Max Amount Bid For
Beat Project (Trench)	£4559.75
CAB Maidstone	£5000
Chip Productions	£5000
Ditton Heritage Centre	£5000
Ditton PC	£3970
Ditton Youth Centre	£5000
Dynamic Futures Together CIC	£5000
East Malling Art Group	£5000
East Peckham Parish Council	£5000
Family Activity Days	£250
Hildenborough Youth Club	£4000
Joining Hands	£3476
Judd School	£2000
King Hill Cricket Club	£5000
Kings Hill Youth Club	£5000
Leybourne Parish Council	£5000
Maidstone Cruse Bereavement Care	£2500
Maidstone Mediation	£3000
Malling Auchel Assoc.	£300
Music @ Malling	£5000
Offham Parish Council	£1672.20
Offham Village Hall Management Committee	£2400
Oasis Tea Room	£1213
Positive Ageing	£500
Puddleducks Baby & Toddler Group	£3000
Relate West and Mid Kent	£750
Rotary Club of Tonbridge	£1500
SC Support and Care Services LTD	£5000
Shipbourne Farmers' Market	£262
Snodland 10km Road Race	£200
St Stephens Church	£5000
Tonbridge & District Mencap	£4750
Tonbridge & Malling CAB	£4110
Tonbridge Arts Festival	£5000
Tonbridge Juddians RFC	£5000
Tonbridge Line Commuters	£300
Tonbridge Lions Club	£5000
Tonbridge Philharmonic Society	£1500
Wateringbury Sports and Recreation Assoc.	£5000
Weald of Kent Gymnastics	£4992
West Kent Debt Advice	£5000
West Kent Mediation	£4900
WK YMCA	£3000

List 5: Applications Approved in Principle

Applicant	Max Amount Bid For
1 st Snodland Scout Group	£1000
14 th Tonbridge Sea Scout Group	£3000
17 th Tonbridge Scout and Guide Band	£4928.80
1 st Ditton Scout Group	£1342
Action with Communities in Rural Kent	£1434
Addington Recreation Ground	£5000
All Saints with Christ Church	£500
Aylesford Village Community Centre	£960
Beat Project (East Malling)	£4500
Borough Green Bowls Club	£980
Burham Parish Council	£5000
Christ Church Snodland Property Group	£4000
Christmas In Snodland	£200
Church of the Good Shepherd	£2000
Ditton Bowls Club	£2342
Ditton Short Mat Bowls Club	£3000
East Malling & Larkfield PC	£1176.74
Good Companions Club	£1100
Hadlow Bowls Club	£870
Hadlow Cricket Club	£2000
Hadlow Ladies Badminton Club	£60
Hildenborough 8 th Tonbridge Scouts Troup	£3000
Holborough Valley Cricket Club	£1000
Housing 21 Charles Busby Court	£589
Kings Hill and Larkfield CFR Scheme	£2500
Kings Hill Parish Council	£750
Lazy C Country Music Club	£450
League of Friends Tonbridge Cottage Hospital	£1500
Leybourne Cricket Club	£5000
Leybourne Grange Riding for the Disabled	£5000
Mereworth and Kings Hill Scout Group	£5000
Mereworth PCC	£5000
Mereworth Village Hall	£300
Over sixties Club	£350
Parish Church of St Mary the Virgin, W.Malling	£5000
Royal British Legion Bowls Club	£1065
Scotts Project Trust	£4500
Slade Area Residents Association	£1500
Snodland Boxing Club	£210
Snodland Community Cricket Club	£2994.68
Snodland Football Club	£1500
Snodland Historical Society	£1500
Snodland Short Mat Bowls Club	£500
Tonbridge Baseball Club	£750

ANNEX

Tonbridge Invicta Football Club	£1846
Tonbridge Methodist Church	£2840
Tonbridge Tennis Club	£400
Tonbridge U3A	£751
Town Malling Cricket Club	£2000
Trosley Football Club	£2000
West Malling Parish Council	£2000
West Malling Village Hall	£1500
Wouldham PC	£625

TONBRIDGE AND MALLING BOROUGH COUNCIL

COMMUNITY ENHANCEMENT FUND PANEL

Tuesday 15 November, 2011

Present: Cllr C Brown (Chairman), Cllr Mrs J Bellamy, Cllr Miss J Elks, Cllr Mrs E Holland, Cllr D Keeley, Cllr Mrs S Murray, Cllr Mrs E Simpson, Cllr A Sullivan and Cllr D Trice.

Councillors Atkins, Ms Atkinson, Balcombe, Baldock, Balfour, Mrs Brown, Coffin, Dalton, Heslop, Mrs Kemp, Mrs Luck, Rhodes, Rogers and Worrall were also present pursuant to Council Procedure Rule No 15.21.

**CEF
11/002** **MINUTES**

RESOLVED: That the notes of the meeting of the Community Enhancement Fund Panel held on 25 October 2011 be approved as a correct record and signed by the Chairman.

MATTERS FOR RECOMMENDATION TO THE CABINET

**CEF
11/003** **COMMUNITY ENHANCEMENT FUND – CONSIDERATION OF
ELIGIBLE APPLICATIONS**

Decision Notice D110002CEF

The joint report of the Leader and Cabinet Members for Finance and Communities reviewed those applications approved in principle at Decision No D110001CEF. The Panel considered each application in the light of further information submitted by the applicants in response to an invitation to review their bids due to the extent of oversubscription of the Fund in the first round. A supplementary report by the Chief Executive was circulated at the meeting setting out the comments of the applicants and it was indicated that a considerable number had been able to suggest reductions in their bids.

It was noted that all successful applicants would be invited to one of a number of informal presentations in order to receive a certificate marking the award although grant payments would only be made on submission of appropriate quotations, invoices or other evidence of expenditure.

RECOMMENDED: That

- 1) the list of applicants set out at the Annex attached be awarded grants for the amounts indicated, to a grand total of £96,922.52;

and

- 2) authority be given for the immediate payment of the grant in respect of the application for 'Christmas in Snodland' due to the timescale of the event.

**CEF
11/004**

REVIEW OF COMMUNITY ENHANCEMENT FUND

Decision Notice D110003CEF

The joint report of the Leader and Cabinet Members for Finance and Communities gave details of some suggested changes to the operation of the Community Enhancement Fund for future rounds from 2012/13 and criteria to guide the consideration of bids in respect of celebrations of the Queen's Jubilee and the Olympics.

RECOMMENDED: That

- 1) the Key Principles set out at Annex 1 to the report be used to inform future Community Enhancement Fund bidding rounds from 2012/13; and
- 2) the guidance and draft application form for bids in respect of events to support the Queen's Jubilee and the Olympics, as set out at Annex 2 to the report, be endorsed with the caveat that any funding will generally exclude the costs of food and drink other than a celebratory cake.

The meeting ended at 2049 hours

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

Decision Taken By: CABINET MEMBERS FOR Finance and Communities

Decision No: D110002CEF

Date: 15 November 2011

Decision(s) and Reason(s)

Community Enhancement Fund - Consideration of Eligible Applications

(Joint report of the Leader and Cabinet Members for Finance and Communities)

Consideration was given to those applications approved in principle at Decision No D110001CEF in the light of further information submitted by the applicants in response to an invitation to review their bids due to the extent of oversubscription of the Fund in the first round.

It was noted that all successful applicants would be invited to one of a number of informal presentations in order to receive a certificate marking the award although grant payments would only be made on submission of appropriate quotations, invoices or other evidence of expenditure.

Following consideration by the Community Enhancement Fund Panel, the Cabinet Members for Finance and Communities resolved that:

- 1) the list of applicants set out at the attached Annex be awarded grants for the amounts indicated, to a grand total of £96,922.52; and
- 2) authority be given for the immediate payment of the grant in respect of the application for 'Christmas in Snodland' due to the timescale of the event.

Reasons: As set out in the report and supplementary report submitted to the Community Enhancement Fund Panel of 15 November 2011.

Signed Cabinet Member for Finance:

M Coffin

Signed Cabinet Member for Communities:

O Baldock

Signed Leader:

M Worrall

Signed Chief Executive: D Hughes

Date of publication:
18 November 2011

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

Grant Awards

Applicant	Maximum Grant Awarded
1 st Snodland Scout Group	£700
14 th Tonbridge Sea Scout Group	£3000
17 th Tonbridge Scout and Guide Band	£4928.80
1 st Ditton Scout Group	£1200
Action with Communities in Rural Kent	£1000
Addington Recreation Ground	£3500
All Saints with Christ Church	£500
Aylesford Village Community Centre	£800
Beat Project (East Malling)	£3800
Borough Green Bowls Club	£750
Burham Parish Council	£5000
Christ Church Snodland Property G	£2400
Christmas In Snodland	£200
Church of the Good Shepherd	£1800
Ditton Bowls Club	£2068
Ditton Short Mat Bowls Club	£2500
East Malling & Larkfield PC	£1176.74
Good Companions Club	£647
Hadlow Bowls Club	£690
Hadlow Cricket Club	£1000
Hadlow Ladies Badminton Club	£50
Hildenborough 8 th Tonbridge Scouts Troup	£2410
Holborough Valley Cricket Club	£600
Housing 21 Charles Busby Court	£589
Kings Hill and Larkfield CFR Scheme	£2500
Kings Hill Parish Council	£750
Lazy C Country Music Club	£412
League of Friends – Tonbridge Cottage Hospital	£1000
Leybourne Cricket Club	£4500
Leybourne Grange Riding Centre for the Disabled	£5000
Mereworth and Kings Hill Scout Group	£5000
Mereworth PCC	£5000
Mereworth Village Hall	£3000
Over sixties Club	£300
Parish Church of St Mary the Virgin, West Malling	£5000
Royal British Legion Bowls Club	£953
Scotts Project Trust	£2300
Slade Area Residents Association	£800
Snodland Boxing Club	£210
Snodland Community Cricket Club	£2886.98
Snodland Football Club	£1350
Snodland Historical Society	£1500
Snodland Short Mat Bowls Club	£500

Applicant	Maximum Grant Awarded
Tonbridge Baseball Club	£550
Tonbridge Invicta Football Club	£1846
Tonbridge Methodist Church	£2840
Tonbridge Tennis Club	£300
Tonbridge U3A	£590
Town Malling Cricket Club	£1600
Trosley Football Club	£1500
West Malling Parish Council	£1600
West Malling Village Hall	£1200
Wouldham PC	£625

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

Decision Taken By: CABINET MEMBERS FOR Finance and Communities

Decision No: D110003CEF

Date: 15 November 2011

Decision(s) and Reason(s)

Review of Community Enhancement Fund

(Joint report of the Leader and Cabinet Members for Finance and Communities)

The report gave details of some suggested changes to the operation of the Community Enhancement Fund for future rounds from 2012/13 and criteria to guide the consideration of bids in respect of celebrations of the Queen's Jubilee and the Olympics.

Following consideration by the Community Enhancement Fund Panel, the Cabinet Members for Finance and Communities resolved that:

- 1) the Key Principles set out at Annex 1 attached be used to inform future Community Enhancement Fund bidding rounds from 2012/13; and
- 2) the guidance and draft application form for bids in respect of events to support the Queen's Jubilee and the Olympics, as set out at Annex 2 attached, be endorsed with the caveat that any funding will generally exclude the costs of food and drink other than a celebratory cake.

Reasons: As set out in the report submitted to the Community Enhancement Fund Panel of 15 November 2011.

Signed Cabinet Member for Finance:

M Coffin

Signed Cabinet Member for Communities:

O Baldock

M Worrall

Signed Leader:

Signed Chief Executive:

D Hughes

Date of publication:

18 November 2011

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

Community Enhancement Fund

Suggested Key Principles to apply to future funding rounds from 2012/13

1. Funding will only be provided for projects and proposals which result in tangible community benefits. No applications will be entertained which, either whole or in part, involve revenue funding of a recurring nature.
2. Specific funding rounds might be dedicated to provide support for the celebration of nationally important events. Exceptionally, the fund might be used to support events of local importance, such as a 25th, 50th, 60th, 75th or 100th anniversary, of a community or community group, but not of an individual resident.
3. Criteria will be adopted, on a round by round basis, to enable fair judgements to be made on all bids received. These will include priority being given to proposals which relate to the Council's key priorities and the availability of match funding to support any initiative for project bids over £500 in value.
4. The aim should be to achieve a fair distribution of grants across the Borough.
5. For future rounds, given the need to manage resources set aside for the community enhancement fund, grants will be limited to a maximum of £2500.
6. Funding will not be provided for projects and proposals on a retrospective basis.
7. Borough Council Members will continue to assess bids prior to their submission to the Panel. Detailed guidance will be issued on a round by round basis to enable this to be undertaken fairly. The range of issues to be initially assessed by this process should include the extent to which the application accords with any adopted guidance, and whether the amount bid for is judged to be appropriate in relation to the proposed project. No application will be considered by the Panel unless formal Member endorsement has been confirmed by his or her signature on the application form.

**Community Enhancement Fund
Bids to Support Jubilee and other National Events**

1. Parish Councils and local Community Groups can apply for financial support from the Borough Council to assist with Jubilee celebrations and community events related to the Olympics.
2. A grant of up to £500 will be available for those wishing to provide a Jubilee Beacon or Bonfire provided this is formally registered and undertaken in accordance with official guidance. Further information is available on www.diamondjubileebeacons.co.uk or by contacting the Pageant Master direct on 07737 262913.
3. In exceptional circumstances, additional funding of normally up to £1500 will be available to assist with the funding of celebrations related to the Queen's Jubilee or Olympics. Priority will be given to events which:
 - (a) engage a whole local community
 - (b) promote inclusiveness
 - (c) achieve improved and lasting community spirit within the locality
 - (d) are supported by additional funding from other sources
 - (e) meet the Council's key priorities.
4. If more than one application for funding is received within a single ward or community, higher priority will be given to the bid which best achieves the wider objectives set out in section (3) above.
5. Funding is available for either capital or revenue funding subject to the above limits.
6. Applications for funding for events must include a costed summary of likely expenditure supported with any formal quotations received.
7. Appropriate recognition of the contribution made by the Borough Council should be made in any event publicity material. Applicants will be asked to provide the Borough Council with a short summary of how the event was received locally, for use in local publicity.

Community Enhancement Fund – Jubilee Beacons and National Events

Application Form

Contact Name

Organisation

Address

.....

Phone Email

Date of Your Planned Event

Location of Your Event

I wish to apply for funding for a Jubilee Beacon Yes / No

I wish to apply for funding for a Jubilee Bonfire Yes / No

Amount Requested (£500 max)

I confirm that the Beacon/Bonfire will be registered and provided in accordance with official advice from the Pageant Master.

Signed

I wish to apply for funding for a Jubilee/Olympic event Yes / No

The amount I wish to apply for my event is £.....

Please give details of your planned event.....

.....

.....

.....

.....

.....

Estimate of the number of people likely to attend this event

In what ways will your event aim to engage with all of your local community?

.....
.....

What elements of your event aim to promote inclusiveness and an improved community spirit?

.....
.....
.....
.....

Please give an estimate of the itemised costs of your event and attach any quotations received in support this estimate.

Expenditure	Cost
.....
.....
.....
.....
.....
.....
.....
.....

Please indicate what other sources of funding you have available to support this event.

.....
.....
.....

Signed

Date

TONBRIDGE AND MALLING BOROUGH COUNCIL

COMMUNITY ENHANCEMENT FUND PANEL

Thursday 8 December, 2011

Present: Cllr C Brown (Chairman), Cllr Mrs J Bellamy, Cllr Miss J Elks, Cllr Mrs E Holland, Cllr D Keeley, Cllr Mrs S Murray, Cllr A Sullivan and Cllr D Trice.

Councillors Atkins, Ms Atkinson, Baldock, Mrs Brown, Coffin, Mrs Oakley, Rhodes and Worrall were also present pursuant to Council Procedure Rule No 15.21.

An apology for absence was received from Councillor Mrs Simpson.

**CEF
11/005** **MINUTES**

RESOLVED: That the notes of the meeting of the Community Enhancement Fund Panel held on 15 November 2011 be approved as a correct record and signed by the Chairman.

MATTERS FOR RECOMMENDATION TO THE CABINET

**CEF
11/006** **CONSIDERATION OF DEFERRED BIDS**

Decision Notice D110004CEF

The report of the Chief Executive gave details of bids for grant, deferred following the first meeting of the Community Enhancement Fund Panel, in the light of further information submitted by the applicants. It was noted that applicants had accepted that any funding support provided by the Borough Council from this fund was an individual award and they would not be eligible to apply for additional funding from future rounds for a similar project or purchase. The final grant would be based on submission of invoices or other evidence of expenditure.

Appreciation was recorded of the work of officers in relation to the Fund.

RECOMMENDED: That

- 1) the list of applicants set out at Lists A and B on the attached Annex be awarded grants for the amounts indicated, to a grand total of £90,983.71 subject to (2) and (3) below;
- 2) the Users of the Devonshire Rooms, Snodland be awarded a maximum grant of £5,000, subject to receipt of further

information, with the precise amount determined in consultation with the Cabinet Members for Finance and Communities;

- 3) the award of grants to Maidstone Mediation and West Kent Mediation be approved in principle, subject to clarification of future funding and agreement in consultation with the Cabinet Members for Finance and Communities;
- 4) the bids set out at List C on the attached Annex do not meet the Community Enhancement Fund criteria; and
- 5) it be noted that the bids set out at List D on the Annex have been confirmed as withdrawn.

**CEF
11/007**

**PARISH/TOWN COUNCILS – CRITERIA FOR DEDICATED ROUND
OF COMMUNITY ENHANCEMENT FUND**

Decision Notice D110005CEF

Consideration was given to draft criteria to guide bids for the next round of the Community Enhancement Fund for parish/town councils.

RECOMMENDED: That the criteria for the Parish/Town Council funding round set out at Annex 1 to the report be approved subject to the deletion of the last sentence in paragraph 6.

The meeting ended at 2044 hours

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

Decision Taken By: CABINET MEMBERS FOR Finance and Communities

Decision No: D110004CEF

Date: 8 December 2011

Decision(s) and Reason(s)

Consideration of Deferred Bids

(Report of Chief Executive)

Consideration was given to bids for grant, deferred following the first meeting of the Community Enhancement Fund Panel, in the light of further information submitted by the applicants. It was noted that applicants had accepted that any funding support provided by the Borough Council from this fund was an individual award and they would not be eligible to apply for additional funding from future rounds for a similar project or purchase. The final grant would be based on submission of invoices or other evidence of expenditure.

Appreciation was recorded of the work of officers in relation to the Fund.

Following consideration by the Community Enhancement Fund Panel, the Cabinet Members for Finance and Communities resolved that:

- 1) the list of applicants set out at Lists A and B on the attached Annex be awarded grants for the amounts indicated, to a grand total of £90,983.71 subject to (2) and (3) below;
- 2) the Users of the Devonshire Rooms, Snodland be awarded a maximum grant of £5,000, subject to receipt of further information, with the precise amount determined in consultation with the Cabinet Members for Finance and Communities;
- 3) the award of grants to Maidstone Mediation and West Kent Mediation be approved in principle, subject to clarification of future funding and agreement in consultation with the Cabinet Members for Finance and Communities;
- 4) the bids set out at List C on the attached Annex do not meet the Community Enhancement Fund criteria; and
- 5) it be noted that the bids set out at List D on the Annex have been confirmed as withdrawn.

Reasons: As set out in the report submitted to the Community Enhancement Fund

Panel of 8 December 2011.

Signed Cabinet Member for
Finance:

M Coffin

Signed Cabinet Member for
Communities:

O Baldock

Signed Leader:

M Worrall

Signed Chief Executive:

D Hughes

Date of publication:
9 December 2011

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

List A – Bids for Capital Works Purchases

Applicant	Maximum Grant Awarded
Ditton Heritage Centre	£5000
Ditton Youth Centre	£4937.76
East Malling Art Group	£3440
East Peckham Parish Council	£3500
Family Activity Days	£250
Hildenborough Youth Club	£1500
Joining Hands	£2503
King Hill Cricket Club	£3000
Leybourne Parish Council	£2500
Oasis Tea Room (St Peters Church Centre)	£1213
Offham Village Hall Management Committee	£2400
Puddleducks Baby & Toddler Group	£1500
Shipbourne Farmers' Market	£262
St Stephens Church	£5000
Users of the Devonshire Rooms, Snodland	£5000 (in principle)
Weald of Kent Gymnastics	£2851.20
West Kent Debt Advice	£4707

**List B – Bids for One-Off Projects or of Non-Recurring Nature
(including for Training)**

Applicant	Maximum Grant Awarded
Beat Project (Trench)	£4559.75
Dynamic Futures Together CIC	£4500
Judd School	£500
Maidstone Cruse Bereavement Care	£2500
Maidstone Mediation	£3000 (in principle)
Music @ Malling	£1250
Relate West and Mid Kent	£500
Rotary Club of Tonbridge	£750
Tonbridge & District Mencap	£2500
Tonbridge Arts Festival	£3660
Tonbridge Juddians RFC	£5000
Tonbridge Line Commuters	£300
Tonbridge Lions Club	£3500
Tonbridge Philharmonic Society	£900
Wateringbury Sports and Recreation Association	£2500
West Kent Mediation	£3500 (in principle)
WK YMCA	£2000

List C – Bids Judged Not to Meet Fund Criteria

Applicant
CAB Maidstone
Kings Hill Youth Club
SC Support and Care Services Ltd

List D – Bids Now Withdrawn

Applicant
Chip Productions
Malling Auchel Association
Offham Parish Council
Positive Ageing
Snodland 10km Road Race
Tonbridge & Malling CAB

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

Decision Taken By: CABINET MEMBERS FOR Finance and Communities

Decision No: D110005CEF

Date: 8 December 2011

Decision(s) and Reason(s)

Parish/Town Councils - Criteria for Dedicated Round of Community Enhancement Fund

(Report of Chief Executive)

Consideration was given to draft criteria to guide bids for the next round of the Community Enhancement Fund for parish/town councils.

Following consideration by the Community Enhancement Fund Panel, the Cabinet Members for Finance and Communities resolved that:

The criteria for the Parish/Town Council funding round set out at the attached Annex be approved.

Reasons: As set out in the report submitted to the Community Enhancement Fund Panel of 8 December 2011.

Signed Cabinet Member for Finance:

M Coffin

Signed Cabinet Member for Communities:

O Baldock

Signed Leader:

M Worrall

Signed Chief Executive:

D Hughes

Date of publication:
9 December 2011

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

Community Enhancement Fund

Draft Criteria for Parish Council Funding Round

1. A single grant of up to £2,000 will be available to each Parish Council to fund a specific project in their area.
2. Funding will only be provided for projects and proposals which result in tangible community benefits and do not involve revenue funding of a recurring nature.
3. The costs of routine repairs and maintenance of buildings or other facilities are excluded.
4. Projects should relate to at least one of the Borough Council's key priorities and applications should indicate an element of match funding for the project.
5. Funding cannot be provided for any projects and proposals on a retrospective basis.
6. Funding for a one-off event may be supported from the Fund with the exception that grant cannot be used to pay for food and drink associated with that event.
7. Appropriate recognition of the contribution made by the Borough Council should be made in any publicity material.
8. The project or proposal should be completed within one calendar year of the grant being offered. No grant will be paid after that date.