


Action with Communities in Rural Kent -
 Sevenoaks Funding Fair - Seminar 8:
 Improving your Community Hall, Finding
 the Funding


Kent County Council
 Communities Directorate



**GUIDELINES FOR VILLAGE AND
 COMMUNITY HALL GRANTS**

Mark Reeves
 External Funding Officer
 Tel: 01622 694721
 Email: mark.reeves@kent.gov.uk

Kent County Council



1. KCC is responsible for administrating the scheme
2. The aim of the scheme is to give support to active local communities that rely on their village/community hall to provide a venue for a wide variety of activities and services
3. All applicants are required to complete an application form.


Action with Rural Communities in Kent

Offers Advice on:

- ~ Charitable Status, Trust Deeds and Constitutions
- ~ Design & Build, Improvements to Premises
- ~ Fund Raising, Grant Aid & Loans
- ~ Good Practice and Management Issues
- ~ Insurance
- ~ Legal Advice and Licensina



Eligibility




1. Establish your eligibility for a Village and Community Hall grant at an early stage
2. A Village hall must have its own management committee separate from the Parish Council
3. Management Committees should be appropriately constituted and representative of a wide variety of community members
4. Applicants must be of registered charitable status

Funding



1. Kent County Council will normally offer up to £50,000 or 50% of project costs
2. This grant is conditional upon matchfunding
3. Possible sources of matchfunding include:
 - ~ District/Borough Councils
 - ~ Village Hall Committee/Parish Councils
 - ~ Trusts, Biffaward, Viridor, etc.

Funding *continued*




4. For example . Total Project Cost is £80,000


Possible grants available:

Kent County Council	£40,000 (50% of £80,000)
Management Committee	£10,000
Borough/District/City Council	£10,000
Charitable Trusts	£5,000
Local fundraising	£5,000
Total Funding	£80,000


Action with Communities in Rural Kent - Sevenoaks Funding Fair - Seminar 8: Improving your Community Hall, Finding the Funding

Funding *continued* 

5. Projects that have parish or town council sponsorship, demonstrating local support are looked upon favourably
6. Proposals must detail all funding partners and the anticipated nature and level of their contribution. Evidence of authorisation for the funding must be demonstrated on application.
7. Other KCC grants cannot be used as a source of matchfunding

Funding *continued* 


8. It is imperative that work on an approved grant-aided project starts in the financial year for which the grant is approved. If no start is achieved the offer of a grant may be withdrawn. This does not prevent a resubmission in future years but the same process will need to be followed.
9. Ideally work should be completed within the financial year of the grant allocation.

Timescales 


1. Grants allocated twice a year
2. Deadlines:
 - ~ Round 1: 31st December (for April decision)
 - ~ Round 2: 31st June (for October decision)
3. Round 2 is dependent on what funds remain unallocated from Round 1

Purpose of Grant 

1. A grant is given for capital projects to enable the community to improve an existing facility or build a new one that meets an identified community need
2. Grants will not be provided for normal repairs and maintenance work or for the replacement of equipment.
3. Grants are considered where deterioration would lead to the eventual closure of the facility.
4. Car park resurfacing is not usually considered as a priority

Necessity of Provision 

1. Evidence of necessity must be provided to show that no other provisions exist locally that could serve the purpose more efficiently and economically either as a joint scheme or stand-alone provision

Project Plan 

1. Detailed plans and specifications must be submitted for projects over £20k
2. Three quotes required, or
3. Three tenders required (for projects over £20k)

Action with Communities in Rural Kent -
Sevenoaks Funding Fair - Seminar 8:
Improving your Community Hall, Finding
the Funding

Community Consultation



1. Applicants must be able to show that the community has been consulted
2. Letters from user groups will support your application

Usage



1. The proposed usage of the hall must be indicated, demonstrating flexibility, accessibility to all, consideration of future needs and innovation of approach
2. Due attention should be given to the Disability Discrimination Act (1995)

Cost



1. The financial viability of the proposal and the ability to meet the costs involved must be established: any loans that management committees may be arranging **cannot** be secured on the grant aided facilities

Payment of Grant



1. Grants are paid in arrears following submission of paid invoices, builders certificates and evidence of matchfunding.
2. Grants must be claimed within one year

Legal Requirements



1. Security of tenure of the property must be safeguarded by a legal interest in the land being obtained by the applicant body
2. Activities planned within the hall must be lawful
3. Health and Safety legislation must be adhered to

Hallmark Scheme



1. Promotes the delivery of effective and well-managed halls through a quality standards scheme
2. Trained peer visitors use of system of checklists to identify performance and provide an external evaluation
3. Halls that have completed one or more Hallmark will be viewed favourably
4. The scheme is currently free to any hall management committee - for more information contact **Action with Rural Communities in Kent**

Action with Communities in Rural Kent -
Sevenoaks Funding Fair - Seminar 8:
Improving your Community Hall, Finding
the Funding

Environment



1. Schemes should be environmentally friendly
2. Buildings should aim to be energy efficient
3. Use of the building should aim to reduce the necessity for transport out of the area by providing access to facilities and activities under one roof
4. ACRE information sheet "**how green is your hall?**" is recommended as a guide

Contacts

Mark Reeves
External Funding Officer
Kent County Council
Tel: 01622 694721
Email: mark.reeves@kent.gov.uk

Jenny Bradbury
Action with Communities in Rural Kent
Tel: 01303 813790
Email: jenny.bradbury@ruralkent.org.uk

