



## NORTH HERTFORDSHIRE DISTRICT COUNCIL

## GRANT APPROVAL FORM

1. Committee: **Southern Rural Area Committee**2. Date: **3<sup>rd</sup> Dec 2015**3. Summary of application: **Support funding to help develop a Neighbourhood Plan**Name of organisation: **St Ippolyts Neighbourhood Plan Steering Group** Sum requested: **£300**Total project cost: **£8,000**

Brief details:

The Steering Group was set up earlier in the year with the purpose to prepare and produce a Neighbourhood Plan for the civil parish of St Ippolyts, whilst working in co-operation with residents, community organisations, businesses, people who work in parish, landowners, the Parish Council and NHDC following the statutory procedures and guidelines.

It has a number of aims and objectives:-

- Identify support resources and sources of funding.
- Develop the Neighbourhood Plan by seeking the involvement of the whole community; achieved by consultation and information gathering throughout the process.
- Be responsible for the analysis arising from consultations.
- Report back regularly to the community and the Parish Council.

Matched / linked funding: **£ tba**Funders: **Locality**

Matched /linked funding:

Funder:

Comments from Development Officer:

To move the process the wishes to undertake a comprehensive consultation process within the parish.

Costs and elements of which are listed below:-

Consultation phase (inc 2 meetings)	£500
Questionnaire Design & consultation (inc up to 3 meetings)	£1,100
Set up, survey design & Project consultation (inc 1 meeting)	£650
Data Entry of closed coded questions, data processing and associated costs	£900
Data Entry of 2 Open questions	£300
Data Analysis & Report	£750
Presentation	£250
Hire Hall for meetings re Parish Council Steering Group and public discussions	£147
3 Public meetings at £30 each	£90
Printing costs: 950 questionnaires and business reply envelopes	£1060
Postage for 900 business reply returns	£1070
Training course for two members of the NP steering group	£270
Expert planning Advice	£913.00
<b>Total</b>	<b>£8,000</b>

The group is seeking a grant contribution from the Committee's main budget in the region of £300 to assist with the overall process with other funds likely to come via application to Locality.

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.

Amount recommended: **£300**

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:

