

Simonstone Parish Council
Parish Council Meeting
to be held on 22nd September 2016.
in the Old School, School Lane, Simonstone
at 7.15 pm
Agenda

Apologies –.

16/154. **Minutes of the meeting held on 11th August 2016** for approval

16/155. **Declaration of interests.**

16/156. **Public Participation.** (open forum on any village matter to last no more than 15 mins. 3 mins per speaker).

Decision items;

16/157. **Nomination of Parish Councillors**

16/157. **Matters raised from previous meeting.**

- a. A671 Hole in the road at the bottom of Haugh Ave. BT has rectified the problem and the County Council and County Councilor Albert Atkinson have been informed but at the time of writing the work has not been completed.
- a. **We have received** a grant for the Spid and I have contacted the police to get their advice on the preferred model, same as the present one as there are additional expenses with the model that can record time and speeds.
- b. **Community activities** - PROW Footpath surveys have been forwarded to LCC for attention

16/159. **Working party report** -.14th September. Autumn events See attached report

16/160. **Read Parish Council** Joint Civic Sunday arrangements see attached report.

16/161. **Correspondence items Crime report Aug 16**

- a. **Two letters** Criminal activities report See attached
- b. **Shady walk footpath**– the County officer has been informed **see attached.**

16/162. **Reports**

- a. Pendle Hill forum update Chairman to report
- b. Report on the Parish Liaison meeting.-
- c. Joint meeting with St Peter's School 15th September

16/163. **Planning**

- a. **Burnley Local Plan Preferred Options.** The Parish Council's final submission is attached.
- b. **Ribble Valley Consultation Local Plan Draft** proposals details see Ribble Valley website. the link;- *Ribble Valley Housing and Economic Development DPD: Issues and Options Consultation (Regulation 18) and Draft Proposals Map*

- c. **Boundary Commission-** Proposals for the new Parliamentary constituency boundaries. See link file <http://boundarycommissionforengland.independent.gov.uk/2018-boundary-review-initial-proposals-launched/>

16/164. Highways Complaints – note has been received that the hole at the bottom of Haugh Ave is to be attended to.

16/165. Martholme Greenway – Councillor John Barker

16/166. Threat to close Read Library. It has been decided that the Library is to close. The County Council is open for suggestions to enable libraries to continue to remain open on a volunteer basis.

16/167. RVBC - Grant funding Barrett homes details attached and circulated. Are there any suggestions?

16/168. RV Village Hall Association Grant funding is available for community projects up to £700. David Ingham of the Association will be in attendance to explain a scheme that is available to the Parish Council.

16/169. LALC-

- a. Community Engagement with Case Studies – Workshop 27th September- £25

16/170. Finance

a. Accounts		
b. Huntroyde Nurseries	Bulbs	£240
c. I R Hirst	Salary	£497.57
d. HMRC	Tax	£124.40
e. PSS	Expenses	£57.93

16/171. District Councillors reports none .

16/172. The next Parish Council meeting is on the 13th October 2016 at 7pm.

I R Hirst
Clerk to the Parish Council

INFORMATION ITEMS (no decisions incurring finance may be taken on these items)

- 1. Minutes and Proceedings of Ribble Valley Council and Committees July 2016**
- 2. Local Plan for Ribble Valley 2008-2018 Regulations 18 Issues and Options Housing and Economic Development DPD August 2016**
- 3. Parish Liaison Meeting 8th September**
- 4. Planning Agenda 15th September.**
- 5. The Clerk SLCC September edition.**

Simonstone Parish Council
Notes on the Parish Working Group Meeting
held on 14th September 2016.

Planting of Bulbs 1st October 2pm Parish garden

- a. The School has offered to plant bulbs with the Children and 2 bags of bulbs have been supplied to it. A report has been received that these bulbs are being planted by parent and children attending the School
 - b. It was agreed that bulbs be provided to volunteers who agree to plant them in verges or public land near their homes, The bulbs will be distributed at 2pm 1st October. Any remaining bulbs will be planted in the various locations in the Parish.
2. Performance of the American show on the 5th November
- a. It was agreed that additional leaflets be obtained complete with the names of volunteer ticket sellers. Councillors requested to confirm their willingness to sell the tickets.
 - b. A list of potential volunteers who would distribute leaflets around the village notifying people of the show is being drawn up. Geoff Hodbod is the co-ordinator.
 - c. We have to arrange access to the Hall at 2pm to allow production props to be installed. the school staging will need to be erected prior the companies arrival so that they can set up their equipment. Volunteers are needed to set out the hall during the afternoon.
 - d. The Scouts are being invited to assist in providing refreshments at the interval.
 - e. The hall has to be set out once the staging has been removed after the show ready for the morning Church service on the 6th.
 - f. Additional news “copy” is to be made available for local publications.
3. The dressing of the Christmas tree on the 26th November – Arrangements are being explored to enlist the help of Parents of St Peters School Children to assist in the erection of a Christmas tree and dress it on the 26th November at 9.30am.
4. Switch on of the Christmas Tree Lights on 28th November at 6pm. Again volunteers are required to help set out the Parish Garden in time for the switch on. The lighting equipment will be provided by Burnley Hire and will be delivered to the School in the afternoon. Time of delivery has been requested for 1pm.
5. The working party needs to attend during the hours of day light around 2.30pm. The setting up needs to be completed by 17.30pm in time for a safety briefing. Following the end of switch on refreshments will be served after the visit of a special visitor. Again it is hoped that the brownies will provide the refreshments.

6. Christmas party for the retired 3rd December 2016.

- It was agreed that the list of retired folk in the village be up-dated. A leaflet drop will be organised for invitations to the party which will be delivered nearer the time,
- There will need to be a working party to set up the Hall on Friday evening starting at 7.pm. and the necessary decorations obtained before hand, i.e. table cloths, raffle prizes, and Christmas tree. Councillors are requested to locate and to bring them along on the day. Wine and drinks will require to be collected. .
- The entertainer will be Rob Mason and he has confirmed he will be in attendance.
- Catering arrangements have been made and the food is as follows ;-
 1. This simple quotation of the type of buffet we think you will find suitable .
 2. Subject to slight variation nearer the time.
 3. A generous selection of sandwiches, all on brown and white breads. Choices being roast ham, roast turkey breast with stuffing and cranberry, fresh salmon and cucumber, Egg mayo with rocket leaves.
 4. All sandwich trays would be generously decorated with fresh salad in season
 5. Home made pastries, our home made quiche has been popular with you in the past perhaps a vegetarian and a ham quiche. Home made sausage rolls.
 6. Pickles, Crisps and savoury snacks, with dips Home made coleslaw
 7. Sweet and sour beetroot, (a current favourite of Pat Carters.)
 8. Cheeses and biscuit selection with chutney, grapes and celery
 9. Sherry trifle
 10. Home made pavalova with fruit puree - Passion fruit curd- Lime curd. See our facebook page from ye old cobblers they are a real winner
 11. Mince pies with cream.

We will try to do individual desserts to make things easier for guests to pick up.

All disposable plates, spoons serviettes etc will be included.

We would however require all the serving plates returned

We could obviously arrange to change or amend things if needed including the costings

Medium copy (100 words)

1. It's 1942 and a horde of Yankee servicemen have just arrived in England - where the locals speak a strange dialect, boil all their food, and talk endlessly about the weather. The Americans see the Brits as a strange race. Get ready to judge for yourself in a night of joyous laughter and downright silliness as a crack team of experts attempt to explain the rules of British life. A rib-tickling show for all ages.

★★★★ The Stage "Wholly idiotic, inducing a helpless laughter that almost incapacitates the audience... an unforgettable experience."

Annual Civic Services – Consultation

Draft note to Read Parish Council concerning the arrangements for future Civic Sundays, has been sent.

I reported that in future a joint Parish Civic service with Read Parish Council is going to be held with first joint service will be held. The proposal is that the first service is to be held at St John's Church Read 11th June 2017 and then at St Peters Church Simonstone in 2018 at a date yet to be arranged.

I would suggest that in future the services be held on alternating dates with the Read Service from 2017 in odd years and Simonstone on even calendar years with the arrangements made by the responsible council funded on a pro-rata per parish council electorate basis. The cost would be agreed between the 2 councils prior to budget time the preceding year.

Note.

Simonstone has in the past held a reception and has met after the service at the Council Chairman's home and more recently at a venue arranged by the Chairman with a contribution made through the Chairman's allowance currently at £145, which was agreed at budget time. The cost of drinks has been met by the Chairman out of any surplus in the Chairmans allowance or by the Chairman himself. I suggest that the arrangements and costs are agreed by the current chairmen for the incoming chairman to accept (as one may not be appointed at budget time or once appointed the arrangement could be amended by council resolution prior to him/her taking up office. There is a risk however that there may not be sufficient time to allow for final funding to be approved dependant on the date set for the service by the incoming Chair. The respective chairs must take account of this.

Guest lists and invitations are currently sent out to all Parish Councilors, MP, RV Mayor and members of the community who have contributed to the work of the Parish Council along with their partners and children and the Vicar or leader officiating at the service. We have sent out around 36 invitations and have had around 18 acceptances in the past.

The Current Chairman's allowance has not be amended for a number of years and dependant on the aspirations of the respective councils may need to be adjusted in November at budget time.

I hope that you find the above of assistance.

I look forward to hearing from you in due course.

Regards

Roger

Subj: Re: Forced rear break-in bungalow on Whalley Road and attempted breaking of Read Garage.

*Please note, there has new information regarding the date and time of the break-in. The alarm company established from the alarm log, that the day/date was Saturday 13th August around 14:00 and the forced entry 14:19. The break-in was only 'discovered' and reported to the police, on Tuesday morning and we were only notified whilst away on holiday, on the Thursday. **(I am told that on the evening of the same date, criminals entered an area of Read Garage, via the roof - to try and attack the cash machine).**

I have an issue, that at some time in the near future, I would like to raise with the Parish Council regarding the 'no cold calling zone' and vulnerable residents within Simonstone and Read and the early alerts of criminal activity in the area. Our misfortune, has been in being burgled three times, despite security and being located in a visually prominent position but now also, victim to cold calling on a vulnerable adult.

I am grateful to you if the message does get out there because I believe we have a local criminal/partner and the area is vulnerable.

Kind regards,

MB.

Correspondence Item 1 ref FOOTPATH 15

As a resident of Read, earlier today I attempted a familiar walk from Shady Walks towards Whins Lane but was unable to locate the public right of way which I understand to be Footpath Number 12-10 FP15. There was no access to the path as the land has now been fully enclosed with a perimeter fence with no stiles apart from the one from Shady Walks (which follows the perimeter of the land) and the small wall stile on the lower exit. A stile which previously directed walkers diagonally across the field has completely disappeared.

I understand that this is a public right of way as opposed to a concessionary path so, in the absence of markers, could you please inform me which route I should now take?

Footpath 15 response from the County Hall

We have received a report (same words as those below) from you last Monday of the obstruction on this land and we have received a number of reports about this land previously, including from yourself. We have been in contact with the landowners and their agent for the last few months and served Notice under S143 of the Highways Act 1980 requiring the removal of various obstructions. These have been removed by leaving gaps in the fences where they crossed the footpath although at one time previous ones were removed but 2 new fences were across the right of way, this has also now been addressed. I was therefore surprised to see your report dated 21st August. Please can you confirm what date it was when you attempted to walk the footpath – assuming that this was after we last inspected the footpath it implies that either further fences have been erected or the gaps previously made have been re obstructed so we shall need to revisit this issue.

**Burnley Borough Council
Regeneration and Planning Policy
19 Parker Lane,
Burnley
BB11 2BY**

Dear Sirs,

**Burnley's Local Plan Preferred Options July 2016 –
Simonstone Parish Council's Submission**

The Parish Council is opposed to the development of land at Shuttleworth Mead South site (9.27 hectares) EMP1/13. This site has been put forward as a preferred option for B2 and B8 use (industrial/warehousing development) in the Burnley Local Plan -Preferred Option.

The Development of this site would cause the loss of important green belt.

The A6068 is heavily congested on most days and to allow this development would have a serious impact on the flow of traffic both through Simonstone and Clayton le moors as transport heading south from Ribble Valley heads for the motorways.

Should access be allowed from the A6068 to the site this would cause major disruptions to the flow of traffic on the M65. Even now there are often queues of traffic on the M65 in both directions waiting to use the junction either heading north or south.

The A6068 is also on the main tourist routes to north east Lancashire and north western Yorkshire from both the Greater Manchester area and central west Yorkshire if the site was to be developed it would cause the industrial area into Calder Valley to extend from Blackburn to Colne and would be one elongated industrial belt without break. This would have a detrimental effect on tourism which plays an increasingly important role in employment for the northern central areas of the country. For over forty years this gap has been an important role in being a conduit both for Flora and Fauna as well as Human economic traffic.

It has been suggested that there could be an alternative to allowing access to and from the site constructed on the A6068 but with a no right turn allowed leaving or accessing the site. This suggestion would require traffic wishing to enter the site when coming off the motorway to have to travel down to Shuttleworth Meade before it could find a turning place. Possibly a large roundabout would have to be created to allow the HGVs to turn round. Another suggestion which has been made is that traffic would have to turn in within the Shuttleworth Meade Business Park. To do this there would be a loss of industrial land which would reduce the amount of industrial land available in the District.

Due to the proximity of the Ribble Calder and the fact that the lower part of the proposed area contributes to the flood alleviation both above and below the site to add an industrial site would have a serious impact of increased speed run water off into the drainage system and ultimately the Calder. There would be little chance of the polluted water going through the filter systems that would, one would assume, be installed as part of any Planning

requirement should the site be developed. At times of heavy downpours we are now regularly hearing of rainfalls in excess to 50mm a day and the filter system being overwhelmed causing the downstream to be polluted. You will be aware that this was a major issue for Padiham, Simonstone/Altham and Whalley during the recent floods.

Government planning guidance states that development on green belt land should only be considered if it can be categorically proved that there is no alternative. The Burnley Local Plan clearly shows that there are other options.

Over provision of green field sites encourages more warehouse and similar uses that only provide a few jobs at the expense of the loss of East Lancashire's landscape and green belt. It is indeed sad that the low aspirations shown in the employment proposals appear to perpetuate a low wage, low value economy. This is clearly contrary to the Plans stated vision and aims.

The award winning Padiham Greenway and its extension through Simonstone will also be threatened as the completion of this section of the Greenway will form an important link in the National Tourist Route for Walkers and Cyclist once completed and will complete the missing link in the National Cycle way in this area.

The above are the primary strategic reasons of the objection, therefore, Simonstone Parish Council reserve the right to submit more detailed objections at a later date and will continue to support the retention of the existing green belt.

Yours faithfully

I R Hirst
Clerk to the Parish Council

1. Minutes of Parish Councils' Liaison Committee Meeting Date: Thursday, 8 September 2016 starting at 6.30pm Present: D Peat (Chairman)
2. Councillors: R Sherras D Taylor N C Walsh
- 3.
4. Parish Representatives:
P Tyson Aighton Bailey & Chaigley J Brown Barrow T Austin Billington & Langho H Fortune Bolton-by-Bowland, Gisburn Forest & Sawley M Ward Bolton-by-Bowland, Gisburn Forest & Sawley R Carr Bowland Forest (Higher) H Douglas Chatburn P Brown Chipping A Schofield Clayton-le-Dale M Fenton Clitheroe Town Council P Robinson Clitheroe Town Council D Waters Gisburn J Parry Hothersall R Beacham Longridge M Everett Longridge S Rosthorn Newsholme & Paythorne R Thornber Newton A Steer Osbaldeston P Young Ramsgreave R Whittaker Rimington & Middop A Haworth Sabden J Shorter Sabden R Hirst Simonstone G Meloy Simonstone K Hodson Slaidburn & Easington P Hallett Thornley-with-Wheatley J Hilton Waddington T Perry West Bradford J Brown Whalley M Highton Whalley J Bremner Wilpshire In attendance: Head of Regeneration and Housing and the Principal Policy and Performance Officer.
5. Also in attendance: David Owen – Commissioner with the Local Government Boundary Commission for England.

235 APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Borough Councillors M Robinson, G Scott and D Smith and from the following Parish Representatives: R Assheton Downham R Hanson Read A Ormand Ribchester Dutton

Apologies were also received from Marshal Scott.

236 MINUTES

The minutes of the meeting held on 9 June 2016 were approved as a correct record and signed by the Chairman.

237 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no pecuniary and non-pecuniary declarations of interest.

238 MATTERS ARISING

Councillor Hill reported on the Ribble Valley Borough Council's response to the Lancashire County Council Property Strategy consultation, which had been a comprehensive fact based report following visits to most of the premises affected. There had been success in the

retention of Longridge Young People's Centre and Children's Centre, but it was reported that the Lancashire County Council cabinet meeting on 8 September 2016 had confirmed the closure of Whalley Library and Springwood Children's Centre in October or November 2016.

239 LOCAL GOVERNMENT BOUNDARY COMMISSION REVIEW OF RIBBLE VALLEY

The Chair introduced David Owen of the Local Government Boundary Commission, who made a presentation explaining the current review of wards in the Ribble Valley. Their aim was to create electoral equality, where votes are as equal as possible, ideally with each Borough Councillor representing an electorate within 10% of being exactly equal.

The first step would be to identify the total number of Councillors (the 'Council Size') which would be decided after submission by Ribble Valley Borough Council and would be unique to the Ribble Valley, taking into account the area's specific factors. The second step would be to determine the number of wards, the names of wards and ward boundaries.

The Commission try to balance statutory criteria of electoral equality (based on a 5 year population forecast), community identity, and effective and convenient local government. He identified the factors that cannot be considered.

Further information would be gathered between 22 November 2016 and 30 January 2017, when the Commission will invite warding patterns from everybody who takes an interest, followed by the Commission's draft recommendations. There would be open consultation on the draft recommendations from 11 April 2017 to 19 June 2017, and he emphasised that this is an important stage as it is the last opportunity for local people to influence the outcome of the review. The Commission's final recommendations would be published for consideration by Parliament on 5 September 2017.

He identified effective representations as being evidence based, with reasons to support particular views, and that these could support good proposals as well as oppose poor suggestions. Alternatives would be welcomed, if there was disagreement with the recommendations. Good representations would take into account the statutory requirements, and consider the impact of any alternatives across the widest possible area.

In reply to questions, he explained that the Commission will try to conform with Lancashire County Council divisions, but are not obliged to do so. They use forecasts based on the latest electoral data, and the forecast takes into account known factors projected over the next 5 years. Although there is a rolling programme of reviews over a cycle of approximately 14 years, a further review can be conducted more quickly if there is a change in circumstances (for example a major housing development that does not proceed).

RESOLVED: That David be thanked for his very informative presentation, and that the information be circulated to Parish Clerks.

240 PARISH COUNCILS' LIAISON COMMITTEE RESPONSE TO LANCASHIRE COUNTY COUNCIL PROPERTY STRATEGY CONSULTATION

The Chair thanked the Members of the Working Group for their contribution and time in advising on the response.

The Head of Regeneration and Housing observed that this process gave a good opportunity for debate and contribution by the Parish Councils. He emphasised that rural isolation does represent a level of deprivation in the borough, emphasised the strength of the village hall network, and expressed concern at the apparent lack of consideration to Ribble Valley as an area of growth. The Ribble Valley had achieved one better outcome than projected with the retention of facilities in Longridge. He was able to commit the support of his partnership officers to assist groups expressing an interest in providing services, for which there could be some financial support and officer time available from LCC.

The Chair raised the possibility of a further working group, serviced and led by Borough Council officers, to review the effect of closures, and the options available. The Head of Regeneration and Housing informed the meeting that this would be considered over the coming weeks.

241 RECEPTION FOR PARISH COUNCIL CLERKS

The Head of Regeneration and Housing reported that consideration was being given to a reception for Parish Councils (each represented by a maximum of two individuals which could include the Clerk), and Members were requested to notify the Clerk to this Committee if there was any topic on which they would welcome a presentation.

242 AFFORDABLE WARMTH

The Head of Regeneration and Housing reported that LCC funding had been identified to replace the affordable warmth budget, which was previously being withdrawn. Information would be circulated, and the scheme would be accessible through the housing department.

243 HOUSING AND ECONOMIC DEVELOPMENT

The Head of Regeneration and Housing reported that Ribble Valley Borough Council was progressing the development of a Housing and Economic Development Plan, and that the 'Issues and Options' stage was out for consultation until 7 October 2016. Copies had been circulated to all Parish Clerks and were available for inspection on line, at the Council's offices and at libraries throughout the Ribble Valley.

244 DATE AND TIME OF NEXT MEETING

The Chair announced that the next meeting of this Committee would be held on Thursday, 27 October 2016 starting at 6.30pm.

The meeting closed at 7.50pm.

If you have any queries on these minutes please contact Colin Hirst (414503).



Barratt Legacy is an exciting community initiative run by Barratt Homes Manchester.

Founded by Barratt Manchester's MD, Neil Goodwin, the purpose of the Barratt Legacy Programme is to find opportunities where the company is able to leave a lasting legacy in an area. This means towns, villages and communities are able to benefit from Barratt's presence for years to come.

The Barratt Legacy Programme has now been incorporated throughout the Barratt Manchester area, which stretches from Lancaster to Crewe.

The Programme creates special relationships with local community groups, charitable organisations, schools and colleges. It is Barratt Manchester's wish that these partnerships will form a lasting Legacy to the communities that surround each development and will be of ongoing benefit in the present and the future.

Groups can apply for a financial contribution of **£1-£1000** to help enhance the area in which they live, whether that be providing a charitable service, enhancing the local environment, or offering educational facilities.

Sometimes we are able to offer more than "just money" – for example, we have provided the skills and labour needed to bring a project to fruition.

All applications will be considered. However, please be advised that we will be unable to approve all applications.

Please ensure you have read the terms and conditions before completing your application.

If you would like to apply for a contribution from the Barratt Legacy fund, please complete and submit the following application form to:

Barratt Legacy
Havas PR
3rd Floor
52 Princess Street
Manchester
M1 6JX

For further details, please email barrattlegacy@havasww.co.uk

Name:

Contact Number:

Email Address:

Name of organisation/company:

Address of Applicant:

Applicant contact number:

Company or Charity Registration No:

In the space below, please provide details of the Applicant and its aim/services:

In the space below, please provide details of how you would use a contribution from the Barratt Legacy fund should your application be successful. Please include details of all activities and timings:

Please explain why you would like a contribution from the Barratt Legacy fund:

Please explain how you feel your local community will benefit from your activity:

How much would you like to request from Barratt Legacy?

Please use the space below to detail any further information you feel may be helpful to your application:

You may include up to five pieces of supporting materials such as photographs and literature with your application. Please be advised that we will be unable to return any supporting materials provided.

Terms and Conditions

1. The purpose of the Barratt Legacy funding scheme (the “scheme”) is for Barratt Homes Manchester, 4 Brindley Road, City Park, Manchester, M16 9HQ (“the funder”) to provide an opportunity for organisations in local communities to apply for funding to improve their surroundings.
2. The scheme is available to companies and organisations which have their registered office address or place of business in the North West of England. For the purpose of these Terms and Conditions the North West of England is defined as Cheshire,

Greater Manchester, Staffordshire, Merseyside, Flintshire, Wrexham and Lancashire (“applicants”)

3. To qualify for the scheme, applicants must complete every field on the application form. Application forms are also available on the funder’s website www.barrattlegacy.co.uk or by calling 0161 236 2277
4. Employees of the funder, their immediate family members and any organisation/company to which they are linked are not eligible for funding under the scheme.
5. Only one application for the scheme is permitted per organisation per annum.
6. By submitting an application for the scheme, applicants hereby warrant that all the information submitted by them is true, current and complete.
7. Applications will be judged on a quarterly basis by the Barratt Legacy committee, consisting of employees of the funder and an independent representative (“the committee”). Full names of judges on the Committee are available on request.
9. Funding totalling a maximum of £3,000 will be available each quarter. A maximum of £1,000 will be allocated per successful application. Whilst applicants may nominate the amount of money they would like to request under the scheme the committee reserves the right to determine the allocation of funds.
10. Submitting an application form does not automatically confirm an allocation of funds. Whilst the funder will consider all applications, unfortunately, it is unable to allocate funds to all applicants.
11. Applications will be judged on the following criteria: Suggested impact of the contribution on the community/ group Size and relevancy of the community/ group.
12. The funder will notify successful applicants in writing with a delivery notification. Details of successful applications will also be posted online at www.barrattlegacy.co.uk.
13. Funds will be provided to the successful applicants within 30 days of being notified via CHAPS transfer. The Applicants bank details will be requested at this time.
14. If an application is successful, all money allocated by the funder must be used to further to project stated on the application form.
15. Allocated funds are non-transferable and must not be used for personal use or purposes outside of those stated on the application form.
16. All allocated funds must be used within four months of receipt. The funder reserves the right to request proof of use at all times. If funds are not used within this period, or for the agreed purpose, the funder reserves the right to request the return of all funds paid to it.

17. The decision of the committee is final in relation to all applications and no correspondence will be entered into.
18. By applying for funding under the scheme applicants agree to partake in any media and press activity that may take place. Applicants may be contacted by representatives from Havas PR at any time during the application procedure for this purpose. Applicants who accept funding also agree to partake in media activity after allocation of funds takes place. Applicants hereby assign all copyright which they may own in their application to the funder and they acknowledge that the funder will own all copyright in their application. Copyright of publicity will belong to the funder.
19. By completing the application form applicants are consenting to receive communications from the funder and Havas PR.
20. The funder accepts no responsibility or liability for any error, omission, interruption, deletion, defect, delay in operation or transmission, communications line failure, theft, destruction, alteration of, or unauthorised access to the application, or applications lost, incomplete or delayed whether or not arising during operation or transmission as a result of server failures, virus, bugs or other causes outside its control. All lost, damaged or incomplete applications will be deemed invalid. Proof of posting, emailing, faxing or otherwise applying for funding under the scheme shall not be proof of delivery or receipt.
21. By submitting an application under the scheme, all applicants are deemed to accept these terms and conditions.
22. The funder may, at its sole discretion, change the dates of allocating funds and/or the value of the funds available for allocation under the scheme. The funder reserves the right to alter, amend or withdraw these terms and conditions without prior notice.
23. The funder will not be liable if a contribution allocated under the scheme cannot be accepted or used for its purpose for any reason beyond the control of the funder. Return of a delivery notification as undeliverable or failure to respond to a delivery notification within 30 days will result in disqualification and an alternate recipient may be selected at the funder's discretion. In the event that an applicant declines his or her allocated funds the funder may elect, at its own discretion, to select an alternate recipient.
24. These terms and conditions are governed by and construed and performed in accordance with the laws of England and Wales, whose courts shall be the courts of exclusive jurisdiction.
25. These terms and conditions and the application pack of which they form part constitute the whole agreement between funder and application.