



NORTH HERTFORDSHIRE DISTRICT COUNCIL

AREA COMMITTEE DEVELOPMENT GRANT APPROVAL FORM

1. Committee: <b>Royston Area Committee</b>	2. Date: <b>15 Jan 2014</b>
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3. Summary of application: **setting up a Food Bank in Royston (2)**

Name of organisation: **The Royston Food Bank** Sum requested: **£1,000**  
Total project cost: **£8,080**

Brief details:

**The Royston Food Bank has applied for a Start-up Grant towards the costs of "food crates, storage bins, scales, fire extinguishers and maintenance, tables, dustbins, IT for stock control etc.," as well as " another laptop for general admin use, a dedicated mobile phone, printer, software, publicity costs, stationary etc., and expenses cover for volunteers and insurance policies." "We will also be applying to County Councillors' Locality budgets and the Royston Community trust fund in January, as well as seeking sponsorship from private business." A spreadsheet of projected income and expenditure for years 1, 2 and 3 is attached. Members should be aware that the spreadsheet does not show the value of the costs associated with the store-room and its associated utilities, which are provided free of charge in an industrial building.**

Matched / linked funding: **£2,000** Funder: **Application to Brian Racher Trust**

Matched /linked funding : **£4,200** Funder: **anticipated donations**  
 or DRR

Comments from Development Officer:

**Members will recall that at their Meeting on November 20th 2013 they considered an application from the Royston Food Bank for £1,300, and awarded £1,000. (That award has not yet been paid out as no bank account yet exists to receive the funds, despite the organisation's best efforts). The CDO located some redundant NHDC shelving which was offered to the Food Bank. The offer was declined as it proved difficult to define the strength of the shelves, thus risking collapse if overloaded in use. The figure shown as "Recommendation" is that for a Grant for Healthy Living as shown in the agreed Criteria. An award already made to an organisation precludes a subsequent Start-up grant to them.**

**The Community Development Officer has examined this application against the Authority's Area Grants Policy, the organisation's accounts and grant history, and considers it an eligible application to put before the Committee. However, officers would recommend that were the Area Committee Members minded to award a grant to the Royston Foodbank, it be made available for costs excluding those of provision of a laptop and mobile; Members will recall an earlier report made by the Head of Finance, Performance and Asset Management regarding the purchase, supply and monitoring use of 'removable' and particularly electronic equipment by external groups, which requires their inclusion on a register, annual check by the community development team etc under financial/asset management regulations. It would therefore be preferable, and less cost additive to NHDC, were the grant to be ringfenced for providing other appropriate equipment.**

Amount recommended: **£1,000**

4. Comments from Ward Members:

I support / do not support this application

Name: ..... Signed: ..... Date: .....

I support / do not support this application

Name: ..... Signed: ..... Date: .....