

***SADDLEWORTH & LEES DISTRICT EXECUTIVE
Agenda***

Date Thursday 19 June 2014

Time 7.30 pm

Venue Uppermill Civic Hall, Lee Street, Uppermill, OL3 6AE

- Notes
1. DECLARATIONS OF INTEREST - If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote he/she is advised to contact Paul Entwistle or Steve Garratt at least 24 hours before the meeting.
 2. CONTACT OFFICER for this Agenda is Lori Hughes Tel. 0161 770 5151 or email lori.hughes@oldham.gov.uk
 3. DISTRICT CO-ORDINATOR is Lisa MacDonald, tel. 0161 770 5195 or email lisa.macdonald@oldham.gov.uk
 4. PUBLIC QUESTIONS - Any member of the public wishing to ask a question at the above meeting can do so only if a written copy of the question is submitted to the contact officer no later than 15 minutes prior to the commencement of the meeting.

MEMBERSHIP OF THE SADDLEWORTH & LEES DISTRICT EXECUTIVE IS AS FOLLOWS:

Councillors A. Alexander, Harkness, Heffernan, Hudson, Kirkham, Klonowski, McCann, Sedgwick and Sheldon

Item No

1 Apologies For Absence

2 Urgent Business

Urgent business, if any, introduced by the Chair

3 Declarations of Interest

To Receive Declarations of Interest in any Contract or matter to be discussed at the meeting.

4 Election of Vice Chair

The District Executive is asked to elect a Vice Chair for the Municipal Year 2014 – 2015. The Vice Chair will chair the District Executive meeting in the absence of the Chair.

5 Public Question Time

To receive Questions from the Public, in accordance with the Council's Constitution.

6 Minutes of Previous Meeting (Pages 1 - 2)

The Minutes of the Saddleworth and Lees District Executive held on 27th March 2014 are attached for approval.

7 Petitions (Pages 3 - 4)

This is a standing item related to Petitions received relating to the Saddleworth and Lees area for consideration by the District Executive in accordance with the Council's Petition Scheme.

8 Saddleworth and Lees DE Budget Report (Pages 5 - 28)

To advise the Saddleworth and Lees District Executive of the breakdown of expenditure during 2013/14, its available budget for 2014/15 and potential budget commitments to be considered at this meeting.

9 Dates and Times of Future Meetings

The dates for the Saddleworth and Lees District Executive for the Municipal Year 2014 – 2015 are as follows:

- Thursday, 24th July 2014
- Thursday, 9th October 2014
- Thursday, 27th November 2014
- Thursday, 29th January 2015
- Thursday, 26th March 2015

The meetings will be held at 7.30 p.m.



Present: Councillor Beeley (Chair)
Councillors Harkness, Heffernan, McCann, Roughley, Sedgwick
(Vice-Chair) and Sheldon

Officers in attendance:

Michele Carr	Assistant Executive Director Neighbourhoods, Housing and Planning
Christine Chester	Constitutional Services
Lisa McDonald	District Co-ordinator
Caroline Walmsley	Constitutional Services

1 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors
Alexander and Hudson.

2 **URGENT BUSINESS**

The Chair informed the meeting that an additional item would be
raised under Item 7 – Budget Report relating to the provision of
defibrillators. The Chair pointed out that a discussion would
need to take place on this item as this was the last meeting of
the financial year and Members would be finalising their
budgets.

3 **DECLARATIONS OF INTEREST**

There were no declarations of interest received.

4 **PUBLIC QUESTION TIME**

No public questions had been received.

5 **MINUTES OF THE PREVIOUS MEETING**

RESOLVED that the minutes of the meeting held on 30th
January 2014 be approved as a correct record.

6 **PETITIONS**

No petitions had been received.

7 **SADDLEWORTH & LEES DISTRICT EXECUTIVE BUDGET
REPORT AND APPENDIX 1**

Consideration was given to a report of the Assistant Executive
Director, Neighbourhoods, Housing and Planning, which advised
the District Executive of its available budget for 2013/14,
commitments to date and potential budget allocations to be
considered at the meeting.

RESOLVED that:

1. The budget available for 2013/14 be noted.
2. The budget commitments made be noted.
3. A sum of £1,320 to support community development across
Saddleworth and Lees be approved.
4. A sum of £1,320 be provisionally allocated to support the
Saddleworth Village Olympics 2014.

5. The District Executive agree in principle to ring fence the sum of £10,000 from its 2014/15 budget as a contribution to the cost of resurfacing the Delph Methodist Church car park, in order for it to be reopened to public.
6. The District Executive agree in principle to support the Defibrillator Project with further consideration to be given to the matter at its next meeting in June 2014.

8

DATE AND TIME OF NEXT MEETING

RESOLVED that the next meeting of the Saddleworth and Lees District Executive will take place on Thursday 19th June 2014, commencing at 7.30pm.

The meeting started at 7.30 pm and ended at 7.50 pm

Saddleworth and Lees District Executive

Petitions

Report of the Borough Solicitor

19 June 2014

Officer Contact : Lori Hughes, Constitutional Services Officer, ext 4716

Reason for Decision

The District Executive is requested to note the action to be taken on the received petition below, in line with the Petitions Protocol. The District Executive is also asked to note the amendments to the Petitions Protocol, subject to agreement at Annual Council. The revised Petitions Protocol will be circulated subject to agreement at Annual Council following that meeting.

Petitions Received:

Reference 2014-002: Flooding Issues on Churchill Playing Fields, received 6th April 2014 with 1 signature.

Reference 2014-004: Resident Only Parking Request for Stanley Street / Walkers Lane with 14 signatures received 24 April 2014

Changes to the Petitions Protocol:

The District Executive is asked to the amendments subject to agreement at Annual Council on 11th June. The amendments to the protocol are:

- 1) If relevant to a specific locality, within five days of receipt of the petition by the Council, the Chair of the District Executive will convene a meeting inviting the ward members, the appropriate officer and the Executive Director. The meeting is to take place within 21 calendar days of receipt of the petition.
- 2) With regard to the option to refer to the appropriate Executive Director to investigate and attempt to resolve, or agree and alternative action within the District Executive's power, this is to be done in consultation with the relevant Executive Member.

Recommendations:

1. The District Executive is recommended to either:
 - Refer the petition to the appropriate Executive Director to investigate and attempt to resolve, or;
 - Agree an alternative action within the District Executive's power.
2. The District Executive is asked to note the amendments to the Petitions Protocol if approved at Annual Council.

Saddleworth and Lees District Executive

Budget Report

Report of Michele Carr, Assistant Executive Director, Neighbourhoods, Housing and Planning

Portfolio Responsibility: Neighbourhoods

19 June 2014

Officer Contact: Lisa Macdonald
Ext. 5195

Purpose of Report

To advise the Saddleworth and Lees District Executive of the breakdown of expenditure during 2013/14, its available budget for 2014/15 and potential budget commitments to be considered at this meeting.

Recommendations

1. That the District Executive notes the funding allocations made by the District Partnership during 2013/14. The breakdown is attached for information in appendix 1.
1. That the District Executive notes the budget available for 2014/15
2. That the District Executive notes and considers it's year on year budget commitments
3. That the District Executive considers the provisional allocation of £10,000 to support the project to refurbish the Delph Methodist Church Car Park.
4. That the District Executive considers allocating £1,500 to support community development and engagement activity in Saddleworth and Lees during 2014/15
5. That the District Executive considers allocating £3,500 to support the Saddleworth Festival of the Arts 2015 (appendix 2)
6. That the District Executive considers allocating up to £2,515.14 to support works to Uppermill Stage Society (appendix 3)

1. CURRENT POSITION

1.1 District Executive Budget

The District Executive has a total allocation of £105,000 (£25,000 revenue and £10,000 capital per ward) which is available to help meet the priorities and actions across the district

Decisions on this budget will be made by the District Executive

1.2 Individual Councillor Allowance

Each Borough Councillor has an allowance of £3,000 on which they may take decisions. Councillors may also decide to pool their individual allowance in order joint fund projects.

2. PROJECTS FOR CONSIDERATION

The District Executive is asked to consider the following proposals

2.1 Year on Year Budget Commitments

The District Partnership has over recent years funded projects which have resulted in year on year budget commitments. These, along with estimated costs based on last year's expenditure are identified in the table below. The District Executive is asked to consider these commitments.

Existing DP commitments	Funding allocation (est. costs)
Christmas Lights	
To support existing Christmas lights commitments	£3,500
Support the provision of district trees in Lees and Uppermill	£3,500
Total	£7,000
Winter Maintenance	
Refilling of additional grit bins	£1,300
Bagged salt for hand held gritters	£850
Total	£2,150
Summer planting	£5000
Whit Friday Band Contest	£15,000
Total	£29,150
Remaining budget for 2014/15	£75,850

2.2 Delph Methodist Church Car Park

The car park adjacent to Delph Methodist Church has been closed for public use over recent months due to the deterioration of its surface. The Methodist Church took the decision to close the car park following advice from their insurers but are keen for it to reopen for public use as soon as possible.

At the last District Executive meeting on the 27 March 2014 it was agreed that up to £10,000 be ring fenced to support this project from the 2014/15 budget.

The District Executive is now asked to ratify this decision and commit £10,000.

2.2 Support for Community Development and Engagement Activity in Saddleworth and Lees

Last year the District Executive allocated £3,320 to support community development and engagement across the district. This proved very beneficial and enabled us to cover the cost of venues, attractions and publicity for events such as Dawsons Field and the Community and Business Network Event. It is proposed to continue this activity during 2014/15 along with the expansion of the District Network.

The District Executive is therefore asked to consider an initial allocation of £2,000 to support and develop this work.

2.3 Saddleworth Festival of the Arts

The Festival is held every 4 years and the next one is planned for 2015. It offers a mixture of performances and exhibitions from professional artists, local societies and taster events for young people, including workshops in music, poetry and sport.

Funding is being sought in advance of the festival in order to secure payment for some of the events this financial year.

The District Executive is asked to consider allocating £3,500 toward a total estimated cost of £70,000.

Application attached at Appendix 2

2.4 Uppermill Stage Society

An application has been made by Uppermill Stage Society for the refurbishment and replacement of the stage lighting system at Ebenezer Church Hall, Uppermill.

The existing lighting system has not passed a recent safety test and can no longer be used meaning that the Society are unable to continue with performances until the situation has been resolved.

The District Executive is asked to consider making an allocation of up to £2,515.14 towards the cost of replacing the lighting system at Ebenezer Church Hall, Uppermill in order for the Society to continue with productions.

The Stage Society are able to make a contribution to the work the amount will be agreed at their meeting on Tuesday 9th June and be reported at the meeting.

The District Team have also advised them to make an application to the Oldham Co-operative Fund.

Application attached at appendix 3

4. OPTIONS/ ALTERNATIVES

4.1 N/A

5. CONSULTATION

5.1 N/A

6. FINANCIAL IMPLICATIONS

6.1

7. LEGAL IMPLICATIONS

7.1

8. HUMAN RESOURCES COMMENTS

8.1 N/A

9. RISK ASSESSMENTS

9.1 N/A

10. IT IMPLICATIONS N/A

10.1 N/A

11. PROPERTY IMPLICATIONS N/A

12. PROCUREMENT IMPLICATIONS N/A

13. ENVIRONMENTAL AND HEALTH AND SAFETY IMPLICATIONS

13.1 N/A

14. COMMUNITY COHESION IMPLICATIONS (INCLUDING CRIME & DISORDER IMPLICATIONS IN ACCORDANCE WITH SECTION 17 OF THE ACT) AND EQUALITIES IMPLICATIONS

14.1 N/A

15. FORWARD PLAN REFERENCE

15.1 N/A

16. KEY DECISION

16.1 N/A

17. BACKGROUND PAPERS

17.1 NONE

18. APPENDICES

18.1 Appendix 1 – Budget Breakdown 2013/14
Appendix 2 – Saddleworth festival of the Arts
Appendix 3 – Uppermill Stage Society

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Appendix 1
2013/14 Allocations from the Saddleworth & Lees District Partnership

Date of Approval	Project/Initiative		Cost
	Christmas Lights		
13.06.13	Support existing Christmas lights commitments		£3,500.00
	Support the provision of district trees in Lees and Uppermill		£3,500.00
	Sub Total		£7,000.00
	Winter Maintenance		
	Refilling of additional grit bins - 1300 + 67(Hand Grit C/F) + 1837.70 (Summer Planting C/F)		£3,204.70
	Bagged salt for hand held gritters		£850.00
	Summer planting		£5,000.00
	Whit Friday Band Contest		£15,000.00
	Sub Total		£24,054.70
13.06.13	St Thomas Leesfield Development Project		£4,500.00
	Community Engagement		£1,000.00
	Crime reduction project Ivy Green Drive		£1,887.50
	Community Engagement - Dawsons Field 01.08.13 Swift Solutions, Hand held fund raising tins x6 =£55.20		£1,000.00
	Sub Total		£8,387.50
25.07.13	Uppermill Methodist Church		£3,000.00
	ANPR Camera		£10,000
	Drainage solution at Mills Recreation Group		£20,000
	Signage Improvement scheme in Uppermill		£2,000
	Implementation of amendments to parking restrictions		£1,200
	Sub Total		£36,200.00
03.10.13	Security Improvement at Churchill - Changing rooms		£5,453.00
	Crime reduction scheme Thomas Street/Leesway		£2,203.00
	Saddleworth Musical Society - Storage cabinet		£450.00
	Training opportunities for young people in sport		£1,800.00
	Sub Total		£9,906.00
14.11.13	Diggle Blues Festival		£1,000.00
	Refurbishment of Churchill Tennis Courts		£5,000.00
	Sub Total		£6,000.00
21.01.14	Saddleworth Rangers Rugby Club		£4,600.00
	Castleshaw Roman Fort		£1,512.00
	Friezland Horse riding arena - Phase 1		£3,000.00
	Friezland Horse riding arena - Phase 2		£1,700.00
	Sub Total		£10,812.00

27.03.14	Community Engagement and Development		£1,319.90
	Saddleworth Olympics		£1,319.90
	Sub Total		£2,639.80
		£105,000	
Total			£105,000
Remaining			£0.00

2013/14 Allocations from the Saddleworth & Lees individual Councilors Allowance

Cllr Garth Harkness	Allocated: £3,000
Diggle Blues Festival 2013	£200
Whit Walks	£150
Saddleworth Village Olympics	£500
Diggle Blues Festival 2014	£200
Delph Band Club	£300
Diggle Band Club	£200
3D Dynamos	£300
Delph Methodists Car Park - Allocated	£720
Defibrillator Contribution Sadd North Cllrs - Allocated	£430
Total	£3,000
Remaining	£0
Cllr Alan Roughley	Allocated: £3,000
Saddleworth Village Olympics	£500
Football Posts and Nets (incl £170 for fitting JT)	£820
Delph Methodists Car Park - Allocated	£1680
Total	£3,000
Remaining	£0
Cllr John McCann	Allocated: £3,000
Saddleworth Village Olympics	£500
Peace Gardens St Annes	£250
Royal George Mills Footpath	£2,000
Footpath connecting Oldham Rd and Burnfold - Allocated	£250
Total	£3,000

Cllr Derek Heffernan	Allocated: £3,000
Diggle Blues Festival 2013	£200
Whit Walks	£150
Saddleworth Village Olympics	£500
Diggle Blues Festival 2014	£200
Delph Methodists Car Park - Allocated	£1950
Total	£3,000
Remaining	£0
Cllr John Hudson	Allocated: £3,000
Saddleworth Village Olympics	£500
Peace Gardens St Annes	£250
Grit bin at Chew Brook Drive	£327.69
GGRA Streetscene Planter	£250
Defibrillator Contribution, Satellite/Churchill - Allocated	£1672.31
Total	£3,000
Remaining	£0
Cllr Graham Sheldon	Allocated: £3,000
Saddleworth Village Olympics	£500
Peace Gardens St Annes	£250
Yanks Weekend – Classic cars	£100
Landscape land at Hare & Hounds	£881.74
Grit bin at Chew Brook Drive	£327.69
GGRA Streetscene Planter	£250
Footpath works to rear of Bridge Street/Spring Street	£690.57
Total	£3,000

Remaining	£0
Cllr Adrian Alexander	Allocated: £3,000
Lees Village Fair	£364.63
Greenfield Whit Walks	£420
Lees Field Church toilet fund	£590
Old Mill Residents Fund	£200
OMBBA	£350
Saddleworth Village Olympics	£500
Lido House	£50
Springhead AFC	£228.33
Old Mill House	£200
Hood Square – Planters & Flowers	£84.00
Total	£2,986.96
Remaining	£13.04
Cllr Val Sedgwick	Allocated: £3,000
Isla Jean - Alarm	£590
Lees Village Fair	£364.63
Old Mill Residents Fund	£200
Saddleworth Village Olympics	£500
Leesfield Scout Group	£150.25
Springhead AFC	£228.33
Hood Square – Planters & Flowers	£83
Springhead Extra Funds	£50
Pedestrian Crossing	£224.45
Lees Village Car	£220
Lights for Lees Christmas Tree	£180
Lees Community Association	£100
Lees Field Church toilets fund	£100
Total	£2,990.66
Remaining	£9.34

Remaining	£0
Cllr Barbara Beeley	Allocated: £3,000
Lees Village Fair	£364.62
Old Mill Residents Fund	£200
Saddleworth Village Olympics	£500
Leesfield Scout Group	£150.25
Springhead AFC	£228.34
Hood Square – Planters & Flowers	£83
Springhead Extra Funds	£50
Pedestrian Crossing	£224.45
Talking Point buffet	£500
Environmental Improvements in Grotton - Allocated	£699.34
Total	£3,000
Remaining	£0

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~~DP&L~~
~~5/1/2014~~

District Executive Delegated Budget Funding Proposal Form 2014/2015

Note: The same form is used for all applications for funding from District Partnership whether from the District Partnership budget or the budgets of individual Councillors

TO WHICH DISTRICT PARTNERSHIP ARE YOU APPLYING: (Tick for each area if you are applying to)

- CHADDERTON
- EAST OLDHAM
- FAILSWORTH & HOLLINWOOD
- SADDLEWORTH & LEES
- SHAW, CROMPTON & ROYTON
- WEST OLDHAM

1. WHAT IS THE FUNDING SOUGHT FOR?

TITLE OF PROJECT:

SADDLEWORTH FESTIVAL OF THE ARTS

WHICH ORGANISATION WILL DELIVER THE PROJECT/LEAD DELIVERY OF PROJECT?

FESTIVAL COMMITTEE

PLEASE DESCRIBE THE PROJECT THAT YOU ARE SEEKING FUNDING FOR

THE FESTIVAL IS HELD EVERY FOUR YEARS AND THE NEXT ONE IS PLANNED FOR 2015. IT OFFERS A MIXTURE OF PROFESSIONAL ARTISTS, LOCAL SOCIETIES AND TASTER EVENTS FOR YOUNG PEOPLE, A BELL RACE, AND WORKSHOPS FOR YOUNG PEOPLE IN MUSIC & POETRY

WHICH OTHER GROUPS/ORGANISATIONS (IF ANY) ARE YOU WORKING WITH ON THIS PROJECT AND HOW?

LOCAL SOCIETIES, DISCUSSIONS WITH LOCAL ARTISTIC GROUPS AND TO PROVIDE SPORTING TASTER EVENTS FOR YOUNG PEOPLE.

WHEN DO YOU EXPECT TO:

- START THE PROJECT? 6 JUNE 2015

- COMPLETE THE PROJECT? 14 JUNE 2015. WE WILL BE REQUIRED TO MAKE PAYMENTS ON ACCOUNT FOR SOME OF THESE EVENTS BETWEEN JANUARY - MARCH 2015

HOW MANY PEOPLE WILL USE / BENEFIT FROM THE PROJECT?

Estimated number of people BETWEEN 5000 - 6000

Period of time over which they will benefit: DURATION OF FESTIVAL

(e.g. is the number of people above over the lifetime of the project, per day, per week etc)

WHAT NEEDS / PROBLEMS OF RESIDENTS OF THE DISTRICT PARTNERSHIP WILL BE MET BY THE PROJECT? THE OPPORTUNITY TO SEE NATIONAL FIGURES IN ARTS & CULTURE IN THE LOCAL AREA AT REALISTIC PRICES AND TO SPARK AN INTEREST IN JOINING LOCAL SOCIETIES IN FUTURE. TO OFFER EXPERIENCE OF DIFFERENT SPORTS TO YOUNG PEOPLE

HOW WILL THE PROJECT PARTICULARLY BENEFIT DISADVANTAGED RESIDENTS OF THE DISTRICT PARTNERSHIP AREA? TO OFFER ACCESS TO EVENTS LOCALLY AND WIDEN SUPPORT FOR LOCAL ORGANISATIONS. A NUMBER OF FREE TICKETS WILL BE GIVEN TO SCHOOLS TO ATTEND WORKSHOPS. AT THE LAST FESTIVAL THE TASTOR EVENTS WERE WELL ATTENDED BY A WIDE SELECTION OF LOCAL FAMILIES.

HOW WILL THE BENEFITS OF THE PROJECT LAST BEYOND THE DURATION OF THE FUNDED ACTIVITY? IT IS EXPECTED THAT A NUMBER OF LOCAL SPORTING AND OTHER ORGANISATIONS WILL BENEFIT FROM A GREATER TAKE UP OF THEIR FACILITIES.

WHAT RISKS ARE THERE WITH THE PROJECT?

e.g. public safety, involving sufficient residents, ability to deliver the project on time
STEPS WILL BE TAKEN TO MANAGE PUBLIC SAFETY AT ALL VENUES

HOW WILL THESE RISKS BE MANAGED? IN COLLABORATION WITH THE OWNERS OF THE VENUES EC. SADDLEBETH PARISH COUNCIL

HOW WILL THE PROJECT/ACTIVITY BE PUBLICISED? PRESS, ADVERTS, LEAFLETS TO LOCAL SCHOOLS, A DEDICATED WEB SITE WITH ONLINE BOOKING

2. DETAILS ABOUT THE FINANCE OF THIS PROJECT

PLEASE PROVIDE A DETAILED BREAKDOWN OF THE TOTAL COSTS OF THE PROJECT/ACTIVITY FOR WHICH YOU ARE SEEKING FUNDING

If relevant, please include the full cost of the project not just costs for which funding is sought from the District Partnership

Please include the cost of VAT, if applicable, in the space provided. If VAT is not payable, please indicate the cost of VAT is zero.

ITEM	COST
ESTIMATED COSTS OF ARTISTS	£ 47,500
HIRE OF PIANNO, STAGE LIGHTING	£ 4500
PUBLICITY	£ 3500
SUPPERS (SELF FINANCING)	£ 8000
INSURANCE, WEB SITE, CREDIT CARD FEES	£ 3500
TROPHIES, FLOWERS	£ 1000
MISCELLANEOUS	£ 2000
	£
	£
VAT (if applicable)	£
TOTAL PROJECT COST	£ 70,000

PLEASE PROVIDE A DETAILED BREAKDOWN OF THE EXPECTED FUNDING OF THESE COSTS

Please include funding sought from the District Partnership and all other sources

SOURCE OF FUNDING	AMOUNT £	STATUS (e.g. committed / applied for)	DATE DECISION EXPECTED (if funding not committed)
TICKET SALES - SUPPER	45000		TO BE SOLD
BARBEN OPENING, OTHER	5000		
SPONSORSHIP -			
PARISH COUNCIL COMMITTED	4000	AGREED	
BROTHER TO BE RAISED	6000	COMMITTED	
DISTRICT PARTNERSHIP	3500		VARIOUS LOCAL COMPANIES APPROACHED, VERIDOR, ARTS COUNCIL
TOTAL FUNDING	£ 70,000		

HAVE YOU ALREADY RECEIVED FINANCIAL ASSISTANCE FROM THE COUNCIL OR ANY OTHER SOURCE FOR THIS PROJECT IN THE LAST 2 YEARS?

YES NO

IF YES PLEASE GIVE DETAILS BELOW:

SOURCE OF FUNDING	AMOUNT RECEIVED £	DATE

WILL THE PROJECT GENERATE ANY INCOME FOR ANY ORGANISATION?

YES NO

If Yes, how much per year?

COST ESTIMATES

If the project involves building works, purchase of equipment or any other works involving a third party, you will need to supply at least two full estimates for the work

Estimates attached: YES NO

NOT APPLICABLE

HOW WILL ANY LONG TERM COMMITMENTS THAT WILL BE INCURRED AS A RESULT OF THIS PROJECT BE MET?

e.g. insurance, maintenance, running costs

NOT APPLICABLE

3. DETAILS ABOUT LAND AND BUILDINGS

ARE YOU APPLYING FOR FUNDING FOR WORKS TO LAND AND/OR BUILDINGS?
 YES NO

If Yes, please complete all the boxes in this section. If NO, go to Section 4

WHO OWNS THE LAND AND/OR BUILDINGS WHERE THE PROJECT WILL BE SITED?

You/your organisation

Oldham Council ~~YES~~

Other (please specify below)

DO YOU HAVE THE NECESSARY PERMISSIONS IN WRITING FROM THE LAND OWNER TO DELIVER THE PROJECT?

YES NO

IS PLANNING PERMISSION NEEDED?

YES NO

IF YES, PLEASE INDICATE THE STATUS OF ANY PLANNING APPLICATION

NOT YET APPLIED

APPLIED & AWAITING DECISION

PERMISSION GRANTED

4. DETAILS OF THE ORGANISATION WHICH WILL DELIVER THE ACTIVITY

ORGANISATION:	SADDLEWORTH FESTIVAL OF THE ARTS
NAME OF CONTACT PERSON:	COLIN SMITH
POSITION IN ORGANISATION:	COMMITTEE MEMBER
ADDRESS FOR CORRESPONDENCE	12 NUDGEOR GREEN DOBCRESS OLDHAM OL3 5AW
CONTACT TEL NO:	01457 873055
E-MAIL ADDRESS:	colin.smith937@sky.com
FAX NO:	

THE DETAILS IN THE TABLE BELOW ARE NOT REQUIRED FOR STATUTORY ORGANISATIONS (SUCH AS THE COUNCIL OR POLICE)

DOES YOUR ORGANISATION HAVE A WRITTEN CONSTITUTION?

YES NO

If Yes, please enclose a copy

PLEASE BRIEFLY OUTLINE THE AIMS AND ACTIVITIES OF YOUR ORGANISATION

A COMPANY LIMITED BY GUARANTEE, REGISTERED WITH THE CHARITY COMMISSION - COMPANY NO 6203418, REGISTERED CHARITY NO 1121021

WHEN WAS YOUR ORGANISATION FORMED?

2009

WHAT ARE THE MANAGEMENT ARRANGEMENTS FOR THE ORGANISATION?

(e.g. Who sits on the Management Group and how often do they meet?)

COMMITTEE MEETS PERIODICALLY UNTIL TWO YEARS BEFORE EACH FESTIVAL AND THEN SIX WEEKLY AND IN THE FINAL RUN UP MONTHLY LOCAL RESIDENTS OF SADDLEWORTH

HOW DOES YOUR ORGANISATION ENSURE EQUALITY OF ACCESS TO ITS SERVICES TO ALL MEMBERS OF THE COMMUNITY?

THROUGH WIDE SPREAD ADVERTISING, USING CONTACT WITH LOCAL SOCIETIES, CONTACTS WITH LOCAL SCHOOLS

5. PAYMENT ARRANGEMENTS

HOW WOULD YOU LIKE ANY FUNDING AGREED TO BE PAID? Please provide a copy of your recent audited accounts or recent bank statement.

BACS PAYMENT INTO BANK ACCOUNT
CHEQUE

DETAILS FOR BACS PAYMENT

We are already set up on your system, you have our details.

NAME OF BANK ACCOUNT

BANK

ACCOUNT NUMBER

SORT CODE

PAYMENT REFERENCE

DETAILS FOR CHEQUE PAYMENT

NAME OF BANK ACCOUNT

SADDLEWORTH FESTIVAL

ADDRESS TO SEND CHEQUE TO

12 NUDGER GREEN

DOB CROSS

OLDHAM

OL3 5AW

IS YOUR ORGANISATION REGISTERED FOR VAT?

YES NO

If Yes, any sum awarded will **exclude** your VAT costs.


6. DECLARATION

I declare that the information given on this form is true and accurate.

I undertake to provide the Council with full receipts to confirm evidence of expenditure for any funding awarded.

I understand that the Council may take legal action for recovery of money awarded if evidence of expenditure is not provided, or if the money is not used for the purpose for which it is awarded.

I confirm that I am authorised to sign this application on behalf of the organisation

Name (please print)	COLIN SMITH		
Organisation / department	SADDLEWORTH FESTIVAL COMMITTEE		
Position in organisation	COMMITTEE MEMBER		
Signature			
Date	7 6 2014		
Enclosures included with application	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	COMPANY REGISTERED WITH CHARITY COMMISSION
Constitution	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
Recent Bank Statements and/or Audited Accounts (required for Organisations applying for funds)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
Two full estimates	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	

Please check that you have included all the necessary enclosures and return this form by post or email to:

District Co-ordinator
Lisa Macdonald
 Saddleworth & Lees District Team
 Oldham Council
 Uppermill Library - upstairs office
 St Chads, High Street
 Uppermill
 OL3 6AP

0161 770 5195
lisa.macdonald@oldham.gov.uk

District Executive Delegated Budget Funding Proposal Form 2013/2014

Note: The same form is used for all applications for funding from District Partnership whether from the District Partnership budget or the budgets of individual Councillors

TO WHICH DISTRICT PARTNERSHIP ARE YOU APPLYING: (Tick for each area if you are applying to)

- CHADDERTON
- EAST OLDHAM
- FAILSWORTH & HOLLINWOOD
- SADDLEWORTH & LEES
- SHAW, CROMPTON & ROYTON
- WEST OLDHAM

1. WHAT IS THE FUNDING SOUGHT FOR?

TITLE OF PROJECT: NEW STAGE LIGHTING

WHICH ORGANISATION WILL DELIVER THE PROJECT/LEAD DELIVERY OF PROJECT? UPPERMILL STAGE SOCIETY

PLEASE DESCRIBE THE PROJECT THAT YOU ARE SEEKING FUNDING FOR
REFURBISHMENT AND PURCHASE OF A NEW
STAGE LIGHTING SYSTEM AT EBENEZER CHURCH HALL

WHICH OTHER GROUPS/ORGANISATIONS (IF ANY) ARE YOU WORKING WITH ON THIS PROJECT AND HOW?

EBENEZER CHURCH - ACCESS TO BUILDING

WHEN DO YOU EXPECT TO:

- START THE PROJECT? 1ST JULY 2014
- COMPLETE THE PROJECT? 15TH JULY 2014

HOW MANY PEOPLE WILL USE / BENEFIT FROM THE PROJECT?

Estimated number of people THE THEATRE GOING COMMUNITY OF SADDLEWORTH AND OUTLYING AREAS

Period of time over which they will benefit: FORSEABLE FUTURE

(e.g. is the number of people above over the lifetime of the project, per day, per week etc)

WHAT NEEDS / PROBLEMS OF RESIDENTS OF THE DISTRICT PARTNERSHIP WILL BE MET BY THE PROJECT?

THE PROJECT WILL CONTINUE AND ENHANCE THE VARIETY OF THEATRICAL PRODUCTIONS OFFERED TO THE COMMUNITY

HOW WILL THE PROJECT PARTICULARLY BENEFIT DISADVANTAGED RESIDENTS OF THE DISTRICT PARTNERSHIP AREA?

OUR SOCIETY IS INCLUSIVE AND IS OF BENEFIT TO ALL RESIDENTS BOTH AS PARTICIPANTS AND AUDIENCE MEMBERS.

HOW WILL THE BENEFITS OF THE PROJECT LAST BEYOND THE DURATION OF THE FUNDED ACTIVITY?

THE NEW LIGHTING SYSTEM IS REQUIRED AS THE CURRENT SYSTEM HAS NOT BEEN PASSED AS SAFE AND FOLLOWING REPLACEMENT WILL NOT REQUIRE

UPDATING FOR THE FORESEEABLE FUTURE

WHAT RISKS ARE THERE WITH THE PROJECT?

e.g. public safety, involving sufficient residents, ability to deliver the project on time

NO RISKS TO PUBLIC SAFETY. THERE IS A RISK

HOW WILL THESE RISKS BE MANAGED? TO THE STAGE SOCIETY AS PRODUCTIONS CANNOT CONTINUE UNTIL THE LIGHTING IS REPLACED.

HOW WILL THE PROJECT/ACTIVITY BE PUBLICISED? SOCIETY LITERATURE PROGRAMMES, EMAILS, POSTERS

2. DETAILS ABOUT THE FINANCE OF THIS PROJECT

PLEASE PROVIDE A DETAILED BREAKDOWN OF THE TOTAL COSTS OF THE PROJECT/ACTIVITY FOR WHICH YOU ARE SEEKING FUNDING

If relevant, please include the full cost of the project not just costs for which funding is sought from the District Partnership

Please include the cost of VAT, if applicable, in the space provided. If VAT is not payable, please indicate the cost of VAT is zero.

ITEM	COST
SEE ATTACHED	£
	£
	£
	£
	£
	£
	£
	£
	£
VAT (if applicable)	£
TOTAL PROJECT COST	£ 2515.14

PLEASE PROVIDE A DETAILED BREAKDOWN OF THE EXPECTED FUNDING OF THESE COSTS

Please include funding sought from the District Partnership and all other sources

SOURCE OF FUNDING	AMOUNT £	STATUS (e.g. committed / applied for)	DATE DECISION EXPECTED (if funding not committed)
TOTAL FUNDING	£		

HAVE YOU ALREADY RECEIVED FINANCIAL ASSISTANCE FROM THE COUNCIL OR ANY OTHER SOURCE FOR THIS PROJECT IN THE LAST 2 YEARS?

YES NO

IF YES PLEASE GIVE DETAILS BELOW:

SOURCE OF FUNDING	AMOUNT RECEIVED £	DATE

WILL THE PROJECT GENERATE ANY INCOME FOR ANY ORGANISATION?

YES NO

If Yes, how much per year?

COST ESTIMATES

If the project involves building works, purchase of equipment or any other works involving a third party, you will need to supply at least two full estimates for the work

Estimates attached: YES NO

HOW WILL ANY LONG TERM COMMITMENTS THAT WILL BE INCURRED AS A RESULT OF THIS PROJECT BE MET?

e.g. insurance, maintenance, running costs INSURANCE COSTS FROM OUR FUNDS

RUNNING COSTS MET BY CHURCH WHO BILL UPPERMILL STAGE SOCIETY FOR HALL USE.

3. DETAILS ABOUT LAND AND BUILDINGS

ARE YOU APPLYING FOR FUNDING FOR WORKS TO LAND AND/OR BUILDINGS?
 YES NO

If Yes, please complete all the boxes in this section. If NO, go to Section 4

WHO OWNS THE LAND AND/OR BUILDINGS WHERE THE PROJECT WILL BE SITED?

You/your organisation

Oldham Council

Other (please specify below) EBENEZER CHURCH

DO YOU HAVE THE NECESSARY PERMISSIONS IN WRITING FROM THE LAND OWNER TO DELIVER THE PROJECT?

YES NO

IS PLANNING PERMISSION NEEDED?

YES NO

IF YES, PLEASE INDICATE THE STATUS OF ANY PLANNING APPLICATION

NOT YET APPLIED

APPLIED & AWAITING DECISION

PERMISSION GRANTED

4. DETAILS OF THE ORGANISATION WHICH WILL DELIVER THE ACTIVITY

ORGANISATION:	UPPERMILL STAGE SOCIETY
NAME OF CONTACT PERSON:	LORRAINE REYNOLDS
POSITION IN ORGANISATION:	HON. SECRETARY
ADDRESS FOR CORRESPONDENCE	275 MANCHESTER ROAD MOSSLEY ASHTON-U-LYNE OL5 9AN
CONTACT TEL NO:	01457 836341
E-MAIL ADDRESS:	lawtonlr@aol.com
FAX NO:	

THE DETAILS IN THE TABLE BELOW ARE NOT REQUIRED FOR STATUTORY ORGANISATIONS (SUCH AS THE COUNCIL OR POLICE)

DOES YOUR ORGANISATION HAVE A WRITTEN CONSTITUTION?

YES NO

If Yes, please enclose a copy

PLEASE BRIEFLY OUTLINE THE AIMS AND ACTIVITIES OF YOUR ORGANISATION
TO EDUCATE AND ENTERTAIN THE PUBLIC IN THE DRAMATIC AND
OPERATIC ARTS AND TO FURTHER THE DEVELOPMENT OF
PUBLIC APPRECIATION IN THESE ARTS.

WHEN WAS YOUR ORGANISATION FORMED? 1969

WHAT ARE THE MANAGEMENT ARRANGEMENTS FOR THE ORGANISATION?
(e.g. Who sits on the Management Group and how often do they meet?)

MONTHLY COMMITTEE MEETINGS - NINE COMMITTEE MEMBERS

HOW DOES YOUR ORGANISATION ENSURE EQUALITY OF ACCESS TO ITS
SERVICES TO ALL MEMBERS OF THE COMMUNITY?

PRODUCTIONS ARE ADVERTISED WIDELY AND ARE OPEN
TO ALL MEMBERS OF THE COMMUNITY

5. PAYMENT ARRANGEMENTS

HOW WOULD YOU LIKE ANY FUNDING AGREED TO BE PAID? Please provide a copy
of your recent audited accounts or recent bank statement.

BACS PAYMENT INTO BANK ACCOUNT
CHEQUE

DETAILS FOR BACS PAYMENT

We are already set up on your system, you have our details.

NAME OF BANK ACCOUNT	
BANK	
ACCOUNT NUMBER	
SORT CODE	
PAYMENT REFERENCE	

DETAILS FOR CHEQUE PAYMENT

NAME OF BANK ACCOUNT	
ADDRESS TO SEND CHEQUE TO	MR. D POWELL - HON TREASURER 15 ACORN MILL MELLOR ST LEES OL4 3DH

IS YOUR ORGANISATION REGISTERED FOR VAT?

YES NO

If Yes, any sum awarded will exclude your VAT costs.

If your organisation is not VAT registered, the Council will make arrangements to pay
suppliers/contractors directly so that no VAT is incurred.


6. DECLARATION

I declare that the information given on this form is true and accurate.

I undertake to provide the Council with full receipts to confirm evidence of expenditure for any funding awarded.

I understand that the Council may take legal action for recovery of money awarded if evidence of expenditure is not provided, or if the money is not used for the purpose for which it is awarded.

I confirm that I am authorised to sign this application on behalf of the organisation

Name (please print)	LORRAINE REYNOLDS
Organisation / department	UPPERMILL STAGE SOCIETY
Position in organisation	HON. SECRETARY
Signature	
Date	
Enclosures included with application	
Constitution	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Recent Bank Statements and/or Audited Accounts (required for Organisations applying for funds)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Two full estimates	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

Please check that you have included all the necessary enclosures and return this form by post or email to:

District Co-ordinator
Lisa Macdonald
 Saddleworth & Lees District Team
 Oldham Council
 Uppermill Library - upstairs office
 St Chads, High Street
 Uppermill
 OL3 6AP

0161 770 5195
lisa.macdonald@oldham.gov.uk

FOR OFFICIAL USE ONLY:

District Partnership Budget Funding agreed

District Partnership	Sum allocated	Date of meeting
	£	
	£	
	£	
	£	

Councillor Budget funding agreed

Name of Councillor	Sum allocated	Signature
	£	
	£	
	£	
	£	
	£	
	£	
	£	
	£	
	£	
	£	

Total sum allocated to project	£
Conditions attached to funding (if applicable)	

	Date	Completed by:
Reported to the District Partnership		
Decision posted on the District Partnership webpage		
Payment/ order raised		
Contractor instructed (Attach documentation)		

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