



CAMBOURNE PARISH ENERGY FUND

District of South Cambridgeshire

Explanatory notes accompanying application form

1. About the Company

- 1.1 Cambourne Parish Energy Fund has been formed to distribute contributed to the scheme by McA Developments Ltd. under a section 106 agreement with South Cambs District Council and Cambourne Parish Council as part of the planning permission for the development of 950 additional dwellings in Upper Cambourne. The Cambourne Parish Energy Fund is referred to in these notes as 'the Fund'. These notes are intended to provide background information on the funding available and to assist applications in the completion of the necessary application form.
- 1.2 Payments will be paid to the Company at the election of option A and January 2013 by McA Developments Ltd. All FIT's arising from the grants over the length of the scheme will be paid into the fund.
- 1.3 The Fund comprises Members who are appointed by Cambourne Parish Council, South Cambs District Council and one from McA developments Ltd. They are all Councillors of the respective authorities.

2. Allocation of Funds

- 2.1 Under the terms of the section 106 agreement and the objectives of the Company, funds will be allocated only for the purposes of promoting:
 - (a) renewable and efficient energy; and
 - (b) projects that conserve or improve the environment.
- 2.2 In determining applications, the Fund will give preference to the following criteria:
 - (a) projects are within Cambourne Parish Council Boundary, of greatest community benefit and
 - (b) projects with the most significant contribution, excepting private residences, to greenhouse gas emission reductions and/or environmental conservation enhancement.

- 2.3 Grants allocated by the Fund shall not be used to offset expenditure that is a statutory duty of local government or government departments or planning obligation of Developers or expenditure by large land owners.
- 2.4 To ensure that the Cambourne Parish Energy Fund is able to be sustained it is requirement of any grant that the First seven years Feed in Tariff monies be paid into the Cambourne Parish Energy Fund.

3. How to make an application

- 3.1 If applying for grant funding, you will be required to complete an application form, obtainable from the Parish Clerk (whose contact details are shown below) and to include as much detail as possible to enable your application to be considered by the Fund. You should complete as many of the boxes in the application form as you are able.
- 3.2 You will need to show how the project meets the objectives of the Fund as failure to do so will mean that your application is rejected. You should give details of the amount of money sought from the Fund and the allocation of funding from your own resources to the project. You will need to attach a copy of your most recent accounts with your application if applicable.
- 3.3 Details should be given of all other organisations to which you have applied for funding, the anticipated date when those applications will be considered and the amount of funding for which you have applied. Partnership projects will be particularly welcome, although care should be taken to ensure that only one of the partners applies for funding. Priority will normally be given in the award of funding to those projects were an element of your own funds are being used.
- 3.4 Grants will not normally be made available for revenue expenditure, e.g. the payment of salaries or energy charges for the use of premises nor for general repair and maintenance of buildings, although exceptions may be made were projects can be shown to have community benefit.

4. How much funding can be sought?

- 4.1 The maximum sum expected to be available for distribution annually by the Fund amount will be agreed in April of each year although if this is not all allocated in any one year, the balance will be carried forward to the succeeding year. The Fund has not set a maximum limit on the level of funding that may be awarded to a specific project and will wish to assist as many residents or organizations as possible within the resources available to them. For this reason, it is unlikely that a grant of more than 80% will be allocated or that a second grant will be made to the same or a similar project put forward by a residents or organization that has already been supported.

5. When decisions will be made

- 5.1 Funds are expected to be allocated by the Fund on three occasions each year at its meetings in June AGM and two subsequent dates agreed at the AGM. The dates of meetings are obtainable from the Parish Office. You should ensure that your application reaches the Clerk no less than one month before the date of the meeting at which you wish it to be considered. Meetings of the Fund are not open to the public but you may be invited to attend to explain your project in more detail. Funding can be by way of grants or, in exceptional circumstances, loans and you should indicate in your application if you are seeking a loan rather than a grant.
- 5.2 Canvassing of the Members of the Fund should not take place
- 5.3 Once approved, grants will be paid to a successful applicant on the supply to the Fund of an invoice or receipt for payment made in connection with the project. A grant may be made available in staged payments depending upon the nature of the project to be supported. If a grant is made for work that is subject to VAT, this should be clearly shown on the invoice or receipt and the grant will be paid net of the VAT charged.
- 5.4 Projects that are supported will be expected to acknowledge that they have been assisted financially by the Fund in some tangible way, for example by displaying a small plaque in an appropriate location or by including a reference to the support received in any publicity material relating to the project. Recipients are also requested to notify the Fund once any scheme or project that has been assisted has been completed or if it has not expected to be completed, the reason why such circumstance has occurred. Reimbursement of unspent, or misspent, funds will be sought.
- 5.5 In order to assess the success of projects supported by the Fund, recipients will be required to supply the Fund with a brief report one year after the receipt of grant, indicating whether the project has met its objectives and what has been achieved. It would also be helpful if recipients could supply one or more photographs of the project with their feedback report. Members of the Fund would welcome an opportunity to visit projects that have been assisted to evaluate their performance.

6. The submission of applications

- 6.1 Once completed, an application should be submitted to the Cambourne Parish Energy Fund by post to:

John Vickery, Parish Clerk
Cambourne Parish Energy Fund,
The Hub
High Street
Cambourne.
Cambs.
CB23 6GW.

or by e-mail to:

6.2 If you would like to obtain any further information, please contact the Clerk on 01954 714403.

Appendix 1

It is envisaged that measures might embrace reducing greenhouse gas emissions from a broad range of sources, e.g. buildings, travel, business activity, local food production and other forms of consumption currently dependent upon fossil fuel derived energy

The Parish Council, under Section 20 of the Climate Change and Sustainable Energy Act 2006 has the power to encourage and promote energy efficiency and microgeneration etc. within their area.

Section 20 of the Climate Change and Sustainable Energy Act

Parish councils and community councils: powers in relation to local energy saving measures

(1) A parish council or community council may encourage or promote any of the following—

- (a) microgeneration within their area;
- (b) the use within their area of electricity generated, or heat produced, by microgeneration;
- (c) efficiency in the use, by persons in their area, of electricity, heat, gas, fuel and other descriptions or sources of energy;
- (d) reductions in the amounts of such energy, or sources of energy, used by persons in their area;
- (e) production in their area of—
 - (i) biomass, or
 - (ii) any fuel derived from biomass;
- (f) use in their area of, or of electricity generated, or heat produced, from biomass or any such fuel.

(2) The power conferred by subsection (1) includes, in particular, power—

- (a) on application, to provide information about goods or services available within their area (whether offered or provided by public authorities or by any other persons), or
- (b) to provide advice or assistance, for the purpose of encouraging or facilitating any of the matters mentioned in that subsection.

(3) Assistance provided under subsection (1) may, if the council giving the assistance think appropriate—

- (a) be made subject to conditions, or
- (b) otherwise be provided on such terms as the council think appropriate.

(4) For the purposes of subsections (4) to (7B) of section 137 of the Local Government Act 1972 (c. 70) (power of local authorities to incur expenditure for certain purposes not otherwise authorised)—

(a) any expenditure incurred by a parish council or community council under this section is to be treated as having been incurred under that section, and

(b) any purpose for which expenditure may be incurred under this section is to be treated as a purpose for which such a council are authorised by that section to incur expenditure.

(5) Subsection (4) applies to expenditure incurred by a parish council or community council under section 142 of the Local Government Act 1972 on information as to the services provided by them under this section, or otherwise relating to their functions under this section, as it applies to expenditure incurred under this section.

(6) The appropriate person may by order amend the list of matters mentioned in subsection (1) by—

(a) adding any other matter whose addition would in the opinion of the person making the order be likely to contribute to reduction of greenhouse gases in England and Wales;

(b) omitting any matter for the time being included in the list.

(7) In subsection (6), “the appropriate person” means—

(a) in relation to England, the Secretary of State, and

(b) in relation to Wales, the National Assembly for Wales.

(8) The power conferred by subsection (6) includes—

(a) power to make different provision for different cases, and

(b) power to make such supplemental or consequential provision (including provision modifying this section) and such transitional or saving provision as the person making the order thinks fit.

(9) The power of the Secretary of State to make an order under subsection (6) is exercisable by statutory instrument.

(10) No order under that subsection may be made by the Secretary of State unless a draft of the order has been—

(a) laid before Parliament, and

(b) approved by a resolution of each House.

Section 26 of the Climate Change and Sustainable Energy Act

Interpretation

(1) In this Act—

“fuel poverty” shall be construed in accordance with the provisions of section 1 of the Warm Homes and Energy Conservation Act 2000 (c. 31);

“greenhouse gas” means any of the following—

- (a) carbon dioxide;
- (b) methane;
- (c) nitrous oxide;
- (d) hydrofluorocarbons;
- (e) perfluorocarbons;
- (f) sulphur hexafluoride;

“microgeneration” means the use for the generation of electricity or the production of heat of any plant (which, for this purpose, includes any equipment, apparatus or appliance)—

(a) which, in generating electricity or (as the case may be) producing heat, relies wholly or mainly on a source of energy or a technology mentioned in subsection (2), and

(b) the capacity of which to generate electricity or (as the case may be) to produce heat does not exceed the capacity mentioned in subsection (3);

“public authority” has the same meaning as in section 6 of the Human Rights Act 1998 (c. 42).

(2) Those sources of energy and technologies are—

- (a) biomass;
- (b) biofuels;
- (c) fuel cells;
- (d) photovoltaics;
- (e) water (including waves and tides);
- (f) wind;
- (g) solar power;
- (h) geothermal sources;
- (i) combined heat and power systems.

(3) That capacity is—

- (a) in relation to the generation of electricity, 50 kilowatts;
- (b) in relation to the production of heat, 45 kilowatts thermal.

(4) The Secretary of State may by order amend subsection (2) by adding to the sources of energy and technologies for the time being listed any other source of energy or technology for the generation of electricity or production of heat if he considers that the use of that source of energy or technology would cut emissions of greenhouse gases in Great Britain.

(5) The power to make an order under subsection (4) —

- (a) is exercisable by statutory instrument, and

(b) includes power to make such supplemental or consequential provision (including provision modifying this section) and such transitional or saving provision as the Secretary of State thinks fit.

(6) No order under that subsection may be made unless a draft of the order—

(a) has been laid before Parliament, and

(b) has been approved by a resolution of each House.