

2021/2022 Community Fund: Interim Assessment Form

Locality: Eildon

Ref. No.: CF2021- Eil - 1

Organisation Name: Oxtan War Memorial Hall

Funding Requested: £30,000

ABOUT THE GROUP			
Organisation Structure	Not for profit organisation		
Annual Accounts Balance	£41,181		
<p>Are any funds ring-fenced, if so why & how much? Current bank statement - £141,472</p> <p>Above bank statement balances are £13,354 in the current account and £128,118 in the hall development account. This comprises reserves and £100,000 paid by DLX Windfarm.</p>			
<p>Has the applicant successfully applied for SBC funding within the last three years?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>			
SBC Funds received	Financial Year	Amount (£)	What used for?
<p>Have they recently applied to the Common Good Fund?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>			

ABOUT THE PROJECT	
Project brief	<p>Oxtan War Memorial Hall are seeking funding to update the War Memorial Hall to create a village hub. This will result in modernizing the current hall and extending the community facilities on offer, with the aim of incorporating a permanent home for the Oxtan Community Shop as an anchor tenant.</p> <p>With the modernization of the Memorial Hall the group aim to provide a focal point to the town and create a modern community Hub.</p>

	<p>Money would be used to support the development of the Kitchen and toilet facilities, making these spaces accessible for all. The total cost of this outfitting is £37, 240.</p> <p>Overall project spend; £469,000</p>	
Project Start Date: DD/MM/YY	<p>Fund Raising completed by end of July 2021 Detailed planning – 3 months (October) 2021 Building warrant – 3 months (January) 2022 Tendering – 3months (April) 2022 Build and fit out - Completion December 2022</p>	
Total Expenditure (£)	£469,000	
Community Fund Request (£)	£30,000	
10% organisation contribution	£40,000 – Own contribution	
Any Other Contribution?		
Other Funding Sources	Amount (£)	At what stage?
DLX Windfarm	100,000	Secured
Toddleburn Windfarm	100,000	Secured
Robertson Trust	20,000	Secured
Hall reserves	35,000	Secured
Fakkao Environmental Fund	25,000	Secured
Total secured to date (incl. own contribution)	£320,000	
Robert Barr Trust	30,000	Pending
SSE Regeneration Fund	100,000	Pending
National Lottery	10,000	Pending
Orcome Trust	5,000	Pending
Total Pending	£145,000	
Current shortfall	£149,000	
Community Fund Outcomes	<input type="checkbox"/> Communities have more access to better quality local services or activities <input checked="" type="checkbox"/> Communities have more access to a better quality environment <input type="checkbox"/> Communities have more pride in their community <input type="checkbox"/> Communities have more access to better quality advice and information	

	<input type="checkbox"/> More local groups or services are better supported to recover from financial difficulty
Action Plan priorities	The project meets the following priorities: Improve the availability and accessibility of services for people living in rural areas

ASSESSMENT

<p>What need/demand has been evidenced for this project/activity?</p>	<p>Oxton War Memorial Hall is an unincorporated charity (SC038442). The Charity's objects are:</p> <p>To benefit the entire community through the provision of recreational facilities and/or the organisation of recreational activities, with the object of improving the conditions or life of the persons for whom the facilities or activities are primarily intended. This in turn will enable:</p> <ol style="list-style-type: none"> 1) the advancement of education, arts, heritage, culture and science, 2) the progression of citizenship, community development, civic responsibility and volunteering 3) the promotion of equality, diversity and social inclusion. <p>There is an elected committee of 10 local residents. The hall committee feel that the improvement of the Hall will meet the 3 aims of the charity.</p> <p>The War Memorial Hall is the only community meeting space in the community. The only other local facilities are the Oxton Community Shop, Channelkirk Primary School and Nursery and Channelkirk Parish Church both of these currently use the hall for meeting space.</p> <p>The village shop is in need of a permanent and fixed home. It is currently trading from a portacabin, under the proposals the shop would be incorporated into the hall as an Anchor tenant. The current facilities are also not fully accessible to the community. There are access difficulties to the gents toilet and the kitchen facilities, both of which are down two steps. Support via the community fund will allow for the creation of single level space that will increase access.</p> <p>Through community consultation in 2014 it was identified that the Hall "has very poor heating and utilities, lacks space, is not inviting and often the whole hall is lost even though there is only a small meeting".</p> <p>In the 2011 Community Action plan Hall improvements was identified as the number 1 priority for the community.</p> <p>During winter the Hall is booked six nights per week, with a number of daytime events also taking place. It is well used by 12 clubs and organisations, as well as hired by local people for private events. Pre pandemic groups were turned away due to lack of space.</p>
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	<ul style="list-style-type: none"> • Opportunity to provide a space to host wedding receptions that would be affordable
<p>What support and involvement of the wider community is there for this project/activity?</p>	<p>There has been a number of consultation exercises undertaken by the Hall committee and other committees.</p> <p>An initial community consultation was conducted in 2011 to develop an Oxton and Channelkirk Community Action Plan.</p> <p>Additional community consultation took place in 2014 to develop a business plan for the Oxton War Memorial Hall.</p> <ul style="list-style-type: none"> • Community survey conducted by the Oxton Community Shop in 2018, which received 76 responses. • Open Day held in November 2019, to allow local people to comment on the capital upgrade proposals for the Hall. This was attended by approximately 60 local residents. Those that attended were in favour of the project. Many comments were made on the need to upgrade the hall. It was recognised that having a good facility and a shop in a village made it a better place to live. There was no opposition to the project at the meeting although one individual would prefer a different option to extend the hall. <p>The committee aim to work with local partners, including Channelkirk Primary School and Nursery. The committee wish to provide better youth facilities in the area and will work with youth organisations such as; Scottish Borders Youth Voice. A new youth group has recently been established within the community and will access the hall and is in favour of improved facilities, especially a catering kitchen and access to wifi.</p> <p>The Parish Church is in favour of the development and are regular users of the hall.</p> <p>The development of the hall has been identified as a key priority since the creation of the community action plan in 2011. It was been a long term aim of the committee to see the hall developed. The creation of a village shop has been a significant development within the village. The success of the shop has meant that it requires a permanent home. The footfall of the shop is on average 60 customers per day.</p>
<p>What efforts have been made by the applicant to secure other sources of funding for the</p>	<p>The group have currently secured £295k of funding including 40k from hall reserves.</p> <p>The group have applications pending of £175k to other funders. Including the application to the Community Fund.</p>

project/activity?																															
<p>How will the impact and success of the project be measured? What happens at the end of the project/activity or when the funding is spent?</p>	<p>The hall aims to be self-financing with hire fees covering running costs. The development of the Hall will allow for a small increase in existing income streams, as renovating and improving the facilities on offer will open up new opportunities and help attract new users. However as Oxton is a small community the group don't anticipate income to rise significantly through hall lets. Year 1 to year 5 projections can be found below. This shows that a small surplus will be gathered each year.</p> <table border="1" data-bbox="407 583 1416 814"> <thead> <tr> <th></th> <th>Y1</th> <th>Y2</th> <th>Y3</th> <th>Y4</th> <th>Y5</th> </tr> </thead> <tbody> <tr> <td>Income</td> <td>£11,931</td> <td>£12,348</td> <td>£12,785</td> <td>£13,604</td> <td>£14,086</td> </tr> <tr> <td>Expenditure</td> <td>£8,620</td> <td>£9,051</td> <td>£9,504</td> <td>£9,979</td> <td>£10,478</td> </tr> <tr> <td>Surplus/deficit</td> <td>£3,311</td> <td>£3,297</td> <td>£3,281</td> <td>£3,625</td> <td>£3,609</td> </tr> <tr> <td>Cash Balance</td> <td>£3,311</td> <td>£6,598</td> <td>£9,885</td> <td>£13,501</td> <td>£17,117</td> </tr> </tbody> </table> <p>The village shop will act as anchor tenant and will provide monthly rent of £300. The rent received from having the shop as an anchor tenant will allow for continual income and will allow for the Hall hire fees to be kept low.</p> <p>The Hall committee will be responsible for monitoring progress towards social and financial targets. The hall committee will also gather data on hall usage and the information collected will include;</p> <ul style="list-style-type: none"> • Recording number and nature of bookings • Footfall at the shop and cafe/drop-in space • Number of events at the Hall and attendance <p>The Hall committee will hold an annual survey to record wider benefit for the local community.</p> <p>The Oxton War Memorial Hall Business plan can be found here;</p> <div style="text-align: center;">  <p>CF2122-EIL-01 Oxton Hall - Business Plan 21</p> </div>		Y1	Y2	Y3	Y4	Y5	Income	£11,931	£12,348	£12,785	£13,604	£14,086	Expenditure	£8,620	£9,051	£9,504	£9,979	£10,478	Surplus/deficit	£3,311	£3,297	£3,281	£3,625	£3,609	Cash Balance	£3,311	£6,598	£9,885	£13,501	£17,117
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Quotes received for items of expenditure	A detailed project cost produced by Hardies, Quantity Surveyors has been provided and is a robust estimate.																														
Have appropriate permissions been sought/granted?	<p>yes</p> <p>Approved demolition</p> <p>Planning permission approved</p>																														

The application meets the criteria of the Community Fund.

Additional Terms and Conditions:

Scottish Government coronavirus (COVID-19) guidance must be adhered to with a protocol for safe participation in the programme and use of resources developed, and all participants agreeing to adhere to this protocol.

We would seek the group to particularly report on:

Number of groups/organisations using the hall

Feedback from hall users

Pictures of completion of project