

From: Community Development Foundation <mail@grantapplication.com>
Sent: 17 August 2015 12:26
To: cao@gaming-international.com
Subject: Your Report Submission

Thank you for your submission. Your report has been submitted successfully, and the tracking number is 565711. For your records, here is a copy of the contents of your report.

All queries concerning the Supporting Communities in Neighbourhood Planning programme should be directed to np@cdf.org.uk

Project Plan Progress

Organisation

Organisation Name:

Stanton Drew Parish NP

ID Number:

22329

Project Plan Progress

In your application you told us the key activities you expected to deliver by specific dates. Please tell us what you have achieved. Please note that we only want headline activities e.g. a named event that took place etc.

Activity 1:

Help with developing the evidence base.

Professional editing and production of community wide questionnaire.

What you expected to achieve:

A well presented questionnaire providing detailed feedback of both a statistical nature and opinions of the residents to a wide range of questions regarding the future of the community.

Achieved - YES or NO?

Yes

If you did not achieve this by the desired date, please explain why and what you have done to remedy the situation:

Activity 2:

Help in writing policies and proposals

What you expected to achieve:

Taking all of the evidence gathered, to formulate the first draft NP document ready for circulation in draft to residents and to commence the feedback gathering process.

Achieved - YES or NO?

No

If you did not achieve this by the desired date, please explain why and what you have done to remedy the situation:

The first draft of the NP has just commenced within the group and professional assistance has not yet been engaged.

The group is currently seeking quotations from organisations recommended by the LA for this service and hopes to engage in September.

Activity 3:

Employment of Traffic and Transport consultant to compile a report of safe multi use roads and junctions.

What you expected to achieve:

The production of a technically sound proposal for the provision of speed limits, safe walking, street furniture to assist traffic management and calming.

Achieved - YES or NO?

Yes

If you did not achieve this by the desired date, please explain why and what you have done to remedy the situation:

Activity 4:

Providing training in the legal requirements which will be tested at examination stage.

What you expected to achieve:

Training the NP Steering Group members in the requirements that need to be incorporated in the NP to achieve positive testing at examination stage.

Achieved - YES or NO?

NO

If you did not achieve this by the desired date, please explain why and what you have done to remedy the situation:

We simply did not make sufficient progress within the group to meaningfully engage with a professional for this advice.

The Group is currently seeking quotation from recommended (by the LA) individuals to provide a group training and review session.

Activity 5:

What you expected to achieve:

Achieved - YES or NO?

If you did not achieve this by the desired date, please explain why and what you have done to remedy the situation:

Activity 6:

What you expected to achieve:

Achieved - YES or NO?

If you did not achieve this by the desired date, please explain why and what you have done to remedy the situation:

Changes

Changes to your Project

We need to know if there have been any changes to your planned activities as outlined in your application.

We have made changes (YES/NO)

NO

If you have made changes, please indicate those changes below.

Please note: The grant must not be used for other purposes. If there are changes to your project planned activities then you must inform CDF of these and seek approval.

Summary of Project

Project Summary

Please summarise what you have delivered through your grant:

- Produced, circulated a printed and a web based questionnaire with over 34% response rate
- Professional analysis of questionnaire
- Analysis of further drill down required
- Professional guidance on road safety and movement through Parish

How has it contributed to progressing your neighbourhood plan?

Input to our questionnaire has been key, in engaging with residents and understanding their views on the future of their community.

Input into the design of traffic calming and multi use of road space has been key to shaping policies.

What are the key things you have learned during the activities you have spent your grant on - e.g. innovation, best practice, top tips that you would like to share?

The questionnaire is the essential communication tool with residents and can be used to engage them in the process. It is also the key evidence base for drafting the NP policies and plans. Spend

time and engage professionals to help in this process.

Is there anything you would have done differently?

No, we are still in process but all of the work we have done has been part of a thorough process of engagement and analysis.

We want to ensure that the NP that is not only supported by residents but encourages a greater sense of community as a result.

Financial information

Financial Information

You were awarded the following amount:

5400

Please tell us how much of this grant you have spent in total (this should match the figure you provide on the Statement of Grant Usage form). Please do **not** enter the £ symbol.

3,600

Expenditure

Please provide a breakdown of your total expenditure from the Neighbourhood Planning grant only:

Budget Item:

2.1 Help with delivering the evidence base

Cost (£):

1,200

Budget Item:

2.2 Help with the analysis of the evidence base

Cost (£):

800

Budget Item:

2.4 Commissioning of technical reports

Cost (£):

1,600

Budget Item:

Cost (£):

Budget Item:

Cost (£):

Budget Item:

Cost (£):

Invoice Attachment

Have you received any invoices in excess of £1,000? If so, please attach scanned copies below:

[150330-TPA Invoice 2058.pdf](#)

Final Expenditure

Please open the following file and complete the [Statement of Grant Usage Form](#). Please sign and scan the form and then upload below.

[150804-SDPNP-End-of-Grant-Statement-of-Grant-Usage-form-New.pdf](#)

Next Steps

Next Steps

We would like to know about your future plans for your Neighbourhood Plan. Please explain how you intend to continue your activities beyond your Neighbourhood Planning grant:

We are continuing our work and intend to apply for further grant support for the following;

- Drafting of policies
- Archaeological survey
- Drafting of NP document
- Training of NP team members in the technical requirements of the NP document