

TILTON PLAYING FIELD



Community Vision & Action Plan



Prepared: February 2015

By: Sam Howlett & Kevin Butcher (RCC Community Action Team)

Contents

1.0) Introduction & Background	3
1.1) Background.....	3
1.2) Project Brief	3
1.3) Summary of RCC Work.....	3
2.0) Project Aims and Objectives	4
2.1) Project Aims.....	4
2.2) Project Objectives	4
3.0) Project Plan	5
4.0) Profile of Tilton & Halstead	6
4.1) Geographic Profile	6
4.2) Demographic Profile	6
4.3) OCSI Parish Profile.....	7
4.4) Community Facilities.....	7
5.0) Profile of Tilton Playing Field	8
5.1) Location	8
5.2) Ownership & Management.....	8
5.3) Accessibility	9
5.4) Size and Composition	9
5.5) IOG Inspection.....	9
6.0) Community Consultation Process	10
6.1) Playing Field Website	10
6.2) Village Picnic	10
6.3) Household Survey.....	10
6.4) School Consultation	11
6.5) Youth Survey	11
6.6) Christmas Card.....	11
6.7) Public Open Event	11
7.0) Consultation Results.....	12
7.1) Awareness and Use of the Site	12
7.2) Improving the Site	13
7.3) Access to the Site	18
7.4) Management of the Site	20
8.0) Funding Models.....	21
8.1) Model A – Funding through the Parish Council	21
8.2) Model B – Grant Funding	22
8.3) Model C – Local Fundraising	24
9.0) Vision	25
10.0) Recommendations & Action Plan	26

APPENDICES

APPENDIX 1	Parish Profile
APPENDIX 2	IOG Inspection
APPENDIX 3	Household Survey
APPENDIX 4	Household Survey Results
APPENDIX 5	KS1 and 2 Results
APPENDIX 6	Youth Survey Results
APPENDIX 7	Open Event Summary
APPENDIX 8	Outdoor Gym Equipment
APPENDIX 9	Trim Trail Equipment
APPENDIX 10	Fundraising Toolkit
APPENDIX 11	Raffles and Lotteries Toolkit

1.0) Introduction & Background

1.1) Background

In April 2014 the RCC (Leicestershire & Rutland) was commissioned by Tilton & Halstead Playing Field Group (T&HPFG) to provide professional support with a consultation project to identify issues, establish priorities, and to develop a vision for the QEII Playing Field on Marefield Lane in Tilton on the Hill.

Funding for the project totalling £4,300 was secured from Leicestershire County Council via a Big Society Grant awarded in March 2014.

1.2) Project Brief

The overarching brief provided to the RCC by the T&HPFG for this piece of work was as follows:

'To undertake a comprehensive research and consultation project in order to develop a vision & strategic action plan to guide the future management & development of the Playing Field site in Tilton on the Hill.'

The agreed areas of work to be covered by the RCC included:

- Research and evidence gathering to inform the consultation process, including provision of OCSI profile (demographic data and themed profile of parish).
- An agreed program of consultation to incorporate:
 - A parish wide consultation with local residents, potential user groups, and other identified stakeholders.
 - A second phase consultation focusing on key priority areas and proposed designs.
- Sourcing of sample designs from play manufacturers for use in consultation
- Collation and analysis of all consultation results and preparation of final report.
- Liaison as required with Fields in Trust (FiT) and the Institute of Groundsmanship (IOG) regarding field usage.
- Research to identify potential funding models / opportunities for the site.

1.3) Summary of RCC Work

The RCC worked in close partnership with the Playing Fields Association (PFA) and allocated 2 specialist Officers from within the Community Action Team to undertake this project.

Across the project, RCC Officers completed the following:

- Desk based research in relation to the project.
- Design, production, dissemination, collation, and analysis of project questionnaires using specialist electronic survey software.
- Remote liaison with T&HPFG, FiT, the IOG, and other project stakeholders.
- Provision of expert input / specialist support at project meetings of the T&HPFG.
- Planning and independent facilitation of consultation sessions and a public event.
- Production of project report including setting vision, recommended actions, and scoping out potential funding opportunities.

2.0) Project Aims and Objectives

2.1) Project Aims

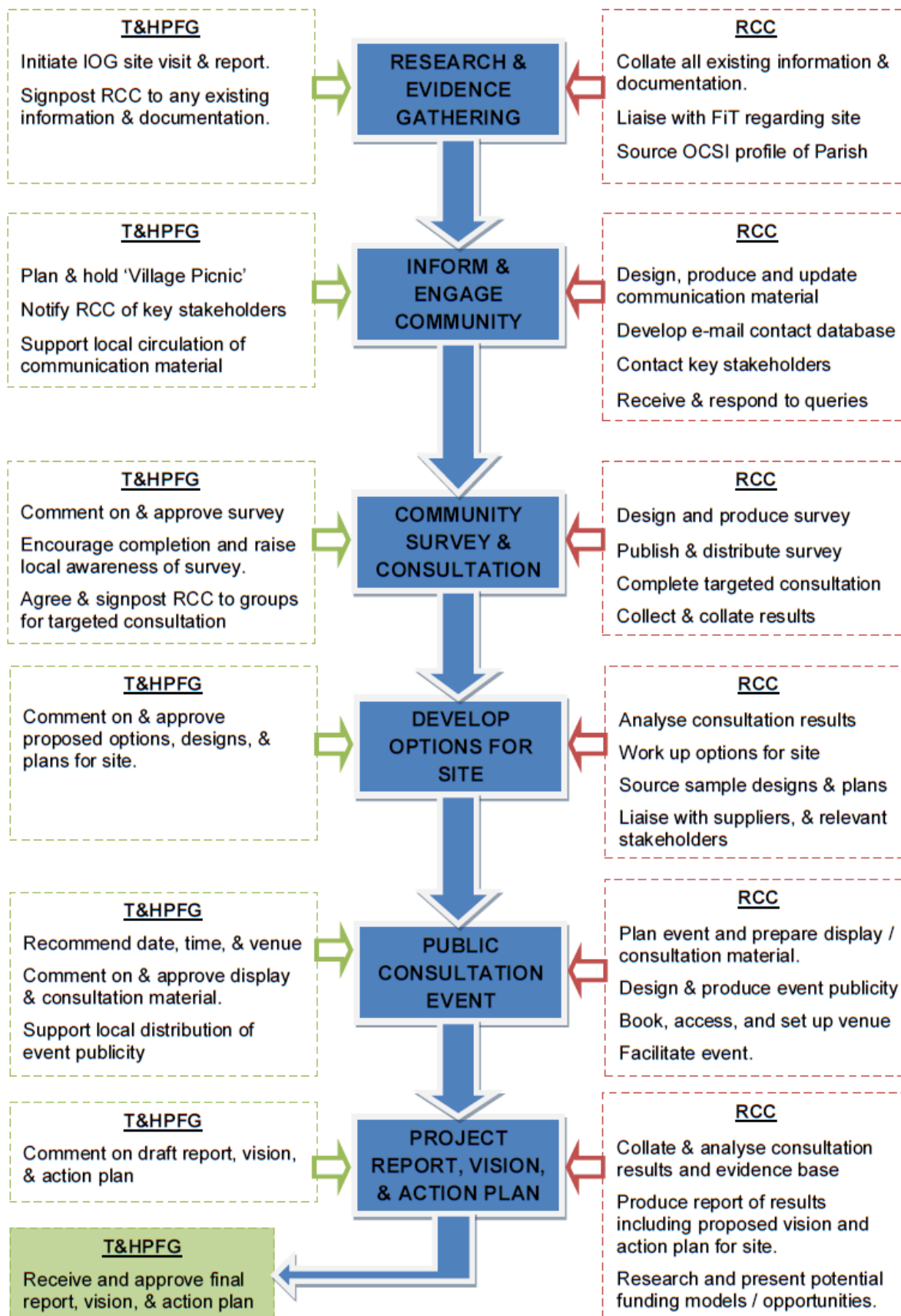
- To fully inform the community about the site, including its ownership, management, availability, use, and future development.
- To provide all members of the community with an opportunity to have a say on the use, management, and future development of the site
- To develop a realistic, coherent, and achievable vision for the site based on the needs and priorities of the local community.
- To provide the Tilton and Halstead Playing Field Group with a clear set of criteria to guide the future management and development of the site.
- To encourage use of the site by a wide cross section of the local community.
- To identify and recruit local volunteers interested in joining the Tilton and Halstead Playing Field Group and helping to develop, manage or maintain the site in accordance with the agreed vision and criteria.

2.2) Project Objectives

- Research and collate all existing facts and evidence in relation to the site.
- Inform the community about the site, its background, and the consultation project via a range of interactive two-way communication and engagement activities.
- Design and complete a community wide survey to ascertain local needs, priorities, ideas, and concerns in relation to the site (including collection of contact details of members of the community interested in joining the T&HPFG and / or helping to manage, maintain, or develop the site)
- Undertake targeted consultation with specific target groups including over 50's, children & young people, and current / potential user groups.
- Use evidence collected via community survey, targeted consultation, and other research/evidence gathering activity to develop a number of potential options for the future use, management, and development of the site.
- Hold a Public Consultation Event to communicate the results of the community survey, all other consultation activity and engage the community in reviewing and prioritising the potential options developed for the site (including collection of contact details of members of the community interested in joining the T&HPFG and / or helping to manage, maintain, or develop the site)
- Utilise results of all completed research and consultation to develop a project report including a vision and action plan for the future of the site
- Identify potential funding models / opportunities to finance future management, maintenance, and/or development of the site.

3.0) Project Plan

The following project plan was agreed between the RCC and the T&HPFG:

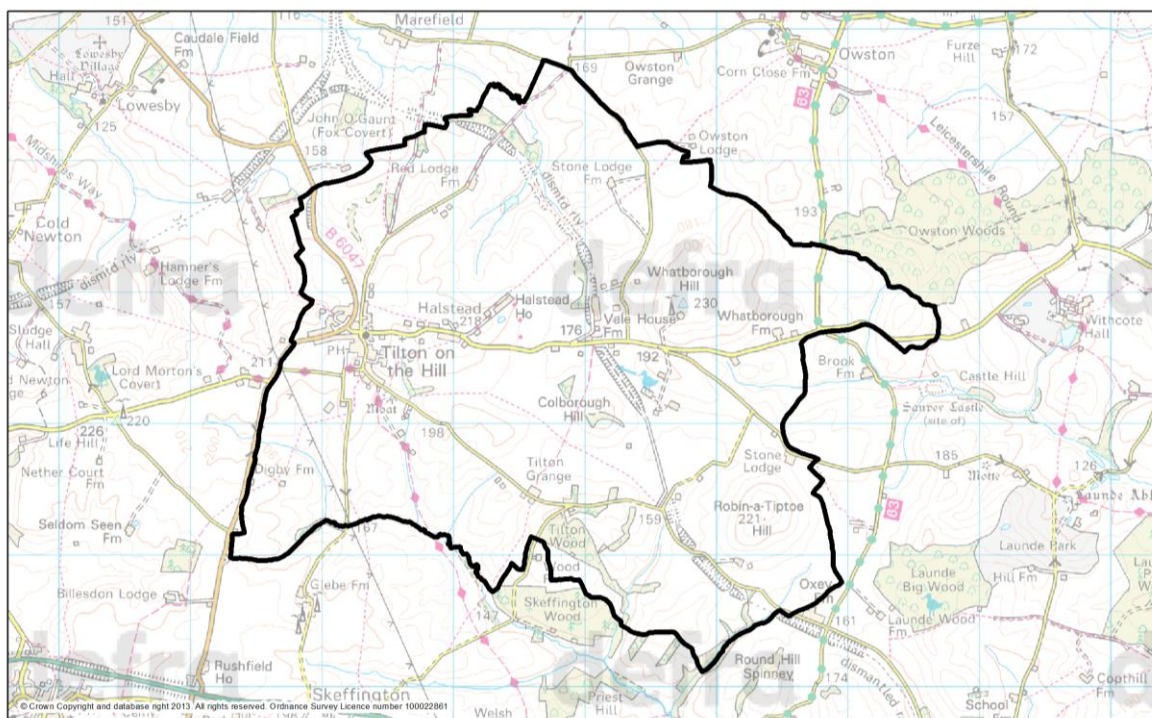


4.0) Profile of Tilton & Halstead

4.1) Geographic Profile

Tilton and Halstead Parish is located in the county of Leicestershire, within the Harborough District Council area, approximately 11.5 miles East of Leicester, 10.5 miles South of Melton Mowbray, and 9 miles West of Oakham.

Map of Tilton & Halstead Parish:



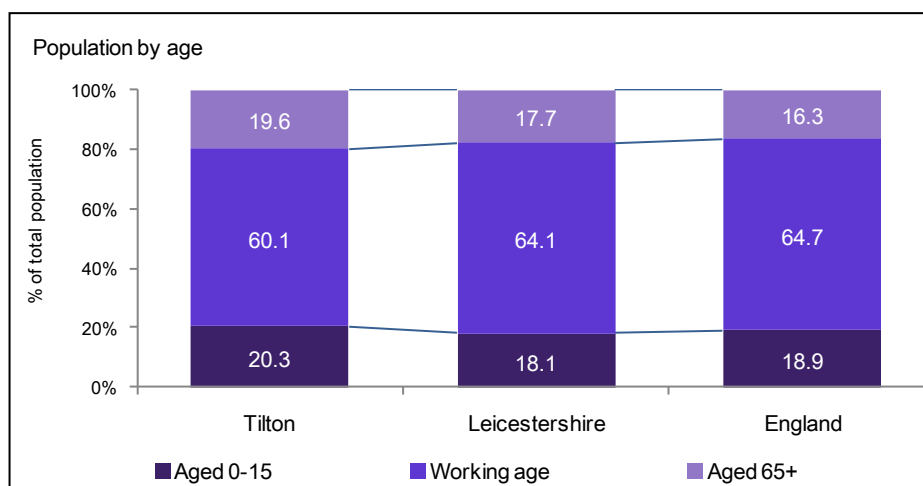
Source: 2011 Census Output Area boundaries. Crown Copyright.
Crown Copyright material is reproduced with the permission of the controller of HMSO.
Produced by Oxford Consultants for Social Inclusion, www.oxcsi.co.uk, April 2013



The parish contains a total of 240 households (Census 2011) split across the settlements of Tilton on the Hill and Halstead as well as a number of outlying farms and dwellings.

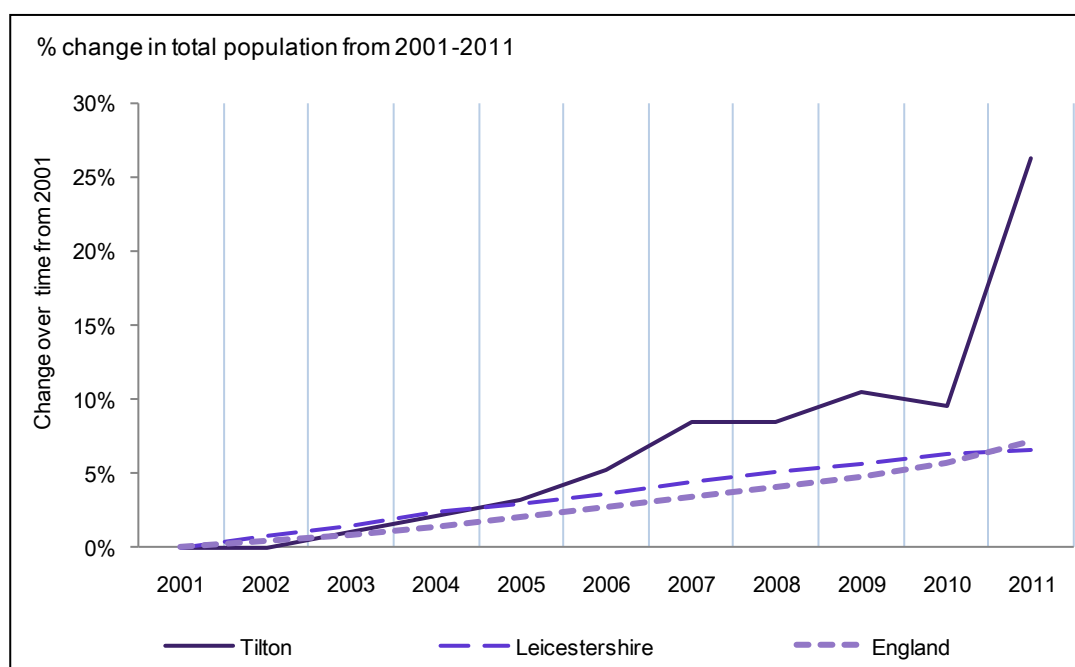
4.2) Demographic Profile

A total of 600 people reside within the parish of Tilton and Halstead of which 120 are under 16, 360 are working aged adults, and 120 are over 65 (Census 2011).



As a community, Tilton & Halstead has a higher than average percentage of young (those under 16) and elderly (over 65) residents compared to the overall population of both Leicestershire and England.

Housing development, increased birth rates, and high inward migration have led to the population of Tilton & Halstead growing by over 25% in the 10 years between 2001 and 2011, nearly 20% higher than the overall population growth both countywide in Leicestershire, and nationally across England within the same time frame.



Source: ACRE, OCSI 2013

4.3) **OCSI Parish Profile**

In support of the findings and recommendations detailed within this report, a full geographic and demographic profile of the parish of Tilton & Halstead produced by the RCC in partnership with OCSI and ACRE has been provided at Appendix 1.

4.4) **Community Facilities**

A desk based review of community facilities currently available within Tilton & Halstead identified the following:

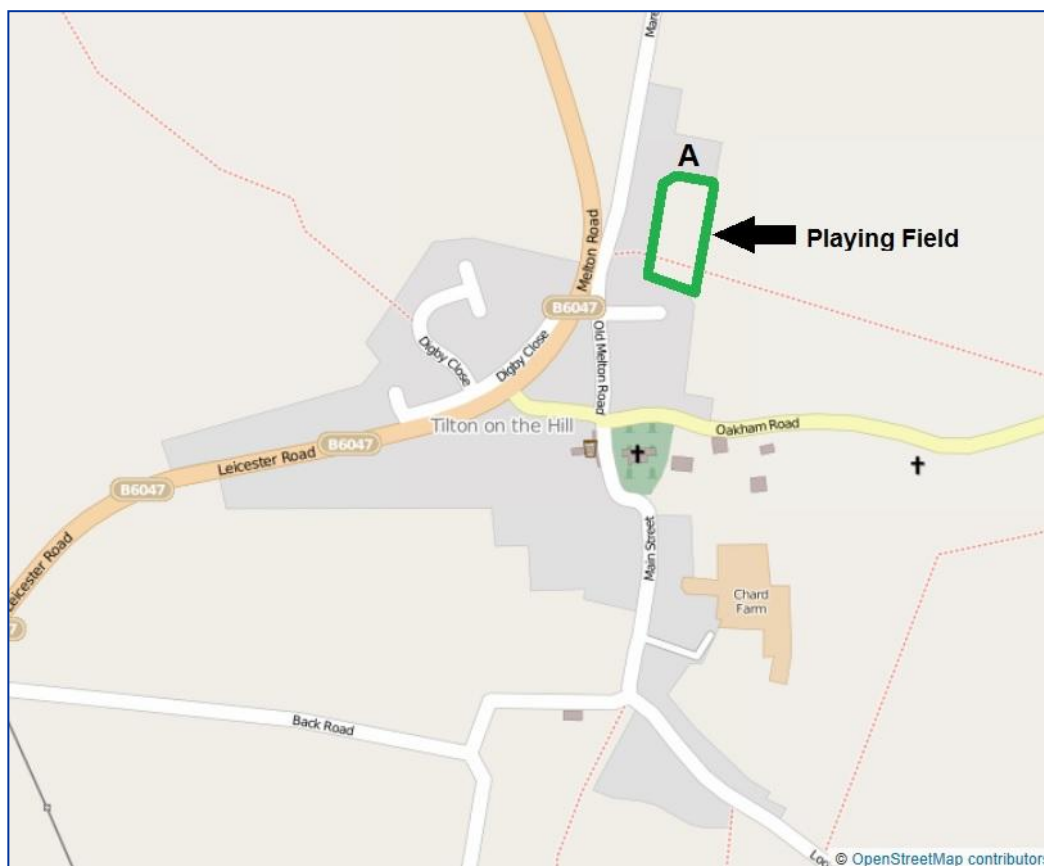
Facility	Location	Use Category
Tilton QEII Playing Field	Marefield Lane, Tilton	Outdoor Recreation Space
Tilton Village Hall	Leicester Road, Tilton	Community Building
Children's Play Area	Leicester Road, Tilton	Outdoor Recreation Space
Halstead Methodist Chapel	Oakham Road, Halstead	Religious / Community Building
St Peters Church	Main Street, Tilton	Religious / Community Building
Tilton and District Sports Club	Leicester Road, Tilton	Outdoor Sports Facility

5.0) Profile of Tilton Playing Field

5.1) Location

Tilton QEII Playing Field is located on the North East side of Tilton on the Hill with access gained via a vehicular gate off Marefield Lane.

Location of Tilton Playing Field (Access point shown at A)



Source: www.openstreetmap.org / www.opendatacommons.org

5.2) Ownership & Management

The Freehold for the Tilton Playing Field site was purchased by Tilton & Halstead Parish Council from Leicestershire County Council on 22 May 2013.



The land was protected with Fields in Trust, previously the National Playing Fields Association, as a Queen Elizabeth II Field. This status protects this site for recreational use in perpetuity through a deed of dedication. More information on Fields in Trust can be found at <http://www.fieldsintrust.org>.

A group of volunteers called the 'Tilton & Halstead Playing Field Group' has been established by the Parish Council to maintain, manage and develop the Playing Field site with membership of this group open to anyone from the Tilton on the Hill and Halstead parish.

5.3) **Accessibility**

As outlined at 5.1, access to the site is provided via a vehicular gate off Marefield Lane in Tilton on the Hill. The site is open to all and is accessible daily between dawn and dusk. Vehicular access is restricted to authorised personnel only.

Sign detailing accessibility arrangements displayed on the gate to the site:



5.4) **Size and Composition**

The site of the Playing Field is rectangular in shape, has a total area of approximately 0.44 hectares (3,876m²) and measures 76m (North to South) by 51m (East to West).

The site is enclosed as follows:

- Northern border: a perimeter brick wall adjoining housing;
- Western border: domestic gardens;
- Southern border: low growing vegetation with trees and fencing;
- Eastern border: grazing land.

The surface of the field is entirely grass which is mown by contractors on an ad hoc basis.

5.5) **IOG Inspection**

As part of this project, the Tilton and Halstead Playing Field Committee commissioned the Institute of Groundsmanship (IOG) to undertake the following works:

- a) Carry out a visual survey of the site;
- b) Provide a short report on the potential recreation use/s and costs involved in developing the land.

A full copy of the report produced by the IOG can be found at Appendix 2.

6.0) Community Consultation Process

In order to develop a vision and strategic action plan for the site, an in depth process of Community Consultation and Engagement was completed by the RCC and the T&HPFG across Tilton and Halstead in order to ascertain the needs, views, priorities, and available capacity of the local community.

The consultation and engagement process consisted of the following elements:

- Playing Field Website
- Village Picnic
- Household Survey
- School Consultation
- Youth Survey
- Christmas Card
- Open Event

6.1) Playing Field Website

Throughout the consultation process volunteers from the T&HPFG have updated the Playing Field Website with full details of the project including opportunities for the wider community to get involved. The website is accessible at <https://sites.google.com/site/tiltonplayingfield>

Details of specific aspects of the consultation process as well as an online platform for completing project surveys and questionnaires was provided by the RCC at <http://www.ruralcc.org.uk/tiltonplayingfield.html>

6.2) Village Picnic

Volunteers from the T&HPFG organised and held a Village Picnic at the Playing Field on 17th May 2014.

Publicised via a flyer to all households the event attracted around 85 people to the site.

An Officer from the RCC attended the event to liaise with residents and promote the consultation.



6.3) Household Survey

RCC Officers designed and produced a comprehensive household survey using SNAP Software paper copies of which were disseminated to all households across the Parish. The survey was available to complete online at www.ruralcc.org.uk/tiltonplayingfield as well as in hard copy (with completed copied returnable to the Village Shop and Pub) between 11th August and 7th September 2014.

Responses were received from 41 of the 240 households surveyed representing a return rate of 17.1%.

A copy of the Households Survey and a report of the collated results are provided at Appendix 3 and Appendix 4.

6.4) **School Consultation**

RCC Officers visited Tugby Primary School on 28th November 2014 to consult with children from Tilton and Halstead Parish.

2 interactive consultation sessions were held with Key Stage 1 and Key Stage 2 pupils engaging a total of 24 children.

A full report of the results from each session is provided at Appendix 5.

6.5) **Youth Survey**

The RCC utilised SNAP Software to design and create a specific Youth Survey in relation to the project.

Available to complete online the survey was promoted as follows:

- A link to the survey was sent via e-mail to Uppingham Community College for dissemination to Tilton & Halstead pupils.
- A QR Code linking to the survey was generated and circulated to young people via Posters, Flyers, Christmas Cards, and at via display at the Public Open Event.

A report of results from the Youth Survey is provided at Appendix 6.

6.6) **Christmas Card**

The T&HPFG designed and circulated a Christmas card to all households within the Parish

The card was designed to promote the project, raise awareness about the site, encourage completion of the Youth Survey, as well as to publicise the Public Consultation Event (detailed at 6.7).



6.7) **Public Open Event**

The RCC planned and facilitated a Public Consultation Event in partnership with the T&HPFG which was held at Tilton Village Hall between 3:30 & 7:00pm on 9th January 2015.

Designed to share and test the results of the Household Survey, Youth Survey, and IOG Inspection, the event attracted 45 residents who were invited to prioritise a series of options across 4 themes: Facilities, Landscape, Access, and Equipment.

A copy of a summary of comments from the event is provided at Appendix 7.

7.0) Consultation Results

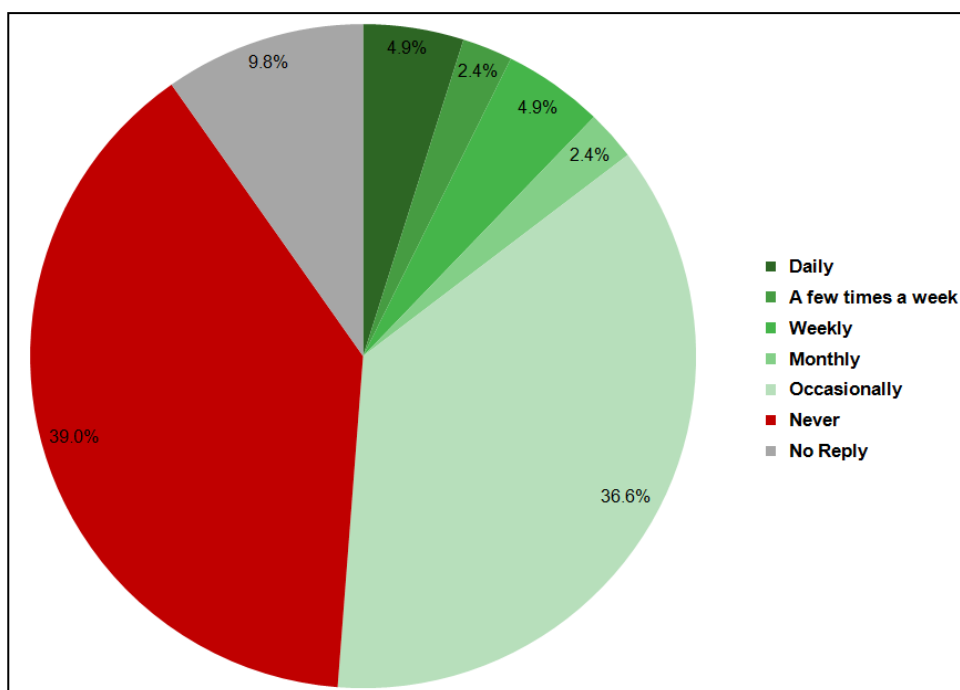
7.1) Awareness and Use of the Site

a) Awareness

Awareness of the Playing Field across the Parish is excellent with almost 90% of households, 83% of Young People, and 100% of children consulted stating that they are aware of the site and its location within the Village.

Just over 50% of households, 67% of young people, and 75% of children consulted use the site, however the majority indicated that this was only on an occasional (<monthly) basis.

Frequency of current use of the Playing Field by Household Survey respondents:



b) Current Use

Of those that do not currently use the site, the most significant reasons for this include:

- *No awareness of the site or that it is open for general use by the community.*
- *Nothing at the site to attract / encourage use.*
- *No current need / aspiration within household.*

RECOMMENDATION 1

Maintain activity to raise awareness of the Playing Field across the Parish including arrangements for access and use.

- ★ Regularly update and publicise Playing Field website.
- ★ Organise ad hoc community activities and events on site at the Playing Field.
- ★ Annually disseminate Christmas cards promoting the site to all households.
- ★ Utilise other community events and/or communications as a platform to promote and share news about the Playing Field.

Members of the community consulted that do currently visit the Playing Field (at least occasionally) are primarily using the site for the follow purposes:

- *Free play and informal sport (e.g. Football, Rounders).*
- *Walking and exercise.*
- *Social activities with Family and Friends (e.g. Picnics, BBQ's).*

RECOMMENDATION 2

Ensure the site is maintained and/or developed to sustain / enhance use by existing users across the community by continuing adequate provision for; free play, informal sport, exercise, and social activities.

A significant proportion of the community consulted currently travel outside the parish of Tilton & Halstead to access Outdoor Fitness and Exercise Facilities (42% of Households) and Open Recreation Space (39% of Households and 50% of Young People).

7.2) Improving the Site

Responses across the Household, Youth, and Children's Surveys indicate that provision of the following could not only increase use of the site by existing users but also attract new members of the community to the site:

- 1) **Grass Cutting & Surface Management**
- 2) **Benches & Seating**
- 3) **Outdoor Fitness & Exercise Facilities**
- 4) **Managed Open Recreation Space**
- 5) **Play & Recreation Equipment**

- a. **Grass Cutting and Surface Management** - 68% of Households and 83% of Children & Young People consulted highlighted that more regular grass cutting at the Playing Field as a priority.

Existing surface conditions (July 14)



Based on the recommendations provided by the IOG within its report (Appendix 2), residents in attendance at the 'Public Open Event' prioritised 'Option 2' in relation to surface management on site which included some initial remedial works to the surface followed by the implementation of a mowing schedule to keep grass at a height of approximately 25 – 30mm.

RECOMMENDATION 3

Complete remedial works to the surface of the site and implement ongoing mowing schedule as per Option 2 recommended by the IOG.

- b. Benches and Seating** – 61% of Households and 83% of Young People consulted think that the provision Benches and Seating would enhance the site.

Various types of Bench and other outdoor seats were presented at the Public Open Event with 'Wooden Picnic Tables' clearly identified as a preferred option by those in attendance.

'Wooden Picnic Table' prioritised by residents for installation on site:



RECOMMENDATION 4

Source, install, and maintain 1 or more 'Wooden Picnic Tables' on site.

A significant number of residents consulted also considered the installation of a 'Wooden Youth Shelter' as a seating option to be explored in addition to the provision of Wooden Picnic Tables.

Wooden Youth Shelter preferred by residents consulted:



RECOMMENDATION 5

Explore option to source & install a 'Wooden Sheltered Seating Area' on site.

- c. Outdoor Fitness & Exercise Facilities** – 32% of Households and 33% of Young People surveyed stated that they would use the Playing Field more often if Outdoor Fitness & Exercise Facilities were provided on site.

A number of different pieces of Outdoor Gym Equipment were presented to the community for consideration with a 'Chest Press'; 'Space Walker'; and 'Skier' emerging as preferred options for installation.

Chest Press:



Space Walker:



Skier:



Image Source: Wicksteed Playscapes (Appendix8)

RECOMMENDATION 6

Explore options to source & install 'Outdoor Gym Equipment' on site with priority given to provision of a 'Chest Press'; 'Space Walker'; and/or 'Skier'.

- d. Managed Open Recreation Space** – In addition to the mowing and maintenance of the grass surface on site (covered at 7.2), members of the community surveyed also highlighted a number of other improvements which would enhance the Playing Field for use as a Managed Open Recreation Space.

Bins:

All members of the community consulted considered keeping the site clean to be of great importance. Through both the Household Survey and Public Open Event the installation of 'Bins' at the site for both litter and dog waste emerged as a high priority.

In line with preferences expressed with regards to seating, members of the community highlighted 'Wooden Multi Bins' (pictured), or 'Wooden Litter Bins' as preferred options.



RECOMMENDATION 7

Source and install Litter / Dog Waste Bins on site and implement a regular emptying schedule.

Wildlife Habitat / Natural Planting:

42% of Households and a significant proportion of Children consulted think it important to include space to encourage wildlife with longer grass, trees, and other natural planting emerging as common priorities.

RECOMMENDATION 8

Leave an un-mown margin around the perimeter of the site including sporadic planting of trees and shrubs, as well as mixed wild flowers.

Lighting:

Feeling safe onsite was a primary priority for Children and Young People consulted. In this regard almost 20% of Households and 50% of Young People surveyed feel it important to provide a source of low level lighting on site.

RECOMMENDATION 9

If the site is to be open after dark, consider the provision of low level lighting around or throughout the Playing Field.

Grass Dinosaur / Bank:

Members of the community in attendance at the Public Open Event identified the creation of a raised Grass Dinosaur or Bank as a desired landscape feature for inclusion at the site.

Grass Dinosaur at Watermead Country Park:



RECOMMENDATION 10

Create and maintain a raised grassed Dinosaur or Bank as an interactive landscape feature within the site.

e. Play & Recreation Equipment;

Although only identified as a medium to low priority within the Household Survey, additional consultation completed via the Youth Survey, School Children's Interactive Session, and the Public Open Event identified a number of pieces of Play & Recreation Equipment which if installed could increase use of and enhance the site.

Goal Posts / Provision for Football:

Provision for Football at the Playing Field was considered to be a high priority by all consulted, with the installation of 'Goal Posts' highlighted of primary importance.

As an alternative to the above, residents attending the Public Open Event also supported the option of installing a single 'Wooden Kick Wall'.

Wooden Kick Wall:



Youth Goal Posts:



RECOMMENDATION 11

Following completion of remedial works to the surface of the site (Recommendation 3) source and install either of the following on site:

- ★ 2 Youth Sized Goal Posts.
- ★ A Wooden Kick Wall

Dependent on the completion of initial remedial works to the grassed surface of the field (as detailed at 7.2a), advancement to Option 3 as proposed by the IOG (Appendix 2) would be advised if 'Marked Out Sports Pitches' are to be provided on site.

RECOMMENDATION 12

If 'Marked Out Sports Pitches' are provided, Option 3 as proposed by the IOG (Appendix 2) should be progressed to ensure a safe and functional playing surface is developed and maintained on site.

Wooden Trim Trail:



A wide range of different pieces of trim trail equipment were displayed at the open event which is included in Appendix 9. Single pieces of equipment can be selected and combined to create linear or circular designs.

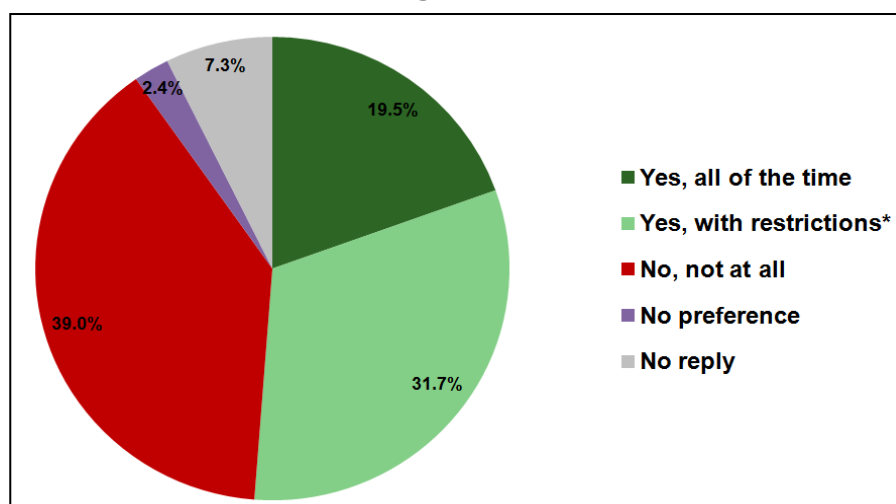
RECOMMENDATION 13

Explore options to source & install a wooden trim trail on site with priority given to provision of items similar to a 'Rope Bridge', 'Log Climber', 'Tyre Hopscotch' and a 'Rope Tunnel'.

7.3) Access to the Site

77% of respondents to the survey indicated they strongly agreed that the site should be a space for the whole community. Many of these felt this should include dog walkers and their pets, with 50% of all respondents suggesting dogs should be allowed. Whilst a number of people had no clear preference, there was a strong representation of 40% from those wishing dogs being excluded from the site.

Households that consider dogs should be allowed on site:



This split in opinion was echoed at the open event with comments regarding dogs being divided almost 50/50. A high number of people at the event indicated that if dogs were to be allowed then appropriate signage is displayed encouraging owners to clear up any fouling.

It is clear that a decision whether to allow dogs needs to be made and effectively communicated to everyone in the community. The main restrictions people wanted to see enforced if dogs were to be allowed were that they be kept on leads and are cleaned up after. In addition however a number of people suggested that dogs be allowed on the site only a certain times. A compromise of this nature may make the situation more acceptable to more people. As in all cases of dog access, the policy would need to be self policing and rely on public support.

RECOMMENDATION 14

A policy of restricted access be introduced for a trial period excluding dogs from the site

- At weekends
- During school holidays
- Between 3pm and 8pm
- During public events

At other times, dogs may be exercised off their leads subject to being under control and having and fouling removed.

When asked when the site should be open, over 58% agreed that it should be available during the daytime and early evening. This broadly reflects the current policy of “Dawn ‘til Dusk”

RECOMMENDATION 15

The existing policy of operating from Dawn until Dusk remains in place and casual activities are not encouraged after dark. However a procedure be introduced for approving certain community function after dark.

A majority of respondents did not want to see the site available for exclusive bookings by sports clubs or groups etc. However occasional use for community events such as fetes, picnics and cultural events was encouraged

A minority of people felt that a second access gate should be introduced but the number of people expressing this view suggest it may be something to consider in the future as and when user numbers increase

20 (48.8%)	Access restricted to the existing main gate off Marefield Lane.
------------	--

15 (36.6%)	Access increased by adding another pedestrian access point.
------------	---

7.4) **Management of the Site**

The Parish Council have secured the tenure and future of the site through the Deed of Dedication in Association with Fields in Trust. This means that the community can be assured that the facility will remain available for future generations.

In order to allow the community to engage with the project, the Parish Council made provision for the Tilton and Halsted Playing Field group to be set up to undertake the day to day management and future development of the site. This group consist mainly of volunteers who are not Parish Councillors, but retain close links to the Council through a single council member.

This arrangement provides security for all parties and limits the liability falling on the volunteers. No separate legal structure is required, however a clear constitution has been agreed which provides a robust framework within which the group can operate.

Feedback from the community during public events was broadly supportive of the efforts of the playing field group and the progress they have made. A number of residents were not aware of the group and believed the field was fully managed by the Parish Council. Whilst this sample is small, it would be reasonable to assume that others in the community were also unaware of current arrangements, or indeed the opportunity afforded them of becoming involved.

The group's constitution allows for anyone from the Parish to join as an ordinary member and defines a number of committee roles which are elected for a two year period from the membership. Any member under the age of 10 years does not have a vote.

RECOMMENDATION 16

- ★ Encourage increased ordinary membership of the Playing Field Group. Consider renaming ordinary members as "Friends of" to foster a less formal approach.
- ★ Maintain a register of these members to ensure good communication

The current Committee members are largely those named originally in the constitution dated August 2013. This would seem wholly appropriate as appointments are made for 2 years and these appointments fill the posts defined in the constitution. Making a clear definition of roles, responsibilities and commitment required to local people parties may result in increased interest in taking on a committee role.

Currently, no young people of school age are represented on the committee and therefore there is an opportunity to encourage membership in this area by offering 1 or 2 specific committee roles open only to this age group.

RECOMMENDATION 17

- ★ Plan for an AGM in August 2015 to elect committee members for the next two years.
- ★ Promote the roles of, and the opportunities to become committee members
- ★ Give consideration to having specific committee positions for young people.

8.0) Funding Models

Whilst some of the possible projects may be delivered through just volunteer time and effort, the majority are likely to require some level of financial support. This may be to buy and install equipment, maintain facilities or to simply market the playing field.

The amount of funding required will vary depending on the project, and each project will have a specific funding regime, for example a single one of expense in the case of a capital purchase, or as with maintenance or insurance, a regular payment.

The varied nature of the expenses, such as amount, frequency and use will mean that a number of funding routes should be considered. These routes can be broadly divided across 3 distinct models.

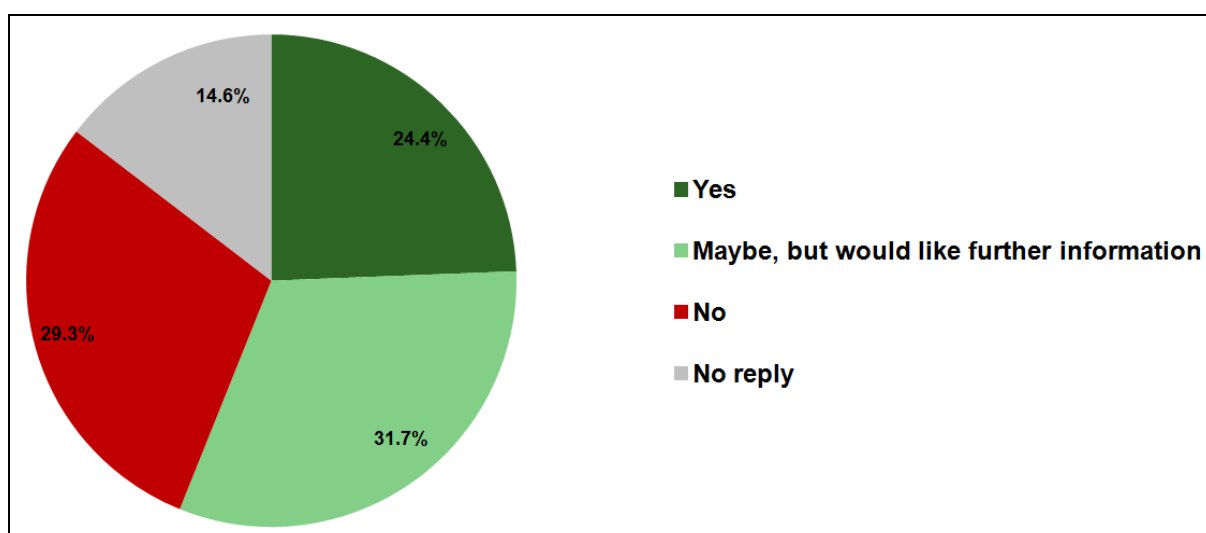
8.1) Model A – Funding through the Parish Council

A Parish Council has the power to raise local funding through a precept which is collected through the Council Tax mechanism. These monies are then used at the discretion of the Parish Council for projects and services that benefit the community of the parish.

Allocation of the local precept is often done in the early months of the year and agreed by the Parish Council. There is often a procedure in place for community groups to make the council aware of their funding requirements so they may be considered. Precept funding is often used to support recreational facilities by providing funding for regular maintenance, insurance and at times equipment.

Of Households across Tilton & Halstead surveyed as part of this project just over 56% would consider accepting a small increase on council tax to help maintain and/or improve the Playing Field.

Percentage of Households Survey respondents willing to consider a small increase on council tax to help maintain and/or improve the site:



RECOMMENDATION 18

The Parish Council make provision from the local precept for the annual running and maintenance costs of the playing field

The Parish Council may also be able to provide capital funding by borrowing central funds through a Public Works Board Loan and recouping both capital and interest through an increase in the local precept. This method of financing helps spread the cost not only over a number of years but across a wider generation of users. Any significant investment in equipment is likely to serve both current and future residents and therefore it would seem appropriate that the cost are shared rather than met solely by the current population.

In addition, the opportunities for Section 106 developer contributions and Community Infrastructure Levy should be explored. Where either housing or commercial development is proposed within village it is likely that some form of developer contribution will be forthcoming as part of a mandatory or if the scheme is small, a voluntary arrangement. It is suggested that the Parish Council ensure they are aware of current and proposed mechanisms for accessing these pots to ensure positive representation can be made if and when available.

8.2) Model B – Grant Funding

Where projects require capital funding, for equipment or sometimes services, grants are often seen as a routine source. Grants are available from a wide range of organisational type including:

- National Government departments
- County & District authorities
- National bodies such as the Lottery and Sport England
- National & local charities and trusts
- Land fill and quarry operators
- Sports governing bodies
- Local employers
- Retailers

Eligibility and guidelines for grants varies tremendously depending on the requirements of each funder. Some may require a level match funding, others will only provide grants for specific purposes, whilst others have only very small amounts of funding to distribute. Many grant providers have “application windows” whilst others are available for a set period of time.

The grant landscape is a challenging one, with announcements of new schemes and changing priorities commonplace. The key to success is the ability to keep up to date with available and forthcoming schemes and match them to the projects that you wish to undertake, ensuring that both our project and organisation fit the grant eligibility criteria.

There are a number of on-line resources providing funding advice information including:

- GrantFinder
www.idoxgrantfinder.co.uk/
- Leicestershire Funding Toolkit
www.valonline.org.uk/groups/advice-support/funding-income-generation
- Leicestershire & Rutland Sport
www.lrsport.org/clubs-and-groups

In addition to on-line support, officer support may be available from both local authorities and parts of the voluntary sector including

- Voluntary Action Leicester
www.valonline.org.uk
- South Leicestershire Voluntary Action
www.vasl.org.uk

A range of potential grant funders are listed in the following table. Funders will have different applicant criteria which may exclude Parish Councils from applying and would require a third party such as a community association or sports club to be the applicant, however possible funders have not been excluded on this basis.

Potential Sources of Grant Funding:

Resource	Description	Contact details	Category
Sport England	Sport England distributes lottery funding for sports related projects. A range of grants are available including a small grants programme offering between £300 and £10,000	www.sportengland.org	Sport
Football Foundation	Small grants of up to £10,000 are available for football related projects	www.footballfoundation.org.uk	Sport
Big Lottery	Offer a range of grants, with some aimed at specific community benefit outputs. Entry level grant is Awards for All which can provide up to £10,000 of funding for community projects, including play. Specific sport related projects are not eligible but referred to Sport England	www.biglotteryfund.org	Community
Biffa Award	Land fill operator providing community grants under the government land fill tax programme. Small and large grant schemes are available. Applicants must be within 10 miles of a Biffa operational site (Tilton falls within this)	www.biffa-award.org	Community
Leics County Council	Provide a range of grants, subject to available funding, under the umbrella title of Shire Grants. Up to £10,000 currently available through the Shire Community Solutions grant	www.leics.gov.uk/shire_community_solutions_grant_fund	Community

Leics & Rutland Sport	Manage the Legacy fund for sports projects in Leicestershire. Also have funding pages and information on other grants	www.lrsport.org	Sport
Foyles Foundation	Small grants available for charitable projects	www.foylefoundation.org	Community
Bernard Sunley	Charitable foundation providing support for community projects	www.bernardsunley.org	Community
Market Harborough Building Society.	Grants of up to £2,000 for community based projects.	www.mhbs.co.uk/charitable_foundation_information	Community
ASDA Foundation	Retailer funded scheme for community grants	www.asdafoundation.org	Community
Comic relief	Grants of up to £10,000 available through small UK grants scheme. Administered locally by the L&R Community Foundation	www.llrcommunityfoundation.org.uk www.comicrelief.com/our-grants/uk	Community

8.3) **Model C – Local Fundraising**

Local donation and support can take many different forms, from collection buckets, raffles, donations and sponsorship. A key to successful fundraising however is confidence that monies collected will be put to good use.

Communicating well with the community about the projects aims and telling them about success and progress is likely to result in more people being prepared to give more. This can be achieved through the use of a website and social media, together with the local newsletter.

Appendices 10 & 11 provide information on fundraising ideas and protocols together with legislation and rules covering raffles and lotteries.

9.0) Community Vision

Throughout the engagement and consultation process completed in relation to the Tilton Playing Field views, priorities, and ideas have been gathered from across residents of Tilton & Halstead in order to develop a community vision for the future appearance, feel, use, and management of the site.

9.1) Appearance of the Site

“The Tilton Playing Field will reflect the **rural** aspect of Tilton & Halstead and blend with the character of the surrounding countryside. Kept **clean** and **green**, the site will include a mown and maintained **grass** surface and carefully **landscaped** features surrounded by **trees** and **wild** borders. Any equipment or facilities will be sympathetic to the intrinsic character of the site and where possible be constructed of **natural** materials”

9.2) Feel of the Site

“The Tilton Playing Field will be a **friendly** and **family** focussed facility where all users feel **safe** and **welcome**. Embracing the **rural** feel of Tilton & Halstead the site will provide an **open, natural**, and **relaxing** space where people from all sections of the **community** can come together to enjoy socialising and shared experiences.”

9.3) Use of the Site

“The Tilton Playing Field will be **open** and **free** to use by all sections of the **community**. Restrictions and rules will only be applied to ensure the site can be enjoyed **safely** and **fairly** by all. The site will provide for and encourage **spontaneous** individual and community activities including **play, exercise**, and **sport**, as well as providing space to **relax** and **socialise**.”

9.4) Management of the Site

Made up of **local volunteers**, the Tilton & Halstead Playing Field Group will oversee the management and maintenance of the site. The group will operate in an **open** and **transparent** manner, maintain strong **communication** links, and will encourage **membership** from all sections of the community. The whole **community** will **share** responsibility for the **wellbeing** and **upkeep** of the site, and will **work together** to maintain and develop it for future generations.”

RECOMMENDATION 19

The Tilton & Halstead Playing Field Group adopts the proposed ‘Community Vision’ which is based on the input and priorities of the residents of Tilton and Halstead.

10.0) Recommendations & Action Plan

The following table includes the recommendations provided throughout this report assessed against the following criteria:

- **Community Priority** – Level of community support / priority identified via consultation.
- **Cost** – Estimated cost of implementation relative to other recommendations proposed.
- **Volunteer Capacity** – Estimated level of volunteer capacity required to implement.
- **Delivery Timescale** – Timescale required to deliver once implementation is commenced.

As the findings of this report are fundamentally based on the views and priorities of the community recommendations have been ranked according to 'Community Priority'.

No.	Recommendation	Community Priority	Cost	Volunteer Capacity	Delivery Timescale
19	The Tilton & Halstead Playing Field Group adopts the proposed 'Community Vision' which is based on the input and priorities of the residents of Tilton and Halsted.	HIGH	NONE	LOW	SHORT
1	Maintain activity to raise awareness of the Playing Field across the Parish, including arrangements for access and use. <ul style="list-style-type: none"> • Regularly update and publicise Playing Field website • Organise ad hoc community activities and events on the Playing Field • Annually disseminate Christmas Cards promoting the site to all households • Utilise other community events and/or communications as a platform to promote and share news about the Playing field 	HIGH	MEDIUM	HIGH	ONGOING
2	Ensure the site is maintained and/or developed to sustain use by existing users across the community by continuing or enhancing provision for; Free play, informal sport, exercise (walking & running), and social activities such as Picnics and BBQ's.	HIGH	LOW	MEDIUM	SHORT
3	Complete remedial grass cutting works and implement ongoing mowing schedule as per Option 2 recommended by the IOG.	HIGH	MEDIUM	LOW	SHORT / ONGOING
4	Source, install, and maintain 1 or more 'Wooden Picnic Tables' on site.	HIGH	MEDIUM	LOW	MEDIUM

No.	Recommendation	Community Priority	Cost	Volunteer Capacity	Delivery Timescale
7	Source and install Litter / Dog Waste Bins on site and implement a regular emptying schedule.	HIGH	MEDIUM	LOW	MEDIUM / ONGOING
14	<p>A policy of restricted access be introduced for a trial period excluding dogs from the site</p> <ul style="list-style-type: none"> At weekends During school holidays Between 3pm and 8pm During public events <p>At other times, dogs may be exercised off their leads subject to being under control and fouling removed</p>	HIGH	LOW	LOW	SHORT
15	The existing policy of operating from dawn to dusk remains in place casual activities are not encouraged after dark. However, a procedure be introduced for approving certain community functions after dark.	HIGH	LOW	LOW	SHORT
17	<p>Plan for an AGM in August 2015 to elect committee members for the next two years.</p> <ul style="list-style-type: none"> Promote the roles of, and the opportunities to become committee members Give consideration to having specific committee positions for young people 	HIGH	LOW	HIGH	SHORT
18	The Parish Council make provision from the local precept for the annual running costs and maintenance of the playing field	HIGH	MEDIUM	LOW	SHORT
5	Explore option to source & install a 'Wooden Sheltered Seating Area' on site.	MEDIUM	HIGH	LOW	LONG
6	Explore options to source & install 'Outdoor Gym Equipment' on site with priority given to provision of a 'Chest Press'; 'Space Walker'; and/or 'Skier'.	MEDIUM	HIGH	LOW	LONG
8	Leave an un-mown margin around the perimeter of the site including sporadic planting of trees and shrubs, as well as mixed wild flowers.	MEDIUM	LOW	MEDIUM	SHORT
10	Create and maintain a raised grassed Dinosaur or Bank as an interactive landscape feature within the site.	MEDIUM	MEDIUM	LOW	MEDIUM

No.	Recommendation	Community Priority	Cost	Volunteer Capacity	Delivery Timescale
11	<p>Following completion of remedial works to the surface of the site (Recommendation 3) source and install either of the following on site:</p> <ul style="list-style-type: none"> • 2 Youth Sized Goal Posts. • A Wooden Kick Wall 	MEDIUM	MEDIUM / HIGH	LOW	MEDIUM
13	Explore options to source & install a wooden trim trail on site with priority given to the provision of items similar to a 'Rope Bridge', 'Log Climber', Tyre Hopscotch' and a 'Rope Tunnel'	MEDIUM	HIGH	LOW	LONG
9	If the site is to be open after dark, consider the provision of low level lighting around or throughout the Playing Field.	LOW	HIGH	LOW	LONG
12	If 'Marked Out Sports Pitches' are provided, Option 3 as proposed by the IOG (Appendix 2) should be progressed to ensure a safe and functional playing surface is developed and maintained on site.	LOW	HIGH	MEDIUM	LONG
16	<p>Encourage increased ordinary membership of the Playing Field Group.</p> <ul style="list-style-type: none"> • Consider renaming ordinary members as "Friends of" to foster a less formal approach • Maintain a register of these members to ensure good communication 	LOW	LOW	MEDIUM	LOW