



## Communities and Environment Fund – Application Overview

|                     |   |
|---------------------|---|
| Name of Applicant   | Willen Hospice                          |
| Date of application | 02/02/22                                |
| Name of project     | Support for patients in Woughton Parish |
| Amount Requested    | £3,000                                  |

**Project Overview** (what is the project, how has it been determined that it is needed, what does success look like?)

**Applicants comments:**

Willen Hospice provides specialist palliative care for patients with terminal illnesses and support for their families and carers. In Milton Keynes, we offer services, including, in-patient unit care, community nursing care, counselling, bereavement support, physiotherapy and occupational therapy, lymphoedema clinics, and creative and complementary therapies. As a charity, we only receive funding for about a quarter of our costs – therefore, we have to raise c.£4.7M, every year. A huge amount of this funding comes from the local community.

We are applying to the Woughton Community Council for a grant to help fund the patients we care for from your local area. Every year, people with a life-limiting illness are referred to our services from MK8. The support they can access includes:

- Being admitted to our in-patient unit for end of life care.
- Receiving specialist palliative care and support in their own homes (including care homes) from our Willen at Home Team.
- Being referred to our Wellbeing Centre for out-patient support – this can include counselling, complementary therapies, green/outdoor therapies, physiotherapy, occupational therapy and art therapy.
- Receiving specialist massage and bandaging treatment from our Lymphoedema Clinic.
- Bringing their children or grandchildren to pre-bereavement support sessions (including the use of art and play therapies).

As well as excellent care, our charity also gives people who have a terminal illness the reassurance that their families will be supported after they have died. We provide bereavement support and counselling for relatives and children/young people and our social care team help relatives who need access practical support – e.g. financial help or guardianship of children.

**Officers Comments:**

**How will the project improve the quality of life for local residents?** (what change will happen? What happens if we don't fund it? What considerations have been made to sustainability?)

**Applicants comments:**

We looked at our current caseload of patients and found that 78 people have an MK8 postcode - Peartree Bridge, Eaglestone, Leadenhall, Coffee Hall, Beanhill, Netherfield, Tinkers Bridge - which is quite significant as it is around 10% of our total patient population.

The patients we support are going through exceptionally challenging times, only compounded by the pandemic. They are dealing with physical symptoms (such as complex pain, mobility issues and breathlessness), the emotional impact (such as feeling angry, sad, isolated, lonely and anxious) and the social impact on their support networks and family dynamics (including financial concerns).

organising guardianship of children, and dealing with their relatives' emotions and reaction to the diagnosis).

The way the residents of your community benefit from our services is access to support and care that tackle the issues they are facing. We have a Social Care Team who offer practical support (e.g. access to financial help, signposting to local services and advocating on behalf of patients), an In-Patient Unit and Willen at Home Team who care for people's medical needs (including pain control, symptom relief and personal care), and a Therapeutic and Wellbeing Team who help with people physical, social and emotional needs (such as physiotherapy, complementary therapies and peer support groups).

Without Willen Hospice, there wouldn't be a separate specialist palliative care provision for people in Milton Keynes. People's physical, emotional, medical and social needs wouldn't necessarily be met and the pressure on local NHS health services would be huge.

*Officers Comments:*

**Are the finances reasonable? Has other funding been applied for? Is there a charging policy?**

*Applicants comments:*

Willen Hospice receives funding for around a quarter of our costs, therefore we have to raise around £4.7M every year. A huge amount of this funding comes from the local community.

We are always seeking new ways to raise money for our services - e.g. running new events, expanding our retail operations and pursuing new restricting funding opportunities to provide innovative new services to meet the needs of local residents.

*Officers Comments:*

Willen Hospice relies on funding from the local community in order to carry out its work.

**Officer Assessment**

Have we received 3 quotes for all items? Yes  No  N/A

Have we received all governance documents? Yes  No

Have we got two independent referees details included? Yes  No

**Officer Recommendation and overview**

This grant will ensure that Willen Hospice can continue to support patients in the Woughton parish area (currently 78 patients)

Which fund would this application come from? Communities and Environment Fund

How much is currently in that fund? £12,000

*For completion after scoring*

| Scorer No | Scorer Name | Total Score | Any other comments |
|-----------|-------------|-------------|--------------------|
| 1         |             |             |                    |
| 2         |             |             |                    |
| 3         |             |             |                    |

Communities and Environment Fund – Overview and outcome sheet

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| 6 |  |  |  |
| 7 |  |  |  |
| 8 |  |  |  |

Average Score from all scorers:

Applications that score an average of below 15 will not be awarded.

Applications that score between 16 – 24 will be discussed

Applications that score an average of over 25 will be awarded (except in exceptional circumstances)

**Outcome from Committee**

Awarded in full     Awarded in part  (amount awarded )    Not awarded     Deferred

If deferred, please explain what actions are needed:

Date for resubmission (if applicable)



|                           |
|---------------------------|
| Officer Use Only          |
| Date application received |
| .....                     |
| Minute number             |
| .....                     |

# Woughton Community Council

## Communities and Environment Fund Application Form

***Please read the Guidance Notes prior to completing this application form.  
These are available on our website or on request from our offices.***

|   |                             |
|---|-----------------------------|
| <b>Name of organisation:</b> Willen Hospice<br>02/02/22 | <b>Date of Application:</b> |
|---|-----------------------------|

|   |                                      |
|---|--------------------------------------|
| <b>Status of organisation</b>                         |                                      |
| <input checked="" type="checkbox"/> Charity           | Registered charity number [REDACTED] |
| <input type="checkbox"/> Company Limited by Guarantee | Company number                       |
| Other (please state)                                  |                                      |

|   |            |
|---|------------|
| <b>Contact Information for the organisation</b> |            |
| Address: [REDACTED]                             |            |
| Telephone Number:                               | [REDACTED] |
| Email address:                                  | [REDACTED] |
|   | Website:   |

|   |                             |
|---|-----------------------------|
| <b>Contact Name:</b> [REDACTED]<br>(someone who has full knowledge of this application) | <b>Position:</b> [REDACTED] |
| <b>Address (if different from above)</b><br>[REDACTED]                                  |                             |
| Telephone Number: [REDACTED]  |                             |

**What are the aims and objectives of your organisation?** Please provide full details of your organisation, the work you do and the outcomes you aim to achieve.

Willen Hospice provides specialist palliative care for patients with terminal illnesses and support for their families and carers. In Milton Keynes, we offer services, including, in-patient unit care, community nursing care, counselling, bereavement support, physiotherapy and occupational therapy, lymphoedema clinics, and creative and complementary therapies. As a charity, we only receive funding for about a quarter of our costs – therefore, we have to raise c.£4.7M, every year. A huge amount of this funding comes from the local community.

We are applying to the Woughton Community Council for a grant to help fund the patients we care for from your local area. Every year, people with a life-limiting illness are referred to our services from MK6. The support they can access includes:

- Being admitted to our in-patient unit for end of life care.
- Receiving specialist palliative care and support in their own homes (including care homes) from our Willen at Home Team.
- Being referred to our Wellbeing Centre for out-patient support – this can include counselling, complementary therapies, green/outdoor therapies, physiotherapy, occupational therapy and art therapy.
- Receiving specialist massage and bandaging treatment from our Lymphoedema Clinic.
- Bringing their children or grandchildren to pre-bereavement support sessions (including the use of art and play therapies).

As well as excellent care, our charity also gives people who have a terminal illness the reassurance that their families will be supported after they have died. We provide bereavement support and counselling for relatives and children/young people and our social care team help relatives who need access practical support – e.g. financial help or guardianship of children.

**Amount requested: £3,000**

**What do you require the grant for?** Please provide details of the project, giving as much information as possible to enable the panel to fully assess the application. We will use the funding to help pay for the treatment and care we offer patients and families from the Woughton Community Council area.

**How have you identified a need for the project (scoring criteria 1)?** What consultation, if any, have you undertaken? How did you do this? What were the responses?

We looked at our current caseload of patients and found that 78 people have an MK6 postcode - Peartree Bridge, Eaglestone, Leadenhall, Coffee Hall, Beanhill, Netherfield, Tinkers Bridge - which is quite significant as it is around 10% of our total patient population.

**How will the project improve the quality of life for people who live in, work or visit the Woughton Parish area (scoring criteria 3, 6 and 7)? (Peartree Bridge, Eaglestone, Leadenhall, Coffee Hall, Beanhill, Netherfield, Tinkers Bridge, Redmoor and Bleak Hall).** Please provide as much information as possible – how will this project change people’s lives? What impact will it have? What do you want the project to achieve? If applicable, how will it impact upon the environment?

The patients we support are going through exceptionally challenging times, only compounded by the pandemic. They are dealing with physical symptoms (such as complex pain, mobility issues and breathlessness), the emotional impact (such as feeling angry, sad, isolated, lonely and anxious) and the social impact on their support networks and family dynamics (including financial concerns, organising guardianship of children, and dealing with their relatives' emotions and reaction to the diagnosis).

The way the residents of your community benefit from our services is access to support and care that tackle the issues they are facing. We have a Social Care Team who offer practical support (e.g. access to financial help, signposting to local services and advocating on behalf of patients), an In-Patient Unit and Willen at Home Team who care for people’s medical needs (including pain control, symptom relief and personal care), and a Therapeutic and Wellbeing Team who help with people physical, social and emotional needs (such as physiotherapy, complementary therapies and peer support groups).

What are the consequences of not undertaking this project? Please provide a full explanation showing how this will impact on the proposed beneficiaries.

Without Willen Hospice, there wouldn't be a separate specialist palliative care provision for people in Milton Keynes. People's physical, emotional, medical and social needs wouldn't necessarily be met and the pressure on local NHS health services would be huge.

How will you work to make this project sustainable in the future, to reduce dependency on grant funding (scoring criteria 2)?

We are always seeking new ways to raise money for our services - e.g. running new events, expanding our retail operations and pursuing new restricting funding opportunities to provide innovative new services to meet the needs of local residents.

For projects that focus on the environment (scoring criteria 7), please provide details of how the project will make a positive change / impact.

N/A

|  |
|--|
| <b>When will the project/ activity start and finish?</b> |
|--|

|           |
|-----------|
| June 2022 |
|-----------|

**Who will benefit from the grant (scoring criteria 3)?**

- |   |  |
|---|--|
| <input type="checkbox"/> Adults                         | <input type="checkbox"/> Older adults (55yrs+)     |
| <input type="checkbox"/> Children (0-11yrs)             | <input type="checkbox"/> Young People (12 – 18yrs) |
| <input type="checkbox"/> Men                            | <input type="checkbox"/> Women                     |
| <input checked="" type="checkbox"/> The whole community | <input type="checkbox"/> BAMER Communities         |

**How many beneficiaries of the project/activity reside or work in the Woughton Parish area?**

c.70 patients and their wider support networks.

**How have you reached this figure?** Please explain how you have arrived at this figure what process you have used.

Based on how many patients we had on our caseload from your Community Council area in 2021.

**Woughton Community Council Priority is Poverty, with 3 focus strands, please tick which is appropriate to your project (scoring criteria 6)**

Youth  Food  Advice

How does your project meet the priorities identified above?

Our charity offers support and advice to patients who have a terminal diagnosis through our clinical services and, as a specialism, through our Social Care Team for those who have complex social needs, which can often be linked to poverty. We also have specialist pre and post-bereavement services for children and young people within our Social Care Team. The Social Care Service is especially important for families who were already struggling and, due to a terminal diagnosis, are at risk of falling into crisis.

**Project Finances (scoring criteria 5)**

Please give us a breakdown of the **total cost** of the project for which you are applying, and how much you are requesting from Woughton Community Council.

| Item                                       | Total Cost | Amount requested from WCC |
|--|------------|---------------------------|
| Cost towards caring for patients from MK6. | £3,000     | £3,000                    |
|  | £          | £                         |
|  | £          | £                         |

|              |          |          |
|--------------|----------|----------|
|              | £        | £        |
|              | £        | £        |
|              | £        | £        |
|              | £        | £        |
|              | £        | £        |
|              | £        | £        |
|              | £        | £        |
|              | £        | £        |
|              | £        | £        |
|              | £        | £        |
|              | £        | £        |
| <b>Total</b> | <b>£</b> | <b>£</b> |

Do you expect the activity/project to generate an income? YES  NO

If so, how much?  
£

How will the income be used?

**How will you raise any outstanding balance?**  
N/A

Have you made an application to other funders for this project/activity? Or do you intend to?  
If so please tell us who they are, how much you have requested and when you expect a response.

| FUNDER | AMOUNT REQUESTED | AMOUNT AWARDED | RESPONSE DATE |
|--------|------------------|----------------|---------------|
|        | £                | £              |               |
|        | £                | £              |               |
|        | £                | £              |               |
|        | £                | £              |               |

**How will you know if the project has been successful?** If your project is successful, you will be asked to provide an evaluation, so please consider how you will show success – testimonials, feedback forms, statistics (no of people, demographics, etc.) could all be used to support this.



We ask everyone who uses our services to complete a survey on IWantGreatCare - where they can rate our services, on topics including:

- Were you treated with dignity and respect?
- Did you feel involved enough in decisions made about you?
- Did you receive the right information about your care and treatment?
- Were the staff kind and caring?
- Did you have confidence and trust in staff looking after you?

In addition to this, depending on the support someone needs, we use recognised monitoring tools, such as the McGill Quality of Life Questionnaire on our Living Well Programme, to see the impact our interventions are having on a patient.

Although we won't be able to share data specifically for your Community Council area, as it is reported confidentially, we can share the data from IWantGreatCare with you for the whole organisation and for specific services you will be helping to fund for your residents.

Please provide details of 2 **independent** referee's (this cannot be someone that is related to the applicant or living in the same property) who has knowledge of the project. This person should be easily contactable and must agree on amounts.

Name [Redacted]  
Address [Redacted]  
Email [Redacted]  
Telephone number [Redacted]

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Name [Redacted]  
Address [Redacted]  
Email [Redacted]  
Telephone number [Redacted]

**Have you contacted the Community Officer and/or a Woughton Parish Councillor regarding this application?**

- Community Officer
- Woughton Community Council Officer
- Woughton Community Councillor

If so who? Steve McNay

**In the event that your application is successful please state who the grant cheque should be made payable to / please provide bank account details for direct payment.**

Payable to: [REDACTED]

Sort Code: [REDACTED]

Account No: [REDACTED]

**COMMITTEE**

Chairperson [REDACTED] Telephone / Email

[REDACTED]

Treasurer [REDACTED] Telephone / Email

[REDACTED]

Secretary [REDACTED] Telephone / Email

[REDACTED]

I confirm that the information contained within this form is correct and that I have attached the required documents

Name:

[REDACTED]

Position:

[REDACTED]

Signature:\*

[REDACTED]

Date:

02/03/2022

\*If completing electronically, we will consider this as your 'electronic signature'.

**Please note, you may also be asked to give a short presentation to the Services Committee or at the Chairs Awards on how the Grant has benefited the local community.**

**By returning this form you will have given permission under the Data Protection Act 2018 to have your details registered on the Woughton Community Council database. Woughton Community Council will only use this information to provide you with details of schemes and events which may be of interest to you. Please tick this box if you do not wish to receive this information.**

Please return the completed application form and supporting documents to:

**Communities and Environment Fund**  
Woughton Community Council Hub  
Local Centre  
Garraways Coffee  
Hall Milton Keynes  
MK6 5EG

Woughton Community Council – 01908 395681  
Community Officer - 07983 590551

Checklist - In order for your application to be considered, the following documents are required

**Please note if you have already applied in this financial year and we have the following documentation, we will only require a copy of your current bank statement**

**Please tick:**

- Fully completed application form
- Evidence of cost (quotations)
- Audited accounts if your group is **more** than one year old or project/activity budget if group is **less** than one year old
- Signed copy of constitution or rules
- Equal Opportunities Policy or statement
- Child Protection Policy – please forward if your group works with children and young people under the age of 18
- A copy of current / latest bank statement
- A copy of the groups meeting minutes agreeing your Grant Aid Submission

I have read the terms and conditions as stated within the Grant Aid Guidance notes and agree to abide by these should the application be successful

Name

██████████

Signature\*

██████████

\*If completing electronically, we will consider this as your 'electronic signature'.



## Communities and Environment Fund – Application Overview

|                     |                                |
|---------------------|--------------------------------|
| Name of Applicant   | Beanhill Residents Association |
| Date of application | 18/03/22                       |
| Name of project     | Skegness Coach Trip            |
| Amount Requested    | £1,000                         |

**Project Overview** (what is the project, how has it been determined that it is needed, what does success look like?)

**Applicants comments:**  
 We would like to take 100 residents on a coach trip to Skegness on 28<sup>th</sup> August 2022. We asked at RA Meetings and conducted a poll on our Facebook page, and the outcome was that residents wanted a seaside trip to Skegness.

**Officers Comments:**

**How will the project improve the quality of life for local residents?** (what change will happen? What happens if we don't fund it? What considerations have been made to sustainability?)

**Applicants comments:**  
 Many people do not have transport or money to afford a trip out so this will allow children/residents to experience seeing the coast and uplifting their spirits.  
 Over the recent turbulent times many people have suffered with their mental health. This trip could help them deal with it.  
 It's hoped that as a group we will work to raise funds so as to not need to depend so much on grants.

**Officers Comments:**  
 It is positive to hear that the group will look at fundraising for future events to reduce the reliance on grants

**Are the finances reasonable? Has other funding been applied for? Is there a charging policy?**

**Applicants comments:**  
 We aim to sell tickets as cheap as possible to make up the shortfall

**Officers Comments:**  
 The total cost of the trip is £1,390, and £1,000 is being requested. The shortfall will be made up by selling tickets at low prices (ie. £3.90 each)

**Officer Assessment**

- Have we received 3 quotes for all items? Yes  No
- Have we received all governance documents? Yes  No
- Have we got two independent referees details included? Yes  No

**Officer Recommendation and overview**

The application is recommended for approval, as it will cement the already strong community on [Beanhill](#), and provide a great opportunity for a late summer break for families who may not otherwise be able to get away during the summer holidays.

Which fund would this application come from? Communities and Environment Fund

How much is currently in that fund? £12,000

*For completion after scoring*

| Scorer No | Scorer Name | Total Score | Any other comments |
|-----------|-------------|-------------|--------------------|
| 1         |             |             |                    |
| 2         |             |             |                    |
| 3         |             |             |                    |
| 4         |             |             |                    |
| 5         |             |             |                    |
| 6         |             |             |                    |
| 7         |             |             |                    |
| 8         |             |             |                    |

Average Score from all scorers:

Applications that score an average of below 15 will not be awarded.

Applications that score between 16 – 24 will be discussed

Applications that score an average of over 25 will be awarded (except in exceptional circumstances)

**Outcome from Committee**

Awarded in full  Awarded in part  (amount awarded ) Not awarded  Deferred

If deferred, please explain what actions are needed:

Date for resubmission (if applicable)

# BEANHILL RESIDENTS ASSOCIATION APPLICATION

**What are the aims and objectives of your organisation?** Please provide full details of your organisation, the work you do and the outcomes you aim to achieve.

WE AIM TO ADDRESS DEPRIVATION AND ENCOURAGE SOCIAL INCLUSION TO IMPROVE THE LIVES OF THE RESIDENTS THAT LIVE ON BEANHILL

Updated June 2019

14/03/2022, 20:53

CandE-Fund-application-form-June-2019-e-version2.doc

**Amount requested:** £1000.00

**What do you require the grant for?** Please provide details of the project, giving as much information as possible to enable the panel to fully assess the application.

WE WOULD LIKE TO TAKE 100 RESIDENTS ON A COACH TRIP TO SKEGNESS

**How have you identified a need for the project (scoring criteria 1)?** What consultation, if any, have you undertaken? How did you do this? What were the responses?

WE ASKED AT RESIDENTS MEETINGS AND DID A POLL ON OUR FACEBOOK PAGE AND THE OUTCOME WAS A SEASIDE TRIP TO SKEGNESS.

**How will the project improve the quality of life for people who live in, work or visit the Woughton Parish area (scoring criteria 3, 6 and 7)?** (Peartree Bridge, Eaglestone, Leadenhall, Coffee Hall, Beanhill, Netherfield, Tinkers Bridge, Redmoor and Bleak Hall). Please provide as much information as possible – how will this project change people's lives? What impact will it have? What do you want the project to achieve? If applicable, how will it impact upon the environment?

MANY PEOPLE DO NOT HAVE TRANSPORT OR MONEY TO AFFORD A TRIP OUT SO THIS WILL ALLOW CHILDREN/RESIDENTS TO EXPERIENCE SEEING THE COAST AND LIFTING SPIRITS.

OVER THE RECENT TURBULANT TIMES MANY PEOPLE HAVE SUFFERED WITH THEIR MENTAL HEALTH THIS TRIP COULD HELP DEAL WITH IT.

**What are the consequences of not undertaking this project?** Please provide a full explanation showing how this will impact on the proposed beneficiaries.

IT'S HOPED THAT AS A GROUP WE WILL WORK TO RAISE FUNDS

**How will you work to make this project sustainable in the future, to reduce dependency on grant funding (scoring criteria 2)?**

SO AS TO NOT NEED TO DEPEND SO MUCH ON GRANTS.

**For projects that focus on the environment (scoring criteria 7), please provide details of how the project will make a positive change / impact.**

NOT APPLICABLE.

**When will the project/ activity start and finish?**

28th AUGUST 2022

**Who will benefit from the grant (scoring criteria 3)?**

|                      |                             |
|----------------------|-----------------------------|
| Adults ✓             | Older adults (55yrs+) ✓     |
| Children (0-11yrs) ✓ | Young People (12 – 18yrs) ✓ |

Updated June 2019





How will the income be used?

How will you raise any outstanding balance?

WE AIM TO SELL TICKETS AS CHEAP AS POSSIBLE TO COVER THE SHORTFALL.

Have you made an application to other funders for this project/activity? Or do you intend to? If so please tell us who they are, how much you have requested and when you expect a response.

| FUNDER | AMOUNT REQUESTED | AMOUNT AWARDED | RESPONSE DATE |
|--------|------------------|----------------|---------------|
|        | £                | £              |               |
|        | £                | £              |               |
|        | £                | £              |               |
|        | £                | £              |               |

How will you know if the project has been successful? If your project is successful, you will be asked to provide an evaluation, so please consider how you will show success - testimonials, feedback forms, statistics (no of people, demographics, etc.) could all be used to support this.

WE WILL GET FEEDBACK AND REVIEWS FROM PEOPLE WHO HAVE BEEN ON THE TRIP TO HELP WITH THE EVALUATION.

independent referee's (this cannot be someone that is related to the project. This person should be

Agenda item: SC 62/22

**WOUGHTON COMMUNITY COUNCIL**

**Services & Communities Committee**

**Wednesday 20<sup>th</sup> April 2022**

**PURPOSE OF REPORT:**

To review the delivery of the Tinkers Bridge Community Café and Larder at the Meeting Place, as six months has passed.

**RECOMMENDATION:**

- 1. That the committee considers this report.**
- 2. That the committee agrees to a further six (6) months of rent free support to TBRA.**
- 3. That this support is conditional on the proposal that the project works to become more sustainable, with contribution towards WCC costs over time.**
- 4. That this is reviewed again in October 2022, by this committee.**

**MAIN ISSUES AND CONSIDERATIONS:**

Tinkers Bridge Residents Association (TBRA) started a Community Larder and Community Café, using Tinkers Bridge Meeting Place (TBMP). This is in partnership with SOFEA (who supply the larder food) and with WCC.

The current agreement is that TBRA have free storage and exclusive use of the TBMP Office and free use of the whole centre on Saturday mornings (until 2pm – around 5 hours per week).\* In addition, access to the centre on Friday afternoons to enable delivery is also needed.

Feedback from the first six months has been very positive – SOFEA are happy with the numbers of people signed up to the larder, the quality of food provided has been good and feedback from members is mainly positive.

The café has also been successful, with dozens of meals provided each week and a sense of community very apparent when attending. There are lots of volunteers involved and generally feels like an excellent community led project, bringing real value to the estate.

This project is similar to the provision that WCC provide on Coffee Hall but is provided by TBRA.

***It is recommended that due to the success of this project, that WCC should continue to offer support and subsidy for a further six-month period.***

It was agreed when council first agreed to support this endeavour that there would be regular reviews of the level of support offered. This support is through rent

subsidy for the spaces used, where there is currently no charge for any of this. In effect this equates to a significant level of support:

- The office is a space that would be rented for £200 per month within our current charging policy, which equates to £2400 per year.
- The centre is charged to local groups at £15 per hour. With current provision running from 9am – 2pm, this equates to 5 hours per week (£75) which, with 48 weeks per year of delivery, is £3600 per year.

Based upon the first six months, this shows support to the level of £3000. Extending for a further six months would bring that total to £6000 (£125 per week).

Whilst it is acknowledged that expecting this community initiative to cover these costs fully is both unlikely and unnecessarily restrictive (there is HUGE value in the project that would be lost if full cost recovery was expected), there is a need for the project to consider a more sustainable approach – this might be through a more robust donations policy, through creative use of donated food (thereby reducing food costs) or through grant applications. To this end, ***it is recommended that there is an expectation that over the next six months, a contribution towards the costs of the venue is made by the TBRA Café.*** The level of this contribution should be reasonable yet realistic.

If the committee is in agreement with this approach, it is recommended that there a conversation with TBRA takes place to look at how they can be supported to move towards this approach over the course of any extension.

\*PLEASE NOTE - This is separate from the standard agreement for all RA's to enable use of buildings and also does not include the ongoing use of the garden room by TBRA.

### **STAFFING IMPLICATIONS:**

The staffing for this project is through TBRA. Some support is offered through WCC Members and Officers, but this is ad hoc and is not a significant consideration for this proposal.

### **FINANCIAL IMPLICATIONS:**

The level of subsidy is considerable, at £6000 per year. Whilst this is currently 'in kind' and costs WCC relatively little (the office is not used by another group and there have been limited rentals on a Saturday for a while), the costs associated with heat, light, water, etc. are currently being covered by WCC.

In the event that other renters requested TBMP, costs would become an issue if they meant a loss of income towards the target of 'break even' for Community Centres.

### **OTHER IMPLICATIONS:**

Without the ongoing subsidy, both the larder and café at Tinkers Bridge would be unable to continue. There is significant value to these projects and to lose them would have a significantly negative impact on the community.

**BACKGROUND PAPERS:**

None.

**AUTHOR**

Steve McNay – Council Manager

Agenda item: SC 63/22

## WOUGHTON COMMUNITY COUNCIL

### Services & Communities Committee

Wednesday 20th April 2022

#### PURPOSE OF REPORT:

To review both positives and challenges with regard to the Community Food projects provided by WCC.

#### RECOMMENDATION:

1. That the committee notes this report.
2. That the committee acknowledges the value of the three (3) strands of the 'food' elements of the community provision.
3. That the Community Services Manager, alongside Café / Fridge Coordinator and other relevant officers, work to increase volunteer engagement, recruitment and retention.
4. That as resources allow, reviews of delivery levels are proposed to this committee and agreed as and when appropriate. This should include responding to requests for specific sessions (e.g. dementia friendly, veterans, after school, family evenings, music, etc.)

#### MAIN ISSUES AND CONSIDERATIONS:

##### Community Fridge

The Community Fridge continues to be a well-used resource that meets its primary aim of reducing food waste, but with additional benefits for users who may be financially struggling, find it easy to access, have an opportunity to try new things as well as supporting the café through food donations. As a comparison with last year, the first three months of 2022 have shown:

|                               | <b>2022</b> | <b>2021</b> | <b>Diff %</b> |
|-------------------------------|-------------|-------------|---------------|
| <b>Total Kg In</b>            | 8491        | 10334       | -18%          |
| <b>Total Kg Out</b>           | 8002        | 10530       | -24%          |
| <b>Visitors Per Day</b>       | 64          | 59          | 8%            |
| <b>Total Visitors</b>         | 1788        | 1658        | 8%            |
| <b>Average Kg Per Visitor</b> | 4.6         | 5.7         | -19%          |

- Total weight distributed down by 24%
- Visitor numbers up by 8%
- Weight per visitor down by 19%

This is great news in terms of the aims of the project – less food coming through suggest that the producers are aware of and are dealing with food waste and we are therefore seeing a reduction

One other element of note is that people are prepared to wait for up to 3 hours for 'the good stuff', while there is plenty of fruit and veg available. This suggests that we are not seeing people in need of the basics, rather we are reaching people who want food bargains or who are using the fridge for 'treats', rather than as a need. Whilst this is not necessarily an accurate measure of how things are, it may be that this project continues to reach people who want to support it, rather than those desperately in need. This may mean we need to do some work around reaching others, building awareness and preparing for the reality of cost of living increases to hit.

### **Community Larder**

- Membership now at 53 (up 8% since start of 2022). In theory there is no upper limit to membership, although the move is towards more larders on each estate, effectively creating a network of local food hubs.
- As the availability of food in the fridge decreases, we continue to push the larder as a source of good quality food at very low prices. However there is little crossover between fridge users and larder users (there are currently only 4 people who regularly use both).

This project is arguably the 'next step' from the urgent need services that are provided elsewhere; the food bank, emergency support, etc becomes ongoing, cost effective, planned savings on key food items. The larder, a subscription service for food, means that people can reduce their food bills with a regular payment and collect on a weekly basis. With larders on three of our estates (and a fridge on one other), we have a good level of coverage and the possibility of another one starting over the coming months, to the north of the parish.

### **Community Café**

The café continues to take place three days each week, with a slightly different approach each day; soup(er) Tuesdays, breakfast rolls during the larder time on a Wednesday and then a more substantial meal on a Thursday.

The café provides around 80 meals each week (varies widely), as well as hosting craft, advice, job clubs, one-off stands / awareness events, etc.

There have been some concerns around people from outside the parish attending the café, with questions about whether we should be supporting 'external' residents. Part of the legislation that governs local councils does suggest that any income should be used to support residents of the parish, but the General Power of Competence allows WCC to choose alternative ways of working. It is recommended that this is monitored and if it becomes an issue that is likely to cause long term impacts, options for membership schemes, local 'passes' or otherwise are considered.

The coordinator and others are also looking at how to expand the café delivery to increase numbers, options, engagement and sustainability. As things stand, the donations to the café (be those financial or in terms of the food via fridge / larder) are sufficient to cover the day-to-day costs. This is what was aimed for and that has been achieved.

To increase involvement and expand, resources will be key (see below regarding volunteers). As resources allow, the intention is that different events, either as 'one offs' or regular

happenings will be developed covering a wider part of the week, and later into the evenings.

There have also been issues across the board around volunteers. Many of the volunteers are parents with childcare responsibilities, which creates cover issues during school holidays. WCC have a volunteer recruitment day planned for May and are making changes to the application form to identify availability for prospective volunteers. It is hoped that this will help address these concerns.

#### **STAFFING IMPLICATIONS:**

The Coordinator has made a significant difference in terms of the day-to-day management of these projects. There are still times where other officers are needed (especially when volunteers are unavailable) and this is one area where focus is needed. Building a suitable level (and skill set) within a volunteer group is key and this will be the focus over the coming months.

#### **OTHER IMPLICATIONS:**

None.

#### **BACKGROUND PAPERS:**

None.

#### **AUTHOR**

Steve McNay – Council Manager

**Agenda item: SC 64/22**

**WOUGHTON COMMUNITY COUNCIL**

**Services & Communities Committee**

**Wednesday 20<sup>th</sup> April 2022**

**PURPOSE OF REPORT:**

To update the committee on upcoming events and forward planning.

**RECOMMENDATION:**

- 1. That the committee notes the report.**
- 2. That councillors are encouraged to share details with their residents, share online and encourage attendance.**
- 3. That any other ideas are considered, in line with the Service Plan.**

**MAIN ISSUES AND CONSIDERATIONS:**

The Blue Light Walk took place on Friday 25<sup>th</sup> March and was attended by between 150 – 200 people, providing an excellent turnout. With Bucks Fire and Rescue hosting the initial gathering and bringing out a fire engine for photos, etc. and BBC Look East covering the event live, the message of support to the NHS, blue light services and all front-line workers who have done so much over the past years (and who continue to manage in difficult circumstances) was very much heard. Thanks also to the Mayor of MK for attending, walking and speaking.

The Living Archive event at Netherfield took place on 5<sup>th</sup> April, celebrating the heritage of Netherfield and looking for memories, stories and views on the estate. This coincided with the launch of a new 'trail' round the area, focusing on the history and heritage.

Easter sees lots of local events from Resident Associations, local organisations and similar. This is really excellent stuff and shows the value of having the local groups.

Events coming up include:

Chairs Awards on 29<sup>th</sup> April. This will be held at the Chaffron Way campus of MK College with 16 awards being made, alongside 'runners up' certificates. If you would like to attend, please let the Council Manager know for catering purposes. Event starts at 6.30 with drinks and nibbles, before the awards at 7pm.

Open Mic Session. Planned for 24<sup>th</sup> May. Opportunity for local musicians, poets, story tellers to have a platform in a safe environment. This is a one-off session, but if successful it is proposed to run regular events. First one to take place in Coffee Hall Meeting Place, but can be moved around, held outside and generally a flexible and inclusive approach.



Jubilee – looking at a smallish event with the lighting of a beacon on the Green on the evening of Thursday 2<sup>nd</sup> June. Awaiting confirmation of beacon cost (for WCC specific one) or can use a standard jubilee one at a cost of around £500 (plus gas).

Make Music Day. A national event which takes place on June 21<sup>st</sup>. We are looking to run workshops, both leading up to and on the day, and perform finished work in the evening of the 21<sup>st</sup>. This may include things like mixing / scratching / MC'ing / etc. with younger people (and older people, if so inclined!).

There are some other events being planned by other groups which we will advertise and support if / when we are informed of them.

Planning has also started on the Remembrance Parade, Santa tour, beach party, National Play Day and we continue to explore other options for events throughout the year.

**STAFFING IMPLICATIONS:**

None.

**OTHER IMPLICATIONS:**

None.

**BACKGROUND PAPERS:**

None.

**AUTHOR**

Steve McNay – Council Manager

**Agenda item: SC 65/22**

**WOUGHTON COMMUNITY COUNCIL**

**Services & Communities Committee**

**Wednesday 20<sup>th</sup> April 2022**

**PURPOSE OF REPORT:**

To propose some changes to the 'standing items' on the agenda of this committee for the 2022/23 Council Year.

**RECOMMENDATION:**

- 1. That the committee considers this report.**
- 2. That the committee considers whether the following suggestions are suitable for inclusion in a 'standing items' agenda pack for the coming Council Year:**
  - a. Any grant applications, including a newly designed form (where the GDPR elements can be removed prior to sending) and cover paper**
  - b. Service Managers reports from Youth, Community and Landscape Managers with any updates / notable events**
  - c. Review of achievement against the Service Committee elements of the Service Plan with timelines and achievements**
  - d. Partnership updates – any collaborations or partnership news that should be shared (including any ongoing activities, planned or potential new partnerships).**
  - e. Community Safety update – anything relating to element ASB and community safety (see Item 9 on ToR)**
  - f. Public Realm update – anything highways, play areas, etc. (see item 9 in ToR)**
  - g. Information about any events / activities that both WCC and external agencies are providing within the parish, including statutory, voluntary and resident associations**
- 3. That the committee considers any specific training that would benefit the membership of this committee, to include any information sessions, visits from external parties, updates or otherwise.**

**MAIN ISSUES AND CONSIDERATIONS:**

The Services and Communities Committee started operating in May 2020 as part of a full reorganisation of the committee structure within the council. As it has now been two years, a review of how the committees are operating is due – this paper aims to promote a discussion and begin to form an opinion regarding this committee, for the coming council year.

The committee has an agreed Term of Reference, that detail the role and responsibility of the committee, alongside the powers that it has. The elements that are specific to this committee include:

6. The Committee shall promote, oversee and agree policy and direction for Community Development and Engagement, Environment and Landscape, Wellbeing and Advice and Youth services, and other services that may be developed within the council.

7. The committee will liaise with all relevant external agencies (both statutory and voluntary), work with agencies and other organisations to obtain funding and / or to work in partnership on specific projects and activities that will benefit all, or part of, the community in Woughton Parish.

8. The Committee shall oversee all aspects of the councils grants programme, reviewing the application pack and policies on an annual basis and assessing and awarding grants in line with said policies.

9. The Committee shall consider all aspects relating to matters concerning the Environment, transport, highways, crime and community safety, play areas, street lighting and antisocial behaviour as it relates to the Parish, and may approve projects within this remit.

10. The Committee shall review, monitor and develop services provided by the Council that impact on the social, environmental and wellbeing of the Community.

The committee has been primarily concerned with the internal services delivery, plus any grant applications and it is **recommended that to increase the oversight of the other key areas, that there is an expansion of the 'standing items' on the agenda** to ensure that these areas are covered suitably. This includes ensuring that things such as public realm, community safety, partnerships and other items noted within the ToR.

It is also recommended that **the committee considers any training needs that might benefit the membership** of this committee, especially if the agenda is expanded to include the elements noted above. This might include a regular 'slot' where officers from other agencies update the committee on key points (e.g. highways, environmental officers, parks and green spaces, Parks Trust, Community Foundation, etc.), more formal training sessions, online events or activities or anything else that the committee feels would be helpful.

#### **STAFFING IMPLICATIONS:**

None.

#### **OTHER IMPLICATIONS:**

None.

#### **BACKGROUND PAPERS:**

None.

#### **AUTHOR**

Steve McNay – Council Manager