

Clerk

From: Brian Belcher
Sent: 12 September 2024 14:36
To: Clerk
Cc: Charlotte Fitzgerald
Subject: Request for CIL grant funds | Cranleigh Arts
Attachments: Cranleigh Arts - financial overview.pdf; Cranleigh Arts - new equipment needed.pdf; Cranleigh Arts Centre-2023 Unaudited Accounts (1).pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Beverley,

Further to our meeting last month and your subsequent guidance, I am submitting here an informal request for CIL grant funds, as you asked, for the Parish Council's consideration.

As you know, the Arts Centre has an auditorium which is used for a range of purposes including talks, plays, theatre productions, films and music concerts. Within the auditorium we have a large range of electronic equipment used to enable the above mentioned activities to be presented to the public.

Some of this essential equipment is nearing the end of its useful life and needs to be replaced. The schedule attached describes in detail what each piece of equipment is that we need to purchase. And, as you requested and will see, we have obtained two quotes for each item listed.

I also attach a financial overview showing our trading position over the last few years - in the last column, you will see our trading position for our current financial year (April to following year March) to date. I have also attached a copy of our formal accounts for the year ending 31 March 2023 (filed with Companies House and the Charity Commission). Our accounts for the year ended 31 March 2024 are being reviewed by our Examiner now. These will hopefully be finalised in the near future and, as soon as they became available to me, I will send you a copy.

You were kind enough to tell me that the Parish Council will not know if you are to receive a Community Interest Levy grant from the Borough Council or, if a grant is given, the amount of that grant until later this month. Nevertheless, I am very grateful to you for allowing us to submit our application to you informally at this stage. I have copied Charlotte Fitzgerald, our senior Fundraising Officer at Cranleigh Arts.

I look forward with much anticipation to hearing back from you in the coming weeks. Many thanks again, Beverley.

With very best wishes,

Brian Belcher
Fundraising Officer
Cranleigh Arts Centre

Project 1:		Move Allen & Heath Sound Desk to Auditorium								
Objective:		To allow better sound mixing and inspire end-user confidence: encourage more performers to use Cranleigh Arts								
Item	Duration	Description	Cost ex VAT	Cost Inc Vat	Supplier	Shipping	Alternate Suppl	Cost ex VAT	Cost Inc Vat	Shipping
1	1 week	Purchase Allen & Heath AB168 Remote Stage Box	£ 941.67	£ 1,130.00	Anderton's Music	£ -	Stage Gear	£ 942.09	£ 1,130.51	£ 5.00
2	1 week	Purchase Pro-Snake cat 6e 50 metre cable	£ 70.88	£ 85.00	Thomann DE	£ 10.00	CPC Farnell	£ 45.00	£ 54.00	£ 5.00
3	1 day	Purchase 7 off 10m XLR/XLR microphone cables	£ 68.99	£ 80.39	Amazon		CPC Farnell	£ 68.99	£ 80.39	
5	2 days	Purchase 2 off 4 way Mounting boxes for XLR sockets	£ 20.98	£ 25.18	StudioSpares	£ 6.00	StudioSpares	£ 20.98	£ 25.18	
6	2 days	Purchase 4 off male and 4 off female XLR sockets	£ 20.98	£ 25.18	Amazon		Amazon	£ 20.98	£ 25.18	
7	1 week	Purchase 600mm x 750mm work surface	£ 64.17	£ 65.00	IKEA	£ 10.00	B&Q	£ 64.17	£ 65.00	
8	1 week	Purchase 4 off adjustable legs	£ 26.00	£ 30.00	IKEA	£ 10.00	B&Q	£ 25.00	£ 30.00	
9	1 week	Purchase 2 off 10m XLR to balanced jack plug leads	£ 35.82	£ 42.98	Amazon		Amazon	£ 35.82	£ 42.98	
10	1 week	Purchase 2 Behringer D/I boxes for connecting instruments	£ 40.60	£ 48.72	Amazon		Amazon	£ 40.60	£ 48.72	
11	1 day	Construct table for sound desk	-	-	John					
12	1 day	Drill holes through control room wall for cable routing	-	-	John					
13	1 day	Construct XLR connection boxes and screw to the wall.	-	-	John					
14	1 day	Reorganise control room connections for Yamaha Sound Desk	-	-	John					
15	1 day	Electrical work - install double socket in JW.	£ 200.00	£ 240.00	Steve Electrician		Other	£ 200.00	£ 240.00	
16		Contingency/misc costs	£ 150.00	£ 180.00				£ 150.00	£ 180.00	
Totals:			£ 1,827.04	£ 1,952.45		£ 35.00		£ 1,601.63	£ 1,921.96	£ 10.00

Project 2:		Completion of re-vamped PA and Lighting System								
Objective:		Remove/reduce our dependence on hiring in PA and lighting systems for live bands: save costs - attract new acts								
Item	Duration	Description	Cost ex VAT	Cost Inc Vat	Supplier	Shipping	Alternate Suppl	Cost ex VAT	Cost Inc Vat	Shipping
17	2 weeks	Purchase Yamaha DXS15 Sub-woofer	£ 797.50	£ 957.00	Music store Uk		5 Gear4 Music		938	15
18	1 week	Purchase 2 mounting poles to mount recovered JBL speakers on top of Yamaha woofers	£ 14.00	£ 16.80	Amazon		Amazon	£ 14.00	£ 16.80	
19	4 weeks	Purchase 4 uplighters	£ 183.32	£ 219.98	Gear4Music		GAK	£ 180.00	£ 216.00	£ 10.00
20	4 weeks	Purchase 4 downlighters - better light for audience events	£ 600.00	£ 720.00	Gear4Music		GAK	£ 600.00	£ 720.00	£ 10.00
21		Contingency/misc costs	£ 150.00	£ 180.00				£ 150.00	£ 180.00	
Totals:			£ 1,744.82	£ 2,093.78				£ 944.00	£ 2,070.80	£ 35.00

Project 3:		Replacement of outdated or unreliable equipment								
Objective:		Ensure future technical viability of the Arts Centre - avoid surprise expenditures								
Item	Duration	Description	Cost ex VAT	Cost Inc Vat	Supplier	Shipping	Alternate Suppl	Cost ex VAT	Cost Inc Vat	Shipping
22		Sound desk - Allen & Heath QU24	£ 2,120.83	£ 2,545.00	Anderton's Music	£ 6.00	Thomann	£ 2,120.83	£ 2,545.00	
23		Lighting desk - Zero 88 FLX	£ 1,739.00	£ 2,096.80	Stage Lighting	£ 4.50	Stage Electrics	£ 1,405.53	£ 1,686.64	
24		Motorised lights (control head angle from lighting desk)	£ 1,000.00	£ 1,200.00	Estimate		Estimate	£ 1,000.00	£ 1,200.00	
25		Motorised lighting bars (raise and lower bars electrically)	£ 4,000.00	£ 4,800.00	Estimate		Estimate	£ 4,000.00	£ 4,800.00	
26		Rack mounted Denon Pro Blu-Ray player	£ 315.63	£ 379.00	CPC Farnell		Stage Depot	£ 298.39	£ 358.00	£ 5.00
26		Surround Sound Processor AP-25	£ 4,739.00	£ 5,688.80	Sound Associates	£ -	Sound Associates	£ 4,739.00	£ 5,688.80	
27			-	-				-	-	
28		Contingency/misc costs	£ 150.00	£ 180.00				£ 150.00	£ 180.00	
Totals:			£14,084.67	£ 16,877.60				£ 13,713.70	£ 16,456.44	£ 5.00

Project 4:		Foyer and Crane Room								
Objective:		Improve appearance, advertising and technology outside of the JW								
Item	Duration	Description	Cost ex VAT	Cost Inc Vat	Supplier	Shipping	Alternate Suppl	Cost ex VAT	Cost Inc Vat	Shipping
29		Purchase 43 Inch OLED TV for foyer as Information centre	£ 334.02	£ 400.82	Amazon/Samsung		Currys	£ 665.83	£ 799.00	
30		Mounting bracket for TV	£ 16.66	£ 19.99	Amazon		Amazon	£ 16.66	£ 19.99	
31		PC for writing/driving What's On Today and PowerPoint loops	£ 844.00	£ 772.80	Dell		HP	£ 849.17	£ 779.00	
		Purchase 77 Inch OLED TV for Crane Room (replace portable projector and screen in Crane Room or Studio)	£ 1,305.83	£ 1,587.00	Amazon	£ -	John Lewis	£ 1,665.83	£ 1,999.00	
32										
33		Trolley for 77 inch TV	£ 60.20	£ 72.24	Amazon		Amazon	£ 60.20	£ 72.24	
34		Upgrade foyer speakers	£ 66.40	£ 79.68	Amazon		Amazon	£ 66.40	£ 79.68	
35		Contingency/misc costs	£ 150.00	£ 180.00				£ 150.00	£ 180.00	
Totals:			£ 2,577.11	£ 3,092.54				£ 3,274.09	£ 3,928.91	£ -
Total all projects:			£20,013.63	£ 24,016.36				£ 19,533.43	£ 24,378.11	

Cranleigh Arts Center - Financial Overview workbook							
Item	Year ended 31/03/2019	Year ended 31/03/2020	Year ended 31/03/2021	Year ended 31/03/2022	Year ended 31/03/2023	Year ended 31/03/2024	Apr - Jul 2024
Income:							
Ticket sales	104,425	150,227	-	81,868	180,724	193,420	65,436
Bar & Tea Bar	35,094	39,100	59	24,269	60,087	66,998	23,664
Room Hire Income	48,193	51,322	3,068	37,932	50,035	44,658	25,977
Grants received	22,000	22,000	22,000	35,667	165,850	48,468	21,087
Donations received	49,508	43,538	7,871	13,447	30,987	30,527	7,759
Friends' subscriptions	8,178	9,278	6,807	7,933	8,678	11,257	3,009
Workshops & Exhibitions	7,651	5,694	-	13,729	13,722	9,307	2,100
Other sundry income (inc. brochure, interest, exhibitions)	1,465	1,608	591	21,473	6,289	11,773	3,780
TOTAL INCOME	276,514	322,767	40,396	236,318	516,372	416,408	152,812
Less Cost of Sales	100,458	142,048	4,250	80,624	160,648	171,790	53,582
GROSS PROFIT	176,056	180,719	36,146	155,694	355,724	244,618	99,230
Premises costs	53,905	76,166	17,093	45,928	57,590	66,200	35,577
Employee costs	79,775	67,756	25,973	81,078	96,140	102,944	37,612
Other General, Administrative, & Exceptional costs	30,155	56,348	36,347	28,693	52,434	268,696	22,170
NET INCOME/LOSS	12,221	-19,551	-43,267	-5	149,560	-193,222	3,871
Current Assets	247,572	194,493	191,412	283,768	447,012	220,267	219,487
Creditors	- 51,921	- 18,393	- 9,982	- 44,224	- 57,916	- 89,403	- 66,396
Net Current Assets	195,651	176,100	181,430	239,544	389,096	130,864	153,091
Reserves	195,651	176,102	181,430	239,544	389,095	130,804	153,091
Notes							
All fixed assets including leasehold improvement costs are capitalised and then 100% depreciated in the year of expenditure. As a consequence leasehold improvements that would otherwise be capitalised are treated as a cost.							
Revenues in 2021 were impacted by Covid closure							
2023/4 expenditure included some £37,750 of write-offs of legacy balances, £7,500 of VAT historically underpaid, and £233,500 of leasehold improvements 100% depreciated in the year of expenditure.							
Reserves are maintained at at least 6 months of operating costs (excluding cost of sales)							
Balance sheet data is sourced from Companies House and Charities Commission filings, Profit & Loss data is sourced from Charities Commission filings (other than data for 2023/4 which is draft and 2024/5 YTD which is sourced from Quickbooks).							



Application to Cranleigh Parish Council CiL Fund

Knowle Park Trust

Knowle Park Trust is a registered charity run by Volunteers. The Trust manages a community parkland open to the public 24 hours a day, seven days a week. The park includes a wildlife lake, an Osier Bed (limited opening for ecological reasons), two playgrounds, wildflower meadows, wetlands, restricted wildlife areas, two refreshments kiosks, a car park, several outdoor event spaces including a grass amphitheatre, many picnic and seated spots with benches or on mowed grass areas, all accessible on paths suitable for wheelchair/less abled users. The plan is that within three years, the Park is thriving ecologically and has become a hub for community bonding, recreation, and education.

Knowle Park Trust is committed to preserving the beauty, ecology, and accessibility of the country park's meadows for Cranleigh. A key component of this dedication is the ability to maintain the vast expanses of the meadows and waterways, ensuring they remain an inviting, safe, and flourishing environment for both local wildlife and visitors.

HLA Hedgecutter, Saws and Safety Equipment

The acquisition of an HLA 135 Hedgecutter, saws and accompanying safety equipment would be a game-changer in our conservation and community access efforts, which would be used many times a year. Currently the Trust hires a contractor, at between £300 and £500 a day (depending on the time of the year), costs which we could recover within 12 to 18 months by purchasing our own equipment for clearing the banks of our ditches and river.

As part of our ongoing maintenance, the Trust cares for a main river, Littlemead Brook, and around three miles of ditches and drainage channels that run through our site. These waterways are essential for flood prevention but also serve as vital habitats for local wildlife.

We are seeking funding to purchase three essential hand tools: a long-handled hedge trimmer, two brushcutter clearing saws, and the associated safety equipment. These battery-operated tools will allow selected volunteers, once trained, to safely and effectively manage these areas while balancing ecological needs with flood prevention.

Managing the river and ditches requires precision and care. One of our significant challenges is controlling the spread of invasive Himalayan balsam, which grows along the riverbanks. If left unchecked, it damages our site and spreads further downstream. With the new tools, we can selectively clear the balsam while preserving native plants that provide essential shelter for wildlife. Significant care also has to be taken lowering the hedge cutter down the ditch and riverbanks, a job that our Risk Assessment identifies that it is too dangerous to be completed without equipment (manually leaning over, reaching down, tripping over brambles etc.).

River and ditch maintenance takes several weeks each year, and owning these tools will save us significant costs in the long term, instead of using contractors. Additionally, using specialist hand tools allows us to be more ecologically sensitive, reducing disturbance to hibernating creatures and maintaining cover for wildlife.

Registered at: Sundial House, 20 High Street, CRANLEIGH, Surrey GU6 8AE

Charity No: 1176590

www.knowlepark.org

This equipment will be crucial for the ongoing management of Knowle Park, allowing us to maintain access, manage flood risks, and protect the area's rich ecology. It will also lead to an enhanced visitor experience for those enjoying Knowle Park.

Cost of Hedge Cutter, Saws and Safety equipment

The Trust has asked Haynes to quote because they offer a discount and are a local supplier (Clemsfold), quote attached. Competing prices from other suppliers online are listed below.

			Haynes	Competing prices online plus vat
HLA135	L/HEDGE CUTTER	1	£418.58	£488 - £704
LA-01 007 1002	PROTECTIVE FOOT MOUNTING KIT	1	£17.58	
SC-0000 790 4400	HARNESS		£97.50	£108 - £150
HL-95/100 SC-0000 888 0810	HELMET	3 X £35.23	£105.69	£51.36 - £60.42
SC-4147 200 0607	CLEARING SAW	2 X £784.99	£1569.98	£788 - £865
SC-4147 007 1011	GUARD FOR SHREDDING	2 X £50.00	£100	£85.93 - £104.33
SC-0088 611 1710	DYNAMIC VENT GLOVE (L)	3 X £18.28	£54.84	£20.49 - £21.94
SC-0088 508 0101	CHAPS 360 PROTECTION (L)	2 X £97.35	£194.70	£134.82 - £140.16
			£2558.87	
		V.A.T.	£490.65	
		Total	£3049.52	

Knowle Park's Financial Position

Due to the regular income stream from the car park and the rented apartments, the trustees have been able to pay for a Park Manager, pay for bin collections, for daily toilet cleaning, and source/ buy/ get donated most of the equipment we have needed to date. However, it has been too early in the growth of the Park to build financial reserves. As originally planned, our Reserves Strategy to build three years of reserves starts at the beginning of the second financial year in April 2025. It will take the Trustees six months to build reserves to pay for this last piece of equipment which takes us into September next year. This would mean that the expense of a year's sub-contracting would have been wasted.

End



Accounts: Haynes Agricultural Ltd, Cowdown Farm, Duke Street, Winchester. SO21 3DN TEL: 01962 794101

Branches at:-	Wrotham	Great Chart	Uckfield	Birchington
	01732 880880	01233 822205	01825 841100	01843 847207
	Winchester	Newbury	Horsham	
	01962 794100	01635 281222	01403 790777	

Knowle Park Trust
The Lodge
Northlands Home Farm
Bognor Road
Warnham RH12 3SH

QUOTATION

Account..... 7650
Depot..... 4
Order No....
Cust Adv No.
Rep Code.... AGO
PARTS SALES

Page No	1	Date	16/07/2024	Quote No	Q41229
Part Number	Description	Qty	Loc'n	Price	Amount
S1-HA04 200 0001	HLA135 L/HEDGE CUTTER	1	EACH	418.58	418.58
LA-01 007 1002	FOOT	1	EACH	17.58	17.58
SC-0000 790 4400	HARNESS HL-95/100	1	EACH	97.50	97.50
SC-0000 888 0810	HELMET	3	EACH	35.23	105.69
SC-4147 200 0607	CLEARING SAW	2	EACH	784.99	1569.98
SC-4147 007 1011	GUARD FOR SHREDDING O	2	EACH	50.00	100.00
SC-0088 611 1710	DYNAMAIC VENT GLOVE L	3	EACH	18.28	54.84
SC-0088 508 0101	CHAPS 360 PROTECTION	2	EACH	97.35	194.70
					2558.87
V.A.T.					490.65
Total					3049.52
=====					
Rate	Goods	V.A.T.			
20.00	2453.18	490.65			
0.00	105.69	0.00			

Quotation by Philip Luckin
Contact:

www.haynesgroup.co.uk

Haynes Bros Ltd, Head Office, Haynes House, 23 Ashford Road, Maidstone, Kent. ME14 5DQ. Registered No 48511. Tel 01622 756781.

Please note: The Company retains the title to all goods supplied until such time as payment in full has been received. We reserve the right to reclaim sold goods if for any reason payment is withheld.

Bank Details 60-60-08 46511539 or cheques payable to Haynes Bros Ltd. V.A.T. Reg. No 203 0849 01

For our Terms of sale - please see www.haynesgroup.co.uk/terms

E. & O. E.



CRANLEIGH PARISH COUNCIL

Council Offices,
Village Way,
Cranleigh,
Surrey,
GU6 8AF
Tel. 01483 272311
E-mail clerk@cranleigh-pc.gov.uk

APPLICATION FOR GRANT

Please read our Grants and Donations Policy before completing this form.

When the form has been completed, please return to the Clerk at the address above.

APPLICATION DETAILS

Organisation Name	Disability Challengers
Contact Name	James Collins
Position in Organisation	Trust Fundraising Officer
Organisation Address	Challengers Playcentre, Stoke Park, Guildford
Post Code	GU1 1TU
Contact Telephone No	01483 230060
Registered Charity	Yes - 1095134

PROJECT DETAILS

Project Name	Challengers Guildford Youthscheme	
Project Location	Bellfields Youth & Community Centre, 48 Hazel Avenue, Guildford GU1 1NS	
Project Start Date	Ongoing	
Project End Date	Ongoing	
Total Cost of Project:	£232,848	
Amount Requested*	£500	Percentage of Project Cost 0.2%

*Where the amount requested is in excess of £500 kindly advise	
The current level of Reserves held	£590,438
What is the applicants policy for use of those Reserves? <i>[brief outline to be given]</i>	Challengers' reserves policy is to maintain free cash reserves of between 3 and 5 months expenditure, plus an additional £50k-£100k for remedial property repairs and maintenance. Due to seasonal changes in activity levels this will fluctuate throughout the year. However, free reserves should be maintained between £531k and £901k. The main objective of the reserves policy is to deal with short term cashflow challenges to protect the long-term future of the charity. In addition, the trustees believe this level of reserve would allow a safe and sensible closure in the event that this was the only option. Reserves are reviewed monthly at the Finance and Risk subcommittee.

PROJECT COSTS

Has a grant been paid by this Council previously ?	No
If YES give details:	n/a
Do you have funding from other authorities ?	Yes
If YES give details	Surrey County Council funding through short breaks contract.
Have any fundraising activities been arranged ?	Yes
Any other relevant additional information to support the request:	<p>After parental contributions and contracts with the local authority, this project still requires £91,304. We are seeking funding from Trusts, corporate partners and community supporters to ensure we can continue to provide these essential opportunities for disabled young people.</p> <p>We believe that parents of disabled young people should not have to pay more than their non-disabled peers, so whilst parents contribute £32 towards the cost of the scheme, it is proportionate to mainstream activities and we will ensure that, through our bursary and concessions policy, the cost</p>

	is waived if it is a barrier to participation.
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GRANT DETAILS

What is the Grant required for ?	
<u><i>Project Aims</i></u> [one/two sentences stating overall aim]	<p>The Youthscheme is a wonderful opportunity for young people to take part in fun and engaging activities that are often denied to them by societal barriers, and develop their social, physical, and communication skills.</p> <p>Families of the young people will also benefit from some much needed respite from their caring responsibilities, giving them a chance to reset and be able to support their child with refreshed energy.</p>
<u><i>Project Objectives</i></u> [state three/four key objectives]	<p>By attending the scheme, young people will:</p> <ul style="list-style-type: none"> • Improve their social skills, • Improve their confidence, • Improve their physical skills, • Have lots of fun!

<i>Project Description</i> [outline a clear description of the project]	<p>Our Guildford Youthscheme is a place where disabled young people aged 13 to 18 can come and have fun, spend time with their friends, and take part in exciting trips and activities. It currently supports 59 young people, five of whom are from Cranleigh.</p> <p>Our staff are highly trained to cater to every young person's needs and we work closely with parents to determine whether their young person requires 2:1, 1:1 or non 1:1 support, so when they come to Challengers they can feel reassured that they are safe, supported and happy.</p> <p>Our non-exclusion policy means that we'll always find a way to make sure that every young person can come along and enjoy themselves at Challengers, regardless of the complexity of their impairments, care needs or behaviour – even if that means our team investing in new training or equipment.</p> <p>It operates from the fully accessible Bellfields Youth & Community Centre in Guildford and takes place on Saturdays during school term time and on weekdays during school holidays. Days are planned around exciting trips and activities, such as bowling, swimming, and going to a theme park.</p>
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Implementation	
Which Organisation will be responsible for implementation of the project?	Disability Challengers
If land/property is involved	
Has permission been obtained ?	n/a
Are there any current contracts or leases which may be affected ?	n/a
Who owns the land ?	n/a
Are any other consents required?	n/a

Timings	
When is the grant required by?	We would be grateful to receive the grant before the end of the calendar year and for it to contribute to the April 2024 to March 2025 budget for the scheme.
Timetable [kindly provide a timetable to implement the project]	The scheme is ongoing and as such does not have a completion date. To give you an idea of the number of sessions that are run, there are currently 17 scheme days planned between the date of this application and the end of the year, and a further eight planned from the start of January to the end of March next year.

COMMUNITY PARTNERSHIPS

How will the project give prompt and tangible benefit the local community ?

The time that disabled young people spend at Challengers is not only a wonderful chance for them to enjoy some fun activities, relax, build confidence, and socialise, but also provides some welcome respite for their families. Many of the families we support are placed under a great strain by their circumstances, so a few hours off a week, safe in the knowledge that their children are having a fantastic time, can be such a life-saver.

Who and how many of the local community will benefit ?

We currently support five disabled young people and their families from Cranleigh at the Youthscheme.

How do you know there is a need for this project ?

Our most recent annual parent and carer survey (October 2023) found that 49% of families we support have been excluded from other leisure settings. A lack of accessibility, properly trained staff, and negative public attitudes are just some of the factors cited. Our commitment to inclusivity means that we will always accommodate a young person, regardless of their impairments, care needs, or behaviour.

We know there is a need for our services, as we currently have 23 families on the waiting list for our Guildford Youthscheme. We also frequently hear from parents and carers that this is the only opportunity their child has to socialise and have fun and what a huge difference it makes to them and the whole family when they can attend a session at Challengers.

DECLARATION

I hereby certify that the details supplied in this application are correct and the following information is enclosed (as applicable).

A location plan or site plan	NO
Copy of organisation's latest audited accounts	YES
Copy of constitution or set of rules	YES
Evidence of any permissions or consents	NO
Estimates/quotations to support the request (Projects over £1,000 require evidence that three estimates/quotations have been sought. Projects under £1,000 require evidence of two estimates/quotations	NO

Signed:

Date: 10 September 2024

Position in Organisation: Trust Fundraising Officer



CRANLEIGH PARISH

Council Offices,
Village Way,
Cranleigh,
Surrey,
GU6 8AF
Tel. 01483 272311
E-mail clerk@cranleigh-pc.gov.uk

COUNCIL

APPLICATION FOR GRANT

Please read our Grants and Donations Policy before completing this form.

When the form has been completed, please return to the Clerk at the address above.

APPLICATION DETAILS

Organisation Name	Cranleigh Scout Group
Contact Name	Claire Froud
Position in Organisation	Beaver Scout Leader
Organisation Address	Cranleigh Scout Group Village Way
Post Code	GU6 8AF
Contact Telephone No	
Registered Charity	YES

PROJECT DETAILS

Project Name	Sleepover at the Natural History Museum	
Project Location	Cranleigh	
Project Start Date	21 st December 2024	
Project End Date	22nd December 2024	
Total Cost of Project:	£5500	
Amount Requested*	£250	Percentage of Project Cost% 4.5%

*Where the amount requested is in excess of £500 kindly advise	
The current level of Reserves held	£
What is the applicants policy for use of those Reserves? <i>[brief outline to be given]</i>	

PROJECT COSTS

Has a grant been paid by this Council previously ?	NO
If YES give details:	
Do you have funding from other authorities ?	<u>No</u>
If YES give details	
Have any fundraising activities been arranged ?	YES
Any other relevant additional information to support the request: We have run a jumble sale and will be running a raffle and hope to run a wine tasting evening. We are also organising a talk from a stunt person. Quiz night	

GRANT DETAILS

What is the Grant required for ?	
<i>Project Aims [one/two sentences stating overall aim]</i>	To take 41 Beavers and Cubs for a sleep over at the Natural History Museum to sleep under the dinosaurs. They will be accompanied by 9 leaders from our Scout group (as required by risk assessment)
<i>Project Objectives [state three/four key objectives]</i>	To give a unique opportunity for our young people to sleep over at the Natural History Museum. We are aware that Cranleigh has a mixed socio-economic population, and we do not want anyone

	<p>excluded due to financial reasons. We have seen from the uptake in our normal camps and activities that numbers have been reduced due to costs.</p> <p>We want as many young people as possible to be able to enjoy this magical Christmas trip.</p>
<p><i>Project Description [outline a clear description of the project]</i></p>	<ul style="list-style-type: none"> • Explore the Museum by torchlight • Be creative with a dinosaur t-shirt workshop • Dig deeper with an educational science show presented by a Museum scientist • Camp under the dinosaurs

Implementation	
Which Organisation will be responsible for implementation of the project?	Cranleigh Scout Group
If land/property is involved	
Has permission been obtained ?	N/A
Are there any current contracts or leases which may be affected ?	
Who owns the land ?	
Are any other consents required?	

Timings	
When is the grant required by?	<u>30th November 2024</u>
Timetable <i>[kindly provide a timetable to implement the project]</i>	
Date	Milestone
08/06/24	<u>Jumble sale</u>
11/11/24	<u>Quiz night</u>
30/11/24	<u>Talk from a stunt person + raffle draw</u>
Beginning of December (date to be confirmed)	<u>Wine tasting event</u>

COMMUNITY PARTNERSHIPS

How will the project give prompt and tangible benefit the local community ?
<i>Providing a, educational and once in a lifetime trip into London helping to build resilience and independence in a unique setting. For some this will be the first night away from their parents.</i>
Who and how many of the local community will benefit ?
41 local children
How do you know there is a need for this project ?
Post COVID we have had a significant reduction in the number of children attending nights away experiences. This is for a number of reasons including affordability and parents having an increased reluctance to send their children away overnight. We are aiming to help improve parents' confidence as well as the young peoples.

DECLARATION

I hereby certify that the details supplied in this application are correct and the following information is enclosed (as applicable).

A location plan or site plan	N/A
Copy of organisation's latest audited accounts	NO
Copy of constitution or set of rules	Scouts.org.uk/POR
Evidence of any permissions or consents	None required
Estimates/quotations to support the request (Projects over £1,000 require evidence that three estimates/quotations have been sought. Projects under £1,000 require evidence of two estimates/quotations	Ticket + Food + Travel = £110 per person

Signed: Claire Froud	Date: 26/09/24
Position in Organisation: Beaver Scout Leader	



Cranleigh Parish Council Funding Application

20 September 2024

Cranleigh Parish Council
Village Way
Cranleigh
GU6 8AF

Sent by email to Parish Clerk

Dear Sirs,

I attach an application for a grant of £2000 to sponsor the 2024 Cranleigh xmas Lantern Parade,

A CHARMING CRANLEIGH CHRISTMAS - LANTERN PROCESSION

Description: Cranleigh Business Improvement District (BID) is organising the High Street Xmas lights switch-on event on Saturday 23rd November. In the BID's first year of operation and after the event was cancelled last year, it is important for the retailers, hotels, public houses, cafes and restaurants, and for the residents of Cranleigh that the event this year is as best as it can be. Therefore, in addition to xmas stalls, fairground rides, and all-day entertainment which includes showcasing local talent, this year the BID is organising an ambitious High Street Lantern Procession to precede the switch on.

Aim: The aim is to engage businesses, the Arts Centre and local youth, community and church groups by holding a series of workshops demonstrating how to 'make a lantern' safely and to an environmentally friendly standard. The BID does not have the expertise to teach lantern making and needs to contract an expert, Stephanie Swann, who has organised such workshops and successfully organised lantern processions elsewhere.

Yours sincerely,

cgm

Christine Martin

Acting Cranleigh BID Manager



CRANLEIGH PARISH COUNCIL

Council Offices,
Village Way,
Cranleigh,
Surrey,
GU6 8AF
Tel. 01483 272311
E-mail clerk@cranleigh-pc.gov.uk

APPLICATION FOR GRANT

Please read our Grants and Donations Policy before completing this form.

When the form has been completed, please return to the Clerk at the address above.

APPLICATION DETAILS

Organisation Name	Cranleigh Business Improvement District
Contact Name	Christine Martin
Position in Organisation	Acting Manager
Organisation Address	Reg address: 111 High Street, Cranleigh
Post Code	GU6 8AU
Contact Telephone No	
Registered Charity	NO

PROJECT DETAILS

Project Name	Cranleigh Xmas Lights and Lantern Parade	
Project Location	Cranleigh High Street	
Project Start Date	Monday 28 th October (half term)	
Project End Date	Saturday 23 rd November	
Total Cost of Project:	£27,017 plus vat Of which £21,078 plus vat, is the cost of the xmas lights including new lampposts and lights on Ewhurst Road and new timers throughout.	
Amount Requested*	£2000 To sponsor the Lantern Parade and the	Percentage of Project Cost% 7.4%

	Parish Council to be promoted as such sponsor. There will be three workshops teaching community groups how to make lanterns with led lights as well as links to lantern making websites. A specialist who has managed lantern parades in places like Alresford will be in charge to ensure safety. See video of parade below. https://dai.ly/x8q2o0i	
*Where the amount requested is in excess of £500 kindly advise		
Venue, 3 evenings	177.66	
3 Workshops	1,080.00	
Materials	720.00	
Total	£1977.66 inc vat	
The current level of Reserves held	At the end of October there will be £8,000 reserved to pay for the BID Manager until February when the next tranche of levypayer funding arrives.	
What is the applicants policy for use of those Reserves? <i>[brief outline to be given]</i>	The policy is to have no Reserves. Each year's income from the levypayers must be spent annually according to the Budget agreed with levy payers. There should be no Reserves at the end of each year other than to bridge funding gaps caused by the timing of the arrival of levypayer funds.	

PROJECT COSTS

Has a grant been paid by this Council previously ?	YES and NO
If YES give details:	In previous years the Chamber of Commerce raised funds to pay for the xmas lights and the Parish Council paid for the lights on the Village Hall amounting to £1,000. This year these are paid by the BID.
Do you have funding from other authorities ?	YES
If YES give details	Cranleigh Chamber of Commerce are sponsoring the professionally erected Stage and PA system to the tune of £2,000
Have any fundraising activities been arranged ?	NO
Any other relevant additional information to support the request:	There will be three workshops teaching community groups how to make lanterns with led lights as well as links to lantern making websites for individuals. A specialist who has managed

	lantern parades in places like Alresford will be in charge to ensure safety. See video of Alresford parade below. https://dai.ly/x8q2o0i
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GRANT DETAILS

What is the Grant required for ?	
<i><u>Project Aims</u> [one/two sentences stating overall aim]</i>	To ensure that the xmas lights event is the best to date in the first year of the Cranleigh BID.
<i><u>Project Objectives</u> [state three/four key objectives]</i>	To introduce a new element which engages the community more fully before and during the event. To promote Cranleigh High Street retailers, cafes, pubs and restaurants to newly arrived residents and to visitors from further afield. To increase footfall and hopefully income for the High Street.
<i><u>Project Description</u> [outline a clear description of the project]</i>	Bensons Funfair childrens rides and candy floss stall open for 11am. Stage erected at 10.30. Gift stalls erected and open by 10am Live entertainment including choir at the Stage from 12 noon to 7pm Charity Dickensian xmas photoshoot from 2pm-7pm outside Village Hall in front of Parish Council xmas tree. Santa arrives on sleigh about 3pm as it gets dark. Lantern Parade entrants assemble at Village Way car park at 5pm. High Street is closed from Village Way to Superdrug from 5 to 7pm. Lantern Parade starts preceded by Brass Band. Lantern Parade progresses slowly from Village Way to Superdrug, turns on the Common and walks to the High St parallel to Fountain Square to arrive before 5.45pm. Xmas Lights countdown to switch on at 6pm. Xmas carols, Festivities and entertainment continue to 7pm when High Street is reopened. Fountain Square and Bank Buildings service roads remain closed until 10pm

Implementation	
Which Organisation will be responsible for implementation of the project?	Cranleigh Business Improvement District led by Christine Martin, Acting BID Manager. In collaboration with Cranleigh Chamber of Commerce and Cranleigh Lions.
If land/property is involved	
Has permission been obtained ?	Stocklund Square landlords permission received. Fountain Square Waverley BC permission to close Road and Bank Buildings Road applied for.

	Temporary Events Notice applied for Street Trading License applied for. Road closures licence applied for.
Are there any current contracts or leases which may be affected ?	No
Who owns the land ?	Waverley BC and Surrey CC Highways
Are any other consents required?	No

Timings	
When is the grant required by?	25 th October in time for half term workshops
Timetable [kindly provide a timetable to implement the project]	.
Date	Milestone
August	Xmas Lights already ordered for installation in early November Bensons Funfair already ordered.
Two weekly	Xmas event steering group meeting weekly until 23 rd November.
Now until Oct 31st	Booking stalls Booking entertainment
September 30th	Booking stage and PA
Early November	Xmas Lights erected
23 rd November	Event
From 6 January February	Xmas Lights taken down (except Trees which stay up all year) Xmas Lights committee meet to review event and start preparation for 2025.

COMMUNITY PARTNERSHIPS

<i>How will the project give prompt and tangible benefit the local community ?</i>
Schools, Scouts, Brownies, cadets invited to workshops.
Cranleigh Arts Centre/ Cranleigh Creative Group/ Cranleigh Arts Society Local businesses can design their own lanterns. Disabled groups will be encouraged to make lanterns and parade if they can.
<i>Who and how many of the local community will benefit ?</i>

High Street retailers, pubs, cafes and restaurants are the first beneficiary with increased traffic. Residents, in particular children.
<i>How do you know there is a need for this project ?</i>
Last year the xmas lights event was cancelled which drew much criticism.
The event will generate a real feeling of warmth for Cranleigh as a community

DECLARATION

I hereby certify that the details supplied in this application are correct and the following information is enclosed (as applicable).

A location plan or site plan	YES – Cranleigh High Street
Copy of organisation's latest audited accounts	NO – this is the first year of the BID so there are no audited accounts.
Copy of constitution or set of rules	YES – copy of the BID Business Plan and copy of the BID Articles
Evidence of any permissions or consents	NO – applied for but awaiting from Waverley.
Estimates/quotations to support the request (Projects over £1,000 require evidence that three estimates/quotations have been sought. Projects under £1,000 require evidence of two estimates/quotations	YES (Stephanie's quote) We have chosen one contractor Stephanie Swann because she launched the Xmas Lantern Parades in Alresford and we want to replicate those. We can learn from her for next year.

Signed:	Date:
Position in Organisation:	



CRANLEIGH PARISH COUNCIL

Council Offices,
Village Way,
Cranleigh,
Surrey,
GU6 8AF
Tel. 01483 272311
E-mail clerk@cranleigh-pc.gov.uk

APPLICATION FOR GRANT

Please read our Grants and Donations Policy before completing this form.

When the form has been completed, please return to the Clerk at the address above.

APPLICATION DETAILS

Organisation Name	Cranleigh Sub Aqua Club
Contact Name	Ian Lundy-Lester
Position in Organisation	Secretary and Treasurer
Organisation Address	c/o Cranleigh Village Sports and Social Club, Parsonage Road, Cranleigh
Post Code	GU6 7AN
Contact Telephone No	
Registered Charity	YES / NO

PROJECT DETAILS

Project Name	(funding towards a) Replacement Boat Engine	
Project Location	Cranleigh Sub Aqua Club	
Project Start Date	1 st November 2024	
Project End Date	31 st October 2025	
Total Cost of Project:	£7,500	
Amount Requested*	£1,000	Percentage of Project Cost% 13%
*Where the amount requested is in excess of £500 kindly advise		
The current level of Reserves held	£0.00 We don't have specific reserves since we are a not-for-profit	

	organisation. We have approximately £1,700 in the club bank account at present.
What is the applicants policy for use of those Reserves? <i>[brief outline to be given]</i>	The balance in our bank account is set up to allow us to pay for annual insurance (e.g. for the club's boat, and diving equipment) along with getting diving kit serviced. We unfortunately don't have any specific reserves, so providing funding ourselves for a new or second-hand engine isn't possible at present. This is why we are seeking money via grants to help us promote scuba diving in the Cranleigh area.

PROJECT COSTS

Has a grant been paid by this Council previously ?	YES / NO
If YES give details:	n/a
Do you have funding from other authorities ?	No
If YES give details	n/a
Have any fundraising activities been arranged ?	YES / NO
Any other relevant additional information to support the request:	<p>We have also approached the Cranleigh Lions for funding, and we're waiting to hear back.</p> <p>In addition, we have a funding request pending with Guildford Philanthropy (Guildford Philanthropy) for the full amount (£7,500).</p> <p>If sufficient money is received via other funding routes, then we would liaise with you further to determine the best way forward.</p> <p>The £1,000 requested could be used towards other RIB equipment (e.g. replacement oars, flares, etc.) or the servicing of diving equipment.</p> <p>We feel that having a workable set of equipment is essential in helping to attract new members from the Cranleigh area to our club since we offer kit free of charge whilst trainees work towards their first grade.</p>

GRANT DETAILS

<i>What is the Grant required for ?</i>	
<i>Project Aims</i> <i>[one/two sentences stating overall aim]</i>	Our club RIB (Rigid-hulled Inflatable Boat) is out of action at present since we had a catastrophic engine failure in the spring of 2023. It isn't economically viable to repair the engine due to the failure, its age, and the risk that other things may go wrong with it afterwards. We are therefore seeking funding towards a replacement (second-hand) engine.
<i>Project Objectives</i> <i>[state three/four key objectives]</i>	<p>Replace the existing engine with a second-hand engine.</p> <p>Adjust the hydraulic steering, etc. to ensure the replacement engine is fitted appropriately to the existing boat and the set-up of the boat.</p> <p>Get the RIB back onto the water as soon as possible.</p> <p>Use the RIB to support scuba diving and related boat-handling and other training opportunities.</p>
<i>Project Description</i> <i>[</i>	The funding will be used towards a replacement second-hand engine

outline a clear description of the project]	to enable us to use our club RIB again. The RIB is our biggest asset and without it we are struggling to attract new members to our club. Without a RIB we are at risk of the club membership dwindling further and the long-term future of the club is therefore at risk without us having a working RIB.
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Implementation	
Which Organisation will be responsible for implementation of the project?	CSAC (Cranleigh Sub Aqua Club) itself, since we have some expertise within the club. However, the main work would be done by a suitable boat engine specialist. We have used Bursledon Outboards (Bursledon Outboards Sales & Service Ltd) in the past and we are likely to enquire further with them once we have the funding in place for the replacement engine.
If land/property is involved	
Has permission been obtained ?	n/a
Are there any current contracts or leases which may be affected ?	n/a
Who owns the land ?	n/a
Are any other consents required?	n/a

Timings	
When is the grant required by?	We are keen to get the funding in place as soon as possible. This will enable us to get the replacement engine fitted to our RIB and allow us to run the RIB to ensure we can support a 2025 dive programme and attract new people to the sport of scuba diving in the Cranleigh area.
Timetable [kindly provide a timetable to implement the project]	We had sought funding in 2023 from Sport England and, although our application fully met their criteria, they were unable to support us at present. Moving into 2024 and 2025, we are seeking some funding from yourselves, Cranleigh Lions and Guildford Philanthropy.
Date	Milestone
1 st November 2024	Check the status of funding application(s) to check the viability of getting a replacement engine in time for the 2025 dive season
Quarter 1 2025 (Jan-Mar)	Hopefully have sufficient funding in place to allow us to purchase a second-hand engine. This would then be fitted asap to our existing RIB to allow us to support our planned diving in 2025 and to enable us to offer scuba diving to new people in the Cranleigh area.
April 2025 – October 2025	Use the RIB to support diving for existing and new club members throughout the 2025 dive season.

COMMUNITY PARTNERSHIPS

How will the project give prompt and tangible benefit the local community ?
It will allow us as a scuba club to retain existing members, attract new members to our club, and offer the use of our RIB to prospective new members whenever we have a stall at local events. For example, we have a stall at the Cranleigh Carnival each year and this is useful in attracting people to the club for a try-dive to experience scuba diving in a local pool with the intention of gaining new club members as a result.
Who and how many of the local community will benefit ?
Anyone in the local community who wishes to get involved in scuba diving. We can train people from age 12 upwards. We have DBS cleared instructors who ensure that children and any vulnerable adults in our club (or those coming for try-dives) are looked after appropriately at all times.
How do you know there is a need for this project ?
Without a working RIB, the current membership of our club is under threat. Also, it is very difficult to attract new members to our club without a working RIB.

DECLARATION

I hereby certify that the details supplied in this application are correct and the following information is enclosed (as applicable).

A location plan or site plan	YES/NO
Copy of organisation's latest audited accounts	YES/ NO → a copy of a recent bank account statement will be available to you. We are a not-for-profit organisation and we are not a charity. As such, we do not have our accounts formally audited. A copy of our accounts is available as part of our AGM which is typically held in November or December each year.
Copy of constitution or set of rules	YES/NO
Evidence of any permissions or consents	YES/NO → we feel this is n/a for our application
<p>Estimates/quotations to support the request</p> <p>(Projects over £1,000 require evidence that three estimates/quotations have been sought.</p> <p>Projects under £1,000 require evidence of two estimates/quotations</p>	<p>YES/NO → we have a quote from Burlesdon Outboard Sales and Services Limited for a brand new engine. The breakdown is roughly: £13,500 for a brand new engine £1,000 for an upgrade to the hydraulic steering. We have looked on eBay and other sites for suitable second-hand engines, and believe these would be in the range of £5,500 to £6,500. We would still need the hydraulic steering changes which gives a potential project cost around £7,500. Without funding, we haven't yet sought a formal quote from any other organisations.</p>

Signed: Ian Lundy-Lester	Date: 6/10/24
Position in Organisation: CSAC Secretary and Treasurer	

Bursledon Outboards Sales & Service Ltd
Cabin Boatyard, Bridge Road, Bursledon
Southampton
Hampshire
SO31 8AW
info@bursledonoutboards.co.uk
VAT Registration No.: 781843109



Estimate

ADDRESS

Dwain Lonergan
Cranleigh Sub Aqua Club

ESTIMATE NO. 1291

DATE 24/01/2024

DESCRIPTION	RATE	AMOUNT
MARINER F150 ELPT LONG SHAFT POWER TRIM EFI 4 STROKE REMOTE CONTROL OUTBOARD MOTOR (Fitted With Full Smartcraft and Stainless Propeller). £500 Deposit To Secure This Price.	13,495.00	13,495.00
Workshop Labour (Hr) Fully Rigged With New Control Cables in exchange for Scrap Engine (Optimax 150HP S/N: 1B532183).	0.00	0.00
Full Hydraulic Steering Upgrade , RRP £1300 Available On Request. (Mercury/Mariner Concession On New Engines)	900.00	900.00
INCLUDES VAT TOTAL		2,399.17
TOTAL		£14,395.00

Accepted By

Accepted Date

Clerk

From: Steve Telling <Steven.Telling@surreycc.gov.uk>
Sent: 20 September 2024 14:35
To: Clerk
Subject: B2130 Dunsfold Road - road safety
Attachments: Dunsfold Road - Seeking support.pdf

Dear Parish Council,

I hope this message finds you well. My name is Steve Telling, and I am a Road Safety Engineer with Surrey County Council. As part of the bi-annual Road Safety Working Group for Waverley Borough, I have been tasked with exploring potential safety improvements on the B2130 Dunsfold Road, particularly between the junctions of Barrihurst Lane and Painshill Farm.

Since 2014, there have been 42 reported road traffic collisions along this stretch, resulting in 51 personal injuries and, tragically, one fatality. In addition, numerous 'damage-only' incidents occur frequently between the A281 junction and Dunsfold village, as evidenced by debris, though these are not officially recorded by Surrey Police.

As a Cranleigh resident, I am personally familiar with the road. In early 2023, I conducted a site visit to further assess the situation and began planning potential safety measures. These include enhanced signage on approaches to the three sharp bends, additional signage where necessary, reflective marker posts around the deflections, refreshed road markings, and targeted vegetation clearance.

With ongoing developments in the Waverley borough, traffic volumes on the B2130 will inevitably increase, raising the risk of more accidents. Surrey Highways is committed to reducing the number of killed or seriously injured (KSI) collisions by 50% across our road network by 2035, and we believe these proposed measures will contribute to that goal.

Unfortunately, our current budget does not cover the full scope of the proposed improvements. To move forward, we plan to submit a funding bid through Waverley Borough Council's Strategic CIL fund. In support of this bid, we are seeking endorsements from local parish councils and the broader public.

Attached, you will find a brief overview of the current conditions on Dunsfold Road, alongside images illustrating the proposed improvements. Your feedback would be invaluable, and I would greatly appreciate your support in this initiative.

Thank you for taking the time to consider this important matter. I look forward to hearing your thoughts.

Kind regards,

Steve Telling

Road Safety Engineer (PDP)

Road Safety & Sustainable School Travel Team

Strategic Transport Group

Mobile 07977 157997 (Not for public use)

surreycc.gov.uk

NO
ONE
LEFT
BEHIND



Our
Residents



Being
Excellent



Being
Open



Working
Together



Respecting
Others

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[Visit the Surrey County Council website](http://www.surreycc.gov.uk)

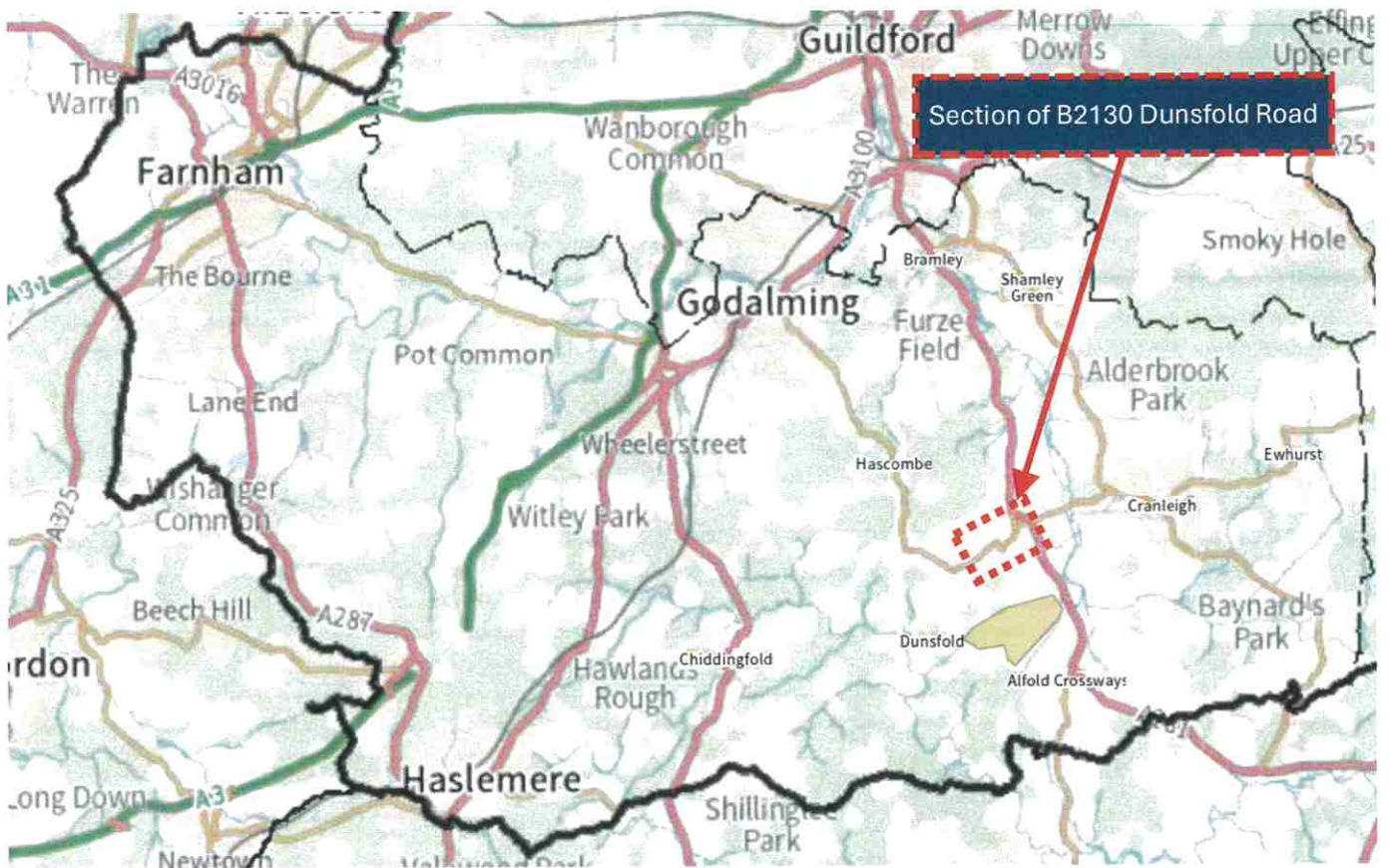
B2130 Dunsfold Road – Road Safety Scheme

Consisting of 3x poorly-signed sharp bends (including junctions with Barrihurst Lane & Stovolds Hill).

Although the B2130 Dunsfold Road is a local rural road, it is the main route linking Cranleigh with Godalming, Milford and Witley (WBC Infrastructure Delivery Plan Local Plan 1 – December 2016)

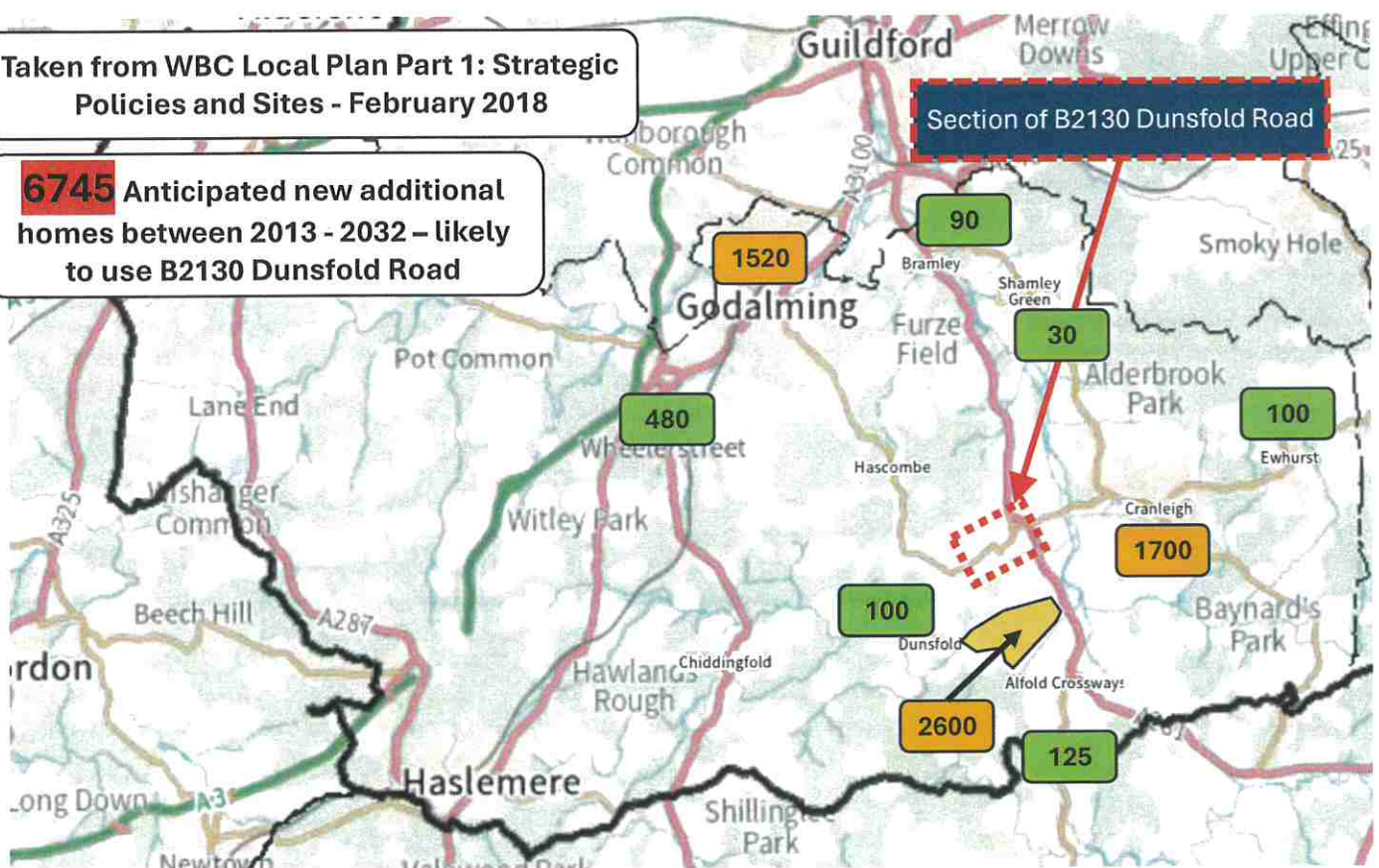
With local development in progress, including a new settlement at the nearby Dunsfold Aerodrome site, the number of vehicles that use the B2130 Dunsfold Road is expected to continually increase.

With a recorded collision history of 42 personal injury collisions (with 52 casualties) since January 2014, our proposals include installing enhanced additional warning signs and chevron signs for each bend and installation of reflective hazard marker posts, as well as refreshing all white lines in the site area.



Taken from WBC Local Plan Part 1: Strategic Policies and Sites - February 2018

6745 Anticipated new additional homes between 2013 - 2032 – likely to use B2130 Dunsfold Road



B2130 Dunsfold Road

Consisting of 3x notoriously sharp bends, concerns have been raised at the SCC - Waverley Road Safety Working Group regarding the quantity of road traffic collisions along this stretch of B2130 Dunsfold Road, particularly at the junctions of Barrihurst Lane, Painshill Farm and Stovolds Hill.

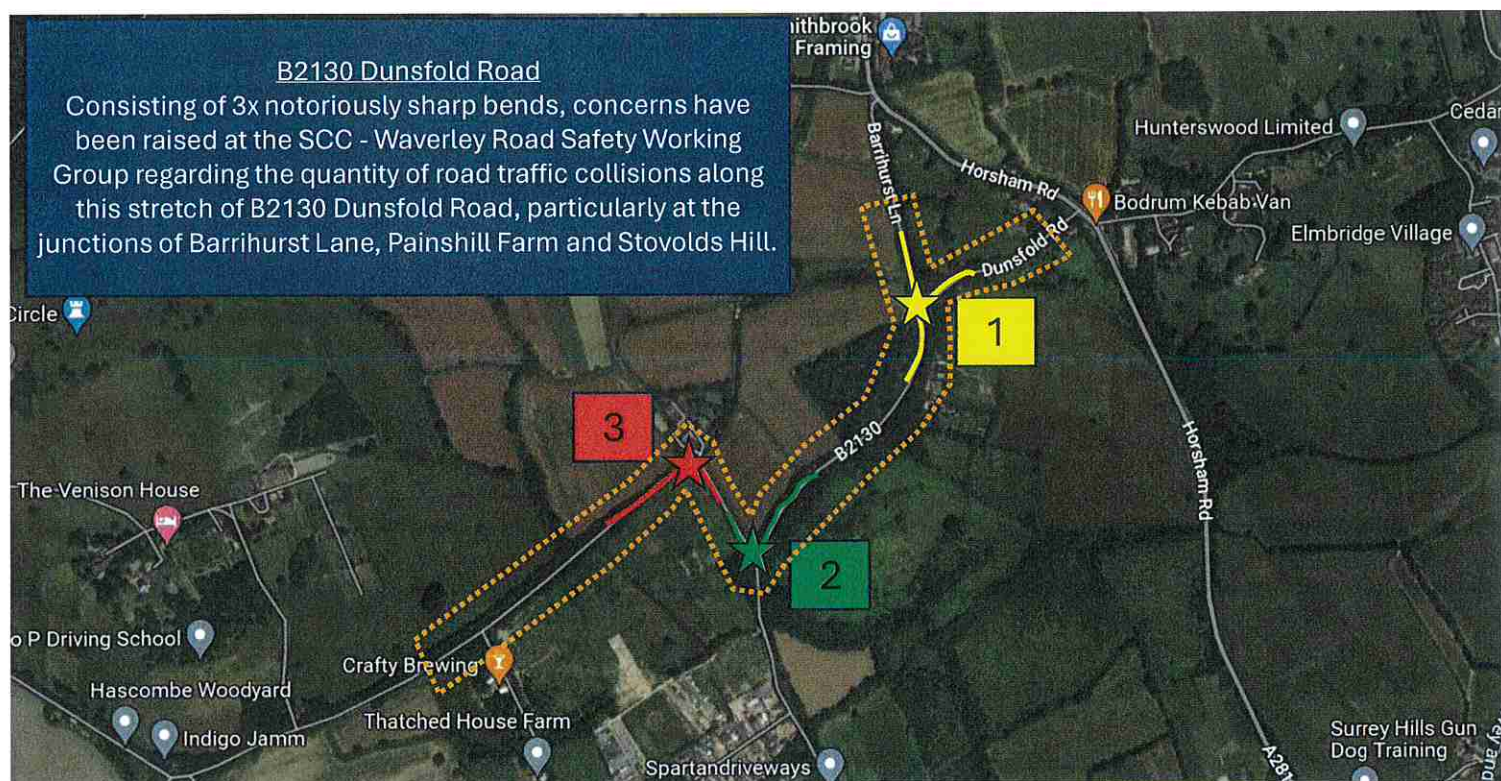


Table 1 - Accidents by Month

Collision Data Analysis taken from AccsMap

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
January	-	-	-	-	1	-	-	-	-	-	-	1
February	1	1	1	-	-	-	2	-	-	-	-	5
March	-	-	-	1	-	-	-	-	-	1	1	3
April	-	2	-	-	-	-	-	1	1	-	1	5
May	2	-	1	1	-	-	-	-	-	1	-	5
June	-	1	1	2	-	1	1	-	-	1	-	7
July	-	1	-	-	-	-	-	-	-	1	-	2
August	-	-	-	-	-	-	-	1	-	-	-	1
September	-	1	1	-	1	-	1	1	1	1	-	7
October	-	-	-	-	-	-	-	-	1	-	-	1
November	-	-	-	-	1	1	-	-	1	-	-	3
December	1	-	1	-	-	-	-	-	-	-	-	2
TOTAL	4	6	5	4	3	2	4	3	4	5	2	42

Table 3 - All Accidents by Severity

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
Fatal	1	0	0	0	0	0	0	0	0	0	0	1
Serious	1	2	0	0	1	1	0	3	2	2	1	13
Slight	2	4	5	4	2	1	4	0	2	3	1	28
TOTAL	4	6	5	4	3	2	4	3	4	5	2	42

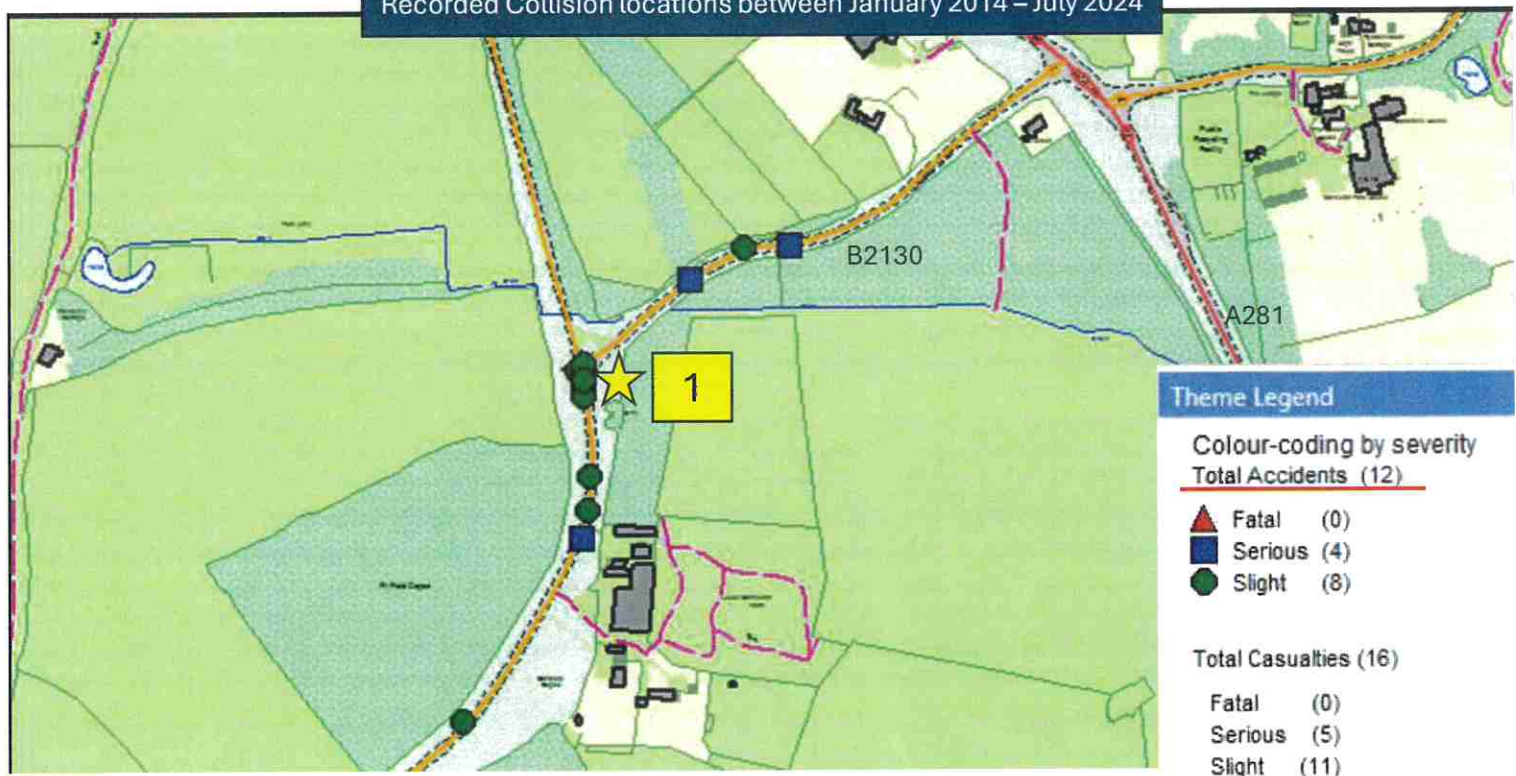
B2130 Dunsfold Road

Collision data recorded from Surrey Police between January 2014 and July 2024 has been analysed. Since 2014, there have been 52x casualties including:

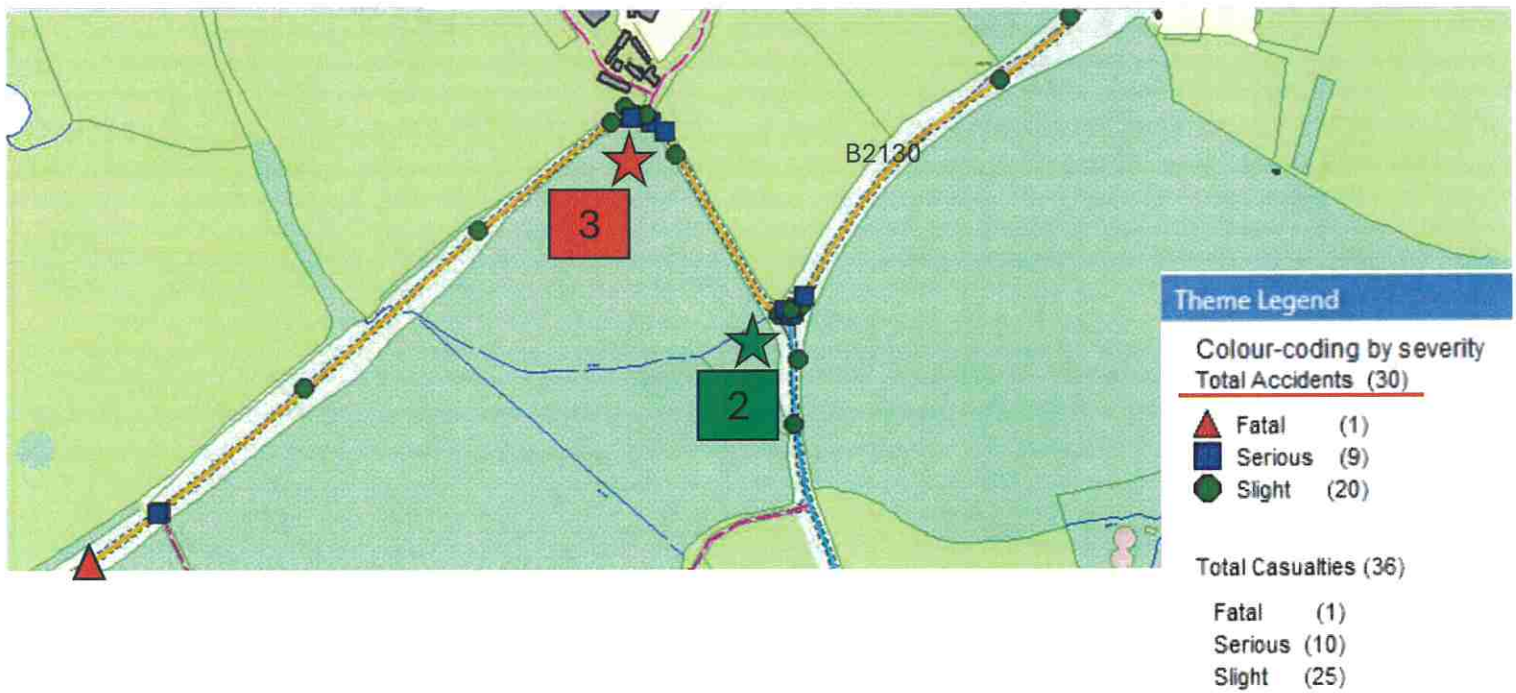
- 1x fatality
- 15x seriously injured casualties
- 36 casualties with 'slight' injuries

Recorded data identifies 6x vehicles overturned with resulting casualties.

Recorded Collision locations between January 2014 – July 2024



Recorded Collision locations between January 2014 – July 2024



B2130 Dunsfold Road – Road Safety Scheme

Brief view of sites and proposals

Proposals include new enhanced warning signage on all approaches to the 3x bends and junctions, new enhanced chevron signs to highlight the deflection of the carriageway around the bends, new reflective hazard warning posts on all approaches to, and around the bends, significant vegetation clearance to increase visibility of new signs, new enhanced speed limit repeater signs and terminals, new carriageway road markings and refreshment of existing road markings.

1



Present view Dunsfold Road SE Bound at Site 1,
junction with Barrihurst Lane

1



Our proposals for Dunsfold Road SE Bound at Site 1,
junction with Barrihurst Lane

Present Dunsfold Road NE
Bound (jct. Barrihurst Lane)



Our proposals for Dunsfold Road NE Bound at Site 1,
junction with Barrihurst Lane



Present Dunsfold Road SW
Bound (jct. Stovolds Hill)



Our proposals for Dunsfold Road SW Bound at Site 2,
junction with Stovolds Hill

Present Dunsfold Road SW Bound



Our proposals for Dunsfold Road SW Bound at Site 2, junction with Stovolds Hill



Present Dunsfold Road NW Bound
(jct. Painshill Farm)



Our proposals for Dunsfold Road NW Bound
at Site 3, junction with Painshill Farm



Present view Dunsfold Road NE Bound at Site 3,
junction with Painshill Farm



Our proposals for Dunsfold Road NE Bound at Site 3,
junction with Painshill Farm

B2130 Dunsfold Road – Road Safety Scheme

Our proposals have been designed and an estimate for the works was quoted in 2023 at £135,575.72.

At present, we have £25,000 funding left available through our Road Safety Engineering budget.

We are seeking to bid for approximately £100,000 through Waverley Borough Council's Strategic CIL funding to help us deliver our road safety scheme.

We would sincerely appreciate your support in this matter.



If you find the text in this form difficult to read we can supply it in a format better suited to your needs

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

APPLICATION FOR STREET TRADING CONSENT

To: Head of Environmental Health and Community Safety, Waverley Borough Council,
The Buns, Godalming, Surrey, GU7 1HR

I hereby make application under the provisions of section 3 and schedule 4 of the above Act for consent to sell or offer or expose for sale the articles stated below, in the open air within the area of Waverley Borough Council.

This application is for (please tick)	New Application	Renewal	<input checked="" type="checkbox"/>
If a renewal application please provide the number on the current consent			
The type of consent being applied for (please tick)	Sole Trader	Special/Community Events	<input checked="" type="checkbox"/>
If special/community events please state the number of stalls/traders to be present			

I submit the following particulars for consideration:

1	Applicant Full name	[REDACTED]
2	Trading as	IL FORNO VOLANTE
3	Home Address (inc. postcode) (for sole traders)	[REDACTED]
4	Address of organise (for community/special event)	[REDACTED]
5	Daytime telephone number	[REDACTED]
6	E-mail	[REDACTED]
7	Address where articles are stored (if applicable)	HORSESHOE LANE CRANLEIGH CRICKET PAVILLION
8	Proposed trading location/address	REPAIR CRAFT CAR PARK

16 APRIL 2022

* For special/community event applications please provide the details of all of the traders separately as part of your application.

9.	Type of vehicle(s) to be used. If a sole trader please also give accurate dimensions of each vehicle (in metres)	VAN RENAULT MASTER L135 H 2.2 meter: L 6.4: W 2.4
10.	Registration no. or identification mark	[REDACTED]
11.	Full details of articles to be sold. Also include size of any receptacles to be used, e.g. baskets, kiosk, tables, etc.	PIZZA TIRAMISU SOFT DRINKS (NO RECEPTACLES)
12.	Proposed times of trading (please include frequency, times of day, days per week, months of the year)	EVERY FRIDAY } 5-9 PM SATURDAY } SUNDAY }
13.	Insurance Company and Policy No.	[REDACTED]
14.	If a food business please provide the name of the local authority you are registered with	WAVERLEY

I enclose:

1. A passport style photograph of myself (sole traders only)
Attached
2. Photographs showing the sides, back and front of each vehicle (sole traders only). If you are an existing trader please provide a photo of the vehicle(s) in the trading location.
Attached
3. A plan/map image showing all locations that I have applied to trade in, which shows sufficient details to identify the location of the proposed site.
Attached
4. A copy of valid public liability insurance for trading/the event providing cover to a minimum amount of 5 million pounds. The person applying for street trading consent
Attached

February 2022

is responsible for providing this insurance, individual applicants (sole traders), or the organiser (special/community events)

5. Attached If a food trader(s) - a copy of correspondence showing that I am/they are registered with a local authority as a food business and/or have achieved a minimum FSA food hygiene rating score of level 3 or above.

6. Attached An event management plan(s) (special/community events only) detailing how the event(s) will be run safely and without causing nuisance to the area. Please note:

The Government has published its plan for living with COVID

COVID is still present in the community. As the organiser of an event(s) you must take all reasonable steps to protect the safety of those working or attending the event. As such you are required to include COVID in your risk assessment under general Health & Safety requirements. HSE Guidance is available on how to assess COVID related risks and there is also a risk assessment template

You should continue to follow the guidance to keep yourself and others safe. Working safely during coronavirus (COVID-19) - Guidance - GOV.UK (www.gov.uk)

If you require any COVID advice, please do not hesitate to get in contact with Environmental Health on 01483 523393 or send an email to EnvironmentalHealth@waverley.gov.uk

7. Confirmation that if trading from privately owned land that the land owner has given permission for me to trade/the event to go ahead there.

YES
I confirm that:

- I will pay the required fee within 48 hours of submitting this application. I am aware that failure to provide the required fee will result in my application not being processed.
- I am aware that the required fee is payable per trading site.
- I will display a notice at the proposed trading location(s) notifying local residents and businesses of my intention to trade there if a consent is granted. I will provide a photo of this being displayed at the location within 48hrs of submitting this application to environmentalhealth@waverley.gov.uk (not required for itinerant street traders such as ice cream vans who do not trade from any specific locations)
- I am aware that if valid objections are received to my application, the application will need to be considered and determined by Waverley Borough Council's Licensing Sub-Committee. This may delay a street trading consent being granted.

Signed

Print Name

Shakeelur Rahman

Date

22-09-2024

Notes:

Fees are reviewed annually. They are published on the Council's website, or please contact Environmental Health

Making a deliberately false statement in connection with any application is an offence punishable on summary conviction by fine of up to £400.

February 2022

Apply for a pavement licence - Case Details

Applicant details ^

First Name	Emin can
Last Name	Acar
Date of Birth	Sat, 11 Nov 2000
Telephone (Mobile)	
Email address	
National Insurance Number	
Full Address	

Application details

Application type	Renewal
------------------	---------

Business premises

Trading name	Yangaz bistro grill
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Which of the following is the above premises used for? Premise type	Other use for the sale of food or drink for consumption on or off the premises.
---	---

Address	127 High Street, Cranleigh, GU6 8AU
---------	-------------------------------------

Details about the licence

Expiry date for current licence	Mon, 30 Sep 2024
---------------------------------	------------------

New licence - date from:	Mon, 30 Sep 2024
--------------------------	------------------

New licence - date to:	Tue, 30 Sep 2025
------------------------	------------------

Chairs and tables

Which of the following relevant purposes do you wish to put furniture on the highway for?	Both of the above purposes.
---	-----------------------------

How many chairs and tables are you proposing to use?	17 tables 60 chairs
--	------------------------

Please tell us when you propose to put out chairs and tables. Please use the 24hr clock	SUNDAY- 09:00 to 16:00 MONDAY- 08:00 to 16:00 TUESDAY-08:00 to 16:00 WEDNESDAY-08:00 to 16:00 THURSDAY-08:00 to 16:00 FRIDAY-08:00 to 16:00 SATURDAY-08:00 to 16:00
---	---

Detailed area plan

What actual size of the area will the chairs and tables occupy? eg. 5 metres by 5 metres

7metres by 7metres

What is the size of the area where you intend to put the chairs and tables? eg: 20 square metres

20 square metres

Document checklist

Existing Licence Uploaded	✓
Site Plan Uploaded	✓
Detailed Area Plan Uploaded	✓
Risk Assessment Plan Uploaded	✓
Lease or other proof uploaded	✓
Insurance Certificate Uploaded	✓
Photos of chairs and tables uploaded	✓

Declaration

I understand that I am required to give notice of my application in accordance with the requirements of the Business and Planning Act 2020 and that failing to do so will lead to the revocation of any licence granted.	Yes
--	-----

I understand I must hold and maintain public liability insurance up to a value of £10million.	Yes
---	-----

I understand my application will not be considered to be complete until all the required documents and information have been provided and the application fee of £100 has been paid.	Yes
--	-----

I understand that the application fee paid is non-refundable if my application is refused or if any licence granted is subsequently surrendered or revoked.	Yes
---	-----

I understand that Waverley Borough Council is under a duty to protect the public funds it administers, and to this end may use the information I have provided on this form for the prevention and detection of fraud. I understand that it may also share this information with other bodies responsible for auditing or administering public funds for these purposes.	Yes
--	-----








I declare that the information I have submitted is true to the best of my knowledge and that I have not wilfully omitted any necessary material. I understand that if there are any wilful omissions, or incorrect statements made,	Yes
---	-----

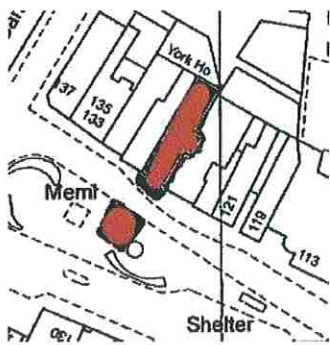
my application may be refused without further consideration or, if a licence has been issued, it may be liable to revocation.

I understand that Waverley Borough Council is collecting my data for the purposes described on this form and will not be used for any other purpose, or passed on to any other body, except as required by law, without my consent.

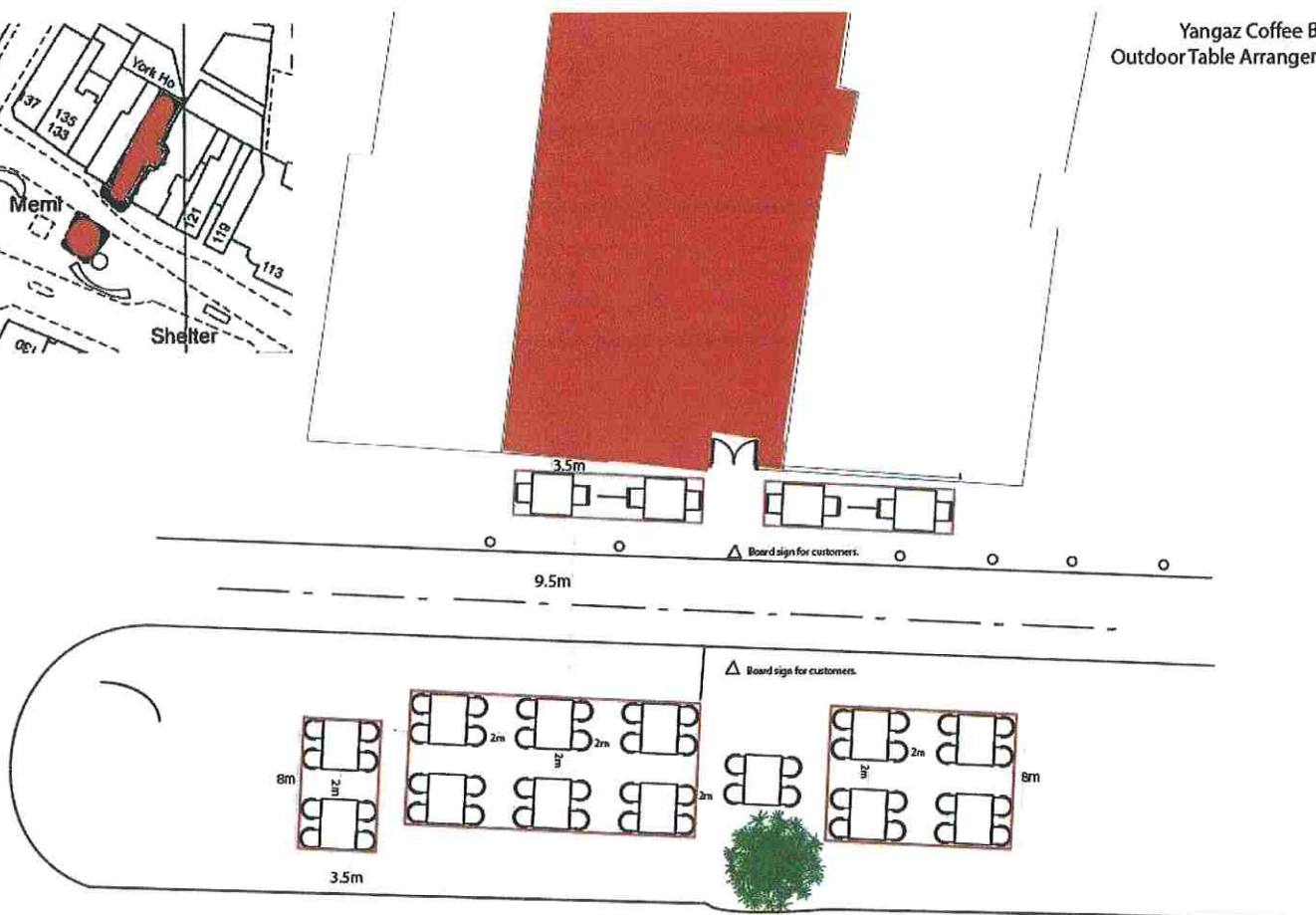
Yes

Documents

Filename	File	Preview file
59900d2a-fac7-4c8a-bf8f-880aebeea1a2.jpeg	 59900d2a-fac7-4c8a-bf8f-880aebeea1a2.jpeg	-
a9ffadd7-f3b5-46e6-a4f7-28b3c7d0ae4b.jpeg	 a9ffadd7-f3b5-46e6-a4f7-28b3c7d0ae4b.jpeg	-
IMG_5993.jpeg	 IMG_5993.jpeg	-
806e9a31-715c-46d6-a931-8860440f671c.jpeg	 806e9a31-715c-46d6-a931-8860440f671c.jpeg	-
9a5d2990-c8e1-4709-af72-ecf0aa2d2a40.jpeg	 9a5d2990-c8e1-4709-af72-ecf0aa2d2a40.jpeg	-
9a5d2990-c8e1-4709-af72-ecf0aa2d2a40.jpeg	 9a5d2990-c8e1-4709-af72-ecf0aa2d2a40.jpeg	-
9a5d2990-c8e1-4709-af72-ecf0aa2d2a40.jpeg	 9a5d2990-c8e1-4709-af72-ecf0aa2d2a40.jpeg	-



Yangaz Coffee B7 Outdoor Table Arrangem...





Waverley Borough Council,
Council Offices, The Burys,
Godalming, Surrey, GU7 1HR
www.waverley.gov.uk

Date of issue: 6th October 2023

BUSINESS AND PLANNING ACT 2020 – PAVEMENT LICENCE

PERMISSION TO PLACE TABLES AND CHAIRS ON THE PUBLIC HIGHWAY

LICENCE NO. LN/000007952

Payment ref. FS549670573

With reference to your application asking for permission to place
17 tables and 60 chairs on a 20m² area of the public highway (7 m x 7 m) at
Yangaz Bistro Grill, 127 High Street, Cranleigh, Surrey, GU6 8AU
(Location: Area outside premises and area across the road)

The Council, pursuant to the powers conferred by The Business and
Planning Act 2020, hereby grants permission for a period
from **6th October 2023 to 30th September 2024** inclusive,
in accordance with the Conditions of Permission.

In addition to the standard conditions overleaf, the following also applies:-

This pavement café is permitted to operate during the following times only:-

SUNDAY	09:00 to 16:00
MONDAY	08:00 to 16:00
TUESDAY	08:00 to 16:00
WEDNESDAY	08:00 to 16:00
THURSDAY	08:00 to 16:00
FRIDAY	08:00 to 16:00
SATURDAY	08:00 to 16:00

Approving Officer:

Richard Homewood
Executive Head of Environmental and Regulatory Services
Guildford and Waverley Borough Councils

A copy of this licence must be prominently displayed on the licensed premises at all times.



TERMS AND CONDITIONS OF PERMISSION TO PLACE TABLES AND CHAIRS ON THE PUBLIC HIGHWAY

1. Permission to operate a Pavement Café does not imply an exclusive right to the area of public highway. The operator should be aware that the Highway Authority and others (e.g. police, statutory undertakers) will need access at various times (including emergencies) for maintenance, installation, special events, improvements etc. This may mean that the Pavement Licence area will need to cease operating and/or be removed for a period of time. On these occasions there would be no compensation for loss of business.

2. The licence holder must hold Public Liability Insurance for the operation of the Pavement Licence. This must indemnify Waverley Borough Council and Surrey County Council against all claims for injury, damage or loss to users of the public highway, arising from the use of the highway for the permitted purpose. The minimum level of indemnity must be £10 million in respect of any one incident. Evidence of the insurance must be provided to Waverley Borough Council on request.

3. Tables and chairs etc. must not be placed in position outside of permitted times. When the licence is not in use, all tables and chairs and other furniture must be stored securely inside a premises away from the highway.

4. Waverley Borough Council and/or Surrey County Council are empowered to remove and store or dispose of furniture from the highway, at the cost of the licensee, if left there outside the permitted hours, or should any conditions of the licence be ignored. The Council will not be responsible for safekeeping.

5. An unimpeded pedestrian route must be maintained at all times for people wishing to use the footway as per the National Licence Conditions.

6. The method of marking the boundary of the licensed area must be agreed between the licence holder and the Licensing Department. Whatever method is agreed a 2 metre clear walkway must be maintained for the use of pedestrians.

7. Emergency routes to the premises and adjacent buildings must not be obstructed by the Pavement Licence area, which should not,

in normal circumstances, extend beyond the width of the premises frontage.

8. Tables and chairs and other items permitted should be kept in a good state of repair. Furniture should be placed so as not to obstruct driver sightlines, or road traffic signs. Placement of tables and chairs must allow pedestrians to use the footway parallel to the frontage of the premises. Care should be taken in the use of hanging baskets, awnings, protruding umbrellas etc. Alternative items may not be used without first seeking the written authority of the Council.

9. All potential obstructions must be removed from the public highway when the premises are closed to prevent a safety hazard to pedestrians, particularly during the hours of darkness.

10. The licensee should ensure that the area operates in a safe and orderly manner, thereby minimising any safety risk or nuisance to customers, other users of the public highway or any adjacent land or premises.

11. The operation of the area must not interfere with highway drainage arrangements.

12. During the hours of darkness suitable and sufficient lighting must be provided to ensure safe use of the area. Any proposals to provide additional lighting to the licensed areas must be agreed with the Highway Authority in writing.

13. No later than 1st September 2020, with the exception of pre-packaged confectionary, all food and drink containers and packaging shall be re-useable, recyclable or compostable.

14. All detritus (food and drink remnants, spillages, bottles, cans, wrappers etc.) be regularly removed from the footway surface to reduce hazards to pedestrians. The licence holder must make arrangements to regularly check for and to remove litter and rubbish on pedestrian walkways, caused by persons using the Facility, for a distance of up to 10

metres from the boundary of the Pavement Licence area. The licence holder must ensure that any tables are cleared in an efficient manner during the hours of operation. The licence holder must ensure the licensed area and surrounding highway is to be washed down at the completion of each day's usage using a method sufficient to remove food debris, grease and other spillages that may occur.

15. The licence holder is not permitted to make any fixtures, or excavations of any kind, to the surface of the highway without prior written approval from Surrey Highways.

16. The Licensee of a premises not licensed under the Licensing Act 2003 or any modification or re-enactment thereof, must not allow the consumption of alcoholic liquor within the licensed area.

17. The Licensee of a premises licensed under the Licensing Act 2003 or any modification or re-enactment thereof, must not allow the consumption of alcoholic liquor within the licensed area outside the hours in force for the premises itself.

18. The licence must be displayed on the premises with a plan of the agreed layout of the pavement licence area.

19. The licence holder must remove any tables, chairs and other furniture immediately at the end of the licence period each day or on revocation of the licence.

National Conditions

The Secretary of State publishes these conditions in exercise of his powers under clause 5(8) of the Business and Planning Act 2020 and may publish conditions for pavement licences in addition to the statutory conditions referred to below. All and any national conditions must be complied with throughout the duration of the pavement licence period:

Condition relating to clear routes of access – a “no obstruction condition” – as set out at section 5(5) of the Business and Planning Act 2020:

It is a condition that anything done by the licence holder pursuant to the licence or any activity of other persons which is enabled by the licence must not:-

(a) prevent traffic, other than vehicular traffic, from:-

(i) entering the relevant highway at a place where such traffic could otherwise enter it (ignoring any pedestrian planning order or traffic order made in relation to the highway),

(ii) passing along the relevant highway, or

(iii) having normal access to premises adjoining the relevant highway,

(b) preventing any use of vehicles which is permitted by a pedestrian planning order or which is not prohibited by a traffic order,

(c) preventing statutory undertakers having access to any apparatus of theirs under, in, on or over the highway, or

(d) preventing the operator of an electronic communications code network having access to any electronic communications apparatus kept installed for the purposes of that network under, in, on or over the highway, as set out in section 3(6) of the Act.

Condition relating to provision of a no smoking area - “a smoke free seating condition” – as set out at 5(6) of the Business and Planning Act 2020:

It is a condition of the legislation that a licence-holder make reasonable provision for seating where smoking is not permitted.

Guidance on the effect of this condition:

1. Where seating used for the purpose of consuming food or drink has been, (or is to be) placed on the relevant highway in accordance with the licence. **The licence-holder is required to make reasonable provision for seating where smoking is not permitted.** This means that where businesses provide for smokers, customers will also have the option of sitting in a non-smoking area. Ways of meeting this condition could include:

- Clear “smoking” and “non-smoking” areas, with “no smoking” signage displayed in designated “smoke-free” zones in accordance with Smoke-free (signs) regulations 2012 which can be viewed here.
- No ash trays or similar receptacles to be provided or permitted to be left on furniture where smoke-free seating is identified.
- Licence holders should provide a minimum 2 metres distance between non-smoking and smoking areas, wherever possible.

1. Further, business must continue to have regard to smoke-free legislation under The Health Act 2006, and the subsequent Smoke-free (Premises and Enforcement) Regulations 2006.

Condition

All tables and chairs must be removed by 16:00 hours on the day of the Cranleigh bonfire as a public safety measure and on other special occasions when required by Cranleigh Chamber of Commerce.



BUSINESS AND PLANNING ACT 2020
PERMISSION TO PLACE TABLES AND CHAIRS ON THE PUBLIC HIGHWAY
APPROVED SEATING LAYOUT

for Licence no: LN/000007952
at Yangaz Bistro Grill, 127 High Street, Cranleigh, Surrey, GU6 8AU

