



Goostrey Parish Council

The Village Hall

Goostrey

Cheshire

CW4 8PE

01477 535825

E-Mail: clerk@goostreyparishcouncil.gov.uk

22nd March 2024

DOCUMENT PACK FOR THE GOOSTREY PARISH COUNCIL MEETING

Tuesday 26th March 2024

Public Forum 7.30 – 7.45pm. - Public comments will be taken before the Meeting commences but are restricted to 15 minutes unless the Chairman allows otherwise.

AGENDA

- 1. Declarations of Interest:** To receive and minute any declarations of interests.
- 2. Apologies for Absence:** To receive apologies for unavoidable absence.
- 3. Minutes:** To accept the minutes from the Parish Council meeting on 27th February 2024 and all the decisions therein. View minutes here [Draft Minutes Goostrey Parish Council Meeting 27th February 2024.](#)

Motion: The Parish Council resolves to accept the minutes of the Parish Council meeting held on 27th February 2024.

- 4. Cheshire East Council Matters:** To receive a report on Cheshire East Council Matters. To deal with any questions by Members relating to the report and any questions by Members notified in advance to the Chairman and the CE Councillor.

- 5. Committee Matters:** To receive reports from the Parish Council Committees:

- a)** Village Hall Management Committee Meeting 5th March 2024. View minutes here [Village Hall Management Committee Meeting Minutes 5th March 2024](#)

Motion: The Parish Council resolves to accept the minutes of the Village Hall Management Committee meeting of 5th March 2024 and all the decisions therein.

- b)** Amenities Committee Meeting Minutes 6th March 2024. [Draft Amenities Committee Minutes 6th March 2024.](#)

Motion: The Parish Council resolves to accept the minutes of the Amenities Committee meeting of 6th March 2024 and all the decisions therein.

- 6. Planning Matters:** To receive an update on the following planning matters.

- a)** Enforcement Request 23/00946E The Sidings, Station Road
- b)** Enforcement Request 23/00945E The Sidings, Station Road
- c)** Enforcement Request 23/00154E – Planning application 24/0688C Holly Bank Farm

- 7. Financial Payments:** To approve payments in Schedule 3/24. **Includes:** Salaries & expenses. **See page 4.**

Motion: The Parish Council approves the payments listed on Schedule 3/24.

8. Clerk's Report: Including actions from the last meeting and correspondence. **See page 5.**

9. Highways & Speedwatch:

a) **Speedwatch Report** – To receive the Speedwatch Report. **See page 6.**

b) **SDU at Shearbrook, Main Road** – To receive the SDU Data Report. **See page 7.**

c) **Highways Liaison Meeting** - To note that the planned meeting has been rescheduled for 5th April.

10. Police Matters: To consider any matters related to local policing.

11. External Appointments: To receive updates.

a) Sibelco Liaison Meeting – **KM**

b) Jodrell Bank World Heritage Steering Group Meeting – **KM**

c) Village Hall and Playing Fields Foundation Meeting - **NB**

12. Goostrey D-Day +80 Revised Grant Application: To consider and approve the grant application from the Goostrey D-Day +80 Anniversary. **See page 8.**

13. Village Hall Recharge: To receive an update from the Clerk.

14. Improved, Greener Community Facilities Fund: To agree making an application to this fund in order to replace the windows in the Parish Office, Committee Room and village Hall toilets. **See page 13.**

15. Village Hall, Main Hall Floor: To approve the clean and reseal of the main hall floor. **See page 24.**

16. Procedure for Recovery of Unpaid Invoice: To consider the nature of the unpaid invoice and approve the process for recovery.

Motion: The Parish Council resolves that the Clerk shall write to the debtor to detail the steps to be taken if payment isn't received. The council also approves that in the event that payment is not made, the Clerk shall pursue recovery of the debt through a court claim at a cost of £50 in court fees.

17. Annual Parish Meeting: To consider and agree including an item on the Goostrey Footpaths Group.

18. Christmas Lights Switch On Event: To receive an update from the Clerk and approve the format of the event and payment of deposits as listed on the payment schedule.

19. Boundary Commission Review of Cheshire East Council Wards: To receive an update from the Clerk following attendance at the webinar and to consider the following consultations and agree any council response. Deadline 1st April 2024. [View consultation here.](#)

20. Arrangements for Internal and External Audit for the year 2023/24:

a) Timetable for Internal and External Audit.

b) Timetable for the signing of the Annual Governance And Return (AGAR) form by Council.

21. Minor items and items for the next agenda.

22. Date of Next Meeting: Parish Council Meeting – 23rd April 2024.

PART TWO

MEMBERS OF THE PRESS AND PUBLIC ARE ASKED TO RETIRE.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, as extended by the Local Government Act of 1972, the press and public are excluded from the meeting for the discussion of the undermentioned items on the grounds that the publication of the matters would be prejudicial to public interest by reason of the confidential nature of the business to be transacted.

Motion: The Parish Council resolves to move to Part Two to discuss confidential matters.

23. Chairman's Letter of Recognition Nomination

Close meeting

ENCLOSURES

ITEM 7 FINANCIAL PAYMENTS

Payment Schedule 3/24 March 2024

Payment Date	Payee	Money Out	Description	
01/03/2024	1 Goostrey Methodist Church	£1,800.00	Grant Payment (minute ref.10.23.12)	Paid
05/03/2024	2 Staff Salaries	£2,431.11	Staff Salaries	Paid
05/03/2024	3 HMRC	£438.12	Tax and NI	Paid
05/03/2024	4 Nest	£194.04	Pension Payment	Paid DD
08/03/2024	5 Zurich Municipal	£856.54	Insurance	Paid
08/03/2024	6 Zurich Municipal	£19.60	Insurance - Contract Dispute Cover	Paid
14/03/2024	7 Vodafone	£19.20	Mobile Phone Contract	Paid DD
15/03/2024	8 Natwest	£21.80	Bankline Charges	Paid
19/03/2024	9 Plusnet	£39.20	Telephone and Broad Band	Paid DD
29/03/2024	10 Chris and Yvonne Duke	£40.00	Reimbursement for Training (Connecting Chelford)	
29/03/2024	11 Starboard Systems Ltd	£414.72	Scribe Accounting	
29/03/2024	12 Viking	£77.95	2nd Class Stamps	
29/03/2024	13 Northwich Town Council	£675.00	Village Maintenance	
29/03/2024	14 Civic Voice	£50.00	Membership Fee	
29/03/2024	15 SLCC	£54.00	Training - Clerk	
29/03/2024	16 Combat Doors Ltd	£185.62	Shutter Door Service	
29/03/2024	17 Rode Hall Silver Band	£50.00	Deposit for Christmas Event	
29/03/2024	18 F. Davies & Son Ltd	£113.46	Replacement Light Fitting	
29/03/2024	19 Goostrey Primary School	£1,340.50	Joint Use Costs not incl. in Recharge plus contribution to gutter lining work	
29/03/2024	20 Yorkshire Purchasing Organisation	£32.06	Village Hall Supplies	
29/03/2023	21 Yorkshire Purchasing Organisation	£11.75	Village Hall Supplies	
29/03/2023	22 Yorkshire Purchasing Organisation	£232.21	Village Hall Supplies	
29/03/2024	23 Jigsaw Marquees Ltd	£133.75	25% Deposit Gazebo & equipment Christmas event.	
		£9,230.63	inc VAT	

Receipts at 19th Mar 2024

Village Hall income	£1,451.50	inc VAT
Total Receipts	£1,451.50	

Account Balances at 19th Mar 2024

Current Account	£51,214.07
Santander Capital Account	£78,875.96
NS&I General	£60,093.39
TOTAL	£190,183.42

Caxton Card Report 19th Mar 2024

Transaction Date	Payee	Amount	Description
	Balance brought forward	£216.37	
	Total Spend	£0.00	
	Total Fees	£0.00	
	Total Spend inc Fees	£0.00	
	Card Load	£500.00	
	Card Balance at 19th March 2024	£716.37	

Item 8 Clerk's Report

Actions

- a) Planning responses made and comments on the Local Validation Checklists Consultation submitted.
- b) Financial payments made.
- c) Correspondence regarding partial grant repayment sent and funds received.
- d) Contract dispute cover added to the insurance policy and payment made.

Correspondence

- a) CHADWICK, Russell (Councillor) FW: The Rural Bulletin - 19 March 2024
- b) Chris Davenport Cheshire Community Action - Connected Communities Event
- c) CHADWICK, Russell (Councillor) RE: Another accident at Bomish lane
- d) Jigsaw Marquees New submission from Jigsaw Gazebos Enquiry Form
- e) FixMyStreet New Cheshire East FixMyStreet updates on report: 'Bomish/Cross Lane'
- f) Resident Re: Another accident at Bomish lane
- g) PKF Littlejohn CH0081 Goostrey Parish Council – 2023/24 AGAR external auditor
- h) PLANNING POLICY (East) Cheshire East Local Plan - Developer Contributions and Environmental Protection Supplementary Planning Documents
- i) Santander Corporate & Commercial Your application is now ready to complete
- j) Goostrey Primary Admin RE: Energy Performance Certificate
- k) GOODIER, Julie Planning Lists Week 2411 Mon 10:14 587 KB
- l) Goostrey Primary Admin RE: Annual Invoice Mon 10:13 826 KB
- m) GRIBBIN, Jonathan CHOC Weekly Bulletin Fri 15/03 23 MB
- n) Goostrey Primary Admin RE: Drainage Work Fri 15/03 35 KB
- o) bandmanager@rodehallband.org.uk Re: Rode Hall Silver Band
- p) CEHStreetworks Cheshire East Highways - Traffic Management Area Highway Group
- q) Resident Friends of Goostrey Station has won another award
- r) GOODIER, Julie Planning Lists Week 2410 Thu 14/03 547 KB
- s) david@cheshiredecorators.co.uk Re: Painting and decorating quotation
- t) Resident Re: Seniors' Christmas Lunch 2024
- u) Goostrey Archive D Day + 80
- v) CHADWICK, Russell (Councillor) FW: E&G committee 12/3/2024 Town Centre Vitality Plans and tool kit
- w) resident Goostrey Footpaths Group minutes for February 29th 2024
- x) Resident: The Great British Spring Clean 2024
- y) Goostrey Gardens Goostrey PC Grant
- z) Resident RE: Damage to Verges in Hermitage Lane
- aa) CEHStreetworks Cheshire East Highways - Traffic Management Area Highway Group
- bb) Resident Re: Chairman's letter
- cc) R AND C RE: Town and Parish Council Survey: Highways Satisfaction

GOOSTREY PARISH COUNCIL SPEEDWATCH REPORT -March 2024 Meeting

Three volunteers have confirmed that wish to join a Speedwatch Team. Essential training of the new team of volunteers to revised National Speed Watch Procedures by the PCSO is currently planned for March 2024.

Current Position

DATE & TIME	LOCATION	LOW SPEED MPH	TOP SPEED MPH	NUMBER OF VEHICLES LOGGED	TOTAL NUMBER OF VEHICLES PASSING
Lack of Trained Volunteer resources has resulted in no further sessions since last reported session on 05/01/2022					

SID data continues to demonstrate that speeding is on the increase and it is increasingly important to obtain more PCSO Trucam sessions and to continue to promote the possibility of installation of Average Speed Cameras.

TR 04/03/2024

Main Road Shearbrook SID Summary Data February 2024 Data For March 2024 GPC Meeting

Month	Total Number of Vehicles	% Travelling at over 35MPH	Highest Speed and time	Comments
January 2023 (1-23 only)	23,700 (equates to 32,000 for whole month)	16.1	63.3mph 18.00	
February 2023	32,131	19.0	63.5 mph 12.00	
March 2023	35,558	22.1	56.1 mph 13.00	
April 2023	34,406	22.0	63.2 mph 12.00	
May 2023	36,748	23.0	60.5 mph 05.00	
October 2023	35,288	21.0	59.1 mph 19.00	
November 2023	33,661	18.0	60.0 mph 07.00	
December 2023	31,463	16.0	60.2 mph 07.00	
January 2024	33,538	15.0	63.5 mph 20.00	
February 2024	10,748	16.0	59.8 mph 23.00	Main Road closed to Through traffic at Shearbrook bridge for nearly three weeks. Highest previous Speed 88.3mph 02.00 January 2021

Note for February 2024 data – Main Road closed to through traffic at Shearbrook bridge for nearly three weeks. Total number of vehicles 10,748. Approximately 1,700 were travelling at over 35 mph.. Peak times for vehicles travelling at over 35 mph were 07.00 – 11.00 and 15.00 – 23.00 vehicles per hour.

TR 04/03/2024



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Grant Application Form

Please complete the form and submit to the Clerk of the Council at the above address. If you require assistance with the form, please contact the Clerk or a Councillor to discuss your application.

Applications for Grants require the organisation to submit a copy of the organisations financial statement for the last 12 months.

Where appropriate grant applicants must have a "Safeguarding Policy" in place.

Organisation Name: (If you are an individual applying on behalf of a group/organisation please include a letter of support from the group/organisation)	Goostrey D-Day +80 Anniversary
Contact Name:	Paddy Fagan
Position in the Organisation:	Chairman
E-Mail Address:	[REDACTED]
Telephone Number:	[REDACTED]
Address:	[REDACTED]
Amount requested:	£3,000
Bank Details or Payee Name for Cheque (our preferred method of payment is direct bank transfer)	Account Name: Goostrey D Day Anniversary Account Number: [REDACTED] Sort Code: [REDACTED] Or Payee Name:

Type of Organisation:	Not-for-profit group of volunteers from Goostrey set up specifically to commemorate D-Day + 80
Aims / objectives of the organisation/ attach a copy of the constitution (as a separate document if necessary)	To support the National initiative to commemorate the 80th anniversary of the World War 2 campaign of D-Day on June 8th 2024. The main attractions will be a display in the Scout Hut and Youth Centre assembled by the Goostrey Archive Group and an aerial display by an iconic Spitfire aeroplane over the field at the back of the building. The aerial display in particular is expected to provide long term memories for those witnessing the spectacle. There may be other supporting attractions. Proceeds in excess of costs will be donated to the Royal British Legion.
Membership - estimate numbers and area members are drawn from	The small number of volunteers is aiming to provide a spectacle which is available to all Goostrey residents and others wishing to attend. Numbers attending are difficult to predict but are estimated to be in the range 100-500.
Is membership restricted by any means	Attendance is open to all comers
What age group will benefit from the funding	All ages may benefit but it is acknowledged that there will not be specific provision for those under about three years of age.
How will the grant be used?	The grant will principally be used to fund the hire of the Spitfire. The cost of this including VAT is £7,800. A deposit of £1,200 has already been paid and receipted the balance must be paid before 8th May 2024. The organisation currently has £1,750 in the bank
How will the funding benefit the Goostrey community?	Bringing the community together by joining National events of commemoration and celebration of D-day + 80. Educating children and others in recent history
How do you plan to seek funding from other sources?	Currently seeking donations and other grants. There will be collections at displays.
Have you submitted copies of quotations if necessary? (please attach these to the form)	Copy quotation for Spitfire hire attached.
Have you submitted a copy of the organisations financial statement? (please attach this to the form)	Copy of Goostrey D-Day + 80 Anniversary financial statement attached.

Signed: 

Date: 7.2.24

Print Name: Paddy Fagan

Spitfires.com Flying Display Agreement

Goostrey - 08 Jun 2024

Contacts

Spitfires.com (The Company)

Client:

Agreed Services

Venue: Goostrey

Date: 08 Jun 2024

Advertised and/or open to the public? Yes

Aircraft: Spitfire

Profile: 8 minute aerobatic display

Price: £6500 +VAT

Flying Display Director: Required. Arranged by the company and included in price.

Notes:

Deadlines	Date	Due
Deposit:	30/10/2023	£1000 +VAT
Balance:	08/05/2024	£5500 +VAT

Flying Display Director

Once the company has received a signed copy of this agreement, the Client will be contacted by the FDD who will ask the Client for details including crowd location, car parks and secondary spectators, and will establish the display datum, axis and area. These will be confirmed, along with minimum heights, by the CAA permission which may be issued as little as a week prior to the display.

Cancellation Policy

The company will make every effort to provide an on-time display. However, vintage aircraft are not 100% reliable and occasionally displays will have to be cancelled for technical or meteorological reasons. As much notice will be provided as possible. If either the company or the Client cancel the display the following refund will be made from the company to the Client:

Cancellation

By client before 17:00 06/06/24

By client before takeoff

By the company for any reason (Except Weather)

Weather Cancellation

Refund

All fees less deposit

50%

100%

All fees less £500

Signature - BFA

I confirm that BFA will honour the above terms.

Signed:

Date: 24 Oct 2023

Signature - Client

I accept the terms and conditions of this agreement.

I confirm that I will act as Event Organiser per the definitions and responsibilities detailed in CAP 403.

Signed:

Date: 25/10/23

Name: Paddy Fagan

Address:

Spitfires.com is the trading name of Boulton Flight Academy Ltd

**GOOSTREY D-DAY + 80 ANNIVERSARY - FINANCIAL STATEMENT AS AT
06/02/2024**

Main expense is hire of Spitfire – Quotation	£7,800
Deposit paid and receipted	£1,200
Outstanding balance to be paid before 08/05/2024	£6,600
Monies currently held in bank (06/02/2024)	£2,300

Notes

1. Fund raising on-going with grant applications and requests for donations outcomes not yet known.
2. Outstanding balance must be paid in advance of any receipts from commemoration on 8th June 2024.
3. Funding is required for the single commemoration on 8th June 2024 with no further expenditure beyond that date.

Goostrey D-Day +80 Anniversary

Addendum to Grant Application

Attractions on the day will include:-

- Air Display of 8 minutes by a Spitfire
- Old Vehicle display
- Archive stand
- RAF Cranage Airfield photos and information
- Goostrey School artwork produced by Year 5 who are presently studying World War 2
- A number of soldier silhouettes
- Detectorists showing local military finds
- Bidlea ice-creams
- Sweet stall
- Tea and cakes – run by both WI groups
- Royal British Legion
- Two local pubs selling fish & chips and D-Day branded ale.

A committee of 5 has been established to run this event.

Total costs including the Spitfire hire, marketing and advertising expenditure including display materials will be approximately £9,500.

Donations from individuals and companies presently total £4700.

Funding requests have been made to a number of companies and individuals including neighbouring Parish Councils and the National Lottery. Expected, but unconfirmed additional donations would total a minimum of £1800.

A Grant of £3000 from Goostrey Parish Council is essential to allow this event to proceed.

The aim is to raise as much money as possible, to enable a sizable donation to be made to The Royal British Legion. The charity will be seeking donations on the day.

Paddy Fagan

Improved, Greener Community Facilities Fund
Funded by the UK Rural England Prosperity
Supporting Document

March 2024



Working for a brighter future together



Funded by
UK Government



1. **BACKGROUND**

The Rural England prosperity fund has been created for councils to deliver as part of the government's levelling-up programme.

Funding (capital grants) will be pledged by Cheshire East Council towards projects which demonstrate investment in capacity building and infrastructure support for local civil society and community groups. (UKSPF Intervention E11)

Grants are currently available to improve community facilities and buildings, energy efficiency and save carbon through the Improved, Greener Community Facilities Fund, funded by the UK Rural Prosperity Fund.

2. **APPLICATION PROCESS**

Grant Application Process

2.1 Please note, there is no save function on this form. Your form must be completed in full prior to submission.

To add, each question has a 4,000 CHARACTER limit, this includes punctuation and spaces.

Link to Application here -

<https://forms.office.com/Pages/ResponsePage.aspx?id=EC25zcsjwUgpszT0-gooUXrfvN1E6OBIRDk2Dcg3m3tURTVQSVBEMTNKWDFTNVdGM0pRMjBXVDdFRy4u>

- 2.2** Organisations can apply for 75% of projects costs up to a maximum of £15,000. Applications will be considered from organisations for local projects, meeting the fund objectives and criteria.
- 2.3** Applicants are expected to contribute 25% of the total project costs in match funding. Match Funding can be obtained using reserves, in-kind donations, funding from other grant sources and fundraising activities or by using the Councils Crowdfunding Platform, Cheshire East Crowd. ([Cheshire East Crowd - Home \(spacehive.com\)](https://spacehive.com))
- 2.4** The application form must be completed in full
- 2.5** Applications will be accepted according to the timescales stated in section 6 of this document.
- 2.6** Given the fixed budget and the Council's aim to benefit as many organisations as possible, the Council cannot guarantee to fund the maximum amount applied for; therefore, organisations must ensure that they have procedures in place to cover the balance of funding required.

2.7 All successful applicants will be required to complete post grant monitoring and submit their supporting documents.

2.8 Applications for must be made using the Council's online application form
<https://forms.office.com/Pages/ResponsePage.aspx?id=EC25zcsjwUqpszT0-qooUXrfvN1E6OBlrdK2Dcg3m3tURTVQSVBEMTNKWDFTNvdGM0pRMjBXVDdFRy4u>

3. **WHO CAN APPLY**

To apply into this fund, you must:

3.1 Be a voluntary or community organisation, Town or Parish Council, registered charity or other not for profit organisation, including community faith sector organisations, community groups and community buildings operating within Cheshire East.

Please note: Your organisation must operate as one of the following –

A Community Building – Definition: A space for community collaboration, capacity building and bringing people together.

A Community Facility – Definition: A public space where community gather for recreational, educational, artistic, social or cultural activities.

3.2 If you are applying for improvements to a community building, you must be able to provide evidence that you are the owner of the building or have at least 5 years remaining on your lease secured on the building upon submitting your application.

3.3 Have a set of audited accounts, or as a minimum an organisation bank statement, and are able to provide such information as the Council reasonably requires in order to satisfy the Council as to the organisation's financial position and its need for the assistance requested. Organisation's established for less than 3 months that do not have this information available, must be able to provide proof of their organisation bank account;

3.4 Have a management committee with an up-to-date Governing Document which must be signed by at least two members of the committee who are unrelated to each other.

3.5 Have appropriate safeguarding policies relevant to their organisation, which must include a requirement that staff / volunteers are cleared with the Disclosure and Barring Service where appropriate.

3.6 Have a bank or building society account in the name of the organisation applying with at least two signatories who are unrelated to each other.

3.7 Complete the application form in full, providing all required information.

4. **FUND CRITERIA AND PROJECT EXAMPLES**

Objective

The objective of the Improved, Greener Community Facilities fund is:

Strengthening our social fabric and fostering a sense of local pride and belonging, through investment in activities that enhance physical, cultural, and social ties and amenities. This includes community infrastructure, local green space and community-led projects

Fund Criteria

4.1 To apply for funding we will be looking for projects that:

- Can demonstrate carbon offsetting.
- Are based in or will benefit the residents of rural areas of Cheshire East.
- Access our Cheshire East [Rural Map \(PDF, 684KB\)](#) to find out if your area is classed as rural. **Please note:** There is a small amount of funding available for carbon reduction projects in areas not classed as rural (Crewe, Macclesfield). If you wish to apply for funding for one of these areas, please contact the Cheshire East to discuss further at communitygrants2@cheshireeast.gov.uk

4.2 Meet the intended objectives of the fund - Strengthening our social fabric and fostering a sense of local pride and belonging, through investment in activities that enhance physical, cultural and social ties and amenities. This includes community infrastructure, local green space and community-led projects

4.3 Demonstrate a passion to make a difference within the local community

4.4 Improve your engagement with the community by at least 25%

4.5 Improved community facilities as a result of support

4.6 If you wish to submit an application for a net zero/carbon neutral project for a community building, you must have an EPC (Energy Performance Certificate) or decarbonisation plan in place.

Please note, if your community building does not have an EPC or a decarbonisation plan in place, there is funding available for us to fund the decarbonisation plans for you. You are still able to apply for funding on the basis that you obtain one prior to the funding being released by the Council. Please ensure to let us know in your application form that you wish to have a decarbonisation plan done and one of our colleagues will be in touch.

4.7 Projects of net zero/carbon neutral nature have the following criteria -

- Tackle climate change this can include: Reduce carbon emissions (e.g. from buildings, travel, food and waste)
- Capture carbon through tree planting and improved green spaces for nature and the community.
- Protect people and the environment from the effects of climate change
- Help communities to take action against climate change through sustainable energy projects and travel

Project Examples – (Please note when applying into the fund, all grant offers are subject to your project being able to demonstrate carbon offsetting evidence)

Examples of projects include, but are not limited to:

4.8 Capital grants for provision of net zero infrastructure for Community Buildings, for example -

Energy saving behaviours & low-cost measures

Improved monitoring
Smart controls
Insulating Boiler and Pipework
Draught-proofing
Efficient lighting
Efficient fixed appliances
Efficient water use

Building Fabric

Wall insulation
Roof insulation
Floor insulation
Windows & Doors

Space & Water Heating

Efficient boiler/heating system
Heat pumps
Room heaters
New heating controls
Point-of-use water heaters
Boiler servicing and replacements
Oil heating tune-ups

Renewable energy

Solar panels
Small wind turbines
Heat Pumps
Biomass (if appropriate)
Grid improvements required for low carbon solutions
Connections to renewable energy sources (excluding grid connections)
Power Down Units to be supplied as an item to be picked up or delivered as appropriate

Transport

Electric vehicle charging points
Active travel measures

Please note the Council will not pay for electric or ultra-low carbon vehicles themselves

4.10 Capital grants for kitchens in community hubs which, may also be capable of supporting food and drink entrepreneurs to get accreditation for food production. For example:

Energy efficient kitchen improvements
Appliances

4.11 Resilience infrastructure and nature-based solutions that protect local businesses and community areas from natural hazards including flooding, for example the following:

Installation of warning systems
Radio communications equipment

4.12 Provision of net zero infrastructure for rural communities and to support rural tourism, for example the following:

Improvement of sidewalks by tree planning and eco-friendly lighting
Improved footpaths
Bicycle racks and storage
Improved digital connectivity
Access to nature amenities
Support to improve social isolation
Tree Planting

4.13 Funding for resilience infrastructure and nature-based solutions at Community Facilities to protect the local community, for example the following:

Wildfire Resistance
Flood Resistance
Improvements of greenways
Green roofs
Rain gardens or wetlands to reduce flood risks

(Please note when applying into the fund, all grant offers are subject to your project being able to demonstrate carbon offsetting evidence)

What this grant will not fund

- 4.14** Projects which promote a political party or are of a religious nature
- 4.15** Any costs incurred in putting together an application for this fund
- 4.16** Work associated with land or building projects where the ownership or lease is not in place
- 4.17** Projects/initiatives that cannot demonstrate sustainability after the ideas stage
- 4.18** Departments within Cheshire East Council
- 4.19** Items that are purchased on behalf of another organization
- 4.20** Projects taking place abroad/or outside of Cheshire East
- 4.21** Work which has already taken place and been paid for

5. GENERAL CONDITIONS

- 5.1** Grants are classed as one-off.
- 5.2** Grants must be claimed before the date stated in the offer letter and will be paid upon receipt of the signed offer letter and grant agreement.
- 5.3** Organisations must mobilise projects/services within 1 month of receiving grant payment.
- 5.4** Any profits from projects/services must be used to further develop the organisation/community activity or for any future projects and not used to support other organisations or different projects/services;
- 5.5** Organisations must be committed to and have policies on equalities and inclusion and in delivering the services or activity the organisation must not unlawfully discriminate, directly or indirectly against any of the nine protected characteristics which are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation. The organisation can direct some or all of its activities at specific groups where the intention is to address discrimination or disadvantage.
- 5.6** Successful applicants must be able to provide the Council with monitoring information and provide evidence (if requested) how the grant money has been spent in adherence to the conditions of the grant. This may include receipts or invoices. An officer will be in touch to inform you of your monitoring requirements and timescales following your grant payment.
- 5.7** Successful applicants must notify the Council of any changes in circumstances which affect their financial position throughout the period in which the grant monies are being used;
- 5.8** The grant must only be used for the purposes specifically stated in the application form, should it be spent in any other way, without written approval from the Council, the individual or Organisation may be asked to return some or all of the monies paid;
- 5.9** If the project/service is cancelled or only partially achieved, or if the organisation is wound up, any unused grant money must be returned to the Council;
- 5.10** All conditions, under which the grant has been awarded, including any Special Conditions, must be met. Failure to do so could result in the Organisation being asked to repay the grant monies to the Council.

6. DECISION MAKING PROCESS

- 6.1** The Improved, Greener Community Facilities grant applications will be considered by council officers and other relevant partner agencies following the grant closing date.
- 6.2** Applicants will be notified to inform them of whether they have been successful or not within 6 weeks of submitting their application.
- 6.3** Offer acceptance forms and grant agreements should be returned before the date stated in the offer letter date and via the email address provided. Payments will be made once a signed form is received.

6.4 Complaints about any aspect of the grants process will be dealt with under the Council's Corporate Complaints Procedure. A copy of the [Council's Corporate Complaints, Compliments and Suggestions Policy](#) is available from the Council's website.

7. MONITORING AND RECORD KEEPING

7.1 Once your signed grant agreement is received, you will be sent a bespoke monitoring and evaluation plan. Examples of what maybe asked for include:

Quantitative data

Numbers of volunteer hours
Numbers of project beneficiaries

Qualitative data

Case studies
Photographs (with permissions)
Conversations with beneficiaries - letting them tell their story
Feedback from staff and volunteers
Social media/communication information
Impact measurement – To show that your work has had an impact on people's lives, it is useful to gather information how things have changed for beneficiaries

Financial information

We will need to see evidence of all financial spend including receipts, invoices etc A completed monitoring form including a case study and invoices or receipts must be forwarded to the Council within 2 months of the date of the payment.

7.2 The Council reserves the right to monitor the use of the grant and ask for evidence to support an application.

7.3 Successful applicants must retain records relating to the grant for an appropriate period (to be advised depending on the grant).

7.4 If successful applicants do not supply satisfactory monitoring reports and supporting information in full and within the set time scale, they may be asked to repay the grant funding to the Council. Failure to comply with the conditions of this grant may be taken into account when considering any further applications for grant funding made by the same person or organisation in the future.

8. PROCESS AND TIMESCALES

Process	Timescales
Applications Open	8 th December 2023
Applications Close	14 th February 2025 – Please note applications are reviewed on a rolling basis
Applications Reviewed by Council	Applications will be reviewed upon receipt and on a rolling basis until the final application closing date
Outcomes Confirmed and Offer Letter Acceptance Letters Sent	Outcome and offer letters will be sent within 6 weeks of the Council receiving the application

Return Offer Acceptance Deadline	Within 7 days of receiving offer letter from the Council
Payment Made	On receipt of signed offer letter, grant agreement and evidence of the 25% funding of total project target and any required supporting documentation
Service commenced	Within 1 month of payment made
Monitoring information provided to CEC	According to bespoke monitoring plan

9. APPLICATION QUESTION GUIDANCE

Question 1 - Organisation Name

Question 2 - Please can you confirm you agree to the declarations below

Select you agree to all of the declarations

Question 3 - Type of Organisation

Select the type of organisation that applies

Question 4 - What does your organisation do?

Briefly explain what your organisation does and offers to the wider community

Question 5 - How long has your organisation been in existence?

Question 6 - Main Contact Details for Application

Name(s)

Question 7 – Position Within Organisation

Question 8 - E-mail Address(es)

Question 9 - Organisation Address

Question 10 - Organisation Postcode

Question 11 - Telephone Number

Question 12 - Organisation Website or Social Media Channel(s) URL

Question 13 - Project Name

Question 14 - Describe the project that you will deliver using the Improved, Greener Community Facilities Fund

What will your project do. Include information about what your project will achieve, deliver and any key milestones. If you're applying for a community building, please specify the types of improvements you think are required, for example: heating system, lighting, windows, roof, insulation etc.

Question 15 - How will your project demonstrate carbon reduction?

Please evidence the carbon reduction, you can do this by using metrics.

Question 16 - Do you have an Energy Performance Certificate (EPC) or Decarbonisation Plan in place?

A community building must have an EPC (Energy Performance Certificate) or decarbonisation plan in place if applying for carbon reduction type projects.

We need to ensure that the measures you propose are appropriate and the most cost effective for a Community Building, an energy/carbon assessment such as an EPC (Energy Performance Certificate) or Decarbonisation Plan is usually required for any community building.

If you do not have an assessment in place, you are still able to pitch for funding on the basis that you obtain one prior to the funding being released by the Council.

If you have selected 'No' to this question, one of the Council representatives will be in touch to discuss if we can help fund the assessment for you to successfully apply into the Improved Greener Community Facilities Fund.

Exceptions for the fund are when you are not improving a Community Building or if there are no alternatives to the measures proposed, such as changing external lighting to LEDs or installing an Electric Vehicle Charger. Please select 'Not Applicable' in this instance.

Question 17 - If you have answered 'Yes' to the above question, please can you let us know of any information relating to the EPC and/or Energy Efficiency/Carbon Neutrality assessment?

Please include any costs you have had quoted by potential contractors to carry out the works on the premises. Please note, copies of any quotes will be requested upon review of your application.

Question 18 - When will your project start?

Question 19 - When will your project end?

Question 20 - Please select the area your project will operate within - You can select multiple options if appropriate

Question 21 - Location of your project

Address and Postcode

Question 22 - What benefits will your project bring?

Please state how you anticipate the community benefiting from your project and explain why it's needed.

Question 23 - Current number of beneficiaries of your Community Facility/Community Building

Please state how many people already benefit from your community facility/community building. This information is needed to help us measure the intended outcomes of the Shared Prosperity Fund.

Question 24 - Expected number of beneficiaries following improvements made to your Community Facility/Community Building

Explain how you plan to increase the reach of your community facility/community building by at least 25% - This information is needed to help us measure the intended outcomes of the Shared Prosperity Fund.

Question 25 - Does your project need permission from Cheshire East Council

For example - Public Rights of Way Order, Planning Permission, Environment Agency - List of permissions can be found on the Councils website - [Other Planning Consents \(cheshireeast.gov.uk\)](http://cheshireeast.gov.uk)

Question 26 - Are you the owner of the premises?

Question 27 - If you have answered 'No' to the above question, please can you confirm you have owners permission to carry out any potential works and you have 5 years remaining on your lease?

Question 28 - Who owns the land that your project will be delivered on?

Question 29 - Does your project need permission from the landowner?

Question 30 - Landowner Contact Details

Telephone Number and E-mail Address

Please type 'Not applicable' if you are the landowner

Question 31 - What are the outcomes of your project and how will you measure them?

How will you measure what you want to achieve and how will we know the project has been a success. Please note, you will be required to submit quarterly reports.

Question 32 - Please state the amount of funding you are requesting

Question 33 - What is the total of your project cost?

Please note, Cheshire East Council will only be able to grant up to 75% or up to a maximum of £15,000 towards your total project costs.

Question 34 - Please give a cost breakdown of how you will utilise this grant

Please provide details about how funding will be spent over the period of the grant and include a breakdown of costs.

Please note, you will be required to submit at least 3 quotations for any works directly to Cheshire East Council.

Question 35 - How will you raise 25% of the amount of funding you are requesting

Please include detail of any funding which, you have applied for from other sources, any reserves being used, general fundraising or crowdfunding which will contribute towards this project. Include where this funding is from and how much.

Please note - we will require evidence of the 25% match funding prior to Council releasing the grant.

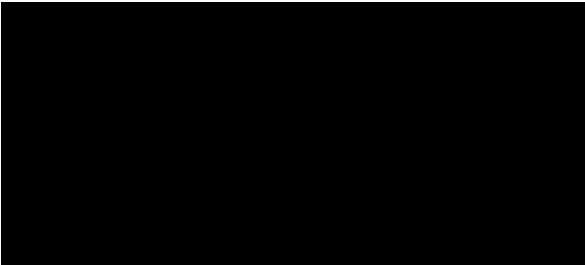
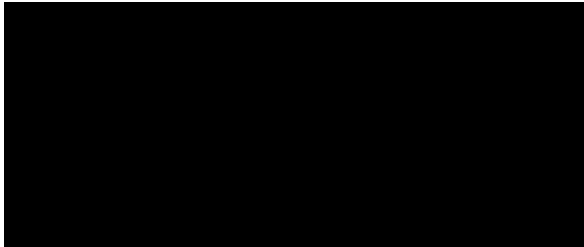
Question 36 - Will you restrict access to your activity/project on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex and sexual orientation?

Question 37 - If you have answered 'Yes' to above question please let us know and explain why

Click here to apply into the fund –

<https://forms.office.com/Pages/ResponsePage.aspx?id=EC25zcsjwUqpszT0-gooUXrfvN1E6OBlrdK2Dcq3m3tURTVQSVBEMTNKWDFTNVdGM0pRMjBXVDdFRy4u>

Item 15 Village Hall, Main Hall Floor



Issued To
Goostrey Village Hall & Goostrey Primary School
Main Road
Goostrey
Cheshire

Customer Goostrey Village Hall & Goostrey Primary School

Reference Village Hall Flooring

Number	AFS-1367	Issue Date	12/03/2024	Expiry Date	26/03/2024
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Description	Net	% VAT	VAT	Total
Floor Maintenance - 120m2 Village Hall (Infant School) Maintenance includes- Clean Floor with Scrubber Drier & Detergent Neutralise and Clean again with Scrubber Drier Lightly Abrade with 120grit Clean with water Apply 2 Coats of Bona Traffic HD Silk Matt	1,200.00	20.00	240.00	1,440.00

VAT Rate	Net	VAT	Total Net	1,200.00
Standard 20.00% (20.00%)	£1,200.00	£240.00	Total VAT	240.00
			Total	£1,440.00

Terms and Conditions
This estimate is valid for 14 days.

Flooring Supply & Installation - A deposit of 50% is required on order
Wood Floor Sanding & Sealing - A deposit of 25% is required on order.
Carpet Supply & Installation - Payment in full on order
Please see attachment for full Terms and Conditions.

Please ensure that the area is clean and clear of furniture, existing flooring & Skirting board (if necessary) prior to commencement. Unless otherwise agreed additional charges of £40 per hour + VAT will apply.

