



**SURREY COUNTY COUNCIL LOCAL  
COMMITTEE IN SPELTHORNE  
12 March 2007**

**MEMBERS' FUNDS**

**KEY ISSUE:**

To note the criteria and process for the use of Members' Funds and make decisions on funding proposals.

**SUMMARY:**

The report outlines the agreed criteria and process for the use of Members' Funds and makes recommendations on a number of proposals.

**OFFICER RECOMMENDATIONS:**

The Committee is asked:

1. To note that £450 of the funding given in 2005/6 to Family Links Surrey has been returned as they have been unable to use it. The funding has been returned to contributing Members' and is reflected in the table at paragraph 1.1.
2. To note the funding approved under delegated authority (para 2.1).
3. To consider an application for funding of £1000 towards a bench in Memorial Gardens, to be funded from Ms Turner's allocation.
4. To consider an application for funding of £2500 for the Martindale Club for transport costs, to be funded from Mrs Coleman's

- allocation (£2225) and Ms Turner's allocation (£275).
5. To consider an application for funding of £1500 towards an event by Surrey Fire & Rescue Service, to be funded equally from Ms Turner's and Mr Beardsmore's allocation.
  6. To consider an application for funding of £4084 towards reducing the green area at Woodberry Close, Sunbury, to ease parking congestion to be funded from Mr Beardsmore's allocation.
  7. To consider an application for funding of £1250 towards the cost of mobile toilets for the Shepperton Village Fair, to be funded from Mr Burrell's allocation.
  8. To consider an application for funding of £500 towards the cost of producing flyers for the Youth Development Service, to be funded from Mrs Saliagopoulos' allocation.
  9. To consider an application for funding of £5000 for security lighting in Hadfield Road Stanwell, to be funded from Mr Agarwal's allocation.
  10. To consider an application for additional funding of £2243 for Youth Provision in Stanwell Moor to be funded from Mr Agarwal's allocation.
  11. To consider an application for funding of £1934 for bollards in Nursery Green, Sunbury, to be funded from Mr Davies' allocation.
  12. To consider an application for funding of £620.15 for Spelthorne Scouts Association for equipment for a recruitment presence at local events to be funded from Mrs Coleman's allocation.
  13. To consider an application for funding of £2080 for Ash Technology School for 4 cookers for the Food Technology classes (£880) and reducing the trees and shrubs on the footpaths and fence area (£1200) to be funded from Mrs Coleman's allocation.
  14. To consider an application for funding of £580 from Littleton School, Shepperton towards the costs of purchase and installation of units and work surface in the staff room to be funded from Mr Burrell's allocation.
  15. To consider an application for funding from SCC Children's Service towards a day out for the Parents Support Group and their families (£500) from Mrs Saliagopoulos allocation and confidence and self esteem courses for vulnerable year 6 pupils stepping up to Ash (£360) to be funded from Mrs Coleman's allocation.
  16. To consider an application for funding from Young Enterprise for some Spelthorne primary school children to attend a course in May to be funded from Mrs Saliagopoulos' allocation (£800) and Mrs Coleman's allocation (£792).

## **1.0 INTRODUCTION**

- 1.1 The budget for 2006/07 made the following funds available - £11,000 per Member and £35,000 capital allocation. These figures show the amounts still available.

**Member's Revenue Allocation**

	Balance Remaining £
Mrs Saliagopoulos	1800
Ms Turner	4025
Mr Agarwal	7243
Mr Beardsmore	4834
Mr Burrell	1830
Mrs Coleman	6077
Mr Davies	1934

**Total    £ 27747**

**Committee Capital Allocation**

**Total    £ 0**

1.2 The criteria to be applied to the use of funds in 2006/07, as agreed by the Committee on 11 December 2006, are attached as Appendix A & B.

**2.0 MEMBER'S REVENUE ALLOCATION****DELEGATED FUNDING****2.1 Buckland Infant School (Mrs Turner)**

A sum of £1000 from Mrs Turner's allocation was agreed for the costs of equipment for the outdoor classroom.

**FUNDING BIDS**

The following new requests for funding have been received since the last meeting of the Local Committee. The name of the Divisional Member or Member proposing the scheme is in brackets and, where the project would benefit Spelthorne residents Borough wide, these have been proposed by the Chairman.

**2.2 Bench at Memorial Gardens, Staines (Ms Turner)(£1000)**

Funding will be put towards a circular bench with back rest at Memorial Gardens. The rest of the funding will be met from Spelthorne Borough Council funds. This will be funded from Ms Turner's allocation.

### **2.3 Martindale Club, Age Concern (Mrs Coleman/Ms Turner)(£2500)**

Age Concern are seeking funding of £2500 to cover the costs of hiring a specially adapted bus to enable frail older members to attend the newly formed Martindale Club and an activities group in Spelthorne, which will reduce isolation in this age group. This amount would transport approximately 24 members twice a week. Age Concern also applied for funding for transport costs at the same time as this request to Barchester Healthcare Foundation and they have been informed that their request was successful. It is their intention (if this application is also successful) to use the Barchester funding to subsidise transport costs to smaller groups for members who are not able to cope with larger club and group meetings. This will be funded from Mrs Coleman's allocation (£2225) and Ms Turner's allocation (£275).

### **2.4 Surrey Fire & Rescue Service (Ms Turner/Mr Beardsmore)(£1500)**

Surrey Fire & Rescue Service hold a stage show entitled Safe Drive, Stay Alive, which is aimed at raising awareness of the risks and dangers associated with driving amongst young people. It is designed to co-ordinate with existing programmes of education for new drivers provided by Surrey Road Safety Officer and presentations offered by the Driving Standards agency. The total cost of an event costs approximately £2000 and SFRS is seeking funding of £1500 to cover the costs of venue and equipment hire and coach travel. The rest of the funding will be met from monies in the Safe Drive budget. This will be funded equally from Ms Turner's allocation and Mr Beardsmore's allocation.

### **2.5 Woodberry Close (Mr Beardsmore)(£4084)**

There are severe parking problems in this road and it proposed to reduce the central green area to facilitate ease of parking. This proposal is subject to a site visit from Surrey Highways Service and will be funded from Mr Beardsmore's allocation.

### **2.6 Shepperton Village Fair (Mr Burrell)(£1250)**

The Shepperton Village Fair is an annual event and attracts many visitors. The total cost of operating the Fair is approximately £15000, with the cost of toilets being £2596. The Committee is seeking funding of £1250 towards these costs, with the rest being met from local sponsorship, businesses and stall holder fees. This will be funded from Mr Burrell's allocation.

### **2.7 Youth Development Service (Mrs Saliagopoulos)(£500)**

The Youth Development Service would like to produce a publicity flyer to show all main Youth Development Services. This will be distributed predominantly through Spelthorne schools, and also at other venues including the Youth Café, Connexions, Spelthorne College and Spelthorne Youth Centres. This will be funded from Mrs Saliagopoulos' allocation.

### **2.8 Security lighting, Hadfield Rd, Stanwell (Mr Agarwal)(£5000)**

Following complaints about antisocial behaviour in the area, it is planned to install 4 security lights in the Hadfield Road area to try to reduce this

behaviour. Each lighting pillar costs £1250 to install. This will be funded from Mr Agarwal's allocation.

**2.9 East to West Youth provision, Stanwell Moor (Mr Agarwal)(£2243)**

At the Local Committee meeting on 25 September 2006, Mr Agarwal gave funding of £3000 towards the provision of mobile youth facilities in Stanwell Moor. It is proposed that further funding of £2243 should be allocated to this project to help them achieve their previously stated costs of £9600. This will be funded from Mr Agarwal's allocation.

**2.10 Nursery Green, Sunbury (Mr Davies)(£1934)**

The central grassed area in Nursery Gardens has become very muddy due to cars parking on the grass. It is proposed to install bollards on this area to prevent parking and retain the grassed area. This is subject to a site visit by Surrey Highways Service to ensure feasibility of this proposal. This will be funded from Mr Davies' allocation.

**2.11 Spelthorne Scouts Association (Mrs Coleman)(£620.15)**

Spelthorne Scouts Association have submitted an application for funding of £620.15 to purchase 8 display boards and fasteners (£358.80), carrying case (£29.90), 2 folding tables (£175.70) and stationery and literature (£50) to facilitate a recruitment presence at local events and venues. This will be funded from Mrs Coleman's allocation.

**2.12 Ash Technology School (Mrs Coleman)(£2080)**

Ash Technology School has submitted an application for 4 cookers for the Food Technology classes (£220 each) and £1200 for reducing the trees and shrubs on the footpaths and fences. This will be funded from Mrs Coleman's allocation.

**2.13 Littleton School, Shepperton (Mr Burrell)(£580)**

Littleton School would like to install new units and work surface in the staff room as the current work surface is unsatisfactory under Health & safety legislation. The total costs of the project is £695 and the school has funding of £115 to put towards these costs. This will be funded from Mr Burrell's allocation.

**2.14 SCC Children's Services (Mrs Saliagopoulos)(£500) Mrs Coleman (£340)**

SCC Children's Services have submitted an application for funding for a day out for the Parents Support Group and their families (£500) and confidence building and self esteem days for vulnerable Year 6 pupils about to Step Up to Ash (£340). This will be funded from Mrs Saliagopoulos' allocation £500 and Mrs Coleman's allocation £340.

**2.15 Young Enterprise (Mrs Saliagopoulos)( £800) Mrs Coleman (£792)**

Young Enterprise is holding a course on 15<sup>th</sup>/16<sup>th</sup> and 17<sup>th</sup> May for some primary school children from town Farm, Buckland, Laleham Cof E, Clarendon, Kingscroft, Ashford Park and possibly Echelford Schools when pupils will be studying the vital features which make up a city. Pupils are

introduced to the idea that the Cities are made up of different areas or zone in which activities vital for city life occur. Pupils learn about the construction industry, they simulate building landmarks and explore environmental concerns. They have asked for funding in the sum of £3,600 but are aware that this is the end of the financial year and that funds available are limited. Mrs Saliagopoulos proposes the use of £800 from her allocation and Mrs Coleman proposes the use of £815 from her allocation towards the course.

### **2.16 Other Applications for funding**

In addition to those applications listed above applications for funding have also been received from, Staines Congregational Church £4,000 capital towards a roof repair, and SCC Locality Team £850 for an Aspergers/ADHD/ADD Training and Support Group for professionals and parents and guardians of children and young people with Aspergers/ADHD/ADD. There has also been a suggestion that any unspent monies might be used for tree maintenance. As applications are considered in the order in which they are received there is insufficient funding for these to be considered fully in this financial year and these requests will be included in the Members funds report to the 2<sup>nd</sup> July meeting. If however, there are any remaining funds Members are asked to indicate if these could be used to contribute to any of the above.

### **3.00 Capital Allocation**

The capital funding has now been allocated.

### **4.0 EQUALITIES IMPLICATIONS**

The contributions proposed will benefit a wide range of adults and children in Spelthorne, some of whom may have disabilities.

### **5.0 FINANCIAL IMPLICATIONS**

Paragraph 1.1 sets out what remains of both the individual Members revenue allocation. There are sufficient monies from which the proposals in paragraph 2 could be funded and if the above recommendations are approved the remaining sums will be as follows:

Ms Turner £2,000 - currently being considered for two Christmas tree lighting schemes proposed by Ashford Chamber of Commerce and Staines Chamber of Commerce but for which more information is currently being sought. Each of these schemes could be approved under delegated authority before the end of the financial year.

Mr Davies and Mr Beardsmore – their schemes proposed in this report are subject to highways site surveys and costings.

### **6.0 CONCLUSION AND REASONS FOR RECOMMENDATIONS**

These proposals meet the criteria agreed by the Committee for financial support.

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## **APPENDIX A**

### **CRITERIA FOR USE OF FUNDS**

#### **1. MEMBER'S ALLOCATIONS**

- a) Support for any one project will not normally exceed £10,000.
- b) Any proposal to be considered by Committee must be proposed by at least one Member who is willing to provide at least some financial support to the project. However, Members whose funds are totally committed may still put proposals forward for support by the Committee.
- c) The funds will not be used to cover revenue costs – expenditure must be of a one-off nature or serve as “pump-priming”.
- d) Contributions will not normally be made to cover funding gaps arising from budget reduction decisions.
- e) Priority will be given to proposals attracting an element of match funding.
- f) Proposals will be considered from SCC services, other statutory bodies and voluntary organisations.

#### **2. FUNDING PAID UNDER DELEGATED AUTHORITY**

The decision to pay funding of not more than £1000 can be delegated to the Area Director, in consultation with the Chairman of the Local Committee. Funding paid under delegated authority is subject to the criteria laid down in paragraph 1 above, **and** the following additional criteria:

- a) the application must have been endorsed by the appropriate local Member
- b) the application should be for a maximum of £1000
- c) applications from private clubs or other membership organisations must clearly demonstrate the wider community benefit of the project
- d) projects must not contravene any of the Council's agreed policies or priorities
- e) the application should be for a future project, not a retrospective request.
- f) the application should not be to cover ongoing revenue costs.

#### **3. COMMITTEE CAPITAL ALLOCATION**

The balance of the £35,000 initially allocated to support capital projects through voluntary organisations will be used for any suitable project promoting well being in Spelthorne and agreed by the Committee. These funds are not allocated to individual Members but are allocated by Committee decision.



The following is a definition for “capital” in these circumstances:

Capital expenditure is defined as the acquisition, construction, enhancement or replacement of an asset. An asset can be land & buildings, vehicles, plant, furniture & equipment or infrastructure. In order for an asset to be capitalised it should yield benefits for a period of more than one year.

It is proposed that the following criteria should apply to this fund:

- a) Any proposal to be considered by Committee must be put forward by at least one Member.
- b) Priority will be given to proposals attracting an element of match funding.
- c) Proposals must be of a local nature and be for the benefit of the people of Spelthorne.

**APPENDIX B****GUIDANCE NOTE****SCC LOCAL COMMITTEE SPELTHORNE - MEMBERS' ALLOCATIONS**

This guidance note is designed to assist in the consideration of applications for requests for funding from Members' Allocations, and should be used in conjunction with the formal criteria laid down for funding.

**1. FUNDING CEILINGS**

- i) There is a general presumption against requests for 100% funding of projects and the Local Committee would wish to see evidence of fund raising and/or other partner contributions. However the Local Committee reserves the right to fund 100% of projects, taking into account the overall resources of the organisation, the sum requested and any previous fundraising by the organisation.
- ii) Individual bids should generally be for no more than £10,000.

**2. REPEAT REVENUE FUNDING**

There is a general presumption against requests for repeat funding for the same project, as over time this would reduce the scope to fulfil the original aim of allocations which was to enable Members to respond to local issues. However, the Local Committee reserves the right to vary this rule where it is felt that the project is making an exceptional contribution to the community and more time may be required to secure alternative funding.

**3. RETROSPECTIVE FUNDING**

- i) As a general rule, it is not considered good practice to fund projects retrospectively and funding will not be considered for projects where the group has already committed, or decided to commit, funds.
- ii) Applications that are retrospective due to the timing of the Local Committee meetings may be considered provided that the proposed allocation has been brought to the attention of the Area Director before the event/purchase/expenditure takes place. However the group should be advised by the proposing Member that the Local Committee decision is not a 'rubber stamping' exercise and that any expenditure they commit in the hope of receiving funding is entirely at their own risk.
- iii) Applications for retrospective projects cannot be funded under the delegated authority powers.

**4. PRIVATE CLUBS OR MEMBERSHIP ORGANISATIONS**

Such organisations need to demonstrate clearly the wider community benefit that their project would bring.

**5. HIGHWAYS PROJECTS**

- i) Members' allocations should rarely be used to 'top up' the Highways budget agreed by the County Council, especially where the additional £100,000 capital allocation has been allocated by the Local Committee for Highways purposes. However, it is recognised that small street scene improvements, i.e. additional tree cutting or planting, can be a positive and welcome use of Members' Allocations.
- ii) Any such proposals should initially be shared with the West Area Group Manager/Local Transportation Manager for a view on appropriateness of the proposed expenditure bearing in mind any priority lists and the capacity for additional work to be carried out without damaging the implementation of the agreed work programme for the service.