

Grants and Concessions Panel Annual Report Financial Year 2012-13

The revised processes for Grants and Concessions introduced in October 2011 identified the development of an Annual Report, for consideration in October/November annually (at an appropriate Panel meeting). This was intended to document the Panel's review of its decisions in the previous year. The development of this first report identified that greater alignment with the Council's financial year would be appropriate, and the report has now been refreshed to reflect the period April 2012 – Mar 2013.

Consideration of the Annual Report by the Grants and Concessions Panel (in the third quarter annually) allows for the Panel to make its own amendments to the Guidance for the continuous improvement of Grant and Concession processes, and recommendations back to Cabinet for any changes to Policy. The Priorities and Principles of funding, set by the Policy, are the clearest way this Council can communicate to local organisations what it is keen to fund. As the Council looks forward to the new financial year, it is timely to consider these and ensure the continued effectiveness of the Grants and Concessions programme.

Grants

During the last financial year, Grants have been considered and determined in two ways: Four Panel meetings considering bids in excess of £500 were held

- 5th July 2012
- 18th October 2012
- 24th January 2013
- 14th March 2013

Fast track bids for sums up to £500 were considered by email exchange following submission

Key figures:

Summary figures for grants are outlined in the table below:

Total funding available:	£250,000 - 2012/13 financial year (of which £25,000 allocated for Fast Track applications) £140,840 - "Low Carbon Chichester District" total at April 2013
Complete bids received over the period:	66 (+3 Low Carbon) - 39 applications (+ 3* Low Carbon) to Panel, - 27 Fast Track applications
Total funds requested:	Overall: £460,198 - £335,001.62 in bids to Panel - £63,916 in Low Carbon bids to Panel - £11,588.33 in Fast Track applications
Total successful bids:	53 (+4 Low Carbon) - 30 applications considered by Panel - 4* allocations from the Low Carbon fund made by Panel - 22 Fast Track
Total funding awarded:	Overall: £246,520.50 - £173,620 from 12/13 allocation (£164,644 from Panel, £8,976 Fast Track) - £72,901 from Low Carbon Chichester District fund

Table 1: Programme Grant Summary

*While three applications were received, a fourth bid was allocated monies from the Low Carbon fund, see page 7.

Summary observations:

- The Grants and Concessions Panel has supported 30 applicants in this review period. Through the Fast track process another 22 were supported.
- Of the 52 successful applications, the average award was £4402.15. The average Panel award (excluding Low Carbon bids) was (£5488.13) and the average Low Carbon award was £18,225.25. The average Fast Track award was £408.
- The Grants and Concessions Panel awarded less than the requested grant amount 12 times, another three Fast track applicants were made reduced offers.
- Three maximum Grants of £25,000 were offered, including one which was part funded by both the annual pot and the Low Carbon fund (totalling £25,000). Two further offers under the Low carbon fund of £24,702 and £24,840 were made.
- 11 applications considered under the programme were refused, (four were Fast track applications, the others were considered by the Panel). A further application was deferred and two applications were withdrawn by applicants.
- Based on grant awards (excluding Low Carbon fund), 49% of awards went under the 'Health & Wellbeing' priority. The lowest funded priority was the Environment. The Low Carbon awards constituted 29.6% of all funds awarded in the period.

Grants- decisions made by the Grants and Concessions Panel:

A full list of decisions made on grant applications to the Grants and Concessions Panel during the review period is documented in the Appendix 1.

The outline below gives an overview of the grant applications considered by each Panel meeting:

▪ 5th July 2012:

The Panel considered 7 applications, requesting a total of £54,477.06, a Low Carbon application for £24,840, and were advised of an emergency award made under executive delegation prior to the meeting of £15,000. All applications were approved but four bids were offered lower amounts than requested.

▪ 18th October 2012:

The Panel considered 9 applications, requesting a total of £101,990. Two bids were refused, and a further three were offered less than they had applied for. A single Low Carbon application of £18,393 was approved, but at a lower value than applied for.

▪ 24th January 2013:

Panel considered 10 applications at the first meeting of the New Year, with total requests of £75,612.36. Two applications were refused, and a further two were awarded at a reduced amount. One application for £25,000 was approved but Panel identified that elements of the bid could have been eligible for the Low Carbon fund, and officers were delegated to engage with the applicant and propose the split (which was subsequently agreed by Panel at a later meeting). A further Low Carbon fund application was approved for £20,673.

▪ **14th March 2013:**

As the last Panel of the financial year, this meeting considered the highest number of applications of the four meetings. 12 applications with total requests of £87,922.20 were considered. One application was withdrawn by the applicant before the day of the meeting, three applications (totalling £48,000) were refused, and two of the seven approved applications were offered reduced awards.

Applications refused:

Seven applications were refused by Panel during the period. The reasons for refusal varied and while some of the applications were for very large amounts (two were maximum requests of £25,000 a further application was for £20,000) three were well below the average applicant value. Four were submitted under the Health & Wellbeing priority, but this is consistent with the profile of all bids. Refused applications tended to follow a low “score” from the officer assessment summarised to Panel, which reflected that applications (or the proposed projects) failed to evidence how they met the criteria.

Analysis of grant applications by funding priority heading:

- Of all applications to Panel received, 59% were under the ‘Health and Wellbeing’ priority, 13% ‘Economy’, 13% ‘Housing & Neighbourhoods’, 10% ‘Transport and Access’ and 5% ‘Environment’.
- Total bids under the ‘Economy’ priority were £87,000, averaging £17,400. Only 3 of the 5 bids were successful, of the three maximum applications only one was approved, and the other two applications received one received their full request and the other received 30% of what was requested.
- Total bids under the ‘Environment’ priority were £17,000 and were all approved at the full amount bid for, the only priority area to do so. However, with only two applications this is not a robust sample to draw conclusions from.
- Total bids under the ‘Health & Wellbeing’ priority were £130,781.86 an average request of £5,686.17. With 4 refused and 1 withdrawn, £81,522 was allocated under this priority.
- Total bids under the ‘Housing & Neighbourhoods’ priority were £42,000 and were all approved at the full amount (although one successful application was split between this priority and the Low carbon fund, resulting in a total of £24,622 being applied to the above priority).
- Three applications under the ‘Transport and Access’ priority totalled £65,240. With one refused and one deferred only £8,500 was allocated to projects.

Table 2 below analyses successful grants by priority:

Priority	Count	Grant Requested	Grant Awarded (value/as percentage of request)
Health & Wellbeing	19	£103,399.40	£81,522.00 / 79%
Housing & Neighbourhoods	5	£42,000	£24,622 / 100%*
Economy	3	£40,000	£33,000 / 83%
Transport & Access	2	£26,000	£8,500 / 33%
Environment	2	£17,000	£17,000 / 100%
Totals	47	256,104.06	228,661.00

*1 application split to draw funds from Low Carbon pot, so application successful

Table 2: Grants by priority

Figure 1 below illustrates, by theme, the total value of all applications made (under that theme), the total value of applications that were approved by Panel (based on their original application value), and the total value of awards made.

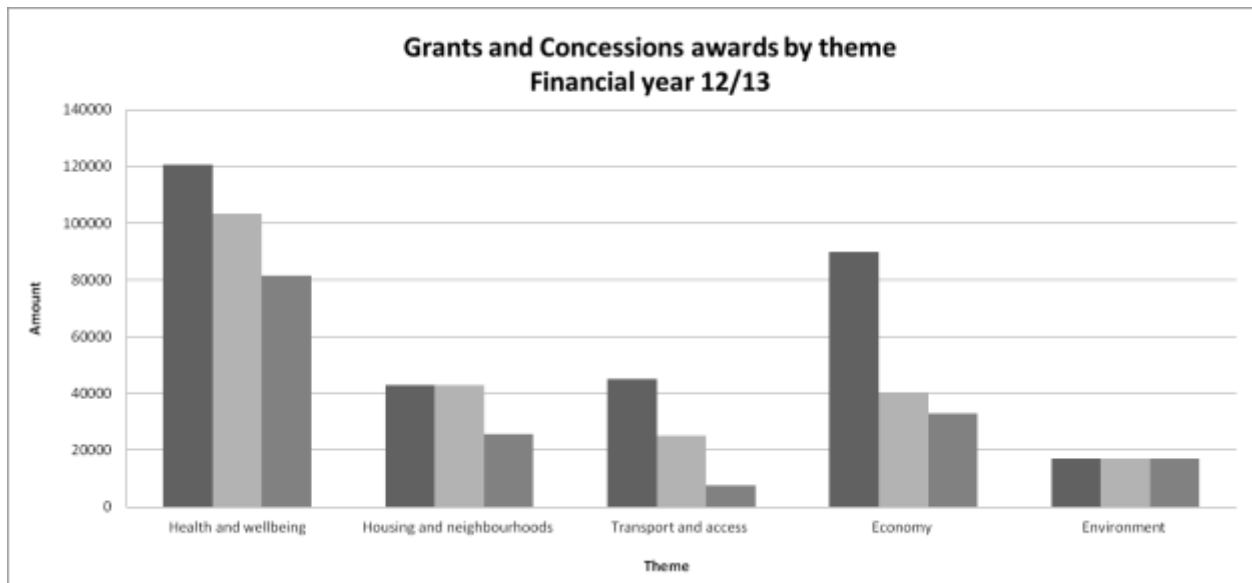


Figure 1: breakdown of applications by theme

Fast track grants:

For applications for up to £500, applications can be made using a shorter application form. Applications are summarised and circulated to the Chair and two other members of the Grants and Concessions Panel by email and the decision is determined electronically without waiting for the following Panel date.

A full list of decisions made on Fast Track applications during the review period are documented in the Appendix 2.

During the financial year 12-13, 27 Fast Track applications received, of which 22 were successful, four were refused and one was withdrawn by the applicant. Of the successful grant awards:

- 19 applicants (86% of approved Fast Track applications) received the full amount they had requested, three were given a lesser grant offer (from 50% - 67% of original request). The smallest request (and award) was £125. 11 of the applications (40%) requested the maximum £500, two of those were refused and the remaining nine all received the full amount they had applied for.
- Over half of all Fast Track applications had ticked the “Health & Wellbeing” priority. Fig 2 (below) shows the distribution of the value of successful grants by priority theme
- Fast track bids came from across the District, and of the successful 22 applications, five came from Midhurst, three came from Selsey and two from Chichester. Four of the applications had District wide, or a very broad geographic benefit. A full geographic analysis of all grant awards is in a later section of this report.

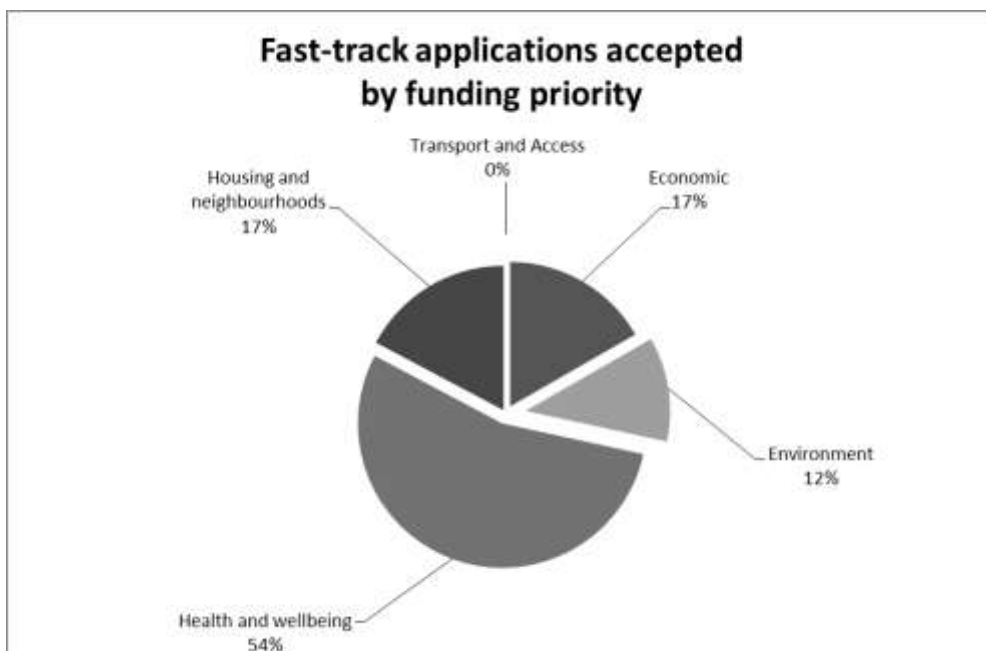


Figure 2: fast-track applications by theme

Low Carbon Chichester District fund:

The Low Carbon Chichester District Fund is a ring-fenced pot of funding which originated from the Energy Saving Trust, as opposed to the main Chichester District Council funds.

The aim of this specific grant is to fund projects that:

- Reduce carbon emissions in the District
- Reduce fuel bills and provide affordable warmth
- Reduce fuel poverty
- Raise awareness of/and increase energy efficiency.

The grant fund is available to either:

- Groups of domestic properties, or
- Community buildings

The minimum grant amount is £10,000 and so fast track funding is not available under this scheme. The total funds available under the 'Low Carbon Chichester District Fund' at the start of the period were £140,840.

There have been four awards from the fund during the period:

Organisation	Project	Request	Award
Harting C of E Primary School	Funding for roof of Eco-Roundhouse	£24,850	£24,850
Graffham Pavilion	Installation of low carbon measures	£20,673	£20,673
Tuppenny Barn Education Ltd	Air source heat pump, under floor heating and rainwater recovery for new education centre	£18,393	£10,000
Henry Warren Village Club	Applied under Housing and Neighbourhoods priority for support to redevelopment project. Low carbon measures identified and allocated to this fund		£17,378
Total			£72,901

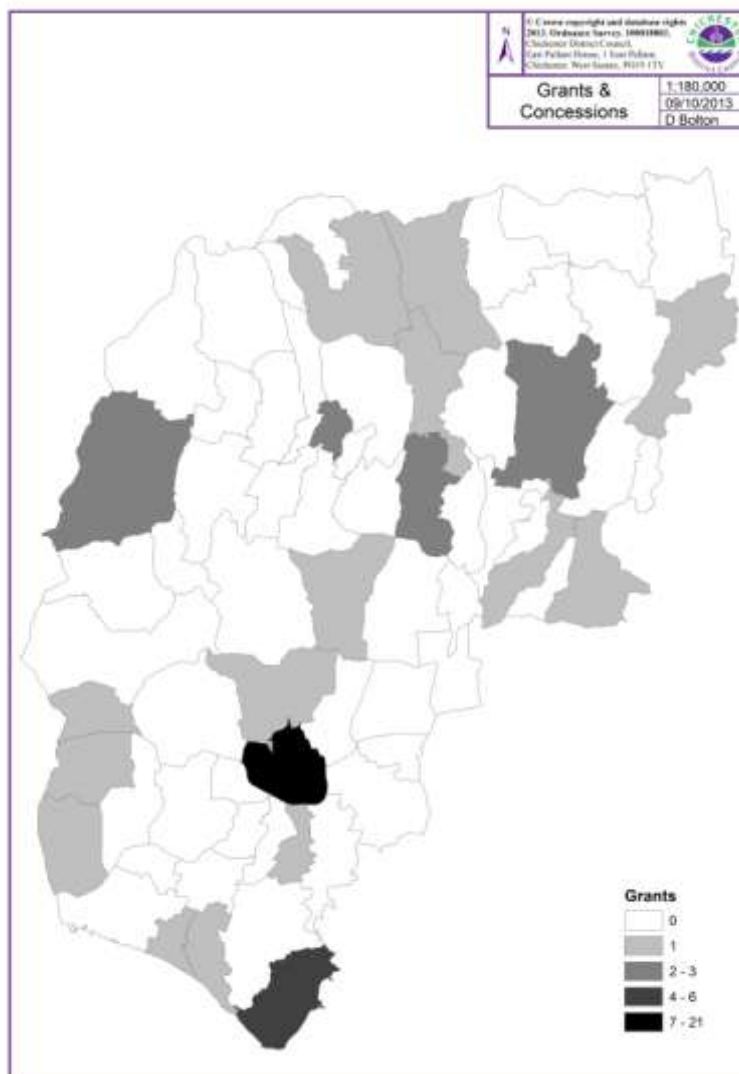
All applications to this fund were successful in the period. Excluding the last application, 87% of the total requests total was awarded.

Geographic analysis:

The Grants & Concessions programme's funding policy sets no specific expectations for where funding should be awarded. The only relevant criterion set in the programme guidance is that bids must "primarily benefit residents of the Chichester District".

More than 21 individual parishes in the District benefited from successful applications to the grants programme (including Fast track and Low Carbon). These were in addition to the 14 successful applications that identified beneficiaries from a wider area across the district (either projects that were to be deployed in multiple locations, projects that geographically served an area larger than a single parish, or a service that was available to relevant users from across the District).

The map below shows the distribution of successful applications across the District. Due to the relative population and the appropriateness of locating events or projects in the City, Chichester has by far the highest number of applications (21 submitted) and equitably the highest number of refused bids (seven, or 33% of bids). There were six bids from Selsey of which one was refused and one withdrawn. Midhurst also had three bids, all successful, and a further three that were for wider projects centred on the town.



Priorities and principles of funding

One purpose of the Annual Report is Members to consider the effectiveness of the Grants programme. In a purely practical sense, the guidance guides applicants in making applications and the Council in determining them. In a more general sense, the opportunity exists to review the “Priorities and Principles” of funding to determine if the processes are bringing forward the types of project this Council would like to fund.

This first full financial year of applications has generated a good range of applications. Broadly speaking the ‘Environment’ priority has not attracted equitable numbers of applications, but it is accepted that the Low Carbon Chichester District fund draws out aligned projects and aspirations. The fund will not be replenished and as it is expended we may see an increase in bids under the ‘Environment’ priority.

The Grants and Concessions Panel may wish to review the priorities and principles and make recommendations back to Cabinet as the Council prepares for the coming Financial Year. However, the proposals for receiving applications from Parish Councils for New Homes Bonus monies of up to £457,000 (deadline for applications is 1st October 2013) may make it appropriate to await the outcome of that process before review.

Service Level Agreements

Chichester District Council maintains a number of on-going financial arrangements with Voluntary Organisations, which are conditional upon performance against a Service Level Agreement or contracts that set the duration and purpose of the funding and the expected outcomes. Monitoring and renewal of these is undertaken by officers, but will be referred to the Grants and Concessions Panel where, for instance, performance issues require consideration of the continuance of funding. These organisations have not been included in the main grants analysis as the budget is held separately.

The table below sets out the current arrangements in place (a significant number are due for renewal next year and negotiations are currently underway to establish next steps).

Organisation	Funding Type	Value 2012/13	Duration
Arun & Chichester Citizens Advice Bureau	Contract	£66,800	2010/11 - 2012/13
Chichester District Volunteer Centre	Contract	£12,100	2008/09 - 2012/13
Voluntary Action Arun & Chichester	Grant - Service Agreement	£29,600	2011/12 – 2013/14 3 year funding arrangement
Shopmobility	Grant - Service Agreement	£15,000	2012/13 Annually reviewed
Stonepillow	Grant - Service Agreement	£25,000	2011/12 – 2013/14 3 year funding arrangement

Table 3: SLAs 2012/13

Discretionary Rate Relief

Appendix 3 details all recipients of Discretionary Rate Relief in 2012/13. In summary:

Relief eligibility	Organisations (number)	Total Award (relief to organisation)	Total Cost (to CDC*)
Not for profit organisations	4	£8,247.68	£2,061.92
Charities	3	£12,460.17	£9,345.13**
Rural Public Houses	7	£14,794.44	£3,698.61
Rural Shops	26	£33,764.45	£8,441.12
Exceptional Circs	0	-	-
Overall totals	40	£69,266.74	£23,546.78

*only 25% of the relief is paid by the Council, or ** 75% in the case of Charities

Geographic analysis

The appendix details the locations of organisations in receipt of relief, and the distribution by Parish reflects the rural bias to a number of these eligibilities. Total award and cost to CDC is always in proportion to the rateable value of individual organisations and businesses, so form no basis of comparison.

Notice of changes to Guidance from 1 April 2013

The discretionary rate relief guidance has been amended from 1 April 2013 to reflect the changes resulting from Business Rates Retention Regulations. Existing awards have been accounted for within a business rates baseline calculation which means the costs of these awards will remain as before. From 1 April 2013 the council will be responsible for funding 40% of any new award that exceed the business rates baseline with the exception of local discretionary relief which is fully funded by the council.

Concessionary Rents

Appendix 4 provides details of all Concessionary rents determined during the review period, including both applications made under delegated powers (tenancy of start up units at St James Industrial Estate, made in Estates Dept in consultation with colleagues in Economic Development) and those applications presented to Grants and Concessions Panel meetings.

Geographic analysis

The appendix details the locations of premises occupied by businesses or organisations in receipt of a rent concession. Broadly these assets would form two types:

Commercial premises – typical concessions are for start up businesses and tend to be focussed on the Council owned St James Industrial Estate in Chichester East ward. Although tenants may be residents from many parts of the District (or outside) it is recognised that Chichester is a good location for business start up, and the concessions both assist with residents progressing their business aspirations and (for those attracted from outside the District) assists economic growth and employment opportunities for the District.

Inheritances – the Council also owns a number of freehold properties around the District which typically have a long association with a particular group or organisation. While it is of value to understand the estate and which communities are directly benefitting from concessions, there is an obvious inequity across parishes that this Council does not have equivalent buildings in all areas.

Appendices

- 1 Summary of all large grant applications (over £500) received 2012-13
- 2 Summary of all Fast Track grant applications (up to £500) received 2012-2013
- 3 Summary of all Discretionary Rate Relief provided 2012-13
- 4 Summary of all Discretionary Rents agreed in the period 2012-13

Appendix 1
Summary of all large grant applications (over £500) received 2012-2013

Org. name	Request	Priority	Decision	Date	Grant
Rake Village Hall & Recreation Ground	£1,962.06	Environment	Approved	5-Jul	£2,000.00
Pallant House Gallery	£20,000.00	Health & Wellbeing	Approved	5-Jul	£7,500.00
The Coultershaw Trust	£15,000.00	Health & Wellbeing	Approved	5-Jul	£15,000.00
Chichester Film & Video Makers	£937.00	Health & Wellbeing	Approved	5-Jul	£500.00
Lodsworth Croquet Club	£7,239.00	Health & Wellbeing	Approved	5-Jul	£4,000.00
Bury Parish Council	£2,339.00	Health & Wellbeing	Approved	5-Jul	£1,070.00
Home Start Chichester & District	£7,000.00	Housing & Neighbourhoods	Approved	5-Jul	£7,000.00
Chichester Access Group	£5,000.00	Economy	Approved	18-Oct	£5,000.00
Chichester City Centre Partnership	£10,000	Economy	Approved	18-Oct	£3,000.00
Lurgashall Recreation Association	£25,000.00	Health & Wellbeing	Approved	18-Oct	£25,000.00
Rogate Bowling Club	£2,440.00	Health & Wellbeing	Approved	18-Oct	£1000.00
Singleton Village Hall	£5,000.00	Housing & Neighbourhoods	Approved	18-Oct	£5,000.00
Sammy Community Transport	£25,000.00	Transport & Access	Approved	18-Oct	£7,500.00
Immanuel Church	£2,000.00	Housing & Neighbourhoods	Approved	18-Oct	£2,000.00
Taste & Savour Ltd	£25,000.00	Economy	Refused	18-Oct	-
Peek a Boo Moves	£2,550.00	Health & Wellbeing	Refused	18-Oct	-
Lavant Community Shop & Café	£25,000.00	Economy	Approved	24-Jan	£25,000.00
Chichester Rugby Football Club	£2,000.00	Health & Wellbeing	Approved	24-Jan	£2,000.00
Chichester Bowmen	£3,522.36	Health & Wellbeing	Approved	24-Jan	£3,000.00
Chichester and Fishbourne Croquet Club	£1,670.00	Health & Wellbeing	Approved	24-Jan	£1,000.00
West Sussex Rural Mobile Youth Trust	£3,000.00	Health & Wellbeing	Approved	24-Jan	£3,000.00

Relate (Chichester Branch)	£2,570	Health & Wellbeing	Approved	24-Jan	£2,570
Henry Warren Village Club	£25,000	Housing & Neighbourhoods	Approved	24-Jan	£7,622 (£17,378 allocated from Low Carbon fund)
Contact 88	£1,000.00	Transport & Access	Approved	24-Jan	£1,000.00
Selsey & District Carers Support Group	£2,000.00	Health & Wellbeing	Refused	24-Jan	-
Chichester Information Shop for Young People	£9,850.00	Health & Wellbeing	Refused	24-Jan	-
Lifecentre	£2,500.00	Health & Wellbeing	Approved	14-Mar	£1,500.00
Chichester Counselling Services	£5,600.00	Health & Wellbeing	Approved	14-Mar	£4,800.00
Options Pregnancy Crisis	£4,425.00	Health & Wellbeing	Approved	14-Mar	£4,425.00
Cruse Bereavement Care	£2,100.00	Health & Wellbeing	Approved	14-Mar	£2,100.00
Thorney Island Sailing Club	£1,557.00	Health & Wellbeing	Approved	14-Mar	£1,557.00
Sussex Assoc for Spina Bifida and Hydrocephalus	£1,500.00	Health & Wellbeing	Approved	14-Mar	£1,500.00
West Sussex Mediation Service	£3,000.00	Housing & Neighbourhoods	Approved	14-Mar	£3,000.00
Sportsmanship First	£9,982.50	Health & Wellbeing	Withdrawn	-	-
Women's Wisdom	£25,000	Economy	Refused	14-Mar	-
The Point, Scope W Sx	£20,000	Transport & Access	Refused	14-Mar	-
Shipley Arts Festival	£3,000.00	Health & Wellbeing	Refused	14-Mar	-
EzGreen Ltd	£19,240	Transport & Access	Deferred	14-Mar	-

Appendix 2

Summary of all Fast Track grant applications (up to £500) received 2012-2013

Org. name	Date	Request	Priority	Decision	Amount
Selsey Festival	May-12	£500.00	Health & Wellbeing	Approved	£500.00
National Trust, Petworth House	May-12	£500.00	Health & Wellbeing	Approved	£500.00
Midhurst Rother Cottage	May-12	£500.00	Health & Wellbeing	Approved	£500.00
Westbourne & Dist Allotments	June-12	£300.00	Environment	Approved	£300.00
Selsey Business Partnership	June-12	£500.00	Economy	Approved	£500.00
Bracklesham Bay Community Association	July-12	£370.00	Housing & Neighbourhoods	Approved	£250.00
Selsey Timebank	July-12	£478.00	Housing & Neighbourhoods	Withdrawn	-
Vitalise	July-12	£453.75	Health & Wellbeing	Approved	£300.00
Sussex Hampshire Off Road Track	July-12	£500.00	Environment	Approved	£500.00
Midhurst Tourism Partnership	Aug-12	£500.00	Economy	Approved	£500.00
Taste and Savour Ltd	Aug-12	£435.00	Economy	Refused	-
West Weald Landscape Partnership	Aug-12	£476.80	Environment	Approved	£250.00
Graffham Empire Movies	Sept-12	£500.00	Health & Wellbeing	Refused	-
Sutton & Barlavington PC	Oct-12	£397.50	Housing & Neighbourhoods	Approved	£397.50
Selsey Business Partnership	Nov-12	£500.00	Economy	Approved	£500.00
Cancerwise	Nov-12	£500.00	Health & Wellbeing	Approved	£500.00
Whyke Estate Community Association	Dec-12	£400.00	Housing & Neighbourhoods	Approved	£400.00
Hunston Canoe Club	Dec-12	£460.00	Health & Wellbeing	Approved	£460.00
Wisborough Green table Tennis Club	Dec-12	£200.00	Health & Wellbeing	Approved	£200.00
Chichester Chamber Concerts	Dec-12	£200.00	Health & Wellbeing	Refused	-
Rotary Club of Chichester Priory	Dec-12	£500.00	Health & Wellbeing	Refused	-

University of Chichester	Jan-13	£474.00	Health & Wellbeing	Approved	£474.00
Chichester & Witterings PHAB Club	Jan-13	£500.00	Housing & Neighbourhoods	Approved	£500.00
Midhurst Netball Club	Feb-12	£444.28	Health & Wellbeing	Approved	£445.00
The Rude Mechanical Theatre Company	Feb-13	£450.00	Health & Wellbeing	Approved	£450.00
Fernhurst Good Companions Club	Feb-13	£125.00	Health & Wellbeing	Approved	£125.00
Chichester Area Mind	Feb-13	£424.00	Health & Wellbeing	Approved	£424.00

**Appendix 3
Discretionary Rate Relief**

Parish	Property address	Award	Cost
	Not for Profit organisations		25%
Apuldram	Dell Quay Sailing Club, Dell Quay Road, Chichester	£2,214.57	£553.64
Apuldram	North & South Of Dell Quay, Dell Quay Road, Chichester	£545.63	£136.41
Chichester	Unity Arts Trust, Units 15/16, St James Industrial Estate, Westhampnett Road	£2,449.98	£612.50
Selsey	Crablands Club, Crablands, Selsey, Chichester	£3,037.50	£759.38
	Total 2012-13	£8,247.68	£2,061.92
	Charities and Community Amateur Sports Clubs		75%
Midhurst	The Grange Community Association, Bepton Road, Midhurst, (Community Centre).	£642.52	£489.89
Midhurst	The Grange Community Association, Bepton Road, Midhurst, (Sports Centre).	£7,511.20	£5,633.40
Tangmere	Chichester Family Church, Units at Tangmere Airfield, Chichester,	£4,306.45	£3,229.84
	Total 2012-13	£12,460.17	£9,345.13
	Rural Public Houses		25%
Cocking	The Blue Bell Inn, Cocking, Midhurst, GU29 9HN	£2,862.50	£715.63
Compton	Coach and Horses, The Square, Compton, Chichester	£1,741.44	£435.36
Compton	Victoria Inn, West Marden, Chichester	£2,576.25	£644.06
Funtington	Richmond Arms, Woodmancote, Emsworth	£2,461.75	£615.43
Cocking	The Blue Bell Inn, Cocking, Midhurst	£2,862.50	£715.63
Lodsworth	Three Moles Inn, Selham, Petworth, West Sussex	£2,404.50	£601.13
Plaistow & Ifold	Sun Inn, Plaistow, Billingshurst	£916.00	£229.00
	Total 2012-13	£14,794.44	£3,698.61
	Rural Shops		25%
Bury	The Post Office. Bury Village Hall, Bury, Pulborough	£182.31	£45.58
Chidham & Hambrook	Hambrook Post Office, Broad Road., Hambrook, Chichester	£732.80	£183.20
Cocking	Cocking Post Office, Cocking, Midhurst	£383.57	£95.89
Compton	The Village Shop & Tearoom, The Square, Compton, Chichester	£996.15	£249.04
Donnington	68, Stockbridge Road., Chichester	£1,786.20	£446.55
Easebourne	Easebourne Village Stores, Easebourne Street, Easebourne, Midhurst	£858.75	£214.69
Fernhurst	1, Church Road, Fernhurst, Haslemere	£538.15	£134.54
Graffham	Graffham Village Shop, Graffham, Petworth	£1,167.90	£291.98
Harting	Harting Stores, North Lane, South Harting, Petersfield	£1,259.50	£314.88

Harting	Post Office, South Harting, Petersfield	£498.07	£124.52
Hunston	Hunston Post Office, Selsey Road, Hunston, Chichester	£1534.30	£383.58
Kirdford	Kirdford Community Shop, Russett Place, Kirdford, Billingshurst	£1,877.80	£469.45
Linchmere	126, Camelsdale Road., Haslemere	£1,603.00	£400.75
Lodsworth	Lodsworth Village Shop, Lodsworth, Petworth	£1,019.05	£254.76
Loxwood	Old Post Office, Guildford Road, Loxwood, Billingshurst	£744.25	£186.06
Lurgashall	Lurgashall Post Office, Lurgashall, Petworth	£801.50	£200.38
Milland	Milland Community Shop, Iping Road, Milland, Liphook	£927.45	£231.86
Northchapel	Post Office & Stores, Northchapel, Petworth	£1,877.80	£469.45
Plaistow with Ifold	Plaistow Store, Plaistow, Billingshurst	£1,465.60	£366.40
Plaistow with Ifold	Oak Tree Stores, Plaistow Road., Loxwood, Billingshurst	£1,041.95	£260.49
Rogate	Rake Stores And Post Office, Rake, Liss	£1,182.52	£295.63
Rogate	Rogate Stores, West Street, Rogate, Petersfield	£2,301.98	£575.50
Selsey	Comptons, Chichester Road, Selsey, Chichester	£5,400.00	£1,350.00
West Dean	West Dean Stores, West Dean, Chichester	£1,053.40	£263.35
Wisborough Green	Wisborough Green Stores, Wisborough Green, Billingshurst	£1,854.90	£463.73
Woolbeeding with Redford	Redford Village Shop, Redford, Midhurst	£675.55	£168.89
	Total 2012-13	£33,764.45	£8,441.12

Appendix 4: Concessionary Rents determined in Annual report period April 2012 to March 2013

Parish	Address	Applicant	Decision	Date
Chichester North	Archery Club, Oakland Park, Chichester	Archery Club	Reduction of concession by 30% - 5 years to next review	5 July 2012
Chichester East	Unit 35, St James	Coast to Coast Catering	3 years, 50%, 25%, 0% subsidy	5 July 2012 (delegated)
Chichester East	Unit 11, St James	Justcardboard	3 years, 50%, 25%, 0% subsidy	23 July 2012 (delegated)
Chichester West	Sherborne Road, Chichester	12th Chichester Scout Group	No change in concessionary Rent	18 October 2012
Westbourne	Mill Lane, Westbourne	1st Westbourne Scout Group	No change in concessionary Rent	18 October 2012
Chichester South	5 and 6 Theatre Lane, Chichester	Citizens Advice Bureau	No change in concession (30% reduction in achieved on previous review)	14 March 2013
Chichester South	6 Theatre Lane, Chichester	Relate	No change in concession (30% reduction in achieved on previous review)	14 March 2013