



FINANCE AND PROJECTS COMMITTEE

AGENDA

**For an Extra Ordinary Meeting to be held at 7.30p.m. on
Tuesday 8th August 2023**

At Champions Manor Hall Community Centre

Membership:

**Councillor D Thompson (Chairman)
Councillor M O'Brien (Vice Chairman)**

Councillor A Shearring
Councillor Perham Lake
Councillor R Crosbie

Councillor A Humphrey
Councillor L Kelly

Councillor B Massey
Councillor D Eley

Local Residents are welcome to attend this meeting. At the meeting, your elected Councillors will take decisions affecting YOU, the Community and the Town. The public may participate for up to 15 minutes for this purpose. If you have any queries, please telephone the Acting Town Clerk on 01245 321817. Please join us.

**Karen Atkins
South Woodham Ferrers Town Clerk
9th August 2023**

1. Apologies for absence

To RECEIVE and ACCEPT any apologies for absence.

2. Dispensation considerations

To consider any dispensations, as required. Standing Order 12. Dispensation requests shall be in writing and submitted to the Town Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.

3. Declarations of Interest

Any Member declaring an interest is asked to state whether this is a pecuniary, registerable or non-registerable interest. Clarification, if required, can be sought prior to the meeting with the Chairman or the Town Clerk.

4. Confirmation of Minutes

To APPROVE the minutes of the meeting held on 13th June 2023 as a true record of the meeting.

5. Public Questions

In accordance with Standing Order 3.e to allow up to 15 minutes for members of the public to make representations, answer questions and give evidence in respect of any item covered by the Committees Terms of Reference. At the close of this item members of the public will no longer be permitted to address the Committee; Members with pecuniary interests will also not be permitted to speak, address the Committee on those interests and must leave the meeting when the item in relation to their interest is being discussed.

6. Financial Matters

a to receive the budgetary positions for this Committee and Champions Manor Hall as of 31st July 2023.

b to receive and note the Council's bank balances as of 31st July 2023

- Current Account £399,322.69
- Reserve Account £286,607.30

c to note financial transactions for June and July 2023. Attached to agenda.

7. Items to Note

a the 5-year electrical inspection will be completed in August at Champions Manor Hall. Maintenance work for one week w/c 14th August 2023. This is so the Town Council legally meet the requirements for our insurance and the law. Cost £1950.00.

b Small Grants Awarded 2023

- June 2023 SWF Station Adopters £200.00
- July 2023 Scouts association £140.00
- August 2023 SWF History Society to cover hall hire costs £230.40 plus cupboard storage as agreed FP32 11/10/2022.

8. Review of Reserves

Committee to review all Town Council reserves. Councillor O'Brien to update.

9. Committee Projects 2023/24

- Committee to discuss future projects and consider a priority list and budget for Events, Community & Projects Committee and Planning & Environment Committee.
- Committee to consider priority projects for Champions Manor Hall

10. Budget request from Planning & Environment Committee

To receive a report on Phase One of the John Cox site. Budget request to Finance & Projects of £10,000 to fund the maintenance work, signage and additional costs for the area.

11. Essex Community Initiative Fund Grant

Essex Community Initiative Fund is available and the closing date for applications is Friday 18th August 2023. Documentation attached. Members to agree whether to apply for the grant and for which project, please note other projects could be considered if they meet the criteria. Please note that the interest form must demonstrate community support.

12. Defibrillator Project Update

Town Clerk to report current position.

13. Reports from Representatives of Outside Bodies reporting to Finance & Projects Committee:

a. Champions Manor Hall Users Group – Yearly meeting not yet held

14. Report to Council

To agree items for report to the next Council meeting on the 22 August 2023.

15. Media Contact

To consider whether any items on this Agenda warrant a media release and if so, to agree a Councillor to comment, if applicable.

16. Future Meeting Dates

The next meeting of the Finance & Projects Committee will be on 3rd October 2023.

Any member who is unable to attend the meeting should send their apologies and reason to the Office prior to the meeting.

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Champions Manor Hall</u>							
1001 Main Hall Hire	3,577	22,850	19,274			15.7%	
1002 Multi Purpose Room Hire	2,687	22,850	20,163			11.8%	
1003 Conference Room Hire	1,165	5,000	3,835			23.3%	
1004 Meeting Room Hire	(127)	1,500	1,627			(8.4%)	
1007 Car park	0	500	500			0.0%	
1050 Rent from ESO Depot	0	1,200	1,200			0.0%	
1055 Rent from Office Use	0	37,000	37,000			0.0%	
Champions Manor Hall :- Income	7,302	90,900	83,598			8.0%	0
4000 Electricity	4,970	27,000	22,030		22,030	18.4%	
4005 Gas	83	2,120	2,037		2,037	3.9%	
4010 Water	398	900	502		502	44.2%	
4015 Sewerage	0	450	450		450	0.0%	
4020 Rates	7,060	17,000	9,940		9,940	41.5%	
4025 Cleaning	9,590	29,000	19,410		19,410	33.1%	
4030 Maintenance	2,331	16,000	13,669	432	13,237	17.3%	
4050 PRS Licence	0	1,060	1,060		1,060	0.0%	
4125 Sanitary Contract	306	500	194		194	61.2%	
4130 Security	160	1,280	1,120		1,120	12.5%	
4135 Mobiles	0	100	100		100	0.0%	
4150 Fire Maintenance	0	500	500		500	0.0%	
4275 Insurance	0	1,500	1,500		1,500	0.0%	
Champions Manor Hall :- Indirect Expenditure	24,897	97,410	72,513	432	72,081	26.0%	0
Net Income over Expenditure	(17,595)	(6,510)	11,085				
<u>110 Office Costs</u>							
4001 Rent for Office	0	37,000	37,000		37,000	0.0%	
Office Costs :- Indirect Expenditure	0	37,000	37,000	0	37,000	0.0%	0
Net Expenditure	0	(37,000)	(37,000)				
<u>120 Finance & Projects</u>							
1076 Precept	221,126	442,251	221,126			50.0%	
1090 Interest Received	2,505	3,000	495			83.5%	
1095 Leases & Wayleave	0	550	550			0.0%	
1400 CIL Money Received	2,694	0	(2,694)			0.0%	
1450 Miscellaneous Income	1	0	(1)			0.0%	
1455 Town Mayor Charity	(931)	0	931			0.0%	
Finance & Projects :- Income	225,394	445,801	220,407			50.6%	0

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4000 Electricity	80	0	(80)		(80)	0.0%	
4005 Gas	245	0	(245)		(245)	0.0%	
4105 Office Supplies	175	500	325		325	35.1%	
4110 Photocopier	849	2,000	1,151		1,151	42.4%	
4115 Postage	18	300	282		282	6.0%	
4116 Card Processing/BACS/Bank Fees	419	1,000	581		581	41.9%	
4120 Telephone	953	2,500	1,547		1,547	38.1%	
4135 Mobiles	47	300	253		253	15.7%	
4145 IT Work/Support	2,108	2,000	(108)		(108)	105.4%	
4200 Salaries	30,110	135,000	104,890		104,890	22.3%	
4205 Employer's NI	9,789	42,000	32,211		32,211	23.3%	
4210 Superannuation	11,394	45,000	33,606		33,606	25.3%	
4230 Payroll Contract	382	1,500	1,118		1,118	25.5%	
4240 Staff Uniform & Travel	136	1,000	864	64	800	20.0%	
4245 Training	25	3,000	2,975		2,975	0.8%	
4246 Training - Councillors	65	2,000	1,935		1,935	3.3%	
4247 Council Wellbeing	0	3,000	3,000		3,000	0.0%	
4250 HR Costs	550	1,500	950		950	36.7%	
4255 Subscriptions	1,665	2,000	335		335	83.3%	
4265 Marketing	1,432	2,500	1,069		1,069	57.3%	
4270 Audit	755	3,000	2,245		2,245	25.2%	
4275 Insurance	4,891	5,100	209		209	95.9%	
4280 Civic Budget	733	1,200	467	64	404	66.4%	
4285 Member's Expenses	0	300	300		300	0.0%	
4290 Member's Basic Allowance	0	10,320	10,320		10,320	0.0%	
4295 Loan Repayment	10,046	20,000	9,954		9,954	50.2%	
4300 IT Contract & Equipment	1,277	6,000	4,723		4,723	21.3%	
4305 Elections	0	3,400	3,400		3,400	0.0%	
4315 Grants	408	5,000	4,593		4,593	8.2%	
4325 Litter Control	0	1,100	1,100		1,100	0.0%	
4326 Defibrillator	0	500	500		500	0.0%	
4801 Professional Fees	805	2,000	1,195		1,195	40.3%	
Finance & Projects :- Indirect Expenditure	79,355	305,020	225,665	128	225,537	26.1%	0
Net Income over Expenditure	146,039	140,781	(5,258)				
<u>200 Leisure General</u>							
1200 Allotment Income	332	350	18			94.9%	
1205 Bowls Club Income	0	5,100	5,100			0.0%	
1210 Christmas Lights Income	0	5,100	5,100			0.0%	
Leisure General :- Income	332	10,550	10,218			3.1%	0

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4500 Play Schemes	0	2,750	2,750		2,750	0.0%	
4505 Open Spaces Maintenance	560	2,500	1,940		1,940	22.4%	
4506 Open Spaces Maint. (John Cox)	3,416	12,000	8,584		8,584	28.5%	
4508 Marsh Farm Road Allotments	75	350	275		275	21.4%	
4510 Play Area Running Costs	488	2,500	2,012		2,012	19.5%	
4515 Swimming Pool Subsidy	0	10,000	10,000		10,000	0.0%	
4520 Bowling Green Maintenance	0	1,500	1,500		1,500	0.0%	
4525 Bowling Green Sinking Fund	0	4,600	4,600		4,600	0.0%	
4530 Christmas Lights	9,546	25,000	15,454		15,454	38.2%	
Leisure General :- Indirect Expenditure	14,086	61,200	47,114	0	47,114	23.0%	0
Net Income over Expenditure	(13,754)	(50,650)	(36,896)				
<u>210 Bandstand</u>							
1230 Bandstand Income	83	500	417			16.7%	
Bandstand :- Income	83	500	417			16.7%	0
4600 Bandstand Expenditure	(3,879)	500	4,379		4,379	(775.8%)	
Bandstand :- Indirect Expenditure	(3,879)	500	4,379	0	4,379	(775.8%)	0
Net Income over Expenditure	3,962	0	(3,962)				
<u>250 Community Events</u>							
1250 Christmas Fayre Income	440	2,500	2,060			17.6%	
1251 Senior Citizens Xmas Lunch Inc	0	200	200			0.0%	
1252 Film CMH Club Income	885	500	(385)			177.0%	
1257 National celebrations	1,913	0	(1,913)			0.0%	
1600 Toddler Group Income	479	1,200	721			39.9%	
Community Events :- Income	3,717	4,400	683			84.5%	0
4100 Equipment	0	1,000	1,000		1,000	0.0%	
4105 Office Supplies	17	0	(17)		(17)	0.0%	
4350 Youth Club Expenditure	0	1,000	1,000		1,000	0.0%	
4540 Toddler Group Expenditure	18	1,000	982		982	1.8%	
4651 Christmas Fayre Expenditure	3,475	13,000	9,525	8,270	1,255	90.3%	
4652 Film Club CMH Expenditure	83	500	417	80	337	32.6%	
4653 Senior Citizens lunch Exp	0	550	550		550	0.0%	
4654 CMH Fun	1,125	1,750	625		625	64.3%	
4663 National Celebrations	9,816	5,000	(4,816)		(4,816)	196.3%	
4664 Youth Week	(702)	0	702		702	0.0%	
Community Events :- Indirect Expenditure	13,832	23,800	9,968	8,350	1,618	93.2%	0
Net Income over Expenditure	(10,115)	(19,400)	(9,285)				

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
300 Environment General							
4325 Litter Control	355	500	145	50	95	80.9%	
4328 Tree Works	0	3,500	3,500		3,500	0.0%	
4700 Street Furniture & Signage	0	4,000	4,000		4,000	0.0%	
4705 Hanging Baskets	13,167	13,000	(167)		(167)	101.3%	
4710 Roundabout Sponsorship	0	2,000	2,000		2,000	0.0%	
4720 Fenn Maintenance	1,069	4,500	3,431	1,350	2,081	53.8%	
Environment General :- Indirect Expenditure	14,592	27,500	12,908	1,400	11,509	58.2%	0
Net Expenditure	(14,592)	(27,500)	(12,908)				
310 Garden of Remembrance							
1300 Garden of Remembrance Income	2,463	14,300	11,837			17.2%	
Garden of Remembrance :- Income	2,463	14,300	11,837			17.2%	0
4010 Water	48	150	102		102	32.0%	
4760 GoR Supplies	1,964	5,000	3,036	0	3,036	39.3%	
4765 GoR Maintenance	1,475	6,200	4,725		4,725	23.8%	
4770 GoR Security	0	5,221	5,221		5,221	0.0%	
Garden of Remembrance :- Indirect Expenditure	3,487	16,571	13,084	0	13,084	21.0%	0
Net Income over Expenditure	(1,025)	(2,271)	(1,246)				
Grand Totals:- Income	239,291	566,451	327,160			42.2%	
Expenditure	146,370	569,001	422,631	10,310	412,321	27.5%	
Net Income over Expenditure	92,920	(2,550)	(95,470)				
Movement to/(from) Gen Reserve	92,920						

Unity Trust account

List of Payments made between 01/06/2023 and 31/07/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2023	AHEAD4 LTD	92019	216.79		june 23 contract
01/06/2023	DAISY COMMUNICATIONS	12417052	120.55		may 2023 services
01/06/2023	CHELMSFORD CITY COUNCIL	dd1 JUNE 2	1,765.00		June 2023 Council Tax
01/06/2023	AHEAD4 LTD	DD2	169.00		IT Contract Labour June 23
05/06/2023	PLANTSCAPE	14014363	12,857.40		hanging baskets summer 23
06/06/2023	Wave - Anglian Water	dd3 120532	397.90		Water Bill June 2023
09/06/2023	Smart Office Solutions Ltd.	627401	154.62		DD4 June 23 contract
12/06/2023	CHELMSFORD SAFETY	391009	57.58		trousers SB
12/06/2023	BRITISH TELECOM PLC	dd5	494.08		DD5 QD73 HM/BRITISH TELECOM PL
12/06/2023	Wave - Anglian Water	DD6	47.96		GOR water nov -may 23
12/06/2023	BRITISH GAS	DD7 827221	25.59		Trinity square elect
14/06/2023	J W DAVIS ENTERPRISES LTD	14807	1,910.00		open spaces to 31/5/2023
14/06/2023	IDENTILABEL LTD	18445	94.96		plaque carriage
14/06/2023	INSTITUTE OF CEMETERY AND	4715/2023/	95.00		ICCM membership
14/06/2023	VIP Security (Essex) Ltd	INV15679	1,009.80		christmas fayre 23
14/06/2023	CT Services Group Ltd	18274	2,877.11		june 2023
14/06/2023	JAMES TODD AND CO	61547	39.30		April payroll fee 23
14/06/2023	JAMES TODD AND CO	61976	47.22		may payroll fee
14/06/2023	Makira Medical & Events Servic	158	79.09		christmas fayre 23
14/06/2023	Amethyst Horticulture	23646	2,643.36		summer planters 2023
14/06/2023	PAYMENTSSENSE LTD	DD8	30.15		fees & Service Charges
15/06/2023	Crown Gas and Power Ltd.	dd9	87.15		Gas invoice june 23
15/06/2023	GREEN RECYCLING LTD	dd10	265.85		june 23
16/06/2023	CHELMSFORD SAFETY	389175	7.20		Trousers for Shaun
16/06/2023	DNA KIDS Ltd	GLO/0/0/99	346.80		pty friday 25 August 7-9pm
16/06/2023	DNA KIDS Ltd	KID/0/0/99	310.80		Summer party 25/8/23
16/06/2023	HEWES SECURITY	227900	510.49		hewes yearly service
19/06/2023	HM REVENUE AND CUSTOMS	HMRCJUNE23	2,759.43		June 23 payment
19/06/2023	ESSEX PENSION FUND	PENJUNE23	3,039.96		Pen pmtJune23
20/06/2023	CASHBACS INTERNATIONAL	dd11	15.00		invoice may 23
21/06/2023	O2	dd12	56.50		June 23 usgae
21/06/2023	Total Gas & Power	dd13	1,567.17		DD13 June 2023
22/06/2023	UNITY TRUST BANK	dd18	8.84		june 23 bacs chg unity bank
22/06/2023	IDENTILABEL LTD	18504	46.80		GOR wall plaq eng
23/06/2023	salaries	SALARIES	9,801.03		salaries
23/06/2023	Dxp Print solutions Ltd	92280	120.00		focus mag 1054
23/06/2023	Dxp Print solutions Ltd	92281	53.04		focus 1054 cllr advert
26/06/2023	BARCLAYCARD COMMERCIAL	dd14	429.12		June 23 stmt balANCE
30/06/2023	SumUp Payments Limited	BACS	11.76		SumUp Payments Fees
30/06/2023	PAYMENTSSENSE LTD	dd15	18.00		MONTHLY FEE TARIFF JUNE 23
30/06/2023	UNITY TRUST BANK	dd16 june	11.70		bank charges june 23
30/06/2023	UNITY TRUST BANK	dd17	59.25		Unity bank service charge
01/07/2023	DAISY COMMUNICATIONS	12481936	124.49		MMT23807
01/07/2023	CF CORPORATE FINANCE LTD	DD1	212.40		DD july 2023 rental period
03/07/2023	Essex County Council-Coporate	1020513077	250.00		ECC hanging baskets charge
03/07/2023	CHELMSFORD CITY COUNCIL	dd2-1	1,765.00		DD council tax pmy jul 2023
03/07/2023	AHEAD4 LTD	dd3 -1	169.00		It Contract jul 23

Unity Trust account

List of Payments made between 01/06/2023 and 31/07/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/07/2023	LMC Carpentry and Joinery	102324	84.00		repair to bandstand
05/07/2023	Lighting & Illunination Tech E	470654	11,455.68		festive lights deposit1/3
05/07/2023	O2	21779748	56.50		DD9 charges June 23
06/07/2023	John Rogers	TRANS	70.00		John Rogers
06/07/2023	Jo Cross	TRANS	5.50		Jo Cross
06/07/2023	SWF Station Adopters	TRANS	200.00		SWF Station Adopters
06/07/2023	Janet Cross	TRANS	11.60		Toddler group exp
06/07/2023	The Party Entertainer Ltd.	2655	300.00		17/8/23 joe banana pty
06/07/2023	Papalarny The Majic Man	012/23/SWF	225.00		papalarmy 10/8/23 pty
06/07/2023	The Party Entertainer Ltd.	2656	300.00		24/8/2023 bam bam pty
06/07/2023	ACTIVE ELECTRICAL	SWFTC	65.00		emergancy lighting bulbs stair
06/07/2023	Playsafety Limited	72294	302.40		Playground annual inspec
06/07/2023	AHEAD4 LTD	92785	216.79		contract july 2023
06/07/2023	JAMES TODD AND CO	62975	181.86		June 2023 payroll fee
06/07/2023	J W DAVIS ENTERPRISES LTD	14836	1,910.00		contract june 2023
06/07/2023	ROWLAND BROTHERS TRADE	INV 4186	128.33		woodman plaque
06/07/2023	Kevin Glashier	481339	624.00		Honours boards 2023
06/07/2023	JC PARTY PETS	EVENT-1355	1,600.00		reindeer xmas fayre 23
06/07/2023	ACTIVE ELECTRICAL	SWFTC 1	50.00		Lights rep main hall
06/07/2023	Champions Music & Entertainmen	65663	660.00		Christmas fayre 23
06/07/2023	Total Gas & Power	305516645/	1,989.41		elctricity invoice june 23
07/07/2023	ESSEX PENSION FUND	PENS809JUL	3,039.96		July pension pmt 2023
07/07/2023	HM REVENUE AND CUSTOMS	HMRCJUL23	2,562.63		HMRC jul 23
07/07/2023	Gaming Bus Ltd	0010478	750.00		3hr party youth week
07/07/2023	Dxp Print solutions Ltd	92488	53.04		issue 1055 focus
10/07/2023	CASHBACS INTERNATIONAL	INV-16832-	15.00		monthly fee jul 23
11/07/2023	BRITISH GAS	838428991	26.44		trinity square electricity chg
11/07/2023	PAYMENTSSENSE LTD	5340747	18.00		fee tariff to 31/7/23
12/07/2023	UNITY TRUST BANK	DD12	11.22		Unity bacs charges jun 23
14/07/2023	GENERAL BUSINESS	381922	115.20		quarter bill sanitary coll
14/07/2023	Gravesham Trophy Centre	9984	51.99		Mayor Trophy WDF school
14/07/2023	CT Services Group Ltd	18429	2,877.11		cleaning July 2023
14/07/2023	PRISTINE ENVIRONMENTAL	033891	165.36		yearly sanitary vend machine
14/07/2023	Carlton Entertainment & Event	INV-0033	192.00		Nearly Elton deps 20% xmas
14/07/2023	IDENTILABEL LTD	18306	127.80		plaque HObbs order
14/07/2023	PAYMENTSSENSE LTD	DD6-1	30.06		service charge/fees jun 23
17/07/2023	Touring Pantos	GGTP986	100.00		Panto Cinderella deposit
17/07/2023	Crown Gas and Power Ltd.	2849510	36.94		DD7 gas monthly charge
17/07/2023	GREEN RECYCLING LTD	395932	330.00		DD8 waste fees june 23
18/07/2023	Rialtas Business Solutions Ltd	30427	906.00		y/end omega 2023
18/07/2023	ROWLAND BROTHERS TRADE	INV 4114	118.01		Plaque wild
18/07/2023	ROWLAND BROTHERS TRADE	INV-4223	128.33		Plaque payne
25/07/2023	BARCLAYCARD COMMERCIAL	dd11 105	998.76		Barclaycard smt jun 2023
25/07/2023	salaries	SALARIES	7,400.74		salaries staff july 2023
27/07/2023	The Party Entertainer Ltd.	2654	300.00		3/8/23 bam bam pty
31/07/2023	SumUp Payments Limited	BACS	3.39		SumUp Payment Fees

Unity Trust account

List of Payments made between 01/06/2023 and 31/07/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
Total Payments			<u>87,973.29</u>		

John Cox proposed works

Phase 1

Clear access to footways at front of area including restoration of gated access.

Clear back bushes and other items to side of front area including removing creepers and other vegetation which is contributing to the damage of the fence. Cut back overgrown vegetation to the side of the existing upper plot to the middle field gate entrance.

Cut back grassed areas and tidy.

Clear and remove rubbish which has accumulated around the entrance area.

Repair and restore fencing which has been damaged.

Phase 2

Remove existing signage, and replace with new signs including , no littering, parking controls and the two main John Cox Signs, and information boards, detailing the wildlife. Installation of 2 bird boxes with advice from Essex wildlife.

Cut back vegetation in upper field, widen a number of selected pathways, chip removed vegetation ready to be laid to pathway beds.

Level out worst areas of pathways to make it more accessible, lessen the risk of a claim for falling/tripping. Pathways to be widened to allow easy walking and safe access. Chippings/ ballast etc to be laid to reduce return of vegetation and to make future maintenance easier and long term much less cost. Bring to level of up to 6 monthly routine maintenance/ management.

Remove further rubbish/poo bags from area.

Make access to the upper area safer with steps, gravel over start ramp area which currently has rusty metal and is likely to lead to sharp edges with trip hazards. Clean upper area.

Signs to warn pathway leads to steps when heading north – to reduce any risks.

Hazel Hurdle areas which are unsafe to comply with risk assessment.

New sign in middle field pointing for access to the Fen – route of access.

Cut back, or remove any trees or high bushes which are a risk, low plants and bushes to cut away.

Any remedial works on site

Installation of new rubbish bin (subject to CCC permission)

Work to be up to 10 days – excluding installation of signage /some fence repairs

Daily progress report to be carried out

A detailed work schedule will be completed and updated as the works progress during the autumn/winter project period. The option of updates on social media/website can be included.

Subject: Essex County Council: £350,000 Community Initiatives Fund offering grants of up to £10k opens for applications

NewsRelease



31 May 2023

PR 8087

£350,000 Community Initiatives Fund offering grants of up to £10k opens for applications.

Fund is available to voluntary organisations, community groups and Town and Parish Councils for projects which strengthen communities and make Essex a great place to live and work.

Voluntary organisations, community groups and Town and Parish Councils across Essex are being invited to bid for funding to help create resilient and vibrant communities, as part of our commitment to Level Up the County.

The Essex Community Initiatives Fund (CIF) 2023-24 is now open for applications. The fund is administered by Essex Association of Local Councils on behalf of Essex County Council.

There are two levels of grant:

- grants up to £10,000 towards capital or revenue projects that benefit the wider community
- micro grants are now available up to the increased threshold of £1,000 to help grassroots groups reduce social isolation, improve wellbeing or encourage communities to connect

This year £300,000 is allocated to the main CIF round with grants of up to £10,000 available to support projects that benefit the wider community and demonstrate a real community need.

These projects may be new amenities, equipment, new local services or cultural initiatives, all of which contribute towards strengthening communities.

The deadline for full applications to the main CIF round this year is 18 August 2023.

Organisations can apply to the fund by visiting <https://www.ealc.gov.uk/community-initiative-fund/>.

The fund also operates a £50,000 Micro Grant Community Chest Fund with grants of up to £1,000 available to help grassroots groups reduce social isolation, improve wellbeing or help communities connect. This year the micro grants have also been extended to support organisations to build and develop their capabilities and skills.

Applications to the micro grants fund can be made on a rolling basis until all funds are used.

You can apply to the Micro Grant Community Chest Fund here – <https://ealc.gov.uk/micro-grants-fund/>.

Peter Davey, Chairman of the Essex Association of Local Councils (EALC), said: “The Essex Association of Local Councils is proud to have been asked to administer the grant scheme on behalf of Essex County Council once again this year.

“The Community Initiatives Fund provides vital funding for community projects, well-being initiatives and other important improvement schemes.

“The EALC has well-established links to many Essex organisations and is ideally positioned to triage applications, address the financial standing of applicants, create and administer the CIF funding panel and ensure funds are released in a timely manner to successful applicants.”

Cllr Louise McKinlay, Deputy Leader of Essex County Council and Cabinet Member for Equality, Partnerships and Performance, said: “Local groups and voluntary organisations are well placed to understand the needs and opportunities in their areas and I would encourage people to come forward and apply for funding from the Essex Community Initiative Fund for projects to boost and support their local community.”

Applications are invited from town and parish councils, community groups, registered charities, social enterprises, community interest companies or individuals in the Essex County Council area (not Southend and Thurrock).

Projects should have community backing and show that they help meet a real community need.

The Essex Community Initiatives Fund was set up in 2019. Examples of projects it has funded include:

- children’s play areas
- upgrades to sports facilities
- improvements to community buildings such as new heating systems or accessible toilets
- a new minibus
- staff costs for projects or maintenance
- restoring a nature reserve
- IT systems or support
- cultural events and activities