

FORM 1: FIRST STAGE ELIGIBILITY CHECK

Name of accountable group: Newton Poppleford Playing Field Foundation

Application Eligibility		
Criteria	Yes	No
Is the application form <i>complete</i> ?	X	
Is the form <i>signed</i> ?	X	
Has the group let the relevant EDDC Ward Member(s) know about the project / application?	X	
Group Eligibility		
Criteria	Yes	No
Is the accountable organisation; a charity registered with the Charities Commission, a Community Interest Company registered with Companies House, or a town / parish council?	X	
Is there a copy of the accountable organisation's most recent annual accounts unless they are a town or parish council?	X	
Is there less than one year's running costs in reserve?	X	
If the project involves working with vulnerable people have they included a Safeguarding Policy and details on how volunteers / staff are appropriately trained?	X	
If not a town or parish council, is there at least one letter of support from a town or parish council in the relevant area?	X	
If a town or parish council, is the project joint between two or more town or parish councils?	X	
Project Eligibility		
Does it benefit two or more town or parish council areas, not including Exmouth?	X	
Are the majority / all of the benefits of the project within East Devon but outside of Exmouth?	X	
Is it an admissible type of project?	X	
Is the project; sustainable, in a transition phase with evidence of how it will become sustainable, or a short term project?	X	
If planning permission is needed has it been gained?		
Will the project not start until after March 2019?	X	
Will any grant money awarded be spent and claimed within 12 months from time of approval?	X	
Is the project ineligible for the Community Buildings Fund?	X	
Has the project not previously received funding from the Parishes Together Fund?	X	
Costs Eligibility		
Are there the required number and type of quotations, with a written tender specification?		X
Is the grant requested between £400 and £30,000?	X	
Is the grant requested no larger than 80% of the overall project costs?	X	
Has the applicant obtained at least 20% match funding from elsewhere?	X	
Do funding gained (once our grant is added) and total project costs match?	X	

The DAAT has a preferred supplier and is providing the majority of the funding, which is why there's only one quotation.

FORM 2: PRIORITY ASSESSMENT

Minimum score for each = 0

	ITEM	Max. Score	Score Given
1	Working with other groups and communities to either identify and / or carry out the project, identifying new ideas for their mutual benefit.	10	7
Comments: Newton Poppleford Playing Field Foundation (a registered charity) and Newton Poppleford and Harpford Parish Council are working together with Devon Air Ambulance to set up a community Devon Air Ambulance night landing site. They will presumably then have to communicate once it's put in. The charity has been in touch with neighbouring parishes, community groups, sports clubs and County Councillors.			
2	Benefitting, enhancing and / or making a difference to communities.	5	5
Comments: Project is to make a night landing site for the air ambulance at Newton Poppleford, which could save lives. The air ambulance site offers access to the local community and neighbouring towns and villages as well as those travelling through the area. There is an arterial road that gets blocked if there is an accident making road ambulance access difficult.			
3	The need for the project.	5	5
Comments: Could save lives in the community. Enables the air ambulance to deliver a life saving service in the heart of the community. The road often gets blocked when there are accidents.			
4	How well is the project planned?	5	4
Comments: Is well planned with DAAT and the Parish Council. DAAT have put in many of these throughout East Devon so far. Only one quotation though.			
Total Score:		25	21

ASSESSOR Comments:
Only one quotation, but this is justified.

FORM 3: SUMMARY SHEET FOR COMMITTEE

Name of accountable organisation:

Newton Poppleford Playing Field Foundation

Newton Poppleford Parish Council, the Playing Field Foundation and the Devon Air Ambulance Trust are working together to put in a night landing site at the field. This would potentially enable the air ambulance to land at night to save lives in Newton Poppleford and surrounding towns and parishes.

Total Project Cost:

£6,490.36

Award Requested

£1,500

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>
DAAT LIBOR funding grant	£4,476	
DCC Locality Fund	£1,000	
NP Parish Council	£514	
Total (if we give our grant)	£	£6,490

Priority Scoring:

ITEM	SCORE
1.	7
2.	5
3.	5
4.	4
TOTAL SCORE:	21

Assessment Summary:

East Devon District Council and Devon County Council

Communities Together Fund Application Form 2018 / 2019

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 fund exists to encourage communities to work together; identifying new ideas for their mutual benefit. Applications are welcome from community projects benefiting, enhancing and making a difference to communities.

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

All applications must be with us by midnight on Wednesday 16 January 2019.

IMPORTANT- If your application is incomplete by the deadline, it will not be assessed and will be returned to you. Please ensure that all sections are complete and any supporting documentation has been attached before submitting your application.

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.

All applications including any supporting evidence you send in with your application, and details of any funding allocated will be published on the East Devon District Council website in line with our Privacy Statement. Personal information will be removed. Names and contact details of organisations and businesses will be published as part of your application. Successful projects will need to complete an evaluation form, which will also be published on our website in the same way.

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>

Section A - Your contact details

1. Names of all the organisations involved in submitting this application:

NEWTON POPPLEHARD PLAYING FIELD FOUNDATION (in conjunction with NPTH Parish Council)

If you are a voluntary or community group where someone like a town or parish council has agreed in writing to be accountable for the project and bankroll it please put both your groups details and the accountable organisations details.

Please nominate one lead person involved and fill in their details below. This nominated person will receive all communications about the funding and will receive and be responsible for any funding received on behalf of all involved.

2. Main contacts name, organisation they represent, and address (including postcode):

Client and Ref to NPTH, Treasurer to NPPFF.

3. Main contacts phone number:

[Redacted]

4. Main contacts e-mail:

[Redacted]

5. Is the lead organisation (the one who will be accountable for the funding):

Although voluntary and community groups and clubs are eligible, they must work with a lead organisation who would be accountable and must fit into one of the categories below.

A charity registered with the Charities Commission

A Community Interest Company registered with Companies House

A town or parish council

If the lead organisation is a registered charity, please put your charity number below:

If the lead organisation is a Community Interest Company please put your registration number below:

300848 - Newton Rottleford Playing Field Foundation

Section B - Eligibility checklist

6. If you answer 'No' to any of the following questions you are not eligible for this funding:

	Yes	No	Does not apply
Does your project benefit two or more town or parish council areas within East Devon? Exmouth, as part of a pilot scheme, are managing their own funding so must not be included when counting how many town or parish council areas your project benefits.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your project show communities working together; identifying new ideas for their mutual benefit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does your project benefit, enhance and/or make a difference to communities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you explored opportunities to work with other voluntary and community groups to either identify and/or carry out the proposed project? For example; town and parish councils, Community Interest Companies, registered charities, other voluntary and community groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you already have a minimum of 20% of the total costs of your project from elsewhere?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you applying to us for funding of between £400 and £30,000?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have one written quotation if the total cost of your project is under £5,000, three written quotes if it is between £5,000 and £100,000, or five written quotes if it is over £100,000?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will any grant money awarded be able to be spent and claimed within 12 months of receiving your grant offer letter in around March 2019?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If you aren't a town or parish council, do you have or will you get the written support of one or more of the parish or town councils in the area your project will benefit and send it in with your application?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you let the relevant EDDC Ward Councillor(s) know about your project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you; a town or parish council, Community Interest Company registered with Companies House, a registered charity, or a voluntary or community group where someone like a town or parish council has agreed in writing to be accountable for the project and bankroll it?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If you are a town or parish council, are you submitting this application jointly on behalf of two or more parish or town councils?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If your project is working with vulnerable people do you have a Safeguarding Policy and appropriately trained staff/volunteers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Taking into account likely funding, is your project viable in the long term, or is it in a transition phase with documented evidence of how the project will become sustainable post transition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* See accompanying docs. for reason

* See letter attached

7. If you answer 'Yes' to any of the following questions you are not eligible for this funding:

	Yes	No	Does not apply
Is your project eligible for our Community Buildings Fund? eastdevon.gov.uk/grants-and-funding/community-buildings-fund	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Has your project received funding from the Parishes Together Fund?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Is your project any of the following; promoting religion or politics, the direct responsibility or statutory obligation of another statutory organisation, regular activity such as lengthsman duties, on-going staff costs or costs for the day to day running of an organisation, to fund budget shortfalls or pay off debts, to fund a project where planning permission is needed but hasn't been given.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Will any of the project costs be raised by means of a personal mortgage or personal security?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Is your project due to start before the end of March 2019?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Are a significant amount of the beneficiaries of your project within the Exmouth Town Council area? As part of a pilot project, Exmouth Town Council are managing their own funding so aren't included.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

If you are ineligible and feel you should be eligible please call us to discuss on 01395 517569.

Section B - About your project

When filling in section B, please remember you will be competing with others for this funding. We can only assess your application on what you submit, so to have the best chance of being successful please read the guidance notes, the notes underneath the question and give us as much information as possible.

8. What is your project?

Should be approximately 250 words.

Describe in detail what is involved with your project. What do you intend to do? We want to know what you will do with the grant and what exactly it will pay for.

The Newton Poppleford Playing Field Foundation has been approached by the Devon Air Ambulance Trust regarding the suitability of the playing field at Back Lane for the purposes of installing an illuminated night landing facility for the use of the Devon Air Ambulance helicopter during hours of darkness to provide air support for the parishes of Newton Poppleford and Harpford, and also Colaton Raleigh, in relation to their proximity to the main A3052 Sidmouth - Exeter Road which is regularly closed to traffic, and therefore ambulances, if and when there is a Road Traffic Incident on Four Elms Hill. The Charity, which is managed by the Parish Council, has given consent for their land to be used to host the site and for their community building (The Pavilion) to provide the electrical supplies to the lighting column. The Parish Council has resolved to support the project both in terms of administrative time and also financial assistance.

The grant, if awarded, will assist towards the costs of the materials required to install the lighting equipment and switchgear - the labour costs having been met by a DAAT grant via the LIBOR fines levy from Central Government.

The installation will allow the Air Ambulance to land almost immediately next to the A3052 whereupon patients from both parishes can be transferred to the helicopter via connecting B roads and taken directly to RDE Exeter for fast treatment. This installation may well make the difference between life and death for those patients.

Attached is a map showing (red dot) the location of our proposed site, green dot for the nearest in Sidford (3.5miles - 10 mins by car) and the blue dot indicates the top of Four Elms Hill which is the reason why a NP site is so important - an accident here cuts off all traffic from the east (Sidmouth) and thus ambulances can't get through.

The Sidford one is based at the Rugby Club and uses their existing floodlights to provide night-time illumination (like Axminster FC). The NP project would be complete installation from ground up.

9. How have you explored opportunities to work with other voluntary and community groups to either identify and / or carry out your proposed project, and how are you committed to working together on the project:

Should be approximately 100 words

For example; town and parish councils, Community Interest Companies, registered charities, other voluntary and community groups.

Send any accompanying evidence you have of this with your application form.

The charity has already been in contact with the Council, neighbouring parishes, community groups, sports clubs (including Sidmouth FC and CC), and our County Councillor to create a unified project which benefits all and excludes none. This project is seen by the Council as a continuation of our plan for more self-help in the parish and follows on from the recent defibrillator project which also received support from EDDC and DCC and which was greatly appreciated by the residents and visitors alike.

10. Why do you want to carry out this project and what difference will it make?

Should be approximately 100 words

Outline what impact / difference the project will have on the quality of life for your users and community e.g. how it will solve a local issue, improve services or engage more residents in their communities.

As mentioned in 8 above, the parishes of NPH and CR both share an arterial road and this has, sadly, been the scene of a significant number of road traffic accidents in recent years (and fatalities) and there have been numerous occasions when, due to the narrow nature of the road through the parish, emergency vehicles have been unable to reach the scene due to traffic congestion. The creation of a night landing site will extend the ability of the DAAT to land their helicopter inside the parish boundary and respond more effectively; which they are currently unable to do once the hours of darkness fall due to aviation safety rules and regulations.

11. How do you know this is needed? Who and how have you consulted?

Should be approximately 100 words

How do you know this is what is needed and wanted by the community? You may wish to include letters of support from town and parish councils involved, voluntary and community groups, residents, local organisations, businesses, Councillors etc. Have you undertaken any consultation exercises like Parish Plans, public meetings, other surveys that support your application. Is there any statistical evidence to support your application?

Statistical evidence as to the recent spate of RTA's is available from both DCC and the Police and submissions to HATOC support this project. Council has been asked on multiple occasions to create a plan to minimise problems connected with this accident blackspot and whilst many solutions are outside the scope of the Parish Council, it - and the NPPFF charity - feel that this project will assist in mitigating the potential risks and affording a workable and time-tested solution to the issues as detailed above. Minutes of the Parish Council highlighting the matter are available online.

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

Funding can only be given to work that has not happened. Do not start spending on your project until we have confirmed we have received back your signed copy of your official letter offering the grant, which we would normally send to you by the end of March 2019. We can't pay for the project if it has been started before this has happened. The project must be completed within 12 months of you receiving a grant offer letter if you are successful.

May to June 2019 subject to planning consent. Project duration: 6 weeks.

13. How is your project sustainable?

Should be approximately 80 words

For example, is it a one off event, will the money pay for buying some items that will stay with the project, is it some funding to kick start a project or is it work that the results of will last for a long time. If it is successful and needs longer term funding how will you make sure the project can carry on, for example by paying for it from main parish or town council budgets.

If project goes ahead, NPH Parish Council will underwrite the costs of repairs and maintenance via their annual budget, from precept or reserves. Funding for project will come from multiple sources incl. community fundraising.

Section C - Project costs and match funding

14. Every project needs to include a written quotation from at least one contractor / supplier / provider. If the total cost of the project is over £5,000 but less than £100,000 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. If your project costs are over £100,000 you must provide five written quotations, or detail why this isn't possible. Have you done this and included it as part of your application?

Please see the rules for the fund for details on the quotation process.

- Yes - please detail as part of question 17 and send written quote(s) with your application
- No - you need to do this before submitting your application, even with ditches and drainage projects

15. What is the total cost of your whole project, and how have you arrived at that cost e.g. please detail and include quotes you have received for the project and state which ones you wish to proceed with and why:

Please note that all of the funding will be passed onto the organisation leading the application and they will be responsible for it. It will be up to the applicants to distribute from there.

We'll pay grants upon receipt of invoices or receipts, unless you agree an exception to this with us in advance.

Entire cost of project is £6490.36 plus VAT

We are only able to provide a single quote as MAT Electrics are the preferred supplier for DAAT installs of the specialist equipment and excavations as they outline on the quote. This has been the case for all other NLS applications under the old, Parishes Together format.

16. Can you claim the VAT back on 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

17. Funding

You need to already have a minimum of 20% of the total project costs from other sources to be eligible.

Total grant you are requesting from the Communities Together Fund:

1500

Other confirmed match funding (please give more details below of where the funding is coming from and how much it is for):

4476

£3476 DAAT LIBOR funding grant
£1000 DCC Locality Fund

Other unconfirmed match funding (please give more details below of funding that has been applied for and how much it would be for):

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Total cost of project:

6490

Shortfall (please specify below how this shortfall will be met):

514

Balance to be provided by Parish Council from general reserves or by community fundraising event

Section D - Checklist

18. Please tick below to indicate that you have understood and agree to your application form and supporting evidence being used and published in both of the ways outlined below:

- You have understood that we are subject to Freedom of Information legislation. Unless the information contained with and within this application is legally classed as confidential or protected under current data protection legislation it will be made public, usually in the form of being published on our website. 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/>

- You are aware of and have understood our Data Protection Policy and Privacy Notices: <http://eastdevon.gov.uk/privacy/> This includes all applications including any supporting evidence you send in with your application, and details of any funding allocated being published on the East Devon District Council website in line with our Privacy Statement. This includes names of individuals and personal contact details being removed. Names and contact details of organisations and businesses will be published as part of your application. Successful projects will need to complete an evaluation form, which will also be published on our website in the same way.

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

Please check you have completed all of the information above.

You must include:

- Any relevant documents as outlined in guidance notes, for example accounts, governing documents, safeguarding policies.
- The appropriate number and type of quotations for the cost of your project, and any invitations to tender documents.
- If you are not a town or parish council you must include written support from at least one of the town and parish councils in the area your project will benefit. You must also have made your EDDC Ward Councillor aware of your project.

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 Parish Plan(s) or Neighbourhood Plan(s)
- Evidence of consultation e.g. letters of support

Before signing, please read

I confirm that:

- I am authorised by the organisations involved to sign on their behalf.
- Funding will not directly benefit any individual or private business and will only be used for the purposes specified within the application.
- I understand that funding will only be paid upon receipt of valid invoices/ receipts.
- That we will provide East Devon District Council with information of how the funding has benefitted the community on request.

19. Signature of applicant (or type name and this will be counted as a signature):

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20. Date:

16 JAN 2019

The closing date for applications is midnight on Wednesday 16 January 2019.

At this stage Devon County Council have only been able to confirm their funding of this scheme for this year only.

Please send completed forms and accompanying information to:

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

E-mail: jbuckley@eastdevon.gov.uk

ii) Account opening with Lloyds was progressing and some additional signatures were required to take matters forward. Treasurer to action accordingly.

iii) VAT returns were all up to date and some slight adjustments were required as a result of the handover from Cllr. Zirker to Treasurer of the 2018-19 accounts as outlined in the notes schedule referred to in i) above.

It was proposed by Chair, seconded by Cllr. Ranger, that NPPFF liaise with HMRC to arrange that the VAT return cycle be standardised with that of the NPPFF financial quarter ends ie. March, June, September and December. Resolved unanimously.

Treasurer: please note and arrange accordingly.

It was further proposed by Chair, seconded by Cllr. Ranger, that the NPPFF accounting method revert back to cash accounting basis from the 01/04/2019, having been operated on an accrual and prepayment basis for the financial year 2018/19. Resolved unanimously.

Treasurer: please note and arrange accordingly.

iv) After discussion, it was proposed by Chair, seconded by Cllr. Tillotson, that the Newton Popleford Tennis Club, a tenant of the NPPFF, be charged the sum of £200 per annum in respect of ground rent for the tennis courts at the south-eastern boundary of the playing field. This sum to be additional to the previously agreed pro-rata recharge of the NPPFF annual insurance premium covering the tennis court area. Resolved unanimously.

Treasurer: please note and convey this decision and raise invoices to the Tennis Club accordingly.

v) After discussion, it was proposed by Chair, seconded by Cllr. Tillotson, that a charge of £61 per session be invoiced to the Newton Popleford Lunch Club for each event held; that sum being comprised of 4hrs x £9ph. (as adult community tariff) and an additional charge of £25 per hire for exclusive use of the kitchen facilities. Resolved unanimously.

Treasurer/Chair: Please convey this decision to the Lunch Club organisers and invoice accordingly after each event.

With regards to the hire of the Pavilion on Christmas Day for the purposes of the Christmas Community Lunch, the Chair (as Chair of Council) suggested that a payment be made from her Chair's allowance to enable the hire of the venue to be paid by the Council, rather than by the Lunch Club themselves. This matter to be dealt with under NPHPC business to ensure clear distinction between the two groups.

vi) Treasurer provided a spreadsheet analysis (kindly provided by Cllr. Zirker) which showed the results of various approaches to utility companies and energy brokers for the Pavilion's gas and electricity supply for the next 3 years.

Cllr. Kemp proposed, seconded by Cllr. Dalton, that Trustee Board choose Option 7, a deal direct with BUR energy consultancy over a 3 year period but delegate to the treasurer if a cheaper rate can be struck with Opus at the point of cancellation. Resolved unanimously.

vii) The matter of long-term field hire agreements was deferred until the next meeting as information was still being gathered from those users.

7. To consider proposal that playing field area be dedicated for use as a Night Landing Site (NLS) for DAAT in co-operation with NPHPC:

It was proposed by Chair, seconded by Cllr. Dalton, that NPPFF give consent for the creation of a NLS incl. lighting installation and that, additionally, discussions begin with contractors to determine if some field enhancements can be included. Resolved unanimously. Secretary: Please co-ordinate with NPHPC re: funding.

(. ii)

Exact mins (allowed) 26/11/18 NPHRC (online)

18/146	<p>To consider proposals from Cavanna Homes for donation towards community projects in the parish: After discussion, it was proposed by Cllr. Burhop, seconded by Cllr. Tillotson, that this matter be deferred until the New Year until such time as the issues relating to the planning application at King Alfred Way (18/2608/OUT) had been determined, one way or the other. Resolved unanimously. Clerk: Please note and action accordingly.</p>	
18/147	<p>To consider offer from parishioner for a large Christmas tree for the parish: After discussion, it was proposed by Chair, seconded by Cllr. Walker, that the Council politely decline the offer on the grounds that no planning in terms of utility provision, siting and dressing was possible in such a short timeframe. Resolved unanimously. Clerk: Please note and please liaise with benefactor accordingly.</p>	
18/148	<p>To receive update on potential DAAT Night Landing Site project at the Playing Field: Clerk updated Council after recent NPPFF Trustee Meeting where approval was given in principle for the night landing site lighting equipment to be hosted on the Playing Field by the main gate (adj. to Tennis courts). Clerk also advised that Cllr. Wright (DCC) had kindly offered to make £1000 available to the project from her Locality Grant Award scheme, leaving a balance of circa £1800 to be funded elsewhere - £2800 available from DAAT themselves towards the overall project cost of approx. £5600. It was unanimously agreed that this is a worthwhile amenity for the entire parish and therefore it was proposed by Chair, seconded by Cllr. Burhop, that Clerk be delegated to seek a formal quotation from DAAT and their nominated contractor for provision of this equipment, together with written confirmation of their grant assistance package. Resolved unanimously. Clerk: Please note and action accordingly.</p>	
18/149	<p>To consider the recommendations of the Finance Committee for the Parish Council budget and precept demand for the forthcoming financial year 2019-20 as per their meeting held 13th November 2018, the minutes of which had previously been reviewed: Council considered the recommendations of the Fin.Comm. and the financial forecasts circulated by the RFO. Chair noted that previous increases in precept were not always well received at a time when residents own finances were under pressure. Cllr. Burhop, as Chair of Fin.Comm. advised that Council's reserves could sustain the forecasted deficit but that this position could not continue into the future without financial consequences to the Council, as it was being obliged to take on more and more responsibilities from the higher authorities. The costs of maintaining public toilets, two cemeteries and other public buildings were all raised. Cllr. Ranger outlined that the cost per annum proposed by the Fin.Comm was equivalent to £5 per year (the same as two cups of coffee) and that residents had expressed their delight at the improvements across the parish now that the Parish Council was taking on the duties from above. The recent installation of a defibrillator (and soon to be another) and the proposed Night Landing project above all required funding via Precept and that failure to seek funding now might result in service cuts in the future if capping were to be applied. (continued overleaf)</p>	

V

2i)

THE CHARITY COMMISSIONERS FOR ENGLAND AND WALES

Under the power given in the Charities Act 1993

Order that from today, the

3 NOVEMBER 2000

the following

SCHEME

will govern the charity

known as

NEWTON POPPLEFORD PLAYING FIELD FOUNDATION (300848)

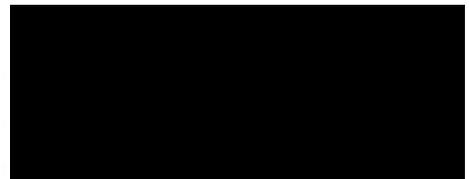
at

Newton Poppleford, Devon

Commissioners' References:

Sealing: W140(S)00

Case No: 148460



ASSISTANT COMMISSIONER

Case No: 148460 03/08/00

Version: 2.0

1. Definitions

In this scheme:

“the area of benefit” means the ecclesiastical parishes of Harpford and Newton Poppleford and surrounding area.

“the charity” means the charity identified at the beginning of this scheme.

“trustee” means the trustee of the charity.

ADMINISTRATION

2. Administration

(1) The charity is to be administered in accordance with this scheme. This scheme replaces the scheme of 24 May 1961.

(2) The charity will be administered by the existing trustees until the end of the first annual general meeting held under this scheme. They must administer the charity in accordance with the provisions of this scheme.

3. Name of the charity

The name of the charity is Newton Poppleford Playing Field Foundation.

OBJECT

4. Object of the charity

(1) The object of the charity is, in the interests of social welfare, to improve the conditions of life for the inhabitants of the area of benefit without distinction of political, religious or other opinions by the provision and maintenance of a recreation ground. x

(2) The land identified in the schedule to this scheme must be retained by the trustee for use for the object of the charity. x

POWER OF THE TRUSTEE

5. Powers of the trustee

In addition to any other powers which they have, the trustee may exercise the following powers in furtherance of the objects of the charity:

- (1) Power to make rules and regulations consistent with this scheme for the management of the charity. The rules may include the terms and conditions upon which the recreation ground may be used by persons or bodies other than the committee and the sum (if any) to be paid for such use.
- (2) Power to make bye laws consistent with this scheme for the management of charity.

TRUSTEE

6. **Trustee**

X Newton Poppleford and Harpford Parish Council is the trustee of the charity. X

CHARITY PROPERTY

7. **Transfer of property**

The title to the land described in the schedule to this scheme has been transferred to Newton Poppleford and Harpford Parish Council to be held in trust for the charity by a scheme dated 24 May 1961.

8. **Use of income and capital**

- (1) The trustee must first apply:
 - (a) the charity's income; and
 - (b) if the trustee think fit, expendable endowment
 in meeting the proper costs of administering the charity and of managing its assets (including the repair and insurance of its buildings).
- (2) After payment of these costs, the trustees must apply the remaining income in furthering the object of the charity.
- (3) The trustees may also apply expendable endowment for the object of the charity.

AMENDMENT OF SCHEME

9. **Power of amendment**

- (1) Subject to the provisions of this clause, the trustee may amend the provisions of this scheme.
- (2) Any amendment must be made by a resolution passed at a meeting of the trustee of which not less than 21 days' notice has been given. The notice of the meeting must include notice of the resolution, setting out the terms of the amendment proposed.

- (3) The trustee must not make any amendment which would:
 - (a) vary this clause;
 - (b) vary the definitions clause and clause 4 (the objects clause);
 - (c) confer a power to dissolve the charity.
- (4) The trustee must obtain the prior written approval of the Commissioners before making any amendment which would vary the name of the charity.
- (5) The trustee must:
 - (a) promptly send to the Commissioners a copy of any amendment made under this clause; and
 - (b) keep a copy of any such amendment with this scheme.

GENERAL PROVISIONS

10. Questions relating to the Scheme

The Commissioners may decide any question put to them concerning:

- (1) the interpretation of this scheme; or
- (2) the propriety or validity of anything done or intended to be done under it.

SCHEDULE

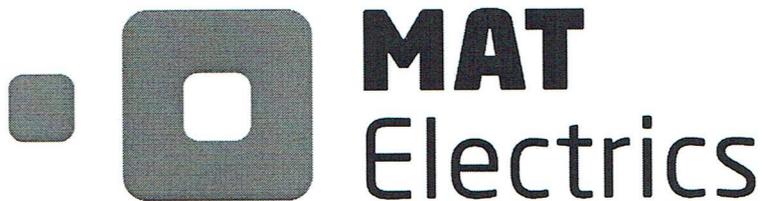
X Land consisting of 2.85 hectares or thereabouts and the buildings thereon at Back Lane, Newton Poppleford, and Devon known as Newton Poppleford Playing Field. X

Newton Poppleford Playing Field Foundation (Reg. Char. 300848)

Receipts & Payments Account for the Financial Year Ended 31st March 2017						
	Current Financial Year April 2016 to March 2017				2015/16	
	Unrestricted Funds	Designated Funds	EarMarked Funds	Total	Total	
	£	£	£	£	£	
RECEIPTS						
Regular Hire Income	5,356			5,356	6,206	
Function Income	1,187			1,187	834	
Bank Interest	4			4	1	
Kitchen Fundraising			16,945	16,945	1,169	
Other Receipts				0	0	
TOTAL RECEIPTS	6,547		16,945	23,492	8,210	
EXPENDITURE						
Costs of Generating Funds						
Fundraising						
Support Costs						
Utilities	2,089			2,089	2,291	
Maintenance	2,189			2,189	2,011	
Cleaning	1,009			1,009	1,032	
Equipment	115			115	349	
Insurance	637			637	646	
Other	98			98	0	
Sub-total	6,137	0	0	6,137	6,329	
TOTAL PAYMENTS	6,137	0	0	6,137	6,329	
NET RECEIPTS-PAYMENTS	410	0	16,945	17,355	1,881	

Movements in Funds for the Financial Year Ended 31st March 2017					
	Bt'Fwd at 01-04-16	Receipts in Period	Payments in Period	Transfers in Period	Cd'Fwd at 31-03-17
Cash Assets					
Cash at Bank & in Hand					
Petty Cash					
Bank, Trading Current Account	1,913	6,547	-6,137		2,323
	1,913	6,547	-6,137	0	2,323
Fundraising / Capital Accounts					
Bank, Current Account	1,000	1,768			2,768
Bank, Deposit Account	0	15,177			15,177
	1,000	16,945			17,945
Total Cash Assets	2,913	23,492			20,268
Comprising:					
General (Unrestricted) Fund	1,913	6,547	-6,137	0	2,323
Total Unrestricted Funds	1,913	6,547	-6,137	0	2,323
Earmarked Funds					
Capital Projects	1,000	16,945	0	0	17,945
Total Earmarked Funds	1,000	16,945	0	0	17,945
Total Funds	2,913	23,492	-6,137		20,268

Statement of Assets & Liabilities as at 31st March 2017				
	Unrestricted Funds	Designated Funds	Restricted Funds	Total at 31-03-17
Cash Assets	2,323		17,945	20,268
Other Monetary Assets				0
Investments Assets				0
Assets Retained for Own Use	<i>All land and property held in Trust by Newton Poppleford and Harford PC</i>			0
Liabilities				0



M.A.T Electrics Limited
 Unit 10 Sandpiper Court
 Harrington Lane, Pinhoe
 Exeter EX4 8NS
 Tel: 01392 469472
 Fax: 01392 466721
 timj@matelectrics.co.uk

Our Ref: - Q15704/1/TJ

20th December 2018

Deal

Devon Air Ambulance Landing Site Lighting – Newton Poppleford Parish Council

Further to your enquiry regarding the above, we have pleasure in offering you our tender bid for the helipad lighting works as requested

The total costs of capital equipment & installation is: - £ 6,490.36 + VAT

This is based on the following:

- New 10m column and luminaire to suit site survey.
- New 120m SWA cable run, which includes 105Mtrs of excavation and that of the 10m column
- Provision of GSM controller within the Pavilion
- New /RCD/MCB for the power supply to GSM controller and new external circuit.
- All works are at field position identified, and within the Pavilion.
- GSM and lighting Demonstration.
- Provision of Completion Certificate.

Cost Breakdown

Excavation of trenching and base for Lighting Column	£ 1,625.00
10Mtr Bespoke Hinged Lighting Column, c/w floodlight bracket & Cut Out	£ 1,226.50
Derwent Rope for raising & lowering of the column	£ 45.00
2No 150Watt LED High Output Floodlights	£ 682.50
120Mtrs SWA Cable including Marker Tape, Cable Glands and Cleats	£ 315.02
GSM Switch/Power Pack/Relay/Aerial etc to form Control Unit	£ 519.77
Assorted Cables/Terminations/RCBO/DB & Electrical Items to connect	£ 225.00
Labour to Install, Test and attendance on whole installation	£ 1,851.57

The following costs can be removed from quote if independently installed*:

1.	Excavation Works only including base for column	£ 1,625.00
2.	Supply & Installation of SWA cable from switchroom to column*	£ 811.34
Total		£ 2,436.34

If Cable is to be supplied for others to Install, our costs for this is as follows;

3.	Supply only 120m SWA cable (5m at switchroom, 3.5m at column)	£ 265.22
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* N.B. Please note if you intend to use an independent contractor, you will be provided a detailed specification for installation of column, SWA cable etc. required to meet M.A.T. Electrics & helipad lighting requirements.

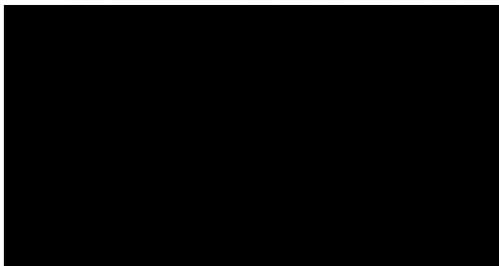
Exclusions

- It is presumed that the existing installation to be connected to, meets current wiring regulations.
- Any works that would require any changes would be outside of this scope of works.
- No other lighting control offered other than manual switching and the automatic control highlighted within the DAAT Specification.

All the above works to include for testing and certificating following completion

We trust the above prices are acceptable and we await your further instructions, and assure you of our very best attention at all times,

Yours Sincerely
For & on behalf of M.A.T. Electrics Ltd



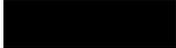
Managing Director



N.Popleford community landing site lighting quote - MAT Electrics

4 messages

Tue, Jan 8, 2019 at 1:58 PM

Hi 

I've attached the quote from MAT Electrics for the lighting at Newton Popleford community landing site.

DAA will be able to cover the labour costs of £3,476.57 through a grant, the remaining capital items costing £3,013.79 would need to be funded by the community.

If you require any further information, please do not hesitate to get in touch. On a related note, can we chat next week about the installations at All Saints and Chardstock? Thank you.

Best wishes.


Community Landing Sites Development Officer

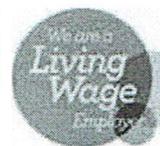
Office: 01392 466666

Mob: 07943 207673

W: www.daat.org



Devon Air Ambulance





Clerk NPH Parish Council <theclerk.nph@gmail.com>

DAAT Night Landing Site

Tue, Oct 30, 2018 at 4:51 PM

[REDACTED]

hi Paul, happy to contribute £1000.

kind regards

From: Clerk NPH Parish Council [mailto:theclerk.nph@gmail.com]

Sent: 29 October 2018 18:32

[REDACTED]

Subject: Fwd: DAAT Night Landing Site

[Quoted text hidden]

