

Eight Parishes Community Interest Company

managing Swinford Windfarm Community Fund

and supported by

Vattenfall Wind Power Ltd

Eighth Annual Report

December 2019 – November 2020

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

Swinford Windfarm Community Fund Annual Report 2020

Eight Parishes Community Interest Company

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Swinford Windfarm Community Fund Annual Report 2017

Eight Parishes Community Interest Company

1. CIC Introduction

This is the eighth annual report provided by the Eight Parishes Community Interest Company (CIC) 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 four 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. Regular CIC Director's meetings held on:
 - 13th February 2020
 - 14th October 2020
2. CIC Director's Meeting to finalise annual report and accounts.
 - 18th November 2020

3. CIC Summary Report

i.	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. Please note there is no parish report for Westrill & Starmore as they are not allocated any part of the fund.	
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. Please note there is no parish report for Westrill & Starmore as they are not allocated any part of the fund.	
ii.	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.	
<i>Grant Applications</i>	
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:	
<ul style="list-style-type: none">- completed Grant application form- Invoice for the amount involved	
<i>Payment Grants</i>	
The CIC Financial Orders require each grant cheque to be signed by two Directors both of whom cannot be from the recipient parish.	
<i>CIC Meetings</i>	
Copies of the minutes of each CIC Directors meeting are within the Minutes folder.	
<i>Grant Allocation in Accounts</i>	
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 was allocated to the accounts for the parishes in accordance with the agreed proportions.

In 2015 the third-year grant of £46,069.32 was allocated to the accounts for the parishes in accordance with the agreed proportions.

In 2016 the fourth-year grant of £46,105.25 was allocated to the accounts for the parishes in accordance with the agreed proportions.

In 2017 the fifth-year grant of £47,570.00 has been allocated to the accounts for the parishes in accordance with the agreed proportions.

In 2018 the sixth-year grant received was £49,420.00. Prior to allocation £500.00 was ring-fenced for administration costs, the remainder has been allocated to the accounts for the parishes in accordance with the agreed proportions.

In 2019 the seventh-year grant received was £51,000.00. Prior to allocation £1,000.00 was ring-fenced for administration costs, the remainder has been allocated to the accounts for the parishes in accordance with the agreed proportions.

In 2020 the eighth-year grant received was £52,150.00. Prior to allocation £1,000.00 was ring-fenced for administration costs, the remainder has been allocated to 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:

-	June 2020	£82.50
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In addition, the CIC has paid Corporation Tax of £15.58 during the year being reported on the interest received in June 2019.

iii. Applications to the Fund
Please provide a list of all applications to the fund this year:
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.

iv. 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.
<p>A copy of the CIC accounts are included within the Accounts folder.</p> <p>The administration costs of running the CIC are included in the accounts provided.</p> <p>The CIC has paid for the following from its administration account:</p> <ul style="list-style-type: none"> - Clerk services provided by North Kilworth Parish Council Clerk and invoiced by North Kilworth Parish Council - CIC Companies House Annual Return Fee - CIC Companies House Annual Report Fee - Corporation Tax on 2019 deposit account interest - <p>No Directors have been paid any salary or expenses for their time involved with the CIC.</p>

v. 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.
<p>Over the coming year the CIC will:</p> <ul style="list-style-type: none"> - 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 each parish report.

4.Swinford Annual Report

1 Community Engagement

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

This was done at each Parish Council meeting. In addition, information was put in The Five Parishes Newsletter (5P), which is published monthly and distributed to each household. All the other information was placed on the Parish Council website.

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

There were opportunities at Council Meetings for individuals and groups to obtain the necessary application form. Application forms could also be downloaded from the Parish Council website and the Eight Parishes CIC website. Completed application forms were returned to the Parish Clerk and handed on to a sub-committee, (a small group of residents who have no affiliation to the applications). Comments from residents on the applications were invited via a parish newsletter delivered to each household. The sub-committee made its recommendations to the Parish 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 discussed in detail at several meetings, grant application forms were always available in paper version and online. The opportunity to apply was published in the 5P newsletter and on the Parish Council website. Details of applications were published in the 5P newsletter and parishioners invited to comment. The Parish Clerk was available to answer any queries and if necessary, assist groups with their applications. Reports were given at Parish Council meetings and the minutes posted on the Parish Council website and noticeboard.

3 Applications to the Fund

Please provide a list of all applications made to the fund from your Parish this year:

1. Swinford Village Hall
£1,200.00 *Development of Phase 2 of the Village Hall website*

2. Swinford Village Hall

£994.00 *24 x chairs and 4 x 5' rectangular tables*

3. Swinford Village Hall

£1,290.00 *Flooring for the small hall*

4. Swinford C of E Primary School

£8,700.00 *Laptop project*

5. Swinford Parochial Church Council

Donation requested *Contribution to fund to replace the church roof*

6. Swinford 2000

£1,500.00 *Minibus replacement fund*

7. SODs

£380.00 *Extraordinary grant to assist with costs due to lack of income caused by Covid-19*

Please details of which applications for funding in your Parish were successful and why:

1. Swinford Village Hall £1,200.00 – Website Development

Awarded £2,000.00 to allow Phase 2 and 3 of the website to be completed.

2. Swinford Village Hall £994.00 – Tables and Chairs

Application deferred to a later period when the hall is able to reopen.

3. Swinford Village Hall £1,290.00 - Flooring for the Small Hall

The Parish Council requested that the application is re-submitted in a later grant period for flooring with additional insulation and lined curtains to make the hall more energy efficient.

4. Swinford C of E Primary School £8,700.00 - Laptop project

Grant approved in full.

5. Swinford Parochial Church Council - Contribution to Roof Fund

£2,000.00 allocated.

6. Swinford 2000 £1,500.00 - Minibus Replacement Fund

Grant approved in full.

7. SODs £380.00 - Extraordinary application

Grant approved in full.

These applications were successful because the sub-committee judged that they met the criteria on the application forms and the Parish Council's published criteria.

4 Accounts and Records of Expenditure

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

No.	Description	Applicant	Amount
1	Website development	Swinford Village Hall	£2,000.00
2	Laptop project	Swinford C of E Primary School	£8,700.00
3	Donation	Swinford Parochial Church Council	£2,000.00
4	Minibus replacement fund	Swinford 2000	£1,500.00
5	Extraordinary grant	SODs	£380.00
		Total:	£14,580.00

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 in with the communities and when you expect to make you final decisions on fund allocation.

The Parish Council have decided that from 2020 onwards, 25% of the annual grant income will be automatically allocated for Parish Council projects such as the Glebe Land.

The process and criteria for 2021 will follow the same format as 2020, however, the grant application period will be deferred and will run from 01.01.21 to 28.02.21 to allow organisations to assess the impact of Covid-19 on their funds.

5. North Kilworth Annual Report

1 Community Engagement

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

Through minutes of Parish Council meetings. These are published in the village newsletter – North Kilworth News. Because of Covid-19, there was no Annual Parish Meeting this year.

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

By encouraging attendance of the public at Parish Council meetings. Even though since March 2020, meetings have had to be held via Zoom, attendance of the public has been good, and there is a good awareness of the fund.

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 Parish Council has appointed one councillor to be responsible for administration of the Parish Council's involvement in the fund. When applications are received, these are minuted in the Parish Council minutes. Applications are discussed in public at Parish Council meetings, and the outcome is recorded in the minutes. Periodically, there is a summary of applications made and granted with the state of accounts referred to in minutes.

3 Applications to the Fund

Please provide a list of all applications made to the fund from your Parish this year:

1. St Andrew's C of E Primary School - £10,000.00 sought for resources and equipment for new classroom building – pre and post-school provision
2. North Kilworth Parish Council - £6,374.00 for sports equipment for the Floodlit Sports Area and Sports Club
3. North Kilworth Parish Council - £2,500.00 for a mower for the Floodlit Sports Area and Sports Club

4. North Kilworth Parish Council - £1,545.00 for a storage container for the mower for the Floodlit Sports Area and Sports Club

5. Stephen March, Pioneer Minister, Avon Swift Group of Churches - £700.00 for a video project recording lockdown memories

Please details of which applications for funding in your Parish were successful and why:

1. The Parish Council was minded to grant £5,000.00 but the school's requirements changed because of other funding obtained. £5,000.00 proved to be sufficient to provide AstroTurf adjacent to the new classroom building and to purchase laptop computers. This remained an acceptable application under the heading of projects related to education in the village.

2. The Sports Club's first application was approved, but in the end, the required sports equipment was obtained for £4,270.00.

3. The Sports Club's second application was approved. They had originally contemplated seeking £11,000.00 for a new mower, but, in the end, they found a satisfactory second-hand mower similar to those used at the Golf Club, for £2,500.00.

4. The Sports Club's third application follows from the second. For security, the mower needs to be kept in a lockable container.

5. The sports club applications were all approved because they fall within the heading of provision for sports, leisure and social activities.

6. The Parish Council decided to grant only £5,000.00 for the Church PCC application. The church walls form part of a medieval structure in a prominent part of the village. The PCC had obtained substantial funding elsewhere for significant refurbishments to the church structure and had exhausted other sources of funding. This application fell within the heading of Infrastructure.

7. The Parish Council decided to grant the application for the video project in full. It falls within the education and social categories, as the video will be available for use by schools and will form part of a social activity in due course, thus promoting social cohesion.

4 Accounts and Records of Expenditure

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

Balance as at 01.12.19	£16,947.29
New Funding 2020	£7,861.76
Total Available Funds	£24,809.05
Grants Awarded:	
School	£5,000.00 – Feb 20
Sports Club – equipment	£4,270.00 – Jul 20
Sports Club – mower	£2,500.00 – Sep 20
Church	£5,000.00 – Sep 20
Sports Club – container	£1,545.00 – Oct 20
Lockdown Project	£700.00 – Nov 20
Balance as at 30.11.20	£5,794.05

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 in with the communities and when you expect to make you final decisions on fund allocation.

We will continue to refer to this source of funding in Parish Council minutes. However, because of the number and extent of successful applications this year, the Parish Council’s ability to fund further projects is limited at the present time.

6. Misterton with Walcote Annual Report

1 | Community Engagement

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

Misterton with Walcote Parish Council, at their meeting on 5th December 2019, considered how to publicise the availability of grants for this award cycle and their allocation. It was decided that notices should be displayed on the parish notice board and information made available on the website and in the online parish magazine, The Walcote Word. In addition, a leaflet was delivered to each house in the parish during January 2020 and the Parish Council placed an advert about grants in the January 2020 edition of the Five Parishes News, a free newsletter delivered to all households in the parish. This was followed by an advert in the February edition. Wind farm grants were also publicised at each Parish Council meeting from December 2019, through to the application closing date at the end of February 2020. Successful projects continue to display plaques detailing the Windfarm's involvement with project funding.

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

At each Parish Council meeting, parishioners were given an opportunity to ask questions or make suggestions about the applications received, comments and observations. The decision-making process, as part of a Parish Council meeting, was open to the public even though the meeting took place on Zoom – parishioners have joined several 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:

Applications were discussed and considered at the Parish Council meeting on 26th March 2020, but any decisions were deferred in the hope that the subsequent meetings might be in person rather than on Zoom. Once it became obvious that there would be no more meetings in person for some time, decisions were made at the meeting held on 19th May 2020. Applicants were invited to attend, but none chose to do so.

Minutes of the all 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.

Feedback from parishioners and recipients has been supportive during this funding cycle and we were able to offer funds to each applicant.

3 Applications to the Fund

Please provide a list of all applications made to the fund from your Parish this year:

- MWCT - £4000.00 towards roof repairs for the memorial hall.
- St Leonard's Church Misterton - £1,141.00 to replace bell ropes allowing the full tower of bells to rung.
- Misterton with Walcote Parish Council - £1,100.00 towards the provision of a 'Friendly Bench' for the Memorial Gardens in Walcote; £1,551.00 for the purchase of accessible play equipment suitable for use by children with reduced mobility as well as those without any impairment and £560.00 for the provision of a picnic table. Both these will be installed in the Chapel Lane park.
- *Misterton with Walcote Parish Council – Skate Ramp Replacement project – this project was approved during the 2018 funding cycle, but no monies have yet been paid as further funding is being sought. The approval still stands.*

Please provide details of which applications for funding in your Parish were successful and why:

MWCT £4,000.00 towards roof repairs for the Memorial Hall. Water has been penetrating the roof of the hall's storeroom for some time and remedial measures have not cured the problem, leaving the management committee with no choice, but to replace the tiles on the rear elevation. They have partly funded the works through fundraising and have secured at least one other grant.

St Leonard's Church Misterton £1,141.00 to replace bell ropes allowing the full tower of bells to rung. This will allow a full peel to be rung again. The bells in St Leonard's are highly regarded amongst campanologists, attracting ringers from Yorkshire and Cambridgeshire in the past, but the ropes are no longer safe for sustained ringing. In addition, the bells will be available once more to mark important life events for local residents. The church has experienced repeated burglaries, depleting their funds; therefore, this was paid in full.

Misterton with Walcote Parish Council £1,100.00 towards the provision of a 'Friendly Bench' for the Memorial Gardens in Walcote following a request from a parishioner. This was approved as the previous bench, which had

encircled a tree, was in poor condition. One of our parishioner asked that the bench be replaced and suggested it be reversed so that people could sit and talk, rather than have their backs to each other. We agreed this was a good idea and in addition, secured a contribution from Harborough District Council towards its cost.

Misterton with Walcote Parish Council £1,551.00 for the purchase of accessible play equipment suitable for use by children with reduced mobility as well as those without any impairment. Following a request from a different parishioner to increase the range of equipment suitable for young children, the councillors agreed to funding which would benefit younger children and those with mobility problems, increasing accessibility.

Misterton with Walcote Parish Council £560.00 for the provision of a picnic table. The chapel Lane park is a popular destination for residents from Walcote, Misterton and beyond. Many families visit and enjoy a picnic. This bench will allow them somewhere to sit more comfortably.

4 Accounts and Records of Expenditure

Please provide a full record of your accounts and expenditure over the last year, including 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	Misterton with Walcote Parish Council	Paid to Misterton with Walcote Parish Council	£1,100.00
2	St Leonard's Church, Misterton – Misterton PCC	Church will pay supplier directly	£1,141.00
3	MWCT <i>Two further applications have been approved, but have not yet gone ahead due in part to Covid restrictions</i>	MWCT	£4,000.00 £2,111.00
		Total	£8,352.00 in total but only

			£6,241.00 paid to date
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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 in 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 2020-21. Organisations active in the village are all now familiar with the process adopted by Misterton with Walcote Parish Council. Although the ongoing uncertainties and restrictions imposed by Covid make it difficult to predict precise arrangements and it may be that the Parish Council will be more flexible about timings than in previous years. Publicity materials will be sent to each house in January 2021 and details will be included in our online village newsletter. Windfarm grants will again form part of every Parish Council agenda between now and April 2021. Canvassing parishioners has shown support for a single date for applications and funding decisions. Two of the main receiving bodies (the village hall and church) mentioned that they found the annual cycle with one application date helpful. However, as these groups have been successful, they may be more likely to support the existing system. The Parish Council finds the single date useful, allowing it to consider all the applications simultaneously. We are aware that the system may appear a little inflexible; nevertheless, was demonstrated during 2018, the Parish Council is able to consider applications outside this cycle if circumstances demand. Local feedback suggests that this flexibility is welcomed, but that the usual cycle is still preferred.

Successful applicants continue to display signs showing the support of Vattenfall and the Eight Parishes CIC.

The community has embraced the opportunities offered by the fund and is grateful for the improvements so far secured.

7. Cotesbach Annual Report

1 Community Engagement

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

The Cotesbach Village website was updated this year to provide more detail on the Eight Parishes funding process. Cotesbach Parish Council informed the community through the Cotesbach Communicator which is published every quarter, and by encouraging applications during the Parish Council meetings that occurs approximately every quarter.

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

During Parish Council meetings, the public were part of the discussion and able to voice their opinion.

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 funds available to potential applicants were shared at each Parish Council meeting and any decisions regarding the fund were minuted.

A clearer set of guidelines on the Parish Council's funding principles for Eight Parishes CIC was also agreed by the Parish Council and shared on the village website.

3 Applications to the Fund

Please provide a list of all applications made to the fund from your Parish this year:

No applications were made this year.

Please details of which applications for funding in your Parish were successful and why:

Not applicable.

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

Not applicable.

5	Forward Look
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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 in with the communities and when you expect to make you final decisions on fund allocation.

There may need to be some repair works done to the millennium sign in the village for which funds are required but an application form will be completed, and decisions made accordingly. This could be during 1st half of 2021.

8. Shawell Annual Report

1 Community Engagement

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

The Windfarm Community Fund and its aims and objectives were discussed at Parish Meetings held throughout 2019/20, including virtual meetings held due to “lockdown”. All residents of the Village were invited to these Parish Meetings by email, Facebook or posters. Parishioners also have access to the Community Fund’s website.

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

The Windfarm Community Fund is a principal item of the Annual Parish Meeting. 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, e.g. further Village Hall renovations and facilities.

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 throughout the year. All Parish residents are invited to attend the meetings which are widely communicated and well supported. The Windfarm Community Fund finances were presented as part of the Annual General Meeting held in May.

3 Applications to the Fund

Please provide a list of all applications made to the fund from your Parish this year:

Costings for restoration of the horse trough / well heritage feature are in progress, ahead of formal applications for funding.

Please details of which applications for funding in your Parish were successful and why:

Not applicable.

4 Accounts and Records of Expenditure

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

£4,000 allocated to traffic calming proposals is held in the Parish Meeting building society account. There has been no expenditure at the time of writing, but all expenditure will be accounted for by the Parish Meeting. A summary of Windfarm Community Fund items will appear in the 2019/20 parish accounts.

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 in with the communities and when you expect to make you final decisions on fund allocation.

Regular Parish Meetings will continue to review parish policy on the use of the Windfarm Community Fund. Specific items will be considered against a standing list of proposed projects, and any ad hoc proposals received from parishioners.

9. South Kilworth Parish Council

1 Community Engagement

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

Regular communication from the Parish Council through the South Kilworth News publication that is distributed to every household.

All news and Parish Council minutes are on the Village website.

Additionally, we inform all other groups in the village (Village Hall, School, Art Club, WI etc) of the funding opportunity.

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

We start each year with a meeting to draw up a list of suggestions, then asked for a prioritisation via a questionnaire sent out to the parishioners via the South Kilworth News.

Regular feedback on ideas is also gathered from other village organisations such as the Village Hall Committee – this connects with several village organisations who use this facility.

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 administration of the fund is carried out through the Parish Council's standing procedures – and are included in the full external audit.

Transparency is provided through the Parish Council minutes which record all applications, decisions and payments. The minutes are published in the South Kilworth News and on the South Kilworth Parish website.

3 Applications to the Fund

Please provide a list of all applications made to the fund from your Parish this year:

- Continuation of the South Kilworth Youth Club (SKY Club)
- Application from the South Kilworth Youth Club to provide 'remote' activities and youth support during the initial Covid lockdown period

- Application from South Kilworth Bowls Club to fund replacement of the bowling green sprinkler system

Please details of which applications for funding in your Parish were successful and why:

No applications have been turned down – every application received to-date is still under consideration.

In most instances the hold-up is not the funding – the constraint is the ownership of the initiative once the funding is available, or the development of the proposal from an ‘idea’ to a fully costed application.

4 Accounts and Records of Expenditure

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

South Kilworth Youth Club - £4,746.30
 South Kilworth Youth Club - £1,207.00
 South Kilworth Bowls Club - £2,000.00

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 in with the communities and when you expect to make you final decisions on fund allocation.

In January 2021 we will be communicating once again via the South Kilworth News inviting suggestions and applications for funding.

Initial plans include supporting the Youth club, but this will be balanced alongside other suggestions and applications to arrive at a prioritisation if required.

South Kilworth School has indicated they wish to apply for support that will help them provide ‘covid friendly’ facilities.

If applications exceed the funding available, the we will re-run the questionnaire process again to determine the view on prioritisation from the entire community.

10. Catthorpe Annual Report

1 Community Engagement

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

Through the Parish Meetings and our website.

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

We asked for ideas to be put forward to the Catthorpe Parish Meeting agenda.

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:

By Ray Fisher, as Chair of Catthorpe Parish Meeting and published details on the website.

3 Applications to the Fund

Please provide a list of all applications made to the fund from your Parish this year:

- No applications received during the period.

Please details of which applications for funding in your Parish were successful and why:

N/A

4 Accounts and Records of Expenditure

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

N/A

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 in with the communities and when you expect to make you final decisions on fund allocation.

We will continue to make parishioners aware of the fund and encourage applications to be submitted.