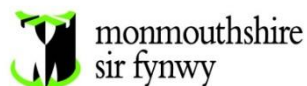


Public Document Pack



County Hall
Rhadyr
Usk
NP15 1GA

Tuesday, 7 June 2016

Notice of meeting

Lower Wye Area Committee

Wednesday, 15th June, 2016 at 10.00 am,
Shirenewton Church Room, Shirenewton

AGENDA

Item No	Item	Pages
1.	Election of Chair.	1 - 4
2.	Appointment of Vice-Chair.	
3.	Declarations of Interest.	
4.	Minutes of the previous meeting.	
5.	Update on Oldbury Power Station.	
6.	Capital Funding requests:	
6.1.	Bulwark Community Centre.	5 - 12
6.2.	Gwent Best Kept Village.	13 - 18
6.3.	Caerwent Community Centre Committee Ltd.	19 - 38
7.	To agree the Lower Wye Area Committee Work Programme for 2016/17.	
8.	To confirm the date and time of the next meeting. Wednesday 14 th September 2016 at 10.00am.	

Paul Matthews

Chief Executive

MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SIR FYNWY

THE CONSTITUTION OF THE COMMITTEE IS AS FOLLOWS:

County Councillors:

A. Webb
D. Dovey
D. Batrouni
G. Down
P. Farley
R.J.W. Greenland
P.A.D. Hobson
P. Murphy
A. Watts

Public Information

Access to paper copies of agendas and reports

A copy of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copy from Democratic Services on 01633 644219. Please note that we must receive 24 hours notice prior to the meeting in order to provide you with a hard copy of this agenda.

Welsh Language

The Council welcomes contributions from members of the public through the medium of Welsh or English. We respectfully ask that you provide us with adequate notice to accommodate your needs.

Aims and Values of Monmouthshire County Council

Sustainable and Resilient Communities

Outcomes we are working towards

Nobody Is Left Behind

- Older people are able to live their good life
- People have access to appropriate and affordable housing
- People have good access and mobility

People Are Confident, Capable and Involved

- People's lives are not affected by alcohol and drug misuse
- Families are supported
- People feel safe

Our County Thrives

- Business and enterprise
- People have access to practical and flexible learning
- People protect and enhance the environment

Our priorities

- Schools
- Protection of vulnerable people
- Supporting Business and Job Creation
- Maintaining locally accessible services

Our Values

- **Openness:** we aspire to be open and honest to develop trusting relationships.
- **Fairness:** we aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.
- **Flexibility:** we aspire to be flexible in our thinking and action to become an effective and efficient organisation.
- **Teamwork:** we aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

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Public Document Pack **Agenda Item 4**

MONMOUTHSHIRE COUNTY COUNCIL

**Minutes of the meeting of Lower Wye Area Committee held
at Chepstow Leisure Centre on Wednesday, 13th January, 2016 at 10.00 am**

PRESENT: County Councillors: G. Down, P. Farley, R.J.W. Greenland,
P.A.D. Hobson and P. Murphy

OFFICERS IN ATTENDANCE:

Debbie McCarty	Whole Place Manager
Nicola Perry	Democratic Services Officer

APOLOGIES:

Councillors D. Batrouni

ALSO IN ATTENDANCE:

Stephanie Dovey	Chepstow Town Council
Janet Saunders	Tintern Community Council
Anthony Hayward	Tintern Community Council
Bernard Howell	St. Arvans Community Council
Rita Edwards	St. Arvans Community Council

1. Declarations of interest

There were no declarations of interest made by Members.

2. To confirm the minutes of previous meetings:

The minutes of the following meetings were agreed as an accurate record and signed by the Chair:

- 29th April 2015
- 9th September 2015

The Chair advised of an update regarding Chepstow Bridge. An email had been received from John Burrows outlining the following progress:

- Main works were complete
- Some painting issues outstanding
- Bridge open to traffic
- Overall pleased with the appearance
- The future would be as a light road bridge

A meeting for residents would be held on 10th February 2016 at 6pm in the Drill Hall, to be attended by Highways officers, to address concerns and provide technical advice.

3. Whole Place Update

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Lower Wye Area Committee held at Chepstow Leisure Centre on Wednesday, 13th January, 2016 at 10.00 am

We received a paper which provided an update for Whole Place.

The Whole Place Manager highlighted how the consultation process had been interesting and was to be followed up with a questionnaire to obtain further information. It was hoped to that at least a third of questionnaires would be returned, in order to provide a valid response. It was noted that the high response in Usk could have been contributed to the risk of the closure of the library, therefore encouraging residents to become more motivated and receptive to questionnaires. We noted that the point of the questionnaire exercise would be to understand perceptions and to obtain evidence to go for further funding.

Members stressed that thought should be given to cross-border contributions. The Whole Place team would be addressing new intake at the Army barracks to establish service requirements.

The Whole Place Manager agreed to report back to Lower Wye Area Committee following the completion of the questionnaire.

4. Vice Chairs Update - Oldbury Power Station

The Vice-Chair provided the Committee with a update regarding the Oldbury Power Station. We heard that at the turn of the year the last of the nuclear fuel had been removed from Oldbury. This would lead to the decommissioning of the building. At the end of decommissioning it would be left with a flat area, which would could be used for low level storage.

The owning company still had monies and for some time would be in a position to help within communities. Groups could submit applications and there would likely be a positive response. The Horizon Project details have been emailed to all Councillors.

The Vice Chair agreed to continue to provide updates at future meetings.

The Chair invited County Councillor Farley to update the Committee on the Marketing Group. We heard that as it was the bicentenary year of Chepstow Bridge a number of events would be taking place to mark the historic event.

The Marketing Group aimed to find a way to ensure that County Council services would be on board to provide support, such as complimentary publicity, communications, funding contribution. It would be especially important to ensure services such as lighting were in order when film crews were present.

Further engagement outside the Area Committee would be welcomed, as would further funding.

5. To discuss £5000 Capital Fund

The Cabinet Member advised the Committee that following the closure of the area services offices, the mechanism for dealing with grants had disappeared. The funds in place for each Area Committee had not been distributed and the funds were passed to Whole Place for distribution. We heard that the Head of Community Led Delivery was currently working on correcting the processes. Members were concerned that the decision to make the money available had been made in February 2014 and officers had still not found the mechanism to implement the decision. It was noted that several applications for grants had been received.

MONMOUTHSHIRE COUNTY COUNCIL

Minutes of the meeting of Lower Wye Area Committee held at Chepstow Leisure Centre on Wednesday, 13th January, 2016 at 10.00 am

The Whole Place Manager advised Members that all Area Committees had £3830 available to spend which was disputed by the Committee. As no funds had been spent to date it was expressed that Lower Wye Area Committee should receive the full £5000.

We heard that the money has to be spent by the end of March 2016 and officers would update as soon as the criteria was set.

It was noted that a meeting may be held prior to the end of March for further discussion.

6. To confirm the date and time of the next meeting as Wednesday 16th March 2016 at 10.00am

We confirmed the date and time of next meeting as Wednesday 16th March 2016 at 10.00 am. Members suggested the venue for the next meeting should be in Shirenewton.

The meeting ended at 11.15 am

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Area Committee Grant

2016 Application Form

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
Central Monmouthshire	31st May	22 nd June	Councillor Susan White SusanWhite@monmouthshire.gov.uk 01600712611
Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Severnside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

This application form is to be used to submit an application for the Area Committees capital grant scheme. Each Area Committee has a total of £5,000 to be awarded.

Section 1 - Contact Information

1a	Applicants name/group name	BULWARK COMMUNITY CENTRE
1b	Contact name (if applying on behalf of a group)	Terry Wood
1c	Contact address	
1d	Contact e-mail address	
1e	Registered address if applying on behalf of a group	BULWARK COMMUNITY CENTRE
1f	Your position in the group	Trustee, Secretary, and Treasurer
1g	Daytime telephone Number	

If you are successful with your application we will pay the grant award directly into your bank account, in order to do this please provide the following details

1h	Name of Account Holder	
1i	Account Number	
1j	Sort Code	
1k	Bank Name and address	

Section 2 - Tell us about your group

2a What category does your project fall into (please tick)

Nobody is left behind

☐

People are confident, capable and involved

☐

Our county thrives

☐

Maintaining locally accessible services

☐

2b Please provide a brief description of the activities that your group undertake.

The Centre provides a meeting resource for the use of local community groups, e.g. Bulwark Guides, Chepstow Town Band, Red Cross, CHAOS Music and Drama Group and various dance, fitness and self help groups. A Lunch Club each Tuesday provides a meal at low cost for local residents. Monthly film shows take place during winter

2c In What year was the group founded?

1994

2d Are you a registered charity

YES

If yes, please provide registered number

1048141

2e If your application is related to sport is the team a member of / or affiliated to a registered body
NOT APPLICABLE

☐

Yes

No

If yes which one

Section 3 - Tell us about the community activity that you wish to support

3a How much are you applying for?

3b Are you applying for, or receiving funding from another source? ☐

3c Please explain what the grant will be used for

The gas boiler at the Bulwark Community Centre has been in place since the opening of the Centre in 1994. During the winter months it failed on numerous occasions, requiring expensive call outs. Parts are no longer available. The Bulwark Community Centre Management Trust is responsible for day to day maintenance of the Centre but the boiler replacement is an extraordinary expense and we seek support for at least part funding. The boiler has already been replaced at a cost of £5556.

3d How will your project benefit your local community

The provision of an efficient heating system is an essential requirement at the Centre. There is no extra charge applied to the many community groups using the Centre during the winter months.

Section 4

Please tick here to confirm that you have read and accepted the Grant Selection Criteria

Signed on behalf of (if you applying on behalf of a group)

Signature

Date

Please return completed forms to the
Chairperson of the area committee that
you are making the grant application to
either at the above e-mail or by post to:

Monmouthshire County Council, Usk County Hall, Rhadyr, Usk, Monmouthshire. NP15 1GA

Grant Selection Criteria

Please read this section carefully before completing your application

Eligibility Criteria:

- Be a group or individual acting for the wider benefit of the local community
- The group must operate within the geographical boundary of the Area Committee which it is applying to.

And a project must

- Support one of the 4 priorities identified in 2a.
- Must address a community issue or support a local community initiative
- Provide benefits to the local community
- Where a local Whole Place plan exists the project should support one of the locally identified priorities.

Application Process

- Uncompleted applications will not be considered.
- Any applications that do not meet the eligibility criteria will not be considered.
- All applications will be considered by the local Area Committee and successful applicants will be notified by e-mail with any details of restrictions or conditions.
- Successful applicants will be required to evidence details of spend when requested.

Exclusions

Excluded Groups

- Groups other than community, self-help and voluntary groups.
- Groups which use their surplus for the benefit of an individual or business
- Overseas charities – The grants are intended to support local communities

Excluded Activities

- Non- community projects – A group does not have to be a charity to apply, however any project supported must benefit a local community within the geographical boundary of Monmouthshire County Council.
- Ongoing running costs – Grants will not be awarded for ongoing running costs or maintenance. Applications must be for one off investments, purchases within the categories outlined in 2a.
- Religious worship – Applications from religious bodies will only be considered if there is a wider benefit to the local community.
- Core activities of statutory services – Statutory services seeking grants for core activities such as library books or essential hospital equipment is excluded. However applications relating to special projects for the benefits of local communities will be considered.
- Political activity – Applications to support fundraising, campaigning or any other activity associated with any political party will not be accepted.
- Individual sponsorship – Applications to support individuals will not be accepted.
- Multiple applications – Only one application per person/organisation may be supported in a financial year.

Grant Terms & Conditions

The terms and conditions below set out the relationship between Monmouthshire County Council (MCC) and you as an individual or group. If you have any questions or would like help please contact the Area Committee Chair, the details of which are below.

MCC can ask you for extra information to support your application.

- The amount we provide is final and we will not increase it if you overspend or have worked out your costs incorrectly.
- If you do not spend all the grant provided, you must return any unspent money to us within six months of receipt of the grant.
- MCC will not be responsible for any expenditure (on assets, equipment or your project) you have incurred before you receive our letter / e-mail confirming details of the grant provided.
- From time to time, MCC may use your name and address in any publicity about the grant. We may also choose to advertise the award of the grants on our website, in the press or social media, please advise if you are unwilling to agree to this.
- If requested, successful applicants must agree to provide a report on how the community grant was used and the benefits experienced by the local community as a result.
- MCC can ask you to return the grant in full if we find out that you have used it for a purpose other than set out in your application.
- The Area Committees decision on your application is final and they may choose not to answer any of your questions about the decision.
- MCC may withhold all or part of the grant, or recover all or part of any payment from you. If we discover that:
 - you have broken any part of this agreement;
 - any information in the application form or a supporting document was incorrect or misleading;

- your group or the project ends for any reason
- the grant was awarded on the basis of match funding which is withdrawn or is not achieved.

Guidelines for a successful application

Please read the application form carefully and seek assistance if required before completing and submitting your application. Your application will be considered by the Area Committee in your geographical area.

1. Applications must be received by the closing date indicated on page 1 of this form.
2. If you require any guidance or assistance in completing this form, please contact the Area Committee Chair as listed on page 1. They can be contacted on the details below.
3. You must supply a copy of audited accounts alongside your application. If these are not available you must provide a copy of your most recent bank statement.
4. Please feel free to supply any additional information which you feel is relevant to and will support your application.

You can hand write your application (you can get copies at your local hub) or download a copy of the form at Monmouthshire County Councils website. Please return completed forms to the chairperson of the relevant area committee as indicated on the cover page. Alternatively send them by post to the relevant Councillor at

Monmouthshire County Council. Usk
County Hall, Rhadyr, Usk,
Monmouthshire. NP15 1GA

Closing dates and contact information

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
Central Monmouthshire	31st May	22 nd June	Councillor Susan White SusanWhite@monmouthshire.gov.uk 01600712611
Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Severnside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

If you are not sure which Area Committee you should be applying to, the members of each area committee are as follows

Area Committee	County Councillors	Contact details can be found at following link
Lower Wye	David Dovey Dimitri Batrouni Graham Down Peter Farley Bob Greenland Phyl Hobson Phil Murphy Armand Watts Ann Webb (Chair)	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=150
Central Monmouthshire	Peter Clarke Debby Blakebrough Geoff Burrows Ruth Edwards Liz Hacket Pain Bob Hayward Penny Jones Val Smith Brian Strong Alan Wintle Sue White (Chair)	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=152
Bryn y Cwm	Ralph Chapman Douglas Edwards (Chair) James George Roger Harris Martin Hickman Giles Howard Simon Howarth Dave Jones Bryan Jones	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=151

Area Committee Grant Application Form 2016

	Sara Jones Paul Jordan Maureen Powell John Prosser Kevin Williams	
Severnside	Jessica Crook Tony Easson David Evans (Chair) Peter Fox Linda Guppy Jim Higginson John Marshall Frances Taylor Pauline Watts	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=149

Please apply to the committee that your ward member attends.

Tick list for applications;

1. Completed application form
2. Copies of certified accounts or most recent bank statement
3. Any supporting information, e.g. copies of quotes, match funding details



Area Committee Grant

2016 Application Form

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
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Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Severnside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

This application form is to be used to submit an application for the Area Committees capital grant scheme. Each Area Committee has a total of £5,000 to be awarded.

Section 1 - Contact Information

1a Applicants name/group name

Gwent Best Kept Village Competition - (GBKV)

1b Contact name (if applying on behalf of a group)

JOANNE GILLARD

1c Contact address

[REDACTED]
[REDACTED]
[REDACTED] Post Code [REDACTED]

1d Contact e-mail address

[REDACTED]

1e Registered address
if applying on behalf of a group

N/A
[REDACTED]
[REDACTED] Post Code [REDACTED]

1f Your position in the group

ADVISOR TO COMMITTEE

1g Daytime telephone Number

[REDACTED]

If you are successful with your application we will pay the grant award directly into your bank account, in order to do this please provide the following details

1h Name of Account Holder

[REDACTED]

1i Account Number

[REDACTED]

1j Sort Code

[REDACTED]

1k Bank Name and address

[REDACTED]

Section 2 - Tell us about your group

2a What category does your project fall into (please tick)

Nobody is left behind

☐

People are confident, capable and involved

☒

Our county thrives

☒

Maintaining locally accessible services

☐

2b Please provide a brief description of the activities that your group undertake.

GAVO hosts the GBKV Competition annually to nurture civic pride + volunteering in local communities. Established over 30 years ago, it is part of the local heritage + supports local tourism. In recent years, schools categories have supported the development of new skills, understanding of the environment in young ^{people} it developed inter-generational work that has far reaching benefits.

2c In What year was the group founded?

CIRCA 1975-80

2d Are you a registered charity

YES

If yes, please provide registered number

111 3558

2e If your application is related to sport is the team a member of / or affiliated to a registered body

☐

Yes

☐

No

If yes which one

N/A

Section 3 - Tell us about the community activity that you wish to support

3a How much are you applying for?

£ 250 - 00

3b Are you applying for, or receiving funding from another source?

Yes



No

☐

3c Please explain what the grant will be used for

The monies would be used towards the volunteer judges travel expenses, for visiting + judging the villages entering the Competition. Furthermore, it would contribute to the purchase of relatively inexpensive trophies and frames (for certificates) for winning schools + villages.

3d How will your project benefit your local community

The Competition acts as a catalyst, stimulating hundreds of hours of voluntary work. It's a tool for engaging local people and children via schools to take pride in where they live. It educates on conservation / environmental issues, teaches gardening skills, encourages new social opportunities. It reduces anti-social behaviour, addressing its consequences including the removal of graffiti, litter, fly tipping etc + by encouraging young people to become involved and take pride in their surroundings (ie diversionary activity.)

Section 4

Please tick here to confirm that you have read and accepted the Grant Selection Criteria



Signed on behalf of (if you applying on behalf of a group)

GWENT BEST KEPT VILLAGE
COMPETITION COMMITTEE

Signature

J. Gilleard

Date

08.03.16

Please return completed forms to the
Chairperson of the area committee that
you are making the grant application to
either at the above e-mail or by post to:

Monmouthshire County Council, Usk County Hall, Rhadyr, Usk, Monmouthshire. NP15 1GA

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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CAERWENT COMMUNITY CENTRE COMMITTEE LTD.

A private company limited by guarantee. Company number 6455070

Registered Charity number 1137235

Secretary: Ray Bedford, 7 Centurions Court, Caerwent, Monmouthshire NP26 5FG

Tel: 01291 422205

Councillor Ann Webb
(By hand, via Councillor Phil Murphy)

14 May 2016

Dear Councillor Webb

On behalf of our management committee, I enclose a completed application form for an Area Committee Grant. Also enclosed is a copy of our Financial Statements for the year ended 31 March 2015. We would be grateful for your kind consideration of our application, and we look forward to hearing from you in due course.

Our earlier application, dated 04 March 2016, has been modified slightly so, if it does reappear, please destroy it.

Yours sincerely



C R Bedford (Secretary).



Area Committee Grant

2016 Application Form

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
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Severnside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

Section 1 - Contact Information

1a	Applicants name/group name	Caerwent Community Centre Committee Ltd.
1b	Contact name (if applying on behalf of a group)	Ray Bedford
1c	Contact address	<div><div></div><div></div><div></div></div>
1d	Contact e-mail address	<div></div>
1e	Registered address if applying on behalf of a group	<div>Caerwent Community Centre</div> <div></div> <div></div>
1f	Your position in the group	Secretary
1g	Daytime telephone Number	<div></div>

If you are successful with your application we will pay the grant award directly into your bank account, in order to do this please provide the following details

1h	Name of Account Holder	<div></div>
1i	Account Number	<div></div>
1j	Sort Code	<div></div>
1k	Bank Name and address	<div></div>

Section 2 - Tell us about your group

2a What category does your project fall into (please tick)

Nobody is left behind

☐

People are confident, capable and involved

☒

Our county thrives

☐

Maintaining locally accessible services

☒

2b Please provide a brief description of the activities that your group undertake.

We provide a social and welfare amenity for Caerwent and its surroundings. When founded, our main purpose was to set up a Youth Club, and this continues to run weekly, for ages 9-13 and 14+.

Over the years, other groups have joined in using the facility, and we have a wide range of users, such as:

'Building Bridges' project for youngsters with additional needs; Caldicot Model Car Racers; St Kingsmark Bowmen (Crick); Five-a-side football group; 'Zumba' dance group; Dog Shows; Self Defence group.

2c In What year was the group founded?

1996

2d Are you a registered charity

Yes

If yes, please provide registered number

1137235

2e If your application is related to sport is the team a member of / or affiliated to a registered body

☐ Yes☒ No

If yes which one

Area

Section 3 - Tell us about the community activity that you wish to support

3a How much are you applying for? £ 2,000

3b Are you applying for, or receiving funding from another source? Yes ☒ No ☐

3c Please explain what the grant will be used for

Any grant would go towards a refurbishment project which, essentially, involves replacement of the Centre's roof. Removal of the existing roof over the Sports Hall will itself trigger the need to renew the suspended lighting, and this will be done using the latest low-energy LED lights.
Footnote: the estimated cost of the refurbishment project is just under £150,000. We already have a grant of almost £127, 000 from Monmouthshire County Council via Section 106 funding for the adjacent Merton Green housing development. This application is one of several that we are making to cover the shortfall.

3d How will your project benefit your local community

The refurbishment project allows us to sustain a vital local resource which, as regards the Sports Hall in particular, is unique in Caerwent and the surrounding area. The Centre's aim has always been to provide a low-cost access to recreational and leisure facilities that promote physical and mental health and wellbeing, especially for young people.
Caerwent suffers from a lack of services and local facilities, and it is essential to maintain the Community Centre, without which problems associated with low incomes and lack of access to services would be exacerbated.

Section 4

Please tick here to confirm that you have read and accepted the Grant Selection Criteria ✓

Caerwent
Community
Centre
Management
Committee

Signed on behalf of (if you applying on behalf of a group)

Signature

C.R. Bedford

Date

14 May 2016

Please return completed forms to the
Chairperson of the area committee that
you are making the grant application to
either at the above e-mail or by post to:

Monmouthshire County Council, Usk County Hall, Rhadyr, Usk, Monmouthshire. NP15 1GA

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Please read this section carefully before completing your application

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- Be a group or individual acting for the wider benefit of the local community
- The group must operate within the geographical boundary of the Area Committee which it is applying to.

And a project must

- Support one of the 4 priorities identified in 2a.
- Must address a community issue or support a local community initiative
- Provide benefits to the local community
- Where a local Whole Place plan exists the project should support one of the locally identified priorities.

Application Process

- Uncompleted applications will not be considered.
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- All applications will be considered by the local Area Committee and successful applicants will be notified by e-mail with any details of restrictions or conditions.
- Successful applicants will be required to evidence details of spend when requested.

Exclusions

Excluded Groups

- Groups other than community, self-help and voluntary groups.
- Groups which use their surplus for the benefit of an individual or business
- Overseas charities – The grants are intended to support local communities

Excluded Activities

- Non- community projects – A group does not have to be a charity to apply, however

maintenance. Applications must be for one off investments, purchases within the categories outlined in 2a.

- Religious worship – Applications from religious bodies will only be considered if there is a wider benefit to the local community.
- Core activities of statutory services – Statutory services seeking grants for core activities such as library books or essential hospital equipment is excluded. However applications relating to special projects for the benefits of local communities will be considered.
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MCC can ask you for extra information to support your application.

- The amount we provide is final and we will not increase it if you overspend or have worked out your costs incorrectly.
- If you do not spend all the grant provided, you must return any unspent money to us within six months of receipt of the grant.
- MCC will not be responsible for any expenditure (on assets, equipment or your project) you have incurred before you receive our letter / e-mail confirming details of the grant provided.
- From time to time, MCC may use your name and address in any publicity about

the grant. We may also choose to advertise the award of the grants on our website, in the press or social media, please advise if you are unwilling to agree to this.

- If requested, successful applicants must agree to provide a report on how the community grant was used and the benefits experienced by the local community as a result.
- MCC can ask you to return the grant in full if we find out that you have used it for a purpose other than set out in your application.
- The Area Committees decision on your application is final and they may choose not to answer any of your questions about the decision.
- MCC may withhold all or part of the grant, or recover all or part of any payment from you. If we discover that:
 - you have broken any part of this agreement;
 - any information in the application form or a supporting document was incorrect or misleading;
 - your group or the project ends for any reason
 - the grant was awarded on the basis of match funding which is withdrawn or is not achieved.

Guidelines for a successful application

Please read the application form carefully and seek assistance if required before completing and submitting your application. Your application will be considered by the Area Committee in your geographical area.

1. Applications must be received by the closing date indicated on page 1 of this form.
2. If you require any guidance or assistance in completing this form, please contact the Area Committee Chair as listed on page 1. They can be contacted on the details below.

3. You must supply a copy of audited accounts alongside your application. If these are not available you must provide a copy of your most recent bank statement.
4. Please feel free to supply any additional information which you feel is relevant to and will support your application.

You can hand write your application (you can get copies at your local hub) or

download a copy of the form at Monmouthshire County Councils website. Please return completed forms to the chairperson of the relevant area committee as indicated on the cover page. Alternatively send them by post to the relevant Councillor at

Monmouthshire County Council. Usk
County Hall, Rhadyr, Usk,
Monmouthshire. NP15 1GA

Closing dates and contact information

Area Committee	Closing date for Applications	Area Committee Meeting	Chair
Lower Wye	23 rd May	15 th June	Councillor Ann Webb AnnWebb@monmouthshire.gov.uk 07816678948
Central Monmouthshire	31 st May	22 nd June	Councillor Susan White SusanWhite@monmouthshire.gov.uk 01600712611
Bryn y Cwm	20 th June	13 th July	Councillor Douglas Edwards DouglasEdwards@monmouthshire.gov.uk 07954292398
Severnside	27 th June	20 th July	Councillor David Evans DavidEvans2@monmouthshire.gov.uk 01291420354

if you are not sure which Area Committee you should be applying to, the members of each area committee are as follows

Area Committee	County Councillors	Contact details can be found at following link
Lower Wye	David Dovey Dimitri Batrouni Graham Down Peter Farley Bob Greenland Phyl Hobson Phil Murphy Armand Watts Ann Webb (Chair)	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=150
Central Monmouthshire	Peter Clarke Debby Blakebrough Geoff Burrows Ruth Edwards Liz Hackett Pain Bob Hayward Penny Jones Val Smith Brian Strong Alan Wintle Sue White (Chair)	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=152
Bryn y Cwm	Ralph Chapman Douglas Edwards (Chair) James George Roger Harris Martin Hickman Giles Howard Simon Howarth Dave Jones Bryan Jones	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=151

Area Committee Grant Application Form 2016

	Sara Jones Paul Jordan Maureen Powell John Prosser Kevin Williams	
Severnside	Jessica Crook Tony Easson David Evans (Chair) Peter Fox Linda Guppy Jim Higginson John Marshall Frances Taylor Pauline Watts	http://democracy.monmouthshire.gov.uk/mgCommitteeMailingList.aspx?ID=149

Please apply to the committee that your ward member attends.

Tick list for applications;

1. Completed application form ✓
2. Copies of certified accounts or most recent bank statement ✓
3. Any supporting information, e.g. copies of quotes, match funding details

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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