

Eight Parishes Community Interest Company

managing Swinford Windfarm Community Fund

and supported by

Vattenfall Wind Power Ltd

Second Annual Report

November 2013 – November 2014

(References in the document to parish councils also include parish committees & meetings)

Swinford Windfarm Community Fund Annual Report 2014 Eight Parishes Community Interest Company

Contents

1. Introduction
2. Key Milestones achieved by the CIC during the Year
3. CIC Summary Annual Report
4. Swinford Annual Report
5. North Kilworth Annual Report
6. Misterton & Walcote Annual Report
7. Cotesbach Annual Report
8. Shawell Annual Report
9. South Kilworth Annual Report
10. Catthorpe Annual Report

Swinford Windfarm Community Fund Annual Report 2014

Eight Parishes Community Interest Company

1. CIC Introduction

This is the second annual report provided by the Eight Parishes Community Interest Company to cover the delivery of the Swinford Windfarm Community Fund.

Eight Parishes CIC was formally established as a company in November 2012. During the last two years the CIC has proceeded to administer the Fund in accordance with the 'Objects of the Eight Parishes CIC' as outlined in the Grant Funding Agreement.

The report follows the format prescribed to the CIC by Messrs Vattenfall and set out in the following sections:-

- Community Engagement
- Fund Administration
- Applications to the Fund
- Accounts and Records of Expenditure
- Forward Look

Additionally the report is structured to report on the activities of both the CIC and Parishes in each of the above sectors. In some sectors the CIC devolves responsibility to the Parishes and in others the opposite takes place.

2. Key Milestones Achieved by the CIC during the Year.

The following is a summary of the Key Milestones achieved during the year

1. CIC website commissioned with a go live date of December 2013
2. Regular CIC Directors bi – monthly meetings and additional meetings during the mobilisation period held on
 - 10th December 2013
 - 11th February 2014
 - 15th April 2014
 - 10th June 2014
 - 3rd September 2014

3. CIC Directors Meeting to finalise annual report and accounts held on 9th December 2014

3. CIC Summary Report

1	Community Engagement
How did the CIC inform the local community of the opportunities through the fund?	

The CIC devolved all community engagement to the respective Parish Councils and Committees. The community engagement is detailed in the individual parish reports

How did the CIC involve the local community in the development of ideas and decision making around the fund?

The CIC devolved all community engagement to the respective Parish Councils and Committees. The community engagement is detailed in the individual parish reports

2 Fund Administration

Please detail how the administration of the fund was approached during the year to ensure that the fund was administered in an open and transparent manner

Grant Applications

The appraisal of grant applications is devolved to the respective Parish Councils and Committees.

The CIC is responsible for ensuring that each payment to or on behalf of a Parish Councils or Committee is accompanied by

- completed Grant application form
- Invoice for the amount involved

Payment Grants

The CIC Financial Orders require each grant cheque to be signed by two Directors both of whom cannot be from the recipient parish.

CIC Meetings

Copies of the minutes of each CIC Directors meeting are within the Minutes folder.

Grant Allocation in Accounts

In 2013 the CIC set aside an amount of £3000 for administration costs. The remaining first year grant of £41,000 was allocated in the accounts to each parish in accordance with the relevant % grant allocation for each parish in accordance with the Grant Funding Agreement.

In 2014 the second year grant of £45,166 has been allocated totally in the accounts for the parishes in accordance with the agreed proportions.

Each parish can only spend up to the money available in any current CIC

accounts

CIC Deposit Account

The CIC keeps a minimum amount of cash in its current account. The balance of any assets are held on deposit at Market Harborough Building Society.

The CIC has received the following interest on the deposit account in the period of the report

- September 2014 £487.20

In addition the CIC has paid Corporation Tax of £27.00 during the year being reported on the interest received in July 2013.

3 Applications to the Fund

Please provide a list of all applications to the fund this years

Details of all fund applications are included in each individual parish report

Please detail which applications for funding were successful and why

Details of which fund application was successful and why are included in each parish report.

4 Accounts and Records of Expenditure

Please provide a full record of your accounts and expenditure over the last year, includes copies of relevant receipts. This should include accounts from any parish councils or meetings and / or expenditure by these bodies that relate to the community fund

A copy of the CIC accounts are included within the Accounts folder.

The administration costs of running the CIC are included in the accounts provided.

The CIC has paid for the following from its administration account

- Clerk services provided by South Kilworth Parish Council clerk and invoiced by SKPC
- Website set up and training
- CIC Companies House Annual Return Fee
- CIC Companies House Annual Report Fee
- Corporation Tax on 2013 deposit account interest

No Directors have been paid any salary or expenses for their time involved with the CIC

5	Forward Look
----------	---------------------

Please outline your plans for the fund over the next year. This should include a broad timeline, how you plan to inform residents about fund opportunities, what activities you are planning to engage with the communities and when you expect to make your final decisions on fund allocation

Over the coming year the CIC will

- Continue to administer the fund in a professional way.
- Review its processes and procedures to ensure they remain relevant
- Minimise overhead costs so as to maximise the money available for grant application
- Continue to work collaboratively as a group and with Messrs Vattenfall for the benefit of the parishes

Additional Forward Look plans for each Parish council are included in the relevant sections

4. Swinford Parish Council

1	Community Engagement
----------	-----------------------------

How did the Parish inform the local community of the opportunities through the fund?

Information about the fund, the application process and the timeline was published in The Five Parish Newsletter. All relevant information was also displayed on the two Parish notice boards for people to read. The clerk responded to individual queries and questions. There was also discussion at Parish Council Meetings where members of the community were in attendance.

How did the Parish involve the local community in the development of ideas and decision making around the fund?
--

At each of the monthly Parish Council meetings there is a 'Parishioners Question Time' where issues are regularly raised and discussed. One suggestion that came from these discussions was the idea that in future application rounds all project leaders who are bidding for funds should publish a brief outline of their proposal in the Parish Newsletter before the application is submitted, inviting feedback and comments. This proposal has been adopted. When applications are complete they are returned to a subcommittee, which after due consideration, using a set of published criteria identifies the successful projects and makes a recommendation to the Council.

2	Fund Administration
----------	----------------------------

Please detail how the administration of the fund was approached during the year to ensure that the fund was administered in an open and transparent manner

The matter was regularly discussed in detail at Parish Council meetings. A spreadsheet showing the administration of the fund was circulated to Councillors and to Parishioners at the meetings and was also displayed on the Parish notice board.

3	Applications to the Fund
----------	---------------------------------

Please provide a list of all applications to the fund this years

- Swinford C of E Primary School- computers (carried over from previous year for second payment)
- Swinford Village Hall- replacement windows
- Swinford 2000- lawn mower & strimmer for playground.
- Swinford 2000-event tentek
- Swinford 2000-cushion roll
- Swinford Operatic and Drama Society –staging
- Swinford Operatic and Drama Society-sound equipment
- Swinford (Rugby) Cricket Club-astro turf practice strip
- Swinford Parish Council-salt spreader

Swinford Parochial Church Council-repairs to bells

Please detail which applications for funding were successful and why

- Swinford C of E Primary School- computers (carried over from previous year for second payment)
- Swinford Village Hall- replacement windows
- Swinford 2000- equipment
- Swinford 2000-event tentek
- Swinford 2000-cushion roll
- Swinford Operatic and Drama Society –staging
- Swinford Operatic and Drama Society-sound equipment
- Swinford Parochial Church Council-repairs to bells

These bids were successful because they met the criteria set out by the sub committee appointed by the Parish Council:

- They are community projects that benefit significant numbers of residents
- Application forms were fully completed giving as much information as possible to allow a fair decision to be made.
- They are projects that can show long term benefit for the community
- The applications made clear links to the fund priorities as described on the claim form

4 Accounts and Records of Expenditure

Please provide a full record of your accounts and expenditure over the last year, includes copies of relevant receipts. This should include accounts from any parish councils or meetings and / or expenditure by these bodies that relate to the community fund

The following grant applications have been approved by Swinford Parish Council during the year

Nos	Description	Supplier	Amount
	Swinford C of E Primary School- computers (carried over from previous year for second payment)		£2000.00
	Swinford Village Hall- replacement windows		£1,843.00
	Swinford 2000- equipment		£1084.00
	Swinford 2000-event tentek		£2035.00
	Swinford 2000-cushion roll		£730.00
	Swinford Operatic and Drama Society – Sound Equipment		£2991.59
	Swinford Operatic and Drama Society –staging		£787.52
		Total	£11,471.11

5	Forward Look
----------	---------------------

Please outline your plans for the fund over the next year. This should include a broad timeline, how you plan to inform residents about fund opportunities, what activities you are planning to engage with the communities and when you expect to make your final decisions on fund allocation

February 2015 - New application round begins. Published in Parish Newsletter and information placed on Parish notice board.

30.04.2015 - Closing date for all applications.

April 2015 - Brief outline of all projects published in Parish Newsletter with invitation to comment and or provide feedback.

April 2015 - Sub committee meets, makes a preliminary assessment of bids and seeks further information from applicants if necessary.

30.05.2015 - All additional information to be provided to sub committee

01.06.2015 - Details of all applications put on Parish notice board and comments invited

July 2015 - Committee makes decision on which projects are to be funded.

August 2015 - Ratification of committee decision by the full Parish Council and paperwork sent to Directors of CIC to make payment.

5. North Kilworth Parish Council

1	Community Engagement
----------	-----------------------------

How did the Parish inform the local community of the opportunities through the fund?
A free village newsletter is circulated through the village where the information was given. Also a report by the Eight Parishes CIC representative is given at our monthly Parish Council Meeting for Parishioners attending.

How did the Parish involve the local community in the development of ideas and decision making around the fund?
Formed a sub-committee from the Parish Council and advertised in the Parish Notice Boards inviting clubs and organisations to fill in a grant application form for approval by the sub-committee. The Parish Council representative has grant application forms on hand to give out to various bodies within the village to fill in to apply for funding.

2 Fund Administration
Please detail how the administration of the fund was approached during the year to ensure that the fund was administered in an open and transparent manner
A representative from North Kilworth Parish Council attended the Eight Parishes CIC Meetings. The application forms were provided at the meetings after being approved by the sub-committee of the Parish Council and payment was issued to the representative by the Eight Parishes CIC in presence of the meeting,

3 Applications to the Fund
Please provide a list of all applications to the fund this years
SASSA St Andrews CE Primary School North Kilworth Parish Council

Please detail which applications for funding were successful and why
(1) (SASSA) St Andrews School Support Association The School needed to purchase 15 Learn Pad Quarto tablets (costing £4528.00) to provide exciting, interactive learning opportunities for the children, SASSA had raised £2000.00 by holding a fashion show family quiz and Children’s Disco & needed £2528.00 to be able to complete the purchase. (2) North Kilworth Parish Council are in the process of forming a Neighbourhood plan, which is being formed by the parish council & a company called YourLocale Ltd the parish council have bids submitted for £7000.00 to Locality and £6,125.00 to Leicestershire’Big Society fund this leaves a short fall in funding of £1,500.00 which is the reason for the application.

4 Accounts and Records of Expenditure
Please provide a full record of your accounts and expenditure over the last year, includes copies of relevant receipts. This should include accounts from any parish councils or meetings and / or expenditure by

these bodies that relate to the community fund

The following grant applications have been approved by North Kilworth Parish Council during the year

Nos	Description	Supplier	Amount
1	Tablet Computers	St Andrews School	£2528.00
2	North Kilworth Parish Council Neighbourhood Plan	Your Locale	£1,500.00
		Total	£4,028.00

5 Forward Look

Please outline your plans for the fund over the next year. This should include a broad timeline, how you plan to inform residents about fund opportunities, what activities you are planning to engage with the communities and when you expect to make you final decisions on fund allocation

We plan to advertise in the free newsletter, what has been achieved so far with grants from the Eight parishes wind farm, & what is available to the village by making an application to the fund.

6. Misterton and Walcote Parish Council**1 Community Engagement**

How did the Parish inform the local community of the opportunities

through the fund?

The Parish Council distributed an information leaflet to every house in the Parish, detailing particulars of the fund and describing the criteria under which applications would be judged and inviting parishioners to apply. Notices were displayed on the Parish notice board and information was available on the website. Wind farm grants were also publicised at each Parish Council meeting from November 2013, through to the application closing date at the end of February 2014.

In future, all items purchased in whole or part through grant funding, will be asked to display a small sign to enable the local community see where the funding has been used and to raise awareness of the range of projects that can benefit from funding.

How did the Parish involve the local community in the development of ideas and decision making around the fund?

Applicants were invited to attend the Parish Council to further explain the benefits to be gained from grants received from the fund. Parishioners were also invited to express their views, especially during the Parish Council meetings on 6th March and 10th April 2014. At each Parish Council meeting, parishioners were given an opportunity to ask questions or make suggestions, comments and observations. The decision making process, as part of a Parish Council meeting, was open to the public.

2 Fund Administration**Please detail how the administration of the fund was approached during the year to ensure that the fund was administered in an open and transparent manner**

All applications were discussed and considered, in front of a number of interested parishioners, at the Parish Council meeting both on 6th March, and on 10th April, when the Parish Council decided which applications would receive funds during this funding cycle. Minutes of the meetings, detailing discussions and decisions, were available on the Parish notice board and remain available on the website. A representative of the Parish Council attends the CIC meetings and reports back to each Parish Council meeting. One parishioner expressed some reservations about the process. He suggested some minor changes, which have been incorporated into this funding cycle, but was unable to identify other ways the process could be improved.

3 Applications to the Fund**Please provide a list of all applications to the fund this years**

Misterton with Walcote Community Trust
Misterton Parochial Church Council St Leonard's Church
Black Horse Community Group
Walcote Wrigglers
Misterton with Walcote Parish Council

Please detail which applications for funding were successful and why

Misterton with Walcote Community Trust applied for a contribution of £650 to

buy a substantial gazebo to provide protected external space at village or private events at the Memorial Hall. The gazebo is also available to be borrowed by village residents for their own events. The hall is a well-used community resource, hosting everything from a toddler group, to pensioners' lunches, many of whom organise evening fund raising events; therefore it was felt that the application would benefit a wide age range within the community. Walcote Wrighlers, the only pre-school facility in the village, applied for and received £597.36 towards outdoor play equipment.

Misterton Parochial Church Council applied for funding to help with the installation of a kitchen and toilets in St Leonard's Church. The church has no facilities at present, but once the toilets and kitchen are installed, the PCC plans both to organise events to bring more local residents into the building and to engage with the wider community. The Church is a focal point for many family ceremonies and it was felt that most residents of the parish would benefit from these improvements at some time during their lives.

In 2013 the one remaining public house in Walcote closed. The Black Horse Community Group has been established to register the Black Horse as a Community Asset and to investigate ways to purchase and reopen it as a Public House. The community group applied for funding to assist with the legal costs involved in the establishing the group. This was felt to be an opportunity to provide funds for those residents of the village not involved in other organised activities within the village and to support the unavoidable start-up costs which are hard to cover through conventional fundraising.

Misterton with Walcote Parish Council initially applied for funding to run a training session for their Automated External Defibrillator, but the Council managed to secure a free training session and the application was withdrawn.

4 Accounts and Records of Expenditure

Please provide a full record of your accounts and expenditure over the last year, includes copies of relevant receipts. This should include accounts from any parish councils or meetings and / or expenditure by these bodies that relate to the community fund

The following grant applications have been approved by Misterton and Walcote Parish Council during the year

Nos	Description	Supplier	Amount
1	Installation of kitchen and toilets	Misterton Parochial Church Council St Leonard's Church	£5000
2	Gazebo / shelter for outdoor events	Misterton with Walcote Community Trust	£650
3	Outdoor play equipment	Walcote Wrighlers	£600
4	Legal costs for Community Asset	Black Horse Community Group	£2500
		Total	£8,750.00

**some funds were not allocated in 2012-13, so were carried forward to 2013-14.*

5 Forward Look

Please outline your plans for the fund over the next year. This should include a broad timeline, how you plan to inform residents about fund opportunities, what activities you are planning to engage with the communities and when you expect to make you final decisions on fund allocation

At present, it is intended to adopt a similar schedule again in 2014-15. Already organisations in the village have been talking about the funding cycle and are aware of the process adopted by Misterton with Walcote. Publicity materials have already been distributed to each house in the village and information was available at a recent community event. With increasing awareness and demand, the Parish Council is considering a more formal consultation on each application, prior to decisions in March/April 2015. Canvassing parishioners has shown support for a single date for applications and funding decisions and although one parishioner questioned the Parish Council's approach, he was unable to suggest ways the process could be improved. In future, items purchased with the help of grants will display a small sign, both to show where funding has been used and to further raise awareness of the range of projects suitable for funding.

The Parish Council has already had several expressions of interest from groups within the village, who have already indicated that they are expecting a similar pattern to the 2013-14 cycle.

7. Cotesbach

1	Community Engagement
----------	-----------------------------

How did the Parish inform the local community of the opportunities through the fund?

Cotesbach PC informed the community through the village newsletter which is published after each PC meeting on a quarterly basis and by encouraging applications during the Open Forum section of the meeting. Further opportunities were taken to advertise the fund at a number of social events held throughout the year in the village hall.
--

--

How did the Parish involve the local community in the development of ideas and decision making around the fund?
By encouraging attendees to voice their opinions during the Open Forum section of the PC meetings.

2 Fund Administration
Please detail how the administration of the fund was approached during the year to ensure that the fund was administered in an open and transparent manner
A report was given at each PC meeting of all applications received and final decisions were made at the PC meeting held on September 1st 2014.

3 Applications to the Fund
Please provide a list of all applications to the fund this years
1. Cotesbach Parish Council

Please detail which applications for funding were successful and why
Our only application this year was for contributory funding towards the provision of an AED (Automated exterior Defibrillator) to be housed in the now redundant telephone kiosk. A grant of £700 was awarded from the Windfarm fund to go with contributions of £500 from the Parish Council and £1000 from Leicestershire County Council as part of their “matched funding” scheme. A total of £2200 covered the AED, professional electrical installation and a well-attended awareness course held in the village hall.

4 Accounts and Records of Expenditure												
Please provide a full record of your accounts and expenditure over the last year, includes copies of relevant receipts. This should include accounts from any parish councils or meetings and / or expenditure by these bodies that relate to the community fund												
The following grant applications have been approved by Cotesbach Parish Council during the year												
<table border="1"><thead><tr><th>Nos</th><th>Description</th><th>Supplier</th><th>Amount</th></tr></thead><tbody><tr><td>1</td><td>Supply, fit and awareness course for AED</td><td>Cotesbach Parish Council</td><td>£700</td></tr><tr><td></td><td></td><td>Total</td><td>£700.00</td></tr></tbody></table>	Nos	Description	Supplier	Amount	1	Supply, fit and awareness course for AED	Cotesbach Parish Council	£700			Total	£700.00
Nos	Description	Supplier	Amount									
1	Supply, fit and awareness course for AED	Cotesbach Parish Council	£700									
		Total	£700.00									

5 Forward Look
Please outline your plans for the fund over the next year. This should include a broad timeline, how you plan to inform residents about fund

opportunities, what activities you are planning to engage with the communities and when you expect to make you final decisions on fund allocation

The Cotesbach Parish Council intend to continue to advertise the fund by way of the regular newsletter and by direct contact at social events in the village hall. We would expect to finalise the second year's awards at the September Parish Council meeting.

8. Shawell

1 | Community Engagement

How did the Parish inform the local community of the opportunities through the fund?

The Windfarm Community Fund and it's aims and objectives were discussed at Parish Meetings held throughout 2014. All residents of the Village were invited to these Parish Meetings by leaflet.

How did the Parish involve the local community in the development of ideas and decision making around the fund?

The notification of each Parish Meeting is by leaflet which are delivered to every property in the village. The Windfarm Community Fund is a principal item of the Annual Parish Meeting which this year was held on 10th April 2014. Attendees were invited to develop their ideas for cost effective ways of using the fund for the benefit of the community. The Parish Meeting resolved to continue the policy of considering well developed and cost effective bids on the fund as they came forward and not to limit bids to a particular timetable. The meeting also resolved to continue to build up the fund to facilitate larger projects that would arise in the future.

2 Fund Administration

Please detail how the administration of the fund was approached during the year to ensure that the fund was administered in an open and transparent manner

All Windfarm Community Fund business is conducted at formal Parish Meetings to which all Parish residents are invited to attend by written invitation delivered to all properties in the village.

3 Applications to the Fund

Please provide a list of all applications to the fund this years

An application for a £1000.00 contribution towards the £1975.00 cost of installing a Defibrillator for the village was put forward at the Parish Meeting held on 10 April 2014. Leicestershire County Council was also providing a grant of £500.00. The balance would be found from Parish funds.

Please detail which applications for funding were successful and why

The Defibrillator proposal was agreed as being a worthwhile and appropriate use of the Windfarm Community Fund.

4 Accounts and Records of Expenditure

Please provide a full record of your accounts and expenditure over the last year, includes copies of relevant receipts. This should include accounts from any parish councils or meetings and / or expenditure by these bodies that relate to the community fund

The following grant applications have been approved by Shawell Parish Meeting during the year

Nos	Description	Supplier	Amount
1	Defibrillator	Community Heartbeat Trust	£1000.00
		Total	£1000.00

5 Forward Look

Please outline your plans for the fund over the next year. This should include a broad timeline, how you plan to inform residents about fund opportunities, what activities you are planning to engage with the

communities and when you expect to make you final decisions on fund allocation

The next Annual Parish Meeting will review parish policy on the use of the Windfarm Community Fund as a major item of business.

9. South Kilworth Parish Council

1	Community Engagement
----------	-----------------------------

How did the Parish inform the local community of the opportunities through the fund?

South Kilworth Parish Council (SKPC) informed the local community extensively about the fund during 2012/13 through the SK News (free monthly village newsletter) and an open meeting held in October 2012.

In addition SKPC organised a questionnaire to understand the priorities for

people in the village.

SKPC are working through these priorities in an orderly way as volunteers and grant funds are available.

SKPC continue to update residents through the SK News

How did the Parish involve the local community in the development of ideas and decision making around the fund?

The open meeting and questionnaire in 2012 established the priorities for residents for the foreseeable future.

SKPC allocation of grants follows the principles established during that involvement with the local community.

All funding decisions are taken by the Parish Council and have to date been agreed unanimously by all Councillors.

2 | Fund Administration

Please detail how the administration of the fund was approached during the year to ensure that the fund was administered in an open and transparent manner

The fund is administered solely by SKPC

As mentioned above the Community Fund has been advertised extensively in the SK News and grant application forms are available on the CIC website

3 | Applications to the Fund

Please provide a list of all applications to the fund this years

SKPC had a number of potential carry over grant applications from 2013 e.g Defibrillator. These did not materialise as e.g in the case of the defibrillator this was paid for by grants from other sources.

SKPC has four received grant applications the year

1. Application for continuing young people activities in the village funding the Chill Out Bus / Room 4 Music event
2. Establishment Youth Club
3. Application for Solar Panels on the village Hall

4. New goal posts for the junior football club on behalf of the village hall committee.

Please detail which applications for funding were successful and why

The following applications were successful

1. Chill Out Bus / Room 4 Music as this follows the priorities indicated by residents in the 2012 / 13 consultation
2. Youth Club as this follows the priorities indicated by residents in the 2012 / 13 consultation
3. Solar Panels – this was approved as it is seen as a way of providing long term income to SKPC which in turn can offer step down grants to other organisations in the village. Income from the Solar Panels “feed in tariff” will be paid to SKPC but will only be used to provide grants to other groups in the village and not support its revenue spending. The village hall will benefit from an amount of free electricity.
4. Goal Posts for young football team.

4 Accounts and Records of Expenditure

Please provide a full record of your accounts and expenditure over the last year, includes copies of relevant receipts. This should include accounts from any parish councils or meetings and / or expenditure by these bodies that relate to the community fund

The following grant applications have been approved by South Kilworth Parish Council during the year

Nos	Description	Supplier	Amount
1	Chill Out Bus / Room 4 Music	Harborough Young People Charity through SKPC	£2058.75
2	Establishment Youth Club	Harborough Young People Charity through SKPC	£3000.00
3	Village Hall Solar Panels	Ovo through SKPC	£8759.00
4	Goal Posts for Football Team	SK Action Group Recreation Development	£710.00
		Total	£14,527.75

5 Forward Look

Please outline your plans for the fund over the next year. This should include a broad timeline, how you plan to inform residents about fund opportunities, what activities you are planning to engage with the communities and when you expect to make you final decisions on fund allocation

SKPC are continuing to follow the priorities established during the 2012 /13 consultation.

As no volunteers came forward to run the Youth Club, SKPC decided to buy

in this facility from the “Harborough District Children and Young Peoples Charity”. This commits SKPC to some £3k of expenditure per annum for the forthcoming years. This considerably reduces the grant available for other projects.

A volunteer has come forward to project manage the “kick about wall” and this is working through a consultation / feasibility / planning process.

As South Kilworth funds are limited for next year, SKPC are minded to see how the “kick about wall” project develops before tackling other projects in the coming year.

10. Catthorpe Parish Meeting

1	Community Engagement
How did the Parish inform the local community of the opportunities through the fund?	
Through Parish Meetings and Village Notice Boards	
How did the Parish involve the local community in the development of ideas and decision making around the fund?	
Through Parish Meetings and Village Notice Boards	

2	Fund Administration
Please detail how the administration of the fund was approached during the year to ensure that the fund was administered in an open and transparent manner	
Details were given to Catthorpe Poor Plots	
Details were given to Catthorpe Parish Church Funds	
Details Given in Catthorpe Parish Meeting	

3	Applications to the Fund
Please provide a list of all applications to the fund this years	
Pump for Catthorpe Church Village Emergency Defibrillator Various Repairs to Catthorpe Church	
Please detail which applications for funding were successful and why	
Pump for Catthorpe Church has been installed	

4	Accounts and Records of Expenditure		
Please provide a full record of your accounts and expenditure over the last year, includes copies of relevant receipts. This should include accounts from any parish councils or meetings and / or expenditure by these bodies that relate to the community fund			
The following grant applications have been approved by Catthorpe Parish Council during the year			
Nos	Description	Supplier	Amount
1	Pump for Church	Machine Mart	£119.98
		Total	£119.98

5	Forward Look
Please outline your plans for the fund over the next year. This should include a broad timeline, how you plan to inform residents about fund opportunities, what activities you are planning to engage with the communities and when you expect to make you final decisions on fund allocation	
A Defibrillator will be installed in Catthorpe early in 2015, and further activities will be discussed in the next parish meeting in March.	