

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PARISH COUNCILS' LIAISON COMMITTEE

Agenda Item No.

meeting date: THURSDAY, 10 SEPTEMBER 2015
title: RIBBLE VALLEY PARISHES GRANT
submitted by: MARSHAL SCOTT – CHIEF EXECUTIVE
principal author: REGENERATION PROJECTS OFFICER - MELISSA THORPE

1 PURPOSE

- 1.1 This report provides information on the parishes grant scheme for Parish and Town Councils throughout Ribble Valley who annually precept.

2 BACKGROUND

- 2.1 On Tuesday 8th September 2015 a report was taken to Policy and Finance committee for them to consider and agree the formal administrative procedure for allocating £114,000 of grants to Parish and Town Councils in Ribble Valley who annually precept.

3 ISSUES

- 3.1 At the time of writing this report it was agreed that:

- Each Parish Council would be allocated a maximum of £3000 or £5000 in the case of Longridge, Whalley and Clitheroe. Funding would be administered throughout the year until the full amount of funding given to the Parish Council has been allocated or the deadline of 30 September 2016 arrives, whichever is the sooner. There will be no set percentage or match funding requirement.
- A deadline date for the submission of applications of 30 September 2016 has been agreed.
- All applications submitted by the Parish Councils must first meet with the approval of the Ward Councillor before being considered for funding by the Borough Council.
- A panel of officers will carry out an initial assessment of the applications and Member approval would be sought where any issues arise.
- Parish Councils are encouraged to pool resources where a project may benefit more than one parish and evidence is provided to show this.
- The funds should be used for capital one-off schemes, and pump priming (which could include capital/revenue) for community groups - however this would only be acceptable if a plan was submitted of how the scheme would be self-sustaining in the future.
- Funding prior to expenditure may be possible in some cases if closely monitored by the programme officer.
- Grants will be paid on receipt of invoices but there will be flexibility if schemes are being done in stages and it could be possible to pay in instalments provided that evidence of completion of that stage is submitted.

Publicity

- Application packs and information will be sent to all Parish Councils explaining the procedures once the terms of the scheme are agreed.
- A press release will be prepared and distributed as widely as possible.

Selection of Schemes

- Schemes will be judged on their own merits but examples of possible schemes will be offered to parishes on the application form.
- An explanation of how the project would improve or benefit the community or the parish should be submitted with the application.

Conditions

- The grant conditions are incorporated into the offer letter and the application forms.
- Applicants should give an indication of the project completion date.
- A work plan should be submitted.
- A link between the project's objectives and how they will be achieved should be made clear.
- Schemes where a third party is involved (for example Lancashire County Council in relation to speed monitoring devices) should provide evidence of a start/end date.
- Applications should ideally show how the project relates to community strategy objectives.

Feedback

- Parishes will be encouraged to give feedback to the Borough Council and will be expected to take part in any publicity organised by the Borough Council.
- Applicants are expected to mention the Borough Council's contribution in any publicity that they organise or take part in.

4 CONCLUSIONS

- 4.1 The Village Amenities Scheme and other similar grant schemes run in previous years have been extremely well accessed giving us a good basis to assume that these new grants will also be well accessed. The scheme appears to have the potential to make a huge impact on community and parish driven improvements to quality of life for Ribble Valley people.

MELISSA THORPE
REGENERATION PROJECTS OFFICER

MARSHAL SCOTT
CHIEF EXECUTIVE

For further information please ask for Melissa Thorpe, extension 4549.