

## Levens Parish Council

### Response to Freedom of Information Request Received from Mr.C.Turner on 20 October 2014

This document provides responses to the questions asked in a Freedom of Information request, received on 20 October 2014 from Mr Colin Turner (on behalf of a number of residents). For clarity, each question has been repeated below, with the Parish Council's response attached.

Peter Davidson  
Clerk to the Council

31 Oct 2014

- 1. The Parish Council has indicated that it has commissioned two surveys in relation to this project, from Spatial Data Ltd and E3P respectively. At the council meeting on 14 October, it was stated that both pieces of work had been completed, that reports had been produced by both suppliers and that they had been provided to the Council's professional advisor. Please provide copies of both reports, together with any appendices and relevant accompanying information, including any emails or letters offering opinion or clarification from the two suppliers**

For reports from Spatial Data, see Attachments 1a to 1e.

For reports from E3P, see Attachments 2a to 2f. I would draw your attention to the statement in all of the E3P reports:

*"E3P cannot be held responsible for any use of the report or its contents for any purpose other than that for which it was prepared. The copyright in this report and other plans and documents prepared by E3P is owned by them and no such plans or documents may be reproduced, published or adapted without written consent.  
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2. The Council plans to pay the two suppliers from a grant which should by now have been received. Please confirm :

- a. The value of grants received to date
- b. The value of grants applied for but not yet received, together with a view as to when these are now expected.
- c. A list of invoices already received, including suppliers and values, which the Council intends to pay using the grants received or expected.
- d. In addition, a list of work already commissioned, including suppliers and expected values, for which invoices have not yet been received, but which the grants may be expected to fund.
- e. A further list of works not yet commissioned, including estimated values, which the grants may be expected to fund.

- a) The Parish Council submitted an application for grant funding to H&C agency for funding to cover anticipated costs of £57820. This amount was the estimate from the architect, to take the project through to:
- outline planning submitted for Sizergh, Cotes, Church Hill allotments and Underhill.
  - detailed planning for the village hall and for conversion of the Institute.

Further details on this estimate are contained in d) below.

H&C agency has approved this application on the basis that they will fund 90% of the cost estimate submitted, ie £52000. H&C agency stipulated a phased release of funding. The Council has applied for release of the first tranche of funding, amounting to 50% of the full amount, ie £26000. This funding has been released.

The parish council is looking at options for funding the remaining 10% of the costs, which avoid recourse to using precept funding.

- b) The intention of the council is to apply for the remainder of the grant as the work progresses towards submission of planning, as described in a) above. Timescales are dictated by the need to apply for the remaining tranche before the end of March 2015.
- c) The Parish Council has been maintaining a separate record of receipts and payments relating to the Levens Community Project. As of 1 April 2014, there was a balance of just over £100 in this fund, which represented the residue of previously obtained grant funding. Since then, there have been the following transactions:

<b>Receipts 2014/15</b>				
<b>Date</b>	<b>Description</b>	<b>Amount £</b>		
09/06/2014	VAT refund	1,034.80		
	H&C Agency grant	26,019.00		
	<b>Total</b>	<b>27,053.80</b>		
<b>Payments 2014/15</b>				
<b>Date</b>	<b>Description</b>	<b>Amount £</b>	<b>VAT £</b>	<b>Total £</b>
08/07/2014	Damson Consultancy: printing leaflets	50.00	10.00	60.00
08/07/2014	Damson Consultancy: preliminary masterplanning work	1,000.00	200.00	1,200.00
08/07/2014	Room hire	75.00		75.00
12/08/2014	S.Read: Land registry searches	35.24		35.24
13/08/2014	Damson Consultancy: initial design work	4,000.00	800.00	4,800.00
09/09/2014	Room hire	50.00		50.00
14/10/2014	Spatial Data: surveys	1,330.00	266.00	1,596.00
14/10/2014	E3P: surveys	1,600.00	320.00	1,920.00
	<b>Total</b>	<b>8,140.24</b>	<b>1,596.00</b>	<b>9,736.24</b>

- d) Attachment 3 is a detailed spreadsheet compiled and maintained by Damson Design. This covers the professional fees associated with taking the village hall and Institute through to detailed planning, and the plots at Sizergh, Cotes, Underhill and Church Road through to outline planning.

On this spreadsheet, the figures in **black** represent the original estimates submitted to the Homes & Communities Agency as the basis for the grant application. The figures in **blue** represent the cost of the work undertaken to date (as of 1 October).

Under the heading of "Total Budgets", you will find these numbers totalled up. You will also find the currently invoiced figures, the amount still to be invoiced and the currently estimated cost to completion. You will note from the overall totals that the currently estimated cost to completion is somewhat lower than the original estimate.

- e) See d) above.