



*Bolton Exchange Celebrates 5th Birthday*

### FREE Parish Profile Reports

Parish Profile Reports are now available on the ACT website: [www.cumbriaaction.org.uk/ResourcesPublications/ParishProfiles](http://www.cumbriaaction.org.uk/ResourcesPublications/ParishProfiles). See page 8 for more information.

### County Budget Consultation

Cumbria County Council is consulting on budget savings proposals: [www.cumbria.gov.uk/ourfuture](http://www.cumbria.gov.uk/ourfuture)  
Events are also being held in local areas: [www.cumbria.gov.uk/budgetconsultation/publicmeetingevents.asp](http://www.cumbria.gov.uk/budgetconsultation/publicmeetingevents.asp)



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## What's inside this issue:



### Community Led Planning & Development

- ❖ Grant supports community lunches in Skirwith
- ❖ Final call for Health and Wellbeing projects
- ❖ Community Led Planning in Cumbria



### Community Buildings

- ❖ Community buildings benefit from sharing ideas
- ❖ Maintaining portable electric appliances
- ❖ ACRE loan fund & village hall essential reading
- ❖ Updated Village Hall information sheets



**ACT** - Project Updates & Upcoming Events



**ACRE Headlines** - Articles from ACRE's website



**Other News** - New programmes, events, funding

## Save the Date:

**Introduction to  
Community Led Plans**  
Wednesday 11 December  
ACT offices, Penrith

**Community Buildings Event**  
Thursday 13 February 2014  
Dalston Victory Hall

**Community Led Planning  
from Start to Finish**  
February 2014 - date TBC  
Calderbridge Village Hall (nr. Gosforth)

**Community Buildings Event**  
Wednesday 30 April 2014  
Thornthwaite-cum-Braithwaite Victory  
Memorial Hall (nr. Keswick)

*Contact Dani at ACT to book a place  
Tel: 01768 840827*

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## Message from Lorraine, ACT Chief Executive



Hi All,

Firstly I would like to congratulate Bolton Exchange who recently celebrated their 5th birthday. Community Exchanges are regular community-led events which bring people together, provide services and information, and reduce social isolation.

More information, including a video interview with volunteers at Bolton can be found on the ACT website: [www.cumbriaaction.org.uk/ResourcesPublications/ToolkitsWorkbooks](http://www.cumbriaaction.org.uk/ResourcesPublications/ToolkitsWorkbooks)

I'm currently working on an Asset Based Community Development (ABCD) approach with the Neighbourhood Care Independence partnership. ABCD proposes that when addressing an issue we should always start with the positives and the potential solutions, rather than the negatives.

For example, you've found a leak in the roof of the village hall:

- Is there anyone on the committee who can fix it? Remember trustees can now be paid for additional work. More information here: [www.charitycommission.gov.uk/frequently-asked-questions/faqs-about-running-a-charity/about-trustees/](http://www.charitycommission.gov.uk/frequently-asked-questions/faqs-about-running-a-charity/about-trustees/)
- Has the hall committee got the funds to pay for a repair? E.g. a capital fund set aside for such circumstances.
- Is it possible to involve the playgroup / WI or other group who use the hall to fundraise?
- Is this an opportunity to rally local people to support the hall for a sustainable future?
- Is this an opportunity to carry out wider refurbishment works to make the building more fit for purpose, reduce running costs, and potentially increase income?

- Or is this the opportunity to consider whether the hall is still needed by the community and if not, could the building / land have an alternate future as low cost local housing etc?

Recognising local assets, and building on them, is how rural communities keep going and provide for some of their basic needs. Doing this can lead to solutions such as: community transport; village communications e.g. website, notice boards; local oil buying groups; community exchanges; and yes, the village hall with the leaking roof!

The ABCD approach has reminded me that it can be easy to focus on the negatives, and forget that rural communities are some of the best providers of voluntary care, support, and initiatives for local residents. We need to celebrate this, and focus on the immense amount of positive activity that goes on to support sustainable rural communities.

For more information about the Neighbourhood Care Initiative visit: [www.cumbria.gov.uk/communityneighbourhoodcare](http://www.cumbria.gov.uk/communityneighbourhoodcare).

We held the first of our Community Buildings events in October with volunteers from seven halls across the county attending (see page 6). We received very positive feedback and will be holding the next event at Dalston Victory Hall on 13th February from 4pm - 8pm. Contact us for more information.

*'Tis the season to be jolly!*

For many of us 2013 has been a challenging year. I hope you all have a jolly time however you chose to spend the Christmas break and we look forward to working with you in 2014.

Why don't you treat yourself to an 'I'm supporting ACT' window sticker and sign up as a free ACT Supporter? Visit our website for more information: [www.cumbriaaction.org.uk](http://www.cumbriaaction.org.uk)



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## Grant supports Community Lunches in Skirwith

Skirwith Village Hall has been awarded £10,000 from a Community Health and Wellbeing grant fund to improve their kitchen facilities and support their regular community lunches.

The programme offers development support and grants for community-led health and wellbeing projects across Eden and in the Keswick area, and is delivered by ACTion with Communities in Cumbria, in partnership with Cumbria Community Foundation.

Residents and visitors, young and old, come together for a community lunch on the first Tuesday of the month at the village hall where they can enjoy a variety of homemade soups and cakes. Jacqui Thone, community lunch volunteer, said “we were asked to provide a soup lunch for an energy awareness day held at the village hall in 2011 and I suggested we continued it as a regular community event. It’s extremely popular, particularly through the winter. I enjoy helping out with the lunches, getting to know my neighbours and doing something for the community.”

Kathryn Thompson, village hall secretary explained what difference the grant will make “We have been concerned that the current village hall kitchen is small, outdated and doesn’t have adequate facilities. Now the community lunches are established and growing in popularity, the need for a new and improved kitchen is greater than ever.

“We already had £2,000 from the Cumbria County Council Members Divisional Capital Grants Fund, and both the parish council and village hall committee have also contributed. The £10,000 Community Health and Wellbeing grant means we can now begin work on getting the new kitchen

“Everyone is welcome; we’ve had visitors ranging from three weeks old right through to those in their eighties. This summer we have had three new young families move into the village and the community lunches have been a great opportunity for them to meet other residents.

“It also provides an opportunity for people to plan for other events and activities in the village. For example, we recently worked with a charity to provide prostate cancer blood testing to 40 men from the local area in the informal setting of the village hall. The community lunches have been great at encouraging new volunteers, even if they don’t want to be the committee, there are plenty of opportunities for people to get involved.”

Gudren Ravetz who goes to the community lunches with her 1 year old son Leo said “we love it. The food is really good value and it’s a great place to come and meet other people from the village and get to know them.”

With over £149,000 distributed from the Community Health and Wellbeing grant fund so far, the programme’s funders, Cumbria County Council Adult Social Care and Cumbria Clinical Commissioning Group, are looking for more innovative ways to improve people’s health and help them to feel supported in their communities.

ACT’s Julia Wilson said “we would encourage any groups with ideas for projects which are community-led, sustainable, bring people together and improve their health and wellbeing, to contact us. The next application deadline is 31st December.”

*Photo: (L-R) Jacqui Thone, Vera Stockdale, Laura Wilson, Kathryn Thompson, Joan Tinkler.*



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## Final Call for Health and Wellbeing projects

On page 3 of this issue of the Gazette we take a look at the community lunches in Skirwith which has received funding from the Community Health and Wellbeing Programme. This two year programme of grant funding and support for community-led projects that improve health and well-being in the Eden and Keswick areas is drawing to a close.

There are just two more grant rounds for the fund with closing dates for applications on 31st December 2013 and 11th March 2014.

If you've got a project idea which could meet one or more of the following outcomes please let us know and we can help you to develop your idea and to put together an application.

- Increased community participation and connection.
- Increased skills and understanding for health and wellbeing and resilience.
- Reduced isolation and need to travel.
- More community-led health and wellbeing projects.
- Reduced reliance on core services and traditional providers.
- Direct provision of outreach health services such as health checks and vaccinations.

For more information please contact Julia Wilson (see back page for details) or visit: <http://www.cumbriaaction.org.uk/WhatWeDo/CommunityHealthandWellbeingProject.aspx>

The Community Health and Well-being grant fund is administered by Cumbria Community Foundation with ACT providing support to applicants and helping successful projects monitor their work. This is funded by Cumbria County Council Adult Social Care and Cumbria Clinical Commissioning Group.



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## Community Led Planning in Cumbria

### Newly Completed Plans:

#### Carlisle

- Scaleby Community Led Plan 2013

#### South Lakeland

- Lower Allithwaite Community Led Plan 2013
- Claife Community Plan 2013

### Newly Started Plans:

#### Eden

- Ousby

Many communities are working on producing new Community Led Plans and revising existing ones. Contact us at ACT to find out what's happening in your area.

### Funding

Thanks to funding from South Lakeland District Council, Community Led Plan Groups in the district are now able to access grants of up to £1,500 to support the production of their plan. Please contact Julia Wilson at ACT to find out how.

Eden District Council has also contributed to a grant fund for Community Led Planning in Eden District. Communities will be able to apply for up to £500. In other areas, ACT still has grants of up to £500 available to help produce a Community Led Plan. Contact us at ACT for more information (see back page for details).

### Want to see other completed Plans?

Search by district on our website to read all completed plans in Cumbria. Also access our free guidance and resources:

[www.cumbriaaction.org.uk/what\\_we\\_do/community\\_plans](http://www.cumbriaaction.org.uk/what_we_do/community_plans)



## Community Buildings



### Community Buildings benefit from sharing ideas

Volunteers from Community Buildings across Cumbria enjoyed a recent training event held by ACT in Penrith.

The event was organised by ACT following a survey with community buildings committees earlier this year asking what key areas of support they needed to be effective. This includes support with: budgeting, working with committees, involving new people, and sharing ideas.

Lorraine Smyth, ACT Chief Executive, said "The volunteers running community buildings have a wealth of ideas and experience; we want to provide them with an opportunity to share this with each other. We at ACT can also support them with the legalities, regulations, and challenges which they face.

"The event provided one to one support with ACT Development Officers, workshops, case studies and networking opportunities. Those attending said it was 'very worthwhile' and 'provided new information and advice'. We will be looking at all feedback from the event to help plan the next one in Dalston next year."

The event included a video case study about Lamplugh Village Hall and their increasingly successful community film nights. This and other video case studies and interviews can be found on the ACT website here:

[www.cumbriaaction.org.uk/  
ResourcesPublications/CaseStudies](http://www.cumbriaaction.org.uk/ResourcesPublications/CaseStudies)

This was followed by a workshop about budgeting and making ends meet, where participants shared their experience of their different community fundraising activities.

One idea everyone agreed on was to try to put the 'fun' back into organising community events and to remember it's not just for the money; it's also about the community doing things together.

Volunteers from community buildings in South Lakeland, Allerdale, Eden and Copeland attended the event with one participant commenting "It's always useful to hear others views, we have clarified several concerns and picked up lots of ideas. For us the event could have been longer!"

See page 6 for more information about the next Community buildings event on the 13<sup>th</sup> February at Dalston Victory Hall.

### Maintaining portable electrical appliances in low-risk environments



It's a **myth** that all portable electrical appliances in a low-risk environment, such as an office, need to have a portable appliance test (PAT) every year. The law simply requires that electrical equipment is maintained in order to prevent danger - it doesn't state what needs to be done or how often.

A revised Health and Safety Executive (HSE) leaflet explains the simple and sensible precautions that need to be taken to prevent danger from portable or movable electrical equipment in low-risk environments such as community buildings, offices and shops. It also provides examples to help you decide what you need to do to maintain portable appliances.

Read the leaflet online here:  
[www.hse.gov.uk/pubns/indg236.pdf](http://www.hse.gov.uk/pubns/indg236.pdf)



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## Community Buildings



### Essential reading for village hall volunteers

The following updated documents, produced by ACRE, are available on request from ACT (see back page for contact details).

ACRE is grateful to Jonathan Dawson, Solicitor, for his input and support in producing the model documents.

- **Transfer of Freehold Land and Trust Deed**
- **Lease of Land and Trust Deed**

Both of the above would be used by groups setting up a new hall charity, they are approved by the Charity Commission and groups registering a hall charity using one of these documents are likely to go through more smoothly and possibly quicker. They will become unincorporated trusts.

- **Articles of Association for a Village Hall**  
If a hall charity wants to become incorporated (i.e. a charitable company limited by guarantee) it can use this model Articles of Association for a Village Hall.

- **CIO Constitution**

It could choose to become a Charitable Incorporated Organisation (CIO) and use this Charity Commission approved constitution.

- **Hiring Agreement**

This should be used by all halls as it is the contract between the hall charity and the hirers of the hall. It safeguards both parties as it sets out what can and can't be done, what licences are held by the hall and how certain issues should be dealt with such as fire or accident.

- **Preliminary Declaration of Trust**

This can be used by groups fundraising to build a hall. It safeguards the funds and sets out what should be done, for instance, with the funds if the group doesn't reach their target and the hall is not built.

- **Occupational Licence**

This is for a hall charity to use if they want to let space for a year or so that is not used for charity purposes to another group. For instance if a group want to set up a community shop, post office or nursery in an unused room. Using a Licence means that security of tenure of charity land and property is not being given to a commercial organisation.



### The Marketplace

Due to office reorganisation ACT has the following equipment surplus to requirements.

#### Available for small donation

- Filing Cabinets  
(range of sizes, collection only)

Please contact us for more information.

Tel: 01768 840827

Email: [info@cumbriaaction.org.uk](mailto:info@cumbriaaction.org.uk)

### ACT Community Buildings Event

Dalston Victory Hall

Thursday 13th February 2014

4pm - 8pm

Community Buildings from across the county are welcome to attend. The event will include a mixture of presentations, workshops, networking, and sharing good practice:

To book a place, please contact Dani Hudson at ACT on Tel: 01768 840827 or Email: [info@cumbriaaction.org.uk](mailto:info@cumbriaaction.org.uk)



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## Community Buildings



### Rural Community Buildings Loan Fund

More than 60 village halls have undergone facelifts over the past five years thanks to a unique loan fund managed by ACRE (Action with Communities in Rural England).

The Rural Community Buildings Loan Fund, which is overseen by the Department for Environment and Rural Affairs (Defra), began life in the 1930s to fund new village halls. Today, it plays a crucial role in enabling building, renovation and refurbishment work for a range of community buildings across rural England.

Village halls apply to ACRE for a share of the £700,000 funding pot for a wide range of projects, from urgent repairs to a roof, to a completely new building.

ACRE manages around 40 live loans at any one time and makes between 10 and 14 new loans each year, at an average of £15,000. Currently, £423,000 is out on loan, with a further £98,000 committed to new borrowers and £123,000 in applications pending.

ACRE's Rural Community Buildings Officer Deborah Clarke said: "The investment by Government in a loan fund represents exceptional value for money. It encourages members of the community to raise funds, knowing a loan could be available to help them achieve their target and secure funding from other sources."

The interest charge on the loan is returned to the Government, but capital is put back into the fund to support other community buildings. Deborah added: "Most loans are paid off before the end of their term or even before the end of the project."

"This is often due to consistent fundraising, drawing down a grant or even a rise in income due to the improvements that the loan has enabled."

"Quite often, these refurbishments would not go ahead without the Rural Community Buildings Loan Fund. It has proved invaluable to small village hall charities across England. We believe the scope of the fund could be extended to help other small rural organisations who have secured grant funding but need that extra bit of financial support."

ACRE has produced a short report on the fund's activities in 2013, including case studies from Cumbria, Surrey, and Worcestershire. For more information about the fund and the report go to: [www.acre.org.uk/our-work/community-assets/rural-community-building-loan-fund](http://www.acre.org.uk/our-work/community-assets/rural-community-building-loan-fund)

### Updated Village Hall Information Sheets

ACRE has updated five of the current 42 Village Hall Information Sheets:

- **Village halls and car parks**
- **Trustee liability and indemnity insurance**
- **Village halls and incorporation**
- **Village halls, governing documents and title deeds**

Electronic copies of these and other ACRE information sheets are available to village halls and community buildings on request from ACT.

For a full list of the 42 information sheets available, plus model documents and toolkits, please contact ACT (see back page for details).

ACRE is grateful to Jonathan Dawson, Solicitor, for his generous help and support in producing this guidance.



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## User friendly data for rural communities

### Parish Profiles

We all know how important it is to have an evidence base when we are trying to prove a need and get a project off the ground. ACT is pleased to be able to offer free, user friendly data specifically tailored for rural communities.

Oxford Consultants on Social Inclusion (OCSI) and Action with Communities in Rural England (ACRE) have produced the parish level reports using up to date quantitative data such as the 2011 census.

The October 2013 Parish Profiles are now available to download free from the ACT website here: [www.cumbriaaction.org.uk/ResourcesPublications/ParishProfiles](http://www.cumbriaaction.org.uk/ResourcesPublications/ParishProfiles)

These comprehensive Parish Profiles provide over 40 pages of detailed information under eight key themes, based on the key characteristics required for a sustainable community:

- Social and Cultural
- Equity and Prosperity
- Economy
- Housing and the Built Environment
- Transport and Connectivity
- Services
- Environmental
- Governance

Please note, due to the data available, it is not possible to produce separate reports for some smaller parishes. The data for these has been incorporated with that of a neighbouring parish. Where this has occurred, we have indicated which parishes are affected on our website.

If you need information at a larger scale please do contact us as we may be able to assist. This will be a fee based service.

### State of Rural Cumbria Report 2013

ACT has collated and analysed data from the Parish Profiles to produce a 'State of Rural Cumbria Report' for 2013.

The report, to be launched in December, profiles six key areas of concern, picking up on the diversity of rural Cumbrian communities:

- Ageing population
- Reducing younger population
- Social isolation
- Disadvantage
- Health
- Rural living

ACT will use the information in the State of Rural Cumbria Report to influence and lobby policy makers, and to provide positive examples (case studies) of the difference communities can make when they work together on these issues.

### Opportunity to feature your community

Would you like us to feature your community in a future edition?

In each of our 2014 issues of the ACT Gazette we will be focusing on one of the issues listed above. We will look at the opportunities and challenges suggested by the data, and propose partners and projects which could make a difference in your community.

We would like to cover a range of different types of community. If you would like your community to be featured on one of these issues please contact us Tel: 01768 840827 or Email: [info@cumbriaaction.org.uk](mailto:info@cumbriaaction.org.uk) by the 20<sup>th</sup> January 2014.

### Cumbria Observatory website

You can also access a lot of statistical information about your parish on the Cumbria Observatory website here:

[www.cumbriaobservatory.org.uk/](http://www.cumbriaobservatory.org.uk/)



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### Community Energy Champions Pilot

ACT is working with a range of communities to pilot a Community Energy Champions Toolkit and develop plans for community-led solutions to fuel poverty.

The Community Energy Champions Toolkit, written by National Energy Action (NEA), is a guide to support the development and delivery of Energy Champions Networks, to promote energy efficiency and wellbeing, creating more efficient, environmentally friendly, and socially just communities. The toolkit suggests ways of up-skilling, supporting and retaining local Energy Champions to address local energy related issues.

ACT is working with volunteer Energy Champions from a range of communities to plan for how to provide appropriate energy solutions locally. ACT will support these Energy Champions to use the toolkit, and other resources, to identify local energy needs, the potential activity to address these needs, and where to access additional information and support needed.

For more information, please contact Hellen Aitken at ACT (see back page for details).

Pilot Energy Champion Communities

- Claife (South Lakeland)
- Sustainable Brampton (Carlisle district)
- Alston (Eden)



NEA Energy Champions Toolkit:  
[www.nea.org.uk/see-us-in-action/calor-free-programme/free-toolkit](http://www.nea.org.uk/see-us-in-action/calor-free-programme/free-toolkit)

### Introduction to Community Led Plans

**Wednesday 11 December**  
**6.30pm - 8pm**

**ACT Offices, The Old Stables**  
**Redhills, Penrith CA11 0DT**

Community Led Plans are also known as Parish Plans, Community Plans, and Village Plans. This free training is for anyone who want to know more about them.

The training will cover:

- What is a Community Led Plan
- The benefits for communities and local authorities
- Getting started with a Community Led Plan
- Support and advice available
- How they fit with Neighbourhood Plans

For further details please contact Julia Wilson  
 Tel: 01768 869524 or  
 Email: [juliawilson@cumbriaaction.org.uk](mailto:juliawilson@cumbriaaction.org.uk)

### Community Emergency Planning

ACT is working with the Sustain Eden lottery funded programme, supporting identified communities in Eden to build resilience and prepare for the potential impact of extreme weather events.

Communities are being encouraged to plan for extreme weather events to assist them to:

- Be better prepared for an event
- Be able to meet the community's needs before rescue services can arrive
- Recover more quickly and effectively after an event

The project builds on our previous Community Emergency Planning and Community Led Planning work across Cumbria. Contact us for more information (see back page for details).



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A selection of headline articles taken from the ACRE website: [www.acre.org.uk](http://www.acre.org.uk)

## Community Sport Activation Fund

The Community Sport Activation Fund is a £40 million Lottery funding programme to provide grassroots activity at a very local level.

The projects expected to be funded include informal activities that could lead to regular participation, multi-sport activities which provide people with a range of choices and opportunities to suit them and local activator roles that focus on directly organising and delivering new opportunities for participation.

Projects can be up to three years with grants from £50,000 to £250,000. Round three opens on 11 November until 13 January 2014. Further details on the Sport England website: [www.sportengland.org/funding/our-different-funds/community-sport-activation-fund](http://www.sportengland.org/funding/our-different-funds/community-sport-activation-fund)

## Calor compiles new fuel poverty briefing

Calor had published issue 1 of its Fuel Poverty Briefing in conjunction with NEA: Action for Warm Homes. The first packed edition includes: information on the Government's new fuel poverty definition and the reduction that it has led to of the number of people officially recorded as in fuel poverty; the Big Energy Saving Network; ECO and Green Deal; and ACRE's recently published Community Guides on fuel poverty and energy: [www.acre.org.uk/Resources/Community+Guides/index.htm](http://www.acre.org.uk/Resources/Community+Guides/index.htm)

You can find a link to the new briefing on ACRE's website: [www.acre.org.uk/Resources/ACRE/Documents/Calor%20Policy%20Briefing%20October%202013.pdf](http://www.acre.org.uk/Resources/ACRE/Documents/Calor%20Policy%20Briefing%20October%202013.pdf)

## Changes to Neighbourhood Planning support from Locality

Due to the high demand for its Neighbourhood Planning support, Locality is narrowing the criteria for groups it is able to help. Therefore, as of 14 October, Locality can only accept applications for direct support from groups which have an officially designated neighbourhood area; AND are a designated neighbourhood forum.

The reasons for the changes are that Locality is supporting a large number of groups at the early stages of the process and needs to ensure the ability to help groups in the middle or final stages.

They are also already working with a lot of parish and town councils and need to support neighbourhood forums, as these have been under-represented in the receipt of direct support so far. Further information on Locality's website: [mycommunityrights.org.uk/neighbourhood-planning](http://mycommunityrights.org.uk/neighbourhood-planning)

## Passenger transport in isolated communities - evidence

The Parliament website has published all the written submissions received last summer on its call for evidence on passenger transport in isolated communities.

ACRE and several of our members submitted evidence alongside other bodies including national bodies like CPRE, Hastoe Housing Group and the Community Transport Association and county and parish councils.

Read more on the Parliament website: [tinyurl.com/passenger-transport-evidence](http://tinyurl.com/passenger-transport-evidence)



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## Spurious Village Green applications ended

Changes announced by Defra means it will no longer be possible to block local development by making spurious village green applications.

Loopholes in the system have been abused by people looking to stop local development. As well as having a negative effect on the rural economy and reducing the value of land – often by over 90% – it reduced the availability of rural homes, facilities and hospitals across the country.

From now on, applications relating to land which is regularly used for local recreation will have to be made within a year of the land's use, rather than two. Similarly, landowners will be encouraged to allow local communities to make use of their land, as they will be able to protect it being registered as a village green through new landowner statements.

Last April, the government took the first step in reducing village green abuses, by closing a loophole that made it possible to submit applications on land which had already been earmarked for development. Further information here: [www.gov.uk/government/news/new-measures-to-increase-rural-home-building](http://www.gov.uk/government/news/new-measures-to-increase-rural-home-building)

## DCLG guide to the community Rights: You've got the power

The Department for Communities and Local Government has compiled a guide to the various Community Rights called 'You've Got the Power'.

The government has given legal powers and new opportunities to preserve what they like and change what they don't like about the city, town or village they live in.

Whether they want to stop the local shop closing, get more homes built, or improve local public services, this guide aims to point communities in the right direction.

It also gives just a few examples of the thousands of people, in hundreds of communities, who are already using their rights to make changes for the better where they live.

There have been over a thousand uses of Community Rights during their first year.

The new guide is available here: [www.gov.uk/government/publications/youve-got-the-power-a-quick-and-simple-guide-to-community-rights](http://www.gov.uk/government/publications/youve-got-the-power-a-quick-and-simple-guide-to-community-rights)

## Free trees from Woodland Trust

As is has before, the Woodland Trust is offering community groups, youth groups and schools the chance to apply for packs of free trees for delivery in March 2014. Applications are being accepted up until 9 January next year.

Whether groups are interested in helping wildlife; creating a faith, or inter-faith, green space; planting for remembrance, creating a community garden or allotment; or just want to enhance their local area - any community groups are very welcome to apply for free packs of saplings.

They have over 3,000 packs to give away in spring and they come in three sizes:

- 30 saplings - 105 saplings - 420 saplings

And in various themes:

- Hedge - Copse, - Wildlife,  
- Wild harvest - Wild wood - Wetland  
- Working wood - Year-round colour

Find out more and how to apply from the Woodland Trust: [www.woodlandtrust.org.uk/plant-trees/in-your-community](http://www.woodlandtrust.org.uk/plant-trees/in-your-community)



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## Charity Commission warning on filing annual documents

The Charity Commission has advised that all charities should make sure they file their annual documents on time as failure to submit required annual documents to the Commission is a criminal offence. The Commission says that it also amounts to mismanagement and/or misconduct in the administration of a charity and is often associated with wider mismanagement and poor governance.

Read the full press release here: [tinyurl.com/cc-annual-report-inquiry](http://tinyurl.com/cc-annual-report-inquiry)

## What does my charity have to send to the commission?

**Registered charities with annual income under £10,000:** You are required to tell the Commission the charity's income and expenditure and any changes to your charity's details e.g. contact details or trustees. You can use the annual return form to do this.

**Income over £10,000:** By law you must complete an annual return form every year.

**Income over £25,000:** Must provide a copy of your charity's accounts as a PDF file when you complete your annual return. Your accounts must include:

- Formal statement of accounts
- Trustees' annual report
- Required level of external verification (e.g. an audit or independent examination)

You must submit your annual return/accounts (where applicable) no later than 10 months after your charity's financial year ends.

Visit the Charity Commission website for more information: [tinyurl.com/faq-charity-info-required](http://tinyurl.com/faq-charity-info-required)



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## Annual return consultation results published

The Charity Commission has published results of the consultation on proposed changes to the annual return and changes to the information displayed on the register of charities.

The changes include a number of **new questions that charities will be required to answer in the annual return for 2014**. In addition, the Commission will publish information of interest to the public which it already holds, or which is held by others, on the online register of charities.

The new form and guidance to support charities in completing their annual return will be available in January 2014. For more information go to: [tinyurl.com/ccconsultation-annualreturns](http://tinyurl.com/ccconsultation-annualreturns)

## DIRECTORY OF SOCIAL CHANGE

### Accounts count

The latest research from the Directory of Social Change (DSC) warns that filing accounts late with the Charity Commission can affect your funding bids.

DCS asked funders whether they check the Charity Commission website for information on registered charities who have made applications. Groups whose accounts arrive late are highlighted on its website by adding a red border to their entry.

Over half the funders said they checked the Charity Commission records. Of those, 17% would immediately reject applications from charities which had not submitted their accounts on time, whilst others would contact applicants for an explanation.

Read the 2 page report here: [www.dsc.org.uk/PolicyandResearch/News/AccountsCount](http://www.dsc.org.uk/PolicyandResearch/News/AccountsCount)



The Heritage Lottery Fund is the largest dedicated funder of the UK's heritage; we have roughly £375 million a year available for heritage projects.

There are a lot of misconceptions about our funding: people often think that we only fund organisations such as museums, galleries and libraries. People often also think that we only fund work looking at 'big' heritage: kings, queens, famous battles, key historical events, important manuscripts, historical buildings etc. We do, but also fund so much more.

Our view of heritage is wide. So as well as this 'big' history we also want to shine a light on the lesser known stories and events, the day to day experiences that tell the story of the diverse communities that make up the UK.

#### **Case study:**

Residents of the Salterbeck estate (Workington) are researching and learning about the origins of their community. They will visit local archives, trace their family trees and gather stories about the creation of the estate. Their learning will be shared more widely via a community exhibition, a DVD and booklet, and a celebration event.

We know that in many areas traditional customs and skills are being lost and so we fund projects which record and celebrate these and share them with younger generations.

#### **Case study:**

The Fell Pony Breeders Association ran a project celebrating the tradition of raising fell ponies, an important part of Cumbria's cultural and rural heritage. Breeders and their families shared their knowledge through the recording of oral histories and a documentary film was created. Children learned about this local tradition through work in schools, and some met a fell pony for the first time in their school playground!

We also see our heritage as the natural world around us: we fund projects which conserve traditional habitats and help people learn about them, for example, or protect species that are endangered. We also fund projects helping communities learn about the wildlife on their doorstep: school children learning about the types of birds which migrate to and from their community, perhaps.

We can offer funding which helps communities look after the buildings and assets they cherish, churches that are in urgent need of repairs, perhaps, or heritage buildings that are in poor condition.

#### **Case Study:**

The 19<sup>th</sup>-century bells at St James the Great Church, the only set for full-circle ringing in Barrow, are ringing out again after major restoration. A team of newly trained bell-ringers are helping to keep the long-standing tradition alive.

Some parts of Cumbria have received fewer grants from HLF than other areas in the North West. We have identified parts of the west coast, between Maryport in the north and Barrow in the south, where we are now working to encourage more applications.

- Does your group work with people in this area?
- Do you have an idea for a heritage project?
- Would you like to run a project that could help bring your community together and create local pride?

Whichever aspect of the heritage you would like to explore, we want to hear from you. Maya Sharma is the Development Officer working closely with community groups and partners in the area.

Maya can attend events and offers advice sessions. She can meet you in your local area and advise on your project idea. Call Maya on 0161 200 8482 or [maya.sharma@hlf.org.uk](mailto:maya.sharma@hlf.org.uk)



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## Training, Events, Services 2013/14

Cumbria CVS provides a range of training and learning opportunities for staff, trustees and volunteers. The 2013/14 training programme will cover topics such as: Lone Working, HR, Assertiveness, Adult Protection, Food Hygiene, Listening Skills, Funding, Finance, Advanced Volunteer Management, and Governance.

Events in 2013-14 will include: Funding Fairs, Local Forums and Networks.

Services on offer to organisations include:

- Development support for your organisation
- Bespoke training
- DBS Disclosures (standard / enhanced)
- HR and Health & Safety support
- Financial services (independent examination of accounts, accounts management, payroll)
- Office / meeting / training space and ICT equipment hire

More information at: [www.cumbriacvs.org.uk](http://www.cumbriacvs.org.uk) or contact Tel: 01768 800350, Email: [info@cumbriacvs.org.uk](mailto:info@cumbriacvs.org.uk)

### NCI Small Grants Programme



Community groups in South Lakeland and Barrow are being encouraged to apply for a Neighbourhood Care Independence (NCI) grant of up to £500. Eligible groups need to be providing services for:

- Adults over 65
- Some vulnerable adults under 65
- People that require services or support to help them remain independent at home

Also eligible are volunteer-led groups such as luncheon clubs, 'coffee and crack' groups etc, who want to reach more people in their community by extending services, training current and recruiting new volunteers.

Contact Andrew Bass, Cumbria CVS Barrow & South Lakes on Tel: 01229 813497 Email: [andrewb@cumbriacvs.org.uk](mailto:andrewb@cumbriacvs.org.uk)



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## Free Energy Saving Advice to Help Lower Fuel Bills

Cumbria Action for Sustainability (CAfS) are running four free Fuel Bill Advice Sessions across the Eden area to help residents reduce their ever-increasing household energy costs, particularly residents at risk of being in fuel poverty.

- Penrith Library: 4 December, 10am-1pm
- Penrith Library: 10 December, 10am-1pm
- Kirkby Stephen Local Links: 6 December, 10am-12.30pm
- Appleby Library: 13 December 10am-12noon

The sessions aim to offer advice on ways to save energy and get a warmer home, including a tariff check to see if there is a saving to be made on fuel bills.

The sessions will be run by CAfS Project Manager, Andrew Northcott, who has a wealth of experience in energy saving in the home.



Andrew said "*Winter's now here and it has been much colder recently. With fuel prices increasing there's no time like now to make your home warmer, and save on your fuel bills. Our energy tariff check means customers are not paying more than they could be. Just remember to bring along a recent fuel bill or two.*"

Further details at: [www.cafs.org.uk/events](http://www.cafs.org.uk/events) or contact us on Tel: 01768 210 276.

The Cold to Cosy Homes project is part of CAfS Sustain Eden programme funded by the Big Lottery. CAfS is an independent charity and is not promoting any particular energy company. Those taking advice are under no obligation at all to switch tariff or energy company.



**community neighbours**  
A volunteer project

## Community Neighbours

Community Neighbours is run by Carlisle City Council and provides a range of opportunities designed to improve quality of life, reduce isolation and loneliness and keep older people independent and active for as long as possible in the communities they helped create.

We believe that keeping active and enjoying life more leads to better physical and mental health, which helps older people deal with problems and keeps them living in their own homes for as long as possible.

Elderly people are referred to the project by adult social care. If you are already supporting someone you can both join the project. We then link that person with a local volunteer. We do not provide personal care or help with domestic chores.

### Role of the Volunteer:

Community Neighbours will cover a number of activities:

- Companionship
- Shopping and running small errands
- Transport
- Accompanied walks
- Help with correspondence
- Dog walking
- Supporting people to access social & leisure activities

All volunteers will be required to provide references and Disclosure and Barring Service checks.

For further information contact Paul Caine Community Neighbours Coordinator at Carlisle City Council on Tel: 01228 817125



community  
neighbours  
improving lives



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## County Council Community Grants

The County Council's Area Support Teams manage a range of grant funds that are used to invest in communities to bring about a positive and lasting change for the benefit of the whole community.

Applications for funding are welcomed from voluntary and not for profit groups who are involved in community projects or initiatives.

Funded through the County Council's Six Local Committees, grant funding is split into three funds:

### • Community Grants

Small grants of usually around £1,000 to £1,500 or less to contribute towards the set up of new community initiatives or the purchase of new equipment or refurbishment costs for existing groups.

### • 0 – 19 Youth Grants

To support projects and initiatives that have a child or youth focus.

### • Local Member Scheme Grants

Funding at the discretion of your local county councillor for community based initiatives or improvement works within the councillor's electoral division.

Each county councillor has £10,000 to award on one or a number of projects. If you have ideas about how your county councillor should spend their LMS funding please get in touch.

For further information about funding for community groups contact your local Area Support Team. Contact details, application forms and our funding criteria are available at: [www.cumbria.gov.uk/communitygrants](http://www.cumbria.gov.uk/communitygrants)



## Contact us:



### If your project or community group is in Barrow, Copeland, or South Lakeland contact:

Julia Wilson - Project Team Manager

Tel: 01768 869524

Email: [juliawilson@cumbriaaction.org.uk](mailto:juliawilson@cumbriaaction.org.uk)

### If your project or community group is in Allerdale, Carlisle, or Eden contact:

Hellen Aitken - Development Officer

Tel: 01768 869520

Email: [hellenaitken@cumbriaaction.org.uk](mailto:hellenaitken@cumbriaaction.org.uk)

### If you would like to speak to Lorraine Smyth, ACT Chief Executive, or have an urgent enquiry please contact ACT reception on:

Tel: 01768 840827

Fax: 01768 867972

Email: [info@cumbriaaction.org.uk](mailto:info@cumbriaaction.org.uk)

### We want your news and views!

- Do you want to celebrate your community's success?
- Could your story be a useful case study to help others with similar projects?
- Would you like to advertise in the ACT Gazette?

If so, we would like to hear from you. Please contact us on the details above.

### This newsletter, and previous editions can be downloaded from the ACT website:

[www.cumbriaaction.org.uk](http://www.cumbriaaction.org.uk)

## ACTion with communities in cumbria

champions community and rural issues



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