



## SOUTH AREA COMMITTEE



### AGENDA

**To: City Councillors:** Taylor (Chair), Blackhurst (Vice-Chair), Al Bander, Ashton, Dryden, McPherson, Pippas, Stuart and Swanson

**County Councillors:** Carter, Heathcock and Shepherd

*Dispatched: Wednesday, 2 May 2012*

**Date:** Thursday, 10 May 2012

**Time:** 7.30 pm

**Venue:** Meeting Room - CHVC - Cherry Hinton Village Centre

**Contact:** Martin Whelan

**Direct Dial:** 01223 457012

**1 APOLOGIES FOR ABSENCE**

**2 MINUTES** (*Pages 1 - 12*)

**3 MATTERS AND ACTIONS ARISING FROM THE MINUTES**

**4 DECLARATIONS OF INTEREST**

Members of the committee are asked to declare any interests in the items on the agenda. In the case of any doubt, the advice of the Head of Legal should be sought **before the meeting**.

**5 OPEN FORUM**

**6 COMMUNITY DEVELOPMENT AND LEISURE GRANTS** (*Pages 13 - 26*)

**7 COMMUNITY OLYMPICS PUBLIC ART PROJECT**

The session will include a presentation by Andy Preston (Project Delivery & Environment Manager) and artist company (Same Sky), plus a question and answer session for Councillors and members of the public.

Cambridge City Council would like to introduce its Community Olympic Public Art Commission, which is inspired by the Olympics and its Mission Statement.

The City Council is working with Same Sky, an artist-led charity recognised for their high quality art projects and community events.

The project will run throughout the spring and summer in each of the four Committee areas of Cambridge, culminating in an event when the Olympic Torch arrives on 7 July.

The City Council are keen for as many people as possible to get involved. Same Sky will provide a display at the Area Committee evening to answer any questions about the project, leaflets containing further information will also be available.

## INFORMATION FOR THE PUBLIC

**The Open Forum section of the agenda:** Members of the public are invited to ask any question, or make a statement on any matter related to their local area covered by the City Council Wards for this Area Committee. The Forum will last up to 30 minutes, but may be extended at the Chair's discretion. The Chair may also time limit speakers to ensure as many are accommodated as practicable.

For further information on speaking at committee please contact Democratic Services on 01223 457013 or [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk) or on-line:

<http://www.cambridge.gov.uk/public/docs/Having%20your%20say%20at%20meetings.pdf>

Cambridge City Council would value your assistance in improving the public speaking process of committee meetings.

## GENERAL INFORMATION FOR MEMBERS OF THE PUBLIC

**Fire alarm:** In the event of the fire alarm sounding please follow the instructions of Cambridge City Council staff.

**Facilities for disabled people:** All committee venues are accessible for people with mobility difficulties.

A loop system is available in the meeting room.

The Council is committed to being open and transparent in the way it conducts its decision-making. Recording is permitted at council meetings, which are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chair of the meeting will facilitate by ensuring that any such request not to be recorded is respected by those doing the recording. A full copy of the filming protocol is available at

<http://www.cambridge.gov.uk/democracy/ecSDDisplay.aspx?NAME=SD1019&ID=1019&sch=doc>

**If you have a question or query** regarding a committee report please contact the officer listed at the end of relevant report or Democratic Services on 01223 457013 or [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk).

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**SOUTH AREA COMMITTEE**5 March 2012  
7.30 - 10.50 pm**Present:**

**City Councillors** Councillors Taylor (Chair), Blackhurst (Vice-Chair), Al Bander, Ashton, McPherson, Pippas, Stuart, Swanson, Carter and Heathcock

**County Councillors** Councillors Carter and Heathcock

**Officers Present**

Head of Streets and Open Spaces – Toni Ainley  
Principal Planning Officer – Toby Williams  
Streets and Open Spaces Asset Manager - Alistair Wilson  
Committee Manager – Martin Whelan

**Also Present**

Head of Major Infrastructure (Cambridgeshire County Council) – Philip Crack  
Representatives of Cambridgeshire Police

Prior to the formal start of the meeting the chair invited all present to observe a minute silence in memory of Miciajah Brown.

The Chair also made the following announcements

- It was explained that following the conclusion of discussions with the CAB, it had been agreed that the advice kiosk would be located in Cherry Hinton Village Centre.
- The deadline for receipt of applications for Community Development and Leisure Grants was 31<sup>st</sup> March 2012, and all present were encouraged to promote the grants.

**9 Apologies for Absence**

Apologies were received from Councillor Dryden.

## **10 Minutes**

The minutes of the meeting held on 9<sup>th</sup> January were approved as a true and accurate record.

## **11 Matters and Actions Arising from the Minutes**

There were no matters arising from the minutes of the previous meeting.

## **12 Declarations of Interest**

Councillors Swanson, McPherson, Blackhurst and Taylor declared a personal interest in item 11 as being acquainted with the agent.

Councillor Stuart declared a personal and prejudicial interest in item 11, as the applicant was her ex-husband and the agent was her current husband.

Councillor Pippas declared a personal interest in item 10, as being acquainted with the applicant.

Councillor Taylor declared a personal interest in item 7, as an employee of CUP, mentioned in one of the proposed schemes.

## **13 Open Forum**

Sam Davies addressed the committee and its support for improvements to the infrastructure for cyclists along Long Road. The committee were advised of the problems associated with travelling by cycle along Long Road. The committee welcomed the proposals and suggested that it could be possibly addressed utilising Southern Area Corridor Transport Funding.

Jerobie Read and Ian Carter addressed the committee seeking improvements to the skate park in Cherry Hinton. Jerobie and Ian spoke about the positive benefits that improvements to the skate park could deliver. The committee thanked both Jerobie and Ian for attending the area committee and speaking

on the issue. Ward Councillors explained that discussions were ongoing with Streets and Open Spaces about possible improvements.

Andrew Bower spoke in support of the suggestion in item 7 to construct a link between Hills Road Bridge and the guided bus-way. The committee welcomed the support, but it was noted that the available space was likely to preclude the construction of a ramp.

Mr Varney expressed his disappointment that a senior member of the county council highways team was not present to discuss the concerns of residents regarding traffic management in Cherry Hinton. Councillors Carter and Ashton explained that discussions had been on-going for some time, and that the lack of progress on the part of County Councillors Officers was disappointing. Both Councillors also expressed concern about an email, circulated on the day of the meeting, which appeared to suggest that funding decisions had already been made.

The committee thanked all the members of the public who taken the opportunity to ask questions in the open forum.

## **14 Policing and Safer Neighbourhoods**

The committee received a report from the Southern Area Neighbourhood Policing Sergeant (Jim Stephenson).

Prior to the presentation of the report, the Sergeant highlighted the recent murder at Hanover Court. The committee were advised that the Neighbourhood Policing Team were not directly involved in the investigation, however it was explained that they would have a role in the long term.

The Sergeant reported on activity relating to priorities set at the November meeting.

- Anti-social behaviour on and in the immediate vicinity of Cherry Hinton High Street
- Anti-social behaviour associated with the use of mopeds

- Anti-social parking associated with Morley Memorial and Queen Edith's Primary Schools.

The committee were given the opportunity to consider whether each priorities should be retained, altered or discharged.

#### Anti-social behaviour in Cherry Hinton

It was noted that at a recent meeting of the Cherry Hinton Residents Association the continuation of the priority at least for another period had been requested. Concern was also expressed that some of the issues may have been suppressed by the cold weather.

The Sergeant acknowledged the concerns, but explained that engagement activities associated with Cherry Hinton were now embedded in the day to day activities of the neighbourhood policing team, so even if the priority was discharged the level of activity was unlikely to fall.

#### Mopeds

It was noted that there had been a significant reduction in the number of incidents, but concern was expressed that the cold weather may be a major factor in this reduction. It was also suggested that inappropriate use of mopeds and mini motors has been highlighted as a possible problem on the southern section of guided bus route.

#### Anti-social parking

It was noted that to date the Police activities had been focussed on education and not enforcement, but inconsiderate parking remained a problem, although it was at a reduced level. Ward Councillors asked for the police to move to enforcement at the two schools where work had already taken place. It was also explained that both schools had written to all parents on a number of occasions.

Similar problems were highlighted in relation to the Pelican School on Glebe Road and Homerton Children's Centre. Specific engagement activities had been undertaken with parents at Homerton Children's Centre in the past, but due to the turnover of children it was agreed that education should be used as the first tactic. It was agreed however that issues associated with the schools identified in the original priority should be addressed through enforcement.



Questions were asked about the reasons for the rise in violent crime in Queen Edith's. The Sergeant explained that the levels of violent crime were low in Queen Edith's, and that the majority of the increase related to a single incident at Addenbrooke's. Clarification was also requested on what engagement occurred with Addenbrooke's and whether any specific interventions were planned. The Sergeant explained that there was regular engagement with Addenbrooke's and that crime levels were in line with the normal patterns.

Police were asked whether detection rates in the report were unduly low, or whether they were average and what if any actions were being taken to improve the detection rate. The Sergeant explained that the detection rate was an average across all crime types, and crimes where the complaint was withdrawn were included in the undetected category. The committee were advised that the detection rates varied significantly across different crime types.

Mr Richard Taylor addressed the committee and welcomed the recent publicity from the South Area Policing Team regarding burglary. He also repeated previous requests for additional detail about the composition of the violent crime statistics and for details regarding speeding to be included. Mr Taylor also highlighted the presence of a representative of the Police Authority and suggested that they should have a greater role in the priority setting process, and also asked whether the Police Authority could exert any influence to ensure that the information was included.

The Sergeant explained that burglary was not solely managed by the Neighbourhood Police Team. The committee were assured that there was no spike in recent activity, and whilst incidents continued to be low, it was recognised that burglary had a major impact on individuals. With reference to speeding the Sergeant explained that he couldn't access the requested information, but did provide a breakdown of which percentage of report crimes had been logged as domestic violence.

	<b>Domestic related incidents</b>	<b>Violent</b>	<b>Total incidents</b>
Queen Ediths	16		202
Cherry Hinton	31		126

Trumpington	22	186
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The Sergeant explained that the % composition of domestic violence was broadly consistent with the rest of the city and previous reporting periods.

The Sergeant agreed to explore the possibility of reporting the number of fixed penalty notices issued by traffic cameras in the South Area; however it was noted that there were only a small number of cameras.

Ruth Joyce, an independent member of the Police Authority introduced herself and agreed to follow up the issues raised. She explained however that the Police Authority would cease to operate at the end of 2012 and that the responsibilities would be transferred to the new Police and Crime Commissioners.

Concerns were raised regarding the prevalence of speeding in Church End, Cherry Hinton. The Sergeant explained that speed enforcement was part of the regular business of the Police, and enforcement would be undertaken based on intelligence. The committee were advised that whilst PCSOs could undertake sampling activities, they were not permitted to undertake enforcement activities. Ward Councillors confirmed that the issue had been raised with the police before and asked for enforcement.

The following priorities were suggested during discussion.

1. Continue – Anti Social Behaviour in Cherry Hinton
2. Continue – Anti Social Behaviour associated with mini motos and mopeds
3. Continue – Anti Social parking associated with Queen Ediths and Morley Memorial Primary Schools (enforcement) and add Homerton Childrens Centre and the Perse Pelican School (education).
4. Add – Speeding on Church End

Following discussion it was agreed to not adopt a fifth priority associated with drug related issues in Hanover and Princes Court due to the on-going investigation activities having a significant impact in reducing general crime

level. It was also agreed to review the situation in relation to Hanover and Princes Court at the next Police priority-setting meeting.

**Resolved** (Unanimously) to adopt the following priorities.

1. Continue – Anti Social Behaviour in Cherry Hinton
2. Continue – Anti Social Behaviour associated with mini motos and mopeds
3. Continue – Anti Social parking associated with Queen Edith's and Morley Memorial Primary Schools and add Homerton Childrens Centre and the Perse Pelican School.
4. Add – Speeding on Church End

## **15 Southern Area Corridor Funding**

The committee received a report from the County Council requesting feedback on two specific project proposals and also seeking additional ideas for potential transport projects. The committee were advised that the money had been collected through the S106 process and could only be used to mitigate the effects of development. Previous schemes in Cambridge funded through the Area Transport Corridor Funding were highlighted.

With regards to the specific projects the committee made the following comments.

1. Supportive of the Hills Road Bridge proposal, and it was suggested a similar project could be considered for Long Road Bridge as well.
2. General support for the radial route signage project. It was suggested that the project should also include other major routes in the area such as Babraham Road, Queen Ediths Way, Mowbray Road and Fendon Road,

The committee made the following suggestions for new schemes

1. Improvements to Cherry Hinton High Street
2. Improvements to Hauxton Road Bridge

3. Re-modelling of Long Road Cycleways
4. Reverse rural bus subsidy cuts
5. Other improvements to Cycleways, including increased maintenance
6. Lighting on the Guided busway cycleway.
7. Supporting the implementation of the South Area Parking Review
8. Installation of a bridge to link the Leisure Park with the Railway Station
9. Re-siting of the Brooklands Avenue bus stop away from grass verges and improvements to the infrastructure for cyclists and pedestrians.
10. Improved maintenance of trees where they overhang signage

Mr Crack explained that S106 money could not be spent on pure maintenance, but could potentially be used for maintenance where it could be demonstrated that maintenance delivers a significant improvement which mitigated the effects of development. Mr Crack highlighted the schemes which potentially were eligible for funding through this route and which weren't, and explained the process for progressing schemes.

The committee expressed concern that the funding would not cover maintenance issues, particularly where the current approach of the County Council could be seen as dangerous to particular users such as cyclists or pedestrians.

Ward Councillors re-iterated the concerns which had been raised in the Open Forum regarding the need to progress improvements to Cherry Hinton High Street.

The committee thanked Mr Crack for attending the committee.

## **16 Environmental Improvement Programme**

The committee received a report from the Head of Streets and Open Spaces regarding the current status of the Environmental Improvement Programme, and to consider future proposals.

The committee made the following comments

1. Significant concerns were raised regarding the manner in which the external contractors managed the Wulfstan Way project. Strong objections were raised regarding the proposal to allocate additional money for the project to cover the cost of a noticeboard. Councillor Heathcock suggested that the money should be sought from the contractors delivering the work.
2. Regarding Rectory Terrace, two separate views were raised. Firstly it was suggested that if the project goes ahead it should be progressed quickly and without delay. Secondly significant reservations were raised about spending public money on private land. With reference to the second comment, clarification was requested on why City Council was responsible for cleaning and maintaining the forecourt if it was private land. The Head of Streets and Open Spaces agreed to provide an update outside the meeting.

**Resolved** (8 votes to 0) to approve the recommendations in the committee report.

#### **17 Tree Planting Project - Parks and Open Spaces 2011/15**

The committee received a report from the Head of Streets and Open Space regarding tree planting.

**Resolved** (Unanimously) to approve the recommendations in the committee report.

#### **18 Planning Enforcement Control - Enforcement Notice Report - 4 Bosworth Road, Cambridge - Unauthorised change of use from C3 Dwelling house to House in Multiple Occupation (sui generis)**

The committee received an enforcement report for consideration regarding the unauthorised change of use from C3 dwelling house to house in multiple occupation (sui generis).

The committee were advised that a retrospective planning application had been recently submitted and validated on the day of the meeting. Due to the change of circumstances the Principal Planning Officer submitted a proposed

amendment, to defer enforcement action (if approved) until such point an application is refused or withdrawn.

The committee received representations from the agent (Mr Philpott) and an objector (Mr Gradwell).

Mr Gradwell addressed the committee and spoke in objection. Mr Gradwell highlighted the disturbance created by the premises and the associated implication for his enjoyment of his own property.

Mr Philpott explained the nature of the business and encouraged the committee to support the revised recommendation. He also suggested that the planning merits of the premises would be more appropriately addressed during the consideration of the planning application.

The committee requested that their frustration at the late submission of the planning application be included in the minutes.

**Resolved** (7 votes to 0) to authorise the issuing of an enforcement notice subject to the following revision to paragraph 5.1 to read:

'In the event that application 12/0257/FUL for retrospective permission for a change of use from dwelling house (class C3) to Sui Generis use, including part HMO (class C4) and part B&B (class C1) accommodation and provision of additional parking is either refused or withdrawn it is recommended that the Head of Legal Services be authorised to issue enforcement notices under the provisions of S172 of the Town and Country Planning Act 1990 (as amended), for Material Change of Use from a C3 dwelling house to a House in Multiple Occupation (sui generis).'

## **19                    11/1183/FUL - 20 Panton Street**

The committee received an application for full planning permission to erect six studio units and removal of existing trees at 20 Panton Street.

The committee received representations from Jasper Green (Objector) and Bruce Stuart (Applicant).

Mr Green made the following points

- i. Size of front dormers
- ii. Loss of apple tree
- iii. Loss of garden wall, which has been a long standing community feature
- iv. Height of the building, was not suitable for the location
- v. Chimney design
- vi. Loss of garden space at 20 Panton Street
- vii. Lack of clarity regarding boundary

Mr Stuart spoke in support of the application.

**Resolved** (4 votes to 3) to accept the officer recommendation and approve the application subject to

- proposed conditions
- additional conditions 7 and 8 (as shown on the amendment sheet)
- additional condition to secure landscaping scheme and replacement tree for the removed Malus tree
- additional condition to control detailed design of chimney
- additional condition to ensure the new front wall is constructed from re-used bricks from the existing front garden wall
- amendment of condition 6 to explicitly reduce the external width of the upper dormer window
- S106 agreement

The committee received a S73 application to vary condition 4 of planning permission reference C/99/1218/FP to use the single storey side extension (known as the annexe separately for a period of 2 years).

Mr Conmy spoke in favour of the application on behalf of the applicant.

**Resolved** (7 votes to 0) to reject the officer recommendations.

**Resolved** (7 votes to 0) to approve the s73 application subject and grant temporary permission personal to the applicant for a period of 2 years and S106 agreement, as it was not contrary to planning policy in the view of the committee.

The meeting ended at 10.50 pm

**CHAIR**



**Report by:** Cambridgeshire Community Foundation  
**To:** Area Committee – South, 10<sup>th</sup> May 2012  
**Wards:** Trumpington, Queen Edith's and Cherry Hinton.

<b>Community Development and Leisure Grants 2012-13</b>
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## 1. Introduction

This report reminds members of the process for the allocation of Community Development and Leisure grants by Area Committees, confirms the funds available, seeks approval for applications which have been assessed and lists further applications which are still under review.

The application process has been managed by Cambridgeshire Community Foundation (CCF) since April 2009. CCF advertise available funds; support potential applicants; assess applications; present recommendations to Area Committees; advise applicants of Area Committee decisions; make grant payments and seek feedback and monitoring from the funded projects. CCF does not therefore make decisions on the grants awarded from the Area Committee funds.

## 2. Recommendations

2.1 To consider the grant applications and agree recommendations detailed below.

<b>Current Applications. Available: £16,800</b>			
CCF ref	Group	Project	Offer
3338	Denis Wilson Court Social Club	Day out travelling by coach to the sea.	700
3377	Trumpington Elderly Action Group	Half day trip to Bury St Edmunds.	462
WEB 39267b	Cherry Hinton Churches' Youth Group	New equipment.	1055
WEB 45108	Trumpington Bowls Club	Kitchen equipment.	800
WEB 44576	Cherry Hinton Festival Society	Children's day as a finale to festival week.	2,300
WEB 45559	Cherry Hinton Residents Association	Commemorative Jubilee coins for school children.	900
<b>Total</b>			£6,217
<b>Remaining</b>			£10,583

### 3. Background

There is a total of £84,000 Area Committee funding available in 2012-13. £55,000 is from the Community Development grants budget and £29,000 is from the Leisure grants budget. These budgets have been merged and allocated to each area committee in accordance with population and poverty calculations.

2012-13		
Committee	%	£
North	37.8	31,752
South	20	16,800
East	32.2	27,048
West Central	10	8,400

### 4. South Area Committee 2012-13 Current Applications

#### 4.1 Funding allocated to date: none

#### 4.2 Grant application background information

<b>South Area Committee 2012-13 grants</b>		<b>CCF ref 3338</b>
<b>Applicant:</b> Denis Wilson Court Social Club		<b>Ward(s) :</b> Trumpington
<b>Purpose of group:</b> To organise social events for residents of this sheltered housing for older people complex.		
<b>Project:</b> A trip to Cromer to the summer pier show for elderly residents who would not be able to travel on their own.		
<b>Breakdown of costs:</b> Coach hire £600; 38 Tickets to show (at £18 per head) £ 684		
<b>Total cost: £1,284</b>		<b>Requested: £700.00</b>
<b>Number of beneficiaries: 38</b>		
<b>Background information:</b> To provide a whole day out by the sea for elderly residents of this sheltered housing complex. Age range 60-95. Many live alone and have no relatives and others only have family abroad. A number of residents are not able to travel on their own.		
<b>CCF Comments:</b> Club keen to arrange in 2012 following successful trip to Cromer in 2011. Those going on trip will be charged £5 per head as a contribution to costs. Coach has 38 seats and organisers estimate that 30-32 of those on trip will from Denis Wilson Court (total number of residents ~80). Other tickets will be offered to local elderly through Trumpington Residents Association.		

**Previous funding from this Area Committee:** £757 in 04/05 for computer equipment and software; £200 in 06/07 party to celebrate international day of older people; £328 in 06/07 broadband connection for residents association; £216 in 08/09 for broadband costs; £185 in 09/10 for broadband costs, £315 in 10/11 to pay for broadband costs, £250 in 10/11 to pay for a Christmas lunch, £405 in 10/11 to pay for a coach trip and lunch in St Ives; £800 in 11/12 to take a coach trip to the theatre in Cromer; £300 in 11/12 for annual Christmas lunch.

**CCF recommendation: £700**

<b>South Area Committee 2012-13 grants</b>		<b>CCF ref 3377</b>
<b>Applicant:</b> Trumpington Elderly Action Group		<b>Ward(s) :</b> Trumpington
<b>Purpose of group:</b> The group formed in 1989 as an action group to improve life and conditions for the over 60's. There are currently 45 members. It provides a forum for the elderly to make sure the voice of the elderly is heard in local issues. It holds regular meetings of interest to its members and encourages social integration throughout the community.		
<b>Project:</b> a half day trip on 12 July to Bury St Edmunds to walk in the Abbey Gardens and have tea in the Abbey Tea Rooms.		
<b>Breakdown of costs:</b> Coach hire £282; tea and scones £180.		
<b>Total cost: £462.00</b>		<b>Requested: £462.00</b>
<b>Expected benefits or outcomes as a result of funding as described by the applicant:</b> Many members do not go on holidays and look forward to an organised day out that they can enjoy without worrying about the details.		
<b>Number of beneficiaries: 38</b>		
<b>CCF Comments:</b> Many members have mobility issues, several are over 90 years old, with many suffering from poor sight and hearing. The event will be advertised in the Groups' magazine which will be issued at end of May. No charge is to be made. Due to dietary issues that some members face the organisers are planning to give each participant £5 to be spent on refreshments		
<b>Previous funding from this Area Committee:</b> £750 in 04/05 for running costs; £750 in 05/06 for running costs, outing and Christmas Party; £680 in 06/07 for running costs, outing and Christmas Party; £650 in 07/08 for running costs, outing and New Year Party; £859 in 08/09 for running costs, outing and Christmas Party; £575 in 09/10 for running costs; £335 in 10/11 for running costs and celebrations; £300 in 11/12 for a trip to a garden centre.		
<b>CCF recommendation:</b> £462 on the condition that the group pay for the refreshment at the café allowing each members to select items up to £5 in value – it is not consider appropriate to give out cash to members – and indeed CCF has received a written complaint from a resident who assumed this was the case in connection with another area committee grant so we want to ensure there is clear guidance.		

<b>South Area Committee 2012-13 grants</b>		<b>CCF ref WEB39267b</b>
<b>Applicant:</b> Cherry Hinton Churches' Youth Group		<b>Ward(s) :</b> Cherry Hinton

<p><b>Purpose of group:</b> To provide an inclusive and safe environment in which children can enjoy a variety of social activities e.g. football/hockey, listening to music, pool, table football, table tennis, computer games, tuck shop and darts. To affirm, encourage and cherish all children who come to the club, particularly those whose behaviour is difficult in context of clear boundaries of behaviour which may lead us to regrettably exclude those who make no attempt to respond positively to these boundaries.</p>	
<p><b>Project:</b> to upgrade equipment for Friday evening youth group. <b>Breakdown of costs:</b> Rollaway table tennis table £300; Playstation 3 plus Fifa game £225; Toshiba 19" TV £150; 6ft Pool Table £380.</p>	
<p><b>Total cost: £1,055.00</b></p>	<p><b>Requested: £1,055.00</b></p>
<p><b>Expected benefits or outcomes as a result of funding as described by the applicant:</b> By having good equipment we aim to ensure that the Friday evening youth group provides a space in which all 8-11 and 11-14 year olds can have a constructive and enjoyable time. We believe that this gives rise to less antisocial behaviour in Cherry Hinton, although it is difficult to prove this. <b>Number of beneficiaries: 40</b></p>	
<p><b>Background information:</b> The equipment is likely to be used by other groups using the Family Centre. Currently a County Council group for children with a child protection plan, meeting monthly in the centre and uses our equipment. <b>CCF Comments:</b> Group started in 2000 and runs every Friday evening in term time (35 weeks over year) At present ~ 10 young people attend the 6.15 to 7.15pm for 8-11 yrs, with 25 11-14yrs attending the later session. The sessions are free and attract many youngsters known to the police. The sessions are not advertised but attendance is by word of mouth. Free format sessions with only rule imposed that all attending must be 'polite to one another'. When this rule is not adhered to the club will ask youngsters to leave – and if necessary call the PCSO to assist (this has not been necessary in the last 6 months). Tuck shop sells toasties or crepes (alternative weeks) with modest profit being used to replace snookers cues etc. The church provides the facility without charge as one of their inputs to the community. All 7-8 staff are volunteers and so no running costs. Recent grant allowed purchase TV licence and it is planned to show the England matches of the European Championship – even if have to open on nights other than Friday. New TV would be also be used for compute games. TV fixed to wall, pool and table tennis tables large and not considered security issue, PlayStation would be stored offsite by staff.</p>	
<p><b>Previous funding from this Area Committee:</b> £732 in 11/12 to purchase TV licence, goals and cooking equipment.</p>	
<p><b>CCF recommendation: £1055</b></p>	

<p><b>South Area Committee 2012-13 grants</b></p>	<p><b>CCF ref WEB45108</b></p>
<p><b>Applicant:</b> Trumpington Bowls Club</p>	<p><b>Ward(s) :</b> Trumpington</p>
<p><b>Purpose of group:</b> We are an active outdoor bowls club involved in friendly and competitive bowls matches most days of the week and have a membership of around 30 full members and 12 social members. We welcome new members at any time and in view of the house building programme at Trumpington would hope to generate more members. During the winter months we organise indoor social events.</p>	

<b>Project: to improve and upgrade kitchen facilities and equipment.</b>	
<b>Breakdown of costs:</b> Purchase of kitchen equipment £800 (cooker, sink, worktops, wall cupboards)	
<b>Total cost: £1,000.00</b>	<b>Requested: £800.00</b>
<b>Expected benefits or outcomes as a result of funding as described by the applicant:</b> The current facilities are inadequate and the general opinion is that these improvements will allow the users of the clubhouse to benefit. We expect wider use of the facilities both from within the club and from the surrounding area.	
<b>Number of beneficiaries: 40</b>	
<b>Background information:</b> Labour will be carried out by club members at no cost. Fridge/freezer has been donated.	
<b>CCF Comments:</b> The Clubhouse is owned by the City Council along with the bowling green. They are leased on a peppercorn to the Club. The club maintain the green and manage the fabric of the building and kit out the interior. In summer months the Clubhouse is in use in on a daily basis but out of season ( Sept – April) it is used 1-2 times per month for social functions organised by the Bowls Club. The club are active in fundraising (with membership fees, raffles, lottery etc) and travel to and host other clubs regularly.	
<b>Previous funding from this Area Committee:</b> £900 in 11/12 to purchase an adapted wheelchair.	
<b>CCF recommendation: £800</b>	

<b>South Area Committee 2012-13 grants</b>	<b>CCF ref WEB44576</b>
<b>Applicant:</b> Cherry Hinton Festival Society	<b>Ward(s) :</b> Cherry Hinton
<b>Purpose of group:</b> Cherry Hinton Festival Society arrange events throughout the year to provide opportunities for residents to come together to make use of local spaces and to learn more about their village and their community. In addition the Society provides the opportunity for young people to become involved in the running of the events and to undertake their Arts Awards.	
<b>Project: to engage local children to take part in our first children's festival in Cherry Hinton.</b>	
<b>Breakdown of costs:</b> Refreshments £200; film equipment hire £200; entertainers / workshop providers £1,600; costumes £75; produce winner prizes £50.	
<b>Total cost: £4,000.00</b>	<b>Requested: £2,300.00</b>
<b>Expected benefits or outcomes as a result of funding as described by the applicant:</b> The development of a children's festival for Cherry Hinton will provide an opportunity for the children from across the four schools to come together in a sociable and collaborative manner, promoting understanding and cohesion throughout the village, whilst allowing the children to express their artistic independence and develop an enjoyment of creativity. The children will learn new skills, providing a focus for life long interests and ensuring a community identity to their upbringing. By working across the whole of the village children will develop wider social networks, essential for a smooth transition to secondary school, learn to work alongside children from a range of social, cultural and economic backgrounds, promoting tolerance and cooperation. <b>Number of beneficiaries: 1000</b>	

**Background information:** The Committee has run a village festival for the last five years. Although the 2011 festival was a huge success (attracting in excess of 5000 people) the Committee are keen to consider something different in 2012 as the amount of work for the one day festival had become onerous for a small group of volunteers and it was felt the original spirit of the festival (to promote local community groups and to attract local people) was being lost as commercial organisations and non-local suppliers sought to be involved. The Committee wish focus their 2012 activity on a Children's Festival (on Saturday 15th Sept), to run at the end of a week of community, fundraising events which will be organised, as in 2011, by a number of community groups (e.g. churches, local history society, scouts).

**CCF Comments:** The organisers are experienced and have plans in place for raising the additional money needed (including applying to small grant funders such as Children Society and fundraising events). All 4 local schools have committed to take part and a range of community venues (inc schools) will be open on the festival day with activities on offer – eg Bollywood dance, arts and crafts, DJ workshop etc. Access will be free or a very modest charge of £1- £2. The families and children will be given a treasure map to show where events are taking place (funders could be recognised on this map) and, in advance of the day, the Cherry Hinton Festival website will give information and publicity.

**Previous funding from this Area Committee:** £1,000 in 06/07 for licence fee, marquee hire, recreation ground hire, chair hire for local festival; £150 in 06/07 for budget deficit; £1,100 in 07/08 for insurance, marquee and chair hire; £350 in 08/09 for a gazebo and generator; £1,370 in 08/09 for insurance, chair, table and marquee hire, licence fee; £2,000 in 09/10 for insurance and marquees; £2,000 in 11/12 for insurance, marquees, tables and chairs.

**CCF recommendation: £2300**

<b>South Area Committee 2012-13 grants</b>	<b>CCF ref WEB45559</b>
<b>Applicant:</b> Cherry Hinton Residents Association	<b>Ward(s) :</b> Cherry Hinton
<p><b>Purpose of group:</b> To safeguard and promote the interest of residents in the area on matters concerning housing and the environment. To help to improve living conditions, community facilities and services for residents living in the Group's area. To provide a forum for residents to engage in the decision-making of bodies such as Cambridge City Council and Cambridgeshire County Council. To assist in the development of a healthy, vibrant and inclusive community including the facilitation of events and activities.</p>	
<p><b>Project:</b> to celebrate the Queens's Diamond Jubilee and provide every primary school pupil in Cherry Hinton with a commemorative coin.</p>	
<p><b>Breakdown of costs:</b> Purchase and delivery of coins £3,500</p>	
<b>Total cost: £3,500.00</b>	<b>Requested: £900.00</b>

**Expected benefits or outcomes as a result of funding as described by the applicant:**

- To commemorate the Jubilee
- To provide a link between each of our 4 primary schools and the local community
- To publicise the Residents' Association to Children

We are aiming to involve young people and children in the work of the residents' assoc and this would be a clear demonstration to them of the benefits of the group.

**Number of beneficiaries: 850**

**CCF Comments:** Organisers have £1000 already towards project and are seeking to raise the rest of the money needed for this project – they have approached local companies. They have done the necessary preparation contacting all schools, and identifying a supplier of the coins. Coins will be engraved on one side to say “presented to the children of Cherry Hinton 2012”

**Previous funding from this Area Committee:** £630 in 10/11 for a community Christmas event; £795 in 11/12 for a community Christmas event.

**CCF recommendation: £900**

**BACKGROUND PAPERS** and research used in the preparation of this report:

Grant applications.

Monitoring from previous grant awards.

Telephone interview.

To inspect these documents contact Marion Branch on 01223 410535 or [marion@cambscf.org.uk](mailto:marion@cambscf.org.uk)

## Appendix 1

### Area Committee Grants – Process and Criteria 2012-13

The following document was circulated to members recently and is attached to this report for reference.

#### 1. Budget

There is a total of £84,000 Area Committee funding available in 2012-13.

£55,000 is from the Community Development Grants budget.

£29,000 is from the Leisure Grants budget.

These budgets have been merged and divided between the area committees in accordance with population and poverty calculations.

The amount available for each area is as follows:

Committee	%	£
North	37.8	31,752
South	20	16,800

<b>East</b>	<b>32.2</b>	<b>27,048</b>
<b>West Central</b>	<b>10</b>	<b>8,400</b>

## 2. Committee Reports

There will be two rounds for applications to be presented by Cambridgeshire Community Foundation at committees in 2012:

Committee	Round 1		Round 2	
	Application Closing date	Committee Date	Application Closing date	Committee Date
<b>North</b>	31st March 2012	17 <sup>th</sup> May 2012	30 <sup>th</sup> September 2012	22 <sup>nd</sup> November 2012
<b>South</b>	31st March 2012	10 <sup>th</sup> May 2012	30 <sup>th</sup> September 2012	12 <sup>th</sup> November 2012
<b>East</b>	31st March 2012	12 <sup>th</sup> April 2012	30 <sup>th</sup> September 2012	18 <sup>th</sup> October 2012
<b>West Central</b>	31st March 2012	26 <sup>th</sup> April 2012	30 <sup>th</sup> September 2012	1 <sup>st</sup> November 2012

Although the Cambridgeshire Community Foundation is unable to attend Chair's briefings for the above committees they are happy to answer any questions at any time. Prior to briefings assessed applications will be accessible via a password protected area on their website and members will be given access to review applications and raise questions prior to committee meetings.

If the Cambridgeshire Community Foundation is unable to attend a committee for any reason an officer from the Grants & Voluntary Sector Support Team will cover wherever possible.

## 3. Chair's and Officer's Action

In between the above rounds grants, if justified new applications cannot wait until the next round, they will be considered, in line with the Council's constitution, by:

- Officer Action (the Council's Grants Manager) for awards up to £2,000
- Chairs Action for awards £2-£5k

**The Chair's Action** process is where a recommendation for an award is £2-£5k the report will be sent to Chairs and Spokes of the appropriate committee by CCF following consultation with the Council's Senior Grants Officer. The Chair and Spokes will be expected to respond within 5 working days either approving the award, asking for further information, or rejecting the award, giving reason for rejection. If no response it received the recommendation will stand.

**The Officer's Action** process is where a recommendation for an award is up to £2k the report will be sent to the Grants Manager to respond within 5 working days either approving the award, asking for further information, or rejecting the award, giving reason for rejection. If no response it received the recommendation will stand.



All awards made by Chair and Officer Action will be included in the next report to committee.

#### **4. Criteria for Grants**

Community Development and Leisure grants both have budgets specifically devolved to area committees for local projects. The policy decision for this dates back to Community Development and Leisure Scrutiny Committee 24 March 2005.

The criteria for awarding area committee grants mirrors the Community Development and Leisure grants strategies and priorities (attached as appendix 1) but also gives flexibility for area committees to decide on area priorities and to award grants for both for capital or revenue expenditure. Themes for 2012-13 will include the Diamond Jubilee and the Olympics.

The money is to enable projects that provide services or activities to benefit people living in one of the four areas of Cambridge City (North, South, East, West/Central). Priority will be given to projects that are aimed at those people whose opportunities are restricted by disability, low income or discrimination.

#### **5. Eligibility to apply**

Applications are invited from community groups and voluntary organisations which:

- are independently set up for charitable or philanthropic purposes
- have a constitution or set of rules defining aims and procedures and decide policy and overall management practice through a committee of elected, unpaid volunteers
- meet the needs of Cambridge residents and are open to all eligible users
- have structures in place to manage affairs efficiently, hold regular meetings to plan and monitor activities, keep minutes and circulate information to group members
- involve members and users in policy-making and in management and recruit and support volunteers, where appropriate
- meet the legal responsibilities of an employer and adopt appropriate health and safety policies and practices including child and vulnerable adult protection measures, if appropriate
- adopt good environmental and equal opportunities practices
- keep proper financial records and show that financial help is needed.

Groups, which are actively working towards meeting these conditions, may be considered for funding as well as

- groupings of local residents able to meet basic accountability requirements.
- partnerships of constituted group(s) and local residents.

(Organisations are not eligible if they are set up and/or managed wholly or partly by a statutory organisation; seek a grant for religious instruction or worship; operate for private gain or are connected with any political party or are involved in party politics.)

#### **6. Awards**

- There is a £5,000 limit on application and grant award levels for any organisation.
- Grants cannot be made retrospectively.
- Councillors will be asked to consider and decide on applications in two area committee cycles a year. Grants may be made between meetings if the applicants can demonstrate that they are unable to wait for the next scheduled grants meeting and will be processed via a Chair's/Officer's Action process.
- Groups receiving a grant will need to provide feedback on how they spent the money and the impact it has made.
- At the end of December 2012 the area committee funds are merged with the main grants budget to enable flexibility to spend the budget on appropriate grants to voluntary organisations.

## **7. Management of Area Committee Grants**

The Community Development Service Review and Strategy 2009-12 went to the Community Services Scrutiny Committee on 15<sup>th</sup> January 2009. A part of this review focussed on Area Committee Grants - primarily on areas where there are internal and external factors driving the need for change and where there is scope to deliver services more efficiently and effectively. It was agreed to increase the range and availability of funding opportunities for voluntary organisations in partnership with the Cambridgeshire Community Foundation (CCF).

Community Development worked closely with Cambridgeshire Community Foundation and a Service Level Agreement was implemented enabling CCF to manage the area committee grant process from April 2009- 2012. This has been extended for a further year until March 2013.

CCF advertise available funds; support potential applicants; assess applications; present applications to an independent grant panel with local knowledge which will make recommendations for awards; present recommendations to Area Committees; advise applicants of Area Committee decisions; make grant payments and seek feedback and monitoring from the funded projects.

## **8. Cambridgeshire Community Foundation**

Cambridgeshire Community Foundation was established in 2004 as a charity (number 1103314) and limited company (number 04998990) to benefit communities particularly, although not exclusively, in Cambridgeshire.

Their vision is: 'effective giving, thriving communities and enriched lives'. Their purpose is to be the hub for community philanthropy in an area – inspiring and supporting giving that strengthens communities and enriches local life.

A board of trustee directors, chaired by Mr Peter Gutteridge, governs the Cambridgeshire Community Foundation, and a small team of staff led by their Chief Executive, Jane Darlington, oversees day-to-day activities.

Individuals, families and companies can set up a named philanthropic fund at the Community Foundation to support community needs identified and/or particular causes that match donors' interests. They match applications from groups and

individuals to the funds held, and advise donors to ensure their giving is effective. They handle all the administration and ensure all gifts are tax efficient. Many of the funds are held within their endowment, which is invested to maximise resources for grant-making and operations now and in the future. They also manage 'flow-through' funds where donors give amounts annually.

Since 2004 they have distributed just under £5 million in grants and built a unique knowledge of local charitable projects. This expertise has been recognised by the Lottery, National and local Government, Comic Relief, and household names such as Mars and Microsoft, all of whom have commissioned them to distribute money on their behalf.

Their supporters, who include private individuals and companies such as Cheffins, Ridgeons, Marshall, Mills & Reeve, Bidwells and AmeyCespa (previously Donarbon), have chosen Cambridgeshire Community Foundation to help with their charitable giving for a variety of reasons. Some wish to keep their identity private, others wish to cut down on the administration time and the majority seek their knowledge to inform where the needs are greatest.

## **9. Community Initiatives Funding**

For those groups that are new, developing and non-constituted the Grants Manager manages applications through a Community Initiatives process. These groups are unable to apply via the Cambridgeshire Community Foundation so a small amount of area committee funding is decided at officer level for initiatives where a group of residents come together to make an idea happen. These groups are also given other support in their development as required.

## **10. Neighbourhood Youth Work Funding**

There is a neighbourhood youth work fund of £16,690 for work, which will be commissioned by Community Development officers, to be delivered in local areas and undertaken by voluntary organisations. This was established to eliminate multiple bids by larger organisations to the area committees and to take a more coordinated approach to the allocation of funds for youth projects across the areas.

## **11. How to apply**

For **Area Committee Grants**, constituted organisations can apply using the online application form accessed through the Area Committee Grants page on the Cambridgeshire Community Foundation website – link below

[www.cambscf.org.uk/area-committee-grants.html](http://www.cambscf.org.uk/area-committee-grants.html)

Groups wishing to discuss their project or funding request should contact Marion Branch at Cambridgeshire Community Foundation on 01223 410535

**For organisations/groups without a constitution or governing document:**

Groups will need to apply via **Community Initiatives Grants**. Contact Elaine Shortt in the Council's Grants & Voluntary Sector Support Team who will discuss the project and process with those smaller groups.

Tel: (01223) 457968

Email: [elaine.shortt@cambridge.gov.uk](mailto:elaine.shortt@cambridge.gov.uk)

## *Appendix 1 – Community Development & Leisure Priorities relating to Area Committees*

### *Community Development*

#### **Community Activities**

##### 1. Activities which support **children and young people and families experiencing disadvantage:**

- to provide children and young people with opportunities to participate in positive activities, engage in democratic processes, and improve the quality of life in neighbourhoods
- to meet the needs of children and young people in the areas of growth or demographic change

##### 2. Activities which support

- **BME groups**
- **people with disabilities**
- **LGBT groups**
- **women** lacking opportunities to live safe and fulfilling lives
- **community cohesion** - activities helping people from different backgrounds to integrate into the Cambridge community and to get on well together

##### 3. Activities which support **older people** to live socially and physically active lives.

**Consideration will be given to specific activities and services that enable those groups and individuals to participate in their communities and improve their own well-being.** Activities must include one or more of the following:

- supporting those who are disadvantaged by low income/ disability/ discrimination
- proposals that enable people to participate in decisions and influence the services that affect their lives
- bringing people together to identify common issues and to bring about change
- investigating local needs and developing responsive projects
- increasing the awareness of and celebrating the city's cultural diversity

*It is not for personal care services, proselytising or worship or services which are the responsibility of other statutory agencies*

**2. Social and Economic Deprivation** - projects, services or activities which promote **Economic Inclusion**. Supporting organisations that help individuals to overcome barriers to participation in the City's economy. Support, advice and guidance for workless people and those at the risk of worklessness to gain the confidence, motivation, skills and qualifications to engage in rewarding employment or entrepreneurial activities.

**3. A Growing City** - enabling voluntary and community activity in new communities on fringe sites to flourish and to support the integration with neighbouring parts of the city.

- Community development activities in new developments in the City (see Community Activities above for the type of activities eligible for funding).
- Building capacity in and making links with adjoining neighbourhoods where development is taking place

## **Leisure**

### **1. Improve access to leisure activities**

A targeted approach to improving access to arts and sports for city residents who currently have restricted access, particularly including:

- Minority Ethnic Groups
- People with disabilities
- People on low incomes
- Children, young people and older people at risk of exclusion from leisure opportunities

### **2. Enhance the City's cultural offer**

Arts and sports activities that enhance Cambridge's cultural offer by doing some or all of the following:

- Celebrating Cambridge's cultural identity or local traditions
- Benefiting the local economy
- Reflecting the city's creative reputation through being new, innovative, and ambitious
- Promoting environmental sustainability
- Celebrating the London 2012 Olympic Games and supporting the aims of the City's Olympic Action Plan (available from [www.cambridge.gov.uk/olympics](http://www.cambridge.gov.uk/olympics))

### **3. Encourage and support local neighbourhood arts and sports activities that enhance current provision and are for the benefit of local residents**