

**DEED DATED**

**2024**

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**(1) ROTHER DISTRICT COUNCIL**

**(2) HURST GREEN PARISH COUNCIL**

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**GRANT FUNDING AGREEMENT**

**relating to the Rother Coronation Community Orchard  
Grants Scheme**

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THIS DEED is dated

2024

**BETWEEN**

- (1) **ROTHER DISTRICT COUNCIL** whose principal address is at Town Hall, London Road, Bexhill-on-Sea, East Sussex TN39 3JX (the "**Council**"); and
- (2) **HURST GREEN PARISH COUNCIL** whose principal address is at Hurst Green Village Hall, Station Road, Hurst Green, East Sussex, TN19 7PL (the "**Applicant**").

**BACKGROUND**

- (A) The Grant is offered to financially assist the Applicant in the development and enhancement of community orchards as set out in Appendix 1 to this Grant Funding Agreement (the **Project**).
- (B) The Council has agreed to provide Grant on the terms set out in this Grant Funding Agreement.
- (C) These terms and conditions are intended to ensure that the Grant is used by the Applicant for the Project.

**IT IS AGREED AS FOLLOWS:**

**1. INTRODUCTION AND DEFINITIONS**

1.1 In this Grant Funding Agreement the following definitions shall apply:

|                         |   |
|-------------------------|---|
| <b>"Bribery Act"</b>    | the Bribery Act 2010 and any subordinate legislation made under that Act from time to time together with any guidance or codes of practice issued by the relevant government department concerning the legislation.   |
| <b>"Grant"</b>          | an amount of up to £4,950.00, as set out in Appendix 3  |
| <b>"Prohibited Act"</b> | (a) offering, giving or agreeing to give any gift or consideration of any kind as an inducement or reward for:<br><br>(i) doing or not doing (or for having done or not having done) any act in relation to the obtaining or performance of this Grant Funding Agreement or any other contract with the Council; or<br><br>(ii) showing or not showing favour or disfavour to any person in relation to this Grant Funding Agreement or any other contract with the Council;<br><br>(b) entering into this Grant Funding Agreement or any other contract with the Council where a commission has been paid or has been agreed to be paid by the Applicant or on the Applicant's behalf, or to the Applicant's knowledge, unless before the relevant contract is entered into particulars of any such commission and or the terms and conditions of any such contract for the payment thereof have been disclosed in writing to the Council; |

(c) committing any offence:

(i) under the Bribery Act;

(ii) under legislation creating offences in respect of fraudulent acts; or

(iii) at common law in respect of fraudulent acts in relation to this Grant Funding Agreement or any other contract with the Council; or

(d) defrauding or attempting to defraud or conspiring to defraud the Council

**"Project"**

the project described in section (A) and as set out in Appendix 1

**"Project Outcomes"**

the outcomes as set out in Appendix 2

1.2 In this Grant Funding Agreement, reference to any statute or legislation (Acts or Statutory Instruments) shall include any changes to or replacement of the same and includes all instruments, orders, bye-laws and regulations for the time being made, issued or given under or made valid by such statute or legislation.

## 2. GRANT

2.1 In consideration of the Council's and the Applicant's respective obligations contained in this Grant Funding Agreement, the Council offers the Grant and the Applicant accepts the Grant on the terms and conditions of this Grant Funding Agreement.

## 3. THE APPLICANT'S OBLIGATIONS

3.1 The Applicant shall commence the Project as soon as reasonably practicable after the date of this Grant Funding Agreement, and thereafter must proceed diligently with and complete the Project.

3.2 The Applicant shall deliver the Project as set out in Appendix 1 and the outcomes (the **Project Outcomes**) as set out in Appendix 2 to this Grant Funding Agreement.

3.3 The Applicant shall (and shall procure that its employees, agents suppliers and contractors shall), comply in all respects with all applicable laws in relation to the carrying out of the Project, and without prejudice to the generality of the foregoing shall:

3.3.1 comply with the Public Contracts Regulations 2015 together with their amendments, updates and replacements from time to time (as required), in connection with the procurement of any of works, assets or services in relation to the Project in respect of which funding is to be provided by the Council and the Council shall not be liable for the Applicant's failure to comply with its obligations under the Public Contracts Regulations 2015;

3.3.2 comply with all applicable laws and relevant guidance governing the award of subsidies within the United Kingdom at the relevant time, including but not limited to the rules and general principles relating to subsidies set out within the EU-UK Trade and Cooperation Agreement and any primary or secondary legislation within UK law which implements and / or expands upon those rules and general principles, and the Subsidy Control Act 2022

and any primary or secondary legislation within UK law which implements and / or expands upon the rules and general principles set out therein;

- 3.3.3 at all times comply with the Equality Act 2010;
  - 3.3.4 provide such evidence to the Council on request of a policy covering equal opportunities including policies to prevent any discrimination on the grounds of colour, race, creed, nationality or any other unjustifiable basis directly or indirectly in relation to the implementation of the Project;
  - 3.3.5 comply with all relevant requirements contained in or having effect under any legislation relating to health, safety and welfare at work; and
  - 3.3.6 comply with the safeguarding of vulnerable people and requirements to check with the Disclosure and Barring Service.
- 3.4 The expenditure profile and funding arrangements are detailed in Appendix 3.
- 3.5 In the event of any conflict between (i) the final Project costs and (ii) the Grant amount set out in Appendix 3 then the Grant amount shall prevail. For the avoidance of doubt, should the final Project costs amount to less than the Grant amount then the lesser amount shall be awarded.
- 3.6 The Grant must be shown in the Applicant's accounts as a restricted fund and must not be included under general funds.
- 3.7 The Applicant must notify the Council of its nominated duly authorised representative appointed by the Applicant to deal with all matters relating to this Grant Funding Agreement. Should that authorised representative be replaced at any time, the Applicant shall notify the Council as soon as reasonably practicable of the replacement authorised representative.

#### **4. PAYMENT OF GRANT**

- 4.1 The Council shall pay the Grant to the Applicant in accordance with the expenditure profile set out in Appendix 3, subject to the necessary funds being available when payment falls due, provided that:
- 4.1.1 the Applicant shall spend the Grant solely on the delivery of the Project and fund any overspend using its own resources;
  - 4.1.2 no part of the Grant shall be paid unless and until the Council is satisfied that such payment will be used for proper expenditure in the delivery of the Project;
  - 4.1.3 the Council reasonably believes that the Project will be delivered and the Project Outcomes achieved;
  - 4.1.4 the required terms and conditions of this Grant Funding Agreement have been satisfied;
  - 4.1.5 no other public sector financial assistance relating to the Project (other than that set out in Appendix 1) has been, or will be received by the Applicant; and
  - 4.1.6 the Applicant agrees to provide the Council such other information as reasonably requested by the Council.
- 4.2 The Grant shall be paid to the Applicant against eligible expenditure only as set out in Appendix 3.

4.3 The Applicant may claim as eligible expenditure any irrecoverable VAT that it incurs against the expenditure in Appendix 3, provided that (i) this shall not increase the amount of the Grant, and (ii) if the Applicant subsequently recovers VAT previously treated as irrecoverable, the Applicant shall promptly reimburse the same to the Council to the extent the Grant has already been paid on account of such sum.

4.4 Subject to the provisions of this Grant Funding Agreement, the Council shall pay the Grant into the Applicant's bank account at:

|                 |          |
|-----------------|----------|
| Bank Plc:       | HSBC     |
| Sort Code:      | 40-23-18 |
| Account Number: | 72216752 |

## 5. **MONITORING AND AUDIT**

The Applicant shall:

5.1 provide to the Council, upon request, such information as the Council reasonably requires with regard to the Project and the outcomes;

5.2 provide the Council with a final report (the 'Final Report') on completion of the Project and in any event by no later than 1st March 2025, in such format as the Council shall require, together with any evidence requested by the Council which shall confirm whether the Project has been successfully and properly completed. Further reports (again in such format as the Council shall require) shall also be provided by the Applicant to the Council at 1 year intervals from the date of provision of the Final Report for the following 3 years from the date of the provision of the Final Report ;

5.3 ensure that all original documents relating to the Project and its implementation and financing are retained until twelve (12) years after the last payment of the Grant; and

5.4 permit the Council, or persons authorised by it, to inspect, audit and take copies of all reports, books and accounting records and vouchers relating to the Project and the performance of this Grant Funding Agreement.

## 6. **TERMINATION, SUSPENSION AND REPAYMENT**

6.1 The Council reserves the right, in its absolute discretion, to vary, suspend, or withhold some or all of the Grant payable, and/or require the Applicant to repay some or all of the Grant to the Council (for a period up to ten (10) years after the last payment of Grant to the Applicant) if:

6.1.1 the Applicant uses the Grant for purposes other than the Project;

6.1.2 progress towards completing the Project Outcomes is unsatisfactory and without reasonable justifiable cause, or the Project Outcomes are not achieved;

6.1.3 the Applicant becomes insolvent or subject to the appointment of an administrator, receiver or administrative receiver; or is the subject of a proposal for a voluntary arrangement or has a petition for an administration order or winding up order brought against it; or passes a resolution to wind-up or makes any composition, arrangement, conveyance or assignment for the benefit of its creditors or purports to do so;

- 6.1.4 the Applicant provides the Council with any materially misleading or inaccurate information in relation to the Applicant or its application for the Grant funding for the Project;
  - 6.1.5 the Applicant commits or committed a Prohibited Act;
  - 6.1.6 any member of the governing body, employee or volunteer of the Applicant has (a) acted dishonestly or negligently at any time and directly or indirectly to the detriment of the Project or (b) taken any actions which, in the reasonable opinion of the Council, bring or are likely to bring the Council's name or reputation into disrepute;
  - 6.1.7 the Applicant obtains funding from a third party which, in the reasonable opinion of the Council, undertakes activities that are likely to bring the reputation of the Project or the Council into disrepute;
  - 6.1.8 the Grant funding is not, or ceases to be, in compliance with subsidies law as set out in clause 3.3.2; or
  - 6.1.9 the Applicant fails to comply with any of the terms and conditions set out in this Grant Funding Agreement.
- 6.2 If the Council requires the Applicant to repay some or all of the Grant, the Applicant must do so within fourteen (14) business days of a written request from the Council. If the Applicant does not do so it will be required to pay to the Council interest upon the sum requested at a rate of 3% above the base lending rate from time to time of the National Westminster Bank Plc from and including the day fifteen (15) business days after the request for payment until the date of actual payment.
- 6.3 Should any part of the Grant remain unspent by 1<sup>st</sup> March 2025, the Applicant will promptly return such sum(s) to the Council.

## 7. PUBLICITY

- 7.1 The Applicant agrees to acknowledge the Council and DEFRA in any publicity and/or promotional materials relating to the Grant and/or Project. The Applicant also agrees to adhere at all times to the Branding Guidelines set out on the Government Communication Service website at the following address :
- <https://gcs.civilservice.gov.uk/guidance/marketing/branding-guidelines/>
- 7.2 The Council may use the Applicants name, the name and details of the Project and any posters or leaflets produced by the Applicant in relation to the Project in its own publicity materials and the Applicant shall comply with all reasonable requests from the Council to facilitate visits, provide reports, statistics, photographs, films and case studies that will assist the Council in any promotional activities relating to the Grant and/or Project.
- 7.3 The Applicant shall notify the Council of any information provided to the Council as part of this Grant Funding Agreement, the Grant and/or Project that it considers to be commercially sensitive or confidential.

## 8. LIMITATION OF LIABILITY

- 8.1 The Council accepts no liability for any consequences, whether direct or indirect, that may come about from the Applicant running the Project, the use of the Grant or from withdrawal of the Grant.

9. **MISCELLANEOUS PROVISIONS**

- 9.1 The Applicant agrees to observe and perform the terms and conditions set out in this Grant Funding Agreement.
- 9.2 The Applicant shall maintain at all times adequate public liability insurance cover with an insurer of good repute to cover all claims or demands which may be brought or made against it by any person suffering any injury damage or loss in connection with the Project.
- 9.3 The Applicant shall not vary or make any material alteration to the Project without the prior written consent of the Council.

10. **ACCEPTANCE**

This Grant Funding Agreement has been entered into as a Deed on the date stated at the beginning of it.



**EXECUTION PAGE**

Executed as a deed on behalf of the said  
**HURST GREEN PARISH COUNCIL** by two  
councillors authorised in accordance with the  
Parish Councils standing orders, in the  
presence of the Proper Officer:

.....  
Councillor

.....  
Signature of Proper Officer

.....  
Councillor

.....  
Signature of Proper Officer

Executed as a Deed by  
**ROTHER DISTRICT COUNCIL**  
by affixing the Common Seal in the presence of:

.....  
Authorised Signatory

.....  
Member of the Council

## **APPENDIX 1**

### **PROJECT**

The Coronation Community Orchard Grant Scheme supports people in Rother to come together to plant and cultivate fruit and nut trees. Community Orchards provide a focal point for community activities whilst improving the natural environment and increasing biodiversity.

This grant scheme has been made available via an award of £49,024.50 to Rother District Council from DEFRA's Coronation Living Heritage Fund, which seeks to create green spaces and connect communities with nature as a permanent reminder of the coronation of King Charles III, linking with the King's lifelong support of the natural environment.

Applications are invited from properly constituted, non-profit organisations for grants of £500 to £5,000 towards the capital costs of planting at least 5 fruit or nut trees in a new or existing community orchard. Projects must be completed, with trees planted and grants claimed, by 1st March 2025.

The Applicant will deliver the following:



# Coronation Community Orchard Grants Application Form

Click on the arrow before each heading to expand/close each section of the application form.

Please save this form and submit it to [Climate.Emergency@rother.gov.uk](mailto:Climate.Emergency@rother.gov.uk) with all supporting documentation. If your files are too large, you may send them separately.

## Before you start

Before completing this form, please read the grant scheme eligibility criteria and project guidance in full, provided on the [Coronation Community Orchard Grants Scheme page](#).

## Submitting your application and supporting documents

Please submit this completed application form along with any supporting documents as attachments in an email to [Climate.Emergency@rother.gov.uk](mailto:Climate.Emergency@rother.gov.uk).

The scheme will remain open until either all available grant funding has been allocated to eligible applicants, or until midnight Friday 26<sup>th</sup> July 2024, whichever is sooner.

Applications will be reviewed in the order they are received. We will assess your application form and supporting documents against the grant eligibility criteria and contact you by email with a decision.

If information or supporting documents are missing, we will contact you to request this. Your application will rejoin the queue for review based on the date any additional information is received.

## Your organisation

|   |  |
|---|--|
| Organisation name:  | Hurst Green Parish Council             |
| Contact name:   | Andrew Brown                           |
| Position in Organisation:   | Councillor                             |
| Correspondence address:   | Village Hall, Hurst Green, East Sussex |
| Email:  | cllr.andrew.brown@hurstgreen-pc.gov.uk |
| Phone number:   | 07836 272883                           |
| Website:  | www.hurstgreen-pc.gov.uk               |
| How would you describe your organisation? Please summarise your main aims and objectives.                             | Parish Council                         |
| Do you have a formal structure?   | YES                                    |
| <i>Provide a copy of your organisation's constitution or set of rules, dated and signed as adopted by your group.</i> |  |
| Do you have Public Liability Insurance, available on request?   | YES                                    |



## Signatories

Please enter below the names, addresses and email addresses of members/trustees of your organisation's governing body or board of directors authorised to enter into contracts on behalf of your organisation.

*Provide a copy of any current resolution or delegated authority given to members/trustees authorising them to enter into contracts on behalf of the organisation, dated and signed as adopted by your group.*

The Council may require further evidence or information regarding this authority from you and by submitting this form you agree on behalf of your organisation to provide such additional information upon request by the Council.

If no resolution or delegated authority has been granted, all members/trustees should be listed below to be included as signatories on the grant funding agreement.

- Hurst Green Parish Council is the entity that would enter into any contract with RDC, this would be via a Council resolution, as voted upon by Councillors at the time the contract was to be signed.

## Bank Account Details

|   |                            |
|---|----------------------------|
| Organisation/group name on the account: | Hurst Green Parish Council |
| Bank/Building Society Name:             | HSBC                       |
| Account Number:                         | 72216752                   |
| Sort Code:                              | 40-23-18                   |

# About your Community Orchard project

## 1. Where is the planned location of your Community Orchard?

The planned community orchard will be located using an underutilised area within Hurst Green public park. The approximate area is shown shaded in green in the map image below, an aerial photograph is also included for reference.



## 2. How will the Community Orchard be accessed by the public and on what terms?

The Community Orchard will be accessible to the public all year round during daylight hours, as it is located within the public park in the middle of Hurst Green village. There are no restrictions or fees for entry, allowing free and open access. The orchard will be accessed via an existing all-weather, fully accessible path that connects with the existing roadside footpath, ensuring that individuals of all abilities can easily visit and enjoy the orchard's offerings and benefits.

## 3. Who owns the land entered at Question 1, and what agreements are in place for you to plant the Orchard here?

*Provide evidence of ownership or any formal agreements, such as a lease, that may be in place OR provide written permission from the landowner for your organisation to plant the orchard and offer public access.*

The orchard will be located exclusively on land already owned by the Parish Council.



**4. Describe your delivery schedule for planting the orchard (which must be complete by 1st March 2025) and for the ongoing establishment & maintenance for at least two years.**

Our proposed delivery schedule for planting the orchard is as follows:

July 2024: Expert advice obtained to select tree varieties and determine a viable planting scheme, specifically taking into account factors such as the existing tree shade.

July - September 2024: Community engagement and planning meetings to finalise the orchard design.

September/October 2024: Site preparation and layout marking.

October/November 2024: Community planting events, where volunteers will plant the trees.

December 2024: Official opening event and the unveiling of the new signage.

From March 2025: Ongoing establishment and maintenance, including regular watering, mulching, pruning, and monitoring tree health and biodiversity (insects etc.) levels. It is hoped that we will be able to establish a volunteer group and that we will be able to run community workshops to train volunteers in orchard care.

**5. Describe the main groups of people who will benefit from your project and how.**

The Community Orchard will benefit a diverse range of people in Hurst Green, which has a population of about 2,000. Families will enjoy a natural space for recreation, while elderly residents and those with mobility issues will benefit from its proximity to housing, using the accessible paths, offering a peaceful place for exercise and relaxation. Additionally, the wider community will benefit from the social and health benefits of spending time in nature, supporting the development of high quality local green space - fostering community spirit and engagement, as promoted in the draft Hurst Green Neighbourhood plan.

We have included letters from our local District councillors, who are fully supportive of our application.

**6. Explain the species selection and layout of your orchard, and what research and/or consultation you have undertaken to decide on this design.**

The layout of the orchard has been principally determined by the extent of the existing boundaries of the park site, as well as the location of the existing hardstanding public footway that encircles the proposed area, with trees being planted alongside and near to the existing footpath. A small circular area in the middle of the scheme will be left unplanted, and it is hoped that in the future as funding becomes available, a small paved area (perhaps featuring a sundial, statue or art installation) can be installed, further highlighting the area as a community space dedicated as a further permanent reminder of the coronation of King Charles III.

Our orchard will feature a diverse selection of native and heritage fruit tree species, chosen for their adaptability to local conditions and benefits to biodiversity. We consulted with local horticulturists and reviewed resources from The Orchard Project and similar organisations.

We have also used Cranfield University's Soilscape viewer, which indicates the area where the orchard is to be located is classed as having moderate to high fertility, with the soil being considered slightly acid loamy and clayey, with generally impeded drainage.

Using all of this gathered information, along with consultation with tree nurseries (such as Keepers Nursery, and also with English Woodlands, based locally at Cross in Hand, near Heathfield), we have produced a proposed planting plan that includes a number of different species, spaced to allow for growth and to attract pollinators, whilst ensuring the tree branches won't interfere with users of the path. This design ensures ecological balance, supports local wildlife, and will offer a variety of fruits for the community to enjoy.



**7. a) Do any aspects of your delivery or design rely on approvals or permissions that can only be sought on confirmation of funding?**

/No

**b) If yes, please provide more information.**

**8. How does the delivery and/or design of the orchard minimise any negative impact on the environment and deliver biodiversity and climate benefits?**

The design and delivery of our new orchard has been tailored to minimise the environmental impact and to enhance biodiversity and climate benefits. By planting a variety of native and heritage fruit trees, we will create a resilient ecosystem that supports local wildlife, including pollinators like bees and butterflies. The trees will also help by acting as a carbon sink, sequestering CO<sub>2</sub>, and providing shade.

**9. Describe how your project is accessible and inclusive.** Accessibility means access to all persons, regardless of their disability, race, gender, sexual orientation, age and religion or belief.

Our Community Orchard project is designed to be fully accessible and inclusive. The site is served by an existing level, all-weather path, ensuring easy access for individuals with mobility challenges, including those using wheelchairs or walking aids. We plan to plant a number of shorter/dwarf trees to ensure that individuals of all ages and abilities can participate in fruit picking and maintenance activities. The orchard will provide a therapeutic environment beneficial for those with special needs, offering opportunities for social interaction, sensory experiences, and engagement with nature. Our goal is to create an inviting space for everyone, regardless of disability, race, gender, sexual orientation, age, or religion.

**10. a) Does your project involve young people and/or vulnerable adults?**

No

**b) If YES, do you have a child protection/vulnerable adult policy available upon request?**

n/a

**11. Should your grant application be successful, how will your Community Orchard meet any additional running costs?**

If our grant application is successful, the Community Orchard's additional running costs will be covered by the Parish Council, which already maintains the park. These costs will be integrated into our existing budgeted operational expenses. Regular maintenance tasks, such as pruning, watering, and general upkeep, are already managed by the parish council's contractors, ensuring the orchard remains a vibrant and sustainable part of the park without requiring separate funding. This integration guarantees the orchard's long-term viability and proper care. However, we are keen to look at other lower cost options, including a possible partnership with 'Hands of Hope', who the Council already have links with and who run a number of successful community gardens/orchards outside of the parish, it is our hope that we may be able to establish a group of local residents who may wish to take on a number of maintenance tasks such as pruning.

**12. Should your grant application be successful, how are you planning to promote and acknowledge Rother District Council and the Coronation Living Heritage Fund's contribution to your project?**

If our grant application is successful, we will promote and acknowledge Rother District Council and the Coronation Living Heritage Fund's contribution through multiple channels. We will install prominent signage at the orchard site detailing the support and contributions and additionally, will feature their logos and an acknowledgment in any related promotional materials or articles in the village newsletter that is delivered to

each household in the parish. The permanent public signage displayed alongside the existing path at the entrance to the orchard will serve as a permanent reminder of the coronation of King Charles III and of the support provided by Rother District Council to the people of Hurst Green.



### 13. Should your grant application be successful, how will you evaluate the success of your project?

If our grant application is successful, we will evaluate the project's success through multiple measures. For wildlife, we will monitor biodiversity by recording the presence of various species of insects, birds, and other fauna attracted to the orchard. We will also track the health and growth of the trees, ensuring they thrive and provide a sustainable habitat. For the community, we will assess engagement through participation in planting and maintenance activities, usage of the orchard for recreation and education, and feedback from residents on the orchard's benefits in enhancing the public park's appeal and utility, in this currently underutilised area of the park. It is our hope that residents will sit in the shade offered between the trees, watching their children playing in the new accessible children's park, or perhaps enjoying a family picnic, and even in the longer term whilst enjoying eating the fruit - demonstrating to our children that food production can be achieved in metres, rather than miles or a trip to supermarkets located outside of the parish, necessitating the use of motor vehicles.

## Costs and Funding

### 14. Are you able to reclaim VAT?

Yes

**15. Please itemise your total project costs below.** You may include in these costs any irrecoverable VAT. Quotes for trees must be obtained from a [certified Plant Healthy nursery](#).

*Please provide a quote/estimate for each item listed.*

|                | Item                                  | Number/units | Unit cost ex VAT | Total ex VAT      |
|----------------|---------------------------------------|--------------|------------------|-------------------|
| 1              | Cast Plaque and large stone           | 1            | £ 450.00         | £ 450.00          |
| 2              | Teak Memorial Bench 4 Seat Sandhurst  | 1            | £ 396.00         | £ 396.00          |
| 3              | Bench ground anchors                  | 2            | £ 52.00          | £ 104.00          |
| 4              | 2 year old Fruit trees (see plan)     | 54           | £ 64.00          | £ 3,456.00        |
| 5              | 2 year old Black Mulberry Fruit tree  | 1            | £ 75.00          | £ 75.00           |
| 6              | Mulch mat                             | 55           | £ 1.65           | £ 90.75           |
| 7              | Bio peg                               | 22           | £ 0.08           | £ 22.00           |
| 8              | Rootgrow                              | 1            | £ 51.50          | £ 51.50           |
| 9              | Compost                               | 8            | £ 11.00          | £ 88.00           |
| 10             | Tree support/protection (larger size) | 2            | £ 5.75           | £ 11.50           |
| 11             | Tree support/protection               | 53           | £ 4.25           | £ 225.25          |
| <b>TOTAL :</b> |                                       |              |                  | <b>£ 4,970.00</b> |





**16. Please confirm the funding amount you are requesting from the Coronation Community Orchard Grant Scheme.**

£

**17. If not 100% funded by the Coronation Community Orchard Grant Scheme, please list other sources of funding pending or received for your Community Orchard.**

Coronation Community Orchard Grants cannot be used as match funding from any other government grant or vice versa.

| <b>Funding Body &amp; Scheme</b> | <b>Amount</b> | <b>Status</b><br>(Pending Decision/<br>Confirmed/received) | <b>Items/services funded</b> |
|----------------------------------|---------------|--|------------------------------|
|                                  |               |  |                              |
|                                  |               |  |                              |
|                                  |               |  |                              |
|                                  |               |  |                              |
|                                  |               |  |                              |

**18. To evidence value for money, do you have evidence of a second quote for each cost identified in your budget, available upon request?**

Yes

**19. Please list below any grant assistance received by your organisation from Rother District Council in the last three years.**

| <b>Grant Scheme</b> | <b>Amount</b> | <b>Status</b> (Pending Decision /<br>Confirmed or date received) | <b>Project/items/services funded</b>  |
|---------------------|---------------|--|---|
| Community Grant     | £30,000       | Confirmed  | Matched part funding towards an accessible, sustainable children's playground equipment |
|                     |               |  |   |
|                     |               |  |   |
|                     |               |  |   |
|                     |               |  |   |

**20. a) Do you currently receive any other form of help from Rother District Council (financial or in kind)?**

No.

**b) If yes, please provide more information.**

## **APPENDIX 2**

### **Project Outcomes**

The Project must deliver all of the following outcomes:

- A community orchard of at least 5 fruit or nut trees by 1<sup>st</sup> March 2025
- Benefits to a Rother community, for example,
  - engaging the community in setting up, planting, or maintaining the orchard
  - giving the community free access to the orchard on a permanent or occasional basis for leisure, recreation, activities or events
  - giving the community free access to the orchard to harvest the fruit.
- Increased biodiversity

**APPENDIX 3**  
**GRANT AWARD LETTER**

Our ref: COGS/EM  
Please ask for: Elize Manning  
Direct dial no: 01424 787487  
Email: [climate.emergency@rother.gov.uk](mailto:climate.emergency@rother.gov.uk)  
Date: 07<sup>th</sup> October 2024



Hurst Green Parish Council  
Village Hall  
Hurst Green  
East Sussex  
TN19 7PL

**Lorna Ford**  
**Chief Executive**  
Town Hall  
Bexhill-on-Sea  
East Sussex  
TN39 3JX

Dear Councillor Brown,

### **Rother Coronation Community Orchard Grants Scheme Decision**

Thank you for your application to the Rother Coronation Community Orchard Grants Scheme, funded by DEFRA's Coronation Living Heritage Fund.

I'm pleased to confirm that your organisation has been provisionally awarded the sum of £4,950 (four thousand, nine hundred and fifty pounds) towards the cost of your community orchard project. The award is subject to a grant funding agreement being signed and returned on behalf of your organisation. You can expect to receive your grant funding agreement by email within the next two weeks for you to print, sign and return by post.

**Please note this is your provisional offer letter and not your grant agreement. Any aspects of your project that are dependent on this grant funding should not be undertaken until the grant funding agreement has been signed.**

The grant can only be used to fund the items included in section 15 of your application form and is capped at the amount set out above. Should your project come in under the expected budget, a lesser grant payment may be paid. Subject to the terms of the Grant Funding Agreement, the grant will be paid as follows:

- i) An initial award of 75% of the Grant amount determined (£3712.50) shall be paid on receipt by the Council of the signed Grant Funding Agreement and an invoice from your organisation for this amount; and
- ii) A final award of 25% of the Grant amount determined (£1,237.50) shall be paid upon completion of the project and receipt by the Council of an invoice from your organisation for this amount with satisfactory proof of completion (this shall include, without limitation, invoices, receipts, proof of purchase and photographic evidence of completion of the project).

To receive the final grant payment projects must be completed and evidence of completion received by Rother District Council no later than 1st March 2025. Failure to complete the project by this date will result in the final award payment being withheld and a request for repayment of the initial award in full.

Your Grant Funding Agreement will include all terms and conditions to ensure the grant award and project delivery meets Rother District Council's requirements and the Coronation Living Heritage Fund terms and conditions. Please read these carefully on receipt.

If you have any queries or wish to discuss further, please contact us by email on [climate.emergency@rother.gov.uk](mailto:climate.emergency@rother.gov.uk).

Yours Sincerely,

A handwritten signature in black ink that reads "Elize Manning". The signature is written in a cursive style with a large, looping initial 'E'.

Elize Manning

Climate Projects Officer