

Background

1. Introduction

Central Bedfordshire Council has secured funding from developers, as a result of new developments in Leighton Linslade, to improve or provide new community facilities in the town to mitigate the impact of new development.

The Leighton Linslade Partnership Committee is inviting applications from constituted groups in the parish of Leighton Linslade which are seeking funds to invest and improve local community facilities.

A total pot of £50,610 is available.

2. Funding objectives and criteria

a) What can be supported

The monies need to be spent in the parish of Leighton Linslade and in accordance with the South Planning Obligations Supplementary Planning document under which the contributions were secured, the details of which can be accessed via the following link:

<http://www.centralbedfordshire.gov.uk/planning/obligations/previous.aspx>

The fund objectives are to

- improve community facilities; or
- create new community facilities that will benefit local residents and encourage community cohesion.

The funding can be spent as follows:

- External improvements such as a new roof.
- Extensions such as additional toilet facilities or storage;
- Internal refurbishment and improvements, such as a new kitchen / toilet facilities, windows etc.;
- Improvements to water/heating systems, lighting, access or security;
- Installation of a hearing loop or other similar improvements.

*Facilities management and maintenance costs may also be included but should be pump priming and directly related to the improvement, extension or new building (e.g. additional insurance for first year, marketing of a new/improved facility, first boiler check etc.)

b) What can't be supported

- Routine maintenance such as painting and decorating
- Revenue or running costs such as salaries, etc.
- Items you cannot demonstrate a genuine need for. You cannot use the fund to stockpile for future use.
- Projects where the cost has already been incurred
- Projects which are not in the parish of Leighton Linslade

Grants will not be made to support the furtherance of religion or political activities (although we can make grants to community projects led by local religious groups providing it can be demonstrated the facility is open to and used by all members of the community irrespective of their faith.)

3. Application and decision making process

1. Applications should be submitted via the council's online application form, which can be accessed by clicking 'Next' at the bottom of this page.
2. Applications will be checked and validated by Central Bedfordshire Council's Planning and S106 team to ensure compliance with S106 policy.
3. Following (2) above applications will be submitted to the Partnership Committee for consideration and endorsement (on a first come first served basis). Meeting dates are set out below together with the application submission deadline.
4. Planning will sign off the Partnership Committee's approval to a grant application and record on the Planning database.
5. The applicant will be informed within 7 working days of the Partnership Committee's decision, which is final.

4. Payment

If a grant is approved a Purchase Order is set up by CBC to the Applicant, payment is made on receipt of an invoice from the applicant and evidence of spend (e.g. copies of supplier invoices).

5. Monitoring and Accountability

A short project report is requested and results feedback to the Partnership Committee on project completion.

6. Advice and Support

If you need help completing the application please contact Sarah Hughes 0300 300 6166 or sarah.hughes@centralbedfordshire.gov.uk

7. Timescales

Date of LLPC meeting Application submitted by 1 December 2017 23 November 2017 15 February 2018
1 February 2018 22 March 2018 8 March 2018

S106 Community Facilities Application Form

Application for Release of Developers Contributions

1. Applicant: <i>Town/Parish Council, Group or Organisation</i>	Leighton-Linslade Town Council
2. Name of Representative:	Mark Saccoccio
Status of organisation: <i>(Charity / Ltd company etc. - please supply number).</i>	Town Council
3a. Address:	The White House Hockliffe Street Leighton Buzzard Beds
3b. Post Code:	LU7 1HD
3c. Tel No.:	01525 631913
3d. Email:	mark.saccoccio@leightonlinslade-tc.gov.uk
4. Name of Project:	Page's Park Pavilion Refurbishment
5. Address of Project Site:	Page's Park Pavilion Billington Road Leighton Buzzard

6a. Summary of Project:

(Please give a brief description of the facility and the improvement you wish to make.)

The Town Council is wishing to invest approximately £360,000 in order to totally refurbish Page's Park Pavilion. Built in the 1970's, the building is no longer fit for purpose. The changing rooms are not capable of meeting modern day space standards. The community hall and kitchen areas are tired. Booking numbers are falling because of the condition of the building. As a parish asset much needed investment is required in order to safeguard the future prosperity of the building. The project will involve comprehensive refurbishment together with the creation of a dedicated area for the croquet club. Prospective bookings have been dissuaded from using the facility because of the juxtaposition of the car parks to the building. Presently, those using the building have to walk through the park which on a dark evening is off-putting. Part of the project sum will go toward the creation of a lit car park directly behind the building. This it is hoped will attract encourage more evening bookings.

6b. Ownership of the project site / facility

If the site is not owned by the Applicant please give details of the arrangement by which the site is to be used/leased including length of lease

The Town Council own the freehold

7. How many people use your facility? Please describe any restrictions in place.:

In a typical week, footfall will exceed 300 people with the majority of visitors attending the daily play cafe which take place in the hall with food prepared in the adjoining kitchen area. As set out above the juxtaposition of the present car parks to the building is dissuading potential bookings. This is a particular concern during the winter months when the evenings draw in early.

8. How will the project be managed:

The refurbishment project will be managed by the Town Council's retained building surveyor. Thereafter, the on-going management of the said building will remain with the Town Council.

8b. Full description of project

What you propose to do and why it is needed and how it will benefit the facility

Should the Town Council be successful in securing S106 monies, its intended purpose would be for the refurbishment of the kitchen facility and community hall parts of the building. As a community building, the hall and kitchen areas are the most important areas. The ability to provide a clean, safe food preparation area is vital in the success of any community building. The very same can be said of the hall area which is looking tired and unappealing to prospective hirers.

It is anticipated that bookings will increase to the benefit of the town council and residents alike. Increased usage will likely come from those seeking a competitively priced function room, interest groups as well as sporting activities.

9. Timescale:

(Please set out a timeline for starting completing the project, including any key dates)

The project is anticipated to begin in the Spring of 2019 and take in the region of 6 months to complete.

10. How much are you requesting from the Community Facilities Fund?:

£30000

11a. What is the total cost of the project:

£360000

12. Percentage of the grant / total cost:

5

13a. Other Sources of Funding:

£330000

14. Project dependencies or constraints:

The project requires Town Council endorsement. It is anticipated that a committee report (to include a business plan and likely costings) will be presented to the Grounds and Environmental Services Committee Meeting to be held Monday 10th September. Thereafter, this decision will have to be ratified by Full Council at its meeting to be held Monday 24th September.

15. Plan of Project:

Plan attached

16a. Is This a Building Project?:

Yes

17. Interim Payments:

Do you anticipate any interim claims will be required, if so, how much and for what reason?

No

18a. Bank Name & Address:

Natwest
27 High Street
Leighton Buzzard
Beds
LU7 7CX

18b. Account Name:

18c. Account Number:

18d. Sort Code:

19. Additional Information:

For the Town Council and this part of the parish, an attractive building capable of meeting modern day expectations is vital. It is anticipated that once completed, greater use will be made of the facility by way of organised sports and individual interest groups.

Submit Application

Declaration

Please sign this form to confirm that:

The information supplied is full and correct to the best of your knowledge; you have read, understood and complied with the conditions of funding; understand that Central Bedfordshire Council reserve the right to reclaim the grant in the event of it being used for purposes other than specified, or the organisation ceasing to operate.

Signed:	<input type="text" value="Yes"/>
Name:	<input type="text" value="Mark Saccoccio"/>
Position:	<input type="text" value="Town Clerk"/>
Date application submitted	<input type="text" value="10/08/2018"/>

Data Protection

You may have heard about the General Data Protection Regulation (GDPR) which is replacing the old Data Protection regulations on 25 May 2018. These regulations haven't been updated for over 20 years, so a rewrite was very much overdue.

The new regulations are very much focussed on protecting you and how your data is handled and here at Central Bedfordshire Council we want to keep you in the picture as to how we do that.

You can view our privacy notice here:

<http://www.centralbedfordshire.gov.uk/contact-us/website/data-protection.aspx>

I have read the Central Bedfordshire Council personal information statement and consent to the personal information I have provided on this form being used for the purposes stated.

Please confirm you have read above statements

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Submit Application

An acknowledgement email will be sent.