#### Denbighshire County Council Logo

Public Recreational Open Space Commuted Sums

Application Form

# Contents

[Contact Details 3](#_Toc117688419)

[Organisation Details 3](#_Toc117688420)

[Project Details 4](#_Toc117688421)

[Project description: 4](#_Toc117688422)

[Land ownership 5](#_Toc117688423)

[Planning Permission 5](#_Toc117688424)

[Future Maintenance 6](#_Toc117688425)

[Project Impact 6](#_Toc117688426)

[Project timescales 7](#_Toc117688427)

[Project Finances 7](#_Toc117688428)

[Cost Breakdown 8](#_Toc117688429)

[Declaration 9](#_Toc117688430)

[Approval Process 10](#_Toc117688431)

## Contact Details

Contact name:

Contact address:

Contact email address:

Contact telephone number:

## Organisation Details

Organisation name:

Organisation type, please tick:

|  |  |
| --- | --- |
| Council Department |  |
| City, Town or Community Council  |  |
| Community Group  |  |
| Charity (Please provide your Charity number)  |  |
| Other (please state) |  |

If your organisation is VAT Registered, please provide your VAT Registration Number.

## Project Details

Project name:

Address of project location:

City, Town or Community Council Area:

For further information about the project location please see link below. <https://maps.denbighshire.gov.uk/MyDenbighshire.aspx>

Project type (please tick):

|  |  |
| --- | --- |
| Formal Parks and Gardens |  |
| Informal Open space  |  |
| Sports grounds |  |
| Children’s play areas |  |

## Project description:

Please provide a brief overview of your proposed project, proving a site plan and drawings if you have them available. Google Maps or photograph also accepted.

Please refer to scheme guidelines to check if your project is eligible or contact the Community Development Team. Please reference Assessment Criteria (Section 6) in the guidance document.

## Land ownership

Does your organisation own or lease the location for the project? If leased, you will need to provide evidence of agreement to progress your project obtained from the landowner.

## Planning Permission

If you require Planning permission or any other consent for your project, is it in place?

|  |  |
| --- | --- |
| Yes – please provide a copy of the decision certificate |  |
| No – Your application cannot be processed until this is received  |  |
| Awaiting outcome |  |
| Not applicable  |  |

## Future Maintenance

Please provide details of future maintenance arrangements

## Project Impact

Please provide information about the evidence of need for your project, community engagement undertaken, support from the respective City, Town or Community Council.

Please also include any links that your project has to local plans in your area or links with the County Councils [Corporate Plan Priorities](https://www.denbighshire.gov.uk/corporateplan). Local City, Town or Community Council, contact details for all clerks can be found [here](https://www.denbighshire.gov.uk/en/your-council/about-the-council/city-town-and-community-councils.aspx).

Please provide details of how your project contributes to the [Climate and Ecological Change Strategy 2021-22 to 2029-30](https://www.denbighshire.gov.uk/en/your-council/strategies-plans-and-policies/strategies/climate-and-ecological-change-strategy.aspx)

## Project timescales

Please provide details about estimated start and ends dates along with any key dates, such as funding application outcome dates.

## Project Finances

Commuted Sums funding can only be used for capital project cost, such as physical improvements. Funding cannot be used for feasibility works, staffing costs and ongoing maintenance

Please indicate other sources of funding and the amount requested from the Public Recreational Open Space Commuted Sums Fund.

|  |  |  |
| --- | --- | --- |
| **Sources of Funding**  | **Capital Costs only** | **Fund Status\*** |
| **Applicants own funding**  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **Commuted Sums Requested**  |  |  |
| **Total** |  |  |

\*Please use the box to provide more details of other grants you are applying for including, application status and expected outcome dates. For funding status please use the following categories:

**Approved -** written approval for the funding exists

**Applied** – no written approval exists but an application has been made

**Approached** – initial approach to or by funding body has been made but no application submitted

## Cost Breakdown

Please provide quotes for items listed below. Any item costing more than £5,000 will require 3 quotes, under £5,000 will require 1 quote.

|  |  |  |  |
| --- | --- | --- | --- |
| **Item/ Works** | **Cost**  | **VAT** | **Total**  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Declaration

I declare that to the best of my knowledge all the above information is correct and that in the event of a grant being awarded, it will only be used for the purpose described above and in accordance with the acceptance of Open Spaces Commuted Sums, Terms & Conditions made at the time of approval.

Signed:

Position within organisation:

Date:

Please return completed application forms to:

Community Development Team

Denbighshire County Council

Strategic Planning Team

PO Box 62

Ruthin

LL15 9AZ

Or email: communitydevelopment@denbighshire.gov.uk

# Approval Process

Applications will be considered in consultation with county council officers and the local Member Area Group. There is no right of appeal in this case, although representations can be made to the Council before the money is allocated.

Applicants will be required to provide evidence of community engagement undertaken, and support from the respective City, Town or Community Council.