



Agenda for Community Grant Panel Wednesday, 24th July, 2019, 3.00 pm

Members of Community Grant Panel

A Dent, M Hartnell, S Jackson, D Key, F King, T McCollum and I Thomas (Chairman)

Venue: Tale Room, Blackdown House, Honiton

Contact: Chris Lane; clane@eastdevon.gov.uk

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(or group number 01395 517546)

Date Not Specified

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- 1 Public Speaking
- 2 Apologies
- 3 Declarations of Interest
- 4 Matters of urgency - none identified
- 5 Confidential/exempt items - there are no items identified
- 6 Brief introduction to crowdfunding and Crowdfund East Devon, which this Panel make decisions on (Pages 3 - 6)
- 7 Eligibility criteria for Crowdfund East Devon (Pages 7 - 10)
- 8 Hawkchurch Community Shop application to the Community Buildings Fund (Pages 11 - 41)
- 9 Dalwood Community Shop application to the Community Buildings Fund (Pages 42 - 76)
- 10 Whimple Victory Hall application to the Community Buildings Fund (Pages 77 - 104)
- 11 Chardstock Community hall application to the Community Buildings Fund (Pages 105 - 135)
- 12 Parishes Together Fund grant towards drainage in Colyton, request from the parish council to the Panel for an extension to deadline for spending it. (Page 136)
- 13 Parishes Together Fund Guidance 2017/18 (Pages 137 - 140)
- 14 Parishes Together Fund 2017/18 project evaluation forms for information (Pages 141 - 207)

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About Crowdfunding and Crowdfund East Devon

Introduction to crowdfunding as a process

Crowdfunding is now a well-established and well used tool that allows communities and organisations to promote and publish local ideas, solutions, infrastructure and events that need money (and sometimes wider support).

A crowdfunding website allows people and potential funders to access and review project proposals and then should they choose to, provide funding.

Generally, the process is as follows:

-) People have an idea for a project. This could be constituted voluntary and community groups, town and parish councils, registered charities, registered community interest companies, constituted not for profit organisations.
-) They fill in a form on a crowdfunding website giving details about their project. Their idea is published on the online crowdfunding website.
-) They publicise this project and its presence on the crowdfunding website as widely as possible; they tell their 'crowd'.
-) The crowd pledges cash to the project, and shares this project with their friends and family. The crowd can include local and national organisations that decide to pledge cash to projects that meet their criteria.
-) If the project reaches its target it receives all the funding that has been pledged to it.

Those who actually fund the process can be from the following:

-) Individuals, residents and visitors with a small amount to donate
-) Local businesses
-) Smaller organisations and funding bodies like local authorities
-) Large funding bodies and multinational organisations

Crowdfunding can enable a community led, transparent and democratic opportunity to not only generate and promote local ideas; but for communities to determine which of these ideas are best prioritised and funded.

Benefits of crowdfunding to the council and the community:

-) **Stretches funds further.** A variety of grants streams on the crowdfunding website may decide to contribute to projects and match funding will also come from the community. Crowdfunder UK worked with Plymouth City Council (PCC), for every £1 spent by the Council via its crowdfunding platform, this spend has been amplified by the crowd and other funds to £3.54, an amplification of the initial PCC investment by 354%.
-) **Targets funds.** Funds can be promoted to a wider audience and projects will align with the criteria we set.
-) **Measurable social impact.** Beyond pure cash support, crowdfunding projects can deliver many Social Impact benefits, such as job creation,

increasing wellbeing, connectivity and inclusion, and building skills capacity in the community. It helps to build capacity within organisations to raise the funding they need. Even once our funding is gone if they have other project they will have the knowledge and skills to be able to put them onto any crowdfunding platform.

Crowdfunding has social and economic impact:

-) People are empowered to achieve things that matter to them.
-) Funders are responsive: recognising public feelings and priorities.
-) Common ownership, responsibility and civic pride developed.
-) What matters to people is achieved and celebrated.
-) People, communities, Councillors and other funders better connected.
-) More resilient communities: stronger, flourishing, safer, kinder, capable.

Successful Crowdfunder UK project based in East Devon

Some East Devon based projects raised money on Crowdfunder UK before our funding was even available.

The Project

Part of Action East Devon, The Project currently deliver peer support groups in Axminster and Chard, helping young people across East Devon, South Somerset and West Dorset. However, the impact of their services has a greater reach because of the positive effect on young people's families, schools and friends.

Their peer support groups help young people aged 13-24 with mental health issues. These include anxiety, bullying, eating disorders, depression, bereavement and exam stress – young people don't need to have a medical diagnosis to be referred to our groups. The Project also runs monthly support groups for parents and carers of young people with mental health issues, works closely with schools to educate young people about mental health and delivers mental health training courses and workshops.

They raised £15,270 of their £15,000 target, from 67 people / funders in 35 days:

-) £7,500 from Santander pledged £7,500
-) £1,000 from Axminster Freemasons pledged £1,000
-) £1,000 from Axpediton pledged £1,000
-) £1,000 from Honiton Lion's Club
-) £350 from Hawkchurch Village Fete
-) £1,500 from Chardstock Street Fayre
-) £2,920 from individual people, pledging an average of £48 each.

Background to Crowdfund East Devon

In 2018 Cabinet agreed £50,000 from the council's Transformation Fund be distributed through crowdfunding. This was part of a Crowdfund Devon partnership

project with Devon County Council, Devon and Cornwall Police, West Devon Borough Council, Teignbridge District Council, Exeter City Council and Torridge District Council.

Online crowdfunding is carried out using a crowdfunding platform. Crowdfunder UK were the company selected by the partnership to provide the online platform for Crowdfund Devon. Use of the platform and their support was paid for in full by Devon and Cornwall Police until May 2019 as a pilot project. This included one training event for East Devon voluntary and community groups.

We set up Crowdfund East Devon to help fund projects that worked towards our aims as set out in the council plan and the Transformation Strategy. Crowdfund East Devon launched in February 2019.

Decisions on applications to Crowdfund East Devon are made by the Community Grants Panel by email.

Crowdfund Devon: <https://www.crowdfunder.co.uk/crowdfund-devon>

Crowdfund East Devon: <https://www.crowdfunder.co.uk/funds/east-devon>

Communities Together Fund – additional crowdfund monies

In 2018 / 2019 for the first and only time we ran the Communities Together Fund grants scheme in partnership with Devon County Council. For every £1 Devon County Council put into this pot we added 10p. There was about £195,000 in this grants pot which community and voluntary groups and town and parish councils could bid for.

Due in the main part to this being a brand new grants stream there was an underspend of around £113,000. Initially once DCC decided they weren't going to run the Communities Together Fund again, they asked for their proportion of any underspend back to put into their main budgets (around £102,000). However, they then stated that we could keep the underspend to distribute to East Devon projects if we distributed it using crowdfunding. This is allowing us to keep the Crowdfund Devon partnership going into the future to benefit East Devon's communities.

Panel guidance notes for reference

-) If the project meets the eligibility criteria it should be approved and then funded. There may be rare cases when the panel decide that something that seems to meet the eligibility criteria shouldn't be funded, clear reasons for this would need to be recorded.
-) Due to the timescales needed for crowdfunding to work, decisions need to be made within a week to ten days. We have authority from the Council to make decisions by email in this case. Please respond to emails asking for your decision as soon as you can but within a week to ten days.

-) The funding is allocated on a first come first served basis, once, and if, its run out Crowdfund East Devon would close.
-) To make this a success we need applications. Please publicise this funding as far and wide as you can within your Wards, to your town and parish councils and fellow Councillors.

East Devon District Council

Crowdfunding pilot 2018 / 2019

1 Who can apply?:

-) Charities registered with the Charities Commission.
-) Properly constituted and regulated Community Interest Companies registered with Companies House.
-) Parish and town councils.
-) Properly constituted voluntary and community groups and clubs.
-) Properly constituted not for profit organisations.

Those applying must:

-) Have the permission of all relevant organisations to carry out their project.
-) Take responsibility for delivering their project.
-) Be able to deliver their project.
-) If relevant, commit to maintaining the project and keeping it going.
-) If successful, be willing to agree to and sign a legal grant agreement and relevant terms and conditions for the funding before we hand it over.

2 What we will fund?

-) Projects where at least 75% of the benefits are to communities and people within East Devon.
-) Projects must help to achieve one or more of the following priorities and outcomes as listed in the Council Plan and / or their Transformation Strategy.

Council Plan <http://eastdevon.gov.uk/council-and-democracy/council-business/our-plans/council-plan-2016-2020-text-only-version/>

Transformation Strategy: <http://eastdevon.gov.uk/media/1442491/transformation-strategy.pdf>

Council Plan details:

) Encouraging communities to be outstanding:

- Balanced communities for a sustainable future.
- Services which are targeted to those who need them most, providing equality of opportunity and access to our services.
- Communities that come together to solve local problems in a sustainable way, by participating, working together and helping themselves for example through neighbourhood plans.
- More good quality, local homes for local people.
- Improved health and wellbeing of people living in our communities through sport, exercise and making the most of the outdoors and through a variety of cultural and leisure activities.
- Healthy communities, with reduced preventable ill health through public health interventions.

) Developing an outstanding local economy:

- An economy which attracts inward investment.

- An economy which stimulates startups and new businesses as well as supports existing businesses to grow to bring better paid jobs and increased wealth into East Devon.
- Generation of new income streams (reducing our dependence on Council Tax and government funding) adopting an approach which continues to weigh and balance commercial interests with community benefit and value.
- Greater investment and economic growth into East Devon by strategically working with neighbouring authorities and other agencies.
- Promotion of East Devon and the wider region to create value and enjoyment of the area.

) **Delivering and promoting our outstanding environment:**

- Protection and enhancement of our natural and built environment.
- Abundant leisure opportunities and quality open spaces.
- Controlling pollution of the air, land and water via education and appropriate enforcement of environmental legislation.
- Further reductions in the waste that East Devon produces.

) **Continuously improving to be an outstanding council. These aims are all about helping East Devon District Council to improve itself:**

- A culture that promotes continuous improvement, innovation, commercial thinking and new ways of working.
- Improved digital services giving customers the opportunity to self serve where they want to.
- Services which are as good as they can be using systems thinking principles.
- Skilled, motivated and engaged workforce.
- Helpful policies and the right technology to support our new ways of working (known as 'WorkSmart').
- A council that prioritises keeping our residents informed.

Projects must also be:

-) Registered on Crowdfunder as 'all or nothing' schemes. Monies pledged will only be released if the full fundraising target is reached within the timeframe. We will only pledge once 25% of the projects target has been met.
-) Capital projects or revenue costs where the benefits are long lasting. Capital projects are for material things like trees and buildings. Revenue costs can include things like salaries and events.
-) Sustainable projects, projects in a transition phase with an evidenced plan in place to become sustainable, or just starting up with a plan in place to become sustainable.
-) All grant money awarded must realistically be able to be spent within 12 months of receiving the grant offer letter.

3 What we won't fund:

-) Retrospective projects. Projects where work has already started before we've confirmed we've received back the signed grant offer letter.
-) Unsustainable projects. For example, projects that need to continue beyond the life of the funding but are unlikely to be able to.

-) Projects working with vulnerable people where there isn't a Safeguarding Policy and / or appropriately trained staff / volunteers.
-) Projects for organisations that have more than 12 months running costs in reserves.
-) Projects where planning permission is required but hasn't yet been given.
-) Funds that are required to help pay off debts.
-) Projects that promote religion or politics.
-) Projects that directly benefit individuals or for profit organisations.
-) Ongoing costs including ongoing maintenance costs, regular activities such as grass cutting, ongoing salaries, costs for the day to day running of an organisation, unless this is during a transition phase with documented evidence of how the project will become sustainable post transition.
-) Work that a statutory organisation has to do by law, for example Devon County Council, the Church or the NHS, unless this is over and above what they would ever provide.
-) Projects that have a negative effect on one or more of the priorities listed in our council plan. <http://eastdevon.gov.uk/council-and-democracy/council-business/our-plans/council-plans/>
-) We can't fund projects from more than one of our funding streams. So:
 - If your project has already received funding from Crowdfund East Devon scheme you can't receive anymore funding through it.
 - If your project has been previously funded by the Parishes Together Fund you can't apply to this fund: <http://eastdevon.gov.uk/grants-and-funding/parishes-together-fund/>
 - If your project is eligible for our Community Buildings Grants you can't apply to this fund: <http://eastdevon.gov.uk/grants-and-funding/community-buildings-fund/>
 - If your project is funded by our Communities Together Fund you won't receive a grant from us on Crowdfund Devon. If your project is funded by us on Crowdfund Devon you won't receive a grant from the Communities Together Fund. <http://eastdevon.gov.uk/grants-and-funding/communities-together-fund/>

4 **How much you can apply for**

-) Those eligible can apply for a maximum of 50% of total project costs, with a minimum of 50% of total project costs being funded from elsewhere.
-) Those eligible can apply for a minimum of £2,000 (so a minimum total project cost of £4,000) and a maximum of £10,000 (which would be a minimum of a £20,000 project, projects above this could receive funding but East Devon District Council's contribution would be £10,000 maximum).

5 **Additional information**

-) We reserve the right not to make a funding pledge to particular projects.
-) Depending on the nature of the project and the information given we may request additional information and assurances; requiring additional terms and conditions to apply, and will require in writing acceptance of any additional terms and conditions before agreeing to provide a grant.
-) Our fund is limited and will be allocated on a first come first served basis. Once it runs out we will not be able to fund subsequent projects.
-) Repayment of the fund can be required at the sole discretion of East Devon District Council if false information is supplied; there is a failure to spend the money in the allotted time period; the organisation becomes insolvent or there are any other breaches of the conditions or eligibility criteria.
-) Funds must only be spent as detailed in the project application.
-) Acknowledgement of Crowdfund East Devon support must be shown in project materials and publicity material by using the East Devon District Council logo available from the contact for this fund, and the words 'Crowdfund East Devon'.

6 Evaluation

All projects who receive match funding agree to provide the following within 3 months of project completion, and then again later on if requested:

-) At least 15 photographs of the project in action.
-) Copies of invoices and receipts.
-) A one page summary.

Crowdfund East Devon reserves the right to share information you have provided in public reports and publicity material.

FORM 1: FIRST STAGE ELIGIBILITY CHECK

Name of Group: Hawkchurch Community Shop

Application Eligibility		
Criteria	Yes	No
Is the application form <i>complete</i> ?	X	
Is the form <i>signed</i> ?	X	
Group Eligibility		
Criteria	Yes	No
Is the group a registered charity and standard Village Hall?		X
Is there a copy of the group's governing document? E.g. trust deed, mem & arts, constitution.	X	
Is there a long-term lease (i.e., 28 yrs or more from time of application) or is the land free-hold?	X	
Is there a copy of the most recent annual accounts?	X	
Is there less than one year's running costs in reserve?		X
Project Eligibility		
Is it an admissible type of project?	X	
Are there drawings or builders specifications, if applicable?	X	
Is the proposal not solely for land purchase?	X	
Have the works not yet started? NB: earlier phases and professional fees are admissible.	X	
Is it for capital works only?	X	
Will there be likely spend in 12 months from time of approval?	X	
Costs Eligibility		
Are there 3 quotes or a 'bill of quantities'?	X	
Is the grant requested no larger than £5,000?	X	
Is the overall project no larger than £750,000?	X	
a. Is the grant requested no larger than 1/3 of the overall project costs?	X	
b. Is there 1/3 of the funds from the group? NB. This is flexible, as long as the whole 2/3 is not from sole, large source e.g. lottery	X	
Do funding gained and cost of project match?	X	

ASSESSOR Comments:
 The constitution is registered in law with the FSA.

FORM 2: PRIORITY ASSESSMENT

Minimum score for each = 0, Maximum score for each = 5

	ITEM	Max. Score	Score Given
1	To what extent is the hall, itself, needed by the local community?	5	4
Comments: Hawkchurch Community Shop is open 363 days a year. There are no other shops in Hawkchurch, the nearest one is 5 miles away.			
2	To what extent are the works needed?	5	3
Comments: Fitting solar panels would make the shop more sustainable as it would reduce running costs, it's also more environmentally friendly.			
3	To what extent has the project been developed with community support?	5	5
Comments: The project has come from the community at a large scale village consultation last year.			
4	How well is the project planned (including works, advice and disability access)?	5	5
Comments: Well planned, with three quotes provided.			
5	How realistic is the funding package?	5	4
Comments: The shop itself is providing most of the other funding. The parish council and other fundraising are also contributing. A small amount is unconfirmed.			
Total Score:		25	21

ASSESSOR Comments:

FORM 3: SUMMARY SHEET FOR COMMITTEE

Name of Hall:

Hawkchurch Community Shop

This project is to add solar panels to Hawkchurch Community Shop, as already exist on Hawkchurch Village Hall. This is the only shop for 5 miles and reducing running costs by adding solar panels will help the shop become more sustainable and also be good for the environment. The project is well planned and they have nearly all the other funding in place.

Total Project Cost:

£6,400

Award Requested

£2,133

Recommendation

£

Funding Package:

Unconfirmed Funds:

£500

Shortfall:

£0

<u>Funds Applied For or Raised</u>	<u>Amount</u>	<u>In hand? Yes, No, or Unsuccessful</u>
Parish Council	£600	Yes
Fundraising	£0	
Hall contribution	£2,167	Yes
Grant:		
Locality Budgets	£1,000	Yes
Hawkchurch Fete Committee	£500	No
Total (if we give our grant)	£6,400	

Priority Scoring:

ITEM	SCORE (0-5)
1. Need for Hall	4
2. Need for proposed works	3
3. Local support	5
4. Planning of project	5
5. Funding package	4
TOTAL SCORE:	21

Assessment Summary:

East Devon District Council

Community Building Fund Application Form

2019 / 2020

Please read the guidance notes thoroughly before completing the application form.

IMPORTANT- If your application is incomplete by the deadline, it will not be assessed and will be returned to you.

Data Protection

Any personal information which you provide will be held and used by East Devon District Council for the purpose of your grant application. Your information will be held temporarily by SNAP Surveys Ltd who provide the software used for the application. Your information may also be shared within East Devon District Council for the purposes of carrying out our lawful functions. Otherwise your personal information will not be disclosed to anybody outside East Devon District Council without your permission, unless there is a lawful reason to do so, for example disclosure is necessary for crime prevention or detection purposes. Your information will be held securely and will not be retained for any longer than is necessary. There are a number of rights available to you in relation to our use of your personal information, depending on the reason for processing.

Further detail about our use of your personal information can be found in the relevant Privacy Notices which can be accessed online: <http://eastdevon.gov.uk/privacy>
 SNAP Surveys Ltd Privacy Policy: <https://www.snapsurveys.com/survey-software/privacy-policy-uk>

Eligibility checklist

1 Please answer the following questions. If you answer 'No' to any of them your project isn't eligible for this funding.

If your answer is 'No' to any of these and still submit an application, your application will not be considered and will be returned to you.

	Yes	No	Does not apply
Does your total project cost between £4,500 and £750,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your application to us for between £1,500 and £5,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have the vast majority of your match funding from other sources in place?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in an area not covered by a town council?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in East Devon?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
If the application is for a community building, is it used by a minimum of three separate and distinct user groups?	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Do you have permission from all the relevant organisations and people to carry out the project?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your project a capital project for non-removable items (not to help with running costs, routine repair or maintenance nor removable items such as chairs and crockery)? Please refer to guidance.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

2 Have you been awarded funding through our Community Buildings Grants scheme in the last two years?

- Yes - if yes, you aren't eligible for this funding
- No

A - Your contact details

3 Name of your community building:

HAWKCHURCH COMMUNITY SHOP LTD

4 What Parish is your community building in?

Community buildings in Town Council areas are not eligible.

HAWKCHURCH

The contact details below will be removed before the application is made public as part of the agenda and minutes of the decision making meeting. Please see section F and the start of the questionnaire for further information.

5 Main contacts name, position on the Committee, and address (including postcode):

MEERI WALLACE

6 Main contacts phone number:

01297 678 538

7 Main contacts e-mail (IN BLOCK CAPITALS):

HAWKCHURCHSHOP@GMAIL.COM

B - The legal status and management of your community building

8 Are you a registered charity?

- Yes
 No - please move onto question 9

If yes, what is your number?

9 Is your governing document a....

- Trust Deed
 Conveyance
 Lease
 Charity Commission Scheme
 Other - please write in below:
Constitution registered in law with the FSA.

10 In whom is the property vested? E.g. who are the holding/ custodian trustees?

- Named trustees
 Parish Council
 Official Custodian for Charities

11 Is your community building:

- Freehold
 Leasehold - please tell us how many years remain on the lease:

12 Are there any restrictive covenants in your governing document?

- Yes
 No - please move onto question 13

If yes, please specify:

C - About your project

13 Are there any other community buildings in the parish? If so, please tell us what they are and explain why the community building you are applying on behalf of is needed as well as the others.

HAWKCHURCH VILLAGE HALL IS ALSO A COMMUNITY BUILDING AND ALREADY HAS SOLAR PANELS.
HAWKCHURCH COMMUNITY SHOP PROVIDES DIFFERENT SERVICES TO THAT OF THE VILLAGE HALL.

There are no other shops in Hawkchurch. The nearest shops are in Axminster or Chard both approximately 5 miles from Hawkchurch.

14 Please explain in detail how regularly is your community building used and who uses it?

HAWKCHURCH COMMUNITY SHOP IS USED DAILY FOR APPROXIMATELY 363 DAYS OF THE YEAR. IT SERVES THE PARISHIONERS OF VILLAGE OF HAWKCHURCH, NEARBY HAMLETS AND VISITORS.

15 What is your project?

Please check the rules to make sure your project is eligible. In particular we can't fund routine maintenance and repair costs.

INSTALLATION OF SOLAR PANELS ON THE ROOF OF THE COMMUNITY SHOP.

16 Why do you want to carry out this project, why is it needed and what difference will it make?

WE WANT TO CARRY OUT THE PROJECT IN ORDER TO IMPROVE THE FACILITY IN THE VILLAGE, EXPAND ITS SUSTAINABILITY BY REDUCING LONG TERM OVERHEAD COSTS AND CONTRIBUTE TO A BETTER ENVIRONMENT.

Query - Were the community that were consulted supportive of the project to add solar panels?

Answer - Yes, it was suggested by the community at the consultation and the committee then included it as part of a bigger project.

17 How do you know this work is needed? Who and how have you consulted?

THE COMMUNITY BUILDING (SHOP) WOULD BENEFIT VIA THE REDUCTION IN UTILITY COSTS GENERATED BY THE SOLAR PANELS. THIS MAKES THE OVERALL BUILDING MORE SUSTAINABLE AND MORE EFFICIENT TO RUN, KEEPING PRICES OF GOODS AVAILABLE TO THE COMMUNITY AT MORE AFFORDABLE PRICES. THE SOLAR PANELS WERE CONSULTED WITH THE COMMUNITY WITHIN A LARGER CONSULTATION IN JANUARY/FEBRUARY 2018 AT A VILLAGE HALL PRESENTATION WHICH INCLUDED INPUT FROM THE CHILDREN AT THE LOCAL PRIMARY SCHOOL.

18 Has planning approval been given?

Yes- Planning application reference: _____

Not required

No- If no, why not:

INSTALLATION OF SOLAR PANELS DEEMED AS PERMITTED DEVELOPMENT, HOWEVER, WE HAVE BUDGETED FOR THIS IN CASE PLANNING IS REQUIRED.

19 Has building regulation approval been given?

Yes

Not required

No- If no, why not:

AWAITING FINAL DETAILS FOR SUBMISSION.

20 When do you intend to start this project and how long is work likely to take?

WE PLAN TO START THIS PROJECT IN OCTOBER/NOVEMBER 2019. WE ANTICIPATE IT WILL TAKE APPROXIMATELY 5 DAYS TO COMPLETE

D - Project costs and match funding

21 Can you claim the VAT back on any of your project costs?

- Yes - please apply for the costs without including the VAT you can claim back
- No - please apply for the project costs inclusive of VAT

22 Project costs (£)

Purchase of land	0
Purchase of building	0
Construction work	0
Adaptation/ repair work	0
Fixtures and fittings	5500
Car park	0
Other (please specify below)	
Professional Architect Fees	0
Professional Surveyor Fees	0
Professional Solicitor Fees	0
Disability access audit	0
Safety planning supervisor	0
Planning application/ Building Regulations	350.00
VAT	
Inflation/ contingency	550.00
Total Cost	6400.00

Please send us copies of quotations for the project, we would expect quotations from a minimum of three companies. If you don't send quotations you won't be eligible for the funding.

The three quotes are all within £170 of each other, for the purpose of this grant we accept the cheapest quote Current Energy Solutions £5400.00. However, all the quotes are only valid for 30 days and we will seek updated quotes when we know we are in a position to move forward.

23 Match Funding (£)

We do prefer to be final funder, please make sure you have at least the vast majority of your funding in place before applying

Grant you are requesting from EDDC 2133.00

Your contribution 2167.00

Grant from Parish Council- is this confirmed? 600.00

Yes

Other (please specify below and send evidence where possible) 1500.00

Locality Budget Fund £1000.00 Hawkchurch Fete Committee £500.00 (TBC)

Total 6400.00

Shortfall 0.00

Query - Are either / both the grants from the Locality Budget Fund and from Hawkchurch Fete Committee in hand?

Answer - The funds are not in our bank account at this time. Fete funds will be available in September 2019 and the locality budget fund are being processed as we speak, so could be in our bank account any day now.

E - Your finances

Please send your most recent set of approved annual accounts to us

F - East Devon District Councillor comments

24 Please ask your East Devon District Council Ward Member(s) for their comments on your project and write their name(s) and comment(s) in below:

If you don't know who your EDDC Councillor is you can find out online here: www.eastdevon.gov.uk/council-and-democracy/who-is-my-councillor/

Since I have been the elected member at District and County level for Hawkchurch, the Community Shop has gone from strength to strength and is totally underpinned by the unrivalled #community spirit that has been evident ever since I can remember. This is a simple case that we must support this vibrant #community support itself. The essential #community connectivity has also helped form the bedrock that, in turn, has helped Hawkchurch keep smiling from within and outside of this fantastic and much needed #community shop and the opportunity is now there that a new structure can truly mirror the efforts of the good people of Hawkchurch. Best Regards Ian Hall Axminster Division County Cllr Axminster Rural District Cllr (April 2019) As Ward member for Yarty, I am delighted to support your application for funding via the EDDC Community Building Fund. Your fund-raising efforts locally are to be applauded as the sums involved are not inconsiderable, and the project ticks all the boxes for assistance from this fund. I am delighted that the Parish Council was also able to contribute towards the project (putting their "eco" reserves to good use) and I wish you every success with the day-to-day management and operation of this invaluable community asset - I look forward to calling in for a coffee the next time I am thereabouts. My kindest regards Paul Cllr. Paul Hayward, Yarty ward Strategic Planning Committee Development Management Committee Audit and Governance Committee. (June 2019)

Section F- Checklist

25 Please check that you have included / sent the following with your application:

- Copy of governing document
- Details of offers / grants from any other funder / organisation
- A minimum of 3 quotes for total project costs
- Copy of most recent set of approved annual accounts

Optional documents to send us:

- Photographs, specifications and drawings
- Extract from your Parish Plan / Neighbourhood Plan
- Evidence from consultation e.g. letters of support from users
- Other

Please send all accompanying information by post or by e-mail to us:

Post: Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ

E-mail: jbuckley@eastdevon.gov.uk

26 Please click in the box below to indicate that you have understood that East Devon District Council is subject to Freedom of Information legislation. Unless your information is classed as confidential or protected under data protection legislation and policies it will be made public. This will be in the form of the agenda and minutes of the decision making meeting and to fit in with any other Freedom of Information requests. If any information you have given is exempt from disclosure under the Freedom of Information Act, it may be redacted before the remainder is published.

Find out more here: <http://eastdevon.gov.uk/access-to-information/freedom-of-information/>

If you don't tick this box your application can't go forward.



27 Signature of applicant:

Meeri Wallace

28 Date:

24/06/2019

Please complete this application form in full and click on the 'submit' button below to send your answers to us

Registered Number
31952R

Hawkchurch Community Shop Ltd

Accounts

31 March 2018

Hawkchurch Community Shop Ltd Accountants' Report

Accountants' Report To The Directors Of Hawkchurch Community Shop Ltd

You consider that the company is exempt from an audit For The Year Ended 31 March 2018. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the company at the end of the financial year and of its profit or loss for the financial year.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account and the Balance Sheet from the accounting records of the company and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.

TCAS Ltd
Chartered Certified Accountants

2 Victoria Hall
Coombe Lane
Axminster
Devon
EX13 5AX

Hawkchurch Community Shop Ltd
Profit And Loss Account
For The Year Ended 31 March 2018

	2018	2017
	£	£
Turnover	47,965	41,518
Other Income	250	114
Cost of Raw Materials and Consumables	(36,811)	(32,059)
Gross Profit	<u>11,404</u>	<u>9,573</u>
Depreciation	(1,296)	(1,525)
Other Charges	(4,367)	(4,828)
Profit Before Taxation	<u>5,741</u>	<u>3,220</u>
Tax	(1,290)	(724)
Profit	<u><u>4,451</u></u>	<u><u>2,496</u></u>

Hawkchurch Community Shop Ltd
Detailed Profit And Loss Account Items
For The Year Ended 31 March 2018

This schedule does not form part of the statutory accounts

	2018	2017
	£	£
Sales		
Sales	<u>47,965</u>	<u>41,518</u>
Other Income		
Other Operating Income	<u>250</u>	<u>114</u>
Cost of Raw Materials and Consumables		
Purchases	36,743	31,946
Decrease In Stocks	68	113
	<u>36,811</u>	<u>32,059</u>
Depreciation		
Depreciation	<u>1,296</u>	<u>1,525</u>
Other Charges		
Premises Costs:		
Rent	365	365
Rates	-	98
Light and Heat	1,484	1,737
Cleaning	31	6
	<u>1,880</u>	<u>2,206</u>
General Administrative Expenses:		
Telephone	344	276
Postage	40	20
Stationery and Printing	42	5
Bank Charges	508	388
Insurance	386	472
Repairs and Maintenance	269	458
Bad Debts	-	9
Sundry Expenses	163	122
	<u>1,752</u>	<u>1,750</u>
Legal and Professional Costs:		
Accountancy	544	515
Advertising and PR	56	227
Other Legal and Professional	135	130
	<u>735</u>	<u>872</u>
	<u>4,367</u>	<u>4,828</u>

Hawkchurch Community Shop Ltd
Detailed Balance Sheet Items
As At 31 March 2018

This schedule does not form part of the statutory accounts and should NOT be sent to HMRC

	2018	2017
	£	£
Fixed Assets		
Plant and Machinery	<u>7,343</u>	<u>8,639</u>
Current assets		
Stocks	3,521	3,589
Cash at Bank and In Hand	<u>22,434</u>	<u>16,123</u>
	<u>25,955</u>	<u>19,712</u>
Creditors: Amounts Falling Due Within One Year		
Trade Creditors	1,044	1,977
Corporation Tax	1,290	724
Other Taxes and Social Security Costs	838	(25)
Other Creditors	<u>(1)</u>	<u>(1)</u>
	<u>3,171</u>	<u>2,675</u>
Capital and Reserves		
Called Up Share Capital	3,166	3,166
Profit and Loss Account	<u>26,961</u>	<u>22,510</u>
	<u>30,127</u>	<u>25,676</u>
Profit and Loss Account		
Brought Forward	22,510	20,014
Profit	<u>4,451</u>	<u>2,496</u>
	<u>26,961</u>	<u>22,510</u>

Solar South West Ltd.

Meeri Wallace
Hawkchurch Community Shop,

Project reference: 1708
21/06/2019

Dear Meeri

Please find below our proposal for the installation of a 4.4 kWp solar PV system at the above address. Please be aware this is an indicative cost, based on the information we have gathered or have been provided by yourself. Should the proposal be of interest, a final quotation can be given subject to a site survey. This will enable us to confirm dimensions, electrical connections and access conditions at the property.

Equipment

Mounting	1	x	K2 Roof mounting system
Solar Panels	16	x	JA Solar JA Solar 275W Poly 5BB Cypress
Inverter	1	x	SMA Sunny Boy 3.68kW AV-40

Cost

Cost before VAT:	£5,498.49
VAT at 20%	£1,099.70
Total cost incl. VAT:	£6,598.19

Financial Projections

Annual system output has been calculated as: 4020 kWh (explained below). Savings have been calculated based on 65% self-consumption of generated electricity and a price from your supplier of £0.17/kWh. Since the end of the FiT, Octopus Energy has launched a new tariff that offers 5.5p/kWh for all exported power. Using this rate, income projections have been calculated based on export of the remaining generation (35%).

Year 1 Totals:

Export Tariff: £77.39
Savings on electricity bill: £444
Total financial benefit year 1: £521.39

Your income + savings will increase in value with inflation and as energy prices rise. Inflation has been factored at 3% to calculate the following 20 year project totals.

Project Totals:
Projected revenue over 20 years: £12779.95
Return over 20 years (total income minus total system cost): £6181.77
Internal Rate of Return: 10.32 %
Carbon emission savings: 2090.4 kg

Coombe Farm, Crewkerne, Somerset, TA18 8RR | 01460 279 571 | office@solarsouthwest.co.uk | www.solarsouthwest.co.uk

@SolarSW | @Solarsw | Solar South West Ltd. Registered in England 7336550. VAT No: 100 659 446



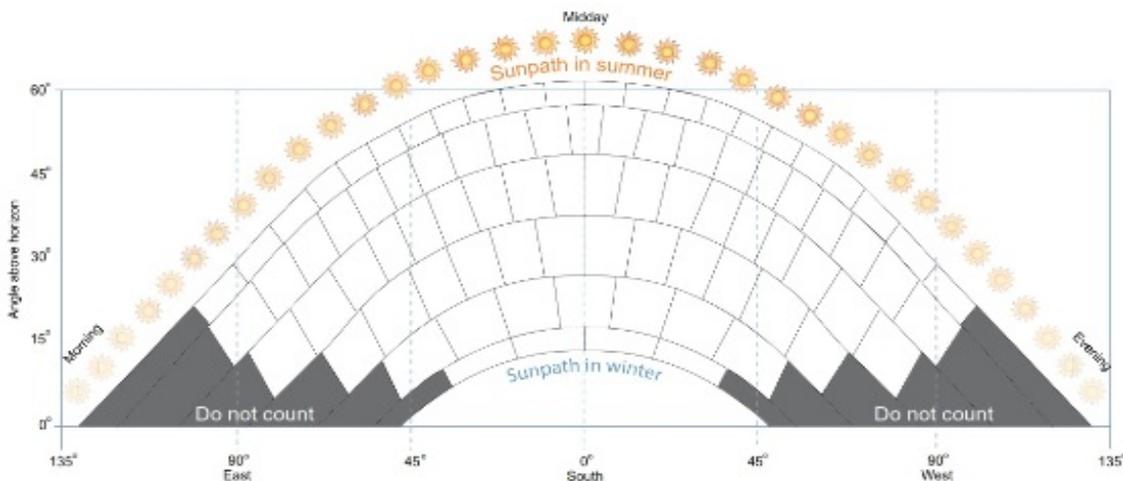
Annual output Performance Estimates

In order to present the most accurate estimation of annual output, we have used two different methods to calculate the predicted output of the proposed system. The Government Standard Assessment Procedure (SAP) has been used to calculate the output estimate as required by MCS. The second estimate has been calculated by proprietary PV system design software. The more accurate output prediction has been used to calculate financial projections.

SAP annual output estimate: **3216.00 kWh**

Design software annual output estimate: **4020.00 kWh**

The following sunpath diagram was used to calculate the shading factor which was used to estimate the annual performance output. It demonstrates the arcs of the sky that the sun passes through at different times of the day and year as yellow blocks. The shaded area indicates the horizon as seen from the location of the solar array.



Proposed installation data

Installed capacity: 4.4 kWp
 Orientation (degrees from South - S = 0°): 0°
 Inclination (degrees from horizontal): 19°
 Installed on: South facing roof

Please note that the performance of solar PV systems is impossible to predict exactly, due to the variability in the amount of solar radiation from location to location & from year to year. This should not be considered a guarantee of performance.

Yours sincerely,
 Nick Keeler,

Managing Director,
 Solar South West Ltd.



Coombe Farm, Crewkerne, Somerset, TA18 8RR | 01460 279 571 | office@solarsouthwest.co.uk | www.solarsouthwest.co.uk

@SolarSW | @SolarSW | @SolarSW | Solar South West Ltd. Registered in England 7336550. VAT No: 100 659 446

JAP60S01

260-280 1000V Cypress Series

MULTICRYSTALLINE SILICON SOLAR MODULE



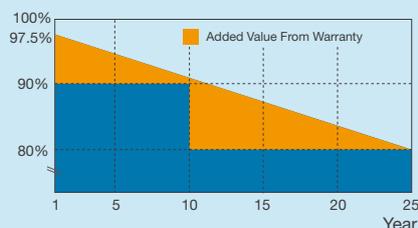
JA Solar Holdings Co., Ltd.

JA Solar Holdings Co.,Ltd is a world leading manufacturer of high-performance solar power products that convert sunlight into electricity for residential, commercial and utility-scale power generation. The company was founded in May 2005 and publicly listed on NASDAQ in February 2007. JA Solar has been the world's leading cell producer since 2010, and has firmly established itself as a tier 1 module supplier since 2012. Capitalizing on our strength in solar cell technology, we are committed to provide modules with unparalleled conversion efficiency, yield efficiency, and reliability to enable you to maximize your returns on PV projects. With its leading industry experience, continuous effort on R&D, customer-oriented service and solid financial status, JA Solar is your best choice of long-term trustworthy partner.

A d d : Building No.8, Nuode Center, Automobile Museum East Road, Fengtai District, Beijing, China
T e l : +86 (10) 63611888
F a x : +86 (10) 63611999
Email: sales@jasolar.com market@jasolar.com

Superior Warranty

- 12-year product warranty
- 25-year linear power output warranty



Key Features



5BB design reduces cell series resistance and stress between cell interconnectors to improve module reliability and conversion efficiency



High output, up to 17.12% module conversion efficiency



Certified with 1000V DC IEC standard



Anti-soiling surface reduces power loss from dirt and dust



Outstanding performance in low-light irradiance environments



Excellent mechanical load resistance: Certified to withstand high wind loads (2400Pa) and heavy snow loads (5400Pa)



Strong salt and ammonia resistance certified by TÜV NORD

Reliable Quality

- Positive power tolerance: 0~+5W
- Modules binned by current to improve system performance
- Potential Induced Degradation (PID) Resistant in accordance to IEC62804

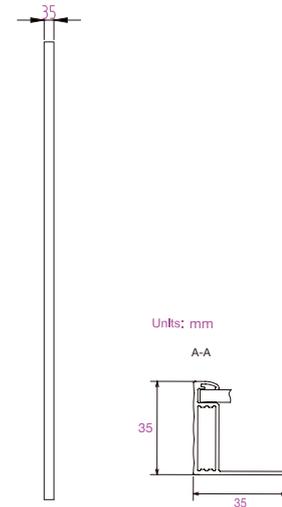
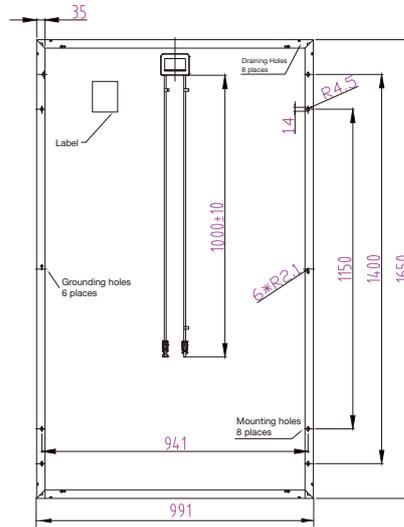
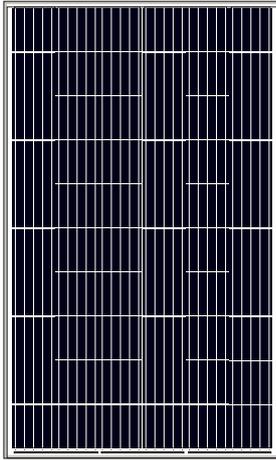
Comprehensive Certificates

- IEC 61215, IEC 61730, UL1703, CEC Listed, MCS and CE
- ISO 9001: 2008: Quality management systems
- ISO 14001: 2004: Environmental management systems
- BS OHSAS 18001: 2007: Occupational health and safety management systems
- Environmental policy: The first solar company in China to complete Intertek's carbon footprint evaluation program and receive green leaf mark verification for our products



Specifications subject to technical changes and tests. JA Solar reserves the right of final interpretation.

MECHANICAL DIAGRAMS



SPECIFICATIONS

Cell	Poly 156.75×156.75mm
Weight	18.2kg±3%
Dimensions	1650×991×35mm
Cable Cross Section Size	4mm ²
No. of Cells	60 (6×10)
Junction Box	IP67, 3 diodes
Connector	MC4 Compatible
Packaging Configuration	30 Per Pallet

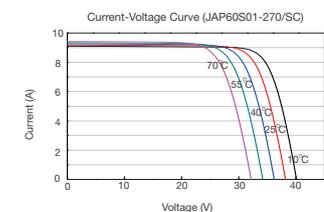
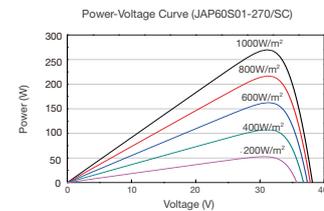
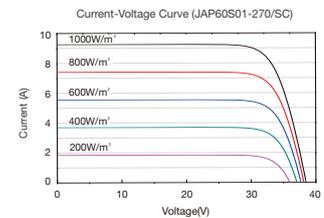
OPERATING CONDITIONS

Maximum System Voltage	1000V DC (IEC)
Operating Temperature	-40°C ~ +85°C
Maximum Series Fuse	20A
Maximum Static Load, Front Maximum Static Load, Back	5400Pa 2400Pa
NOCT	45±2°C
Application Class	Class A

ELECTRICAL PARAMETERS AT STC

TYPE	JAP60S01 -260/SC	JAP60S01 -265/SC	JAP60S01 -270/SC	JAP60S01 -275/SC	JAP60S01 -280/SC
Rated Maximum Power (Pmax) [W]	260	265	270	275	280
Open Circuit Voltage (Voc) [V]	37.74	37.95	38.17	38.38	38.65
Maximum Power Voltage (Vmp) [V]	30.71	30.92	31.13	31.34	31.61
Short Circuit Current (Isc) [A]	9.04	9.11	9.18	9.29	9.37
Maximum Power Current (Imp) [A]	8.47	8.57	8.67	8.77	8.86
Module Efficiency [%]	15.90	16.21	16.51	16.82	17.12
Power Tolerance	-0~+5W				
Temperature Coefficient of Isc (α _{Isc})	+0.058%/°C				
Temperature Coefficient of Voc (β _{Voc})	-0.330%/°C				
Temperature Coefficient of Pmax (γ _{Pmp})	-0.410%/°C				
STC	Irradiance 1000W/m ² , cell temperature 25°C, AM 1.5G				

CHARACTERISTICS



ELECTRICAL PARAMETERS AT NOCT

TYPE	JAP60S01 -260/SC	JAP60S01 -265/SC	JAP60S01 -270/SC	JAP60S01 -275/SC	JAP60S01 -280/SC
Rated Max Power (Pmax) [W]	192	196	200	204	207
Open Circuit Voltage (Voc) [V]	35.70	35.94	36.25	36.56	36.85
Max Power Voltage (Vmp) [V]	28.87	29.09	29.29	29.48	29.69
Short Circuit Current (Isc) [A]	7.20	7.23	7.27	7.33	7.40
Max Power Current (Imp) [A]	6.66	6.74	6.82	6.90	6.98
NOCT	Irradiance 800W/m ² , ambient temperature 20°C, wind speed 1m/s, AM 1.5G				

SUNNY BOY 3.0 / 3.6 / 4.0 / 5.0 including SMA SMART CONNECTED



**What's new:
The complete solution for
100% ease and comfort**

SMA Smart Connected

- Investment security included
- Automatic monitoring by SMA
- Proactive information and automatic service

Easy to Use

- Safe plug and play installation
- Commissioning via smartphone or tablet
- WLAN and intuitive webservice

Everything at a Glance

- Free online monitoring
- PV system data viewable via smartphone

Future-Proof

- SMA storage solutions, intelligent energy management and Smart-module technology can be added at any time
- Dynamic feed-in control

SUNNY BOY 3.0 / 3.6 / 4.0 / 5.0

More than just an inverter. Smaller, simpler and more convenient with SMA Smart Connected

The new Sunny Boy 3.0 – 5.0 succeeds the globally successful Sunny Boy 3000 – 5000TL. It is more than just a PV inverter: with the integrated SMA Smart Connected service, it offers all-round comfort for PV system operators and installers alike. The automatic inverter monitoring by SMA analyzes operation, reports irregularities and thus minimizes downtime.

The Sunny Boy is ideally suited to solar power generation in private homes. Thanks to its extremely light design and location of the external connections, the device can be quickly installed and easily commissioned thanks to the intuitive webservice.

Current communication standards mean that intelligent energy management solutions as well as SMA storage solutions can be flexibly added to the inverter at any time.

SMA SMART CONNECTED

The integrated service for ease and comfort

SMA Smart Connected* is the free monitoring of the inverter via the SMA Sunny Portal. If there is an inverter fault, SMA proactively informs the PV system operator and the installer. This saves valuable working time and costs.

With SMA Smart Connected, the installer benefits from rapid diagnoses by SMA. They can thus quickly rectify the fault and score points with the customer thanks to the attraction of additional services.



ACTIVATION OF SMA SMART CONNECTED

During registration of the system in the Sunny Portal, the installer activates SMA Smart Connected and benefits from the automatic inverter monitoring by SMA.



AUTOMATIC INVERTER MONITORING

SMA takes on the job of inverter monitoring with SMA Smart Connected. SMA automatically checks the individual inverters for anomalies around the clock during operation. Every customer thus benefits from SMA's long years of experience.



PROACTIVE COMMUNICATION IN THE EVENT OF FAULTS

After a fault has been diagnosed and analyzed, SMA informs the installer and end customer immediately by e-mail. Everyone is thus optimally prepared for the troubleshooting. This minimizes the downtime and saves time and money. The regular power reports also provide valuable information about the overall system.



REPLACEMENT SERVICE

If a replacement device is necessary, SMA automatically supplies a new inverter within one to three days of the fault diagnosis. The installer can contact the PV system operator of their own accord and replace the inverter.

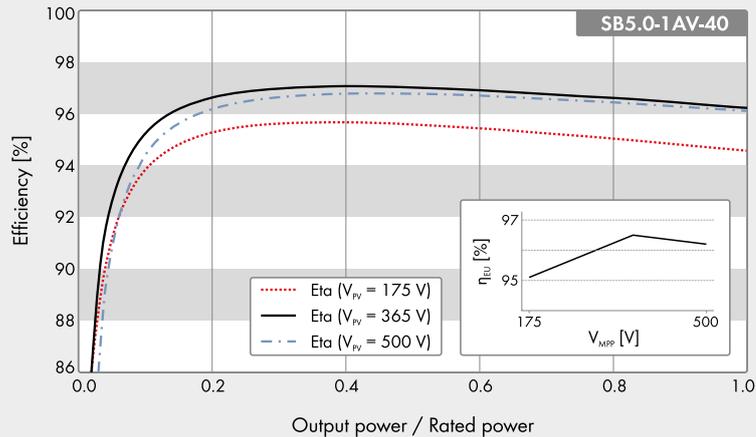


PERFORMANCE SERVICE

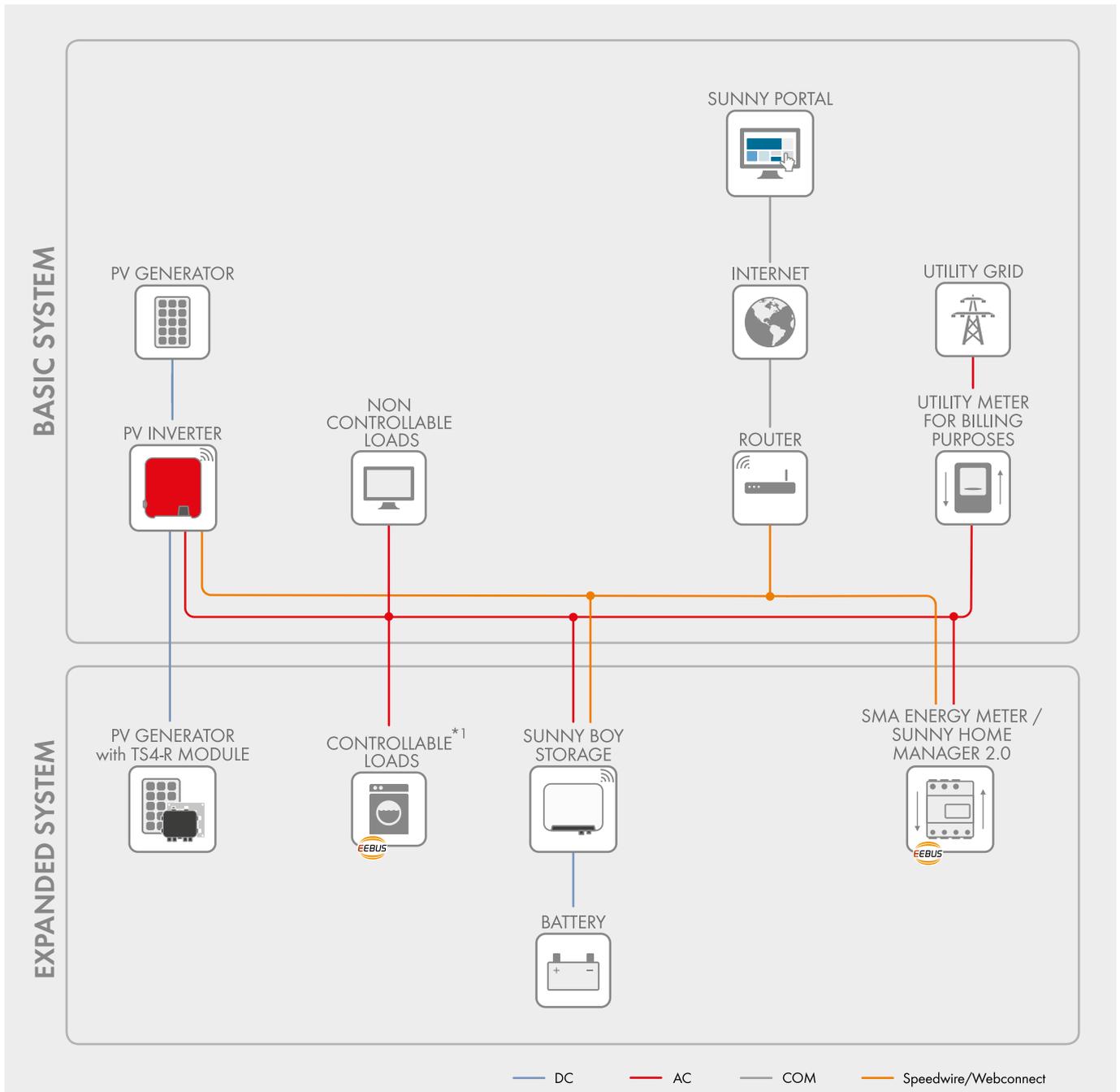
The PV system operator can claim compensation from SMA if the replacement inverter cannot be delivered within three days.

* Details: see document "Description of Services - SMA SMART CONNECTED"

Efficiency curve



Technical data	Sunny Boy 3.0	Sunny Boy 3.6	Sunny Boy 4.0	Sunny Boy 5.0
Input (DC)				
Max. generator power	5500 Wp	5500 Wp	7500 Wp	7500 Wp
Max. input voltage	600 V			
MPP voltage range	110 V to 500 V	130 V to 500 V	140 V to 500 V	175 V to 500 V
Rated input voltage	365 V			
Min. input voltage / initial input voltage	100 V / 125 V			
Max. input current input A / input B	15 A / 15 A			
Max. input current per string input A / input B	15 A / 15 A			
Number of independent MPP inputs / strings per MPP input	2 / A:2; B:2			
Output (AC)				
Rated power (at 230 V, 50 Hz)	3000 W	3680 W	4000 W	5000 W ¹⁾
Max. apparent power AC	3000 VA	3680 VA	4000 VA	5000 VA ²⁾
Nominal AC voltage / range	220 V, 230 V, 240 V / 180 V to 280 V			
AC power frequency / range	50 Hz, 60 Hz / -5 Hz to +5 Hz			
Rated power frequency / rated grid voltage	50 Hz / 230 V			
Max. output current	16 A	16 A	22 A ²⁾	22 A ²⁾
Power factor at rated power	1			
Adjustable displacement power factor	0.8 overexcited to 0.8 underexcited			
Feed-in phases / connection phases	1 / 1			
Efficiency				
Max. efficiency / European Efficiency	97.0% / 96.4%	97.0% / 96.5%	97.0% / 96.5%	97.0% / 96.5%
Protective devices				
Input-side disconnection point	●			
Ground fault monitoring / grid monitoring	● / ●			
DC reverse polarity protection / AC short circuit current capability / galvanically isolated	● / ● / -			
All-pole-sensitive residual-current monitoring unit	●			
Protection class (as per IEC 62103) / overvoltage category (according to IEC 60664-1)	I / III			
General data				
Dimensions (W / H / D)	435 mm / 470 mm / 176 mm (17.1 inches / 18.5 inches / 6.9 inches)			
Weight	16 kg (35.3 lb)			
Operating temperature range	-25°C to +60°C (-13°F to +140°F)			
Noise emission, typical	25 dB(A)			
Self-consumption (at night)	1.0 W			
Topology	Transformerless			
Cooling method	Convection			
Degree of protection (as per IEC 60529)	IP65			
Climatic category (as per IEC 60721-3-4)	4K4H			
Max. permissible value for relative humidity (non-condensing)	100%			
Equipment				
DC connection / AC connection	SUNCLIX / AC connector			
Display via smartphone, tablet, laptop	●			
Interfaces: WLAN, Speedwire / Webconnect	● / ●			
Warranty: 5 / 10 / 15 years	● / ○ / ○			
Certificates and approvals (more available upon request)	AS 4777, C10/11, CE, CEI 0-21, EN 50438, G59/3, G83/2, DIN EN 62109 / IEC 62109, NEN-EN50438, RD1699, SI 4777, UTE C15-712, VDE-AR-N 4105, VDE0126-1-1, VFR 2014 IEC 61727, NRS 097-2-1			
Certificates and approvals (planned)				
Country availability of SMA Smart Connected	AU, AT, BE, CH, DE, ES, FR, IT, LU, NL, UK			
● Standard features ○ Optional features - Not available				
Data at nominal conditions Status: May 2017				
1) 4600 W / 4600 VA according to VDE-AR-N 4105				
2) AS 4777: 21.7 A				
Type designation	SB3.0-1AV-40	SB3.6-1AV-40	SB4.0-1AV-40	SB5.0-1AV-40



BASIC SYSTEM functions

- Easy commissioning via integrated WLAN and Speedwire interface
- Maximum transparency thanks to visualization in the Sunny Portal / Sunny Places
- Safe investment through SMA Smart Connected
- Modbus as interface for third-party providers

EXPANDED SYSTEM functions

- Basic system functions
- Reduction in purchased electricity and increase in self-consumption through use of stored solar energy
- Maximum energy use thanks to forecast-based charging
- Increased self-consumption thanks to intelligent load control
- Maximum system yield through Smart module technology

With SMA Energy Meter*2

- Maximum system usage through dynamic limiting of feed-in to the grid between 0% and 100%
- Visualization of energy consumption

*1) via SMA radio-controlled socket or standardized data communication
 *2) from FW version 1.03.03

Performance of grid-connected PV

PVGIS-5 estimates of solar electricity generation:

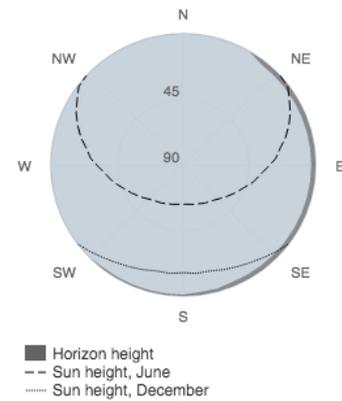
Provided inputs:

Latitude/Longitude: 50.800, -2.935
 Horizon: Calculated
 Database used: PVGIS-CMSAF
 PV technology: Crystalline silicon
 PV installed: 2.2 kWp
 System loss: 14 %

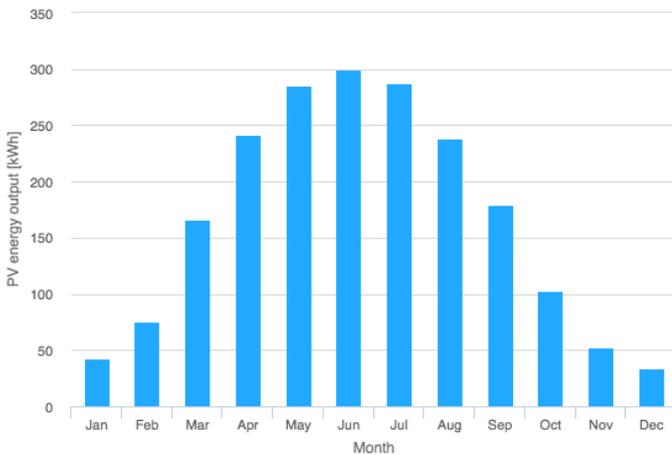
Simulation outputs

Slope angle: 19 °
 Azimuth angle: 90 °
 Yearly PV energy production: 2010 kWh
 Yearly in-plane irradiation: 1160 kWh/m²
 Year to year variability: 37.20 %
 Changes in output due to:
 Angle of incidence: -4.2 %
 Spectral effects: 1.4 %
 Temperature and low irradiance: -5.7 %
 Total loss: -21.2 %

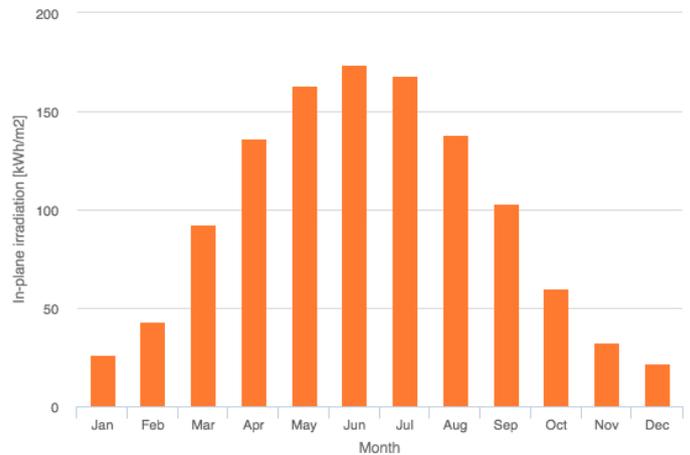
Outline of horizon at chosen location:



Monthly energy output from fix-angle PV system:



Monthly in-plane irradiation for fixed-angle:



Monthly PV energy and solar irradiation

Month	Em	Hm	SDm
January	43.2	26.4	4.79
February	75.2	43.2	8.79
March	166	92.5	18.8
April	242	136	24.4
May	286	163	14.1
June	300	174	36.2
July	288	168	22.1
August	238	138	25.5
September	179	103	10.5
October	103	60.1	8.41
November	52.9	32.2	7.03
December	34.2	21.8	3.9

Em: Average monthly electricity production from the given system [kWh].
 Hm: Average monthly sum of global irradiation per square meter received by the modules of the given system [kWh/m²].
 SDm: Standard deviation of the monthly electricity production due to year-to-year variation [kWh].

The European Commission maintains this website to enhance public access to information about its initiatives and European Union policies in general. Our goal is to keep this information timely and accurate. If errors are brought to our attention, we will try to correct them.
 However the Commission accepts no responsibility or liability whatsoever with regard to the information on this site. This information is: i) of a general nature only and is not intended to address the specific circumstances of any particular individual or entity; ii) not necessarily comprehensive, complete, accurate or up to date; iii) sometimes linked to external sites over which the Commission services have no control and for which the Commission assumes no responsibility; iv) not professional or legal advice (if you need specific advice, you should always consult a suitably qualified professional). Some data or information on this site may have been created or structured in files or formats that are not error-free and we cannot guarantee that our service will not be interrupted or otherwise affected by such problems. The Commission accepts no responsibility with regard to such problems incurred as a result of using this site or any linked external sites.

Performance of grid-connected PV

PVGIS-5 estimates of solar electricity generation:

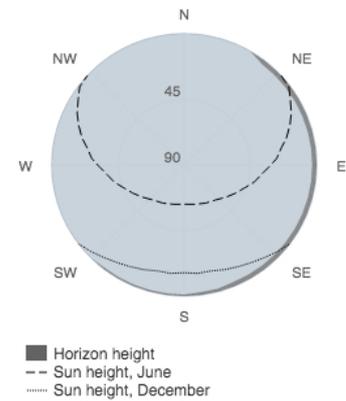
Provided inputs:

Latitude/Longitude: 50.800, -2.935
 Horizon: Calculated
 Database used: PVGIS-CMSAF
 PV technology: Crystalline silicon
 PV installed: 2.2 kWp
 System loss: 14 %

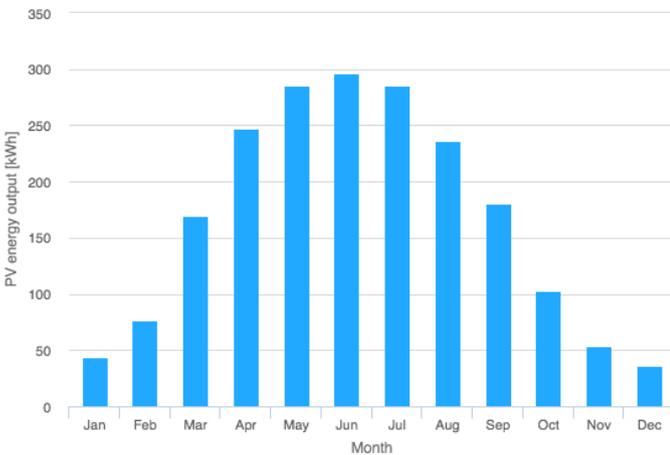
Simulation outputs

Slope angle: 19 °
 Azimuth angle: -90 °
 Yearly PV energy production: 2010 kWh
 Yearly in-plane irradiation: 1160 kWh/m²
 Year to year variability: 43.50 %
 Changes in output due to:
 Angle of incidence: -4.2 %
 Spectral effects: 1.4 %
 Temperature and low irradiance: -5.6 %
 Total loss: -21.1 %

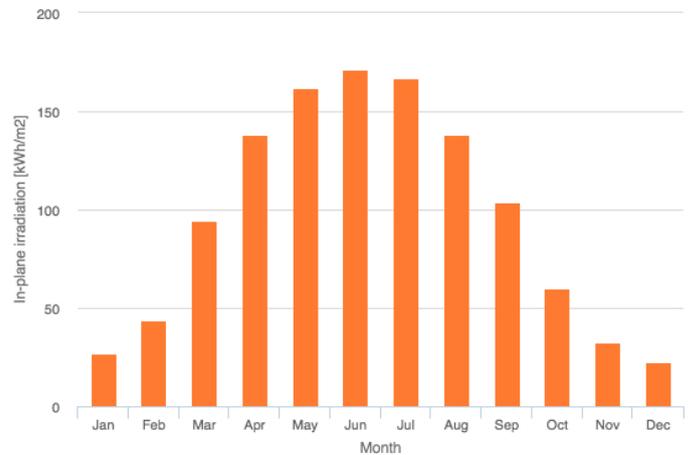
Outline of horizon at chosen location:



Monthly energy output from fix-angle PV system:



Monthly in-plane irradiation for fixed-angle:



Monthly PV energy and solar irradiation

Month	Em	Hm	SDm
January	43.9	26.7	5.3
February	76.9	44	9.39
March	169	94.1	16.9
April	247	138	22.3
May	285	162	16.4
June	296	171	41.2
July	286	167	23.2
August	236	138	25.3
September	181	104	13.1
October	103	60.1	8.05
November	53.4	32.4	7.81
December	35.7	22.6	4.27

Em: Average monthly electricity production from the given system [kWh].

Hm: Average monthly sum of global irradiation per square meter received by the modules of the given system [kWh/m²].

SDm: Standard deviation of the monthly electricity production due to year-to-year variation [kWh].

Solar PV

2 messages

Ian Crabbe | Evergreen <ian@evergreensw.co.uk>
To: Hawkchurch Shop <hawkchurchshop@gmail.com>

Sat, Nov 24, 2018 at 9:57 AM

Hello Meeri.

I've had a good look at the solar.

If we can fit 'the rest' of the panels on the north west facing roof - which is not ideal, but well worth having - at a push I am hopeful that we can supply and fit a 4.8kW system consisting of 16 JA Solar all black panels, with SolarEdge technology for £5,850 inc VAT @5%

(Again, you'd have to check the VAT rate, but usually 5% for renewable technologies). If this doesn't quite fit, then the alternative would be a smaller, and therefore less expensive system.

This is only £100 more than my original estimate, but this option is more than 1kW bigger. It will come with online monitoring which will show all the information I described before. You can display this information in the shop if you think people would be interested?

Just the electrical to do and I will have that to you on Monday.

Have a good weekend.

Regards,

Ian

--



Ian Crabbe
Director
Evergreen Renewable Energy Ltd
T: 01297 443209



This email has been checked for viruses by AVG antivirus software.
www.avg.com

Hawkchurch Shop <hawkchurchshop@gmail.com>
To: Chris Baigent <chrisbaigent@aol.com>, Meeri Wallace <meerijwallace@gmail.com>

Sat, Nov 24, 2018 at 12:02 PM

[Quoted text hidden]

Hawkchurch Shop-Solar Panels

Stuart Houghton <stuart@currentenergysolutions.co.uk>
To: Hawkchurch Shop <hawkchurchshop@gmail.com>

Tue, Jun 18, 2019 at 7:10 PM

Hi Meeri,

Based on the plans you supplied and the limitations imposed by the Distribution Network Operator (they operate the national grid) a 5.6 kW system can be installed on the roof. Eight modules would be installed on the front and Nine on the back.

The system would comprise of 17 x All black 330 Watt Q Cell modules connected to Solar Edge optimisers and inverter. I have chosen Solar Edge to help minimise the effects of the shading as the sun progresses across from the front to the rear of the roof. Solar Edge also has extensive monitoring (provided that the shop has an internet connection ?) This allows me and whoever you chose to access the system to see what is being generated, exported and also consumed in the shop, you can also post this information on the shop's website if it has one.

Warranty.

Our Workmanship 6 years

Q Cell modules 12 years covering the actual construction and 25 Years the performance.

Solar Edge Inverter 12 years

Solar Edge Optimisers 25 years

The rails will be secured to the roof by a standard rafter bolt which is normally fixed to the rafters. The plans did not show the rafter layout but the spacing between the rafter bolts can't be greater than around 1.2m, perhaps this needs checking with the building manufacturer?

This system would be expected to generate approximately 4600 kWh's per year.

Total cost including all labour and materials £ 5400. VAT @ 20% will be added to the final invoice making the total to be paid £ 6480.00

I hope that this information is all that you require but if I can be of any more help please do not hesitate to get back to me.

Kind regards

Stuart Houghton

[Quoted text hidden]

FORM 1: FIRST STAGE ELIGIBILITY CHECK

Name of Group: Dalwood Community Shop and Post Office

Application Eligibility		
Criteria	Yes	No
Is the application form <i>complete</i> ?	X	
Is the form <i>signed</i> ?	X	
Group Eligibility		
Criteria	Yes	No
Is the group a registered charity and standard Village Hall?		X
Is there a copy of the group's governing document? E.g. trust deed, mem & arts, constitution.	X	
Is there a long-term lease (i.e., 28 yrs or more from time of application) or is the land free-hold?		X
Is there a copy of the most recent annual accounts?	X	
Is there less than one year's running costs in reserve?		X
Project Eligibility		
Is it an admissible type of project?	X	
Are there drawings or builders specifications, if applicable?	X	
Is the proposal not solely for land purchase?	X	
Have the works not yet started? NB: earlier phases and professional fees are admissible.	X	
Is it for capital works only?	X	
Will there be likely spend in 12 months from time of approval?	X	
Costs Eligibility		
Are there 3 quotes or a 'bill of quantities'?	X	
Is the grant requested no larger than £5,000?	X	
Is the overall project no larger than £750,000?	X	
a. Is the grant requested no larger than 1/3 of the overall project costs?	X	
b. Is there 1/3 of the funds from the group? NB. This is flexible, as long as the whole 2/3 is not from sole, large source e.g. lottery		X
Do funding gained and cost of project match?		X

ASSESSOR Comments:
 Only have a 7 year lease for the rest of the shop, but that lease is with EDDC. Feedback from Estates is that we can't see why we would be opposed to renewing it. They are an Industrial and Provident Society. There are a wide variety of funding sources for the project. They have over a years running costs in reserve, but £3,750 of this is going towards the project, and it is a community shop rather than a village hall.

FORM 2: PRIORITY ASSESSMENT

Minimum score for each = 0, Maximum score for each = 5

	ITEM	Max. Score	Score Given
1	To what extent is the hall, itself, needed by the local community?	5	2
Comments: The community shop and post office themselves are well used and continually improving. This project is to add a small meeting area with coffee machine onto that. The pub serve coffee at lunchtimes but some people who have asked for this project have said they wouldn't use the pub.			
2	To what extent are the works needed?	5	2
Comments: There are few spontaneous meeting places in the village. The idea is that this would help reduce isolation in a rural area by providing a spontaneous, social meeting place and also that it would make the well used shop and post office more sustainable. However, compared to other projects there isn't as much need.			
3	To what extent has the project been developed with community support?	5	4
Comments: The community has asked for it and some members of the community have donated money towards it. There are several letters of support as part of the application. The community shop and post office being safeguarded is in the Neighbourhood Plan, and this would help them become more sustainable.			
4	How well is the project planned (including works, advice and disability access)?	5	5
Comments: Well planned, with plans and conditional planning permission provided.			
5	How realistic is the funding package?	5	4
Comments: Have the majority of the funding in place for the £32,950 project, £5,500 unconfirmed but applied for and any shortfall will be met from shop reserves.			
Total Score:		25	17

ASSESSOR Comments:

FORM 3: SUMMARY SHEET FOR COMMITTEE

Name of Hall:

Dalwood Community Shop and Post Office

The community shop and post office themselves are well used. This project is to add a small meeting area with seating and a coffee machine in it. The idea is that this would help reduce isolation in a rural area by providing a spontaneous, social meeting place and also that it would make the well used shop and post office more sustainable. The community shop and post office being safeguarded is in the Neighbourhood Plan, and this would help them become more sustainable. They have letters of support from the community, and have raised a lot through fundraising in the community. There is a pub who serve coffee at lunchtimes but some people who have asked for this project have said they wouldn't use the pub. There are other meeting places in Dalwood, but they need to be pre-booked.

Total Project Cost:

£32,950

Award Requested

£2,500

Recommendation

£

Funding Package:

Unconfirmed Funds:

£5,500

Shortfall:

£0

<u>Funds Applied For or Raised</u>	<u>Amount</u>	<u>In hand? Yes, No, or Unsuccessful</u>
Parish Council	£3,500	Yes
Fundraising	£17,700	Yes
Fundraising	£5,500	No
Hall contribution	£3,750	Yes
Grant:		
None	£0	
Total (if we give our grant)	£32,950	

Priority Scoring:

ITEM	SCORE (0-5)
1. Need for Hall	2
2. Need for proposed works	2
3. Local support	4
4. Planning of project	5
5. Funding package	4
TOTAL SCORE:	17

Assessment Summary:

East Devon District Council Community Building Fund Application Form 2019 / 2020

Please read the guidance notes thoroughly before completing the application form.

IMPORTANT- If your application is incomplete by the deadline, it will not be assessed and will be returned to you.

Data Protection

Any personal information which you provide will be held and used by East Devon District Council for the purpose of your grant application. Your information will be held temporarily by SNAP Surveys Ltd who provide the software used for the application. Your information may also be shared within East Devon District Council for the purposes of carrying out our lawful functions. Otherwise your personal information will not be disclosed to anybody outside East Devon District Council without your permission, unless there is a lawful reason to do so, for example disclosure is necessary for crime prevention or detection purposes. Your information will be held securely and will not be retained for any longer than is necessary. There are a number of rights available to you in relation to our use of your personal information, depending on the reason for processing.

Further detail about our use of your personal information can be found in the relevant Privacy Notices which can be accessed online: <http://eastdevon.gov.uk/privacy>

SNAP Surveys Ltd Privacy Policy: <https://www.snapsurveys.com/survey-software/privacy-policy-uk>

Eligibility checklist

1 Please answer the following questions. If you answer 'No' to any of them your project isn't eligible for this funding.

If your answer is 'No' to any of these and still submit an application, your application will not be considered and will be returned to you.

	Yes	No	Does not apply
Does your total project cost between £4,500 and £750,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your application to us for between £1,500 and £5,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have the vast majority of your match funding from other sources in place?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in an area not covered by a town council?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in East Devon?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
If the application is for a community building, is it used by a minimum of three separate and distinct user groups?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have permission from all the relevant organisations and people to carry out the project?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your project a capital project for non-removable items (not to help with running costs, routine repair or maintenance nor removable items such as chairs and crockery)? Please refer to guidance.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

2 Have you been awarded funding through our Community Buildings Grants scheme in the last two years?

- Yes - if yes, you aren't eligible for this funding
 No

A - Your contact details

3 Name of your community building:

Dalwood Community Shop and Post Office

4 What Parish is your community building in?

Community buildings in Town Council areas are not eligible.

Dalwood Parish East Devon

The contact details below will be removed before the application is made public as part of the agenda and minutes of the decision making meeting. Please see section F and the start of the questionnaire for further information.

5 Main contacts name, position on the Committee, and address (including postcode):

Mrs Shelagh Beak Secretary to the Shop Management Committee The Leys , Dalwood ,Axminster, Devon EX13 7HA

6 Main contacts phone number:

01404 881760

7 Main contacts e-mail (IN BLOCK CAPITALS):

SHELAGH.BEAK@GMAIL.COM

B - The legal status and management of your community building

8 Are you a registered charity?

- Yes
 No - please move onto question 9

If yes, what is your number?

9 Is your governing document a....

- Trust Deed
 Conveyance
 Lease
 Charity Commission Scheme
 Other - please write in below:

10 In whom is the property vested? E.g. who are the holding/ custodian trustees?

- Named trustees
 Parish Council
 Official Custodian for Charities

11 Is your community building:

- Freehold
 Leasehold - please tell us how many years remain on the lease:

7 YEARS We
anticipate EDDC will
renew the lease due

See
below

12 Are there any restrictive covenants in your governing document?

- Yes
 No - please move onto question 13

If yes, please specify:

Hi Jamie,

I can't see that we'd be opposed to the extension subject to agreeing terms.

As a piece of work, it's in our workplan, but we won't be able to pick it up until August due to other priorities.

Cheers

Senior Estates Surveyor, Property Services

C - About your project

13 Are there any other community buildings in the parish? If so, please tell us what they are and explain why the community building you are applying on behalf of is needed as well as the others.

Village Hall Recreation Field Pavilion The Village Hall is too large and impersonal for the requirement of a smaller more congenial meeting place The Pavilion is on the edge of the village. Both would require pre booking which would preclude spontaneous arrangements

there are no coffee shops or cafes in the village which is why the residents are so keen. The only other meeting places would be the Village Hall or Pavilion as mentioned.

The pub would serve coffee between 1130am and 3.00pm but the residents who have asked for our coffee shop have already said they would not go to the Pub

14 Please explain in detail how regularly is your community building used and who uses it?

The shop is open 7 days a week Monday -Friday 8.30am-6.00pm Saturday 8.30am-4.00pm Sunday 8.30am-12.30pm The Post Office is open Monday and Tuesday plus Thursday 9.00am-11.30am. With no banks in Axminster the PO is a valuable asset. A large proportion of the village use the shop and PO on a regular basis The village is very picturesque with some attractive footpaths and attracts many walkers who also use the shop. We are a registered Water Replacement Point.

15 What is your project?

Please check the rules to make sure your project is eligible. In particular we can't fund routine maintenance and repair costs.

The Community Shop was converted and extended from 1 of 3 EDDC garages leased to the Shop 18 years ago. 7 years later the Council allowed an extension into the adjacent unused garage. As the 3rd garage is not likely to become available the project is a brick and glass extension to the existing shop on the current window end to create an informal familiar and welcoming meeting place within the village. This will have a quality hot drinks machine 2 tables and 8 chairs a, book exchange facility plus Tourist information publications..

16 Why do you want to carry out this project, why is it needed and what difference will it make?

. We want to carry out the project to response to a long standing ambition of the village residents to provide a familiar and welcoming meeting place within the village where they and visitors can meet over a hot drink It will be of great benefit to all residents but especially the older and single residents who can feel isolated. It will make a big difference to know there is somewhere close by where they can socialise outside their own surroundings The opening times of the shop provide a good time frame during the day.

we anticipate an increase in footfall at the shop creating an increase in income from the machine and the additional sale of products stocked. it has been proved the longer customers stay in the shop chatting the more they see to buy!

In the past 17years we have extended into the adjacent garage, installed solar panels, completely refitted the sales area and recently upgraded our electronic till system. With each improvement the shop has become more sustainable

Apart from the Solar panel installation, funding has come from the village or shop reserves

17 How do you know this work is needed? Who and how have you consulted?

Shareholders and users of the shop have suggested the idea of a Coffee shop at several AGMs but this was not feasible in the past but before last year's AGM a constructive suggestion was made to build a brick and glass extension to the window end of the Shop.A vote was taken on the suggestion at the 2018 AGM which was almost unanimously in favour of the proposal. We also held an EGM with proposed plans plus a questionnaire survey based in the shop to ensure other customers were also in favour. The results were also very positive. The amount of money pledged by individuals and village organisations indicates their support for the project. We applied for planning permission and permission to build from EDDC who are our landlords.Both requests were granted Please see letters of support

18 Has planning approval been given?

- Yes- Planning application reference:_____
- Not required
- No- If no, why not:
Planning permission number 18/0941/FUL

19 Has building regulation approval been given?

- Yes
- Not required
- No- If no, why not:
Applied for not yet received

We have received a report our application and the queries are mainly technical with the exception of the right hand side wall which is continued on the front. Mick has redrawn the plans showing this amendment and returned this and replied to all their queries I can get Mick liver to send you a copy if you wish.

20 When do you intend to start this project and how long is work likely to take?

Summer 2019 2 months

D - Project costs and match funding

21 Can you claim the VAT back on any of your project costs?

- Yes - please apply for the costs without including the VAT you can claim back
- No - please apply for the project costs inclusive of VAT

22 Project costs (£)

Purchase of land	Nil
Purchase of building	Nil
Construction work	£27,950
Adaptation/ repair work	Nil
Fixtures and fittings	
Car park	Nil
Other (please specify below)	£500
Lease Extension	
Professional Architect Fees	Nil Donated
Professional Surveyor Fees	£2000
Professional Solicitor Fees	£500
Disability access audit	Nil
Safety planning supervisor	Nil
Planning application/ Building Regulations	
VAT	
Inflation/ contingency	£2000

Total Cost £32,950

We have accepted the quote from Derek Gould

Please send us copies of quotations for the project, we would expect quotations from a minimum of three companies. If you don't send quotations you won't be eligible for the funding.

23 Match Funding (£)

We do prefer to be final funder, please make sure you have at least the vast majority of your funding in place before applying

Grant you are requesting from EDDC **£2,500**

Your contribution **£3,750**

Grant from Parish Council- is this confirmed? **£3500**

Confirmed Council meeting 21/5/2019

Other (please specify below and send evidence where possible) **£23,200**

See attached list

**£17,700 confirmed
£5,500 unconfirmed - see accompanying information for details.**

Total **£32,950**

Shortfall **£0 if £5,500 of unconfirmed funding is realised.**

Given the warm reception the requests have already received we do not expect a large shortfall to occur

Further, as we are not, at this stage, able to detail the actual processes of filling the gap as we have no idea of how much the amount may be

However, given the history of fund raising in Dalwood we are fully confident of our ability to counter any such shortage

Any shortfall where funds are not realised will be made from Shop reserves.

This current project is more ambitious than our other undertakings but we are certain we can achieve the ambitions of the residents within the budget.

E - Your finances

Please send your most recent set of approved annual accounts to us

F - East Devon District Councillor comments

24 Please ask your East Devon District Council Ward Member(s) for their comments on your project and write their name(s) and comment(s) in below:

If you don't know who your EDDC Councillor is you can find out online here: www.eastdevon.gov.uk/council-and-democracy/who-is-my-councillor/

Jamie I would like to please ask that if there is any available funding to help Dalwood community shop progress it's vision and help it become more sustainable, I am one hundred percent behind helping the shop and have used some budget from Devon County funds to help with the scheme. The shop is a really well used asset in Dalwood and supported by customers from some of the surrounding villages so it is vital to help the volunteers who make this unique shop the success that it has become. Regards Iain Chubb.

Section F- Checklist

25 Please check that you have included / sent the following with your application:

- Copy of governing document
- Details of offers / grants from any other funder / organisation
- A minimum of 3 quotes for total project costs
- Copy of most recent set of approved annual accounts

Optional documents to send us:

- Photographs, specifications and drawings
- Extract from your Parish Plan / Neighbourhood Plan
- Evidence from consultation e.g. letters of support from users
- Other

Please send all accompanying information by post or by e-mail to us:

Post: Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ

E-mail: jbuckley@eastdevon.gov.uk

26 Please click in the box below to indicate that you have understood that East Devon District Council is subject to Freedom of Information legislation. Unless your information is classed as confidential or protected under data protection legislation and policies it will be made public. This will be in the form of the agenda and minutes of the decision making meeting and to fit in with any other Freedom of Information requests. If any information you have given is exempt from disclosure under the Freedom of Information Act, it may be redacted before the remainder is published.

Find out more here: <http://eastdevon.gov.uk/access-to-information/freedom-of-information/>

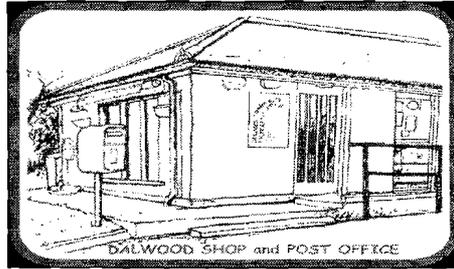
If you don't tick this box your application can't go forward.



27 Signature of applicant:

28 Date:

Please complete this application form in full and click on the 'submit' button below to send your answers to us



Dalwood Community Shop Association Ltd

**Annual General Meeting
May 3rd 2019**

Financial Reports

Year Ended March 31st 2019

Page 1 Profit & Loss Statement

Page 2 Balance Sheet

Unaudited at time of AGM

DALWOOD COMMUNITY SHOP ASSOCIATION LTD

PROFIT & LOSS ACCOUNT

YE MARCH 31st 2019

Unaudited at time of AGM	£	2019	£	2018	
Sales		43,328		42,205	1,123
Cost of Sales					0
Opening Stock	6,146		5,900		0
Plus Purchases	36,297		35,093		0
Less Closing Stock	<u>-7,053</u>	35,390	<u>-6,146</u>	<u>34,847</u>	543
					0
Gross Profit (Sales-Cost)		7,938		7,358	580
	G.P. %	18.32%		17.43%	
Other Income					
Interest Received	0		0		0
Grant	0		0		0
Hall Lottery Scheme	205		240		-35
Plunkett Prize	0		0		0
Feed-in tariff	782	987	914	1,154	-132
					0
Overheads					0
Light, Heat & Water	2,611		2,915		-304
Repairs & Maintenance	473		1,421		-948
Rent & Rates	650		650		0
Depreciation	609		635		-26
Dumped stock	269		223		46
Insurance	404		398		6
Till Overs/Unders	80		-49		129
Statutory Fees & Licences	165		191		-26
Shop use of stock	196		192		4
Software	279		279		0
Printing & Stationery	176		60		116
Chip & PIN costs	404		283		121
Telephone. Postage etc	295		312		-17
Sundries (Incl Donations)	30		40		-10
Advertising	352		415		-63
Petrol & Mileage	0		0		0
CT Refund	0		-156		156
Professional Fees	182		315		-133
Christmas Party	88		84		4
CofFee Shop Extension	327				
2017 System upgrade	0	7,590	120	8,328	-120
Net Profit / (Loss) before tax		<u>1,335</u>	794	<u>184</u>	
Taxation as calculated		TBA		-122	
Retained Profit / (Loss)		1,335		62	

DALWOOD COMMUNITY SHOP ASSOCIATION LTD

BALANCE SHEET YEAR ENDED March 31st 2019

		2019		2018
Unaudited at time of AGM				
Fixed Assets				
Opening Balance	2,545		3,159	
Acquired in Year	3,272		20	
	<u>5,817</u>		<u>3,179</u>	
Grants	0		0	
Depreciation	<u>-609</u>	5,208	<u>-635</u>	2,544
Current Assets				
Stock	7,053		6,146	
Prepayments	0		0	
Cash at Bank	13,513		15,778	
Sundry Debtor	0		0	
Cash Floats	209		187	
Recoverable VAT	358			
Petty Cash	<u>0</u>	21,133	<u>0</u>	22,111
Current Liabilities				
Trade Creditors	-338		0	
Payable VAT	0		22	
Corporation Tax 2018	-122			
Corporation Tax 2019		<u>-460</u>	<u>-122</u>	<u>-100</u>
Net Current Assets		25,881		24,555
Long Term Liabilities				
Bonds & Vouchers	-1,800	-1,800	-1,830	-1,830
Assets - Liabilities		24,081		22,725
Represented by:				
Share Capital	380		360	
Profit/(Loss) brought forward	22,366		22,303	
Current Year's Profit/(Loss)	1,335	24,081	62	22,725
Profits Carried Forward	23,701		22,365	
		0		

TOWN AND COUNTRY PLANNING ACT 1990

GRANT OF CONDITIONAL PLANNING PERMISSION

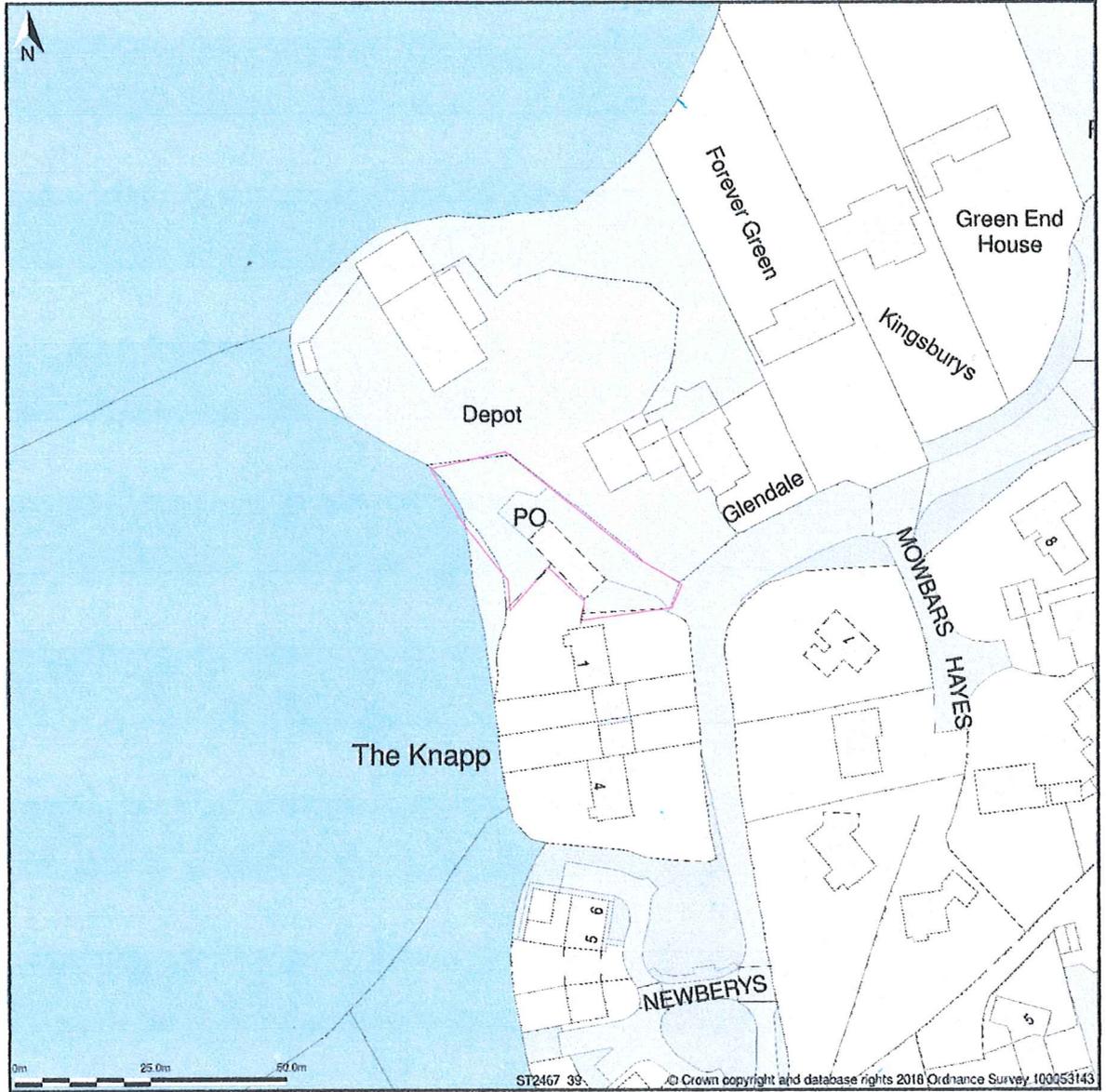
Applicant: Mr Michael Oliver	Application No: 18/0941/FUL
Address: The Barn Lower Corry Farm Dalwood	Date of Registration: 23 April 2018
Agent: Mr Michael Oliver	Date of Decision: 29 June 2018
Address: Lower Corry Farm, The Barn Road Past Lower Corry Farm Dalwood EX13 7HJ	
Proposal: Extension to the village shop	
Location: Dalwood Village Shop The Knapp Dalwood Axminster EX13 7EJ	

The Council hereby grants permission to carry out the development described in the application and the plans attached thereto subject to the following conditions :

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission and shall be carried out as approved.
(Reason - To comply with section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).
2. The development hereby permitted shall be carried out in accordance with the approved plans listed at the end of this decision notice.
(Reason - For the avoidance of doubt.)
3. The windows hereby approved on the Proposed West Facing elevation on drawing number 2018/16 shall be obscure glazed before the first use of the extension.
Thereafter the approved windows and shall be retained with obscure glazing.
(Reasons: In the interests of the amenity of the adjoining occupiers in accordance with Policies D1 - Design and Local Distinctiveness and E12 - Neighbourhood Centres and Shops of the East Devon Local Plan 2013-2031).

NOTE FOR APPLICANT

Dalwood Village Shop. The Knapp, Road From Hutchings Farm To Carters Cross, Dalwood, Devon, EX13 7EJ



Site Plan shows area bounded by: 324578.91, 100294.92 324778.91, 100494.92 (at a scale of 1:1250), OSGridRef: ST2467 39. The representation of a road, track or path is no evidence of a right of way. The representation of features as lines is no evidence of a property boundary.

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Oliver Partnership
The Barn, Lower Torry Farm
Dalwood, Axminster, EX13 7HJ

Telephone 01404 881818

Mob 07935 220471

30th.May 2019

Dear Sirs,

Re; Dalwood Village Shop Front Extension
To Form Coffee Area

I would be grateful if you could provide an estimate for carrying out the above works to the village shop in accordance with the plans and specifications which I enclosed, the works are scheduled to last for 16 weeks and should include the provision of a cold water supply to the extension for a coffee machine which will be supplied by others together with extending the existing electrical supply to provide four double socket outlets on a separate fused supply, and four lighting points together with a dedicated mains operated smoke alarm. The extension of the existing burglar alarm will be dealt with directly by the client. The client will provide power and water for site use. The work can be carried out during normal working hours with as little disruption to the shop as possible however the removal of the separation between the existing shop and the extension will have to be carried out in the times when the shop is closed, either within the evening or Sunday afternoon. The decoration will involve plastered ceilings and walls being mist coated with two full coats of emulsion, whilst all wood work will have be primed and have one undercoat and one gloss coat of paint. Please allow a Prime cost sum of £50 per sq metre for floor finishes. Storage of materials and placing of skips will be in the parking area to the rear of the premises, please note that the access from the road to the one remaining garage must be kept clear at all times as required by our lease of the shop premises. Building regulation fees will be paid directly by the client.

If you require any further clarification please do feel free to contact me on the above mobile phone number.

Yours faithfully

M.A.Oliver MRICS

Adam Smith Property Services
Kingfisher House, Dalwood, Axminster EX13 7EH
Tel: 07714 718158 email: adamjdsmith@hotmail.com

Estimate

2nd June 2019

FAO M.A.Oliver

Dalwood Community Shop
Dalwood
Axminster
EX13 7EJ

Re: Front extension to shop

Dear Sirs,

Thank you for giving me the opportunity to quote for the work.
Please find estimated price to create front extension as per your drawings + specification
and our meeting.

Total price £ 28,300 including vat where applicable.

Many thanks hope this meets with your approval, please call me should you wish to
discuss any aspects or details.

Many thanks

Yours faithfully

Adam Smith

D R GOULD

Builder, Decorator & General Repairs
 Linden Bungalow
 Dalwood Axminster EX13 7DY
 Tel: 01404 831749

Estimate

Date	Estimate #
07/06/2019	122

Name / Address
Dalwood Village Shop Dalwood Axminster Devon EX13 7

Project

Description	Qty	Rate	Total
I am pleased to submit the following estimate for work at Dalwood Village Shop , to build an extention to form a coffee area . To do the work as stated on the plans I Estimate this work to be completed for the sum of		27,950.00	27,950.00
VAT Summary			
Rate	VAT	NET	
TOTALS	0.00	0.00	
			Subtotal £27,950.00
			VAT Total £0.00
			Total £27,950.00
Company VAT Number			

Oliver Partnership,
The Barn,
Lower Corry Farm,
Dalwood,
EX13 7HJ

31st May 2019

Dear Mr Oliver,

Quotation: Dalwood Village Shop Front Extension

Many thanks for your kind invitation to quote for these works.

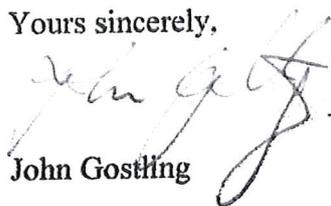
After careful perusal of the attached drawings and specification we are delighted to submit our estimate below to include all prime sums and meeting time stipulations and working hours requested in your letter. Should there be any changes to your requirements prior to award of contract please let us know and we will be only too happy to adjust the estimate accordingly.

Labour, plant and materials for the sum of

£29600.00

Trusting this will meet your approval,

Yours sincerely,



John Gostling

The Mill

Dalwood

Axminster

Devon

EX13 7EE

+44(0)1404-831481

Dalwood Village Shop Extension Specification

Roof

Rafters 50 X 150 SC4 soft wood at 400 centres supporting Tyvac membrane and 25 X 50 tanalised battens secured with galvanised nails and plain tiles to match existing roof together with ridge and hip tiles bedded on sand and cement.

The roof is to be provided with continuous eaves ventilators above fascias on all three sides. Plain tiles are to be nailed with copper nails every four course and around all edges.

The front elevation is to be provided with three 50 X 100 binders securing the rafters to all the ceiling joist securely nailed.

Ceiling

The ceiling joist are to be 50 X 200 SC4 soft wood at 400 centres and 300mm of fibreglass insulation, together with a vapour barrier and 12.5 plasterboard and 6mm skim.

Walls

Walls are to be of cavity construction consisting of 125mm durox thermal block and face brickwork walls tied with stainless steel ties at 450 centres both horizontally and vertically and rendered externally and plastered internally. The cavity is to be filled with 50mm Kingspan insulation. Hyload horizontal and tray dpc's are to be provided as per drawing.

Windows are to be UPVC and triple glazed and also provided with a reflective coating.

Floor Slab

Vegetable top soil is to be removed and the ground made up to level with type 2 scalplings and blinded with sand before laying a 500 gauge damp proof membrane. The raft foundation is 250mm in thickness and has a top and bottom layer of A393 mesh with 30M/mm² concrete the reinforcing to have 30mm of cover all as the attached calculations. The concrete raft is to be insulated with 100mm of Kingspan insulation laid on top of a 500 gauge damp proof membrane and finished with a tongue and grooved chipboard floor decking glued at all joints.

Informative:

In accordance with the requirements of Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 in determining this application, East Devon District Council has worked positively with the applicant to ensure that all relevant planning concerns have been appropriately resolved.

The plans relating to this application are listed below:

	Location Plan	10.05.18
2018/4	Proposed Floor Plans	10.05.18
2018/16	Proposed Elevation	10.05.18
2018/17	Proposed Elevation	10.05.18
2004/25	Proposed Site Plan	10.05.18



Service Lead - Planning Strategy & Development Management

THIS DECISION IS NOT A DECISION UNDER BUILDING REGULATIONS AND THE APPLICANT SHOULD ENSURE THAT ALL NECESSARY APPROVALS FOR THE SAME PROPOSAL AND THE SAME PLANS ARE OBTAINED BEFORE COMMENCING ANY WORK ON THE SITE.

Your attention is drawn to the Council's adopted Code of Practice for the Control of Construction Site Nuisance which is available on the EDDC website. The Code of Practice details the measures that the Council expects all works on construction sites to comply with to avoid excessive nuisance to residents. You should therefore ensure that all contractors on site are provided with a copy of this document and told to comply with it. Failure to comply with the code may lead to action under the Environmental Protection Act 1990 or the Control of Pollution Act 1974.

Please refer to the accompanying notes which form part of this decision notice.

George

Extract of Rules of THE DALWOOD COMMUNITY SHOP ASSOCIATION LIMITED
(Registered under the Industrial and Provident Societies Acts 1965 - 1978)

1. INTERPRETATIONS
2. NAME

OBJECTS

3. The objects of the Association shall be for the benefit of the community of Dalwood, to sustain, encourage, provide, facilitate or village retail enterprises and in particular shops, public houses and garages, including the acquisition of land, construction, impr alteration or adapting of buildings or dwelling houses and any other functions ancillary, supplemental or incidental to such objective:

4. POWERS

5. REGISTERED OFFICE

SHARES

6. Shares of the nominal value of £10 each shall be issued to persons and corporate bodies upon admission to membership of the Assoc. The shares shall be neither withdrawable nor transferable, shall earn no right to interest, dividend nor bonus, and shall be forfeited and cancelled on cessation of membership from whatever cause; and the amount paid-up thereon shall become the property of the Assoc. member shall hold one share only in the Association.

LIMITED LIABILITY

7. The liability of a member is limited to any amount remaining unpaid on that member's single £10 share.

MEMBERSHIP

8. The first members of the Association shall be the signatories to the application for registration. Thereafter the Management Committee at its discretion admit to membership any person or corporate body or the nominee of any unincorporated organisation who supports objects of the Association and who has paid or agreed to pay the appropriate annual subscription as determined by the Annual General Meeting under rule 14(d) and for the time being in force.

9. A person who qualifies under rule 8 above may apply for membership to the Management Committee, and upon acceptance and the of £10 and the annual subscription fee the Association shall issue to him one share certificate and a copy of these rules, and shall name in the register of members, The Management Committee may refuse any application for membership at its absolute discretion.

- 10 - 12. CESSATION OF MEMBERSHIP

13. BORROWING

GENERAL MEETINGS

14. An Annual General Meeting shall be held within six months of the close of the financial year of the Association, the business of which comprise:

- (a) The receipt of the accounts and balance sheet and the reports of the Management Committee and of the auditor;
- (b) The election of Management Committee members;
- (c) The appointment of an auditor;
- (d) The fixing of annual subscriptions;
- (e) Such other business as may have been included in the notices convening the meeting.

15. All General Meetings other than the Annual General Meeting shall be called Extraordinary General Meetings.

16. An Extraordinary General Meeting shall be convened either upon an order of the Management Committee or upon a written requisition signed by at least twelve members or ten per cent of the members of the Association whichever is the less. If within twenty-eight days delivery of a requisition a meeting has not been convened, the members who have signed the requisition may convene a meeting in manner provided for in rule 17.

17. A General Meeting shall be convened by at least fourteen days' notice in writing posted or delivered to every member at the address in the register of members, specifying whether the meeting is an Annual or an Extraordinary General Meeting and stating the time, place at which it is to be held. The notice of a General Meeting shall contain details of the nature of the business to be transacted. Business may be transacted other than that specified in the notices calling it.

18. A notice sent by post to a member's registered address shall be deemed to have been duly served forty-eight hours after its post accidental omission to send any notice to or the non-receipt of a notice by any member shall not invalidate the proceedings at the meeting.

PROCEEDINGS AT GENERAL MEETINGS

19. No person other than a member duly registered, who shall have paid every subscription and other sum (if any) which shall be payable to the Association in respect of his membership shall be entitled to vote on any question at any General Meeting. Each member shall hold one vote only.

20. A member which is a corporate body shall be represented at General Meetings by any person of its choice provided that any person to be acting on behalf of a corporate member shall be able on request to produce written authorization from the governing body of the member organisation so to do, and in the absence of such authorization the Chairman of the meeting may eject said person.

21. No business shall be transacted at a General Meeting unless a quorum is present. A quorum shall be five members or one-tenth of the members of the Association, whichever is the greater.

22. If within half an hour after the time appointed for the meeting a quorum is not present, the meeting, if convened upon the requisition of members, shall be dissolved. In any other case it shall stand adjourned until a day between twenty-one and thirty-five days after the time appointed for the original meeting, and notice shall be given to all members of the adjourned meeting as of the original meeting. If at such an adjourned meeting a quorum is not present within half an hour after the time set for the meeting, then the members present shall constitute a quorum.

23. At every General Meeting the Chairman of the Association shall preside, and in the event of his absence twenty minutes after the time appointed for the commencement of the meeting the Vice-Chairman shall preside, and in the event of his absence the members present shall choose their number to be Chairman of that meeting, whose function shall be to conduct the business of the meeting in an orderly manner.

24. The Chairman may with the consent of any meeting at which a quorum is present, and shall if so directed by the meeting, adjourn a meeting from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than the business unfinished at the meeting from which the adjournment took place. Where a meeting is adjourned for twenty-one days or more, notice of the adjourned meeting shall be given as in the case of the original meeting, otherwise it shall not be necessary to give any notice of adjournment or of the business to be transacted at an adjourned meeting.

25. At any General Meeting a resolution put to the vote of the meeting shall be decided on a show of hands unless a secret ballot is, before the declaration of the result of the show of hands, demanded by at least two members present. Unless a secret ballot be so demanded, the declaration by the Chairman that resolution has or has not been carried or lost and an entry to that effect in the book containing the minutes of the proceeding of the Association shall be conclusive evidence of the fact without proof of the number or proportions of members voting in favour or against such resolutions.

26. If a secret ballot is duly demanded it shall be taken in such a manner as the Chairman directs, and the result of the ballot shall be declared at the resolution of the meeting at which the ballot was demanded.

- The demand for a secret ballot shall not prevent the continuance of a meeting for the transaction of any other business than the question which the ballot has been demanded. The demand for a secret ballot may be withdrawn.
28. In the case of an equality of votes, whether on a show of hands or on a ballot, the Chairman of the meeting shall have a second or vote.
29. A resolution in writing signed by all the members for the time being entitled to vote at General Meetings shall be valid and effective if the same had been passed at a General Meeting duly convened and held and may consist of several documents in the same form each signed by one or more members.

OFFICERS

30. The Management Committee shall elect honorary officers from amongst its own number to include a Chairman, Vice-Chairman, Treasurer. Such officers shall serve until removed or replaced by the Management Committee or until they resign from office, shall be under the direction of the Management Committee, and shall have those functions specified in these rules and such other functions as the Management Committee may decide from time to time. The Management Committee shall appoint a Secretary of the Association, upon such terms and such remuneration as it thinks fit, who may or may not be a member of the Association or of its Management Committee. A Secretary so appointed may be removed by the Management Committee.

MANAGEMENT COMMITTEE

31. Unless otherwise determined by the Association in General Meeting, the Association shall have a Management Committee consisting of neither less than four nor more than eight members elected at the Annual General Meeting. Only persons aged eighteen years or over shall be eligible to be members of the Management Committee.
32. The initial Management Committee of the Association from incorporation until the first Annual General Meeting shall be appointed by the Founder Members.
33. At every Annual General Meeting all members of the Management Committee shall retire from office. A retiring Management Committee member shall be eligible for re-election.
34. New Management Committee members shall be elected individually at the Annual General Meeting by the members present and their nominations for Management Committee members shall be delivered to the Secretary not less than seven days before the Annual General Meeting. In addition the Management Committee may at any time co-opt any member of the Association to serve on the Management Committee provided that the maximum size of the Management Committee specified in these rules is not exceeded. A co-opted member shall serve until the Annual General Meeting following his co-option.
35. In the event that the size of the Management Committee shall fall below the minimum specified in these rules, the Management Committee may act for the purpose of calling a General Meeting, the business of which shall include the election of new members to the Management Committee, but for no other purpose.
36. A Management Committee member shall declare an interest in and shall not vote in respect of any matter in which he has a personal or material interest and if he does so vote his vote shall not be counted.
37. Any remuneration of Management Committee members shall only be in respect of services actually rendered to the Association for the furtherance of its objects. Management Committee members may also be paid all reasonable expenses incurred by them in attending or returning from meetings of the Management Committee or General Meetings of the Association or in connection with the business of the Association.
38. The office of Management Committee member shall be immediately vacated if he:
- resigns his office in writing to the Association; or
 - ceases to be a member of the Association; or
 - is removed by a simple majority vote of the members at a General Meeting of the Association, the notices of which specified that the question of such removal was to be raised; or
 - in the opinion of the Management Committee, fails to declare his interest in any contract as referred to in rule 36; or
 - becomes bankrupt or becomes, in the opinion of the Management Committee, incapable on medical or psychological grounds of performing the functions of a member of the Management Committee.

39 - 42. POWERS AND DUTIES OF THE MANAGEMENT COMMITTEE

43 - 47. PROCEEDINGS AT MANAGEMENT COMMITTEE MEETINGS

48. INVESTMENT OF FUNDS

49. APPLICATION OF SURPLUS

AUDITORS

50. The members shall vote annually, as allowed by the Deregulation (Industrial and Provident Societies) Order 1996 at the Annual General Meeting. It may, when necessary in law, or where the membership require, an audit carried out by a registered auditor, or an audit carried out by two or more lay auditors or a report carried out by a registered auditor, or unaudited accounts where the conditions for such provisions are met. If a full audit or a report is required a person who is a qualified auditor under section 7 of the Friendly and Industrial and Provident Societies Act 1968 shall be appointed. The qualified or lay auditors, if so appointed, shall not be officers or servants of the Society and nor shall they be partners or in the employment of, or employ, an officer or servant of the Society. Lay auditors shall be chosen by the Committee of Management from the general membership and/or others.
51. If the membership vote for unaudited accounts, the Society's Income/Expenditure Ledger shall be scrutinized by the Secretary and two Committee Members only and signed, as a true record by the Secretary and two committee members or such other number as may be required by legislation. An Income/Expenditure report will be prepared to present to the Society's members at each Annual General Meeting.

52. ANNUAL RETURN

53 & 54. RECORDS AND SEAL

AMENDMENTS TO RULES

55. Any rule herein may be rescinded or amended or a new rule made by a vote of three quarters of all the members of the Association and voting at a General Meeting of which fourteen clear days prior notice has been given. Such notice to include details of the change to be proposed at that meeting. No amendment of rules is valid until registered by the Registrar of Friendly Societies.

56. DISSOLUTION

57. DECEASED AND BANKRUPT MEMBERS

Signatures of Founder Members follow

Dalwood Community Shop Funding details
For EDDC Buildings Grant June 2019

Donations pledged or received

Anonymous cash donor (Known to Committee)	£5.000
Anonymous cash donor (Known to Committee)	£4.000
Dalwood Community Land Trust	£2.000
Mick Oliver's Project Manager	
Time contribution	£3.500
Devon Buildings	£2.000
2 Fundraising parties	£700.00
Buy a Brick promotion	£500.00+
	Sub Total £17.700
Pending	
Axe Vale Festival	£1.500
Fair	£1 500
Raft Club	£1,500
Fund raising events	£1,000+
	Subtotal £5,500
Total	£23.200

Brain Howard
| Hutchins Barton | Dalwood | East Devon |
EX13 7EH

08 June 2019

To whom it may concern

Re: Proposed coffee shop in Dalwood.

I wish to give my support to the above.

As a retired person who lives alone, I would very much welcome somewhere where I can go for a chat over a cup of tea or coffee.

More than 25% of the homes in Dalwood are single occupancy, mainly older people, many of whom are without transport. A coffee shop would help to tackle the loneliness that does exist here.

Also, I have spoken with some of the many walkers that come to Dalwood and their eyes light up at the prospect of somewhere to go for refreshment before or after their walk. The coffee shop will be a great addition to the community shop and Post Office, which has been run by volunteers very successfully for almost 18 years and provides a great village facility. I'm sure it will bring more companionable life to the village.

I wish the project every success.

Yours faithfully



Brian Howard

Tuckers Orchard
Dalwood Axminster Devon EX13 7EG
(Tel: 01404 881707 email: hilaryhorley@talktalk.net)

6 June 2019

Community Buildings Funding
East Devon District Council
Blackdown House
Border Road
Heathpark Industrial Estate
Honiton
Devon
EX14 1EJ

To whom it may concern

Re: Dalwood Community Shop

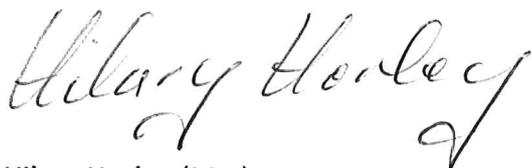
I wish to support the application made by Dalwood Community Shop for funding towards the cost of building a conservatory at the front of the shop. This would be used as a small café housing a vending machine for teas and coffees.

In my view, this is a much needed facility for the village of Dalwood and the surrounding area. There is a large proportion of older people who reside in Dalwood, many of whom live alone. We do not benefit from a bus service through the village, and a lot of the residents do not drive. It is therefore very easy to feel isolated. Social interaction in the café would flow through from visiting the shop and post office. I know this as I work in the shop on a Thursday morning and I can see how this would work and how needed it is.

Also I know that young people in the village would enjoy having somewhere local to meet their friends. Mums as well, who come into the shop and post office having dropped their children off at The Folly Nursery. All ages would benefit.

Please look favourably on the application.

Yours sincerely



Hilary Horley (Mrs)

Subject: Shop extension

From: Paul Eastburn <paul.eastburn@gmail.com>

Date: 31/05/2019, 11:01

To: "Shelagh Beak (shelagh.beak@gmail.com)" <shelagh.beak@gmail.com>

Hi Shelagh.

Just to say that the idea of a Coffee Cafe/Shop in the village is great. A real community asset, especially for people like me, widowed and living alone. There are a lot of single people in the village these days, youngsters too. I can see it becoming a regular meeting place, there are a couple of groups here who regularly meet for coffee in cafes locally, but one here would save travelling, and might encourage others to join in too.

Best of luck with it.

Regards Paul.

Dalwood Neighbourhood Plan



2019-2039

Website: dalwoodparish.com

Email : dalwoodpc@btinternet.com

Phone : 01395 517546 Dalwood Parish Council

Date: 2019

Community Facilities and Services

Introduction

Dalwood is a thriving and active community. There are numerous community organisations and a range of regular community activities that take place. It would support a café and other retail business. Our aim is to maintain and increase, not decrease, the range of facilities that serve the local community. We will oppose any proposal that results in a loss of such facilities. We will work with organisations and businesses that seek to ensure Dalwood has the facilities and amenities it requires.

Paragraph 70 of the NPPF states that planning policies should *...guard against the unnecessary loss of valued facilities and services, particularly where this would reduce the community's ability to meet its day to day needs. Strategy 27 in the new East Devon Local Plan also states the 'loss of existing facilities will be resisted.'*

Paragraph 28 of the NPPF recognises that the development of local services serves to strengthen the local economy. Within that policy context, we would welcome a café at the heart of our parish.

New retail businesses that are easily accessible and serve the local community will help make us more sustainable as a community. They would help strengthen the sense of community and neighbourliness we have in Dalwood. They would reduce the need to travel and our dependency on the motor vehicle for every-day activities and supplies. Respondents to the 2017 Neighbourhood Plan questions would welcome some retail business as a potential means of increasing local employment opportunities as well as providing an outlet for local produce and crafts.

Aims

Objectives

7. Encourage retail and/or hospitality development that meets local need and visitors.	7 Support applications for, retail or <input type="checkbox"/> hospitality businesses that are in keeping with the character of the area. Any
---	--

	development would need to demonstrate that they would not have any significant adverse impact on the existing state of the Natural Environment
8. Resist the loss of local facilities and amenities (including Church, Community Shop and Post Office, Village Hall, Pavilion, Jubilee Field, Pub and protect Assets of Community Value (ACV's)	8a) Support the sensitive and necessary maintenance and improvement of local facilities and amenities 8b) ensure decisions on applications affecting any Asset of Community Value or locally important community facilities, give weight to the wishes of the community

Community Facilities and Services Background and Reasoning for Policy CF1

Any new retail or commercial development should be of an appropriate scale and not adversely affect the character and visual appearance of the neighbourhood. Development proposals should also conform to the Neighbourhood Plan policies for the natural and built environment. We are also conscious that new additional retail and commercial premises (and the businesses that they accommodate) should improve the local economy and services we have in our community and not threaten any existing businesses. Therefore, whilst healthy free-market competition cannot be influenced by our planning policies, we would not wish to see new businesses established to the overall detriment of our local economy.

For these reasons we have included a policy that permits new facilities and services that are clearly aimed at serving a local demand and developed in keeping with the area.

Policy- CF S1

New Retail and Commercial Development in Dalwood Village

Proposals for new retail and commercial facilities, extensions and/or alterations to existing facilities to serve the local community will be supported on sites within or adjoining the confines of the village provided they meet the following criteria in full:

1. Can be provided preferably through the conversion or extension of an existing building, or if that is not viable, the development of a new building, without having a significant adverse impact on the special character of the area's natural and built environments
2. The proposal will be well related to the built form of the settlement and close to existing development
3. The site is accessible by a variety of types of transport, including walking and cycling and the amount of traffic generated by the proposal could be accommodated on the local highway network without harming road safety
4. The proposal would not be detrimental to the amenity of neighbouring residents by reason of undue noise or traffic
5. The proposal meets a proven local need or demand
6. The proposal does not have a negative impact on (i.e. significantly reduce the viability of) existing community services.

Improvements to Existing Community Facilities,

Amenities, and Assets Background and Reasoning for

Policy CF2-3

To ensure that we remain a proper community, we feel strongly that we should protect the existing local facilities, which contribute to our way of life and its quality. Consultation events have demonstrated a desire amongst the local community to ensure that there is no loss of community facilities and what we have remains fit for purpose. We acknowledge that changes may have to be made to help our community remain relevant, viable and able to meet future needs and demands in an appropriate way. Changes or improvements that require

modification, alteration or extension of existing land or buildings, however, should not be detrimental to the character of the area or our natural assets.

Paragraph 28 of the NPPF recognises their value and states that neighbourhood plans should "promote the retention and development of local services and community facilities in villages such as local shops, meeting places, sports venues, cultural buildings, public houses and places of worship".

This is echoed in Policy CC4/A of the Blackdown Hills AONB Management Plan, 2014-19 which advocates "support the retention or enhancement of community facilities, services and amenities where compatible with the conservation and enhancement of natural beauty and the special qualities of the AONB."

Dalwood has a real sense of community. This is reflected in the Community Shop and Post Office, The Tuckers Arms, The Village Hall, The Jubilee Pavilion and Field and The Reading Room. All have become the ad-hoc social hubs of the parish. They offer meeting places where the local community, clubs and organisations can gather. The Shop and PO is often the 'ticket office' and communication centre for forthcoming events and activities.

Recognised community facilities, amenities and assets

St. Peter's Church, The Methodist Chapel, The Village Hall, Village Hall Car Park, The Tuckers Arms, The Jubilee Field and Pavilion, The Folly Nursery, Dalwood Community Shop and Post Office and the Reading Room

FORM 1: FIRST STAGE ELIGIBILITY CHECK

Name of Group: Whimble Victory Hall

Application Eligibility		
Criteria	Yes	No
Is the application form <i>complete</i> ?	X	
Is the form <i>signed</i> ?	X	
Group Eligibility		
Criteria	Yes	No
Is the group a registered charity and standard Village Hall?	X	
Is there a copy of the group's governing document? E.g. trust deed, mem & arts, constitution.	X	
Is there a long-term lease (i.e., 28 yrs or more from time of application) or is the land free-hold?	X	
Is there a copy of the most recent annual accounts?	X	
Is there less than one year's running costs in reserve?	X	
Project Eligibility		
Is it an admissible type of project?	X	
Are there drawings or builders specifications, if applicable?	X	
Is the proposal not solely for land purchase?	X	
Have the works not yet started? NB: earlier phases and professional fees are admissible.	X	
Is it for capital works only?	X	
Will there be likely spend in 12 months from time of approval?	X	
Costs Eligibility		
Are there 3 quotes or a 'bill of quantities'?	X	
Is the grant requested no larger than £5,000?	X	
Is the overall project no larger than £750,000?	X	
a. Is the grant requested no larger than 1/3 of the overall project costs?	X	
b. Is there 1/3 of the funds from the group? NB. This is flexible, as long as the whole 2/3 is not from sole, large source e.g. lottery	X	
Do funding gained and cost of project match?	X	

ASSESSOR Comments:
 All the other funding comes from the Victory Hall itself.

FORM 2: PRIORITY ASSESSMENT

Minimum score for each = 0, Maximum score for each = 5

	ITEM	Max. Score	Score Given
1	To what extent is the hall, itself, needed by the local community?	5	5
Comments: Whimble has a scout hut and a cricket club bar available for hire but the scout hut is in poor condition and the cricket club is on the edge of the village and is just a bar. The hall is used every day by the local primary school and pre-school and there are over 20 other regular user groups. It's also in use most evenings and weekends.			
2	To what extent are the works needed?	5	4
Comments: The floor is not fit for purpose, maintenance on the existing floor isn't possible anymore. Children have been injured and dancers have cancelled their bookings. A new floor would reduce incidents and increase the sustainability of the hall.			
3	To what extent has the project been developed with community support?	5	5
Comments: Users have complained and the dance class has cancelled their booking. All regular users were surveyed in January 2019 and the highest area of concern was for the floor.			
4	How well is the project planned (including works, advice and disability access)?	5	5
Comments: Well planned, with three quotes provided.			
5	How realistic is the funding package?	5	4
Comments: The hall itself is providing all the other funding. Would have been nice to see other sources as well.			
Total Score:		25	23

ASSESSOR Comments:

FORM 3: SUMMARY SHEET FOR COMMITTEE

Name of Hall:

Whimble Victory Hall

The current hall floor has become unusable and can no longer be maintained. The hall is very well used every day by the school and pre-school and a wide variety of user groups. The floor is the largest concern of users, and dancers have already cancelled their booking due to the floor. Whimble has a scout hut and a cricket club bar available for hire but the scout hut is in poor condition and the cricket club is on the edge of the village and is just a bar. The project is well planned and they have all their other funding in place, which is all coming from the hall itself.

Total Project Cost:

£18,150

Award Requested

£5,000

Recommendation

£

Funding Package:

Unconfirmed Funds:

£0

Shortfall:

£0

<u>Funds Applied For or Raised</u>	<u>Amount</u>	<u>In hand? Yes, No, or Unsuccessful</u>
Parish Council	£0	
Fundraising	£0	
Hall contribution	£13,150	
Grant:		
None	£0	
Total (if we give our grant)	£18,150	

Priority Scoring:

ITEM	SCORE (0-5)
1. Need for Hall	5
2. Need for proposed works	4
3. Local support	5
4. Planning of project	5
5. Funding package	4
TOTAL SCORE:	23

Assessment Summary:

East Devon District Council Community Building Fund Application Form 2019 / 2020

Please read the guidance notes thoroughly before completing the application form.

IMPORTANT- If your application is incomplete by the deadline, it will not be assessed and will be returned to you.

Data Protection

Any personal information which you provide will be held and used by East Devon District Council for the purpose of your grant application. Your information will be held temporarily by SNAP Surveys Ltd who provide the software used for the application. Your information may also be shared within East Devon District Council for the purposes of carrying out our lawful functions. Otherwise your personal information will not be disclosed to anybody outside East Devon District Council without your permission, unless there is a lawful reason to do so, for example disclosure is necessary for crime prevention or detection purposes. Your information will be held securely and will not be retained for any longer than is necessary. There are a number of rights available to you in relation to our use of your personal information, depending on the reason for processing.

Further detail about our use of your personal information can be found in the relevant Privacy Notices which can be accessed online: <http://eastdevon.gov.uk/privacy>
SNAP Surveys Ltd Privacy Policy: <https://www.snapsurveys.com/survey-software/privacy-policy-uk>

Eligibility checklist

1 Please answer the following questions. If you answer 'No' to any of them your project isn't eligible for this funding.

If your answer is 'No' to any of these and still submit an application, your application will not be considered and will be returned to you.

	Yes	No	Does not apply
Does your total project cost between £4,500 and £750,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your application to us for between £1,500 and £5,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have the vast majority of your match funding from other sources in place?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in an area not covered by a town council?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in East Devon?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
If the application is for a community building, is it used by a minimum of three separate and distinct user groups?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have permission from all the relevant organisations and people to carry out the project?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your project a capital project for non-removable items (not to help with running costs, routine repair or maintenance nor removable items such as chairs and crockery)? Please refer to guidance.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

2 Have you been awarded funding through our Community Buildings Grants scheme in the last two years?

- Yes - if yes, you aren't eligible for this funding
 No

A - Your contact details

3 Name of your community building:

Whimble Victory Hall

4 What Parish is your community building in?

Community buildings in Town Council areas are not eligible.

Whimble

The contact details below will be removed before the application is made public as part of the agenda and minutes of the decision making meeting. Please see section F and the start of the questionnaire for further information.

5 Main contacts name, position on the Committee, and address (including postcode):

Rob Davis, Vice Chair 39 Slewtton Crescent Whimble EX5 2QA

6 Main contacts phone number:

07866766824

7 Main contacts e-mail (IN BLOCK CAPITALS):

ROBERT.DAVIS23@GOOGLEMAIL.COM

B - The legal status and management of your community building

8 Are you a registered charity?

- Yes
 No - please move onto question 9

If yes, what is your number?

291496

9 Is your governing document a....

- Trust Deed
 Conveyance
 Lease
 Charity Commission Scheme
 Other - please write in below:

10 In whom is the property vested? E.g. who are the holding/ custodian trustees?

- Named trustees
 Parish Council
 Official Custodian for Charities

11 Is your community building:

- Freehold
 Leasehold - please tell us how many years remain on the lease:

12 Are there any restrictive covenants in your governing document?

- Yes
 No - please move onto question 13

If yes, please specify:

C - About your project

13 Are there any other community buildings in the parish? If so, please tell us what they are and explain why the community building you are applying on behalf of is needed as well as the others.

Whimple has a scout hut and a cricket club bar which are both available for hire. The scout hut is a prefabricated building in poor condition and is only available for hire by special arrangement with the scouts. There are no publicly available hire rates. The cricket club is situated on the edge of a village and is just a bar; there is no larger area available for community activities.

14 Please explain in detail how regularly is your community building used and who uses it?

The Victory Hall is used every day during term time by the local primary school (for assemblies, PE, performances, breakfast clubs and lunches) and Pre-school (who use the rear room). There are approximately 20 other regular user groups including the village Over 60s Club, History Society who use the hall for weekly activities such as dance classes, yoga, zumba, bowls, wine tasting and film screenings. The hall is also used for private parties and is typically in use most evenings and Saturdays.

15 What is your project?

Please check the rules to make sure your project is eligible. In particular we can't fund routine maintenance and repair costs.

An ambitious project to completely replace the existing floor of the main hall with a new fully sprung, solid wood structure.

16 Why do you want to carry out this project, why is it needed and what difference will it make?

The hall is celebrating its centenary in 2020 and the current floor is not fit for purpose. It is uneven, splintered and has holes in it. Routine maintenance on the existing floor is now no longer possible as the pine wood is too thin to be sanded again. Children have been injured during PE lessons and dancers have complained that heels are getting stuck in the holes. A new sprung floor would improve the experience for existing users and make the hall a more attractive as a venue for dance and fitness instructors

17 How do you know this work is needed? Who and how have you consulted?

Existing users have reported problems with the floor and flooring contractors have confirmed that the current pine floor can not be sanded again. In January 2019 all regular users were asked for their comments on the future of the hall and, of the responses, the highest area of concern identified was with the floor.

18 Has planning approval been given?

- Yes- Planning application reference: _____
- Not required
- No- If no, why not:

19 Has building regulation approval been given?

- Yes
- Not required
- No- If no, why not:

20 When do you intend to start this project and how long is work likely to take?

August 2019. 10 days.

Query - The deadline for application is 24 June, applications will be considered at the very end of July, you will receive a grant offer letter (if successful) in early August. You will not be able to start work on any part of your project until, if successful, we have received your signed grant offer letter back. This means you wouldn't be able to start work until at least mid-August. Would this be ok?

Answer - the start date, I understand the rules. However we are constrained by the school holiday dates (the school use the hall in term time) so the work has to be done in the latter half of August and is expected to take ten days

D - Project costs and match funding

21 Can you claim the VAT back on any of your project costs?

- Yes - please apply for the costs without including the VAT you can claim back
- No - please apply for the project costs inclusive of VAT

22 Project costs (£)

Purchase of land	0
Purchase of building	0
Construction work	15125
Adaptation/ repair work	0
Fixtures and fittings	0
Car park	0
Other (please specify below)	0
0	
Professional Architect Fees	0
Professional Surveyor Fees	0
Professional Solicitor Fees	0
Disability access audit	0
Safety planning supervisor	0
Planning application/ Building Regulations	0
VAT	3025
Inflation/ contingency	
Total Cost	18150

Please send us copies of quotations for the project, we would expect quotations from a minimum of three companies. If you don't send quotations you won't be eligible for the funding.

We went with the Roger Hyde quote for solid beech because it was only marginally cheaper (£1k) than an engineered alternative. We didn't go for the under stage option because that area isn't causing us problems at the moment and we could always opt to do that at a later date.

Harlequin floors were far more expensive and we didn't see any merit in spending more than we needed to.

Devon Wood Flooring quoted for an engineered floor which again was almost as expensive as the solid wood option which we have chosen. They also quoted for a vinyl floor, which would be cheaper (approximately £10k) but have a much shorter lifespan so we thought the solid wood floor would be much better value.

23 Match Funding (£)

We do prefer to be final funder, please make sure you have at least the vast majority of your funding in place before applying

Grant you are requesting from EDDC 5000

Your contribution 13150

Grant from Parish Council- is this confirmed? 0

Other (please specify below and send evidence where possible)

Total 18150

Shortfall 0

Query - Councillors on the grant making panel do prefer to see a contribution, even a small one, from the local parish council. Have you approached the parish council to see if they could contribute anything?

Answer - applied to the parish council for a small grant in March for this project but the clerk advised me that there was no money left from the precept for this year and therefore they couldn't contribute.

Please send your most recent set of approved annual accounts to us

Query - In your accounts, you have a lot in your rebuilding fund, is that where your £13,150 will be coming from for the floor? Please could you just explain a bit about the rebuilding fund, what it is and what it is to be used for.

Answer - The building fund has accumulated over the last decade and was intended to be used for big rebuilding projects. However the floor is in such a poor state and affecting bookings (we just lost our dance class) that we have to do something. We are currently running a village wide consultation on the future of the hall which has involved 2 public forums and the distribution of 1200 questionnaires.

F - East Devon District Councillor comments

24 Please ask your East Devon District Council Ward Member(s) for their comments on your project and write their name(s) and comment(s) in below:

If you don't know who your EDDC Councillor is you can find out online here: www.eastdevon.gov.uk/council-and-democracy/who-is-my-councillor/

Kathy Mclauchlan Councillor for Whimple and Rockbeare Ward East Devon District Council "To whom it may concern, I wish to add my support for the fundraising and grant raising activities the volunteer Trustees of Whimple Victory Hall have been involved in to replace their hall floor which is in desperate need of upgrading. The efforts by the trustees to raise money have been to date, outstanding. This hall is steeped in history and is the hub of our community life here in Whimple. They have regular activities including dance lessons which, without doubt, have kept many of the community engaged in maintaining a healthy lifestyle alongside many other activities that also provide vital means for individuals to socialise, meet regularly and welcome new residents to the village. It would be calamitous if the funds cannot be found to replace the current old and dilapidated wooden floor. I therefore fully support this grant application."

Section F- Checklist

25 Please check that you have included / sent the following with your application:

- Copy of governing document
- Details of offers / grants from any other funder / organisation
- A minimum of 3 quotes for total project costs
- Copy of most recent set of approved annual accounts

Optional documents to send us:

- Photographs, specifications and drawings
- Extract from your Parish Plan / Neighbourhood Plan
- Evidence from consultation e.g. letters of support from users
- Other

Please send all accompanying information by post or by e-mail to us:

Post: Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ

E-mail: jbuckley@eastdevon.gov.uk

26 Please click in the box below to indicate that you have understood that East Devon District Council is subject to Freedom of Information legislation. Unless your information is classed as confidential or protected under data protection legislation and policies it will be made public. This will be in the form of the agenda and minutes of the decision making meeting and to fit in with any other Freedom of Information requests. If any information you have given is exempt from disclosure under the Freedom of Information Act, it may be redacted before the remainder is published.

Find out more here: <http://eastdevon.gov.uk/access-to-information/freedom-of-information/>

If you don't tick this box your application can't go forward.



27 Signature of applicant:

Robert Davis

28 Date:

24/05/19

Please complete this application form in full and click on the 'submit' button below to send your answers to us

Whimble Victory Hall

Balance Sheet 31st May 2018

	£
Debtors	1,363.59
Current Account	20,080.55
Deposit Accounts	61,017.46
Rebuilding Fund Deposit	15,386.77
Sundry Creditors	(348.07)
Net Assets	97,500.30
Available	
Reserves	5,000.00
Rebuilding Fund	<u>92,500.30</u>
	97,500.30

Whimple Victory Hall

Profit and Loss Account for the Period Ending 31st May 2018

Income	£	Expenditure	£
Hire of Hall Facilities	23,410.11	Heating (Fuel Oil)	1,916.31
Donations	62.40	Water	1,020.00
Function Income	-	Electricity	1,915.00
Bank Interest	<u>321.12</u>	Insurance	881.62
Sub Total	23,793.63	Repairs and Maintenance	2,192.60
Fund Raising		Ground Maintenance	685.00
Village Week	-	Postage & Printing	482.46
Other	-	Lottery/Licenses	172.40
Soup & Sarnie	<u>2,799.27</u>	Sinking Fund	-
		Performing Rights	-
		Chubb Service	86.40
		Cleaning	4,167.27
		Health & Safety	-
		Sundry	6.00
		Adverts	-
Total Income	26,592.90	Devon Comm Council	<u>267.08</u>
			13,792.14
		Surplus/Deficit	12,800.76

Whimpe Victory Hall

Notes to the Account for the year ending 31st May 2018

	£
Debtors	
May Month Invoices	1,285.51
2743 Sporty Stars	31.50
2739 Wine Club	10.58
2745 Tiger Style	21.00
2743 Povey	<u>23.20</u>
	1,371.79
Overpayment	<u>(8.20)</u>
	1,363.59
Creditors	
Village Week	<u>348.07</u>
	348.07
Bank	
Term Deposit	60,145.40
Scottish Widows	15,368.77
Deposit A/Cs	B&M 167.91
	General <u>704.15</u>
	76,404.23
Current A/C	<u>20,080.55</u>
	96,484.78

Auditors Certificate

We certify that we have audited the books and records of the Whimpe Victory Hall for the year ending 31st May 2018 and that the accounts are in accordance with the books, records, and information supplies.

To the best of my knowledge and belief the accounts give a true and fair view of the financial position of Whimpe Victory Hall for the year ending 31st May 2018.



Signed: Geraldine Coates Accounting (Auditor)

Date: 22/8/2018



Devon Wood Floors Ltd
The Wood Floor Specialist
Contract and Domestic

Devon Wood Floors Ltd
6 The Drive
Farringdon
Exeter
EX5 2JD

01395 542510
sales@devonwoodfloors.co.uk
www.devonwoodfloors.co.uk

Registered in England No 07336365

12 December 2018

Mr David Myers
Whimble Village Hall
School Lane
Whimble
EX5 2TS

Dear Mr Myers

Further to your enquiry for flooring.

To take up existing carpet pine floorboards de-nail joists and disposal of waste.

For the sum of £1286.65 + VAT

Replace each joist as required £148.70 + VAT per joist

Insulate in between joists using 80mm thermal insulation board and spray joists with anti wood worm treatment.

For the sum of £2332.86 + VAT

Supply and fit European engineered oak plank flooring 180mm x 20/6mm in mixed grade to manufactures specification as a secret nailed floor, apply 4 coats of bona traffic HD heavy duty floor seal.

For the sum of £10894.91 + VAT

Supply and fit 22mm chipboard flooring sheets fixed down using screws, supply and fit vinyl floor covering to manufactures specification using pressure sensitive flooring adhesive.

For the sum of £6767.46 + VAT

Yours faithfully

Anthony King

Anthony King
Managing Director

Terms of business: A deposit of 30% required with order and the balance due on completion of the works. Prices are valid for 30 days.



British Harlequin plc
Festival House, Chapman Way
Tunbridge Wells, Kent TN2 3EF

Freephone 0800 28 99 32
T +44 (0)1892 514888
F +44 (0)1892 514222
enquiries@harlequinfloors.com
www.harlequinfloors.com

18 December 2018

Mr David Myers
Whimble Victory Hall
1 Henry Lewis Close
Whimble
Devon
Somerset

Dear Mr Myers,

Whimble Victory Hall – School/Dance Floor

Thank you for your enquiry regarding the above project and I am pleased to detail below our estimate for the installation of Harlequin Fiesta vinyl flooring.

To take up and dispose of original floorboards, strengthen or replace beams, add noggins and plywood.

To supply and install Harlequin Fiesta vinyl into an area of 148 square metres. 6mm plywood to be fitted to provide a smooth, even surface. Vinyl to be installed into adhesive with seams welded. Threshold strip to be provided at doorway as necessary.

Total: £21,266.68 + VAT

Please note that the above estimate is subject to an additional site survey and assumes that no other trades will be working in the room at the same time and that the room is free of all other trades' refuse, packaging and other such surplus materials. If this is not the case, and if our floor-layers are requested to remove such material, our standard rate per man per hour will apply.

Installation time of the above is estimated at 6 working days and we require at least 5 weeks' notice to commence installation. Please note that during school and college holiday periods our schedule can be booked up to three or four months in advance. To guarantee a booking in our schedule we require an order in writing.

Estimate valid for 30 days from date of issue. Standard payment terms 100% in advance. Credit terms negotiable. (Subject to satisfactory credit reference).





Supply or installation of Floor Protection is not included in this estimate, however it is a regular service Harlequin Floors offer. If required it will be chargeable at an extra cost, please contact us for details.

Any order from you which we accept is subject to our Conditions of Sale, which are attached to this estimate. By placing an order pursuant to this quote, you agree that if we accept the order our Conditions of Sale will apply to our supply of goods and/or services to you to the exclusion of any other terms you may seek to rely on.

All Harlequin Product Guarantees are subject to you: (a) installing the Goods in accordance with our installation instructions; (b) using and maintaining the Goods in accordance with our instructions; and (c) if we are installing the Goods, preparing the installation site in accordance with our installation Specifications.

If you need any further information, please do not hesitate to contact us again on 07551 152823 or email me at keith.brough@harlequinfloors.com

Yours sincerely

Keith Brough
Technical Sales
British Harlequin plc





Roger Hyde Limited
The Floor and Surface Experts
Since 1968

Roger Hyde Limited
Valley Park, Hook Lane
Hadleigh, Suffolk IP7 5PH
Tel: 01787 463348
Email: info@rogerhyde.co.uk
www.rogerhyde.co.uk

David Myers
Whimble Victory Hall
School Hill
Whimble
Exeter
Devon EX5 2TS

Project Reference: 19-005-2

22 January 2019

Dear David,

It was good meeting you last Thursday, thank you for your time and courtesy. As discussed, we looked at the samples and Boen Strongline engineered beech or oak and Junckers solid beech have been dispatched to your home address. I would recommend Boen as more stable, cheaper and durable. It also has an adequate wear layer for multi-purpose hall.

We can complete the minor repair works to the sub-floor by additional fixings with existing to prevent joists from 'bouncing' or replace if they are rotten.

The works will take 7-10 days as previously advised and recommend we commence Monday 29 July 2019.

I measured the overall floor area, please note the Main Hall is 125m² (8.22m x 14.66m plus left of stage side corridor 1.04m x 3.09m), Stage remains the same 25m².

Other notes as follows;

-) The existing floor is unknown pine plank.
-) We recommend replacing the floor, as this will be more hardwearing, durable and easier to maintain.
-) We would recommend an engineered wood option for older building than solid wood as more stable.
-) I found no signs of moisture or damp underneath or in the surface or up the walls, the floor void underneath is adequate. RH 45%, MC wood 8-10%, temperature 11C.
-) There are 3-4 areas of sub-floor joists to improve or replace.
-) Usage of the Hall include: Dancing, school usage, lunches and after school activities.
-) There maybe some redecoration following the replacement flooring works.
-) Door adjustments are to be undertaken by others.
-) Please note that with any surface, it will need weekly sweeping/vacuuming and spot mopping. Maintenance details to follow.
-) Please note that we provide a 12 month Workmanship Guarantee with all our work. We are a family company and take care and pride with all our customers, providing 6 monthly courtesy calls and I am more than happy to call in at anytime.
-) Please allow 7-10 days to complete the works, depending on the option chosen, with manufacturers requiring 8 weeks' notice to enable delivery of materials. A 50% deposit to secure resources will also be required.

I await your further instructions, but please do not hesitate to contact me with any queries.

Yours sincerely,

Edward Hyde



Your Quotation: Option 1 – Boen Strongline Engineered Beech or Oak

We pride ourselves on our thorough preparation, which includes; preworks site management visit, uplift/dispose existing flooring, check sub-floor and level, check sub-floor moisture, supply and install 21mm Boen engineered Strongline beech or oak flooring, supply and install primed white or solid wood 20mm x 90mm skirting and 3 x single/2 x double ramped transition trims in wood or aluminium. Any door adjustments are not included.

Description	Details
Floor Area and Sizes	Main Hall-125m2 plus wastage (8.22m x 14.66m + 1.04m x 3.09m)
Floor Type	Under Stage-25sqm (3.1m x 8m) Boen Engineered Strongline 21mm x 139mm x 2200mm beech or oak
<i>Prelimaries</i>	<i>£ 100</i>
<i>Pre-Works Check</i>	<i>£ 150</i>
<i>Uplift & Dispose Flooring</i>	<i>£ 800</i>
<i>Supply & Install Boen Flooring including making good sub-floor</i>	<i>£ 12,867</i>
<i>Skip</i>	<i>£ 350</i>
TOTAL	£ 14,267
<i>Under Stage Option</i>	<i>£ 2,992</i>

*E&OE. All prices are in GB pounds, exclusive of VAT, and are valid for 6 months assuming no changes in suppliers' prices.
This quotation is subject to Roger Hyde Limited's Terms and Conditions of Sale.*

Your Quotation: Option 2 – Junckers Solid Beech

We pride ourselves on our thorough preparation, which includes; preworks site management visit, uplift/dispose existing flooring, check sub-floor and level, check sub-floor moisture, supply and install 22mm Junckers SylvaSport Premium solid beech, supply and install primed white or solid wood 20mm x 90mm skirting and 3 x single/2 x double ramped transition trims in wood or aluminium. Any door adjustments are not included.

Description	Details
Floor Area and Size	Main Hall-125m2 plus wastage (8.22m x 14.66m + 1.04m x 3.09m)
Floor Type	Under Stage-25sqm (3.1m x 8m) Junckers Solid SylvaSport Premium 22mm x 129mm x 3700mm beech
<i>Prelimaries</i>	<i>£ 100</i>
<i>Pre-Works Check</i>	<i>£ 150</i>
<i>Uplift & Dispose Flooring</i>	<i>£ 800</i>
<i>Supply & Install Junckers Flooring Including making good sub-floor</i>	<i>£ 13,725</i>
<i>Skip</i>	<i>£ 350</i>
TOTAL	£ 15,125
<i>Under Stage Option</i>	<i>£ 3,218</i>

*E&OE. All prices are in GB pounds, exclusive of VAT, and are valid for 6 months assuming no changes in suppliers' prices.
This quotation is subject to Roger Hyde Limited's Terms and Conditions of Sale.*



Roger Hyde Limited

The Floor and Surface Experts Since 1968

Roger Hyde Limited
Valley Park, Hook Lane
Hadleigh, Suffolk IP7 5PH
Tel: 01787 463348
Email: info@rogerhyde.co.uk
www.rogerhyde.co.uk

Guarantee

A 12 months' guarantee is given as standard on all our workmanship which is signed by our Managing Director upon receipt of final payment.

Payment terms

Our payment terms are strictly 14 days from the date of our invoice. We require a 50% deposit to secure our resources, with the balance to be paid on completion. Our prices include the provision of all preparation materials, equipment and trained, skilled labour (CSCS card holders). If delays are encountered and not caused by Roger Hyde Flooring Ltd, it may have a significant impact on the project. We do reserve the right to charge our hourly rate of £40 plus VAT per man for any delays encountered.

Sign off will be requested following the finishing of the works (this will be emailed to you for your signature and return).

Notes

Please note that we do require unrestricted access to the site for the duration of the work with the floor area completely cleared before commencement of the works. A 240volt supply within 5 metres of the working area is required for our machinery, together with an adequate lighting supply. Please confirm whether parking is available on site or where the nearest parking can be found. Unless otherwise stated, normal working hours are assumed being 8am to 6pm. If access to on-site waste disposal is not available, a cost for skip hire will need to be added to our quotation.

The Customer will provide secure and watertight storage accommodation for the materials delivered to site for the duration of the work. Unless otherwise stated in the quotation, the protection of the works is entirely the responsibility of the Customer and we can accept no claims for damage to the works caused by others.

Room requirements:

A dry condition to BS8203 with a minimum of 35% and maximum 65% Relative Humidity with a Temperature range between 18°C minimum and 25°C maximum

The building must be air and watertight prior to work commencing, heating and lighting systems must be completed and operational for the duration of the work. However, we do request that any under floor heating be switched off during the works (please ensure the manufacturer's guidelines on under-floor heating, and its use, are strictly followed. Temperatures set too high or turned up too quickly can affect the floor and guarantees could be void).

Maintenance

We strongly recommend that the manufacturer's guidelines on maintenance should be followed at all times. We will provide you with recommendations for the maintenance and upkeep of your flooring, as well as all relevant maintenance information.

Enclosures

Roger Hyde Limited's standard terms and conditions.

Kathy Mclauchlan
Councillor for Whimple and Rockbeare Ward
East Devon District Council

8th May 2019

kathy.indie@yahoo.com

"To whom it may concern,

I wish to add my support for the fundraising and grant raising activities the volunteer Trustees of Whimple Victory Hall have been involved in to replace their hall floor which is in desperate need of upgrading.

The efforts by the trustees to raise money have been to date, outstanding. This hall is steeped in history and is the hub of our community life here in Whimple. They have regular activities including dance lessons which, without doubt, have kept many of the community engaged in maintaining a healthy lifestyle alongside many other activities that also provide vital means for individuals to socialise, meet regularly and welcome new residents to the village. It would be calamitous if the funds cannot be found to replace the current old and dilapidated wooden floor. I therefore fully support this grant application."

Yours faithfully



Re: The Future of the Victory Hall

From: Wendy Richards (wendyrichards@icloud.com)

To: ali.tierney1@btinternet.com

Date: Tuesday, 5 February 2019 16:30 GMT

Hi Ali, How great that you have a celebration with the hall being 100 years old!

Such a big milestone deserves a big village celebration and how better than to hold any celebrations at the hall itself.

I have spoken to Tina and to Sarah who helps with the class and we all agree that the locations is key to the village and where it is at present is ideal, the centre of the village with the Thirsty Farmer close by it is not far from the Church and the other hub of village life.

The parking is ample for our needs and out of our 4 venues used for dancing Whimble is not the smallest but the size of our class works well in the hall.

If our classes increased we would struggle to accommodate everyone dancing at the same time. Whimble is our second smallest hall and when we have a full class - approx 14 at present - it works well. We only find that because dancers learn at different levels we do have to split Beginners from the intermediates and this is when they clash slightly.

So thinking about the size although it works it could be a bit larger, this would then be great for dances where people need tables to rest drinks on etc whilst dancing.

On the down side - we struggle with the floor. Whilst we appreciate that when so many different clubs and different activities are using the hall it is hard to maintain a smooth spotless floor to dance on. We encourage our dancers to buy and wear suede bottomed shoes for maximum comfort and to be able to swivel their feet without getting problems with knee and ankle joints.

When looking for venues we always stay clear of concrete floors as can only dance on pure wooden floors.

We discourage the wearing of trainers to dance in as they are not suitable although most do - the find that most dancers do buy the correct shoes but the floor in the Victory Hall has not treated our dance shoes very well. I and Tina tend to wear our older shoes as have had a few occasions where we have stepped in something sticky - i think from the use of the school? But all this is acceptable and we would not have stayed at Whimble so long as we have if it had been a real problem.

There are a few areas of the floor that badly needs repair as we had a lady step back towards the wall and her heel went down between a gap in the floorboards. We then put chairs along the side so that it did not happen again and I think this has been reported back to you by friends of ours that are involved with the hall?

Dance TW Exeter are very happy at Whimble and we love our Mondays in the village, we could do with a few more but who knows who will join when we come back at the end of this month.

Thanks to you Ali and the team behind the upkeep of the hall for all your help and hope Whimble can come to a solution for the hall

Wendy Richards
wendyrichards@icloud.com

I was horrified to find that the smoke alarms were covered with cling film which is a fire risk and surely there is a health and safety issue here.

The kitchen is disgusting by the ovens the floor is thick with grease and there were mouse droppings all over the floor. No wonder we have vermin if the basic hygiene rules are not adhered to.

Structurally The stage is on its last legs, the Whimbletons did some repair work a couple of years ago that was a temporary fix to reinforce it. The steps giving access to the stage from both sides are totally unsafe and it is only a matter of time before someone falls through them again. (it was me last time)

The whole floor in the hall is a mess and I agree that some money needs to be spent on it.

The room the children have for Play group is awful and we need to re house the Billiard table as it is just an unsightly beast that is in the way of everyone using the back room. If we must have a billiard table can we not get a less heavy and bulky that can be moved around?

The toilets could do with some sort of a makeover, and the kitchen of course.

It is annoying that people pay to use the hall and the facilities and end up having to clear the place down before they can use it and then be made to put everything back.

If you rent somewhere it should be available to use straight away and not include moving very heavy items out before the hall can be used.

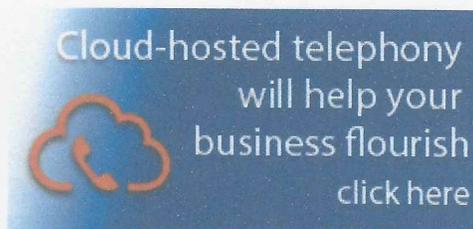
Perhaps it could be that the hall could have a total make over I know that there would be lots of people who would lend a hand.

Cathy Bartlett-Horwood
Customer Experience Manager

+44 (0) 1392 315315



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Re: The future of Whimple Victory Hall

From: Caroline Wilkie (carolineanstead@virginmedia.com)

To: ali.tierney1@btinternet.com

Date: Wednesday, 27 February 2019 11:27 GMT

Thank you Ali.

From my point of view and for my classes the Hall is in a fantastic location.

The Hall meets my needs in terms of size and amenities, but obviously if improvements regarding the flooring or increasing the size of the building would be a bonus, and if a sound system or WiFi was available it would enhance my classes.

I would be happy with either suggestion but if I had to pick I would sway more towards the building being improved on the same site as I feel it sits in such a great central location.

Caroline

On 27 Feb 2019, at 07:45, "ali.tierney1@btinternet.com" <ali.tierney1@btinternet.com> wrote:

Hi Caroline

Please find another copy of the email.

Thanks

Ali

On Tuesday, 26 February 2019 22:19:14 GMT, Caroline Wilkie <carolineanstead@virginmedia.com> wrote:

Apologies Ali, it was probably me trying to be clever and multi tasking with the children at the same time, so I read the email but didn't realise I needed to respond!

Is there any chance I could get another copy sent through please?

Caroline

On 26 Feb 2019, at 10:01, "ali.tierney1@btinternet.com" <ali.tierney1@btinternet.com> wrote:

Hi Caroline

I have been asked to remind you about replying to the email regarding the future of the Victory Hall.

It is very important that we have the view of all users, so that we are able to discuss it at our next hall meeting next week.

Ideally, it would be good if you could send it me by Friday 1st March.

Many Thanks

Ali

<The future of the Victory Hall briefing for users.docx>

Re: Final Day

From: Gurmare Singh (tigerstylesportskarate@yahoo.com)

To: ali.tierney1@btinternet.com

Date: Friday, 1 March 2019 08:43 GMT

Hi Ali

I believe the location of the hall is great and should remain where it is as this also serves the school children and if the hall was relocated I feel the school children would nit benefit from this I do believe with the community in Whimpe fundraising would be greatly supported by all also my club would help anywhere possible as for repairs the noticeable problem in the hall would be the flooring as children have had splinters in the past. I would also like to mention if you require any materials to repair or build on site one of my senior students is a area manager at Jewsons and would be happy to help make the materials as cheap as possible for the hall can send details of needed.

Regards

Gurmare Singh

On 1 Mar 2019, at 08:28, "ali.tierney1@btinternet.com" <ali.tierney1@btinternet.com> wrote:

Hi Gurmare

This is a polite reminder that this is the final day for us to receive any replies regarding your opinions/views on the future of the Victory Hall.

I look forward to hearing from you.

Many Thanks

Ali

FORM 1: FIRST STAGE ELIGIBILITY CHECK

Name of Group: Chardstock Community Hall

Application Eligibility		
Criteria	Yes	No
Is the application form <i>complete</i> ?	X	
Is the form <i>signed</i> ?	X	
Group Eligibility		
Criteria	Yes	No
Is the group a registered charity and standard Village Hall?	X	
Is there a copy of the group's governing document? E.g. trust deed, mem & arts, constitution.	X	
Is there a long-term lease (i.e., 28 yrs or more from time of application) or is the land free-hold?	X	
Is there a copy of the most recent annual accounts?	X	
Is there less than one year's running costs in reserve?	X	
Project Eligibility		
Is it an admissible type of project?	X	
Are there drawings or builders specifications, if applicable?	X	
Is the proposal not solely for land purchase?	X	
Have the works not yet started? NB: earlier phases and professional fees are admissible.	X	
Is it for capital works only?	X	
Will there be likely spend in 12 months from time of approval?	X	
Costs Eligibility		
Are there 3 quotes or a 'bill of quantities'?		
Is the grant requested no larger than £5,000?	X	
Is the overall project no larger than £750,000?	X	
a. Is the grant requested no larger than 1/3 of the overall project costs?	X	
b. Is there 1/3 of the funds from the group? NB. This is flexible, as long as the whole 2/3 is not from sole, large source e.g. lottery		X
Do funding gained and cost of project match?		X

ASSESSOR Comments:
 The majority of the funding (£33,000) would come from a Public Work Loans Board loan, which they aren't in receipt as yet as they need to state a final amount, but Devon Association of Local Councils in processing their application.

FORM 2: PRIORITY ASSESSMENT

Minimum score for each = 0, Maximum score for each = 5

	ITEM	Max. Score	Score Given
1	To what extent is the hall, itself, needed by the local community?	5	4
Comments: The hall is used regularly on a daily basis for a wide variety of activities by at least 12 separate user groups, plus private hire. The school has a hall that can be hired when not in use, the pub has a small function room available for private hire.			
2	To what extent are the works needed?	5	4
Comments: Energy costs are high, they want to lower the ceiling to allow more room for insulation. This will make the hall more sustainable in terms or reducing the costs of running it. They also want to add air conditioning and emergency lighting, electric and fire safety works.			
3	To what extent has the project been developed with community support?	5	4
Comments: Have had comments from a lot of hirers and potential hirers about the cold, which is why some go hire elsewhere. An independent energy assessment said the works were needed.			
4	How well is the project planned (including works, advice and disability access)?	5	3
Comments: Well planned, with details of how much money could be saved by the hall every year. They don't have three quotes for all aspects of the works, two of the companies they approached declined to quote for some of the works although all three quoted for the major part of it.			
5	How realistic is the funding package?	5	2
Comments: The vast majority of the funding is due to come from a Public Work Loans Board loan, which they aren't in receipt as yet as they need to state a final amount which they won't have until they know if they're successful with this application, but Devon Association of Local Councils in processing the loan. The hall are contributing a small amount.			
Total Score:		25	17

ASSESSOR Comments:

FORM 3: SUMMARY SHEET FOR COMMITTEE

Name of Hall: Chardstock Community Hall

The hall is well used by various user groups. There are a couple of other hall opportunities in the village but they provide something a bit different. The vast majority of the funding is due to come from a Public Work Loans Board loan, which they aren't in receipt as yet as they need to state a final amount to apply which they won't have until they know if they're successful with this application. The project is to install a suspended ceiling with insulation, replace lighting with LEDs and replace a wet heating system with a dry air system. They do not have three quotes for all aspects of the works.

Total Project Cost:	Award Requested	Recommendation
£40,028	£5,000	£

Funding Package:

Unconfirmed Funds:
£33,000

Shortfall:
£0

<u>Funds Applied For or Raised</u>	<u>Amount</u>	<u>In hand? Yes, No, or Unsuccessful</u>
Parish Council	£0	
Fundraising	£0	
Hall contribution	£2,028	Yes
Grant:		
None	£0	
Public Work Loans Board loan	£33,000	No
Total (if we give our grant)	£40,028	

Priority Scoring:

ITEM	SCORE (0-5)
1. Need for Hall	4
2. Need for proposed works	4
3. Local support	4
4. Planning of project	3
5. Funding package	2
TOTAL SCORE:	17

Assessment Summary:

East Devon District Council Community Building Fund Application Form 2019 / 2020

Please read the guidance notes thoroughly before completing the application form.

IMPORTANT- If your application is incomplete by the deadline, it will not be assessed and will be returned to you.

Data Protection

Any personal information which you provide will be held and used by East Devon District Council for the purpose of your grant application. Your information will be held temporarily by SNAP Surveys Ltd who provide the software used for the application. Your information may also be shared within East Devon District Council for the purposes of carrying out our lawful functions. Otherwise your personal information will not be disclosed to anybody outside East Devon District Council without your permission, unless there is a lawful reason to do so, for example disclosure is necessary for crime prevention or detection purposes. Your information will be held securely and will not be retained for any longer than is necessary. There are a number of rights available to you in relation to our use of your personal information, depending on the reason for processing.

Further detail about our use of your personal information can be found in the relevant Privacy Notices which can be accessed online: <http://eastdevon.gov.uk/privacy>

SNAP Surveys Ltd Privacy Policy: <https://www.snapsurveys.com/survey-software/privacy-policy-uk>

Eligibility checklist

1 Please answer the following questions. If you answer 'No' to any of them your project isn't eligible for this funding.

If your answer is 'No' to any of these and still submit an application, your application will not be considered and will be returned to you.

	Yes	No	Does not apply
Does your total project cost between £4,500 and £750,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your application to us for between £1,500 and £5,000?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have the vast majority of your match funding from other sources in place?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in an area not covered by a town council?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your community building or community shop in East Devon?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
If the application is for a community building, is it used by a minimum of three separate and distinct user groups?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you have permission from all the relevant organisations and people to carry out the project?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is your project a capital project for non-removable items (not to help with running costs, routine repair or maintenance nor removable items such as chairs and crockery)? Please refer to guidance.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

2 Have you been awarded funding through our Community Buildings Grants scheme in the last two years?

- Yes - if yes, you aren't eligible for this funding
 No

A - Your contact details

3 Name of your community building:

Chardstock Community Hall

4 What Parish is your community building in?

Community buildings in Town Council areas are not eligible.

Chardstock

The contact details below will be removed before the application is made public as part of the agenda and minutes of the decision making meeting. Please see section F and the start of the questionnaire for further information.

5 Main contacts name, position on the Committee, and address (including postcode):

[REDACTED]

6 Main contacts phone number:

[REDACTED]

7 Main contacts e-mail (IN BLOCK CAPITALS):

[REDACTED]

B - The legal status and management of your community building

8 Are you a registered charity?

- Yes
 No - please move onto question 9

If yes, what is your number?

272433

9 Is your governing document a....

- Trust Deed
 Conveyance
 Lease
 Charity Commission Scheme
 Other - please write in below:

10 In whom is the property vested? E.g. who are the holding/ custodian trustees?

- Named trustees
 Parish Council
 Official Custodian for Charities

11 Is your community building:

- Freehold
 Leasehold - please tell us how many years remain on the lease:

12 Are there any restrictive covenants in your governing document?

- Yes
 No - please move onto question 13

If yes, please specify:

C - About your project

13 Are there any other community buildings in the parish? If so, please tell us what they are and explain why the community building you are applying on behalf of is needed as well as the others.

None. The primary school has a hall but this is not specifically a community hall, albeit it can be hired when not in use elsewhere. The public house in the village also has a small function room (but for private hire only).

14 Please explain in detail how regularly is your community building used and who uses it?

The Community Hall is a multi use building used by over 12 separate groups; from dog obedience, yoga, gardening club, quiz teams, Scottish dancers, Baby Sensory classes, Chardstock Pantomime Society, host to the Parish Council, badminton, carpet bowls, martial arts, Tai Chi and also home to the Chardstock Youth Club. The hall is currently used 2 mornings per week, 4 afternoons per week and 4 evenings per week and also at weekends (pre-booked events >12 pa. plus other ad-hoc private hire). Hall is also the venue for Parish Council meetings, public and parish meetings as well as being the polling station for Chardstock Parish.

15 What is your project?

Please check the rules to make sure your project is eligible. In particular we can't fund routine maintenance and repair costs.

The building is extremely dated, having been built in the 1970's at a time when energy efficient and insulation were not design factors. The building gets extremely cold in the autumn and winter and a significant cost of running the hall relates to energy, most of which is lost through the walls and roof. The temperature issues also mean that some groups (especially those involving elderly guests) choose not to use the building and take their business outside of the parish. The project supported by the Parish Council (and verified by an independent energy assessment funded by the Council) is to insulate the walls and roof space to modern low-U value standards, thus reducing the costs of the day-to-day operation, prolonging the life of the building as a whole and further reinforcing the position of the hall as the community hub for the parish.

16 Why do you want to carry out this project, why is it needed and what difference will it make?

As detailed above, the costs of heating the hall (and repairs due to damp and cold ingress) are increasing year-on-year and the hall is not being used as fully as possible due to the negative factors of cold and draught. The revenue into the hall is stable but, like many similar halls, does not allow for the large scale works required to bring the u-value standards up to the modern day requirements. The completion of the energy improvement project will breathe new life into the hall, reduce running costs allowing those funds to be ploughed back into the hall in the shape of new and improved facilities and ensure that Chardstock has a community building fit for the 21st century; warm, dry and open for business. The energy assessor believes that roof and wall insulation improvements, coupled with heating and lighting upgrades, will yield approx. £2258 savings pa. which will offset the loss of grant income from the Parish Council which will cease in lieu of the proposed repayments towards the PWLB (Public Works Loan Board) advance; the Trustees will be, however, expected to contribute towards 100% of the interest element of the 6-monthly loan repayments and prepare management accounts for the PC. Fundraising locally is also being undertaken towards associated boiler upgrades / improvements which could potentially yield another £1438 pa. That project is not, however, part of this application. Since the last application, preliminary works have revealed that significant electrical safety works are necessary as part of the anticipated improvement project and this has added considerably to the costs involved and, in addition, the trustees have resolved to upgrade the Fire Safety system at the same time to prevent any additional nuisance and inconvenience at a later date (the principle being to do everything while the hall is out of action)

17 How do you know this work is needed? Who and how have you consulted?

Chardstock Parish Council promoted and paid for an independent energy assessment last year (attached) using UpEnergy Ltd, an energy consultancy recommended by Community Building Project Lead at Devon Communities Together). The additional works for electrical and fire safety have been recommended by contractors during their assessment and independently verified by a member of the Council with background in this field (photographs attached).

18 Has planning approval been given?

- Yes- Planning application reference: _____
- Not required
- No- If no, why not:
All works are internalised and building is not subject to Listed Building Consent.

19 Has building regulation approval been given?

- Yes
- Not required
- No- If no, why not:
As above.

20 When do you intend to start this project and how long is work likely to take?

August 2019 - 6 weeks approximately.

Query - The deadline for application is 24 June, applications will be considered at the very end of July, you will receive a grant offer letter (if successful) in early August. You will not be able to start work on any part of your project until, if successful, we have received your signed grant offer letter back. This means you wouldn't be able to start work until at least mid-August. Would this be ok?

Answer - With regards to the dates specified, this will not prove an impediment to the project scheme as work was not scheduled to start until late August / early September. On the basis that the grant award is successful, an offer letter could be returned to you within 24hrs of receipt here.

D - Project costs and match funding

21 Can you claim the VAT back on any of your project costs?

- Yes - please apply for the costs without including the VAT you can claim back
- No - please apply for the project costs inclusive of VAT

22 Project costs (£)

Purchase of land

Purchase of building

Construction work 37528

Adaptation/ repair work

Fixtures and fittings

Car park

Other (please specify below)

Professional Architect Fees

Professional Surveyor Fees 2000

Professional Solicitor Fees

Disability access audit

Safety planning supervisor

Planning application/ Building Regulations

VAT

Inflation/ contingency 500

Total Cost 40028

Please send us copies of quotations for the project, we would expect quotations from a minimum of three companies. If you don't send quotations you won't be eligible for the funding.

23 Match Funding (£)

We do prefer to be final funder, please make sure you have at least the vast majority of your funding in place before applying

Grant you are requesting from EDDC 5000

Your contribution 2028

Grant from Parish Council- is this confirmed?

Other (please specify below and send evidence where possible) 33000

Council has resolved and budgeted for a Loan from PWLB to fund the works; the annual repayment being less than the existing grant to the Chardstock Community Hall Trustees and offset by the annual savings projected by the energy consultant. The CCHT have also agreed to meet the interest element of the loan repayments from

Total 40028

Shortfall

Query - Have you got the loan from the Public Work Loans Board?

Answer - The loan from the PWLB is being channeled through DALC as per legislation as we did not seek to increase precept to pay for the loan installments (already budgeted for) and we have a current 92% "in favour" response rate from parishioners. However, Council is somewhat at a disadvantage as the PWLB require a final loan amount to be specified which will, consequently, be wholly dependent on whether the CBF grant is approved, and vice versa... a catch 22 situation so to speak. DALC has confirmed that our project is eligible and is processing the forms in order to allow us to draw down whatever funds (upto the maximum of £33k) that we require.

E - Your finances

Please send your most recent set of approved annual accounts to us

F - East Devon District Councillor comments

24 Please ask your East Devon District Council Ward Member(s) for their comments on your project and write their name(s) and comment(s) in below:

If you don't know who your EDDC Councillor is you can find out online here: www.eastdevon.gov.uk/council-and-democracy/who-is-my-councillor/

Cllr. Paul Hayward (Yarty ward): I must first declare a personal interest as the Clerk to the Parish Council. I have therefore worked with the PC to prepare this application, but have a personal interest only as the "messenger" so to speak. I do not live in the parish and only use the building when undertaking my duties as Clerk or when attending in my role as ward member. I support this application (submitted jointly by Chardstock Parish Council and the Hall Trustees) as part of their Community Building Fund bid. The hall is a much loved and well used facility in Chardstock and is the primary gathering place for parishioners; the heart of the village in essence. Compared with other halls, the footprint of the hall is considerable but is very much in keeping with size of the parish but with that beneficial amenity comes the significant burden of maintenance which has been regrettably foregone in past years. The Parish Council would like the hall to be more self-sufficient and the proposed improvements are part of their contribution to that end. However, Council is mindful, in its wider role as Custodian Trustee, that a failure to urgently address the evident underlying structural and maintenance issues, might lead the Hall Trustees to abandon the hall (with no other financial options available) at which point the Council would have no option to surrender its custodian lease and return the hall to the freeholder which would be a significant loss to the parish, and leave a multitude of community groups (not to mention the PC) without a home, and the parish without a polling station! It is unlikely, given the current financial constraints, that another hall would ever be rebuilt on this land.

Query - In your supporting statement as EDDC Councillor for the area, you've stated that 'a failure to address the evident underlying structural and maintenance issues might lead the Trustees to abandon the hall'. Bearing this in mind you mention the wider hall improvement programme such as a boiler upgrade, significant electrical safety works and upgrading the fire safety system. Please could you just send brief details of the wider improvement plan for the hall, and any timescales / plans you have in place for this?

Answer - With regards to the challenges faced by the hall's management trustees, and similarly the Council as Custodian Trustees, with an aged building and ever-increasing maintenance bills, the management group took on board your earlier comments about their high level of reserves and committed approx. £6k to the replacement of the fire alarm and emergency lighting system (outside of the scope of this project). This had the effect of reducing Council's overall financial obligations but, ironically, added to the overall scheme as the installation highlighted serious issues with the general electrical system, the costs of which Council is considering with both the hall trustees and several community fundraising groups in order to address and overcome these.

Both the hall managements trustees and the Council are mindful that completing all the work at the same time minimises user disruption and "downtime" but also appreciate that undertaking too much, too quickly, will cause stresses, both financial and emotional, to all involved and so a decision was taken to deal with one tranche at a time, unless the two sets of works dovetail to such a degree that concurrent completion is unavoidable.

The likelihood of the MT's abandoning the hall is extremely minimal as they are a committed team of local, community minded volunteers but Council has to always be pragmatic in its future planning and therefore considers all eventualities, of which abandonment and cessation of lease is one of many.

Section F- Checklist

25 Please check that you have included / sent the following with your application:

- Copy of governing document
- Details of offers / grants from any other funder / organisation
- A minimum of 3 quotes for total project costs
- Copy of most recent set of approved annual accounts

Optional documents to send us:

- Photographs, specifications and drawings
- Extract from your Parish Plan / Neighbourhood Plan
- Evidence from consultation e.g. letters of support from users
- Other

Please send all accompanying information by post or by e-mail to us:

Post: Jamie Buckley, Engagement and Funding Officer, East Devon District Council, Knowle, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ

E-mail: jbuckley@eastdevon.gov.uk

26 Please click in the box below to indicate that you have understood that East Devon District Council is subject to Freedom of Information legislation. Unless your information is classed as confidential or protected under data protection legislation and policies it will be made public. This will be in the form of the agenda and minutes of the decision making meeting and to fit in with any other Freedom of Information requests. If any information you have given is exempt from disclosure under the Freedom of Information Act, it may be redacted before the remainder is published.

Find out more here: <http://eastdevon.gov.uk/access-to-information/freedom-of-information/>

If you don't tick this box your application can't go forward.



27 Signature of applicant:



28 Date:

05/06/2019

Please complete this application form in full and click on the 'submit' button below to send your answers to us

Query: Q15 states that the project is all about insulating the walls and roofspace, and making the hall more energy efficient. This is also mentioned in Q16. However, the quotes are all about a new ceiling, new lights, air conditioning and fire safety? Please could you update your response to Q15?

Query: Q16, bearing in mind the query above are the savings detailed in Q16 the same?

Query: Please could you confirm which quotation(s) you've accepted and why?

Query: I can only see two quotations for the full works, one from Bagwells and one from ACS Electrical (including one for additional / revised costs from ACS)?

Answer:

The Chardstock Community Hall was built in the 70's to the insulation standards of the time, and when energy was significantly cheaper to supply. The existing ceiling is a fibreboard layer secured directly to the roof trusses with a small void of some 4 inches whereupon the roof itself begins. There is simply not enough space to install insulation into that void and therefore, as per the eco-energy assessment, the project was designed to lower the ceiling height inside the building via a suspension system, with the necessary insulation installed between that new ceiling and the roof above. Essentially, we have made the room smaller to accommodate the required thickness of insulation which also has the knock-on effect of reducing the room volume, thus making the new eco-energy measures even more effective as there is less room to heat to start with!

The quotes provided (as re-attached) are from:

ACS Electrical

RBL Homes *, and

Bagwells

The primary element of the quote is the new suspended ceiling, but you will see that ACS have also provided additional elements for air conditioning (hot and cold output to allow for future Renewable Energy fundraising for solar array etc) which moves the hall away from burning heating oil on site thus replacing the wet system with a dry one. They also provided quotations for the LED lighting system which was another element of the Eco-Energy Assessment report to save further money on utility bills. Therefore, the 3 quotes include the primary works, and then ACS supply the remainder which is common to the other two parties (who declined to get involved with aircon. and suchlike)

The Bagwell's quote contains the suspended ceiling works and the LED lighting replacement.

The additional quotes for Emergency Lighting and Fire Safety from ACS (and the subsequent electrical works) are supplementary to the primary works - ceiling, insulation and heating / cooling - and are shown for information reasons as they form part of the entire works, and will be covered by Council's increased loan application. They have no bearing on the core project as above.

re: question 16, potential savings are based on the primary objective of:

- i) Installing a new suspended ceiling with insulation above
- ii) Replacing lighting with LED's
- iii) Replacing wet heating system with Dry air system.

The additional savings will come (after future fundraising when the dry system can be powered by renewable energy) and as a result of increased hire revenues from users as the building becomes more attractive to rent and more energy efficient through utility savings.

Council intends to contract with ACS on the basis of their overall willingness to assist, the fact that they have co-operated fully with Council to work towards the energy efficiency goals and their availability for a late August start date.

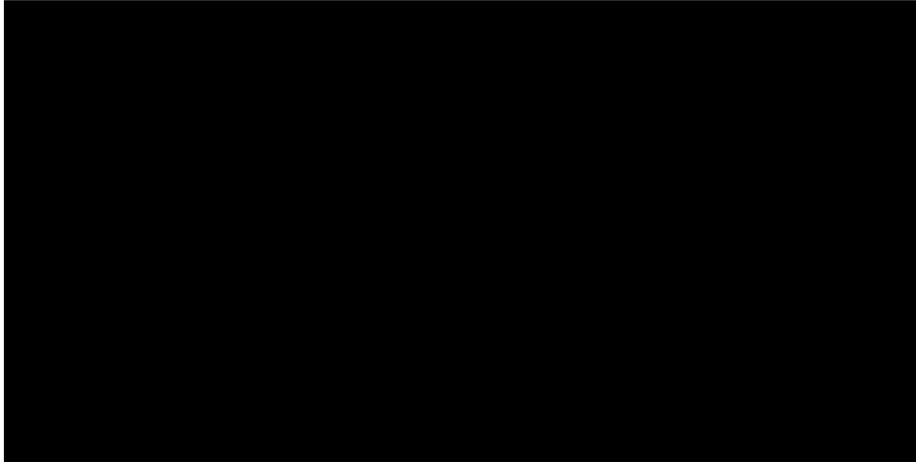
CHARDSTOCK COMMUNITY HALL TRUST

ACCOUNTS

FOR THE YEAR ENDED

31 MARCH 2018

I certify that the attached Accounts are in accordance with:

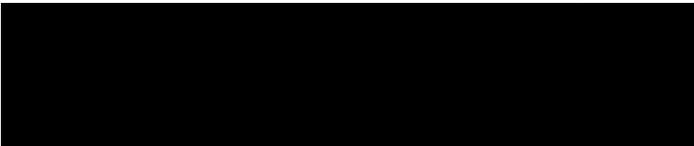


CHARDSTOCK COMMUNITY HALL TRUST
 INCOME AND EXPENDITURE ACCOUNT
 FOR THE YEAR ENDED 31 MARCH 2018

	2018 £	2017 £		
HALL LETTING INCOME				
Hire Fees	10,114	9,228	886	10%
Use of Crockery	<u>0</u>	<u>0</u>	0	0%
	<u>10,114</u>	<u>9,228</u>	886	10%
Less:				
DIRECT HALL LETTING EXPENSES				
Wages and Cleaning Materials	2,232	1,986	247	12% Salary Increase from Nov17 (£50)
Heating and Lighting	184	230	(46)	-20%
Oil	3,736	4,384	(647)	-15% £1.8k being paid monthly by direct debit over coming year
Electricity	773	495	277	56%
Water Rates	<u>0</u>	<u>0</u>	0	0% No longer required
Performing Right Licence Fee	<u>6,925</u>	<u>7,095</u>	(170)	-2%
NET INCOME FROM HALL LETTINGS	<u>3,189</u>	<u>2,134</u>	1,056	49%
Less				
ADMINISTRATION AND OVERHEADS				
Insurance	583	565	19	3%
Sundry Administration Costs	185	122	63	52% Webpage £150
Repairs/Replacements	5,156	2,149	3,007	140% New Oven £2,000
Others	<u>0</u>	<u>50</u>	(50)	-100% Devon Communities Together Subscription £50
	<u>5,924</u>	<u>2,885</u>	3,039	105%
NET SURPLUS/(LOSS) ON ORDINARY ACTIVITIES	<u>(2,735)</u>	<u>(752)</u>	(1,984)	264%
Add				
OTHER INCOME				
Grant Income	3,345	0	3,345	0% Parish Council £2,400 (2017) £945 (2018)
Bank Interest	1	2	(0)	-25%
Fund Raising	271	341	(70)	-21% Big Breakfast
Wayleave/Donations	<u>1,824</u>	<u>440</u>	1,384	314% CADS Variety Night £655 Street Fayre £500 Private Function £410 Carpet Bowls £160
	<u>5,442</u>	<u>784</u>	4,657	594%
NET SURPLUS/(LOSS)	<u>2,707</u>	<u>33</u>	2,674	1156%

CHARDSTOCK COMMUNITY HALL TRUST
BALANCE SHEET
AS AT 31 MARCH 2018

	2018	2017		
	£	£		
ASSETS				
Building Fund				
Building at Cost	<u>83,426</u>	<u>83,426</u>	0	0%
Furniture and Equipment Fund				
Furniture and Equipment at Cost	<u>6,340</u>	<u>6,340</u>	0	0%
General Fund				
Cash in Hand	100	100	0	0%
Bank Balances				
Current Account	7,576	2,182	5,393	247%
Reserve Account	5,096	5,095	1	0%
Debtors	1,180	2,864	(1,684)	-59% FY17: Late Invoicing Q4 bookings
Prepayments	488	468	21	4% Insurance
Oil Stock	<u>0</u>	<u>0</u>	0	0%
	14,441	10,709	3,731	35%
Less: Accruals and Deferred Income	2,701	1,676	1,025	61% FY18: Deferred Income £786 FY18 Electric £1.8k FY17: Electric £1.2k
	<u>11,740</u>	<u>9,033</u>	2,707	30%



ACS electrical

AIR CONDITIONING & ELECTRICAL SERVICES LTD

QUOTATION - CHARDSTOCK VILLAGE HALL

21/02/2019 Ref SM/02/CVH/Ansell

Hi Jack

Thank you for opportunity to quote for new ceiling & new LED lights in the village hall.

We offer our services in partnership with RBL homes

New suspended ceiling 176sqm

Remove existing ceiling tiles and grid, clear to recycling centre

To supply and install 600 x 600 Dune MAX sq edge ceiling tiles laid in into a exposed white 24mm T grid system including any necessary straight cutting to waste and 90 deg trim to perimeters.

Install 150mm fibreglass quilt to be laid on ceiling.

£6,163.69+vat

Air conditioning for the hall

Install 3 ceiling suspended Mitsubishi Electric inverter cassettes to provide heating & cooling, each unit will be mounted in the new suspended ceiling and will have a 4 way facia grille to provide air in 4 directions.

The units will be controlled via a wall mounted controller which can be programmed to have time settings and temperature settings.

The units can be programmed to provide a night set back so the temperature can respond quicker on cold days.

There is a function available at a additional cost for the units to be linked to a wifi router which means the units can be switched remotely.

The indoor units and outdoor units are connected by copper pipe and cabling which will be hidden within the fabric of the building.

The outdoor units will be mounted on cantaliver arms above the floor at the side of the building near the oil tank.

Each outdoor unit requires a 240v power supply, we can provide this if the existing electrical installation has had a up to date electrical test.

Before we carry out the electrical works we will require a copy of the test certificates.

All our Mitsubishi equipment comes with 5 years warranty subject to a service/maintenance contract is taken out at the same time. We can offer a service if requested.

£10,906.46+vat

We recommend that the existing electric radiators to be repositioned in the rooms at the front of the building.

New LED lights

Remove existing light fittings and dispose of tubes to recycling centre

Install Anseff LED downlights -Project JB20022019-

Install ceiling recessed fixed downlights in the centre of village hall and install ceiling recessed adjustable wall wash luminaries on the sloping side of ceiling all lights to be dimmable.

The lighting circuit will be altered and wired into 4 rows with dimmable switches mounted beside entrance doors.

We presume the existing lighting circuit is up to current regulations

£5,110.00+vat

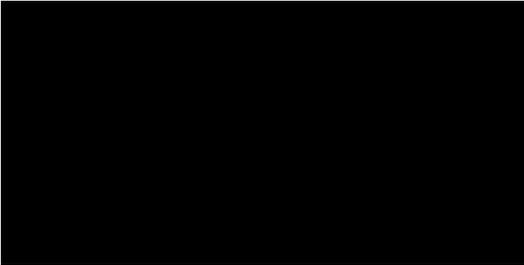
Standard LED lights installation cost £5,110.00+vat / Dimmable option £6,970.00+vat

Total project cost £ 24,040.15+vat

Managing Director

Tel: 01392 811733

Our Ref: RBL260



20th February 2019

Dear [REDACTED]

Please find detailed below our quotation for building works as discussed. If you find there is anything you feel we have misunderstood or would like further clarification on, please give us a call.

Project Description

Replacement of existing ceiling

Lay floor protection to complete floor area and seal, erect scaffold as necessary towers and safely remove existing suspended ceiling, dispose of all waste safely. Construct new timber frame to existing roof rafters and insulate with 120mm Celotex insulation. Cover with plasterboard and complete to a fully plastered finish. Finally paint ceiling to a white matt finish.

We have done our best to ensure we have understood and planned for all works required to complete your project. However, until will actually start the works, it is impossible to be completely sure of what we will find.

If therefore we find something that we did not plan for such as, hazardous materials or unsafe previous construction works, we may find it necessary to provide you with a supplementary quotation. We will however show you what we have found in order that you fully understand what is involved and what we need to do to put things right.

Please note – The price we have quoted is based on ceiling size of 176 Sq Mtrs. We have also allowed for 120mm Celotex between the rafters, if you were to have 100mm Rockwool Flexi between the rafters and 50mm Celotex over the rafters, this would save you £1,800 inc VAT and give you a similar insulation value

Professional Services

We have access to a highly professional team of specialists who are there to support your project should you so wish and have detailed below those service that you wish us to provide as part of this quotation. If after further consideration you would like advice or further information on any of these areas, please ensure we are aware of this as soon as possible.

Remember the timeline of your project could be affected if we do not have all the relevant drawing and approvals in place.

Professional Services Project Requirements

- Architect – No
- Structural Engineer – No
- Building Regulations – No
- Local Building Authority – No
- Surveyors – No
- Planning Consultancy – No
- Specialist Consultancy – No
- Appeal Management – No
- NHBC – No

Waste Management

We pride ourselves on ensuring all waste materials are managed in an environmentally friendly way and will use only accredited waste disposal companies. We will always try to ensure we recycle as much as possible such as bricks, concrete, wood and soil.

Should your building be contaminated with hazardous materials such as asbestos, then we will work with specialist contractors to ensure this is removed and disposed of in line with all current legislation.

Waste Management Project Requirements

Skips	Size	Qty
General	8 Tonne	3
Hazardous	8 Tonne	0

Please note – If we require further general waste skips these will be charged at £375 + VAT each

Health & Safety, Security & General Support

It is important that your project is managed in line with current Health & Safety regulations and we are pleased to confirm that we have attended both Site Management Safety and First Aid Training in the past twelve months.

We would also like to reassure you that the security of your property will be maintained at all times, and should it become necessary we will secure any exposed areas at the end of each working day.

We will also fence off all areas as required and locate any project support buildings such as a Site Office or Toilet in an area that will cause the least disruption to you.

Materials	Size	Qty
Herris Fencing	6 FT	0
High Visibility Barrier	3 FT	0
Overhead Cable Protection	N/A	0
Site Office	8 x 8 FT	0
Scaffolding	0	Yes
Toilet	3 x 3 FT	No

Electrical

All electrical works will be carried out by a certified NICEIC electrician and will comply with all current Building Regulations. If during the project you decide to change the specification of your electrical requirements as you see your project evolve, we will do our best to work with you and avoid additional charges where possible.

There may at times be a requirement to switch off the power to the house whilst we integrate the new electrical works. We will do our best to ensure this is done with the least inconvenience to you.

Electrical Project Requirements

Please refer to the quotation form ACS Electrical for all electrical and heating costs. These costs are in addition to this quotation.

Project Cost = £18,875

VAT = £3,775

Total Project Cost = £22,650

Total Project Duration = 4 Weeks

We hope you find this quotation to your satisfaction and that we have detailed all aspects of work that you require. If you find there is any part that you do not understand or would like explained in more detail, please do not hesitate to call us. Alternatively, if you would like to arrange another meeting to talk through each stage of the project, we would also be more than happy to do so.

Finally, we would like to assure you that we pride ourselves on our workmanship and, as a local builder, we rely on customer satisfaction and word of mouth for future work.

We look forward to hearing from you.

Yours sincerely



Director (RBL Homes)

**Fwd: FW: Chardstock village hall**

5 messages

4 Apr

Hi [REDACTED]

Please see below the complete quotation from ACS Electrical which has just arrived. Obviously he wants to know ASAP, so I have to will confirm the order next week as soon as the trustees have formally agreed it. Hope that's OK.

By [REDACTED]

ACS electrical

AIR CONDITIONING & ELECTRICAL SERVICES LTD

Hi Jack

If you want to go ahead with this quotation I would place a order now as my materials cost are going up at the end of April, I can freeze the cost up to August if I have a purchase in place.

QUOTATION - CHARDSTOCK VILLAGE HALL

-

04/04/2019 Ref SM/02/CVH/Ansell/Revised

Hi Jack

Thank you for opportunity to quote for new ceiling & new LED lights in the village hall.

-

New suspended ceiling 176sqm

Remove existing ceiling tiles and grid, clear to recycling centre

To supply and install 600 x 600 Dune MAX sq edge ceiling tiles laid in into a exposed white 24mm T grid system including any necessary straight cutting to waste and 90 deg trim perimeters.

Install 200mm fibre glass quilt to be laid on ceiling.

Rear stage area- Provide sound insulation above stage area.- 3m sq- MDF ceiling with 100mm- 150mm insulation £980.00

£7,143.00+vatAir conditioning for the hall

Install 3 ceiling suspended Mitsubishi Electric inverter cassettes to provide heating & cooling, each unit will be mounted in the new suspended ceiling and will have a 4 way facia to provide air in 4 directions.

The units will be controlled via a wall mounted controller which can be programmed to have time settings and temperature settings.

The units can be programmed to provide a night set back so the temperature can respond quicker on cold days.

There is a function available at a additional cost for the units to be linked to a wifi router which means the units can be switched remotely.

The indoor units and outdoor units are connected by copper pipe and cabling which will be hidden within the fabric of the building.

The outdoor units will be mounted on cantaliver arms above the floor at the side of the building near the oil tank.

Each outdoor unit requires a 240v power supply, we can provide this if the existing electrical installation has had a up to date electrical test.

Before we carry out the electrical works we will require a copy of the test certificates.

All our Mitsubishi equipment comes with 5 years warranty subject to a service/maintenance contract is taken out at the same time. We can offer a service if requested.

-
£10,906.46+vat

-
We recommend that the existing electric radiators to be repositioned in the rooms at the front of the building.

New LED lights

Remove existing light fittings and dispose of tubes to recycling centre

Install Ansell LED downlights -Project JB20022019

Install ceiling recessed fixed downlights in the centre of village hall and install ceiling recessed adjustable wall wash luminaries on the sloping side of ceiling all lights to be dimmable

The lighting circuit will be altered and wired into 4 rows with dimmable switches mounted beside entrance doors.

We presume the existing lighting circuit is up to current regulations

-
Standard LED lights installation cost £5,110.00+vat Dimmable option £6,970.00+vat

Fire & emergency light protection.

Install a Level M fire protection system (manual)

Install 9 sounders to cover all floor space with 3 break glass call points positioned at the emergency exits all connected to a 2 zone fire alarm panel.

The panel to be positioned within the main entrance and connected to a dedicated 3amp power supply

All wiring to be concealed in PVC conduit fixed with metal saddle brackets, where possible the cables will be hidden within the fabric of the building.

Installation, testing & commission £3,299.00+vat

Emergency lighting

Install exit emergency LED light boxes above the 3 exit fire doors with 3 hour battery back up.

Install emergency lighting throughout building to give 5 lux coverage to assist to exit areas.

Adapt hall LED downlighters to provide emergency light coverage

Install key switches for localize testing of emergency fittings

Electric cupboard to have emergency fitting also, outside steps & toilets

Supply & install £2,460.00+vat

-
Total project cost £30,778.46



Fwd: Chardstock hall Electrical testing.

6 messages

23 May 2019 at 10:0

Additional elec. works
required

(CCHT)

ACSelectrical

AIR CONDITIONING & ELECTRICAL SERVICES LTD

As you know we have completed the electrical installation report and found many problems with the installation.

The list below are the obvious visual items we can see and the pictures back up our findings.

The installation is in a very poor condition and requires upgraded to get it to a satisfactory condition.

At this stage we have budget cost of £5,750-6750+vat to get it to pass.

We have decided not to complete a Electrical certificate as we know it has failed and requires many alterations to the installation.

1. Tails to center hall dbs and dB in office by entrance have no mechanical protection these are over 25 mtr in length .
2. Above tails are not in containment or clipped direct just loose in ceiling void .
3. Above tails have nic's in outer insulation and in certain places are joined to extend them in unsupported neutral blocks
4. Cpc to these boards need attention and correct csa to comply
5. Limited rcd protection on installation which incorporates a kitchen , toilets kids youth club
6. Db1 is overloaded it has ringmains and radials on the same mcbs plus multiple lighting circuits on the same circuit
7. Above dB has wrong mcbs fitted
8. Live cables in open connector blocks in ceiling and taped up live cables in roof void
9. Multiple unsecured Jb's in roof void some off these have in insulated cpc out side off Jb's 1
10. Unable to find oil and water bonding
11. Dbs in center off hall need up grading and correct cpcs
12. There are spur on spur in different locations
13. DB entrance office has no protection where cables enter metal enclosure on tails and circuits
14. Above dB has multiple lighting circuits on single mcbs
15. 80 amp supply leave rcd main switch in 6,0 mm cable 16. single insulated cables showing outside Jb's 17. on above dbs incorrect mcb installation

DBS Distubution fuse board

Spur- electrical fused 13amp swith

CPC- Circuit protective conductor (earth)

CSA- Cross sectional area (size of earth cable)

Regards



Managing Director

Tel: 01392 811733

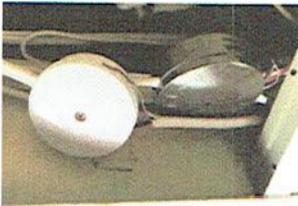


<https://www.acselectricals.co.uk>



Virus-free. www.avast.com

37 attachments



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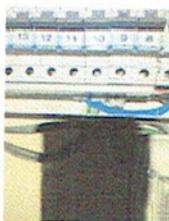
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23 May 2019 at 10:04



Clerk / RFO to Chardstock Parish Council

(Clerk works part-time for the Parish Council and therefore emails may not always be responded to immediately upon receipt)

BAGWELLS LIMITED

STATION YARD
STATION ROAD
SIDMOUTH
DEVON EX10 9DN

Building Contractors
Extensions & Alterations
Small Works & Decorations
Electrical Contractors
Electrical Test & Inspections
Fire & Security Systems

Tel: 01395 577194
Fax: 01395 577132
email: info@bagwells.co.uk
www.bagwells.co.uk



25 March 2019



Re Proposed replacement lighting and ceiling to the village hall

May we first apologise for the lateness of our reply, however we are pleased to provide our estimate for the works as detailed below and in accordance with our standard terms and conditions overleaf.

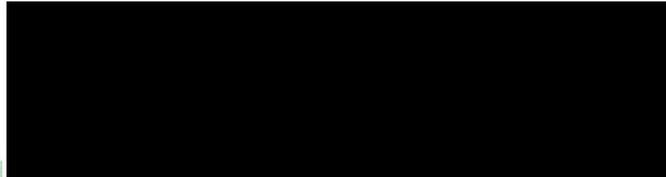
To carry out the replacement / upgrade existing suspended ceiling and lighting as detailed below

- Line and Protect existing sports flooring
- Disconnect / make safe existing wiring
- Rewire switches from cupboard next to DB to new grid switch
- Upgrade lighting Distribution board
- Rewire to new lighting points as per lighting scheme.
- Supply and fit Ansell light fittings as per lighting scheme.
- Allow emergency lighting packs as required.
- Strip and cart away existing suspended ceiling
- Supply and fit new white lay in suspended ceiling system with 600mm x 600mm 15mm insulated tiles
- Overlay with 200mm insulation
- Allow to cart all rubbish from site and leave Hall clean and tidy on completion

All for the sum of £26582.00 plus vat

We hope our estimate proves acceptable and I look forward to hearing from you in due course.

Yours faithfully



Registered house builder
Registered No. 68386



National Inspection Council for
Electrical Installation Contracting



UK REGISTERED ELECTRICAL CONTRACTORS
CONSTRUCTION



CHAS
Accredited Contractor
www.chas.co.uk

Company No.
4248120

VAT Reg. No.
786 8259 62

BAGWELLS LIMITED

STATION YARD
STATION ROAD
SIDMOUTH
DEVON EX10 9DN

Building Contractors
Extensions & Alterations
Small Works & Decorations
Electrical Contractors
Electrical Test & Inspections
Fire & Security Systems

Tel: 01395 577194
Fax: 01395 577132
email: info@bagwells.co.uk
www.bagwells.co.uk

Estimator / Surveyor
Bagwells Ltd

estimating@bagwells.co.uk



Registered house builder
Registered No. 08385



National Inspection Council for
Electrical Installation Contracting



UK REGISTER OF FIRE-QUALIFIED
CONSTRUCTORS



Accredited Contractor
www.chas.gov.uk

Company No.
4248120

VAI Reg. No.
786 8259 62

Colyton drainage project deadline extension request

Parishes Together Fund 2017 / 2018

In 2017 / 2018 Colyton Parish Council was granted £1,292.90 from the council's Parishes Together Fund towards a ditches and drainage project. They didn't carry out this project within the required timescale of 12 months, so by 16 April 2019.

They didn't contact us as requested to arrange for an extension to the 16 April 2019 deadline in advance, so are asking for a post-deadline extension to allow them to spend the funding they were granted.

Their original application is included as part of this agenda for your information.

Why they are asking for longer to spend the monies, information from Colyton Parish Council:

"The project is ongoing, we identified the problem as blocked gullies, jammed drainage lids and years of accumulated silt and debris and we have approached the County Council to jointly work with us to lift the jammed drainage lids and vacuum out the accumulated debris as they have the expertise and the machinery to do it. This where the money will be spent but we are held up because despite repeated requests the County has yet to respond. I am also asking our County Councillor, Cllr Martin Shaw to speak to them especially as we now run the risk of having to return the remaining funds.

We have spent a small amount on the clearing of a couple of the gullies beyond the blocked drains but it would be a complete waste of money unless we can actually get the jammed drainage lids lifted and vacuumed out as this is the root cause of the surface flooding.

The delay is not of our making and we are doing everything we can to progress the project which will intimately benefit residents of Colyton who at the moment face the prospect of their properties flooding and should the money be withdrawn there is no way we could afford to do the work."

Parishes Together Fund 2017 / 2018



Guidance Notes



Parishes Together Fund- An Introduction

Devon County Council and East Devon District Council have allocated a sum of money to be given in grants. This equates to £1.10 per elector in the District. The Parishes Together Fund is to be used by towns and parishes working together and involving their communities to try to solve local issues.

How much can you apply for?

There is a funding pot of £1.10 per elector in each parish involved. The numbers of electors is taken from the electoral register as it stood in February 2016. This can be found at www.eastdevon.gov.uk/grants-and-funding/parishes-together-fund

For example if you are in Beer (1,112 electors) and decide to work with Seaton (6,333 electors), you would have 7,445 electors in total. 7,445 electors X £1.10 per elector = £8,190.60

You can apply for funding for more than one project, as long as you don't apply for more than the funding you are eligible for (£1.10 per elector).

We will pay for grants of over £4,000 upon receipt of invoices and receipts, all other grants will be paid up front. If you are claiming for over £4,000 and the organisation paying for the project is VAT registered so is able to claim back VAT, you must only claim for the net amount (total amount minus VAT).

Who can apply

Only Town and / or Parish Councils can apply for this funding. If you have a project you would like funded and are not a Town or Parish Council speak to your Town / Parish Councils and they may wish to get involved and apply on your behalf. To find out how to contact your local council:

http://www.eastdevon.gov.uk/parish_and_town_councils.htm

Town and Parish Councils searching for projects that would help their local area that need funding often find it useful to contact their local voluntary and community groups.

Which projects are eligible for a grant?

1. All applications must involve two or more Town or Parish Councils, the aim of the funding is for Town and Parish Councils to work together on projects. Following a decision of collective support for an application,

nominate a lead council to complete the application form. The officer managing the fund and the decision-makers must be satisfied that the project will benefit more than one Town or Parish and that they are working together.

2. Every Town or Parish Council involved must make a proportionate financial contribution to the project from their own funding.
3. Applications must show towns and parishes involving their communities to try to solve local issues. Projects that create useful networks across parishes involved will be looked on favourably.
4. Grants are for both capital (one off costs, costs of a permanent item, structure etc) and / or revenue costs (day to day costs, temporary items, events etc). We will not fund unsustainable projects, salaries for ongoing posts, individuals, private businesses or for profit enterprises or revenue costs for existing projects.
5. Funds cannot be used directly for on-going staff costs or day to day running of a project, unless this is during a transition phase with documented evidence of how the project will become sustainable post transition.
6. All projects need to include a written quotation from at least one contractor (if using a contractor) / supplier. If the total cost of your project is over £5,000 you must get a minimum of three written quotations, or detail why this is not possible e.g. only one supplier that can do the project.
7. Funds should not be used to support projects that are the direct responsibility of another agency.
8. Funds will not be allocated retrospectively. Work must not start on the project before you have received a letter offering you the grant.
9. You can't apply for funding for the same project twice.
10. All grant money awarded must be spent and claimed within 12 months of receiving your grant offer letter.
11. Please send supporting documents where possible. This could include things such as; quotes for project costs, details of offers/ grants from any other funder/ organization, photographs, specifications and drawings, extracts from your Parish Plan(s), evidence of consultation e.g. letters of support.

The exception to the rules above - ditches and drainage projects

The only exception to the 11 rules above happens when when you are applying for funding for ditches and drainage projects in relation to the prevention of flooding.

Applications for ditching and drainage work are exempt from rules numbers 1, 2, 7 and 9 above. This means you can apply as individual parishes for ditches

and drainage projects, you can apply even though Devon County Council are responsible for ditches and drainage, and you can apply more than once.

As well as the remaining rules above, the following are additional rules for ditches and drainage works in relation to flooding:

1. Proposed work will need to increase frequency or be of a higher standard than that currently offered by Devon County Council.
2. Work will need to be carried out subject to the guidance available from DCC Highways:
<https://new.devon.gov.uk/roadsandtransport/maintaining-roads/self-help-and-community-support/>
3. All ditches and drainage works must be approved by Devon County Council's Flood Risk Team, Devon County Council's Neighbourhood Highways Team and the Environment Agency before being carried out.

When to apply?

The closing dates for applications are 19 June 2017, 10 November 2017 and 7 February 2017. The fund is confirmed for this year only. Once the deadline is reached incomplete applications will not be assessed.

How will we assess your application?

Once the deadline has passed all applications undergo an eligibility check. If your application is incomplete or ineligible we will not take it any further.

Once your application has been passed as eligible it will be presented to a group made up of EDDC Councillors and a Devon County Councillor, for a decision to be made. They will take into account a number of factors such as:

- Evidence of local need
- How Parishes are working together
- Evidence of community support
- How well the project has been thought out and planned
- Project costs and any match funding

You will be told in writing whether your grant application has been successful or not. Successful applicants will receive a grant offer letter which must be signed and sent back to us within three months.

All grant money awarded will be handed over to the main Parish or Town Council as named in the application form. All monies must be spent and claimed within 12 months of receiving your grant offer letter.

What else can I send to help support my application?

You may also wish to include the following to support your application:

- Details of offers/ grants from any other funder/ organisation
- Photographs, specifications and drawings

- Extracts from your Parish Plan(s)
- Evidence of consultation e.g. letters of support

Who do I contact?

If you have any queries or to send in your application form and supporting documents please use the following contact details:

Jamie Buckley, Community Engagement and Funding Officer, East Devon District Council, Knowle, Station Road, Sidmouth EX10 8HL

Phone (01395) 517569

E-mail jbuckley@eastdevon.gov.uk

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Buckerell

2. Please list all of the town and parish councils involved:

Buckerell

3. What was your project in brief:

Ditch clearance

Section B: Finance

4. What was the total cost of your project?

£700

5. How much of the money came from the Parishes Together Fund?

£276

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

Parish Council

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

Parish Councillor volunteer time 5 hours

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Flooding alleviated and ditch in good condition

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

The Parish Council will continue to monitor the state of ditches and drains in the Parish and take appropriate action to remedy problems.

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Cotleigh Parish Council

2. Please list all of the town and parish councils involved:

Cotleigh Parish Council

3. What was your project in brief:

To clear ditches within the parish

Section B: Finance

4. What was the total cost of your project?

£247.50

5. How much of the money came from the Parishes Together Fund?

£200

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

Cotleigh Parish Council

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

n/a

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Reduced lying water on roads within the parish.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

The success of the project will be reviewed before the precept is agreed for 2020/21

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Clyst St George Parish Council

2. Please list all of the town and parish councils involved:

CLYST ST GEORGE PARISH COUNCIL

3. What was your project in brief:

Gully cleaning at Clyst St George and Ebford

Section B: Finance

4. What was the total cost of your project?

£880

5. How much of the money came from the Parishes Together Fund?

£683

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

The balance of £197 was paid out of Parish Council funds

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

No

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

The gullies and drains were cleared out in Clyst St George and it has stopped the flooding and made passage easier for both pedestrians and traffic.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

We would hope if further work was necessary, to be able to fund it by any future Parishes Together Fund.

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

None

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Feniton (Jayne Blackmore)

2. Please list all of the town and parish councils involved:

Just Feniton

3. What was your project in brief:

Clearing of gullies in Broad Road Feniton, because of concerns over surface water flooding.

Section B: Finance

4. What was the total cost of your project?

£1945-90

5. How much of the money came from the Parishes Together Fund?

£1650.00

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

Feniton Parish Council £285.90

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

None

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Ditch and gully clearing is needed on a regular basis and is vital to reduce the risk of surface flooding in the Feniton old village. Feniton has a long and well documented history of flooding and although the village is the subject of a £1.6 million flood alleviation scheme lead by East Devon District Council; this does not include the old village.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

The Council will include ditch clearing in their budget.

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

None

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

BROADWAY



Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Gittisham Parish Council

2. Please list all of the town and parish councils involved:

Gittisham Parish Council, Honiton Town Council

3. What was your project in brief:

Purchase and install defibrillator in Gittisham Vale

Section B: Finance

4. What was the total cost of your project?

£2135.00

5. How much of the money came from the Parishes Together Fund?

£1586.50

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

Plant sale £270, community donations £220, first aid awareness £25, Beaumont charity donation £250

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

5 volunteers for the plant sale (6 hours duration including set up and packing away). Time spent by Gittisham Vale councillors in organising the plant sale and the purchase and installation of the defibrillator.

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Health benefit for having quick access to a defibrillator on the Heathfield housing estate in Honiton & Gittisham Vale. The defibrillator has already been accessed for emergency use but fortunately paramedics arrived before it was necessary to put it into use.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Honiton Town Council were already in the process of installing a network of defibrillators around the town. The one installed in Gittisham Vale adds to that network and the Town Council were happy to act as a partner to the project.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

Raising additional funds is always a challenge but fortunately on this occasion we received some very generous donations from the local community, in addition to the proceeds from the plant sale.

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

Whilst the project has been completed, any additional maintenance costs will be met from Parish Council funds.

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

Article published in The Paper for Honiton and the Gittisham Gazette (local monthly newsletter) - details to be sent to Jamie Buckley with photograph.

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

NEW DEFIBRILLATOR IN GITTISHAM

Gittisham Parish Council has arranged for a second defibrillator to be commissioned in the parish, this one is located on Old Elm Road within Gittisham Vale.

Much of the funding towards the cost of the defibrillator and its installation was provided by the East Devon District Council and Devon County Councils "Parishes Together" fund, to which Honiton Town Council were an application partner with Gittisham Parish Council.

Parish Councillor Richard Pratt stated "In addition to the Parishes Together funding donations were received from the Beaumont Charity and a number of generous contributions from local residents and businesses including Bartlett's Farm Shop who also hosted a fund raising plant sale in their car park."

The defibrillator is registered with the emergency services who will provide the access code to anyone dialling 999 to report a relevant incident. Councillor Andy Wilkins explained that the emergency services operator will give guidance to the caller whilst an ambulance is dispatched. The defibrillator has simple audio and video instructions for the user to follow.

This new defibrillator complements the first in the parish which is located within Gittisham village.

The British Heart Foundation reports that defibrillators are easy to use, compact, portable and very effective. They are designed to be used by lay persons; the machines guide the operator through the process by verbal instructions and visual prompts. They are safe and will not allow a shock to be given unless the heart's rhythm requires it.

Many cardiac arrest victims can be saved if persons nearby recognise what has happened, summon the ambulance service with the minimum of delay, perform basic cardiopulmonary resuscitation (particularly chest compressions) and use a defibrillator to provide a high energy electric shock to restore the heart's normal rhythm. Each of these stages is a link in a chain of events that provide the best chance of success, but the critical factor is the speed with which the shock is given.

FOR THE GAZETTE

Gittisham PC has arranged for a second defibrillator to be commissioned in the parish, this one is located on Old Elm Road within Gittisham Vale.

Funding was obtained from the Parishes Together Fund and the Beaumont Charity together with a number of generous contributions from local residents and businesses including Bartlett's Farm Shop who also hosted a fund raising plant sale in their car park.

The defibrillator is registered with the emergency services who will provide the access code to anyone dialling 999 to report a relevant incident.

Gittisham Parish Council



Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Honiton

2. Please list all of the town and parish councils involved:

Honiton Town Council, Colyton Parish Council and Beer Parish Council

3. What was your project in brief:

The provision of workshops by the Thelma Hulbert Gallery along the East Devon Way to celebrate their 25th anniversary.

Section B: Finance

4. What was the total cost of your project?

£30,722.00

5. How much of the money came from the Parishes Together Fund?

£3,722.00

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

Arts Council - £14,000. Defra - £8,500 Northbrook £3,500 Tesco - £1000

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

see attached

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

see attached

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

see attached

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

n/a

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

see attached

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Art on the EDW

The aim of the project was to make The East Devon Way (a 40 mile path across East Devon from Exmouth to Lyme Regis) accessible and engaging for children, young people and their families through creative and cultural activities.

Parishes Together funding supported the project by enabling us to deliver 10 days of artist-led workshops at Beer, Colyton, Littleton and Honiton primaries. This meant that schools THG previously hadn't had contact with were able to be part of the final exhibition, work with photographers, printmakers and creative writers and make work celebrating the natural environment.

What the project achieved:

The project ran between May – October 2018 and we delivered over 80 nature-based creative activities along the EDW for the general public including families and marginalised groups. We also commissioned 4 artists to deliver workshops in 10 schools throughout East Devon. The workshops that involved children and young people were:



Lyme in Dark Glass

Sat 26 May, Sat 6 Oct, 11 – 4pm, The Lyme Regis Museum
£8

Artist Jenny Mellings led two workshops at The Lyme Regis Museum and along the town's coastline painting with natural pigments. Participants also explored the 18th century Claude Glass as a way of capturing the landscape.

Feedback

"I was inspired by a totally new approach to making art"

"The tutor gave us the confidence to draw outside - a great experience"

"the location was perfect... Painting in natural pigments was very exciting"

"It's a great privilege to hear from working artists about their practice, and to be given the chance to have a go - especially for people like me who have had no formal art training"

"bring on more workshops like this one"



Capturing the Sun

Sat 2 June, 10am – 1pm or 1.30 – 4.30pm, Fire Beacon Hill

Sat 8 Sept 10 – 4pm THG

£3

Participants installed their own solargraph pinhole cameras on Fire Beacon Hill with photographer Justin Quinnell where they remained for 3 months until they were taken down and we grouped in September to scan the captured images.

“I learned so much about camera obscuras & photographic paper. Loved the landscape, the view and the company”

“fun to be with others and to explore Fire Beacon Hill”

“great to do something creative outside in a group – please do more of the same!”



Read (to) the Trees

Sat 16 June, 1 – 3pm, Fire Beacon Hill

£3

Artist Gabby Hoade brought texts and participants were encouraged to get to know the local trees by reading aloud to them and observing how they respond and write or draw your findings. Forestry Commission Ranger Rob Greenhalgh spoke about East Devon's woodlands.

feedback

"I'm surprised at how emotional I was amongst the trees. I found it quite meditative"

"trees are very inspiring"

"100% would recommend"

"I loved the simplicity and meaningfulness of it all"



Tracing The Light

Sat 4 Aug, 11am – 4pm, Woodbury Castle

Free

Cyclists, walkers and visitors joined Sam White both inside and outside his camera obscura to observe and trace the heathland and have their portrait taken.

Everyone's pictures could be downloaded later from <https://light-play.org/heath-week-with-thelma-hulbert-gallery/>



Pinhole Camera Family Workshop

Tues 7 Aug, 10am – 1pm or 1.30 – 4.30pm

£3

Over 40 people joined Justin Quinnell in Sidbury to make their own pinhole camera and capture images in this historic part of the EDW. After the workshop, their cameras were then adapted to take a 6 month exposure camera back at your own home.

feedback

"I enjoyed taking the photographs with such a simple camera and then developing the photos i was surprised just how good they were"



Turn (the) Leaves

Wed 8 Aug, 10am – 1pm or 1.30 – 4.30pm

£3

This event at Woodbury Castle brought together people and trees for simultaneous shared reading and response. Working from a simple set of instructions, participants became part of a new immersive piece of work by Megan Calver and Gabby Hoade, installed at THG.

feedback

"Gabby & Megan created a beautiful event, high level of attention to detail and carefully put together - still remembering it weeks later, very glad to be a part of this special event"

"This was a considered, generous event which provided an opportunity to connect with nature in a way which I would never have considered or felt comfortable doing by myself"

"I enjoyed opportunity to take time to enjoy both the poetry and the time in nature"

"group listening/reading is enriching"

"I most enjoyed... reading as group, knowing we were going to be part of an art installation"



Low Vision Tactile Painting

Wed 12 Sept, 2 – 4.30pm, Colyton Feoffees Hall

Fri 21 Sept, 1 – 4pm, THG

£3

Inspired by Colyton and the EDW, participants dealing with loss of sight, created their own brightly coloured and tactile canvases helped by visually-impaired artist Barrie Goodfellow. These sessions provided the opportunity for people with sight loss to reintroduce themselves to painting or try it for the first time in a safe, friendly and supportive environment.

feedback

"I learned there was a way i could paint again although I'm losing my sight"

"I had never painted in that way before"

I enjoyed the social interaction and "safe" environment"

"I enjoyed being with people like me and meeting new people too. Having a go at tactile art was great"

"Brilliant. More please"



FOREST TUNNEL BOOKS

Sat 15 Sept, 10am – 4pm, Harpford Woods and Village Hall

£6

Forester John Wilding led participants on a 2 – 3m walk in Harpford Woods and then, inspired by the wildlife and trees, they worked with artist Joseph Priestley to create their own theatrical 3D tunnel books.

feedback

“It was a lovely group of people running the workshop and the activity brought in a small yet diverse group of people which was great!”

“It was really nice to learn something new in a relaxed and casual environment (and to support a local gallery)”



Harpford Woods Family Map event

Sat 22 Sept, 10am - 4pm, Harpford Woods

£2 per map

Using our artist-designed maps, families could explore the woods, tunnels and old railway line in the woods to seek the story jars. This is an ongoing project and the maps and story jars are currently being developed.



THG After Dark event

Sat 27 Oct, 5 – 9pm, THG
free

400 people celebrated the Art on the EDW project and exhibition at THG with our community party at the gallery. There was wood-fired pizza, a bar and live music, face-painting, artist-led activities where they had the chance to draw with light and some real creepy-crawlies that children could handle.

Schools workshops

We also organised over 20 sessions of workshops with primary and secondary schools across East Devon. They took place at Honiton Community College, Honiton Primary and Littleton Primary, Millwater School, Beer Primary, Musbury Primary, Colyton Primary and Colyton Grammar School, Marpool Primary.

The schools worked with photographer Justin Quinnell, painter Jenny Mellings, printmaker Simon Ripley and creative writers Janis Lane and Phil Whiteread.



Partners

East Devon AONB, Thelma Hulbert Gallery, RSPB, Clinton Devon Estates, Forestry Commission England, Pebblebed Heaths Conservation Trust, Lyme Regis Museum, EDDC,

Devon County Council, Dorset Art Weeks, Devon Open Studios, Heath Week, LED Walking for Health, Double Elephant Print Workshop, Sidmouth Walking Festival, Museums At Night, The Big Draw.

Budget

The project cost more than we initially outlined in our application to Parishes Together. This was because we were successful in securing additional funding for the project so we could increase our activity and reach.

Item	Cost
Artist workshops x 9 schools x 2 in each school	£5872
Artist workshop fees x 22 events	£7500
Family activities	£1500
Materials during workshops and family days	£600
Artist commissions	£6000
Community transport and venue hire	£1900
stakeholder consultation costs	£400
project management 15 days x £150 per day	£2250
Exhibition costs	£2000
Marketing & publicity	£3500
Total activity costs	£31522

Funders

Defra	£8800
Groundworks	£1000
Northbrook Trust	£3500
Arts Council England	£14000
Parishes Together	£3722
Elmgrant Trust	£500
TOTAL	£31522

Legacy

This pilot project was immensely successful. We have created a catalogue to celebrate the work achieved and we are developing this project and continuing to work with East Devon AONB, Forestry Commission England and the RSPB. We have already secured £25000 of funding from HLF, ACE and the Northbrook Trust to continue to work with rural parishes in East Devon in 2019.

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Luppitt

2. Please list all of the town and parish councils involved:

Luppitt

3. What was your project in brief:

Ditch clearing

Section B: Finance

4. What was the total cost of your project?

£878.50

5. How much of the money came from the Parishes Together Fund?

£415.80

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

The balance of £462.70 was met by the precept under the parish maintenance budget.

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

None

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Keeping the ditches clean and free from leaves and other debris ensures that water is kept off the roads thus preventing potholes and damage to the road surface. Luppitt has a parish maintenance programme which is ongoing.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

We have applied for money from the Highway Maintenance Community Enhancement Fund to continue with ditch clearing work. The HMCEF provided funds for 50% of the work with the balance being provided by the precept.

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

None

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

PARISHES TOGETHER FUND – 2017/18 – LUPPITT PARISH COUNCIL

Contact: Rosalind Buxton, Luppitt Parish Clerk

Address: Courtmoor Farm, Uppottery, Honiton, Devon, EX14 9QA

Tel: 01404 861565

Email: luppittclerk@yahoo.co.uk

Total grant: £415.80

Amount from Parish Council: £462.70

Amount from other sources: Nil

Project:

Clear all concrete gutters through Luppitt:

-) Mountstephens to Dolish Farm and then to Colehill
-) Snooks to Hillend

Ditch clearing:

-) Easement below Dumpdon and past Palmerhayes
-) Easement below Rolleshayes
-) Above Newhouse Farm towards the Mill and Barn Farm to Millrise and Pennythorne Cross

No other members of the community were involved in the work.

Immediate benefits: Keeping the ditches clean and free from leaves and other debris ensures that water is kept off the roads thus preventing potholes and damage to the road surface. Luppitt has a parish maintenance programme which is ongoing.

A. R. Tucker Ltd. Agricultural Contractor

Fair View Farm
Luppitt, Honiton
Devon, EX14 4RY
Tel: 01404 891253 Mobile 07831 589111

Invoice

Tax Date	Invoice No.
28/02/2018	10124

Invoice To
Luppitt Parish Council Mrs R Buxton Courtmoor Farm Upottery Honiton Devon. EX14 9QA

Description	Qty	Rate	Amount	VAT
02/01/18 Clearing Ditches Luppitt to Millrise Labour Per Hour	5	17.00	85.00	S
03/01/18 Using Digger Per Hour Penny Thorne to Mountstevens	5	35.00	175.00	S
Using Handler " "	5	34.00	170.00	S
04/01/18 Hillend to Colehill Labour Per Hour	7	17.00	119.00	S
15/01/18 Using Digger Per Hour Pitt/ Barn/ Mill Hedgetrimming Per Hour	2.5	35.00	87.50	S
16/01/18 Using Digger Per Hour Barn /Mill rise/Blackenfields/Newhouse	6	35.00	210.00	S
24/01/18 Using Digger Per Hour Lay byes	7	35.00	245.00	S
Hauling with Tractor and Trailer Per Hour	7	34.00	238.00	S

Parishes Together

VAT%	VAT Amount	Subtotal	£1,361.50
S@20.0%	£272.30	VAT Total	£272.30
Total VAT	£272.30	Total	£1,633.80
Bank details:- Sort Code: 30-94-36 Account No 01591355		Payments/Credits	£0.00
		Balance Due	£1,633.80

artucker@btconnect.com	
Company VAT Number	142818666

*paid 03/04/2018
cheque no 500445*

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Lympstone Parish Council

2. Please list all of the town and parish councils involved:

Lympstone Parish Council Woodbury Parish Council

3. What was your project in brief:

This project was the second phase of Upper Wotton Brook Catchment Study (part of the Lympstone Flood Risk Management Project). The purpose of Phase 2 was to observe the surface water runoff pathways in the rural upper catchment during significant rainfall events, and to further explore the risks and opportunities identified during Phase 1. Identifying and understanding runoff pathways is key to assessing flood risk and to determining appropriate interventions

Section B: Finance

4. What was the total cost of your project?

£1,575 ex VAT

5. How much of the money came from the Parishes Together Fund?

£1,475 ex VAT (94%)

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

£100 from Lympstone Parish Council.

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

Yes - significant contribution of time from members of Lympstone Flood Resilience Group, and general oversight and guidance from other members of the Project Steering Group (including representatives of Woodbury Parish Council, the Environment Agency, Devon County Council, East Devon District Council and South West Water plc).

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

The outputs of this project will directly support flood risk reduction in Lympstone, and provide valuable information for Woodbury and other communities. The project has helped to understand the scale and impact of surface water runoff during significant rainfall events (both in Lympstone and Woodbury Parishes), and the key factors that influence this. It has also helped to identify potential natural flood management interventions, e.g., opportunities to improve soil structure, slow down the flow of water (e.g., by using woodland and flood detention ponds), and improve drainage. Importantly, the information gained will help ground-truth the hydraulic model currently being developed for Lympstone by the Environment Agency, and this approach will provide valuable 'lessons learned' for other communities.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Cllr Geoff Jung, a Woodbury Parish Councillor and District Councillor, is a member of the Project Steering Group and has made a significant contribution to the project.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

The main obstacle was the weather. Much of the project period was relatively dry with only a few spells of prolonged wet weather. This reduced the potential to capture relevant information; however, there were sufficient flows across the landscape to determine key pathways and to make a preliminary assessment of potential interventions.

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

This project is part of a larger project, the Lympstone Flood Risk Management Project, which is supported by all of the flood risk agencies (Environment Agency, Devon County Council, East Devon District Council, and South West Water plc). The next phase of the upper catchment work (Phase 3) is to conduct a soil survey (funded by the Communities Together Fund, with contribution from the Environment Agency). Once this and the Environment Agency's hydraulic model are complete, the potential interventions will be assessed and an action plan developed in consultation with stakeholders.

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

Lympstone Flood Resilience Group gave a presentation about the project to Devon Community Resilience Forum on 22 November 2018. Other publicity is planned for the end of the overall project.

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Musbury Parish Council

2. Please list all of the town and parish councils involved:

Musbury Parish Council only

3. What was your project in brief:

Musbury has a history of drainage problems which, over the years, has resulted in localised flooding in various locations. The original village drainage system dates from the 19th century and modern cleaning methods, such as the gully sucker used by DCC contractors, are not always suitable or effective. Most of these drains require manual clearing of the sumps; consequently a large number of drains are not working efficiently

Section B: Finance

4. What was the total cost of your project?

£624

5. How much of the money came from the Parishes Together Fund?

£513.70

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

Musbury Parish Council Precept Fund

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

Two parishioners have surveyed over 100 surface water metal drain gratings recording location and condition. This document represents an important record and copies have been forwarded to the DCC highways officer and our County Councillor.

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Any major improvements will not be realised until the next torrential downpours. Debris was removed from 20 drains in Axminster Road, The Street and Rosemary Lane so there should be some noticeable improvement to those ones cleared.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

Damage to drain (no 66 on list submitted to Jamie Buckley) should have been picked up during routine maintenance which is now sadly carried out at ever lengthening and sparodic intervals.

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

David Ashford has just issued a plan for further flood prevention works. The jetting and the camera survey is to be concentrated around the Northfield Ditch area.

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

N/A

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Offwell Parish Council

2. Please list all of the town and parish councils involved:

Offwell Parish Council

3. What was your project in brief:

Carry out ditch and drainage clearance works to alleviate water drainage issues and reduce the risk of flooding.

Section B: Finance

4. What was the total cost of your project?

£547.50 incl VAT

5. How much of the money came from the Parishes Together Fund?

£387.20

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

The Parish Council funded the balance of £ 160.30 itself.

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

None

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

The Parish has benefited by being able to solve some water drainage issues caused by blocked ditches and addressed Parishioners concerns about flooding risks.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

The Council are keeping a watching brief on the ditches and putting in place plans to pay for any future ditches and drainage works.

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

None

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Ottery St Mary Town Council

2. Please list all of the town and parish councils involved:

Ottery St Mary Town Council; Aylesbeare Parish Council and West Hill Parish Council

3. What was your project in brief:

To support OSM Help Scheme in its project 'Mental Health Support for Young People' within the Coleridge Medical Centre catchment area

Section B: Finance

4. What was the total cost of your project?

£25,000

5. How much of the money came from the Parishes Together Fund?

£8364.40

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

Rest of funding provided for by a legacy to Ottery Help Scheme and from the Ottery and District League of Friends

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

Volunteers have attended the weekly sessions.

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Over the course of the year, 19 young people have been involved in the project engaging in a range of different activities including mindfulness, cooking skills, analysing sleep patterns and creative activities. Each session has included an emphasis on peer-based learning and support. The young people have also had access to 1:1 support with a staff facilitator if more individualised support was needed. Feedback from young people includes: "I really enjoy doing the craft and being able to go somewhere where I don't feel judged and everyone is really supportive." "I feel I can talk openly to staff. I like being with other people with similar experiences so I don't feel alone" and "I really enjoy doing the craft and being able to go somewhere where I don't feel judged and everyone is really supportive. I feel I can talk openly to staff. I like being with other people with similar experiences so I don't feel alone." The Warwick and Edinburgh survey has been used at the start of the project and will be repeated with participants to act as a comparison/evaluation tool (the second part of this survey has not been completed yet)

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

The project has attracted participants from across the Coleridge Medical Centre's geographic area including from the villages surrounding Ottery. Advertising for the project has been across this geographic area using flyers and posters, as well as more widely using social media. When the full year's evaluation is completed, we will be asking our delivery partner, Action East Devon, to circulate the report to local town and parish councils and we will be asking for their feedback and ideas on how the service could be further developed/tailored to meet the needs of the local young population.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

Recruitment onto a mental health project often poses problems and has to be approached sensitively. Getting the wording right on any flyers/posters is a really important aspect to consider and can affect the recruitment/referral process greatly. Headlight worked closely with its peer groups in other areas of East Devon to develop publicity and to initiate a rebrand (from The Project to Headlight). Referral routes can take time to establish, particularly when you are working with a variety of different organisations and different staff members within those organisations. These tend to be obstacles at the beginning of these types of projects.

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

The project delivery partner, Action East Devon, has secured funding from the Big Lottery Reaching Communities Fund and Comic Relief to continue the work being done in Ottery (and other parts of East Devon) for the next 5 years.

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

Articles have appeared in East Devon 24, the Sidmouth Herald, the Healthwatch Devon website, school information newsletters as well as being advertised widely on social media.

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Plymtree

2. Please list all of the town and parish councils involved:

Plymtree, Broadhembury, Talaton, Payhembury

3. What was your project in brief:

Installation of night landing site for Devon Air Ambulance

Section B: Finance

4. What was the total cost of your project?

£3411

5. How much of the money came from the Parishes Together Fund?

£2311

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

Plymtree Country Fayre Committee £500 and DCC Locality Budget £600

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Please see village website and village/country fayre facebook page for photos and evidence of success. Opening of night landing site also reported in local newspaper.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Since more effective landing of the DAA will potentially benefit several local communities, neighbouring villages were keen to contribute to the project via their PTF funds

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

N/A

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

Newspaper report of site opening was in the local press (I don't have a copy but it is represented on the village/country fayre facebook page

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Seaton Town Council

2. Please list all of the town and parish councils involved:

Seaton Town Council. Axmouth Parish Council

3. What was your project in brief:

To design, produce and erect brown tourism signage for Seaton & the surrounding area.

Section B: Finance

4. What was the total cost of your project?

£21,524.52

5. How much of the money came from the Parishes Together Fund?

£3450

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

DCC £9524.52; EDDC £4500; Seaton Town Council £1000; Seaton Jurassic £1000; Seaton Tramway £1000; Cllr Martin Shaw, locality budget £1000; Axmouth Parish Council (Parishes Together) £50

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

No

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

This project was heavily linked to tourism in the area, with Seaton being under utilised by visitors to the area. The new signage clearly informs visitors to the area of the attractions available in Seaton, and should improve footfall and visitor numbers which in turn should impact positively on the local economy.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

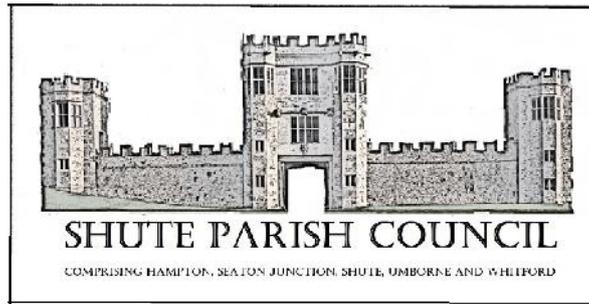
Not relevant

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.



Colhayne Close, Colhayne Lane, Shute nr Axminster Devon, EX13 7QQ
Parish Clerk - Carol Miltenburg
tel:- 01404 831080 e mail:- clerk@shute.eastdevon.gov.uk
www.shuteparishcouncil.org.uk

Parishes Together Fund 2017 – 2018 Feedback

Shute and Widworthy Parish Councils – Asphalt Buckets and associated equipment.

We can confirm that the project has now finished and has been regarded as a total success by both Parish Councils.

Both Road Wardens have been using the 25kg buckets of asphalt to fill small holes in the lanes within the parishes. These would not have been filled by DCC Highways, as the lanes are of a low priority, and would have become bigger and caused more damage to the road surface. The fact that the Road Wardens have the asphalt available and can fill a pothole at short notice has been an extra bonus, this has reduced their frustration and the frustration of the residents.

Due to the sheer amount of potholes that needed filling it was decided that it would be more useful to purchase a second pallet of buckets rather than the extra equipment. This was done using the balance of funds from the grant left after the first pallet, with the balance made up by Shute Parish Council funds to give them extra buckets for their use.

Certainly, Shute Parish Council feel it is very likely that they will want to continue this in future and either source other grants or fund this themselves it has been so successful and it is more than likely that Widworthy will do the same.

Carol Miltenburg
Clerk to Shute Parish Council
Clerk to Widworthy Parish Council

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Sidmouth Town Council

2. Please list all of the town and parish councils involved:

Sidmouth, Sidmouth area Parishes Newton Poppleford Parish

3. What was your project in brief:

A signposting project to provide support to support residents in time of need, loneliness, loss, and difficult or life changing circumstances.

Section B: Finance

4. What was the total cost of your project?

£7655

5. How much of the money came from the Parishes Together Fund?

£7155

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

£7155 from Parishes Together £600 from Cllr Stuart Hughes (DCC) Locality funding In addition there has been various donations, small grants and a street collection that provided start up costs from September 2017 to April 2018 when the Parishes Together Funding was made available.

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

Volunteer time and organisation at the majority of levels (very difficult to quantify the amount of time and effort so many people have put in)

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Sid Valley HELP has set up a signposting and advice service for health and care support services and activities in the Sid Valley. During the funding period we have: - built a network of over 60 organisations - have held 4 networking events - have provided first aid and safeguarding training for network partners - set up a website of all support provision and services in the Sid Valley and wider area - offer a phone line and face to face sessions for advice and support - identified gaps in provision for future activity, specifically reducing loneliness - recruited and trained volunteers - produced publicity material

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

Our partner was Newton Poppleford Parish. Sid Valley HELP activity and link to website is on the parish website. Leaflets were delivered to every household with the Parish magazine. People from the parish have used the facilities.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

Usual difficulties in obtaining enough volunteers when balanced with the workloads of those at work on a daily basis.

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

We have secured funding from other grant making organisations and from fund raising activities to continue our work through until the end of 2020. We will continue to apply for funding when appropriate.

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

Multiple press releases reported in the Sidmouth Herald between October and February when they promoted the charity. we continue to work closely with them. We now issue a bi-monthly newsletter to our partners and the health and care forum.

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Upottery Parish Council

2. Please list all of the town and parish councils involved:

Upottery Parish Council

3. What was your project in brief:

To clear culverts in the parish

Section B: Finance

4. What was the total cost of your project?

£720.00

5. How much of the money came from the Parishes Together Fund?

£669.90

6. Has all the funding from the Parishes Together Fund been spent on your project?

Yes

No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

Upottery Parish Council

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

No

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

The amount of water on the roads in the parish has been reduced which means safer driving conditions, improved road surface and reduced potential of freezing surfaces.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

The success of this project will be monitored and if it reduces water on the roads it will be considered for inclusion in the parish precept for 2020/21

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Parishes Together Fund Evaluation Form

This form must be completed by the lead parish or town council for the project and must be submitted by the deadline stated.

Section A: The basics

1. Name of the lead town or parish council:

Yarcombe and Marsh Parish Council

2. Please list all of the town and parish councils involved:

Yarcombe and Marsh Parish Council

3. What was your project in brief:

Work to be carried out on a water-course at Rosshayne Mead, Yarcombe. To supply and lay 300mm twin walled plastic pipes, create a catch pit at the field end and clean out the existing road-side gutters and coverts

Section B: Finance

4. What was the total cost of your project?

780.00

5. How much of the money came from the Parishes Together Fund?

443.30

6. Has all the funding from the Parishes Together Fund been spent on your project?

- Yes
- No - If no, please get in touch as any unspent funding needs to be returned to us.

7. If the Parishes Together Fund did not pay for the whole project, where did you get the rest of the money to pay for it?

Give details of the amounts of funding and where it came from.

Yarcombe Parish Council

8. Were there any in-kind contributions to the project? If so, please give details below:

For example non-monetary contributions such as volunteering time, lending equipment.

Clive Stone spends considerable time in organising and co-ordinating these projects.

Section C: The results

9. Do you have any photographs of the project?

Before, during and after the project is carried out.

- Yes - please send accompanying photographs to jbuckley@eastdevon.gov.uk
- No - we do ask that photographs are sent of each project. If you applied for and are receiving Communities Together Fund monies in 2019, please make sure you take photos.

10. Do you have any other documents or evidence of success?

- Yes - please send accompanying documents and evidence to jbuckley@eastdevon.gov.uk
- No

11. How has the community benefitted, or how will the community benefit from your completed project?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

The works now prevent rainwater flooding the lane and pouring soil and rubble onto the lane.

12. Was your project:

- Working alone on a drainage and ditches project - please move onto question 14
- Working together with other town and parish councils

13. How has the project involved town and parish councils working together?

Please give as much detail as possible, as this in particular provides the evidence we need to keep the funding going for you.

It actually benefits Stockland and Membury Residents too as it is in their area

14. Did you face any obstacles to completing your project?

- Yes
- No - please move onto question 16

15. Please tell us about the obstacles that you faced:

16. What is the future of the project or work? (if relevant)

For example how will it be funded in the future if it's an ongoing project.

One the pipes are laid to create a catchpit, this will not need doing again. The roadside gutter and coverts may need to be done again but we have allocated monies from our Parish Council Balances to ring-fence for this purpose going forward.

17. Please give details of any media interviews, press reports, newsletter articles etc about your project:

Please note as you agreed in the grant offer letter, all publicity about the project should credit funding from Parishes Together Fund and support from Devon County Council and East Devon District Council.

Thank you for taking the time to complete this form.

Please click on the 'submit' button below to send your answers to us.

Before:



During:





