



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

PAUL BRISTOW
MAYOR OF
CAMBRIDGESHIRE
& PETERBOROUGH

Cambridgeshire & Peterborough Combined Authority
Pathfinder House
St Marys Street, Huntingdon
PE29 3TN

22 September 2025

[REDACTED]

[REDACTED]

Dear [REDACTED]

Re: Environmental Information Regulations request ref CA457

Thank you for your request for information received on 26 August. Your request has been dealt with under the Environmental Information Regulations. The response is given below:

Request

I recently reached out to the Cambridgeshire & Peterborough Combined Authority requesting a copy of the application pack submitted. The Buckden Recreation Ground and Village hall Trust that resulted in them being awarded £130,000 through the Opportunity Fund Grant.

As I have not heard back from you, I would like to formally request this information.

Response

The completed application is attached. Some of the information has been withheld and redacted under the following provisions of the Environmental Information Regulations 2004 (EIR); Regulations 12(3), 13 and 12(5)(e).

Although the application form initially indicated that the Trust had consented to the release of this information, we have since contacted the Trust directly, and they have confirmed that the information is commercially sensitive and should not be disclosed.

Regulation 12(3) and Regulation 13 Personal Data

These are absolute exceptions and are not subject to the public interest test. The withheld information includes personal data, and its disclosure would contravene the principles of the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. Accordingly, all personal data has been redacted.

The data that has been redacted under these regulations is on pages 2 and 20 of the application form.

Regulation 12(5)(e) – Confidentiality of Commercial or Industrial Information

Section 3.2 to Section 3.6 and Appendix 3 of the application form contain commercially sensitive information. Disclosure of this information would adversely affect the confidentiality

of commercial or industrial information, where such confidentiality is protected by law to safeguard a legitimate economic interest.

Regulation 12(5)(e) is a qualified exception and is therefore subject to public interest considerations. The Combined Authority recognises the general public interest in transparency and accountability, particularly in relation to the use of public funds.

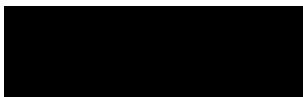
However, there is also a strong public interest in maintaining the confidentiality of commercially sensitive information provided by third parties, especially where disclosure could give competitors an unfair advantage. In this case, the Combined Authority considers that the public interest in maintaining the exception outweighs the public interest in disclosure. Releasing the financial details would likely prejudice the commercial interests of both the Authority and Ebsford Environmental.

I hope this information is helpful but if you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review, you should write to us via our contact us email address: democratic.services@cambridgeshirepeterborough-ca.gov.uk or write a letter to Complaints, Cambridgeshire and Peterborough Combined Authority, 2nd Floor, Pathfinder House, St Mary's Street, Huntingdon, Cambs PE29 3TN within 40 days of the date of this e-mail.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, or via their website: <https://ico.org.uk/>

Generally, the ICO will not undertake a review or make a decision on a request until the internal review process has been completed.

Yours sincerely



Susan Hall
Data Protection Officer



CAMBRIDGESHIRE
& PETERBOROUGH
COMBINED AUTHORITY

Cambridgeshire & Peterborough Combined Authority Climate Change Opportunity Fund 2024/25

Application Form

Please answer all the questions in boxes below. Please respond accurately and clearly.

Any supporting evidence or documents can be submitted separately. Please reference any supporting material clearly. Please submit your application by 5:00 p.m. on Friday 17th January 2025 at the latest.

IMPORTANT - if there is anything at all that you are unsure about, please contact the team at environment@cambridgeshirepeterborough-ca.gov.uk, we would welcome a conversation with you to ensure clarity in order to help you complete as strong an application as possible.

1. ORGANISATION DETAILS



Organisation Name	The Buckden Recreation Ground and Village Hall Trust
Address incl. Postcode	Burberry Road, Buckden, St Neots Cambridgeshire PE19 5UY
Contact Name - <i>must be a person authorised to make this application</i>	██████████
Contact Position	Trustee and Treasurer, Project Manager
Contact Email Address	████████████████████
Contact Telephone	██████████
Organisation type	Charity
Please indicate if you are bidding independently or as part of a collaboration and if so, list the collaborating organisations	We are collaborating with Buckden Parish Council at Stage 1. The Council is committed to supporting climate change mitigation across the village. It has a group advising on climate change mitigation and another group leading on improving biodiversity and developing green infrastructure. There is the potential to work in collaboration with Buckden Towers in the near future which would extend this initial project to further sites within the village and thus have a continuing impact in future years.
Organisation website	https://buckdenvillagehall.co.uk/ main applicant Supplementary Parish Council committees supporting; https://buckdenpc.org.uk/buckden-parish-council-advisory-groups/climate-change-mitigation-advisory-group/ https://buckdenpc.org.uk/buckden-parish-council-advisory-groups/public-rights-of-way-and-tree-advisory-group/
Organisation social media platforms	https://www.facebook.com/groups/1594474184137795/search/?q=buckden%20village%20hall https://www.facebook.com/groups/1594474184137795/search/?q=buckden%20parish%20council



2. PROJECT DESCRIPTION

Please tell us about the project that you are looking to fund



2.1 Please describe the project's aims including - • The need or issue you are addressing • your solution to this need or issue • what will change as a result of the project <i>700 words max</i>	Buckden is a key service delivery hub for CPCA, and our charity owns/manages an 11-acre estate supporting several small businesses as well as conference hirers, sports teams and leisure activities for the wider region. The site occupies one of the largest open green spaces in the village and figures prominently in the Parish Council's Neighbourhood Plan promoting healthy living and biodiversity. The charity's origins date to the Great War with land donated as a training site for army recruits. It has a rich heritage and legacy at the heart of village life. With this legacy comes responsibility for handing on to future generations an asset that will thrive and future-proofed against climate change. We endeavour to minimise utility costs for our tenants as well as meeting wider societal objectives to address climate changes, create a welcoming green space for healthy living and reducing the carbon emissions of our buildings. The Hall is heavily used and could also become living example to the wider region of how to incorporate green infrastructure into everyday life. Our proposal is to improve the climate resilience of our site through the installation of green infrastructure: 1. Install green walls: first phase of a larger plan to reduce emissions, regulate temperature extremes¹ and create an attractive destination for all users. Green walls will be installed on the front of the village hall, hosting various plant species and delivering benefits including water absorption, biodiversity, social wellbeing and energy efficiencies through part of a process called evapotranspiration, absorbing large quantities of heat during the summer period and using the energy for growth. This can reduce the temperatures on external walls and reduce the need for cooling buildings through traditional methods¹. This is further improved by the type of green wall construction, which provides a gap between the external building wall and the green wall structure, allowing for cool air to move between the two. Furthermore, plant layers also work as thermal insulation, which means they help to keep both the heat and the cool air outside when temperatures are either warm or cold, reducing buildings energy requirements. 2. Build SuDS around the site to improve water recycling and reduce pollution runoff, contributing to environmental place-making and thereby creating an attractive environment for all users of our grounds and facilities. This will be seen in the utilisation of rainwater from the Hall leading into the pond/nature park². Beds will be planted with a diverse mix of suitable plants and trees increasing biodiversity, adding interest to the site and linking to the pond to increase the flow of water, creating an improved aquatic environment and improved water quality through natural processes of filtration through the soil and plant root systems³.
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	SuDS offer numerous benefits by mimicking natural drainage processes: • Flood Management: Slowing down surface water runoff and managing stormwater locally. • Water Quality Improvement: Reduce pollution by filtering and treating runoff before it reaches water bodies. • Biodiversity: wildlife habitats⁴. • Amenity: attractive public spaces for recreation and social interaction⁵. • Groundwater: replenish groundwater supplies to ease droughts. • Climate: flexible infrastructure adapting to changing climate. Our grounds are heavily used by walkers and sports players as well as connecting to the broader green corridor of the Ouse Valley Way and Roundabout Buckden paths. Plant species will be chosen to blend in with the surrounding vegetation, provide benefits to local wildlife, adaptable to the local environmental conditions and low maintenance. Finally, we want to demonstrate best practice and lead a change in perceptions about how smaller buildings can contribute to climate change mitigation. Many organisations shy away from change as they can't picture how these improvements could work in practice, whether they can succeed and what they may cost. We could be an illustration of best practice in our region, much as the City of Bradford has been in the North. This project, if successful, could grow and grow and extend the reach of biodiversity innovation.
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¹ Measured through building thermometers and heating system, localised to the green walls.

² Measured through a flow meter sensor attached to the down pipes.

³ Evidenced through water quality testing.

⁴ Evidenced through a biodiversity survey once the site has established.

⁵ Evidenced through public support and regular feedback.



2.2 Please describe how the project will be managed and governed 100 words max	1. Daily project management provided by Chair and Treasurer who lead on defining scope of projects, budgets, specifications, timelines and procurement/hiring of contractors. They will report to the larger Project Management board (point 2) 2. Larger project management group comprised of Parish Council's Climate Change Mitigation Advisory Group to provide governance framework and monitor progress. 3. Trust Board and Parish Council receive regular update reports. 4. Community engagement presentations with schools and stakeholders. 5. Required from contractors: Daily progress update, regular photos posted to web feed, weekly contractors' report, GANT chart with milestones, work streams, % completion status.
2.3 Please identify where the project outcomes will happen	All project work will be delivered on the site of the Buckden Recreation Ground and Village Hall which is the prominent community centre and one of two of the largest green spaces in the village. We estimate that c.110,000* people from the village and surrounding regions visit or use the Hall and its grounds p.a. As such, this project has the potential to create a landmark and legacy for climate management as well as a live demonstration of climate change mitigation measures that could be implemented anywhere. The green walls will be installed at the front of the main hall building. The SuDs will be strategically placed around the back of the main building to capture water runoff and relieve pressure on the ageing gutter system, facing the main playing fields and footpaths. In the next stage of our project (not this stage), we will build out footpaths and specialist lighting to create a green infrastructure area that promotes enjoyment of green infrastructure, encourages the adoption of healthy lifestyles, and increases biodiversity. Extra runoff will be channelled down to feed the pond in the nature park. A detailed site plan will be produced before work commences. <i>*estimate based on footfall for 4 tenants (Parish Council & their meetings, preschool nursery, county library and village social club) plus sports clubs, exercise classes & lectures attendance, courses, NHS clinics, corporate training, and events, for both direct participants and associated people; e.g., parents/carers</i>



2.3 Please describe how the project will align to the [Climate Action Plan](#) objectives 300 words max

Our proposal addresses the risks identified in the CAP, including water management, overheating and infrastructure. We continue to work on reducing our carbon footprint with LED light conversion, adding solar panels and upgrading insulation throughout. This is the next stage in our plan addressing inefficiencies in heating and cooling, reducing air/water pollution and improve water usage.

Green walls are very efficient in cutting carbon emissions:

- 1m² of green walls absorbs 2kg CO₂ pa.
- Green walls can be up to 32° cooler and reduce surrounding air temperature by up to 4%.
- Plants help reduce air pollution by removing CO₂ and NO_x and particulates from the air.
- Plants provide natural shelter for insects, invertebrates and small birds.

SuDs promote better water management by slowing the runoff from gutters. We propose building planters filled with native vegetation which slow rainwater and then channel surplus filtered runoff into our pond and nature park which supports 4.5 acres of biodiversity. This will slow episodes of heavy rain alternating with dry spells which we increasingly experience in Cambridgeshire. It will also create attractive vegetation around what is currently a sterile asphalt and brick building and provides natural filtration to reduce pollution in our water runoff which is choking the pond. SuDs complement green walls by increasing vegetation that creates habitats for insects, small birds and invertebrates.

Green walls/SuDs solutions are still relatively rare in community buildings. Our project could provide a case study on a wider scale to demonstrate what is possible for everyone to use to reduce emissions, conserve water and provide a welcoming green environment for people, fauna and flora.

Delivering this as a successful project case history should unlock further funding from other bodies to help us complete our multi-year net zero vision in both our buildings and the nature park/pond.



2.4 Please tell us about any collaborations that you have in place for the project, including roles and responsibilities of collaborating organisations
200 words max

Buckden Parish Council works closely with the Village Hall Trust. They supported the BVHT in their work to improve the water quality in the pond, providing funds for an island to help aeration. The Climate Change and Green Infrastructure and Biodiversity Advisory Groups liaise with BVHT on climate change mitigation measures being taken across the Parish. They provide advice and recommendations concerning actions to obviate the potential for climate change to damage the health and welfare of residents and our local environment. Their long-term aim is to secure a more sustainable future for residents and to provide information and assistance to meet the challenge of achieving net zero carbon emissions for individual households and organisations within the next decade.

By working with BPC, it is envisaged that the examples set here will be continued through the village e.g. use of planters and living walls in the High Street to mitigate the effects of air pollution. The SuDs system would also have applications within the proposed development on Silver Street. Our collaboration will facilitate communication with residents, ensuring their support and engagement with the proposed scheme and evidence the willingness of organisations within the village to work together towards this aim.



2.5 Please list the project's outputs <i>200 words max</i>	Green walls: 2 areas on front wall • $1\text{m}^2 \times 2\text{kg CO}_2 \text{ pa} \times 26.5\text{m}^2 = \text{c. } 53\text{kg CO}_2$ • 20 species native plants • C.1,300 plants enhancing biodiversity • Temperature measured before/after to determine c. 4° mitigation. SuDs • 56,700L p.a. based the roof area at $1,575\text{m}^2$ x by annual average rainfall at 40mm and minus 5 to 20% ~ 10%. • 20 species plants/trees enhancing biodiversity • SuDs help water filtration, reduce water waste, enhance biodiversity and create attractive green areas. • Measure the flow rate before SuDS and after to measure how runoff slowed and the flow into the pond • BeST (Benefits of SuDS Tool) and CIRIA's Benefits Estimation Tool (BEST) can be used to identify and quantify the benefits, but at a cost. Provide access to nature for all • Site is open 7/24/365 pa; borders public footpaths, playgrounds, playing pitches, preschool nursery, library and main hall creating a welcoming nature environment for all users and visitors of all ages. • Reasonable estimate of footfall c.110,000 based on 4 tenants (Parish Council & meetings, preschool nursery, county library and village social club) plus sports clubs, exercise classes & lectures attendance, courses, NHS clinics, corporate training, and events, for both direct participants and associated people; e.g., parents/carers.
2.6 Carbon reduction and Biodiversity outcomes – please outline these using the supplied template (Appendix 1) only	Please refer to Appendix 1. Our outcomes focus on • delivering enhanced resilience to temperature fluctuations • saving on energy costs • increasing biodiversity with native plant species • adding habitats for insects, invertebrates, and small birds • reducing water wastage and pollution of water feed to nature park • creating green infrastructure and an attractive green destination to bring people closer to nature for enjoyment and healthy living



2.7 Please describe how your project contributes to the wider economic and social and environmental situation <i>200 words max</i>	The Trust occupies a prominent position in the village and surrounding areas as a Key Service Delivery hub for Huntingdonshire. Although the Trust is financially and organisationally independent of the Parish Council, we collaborate closely on delivering good outcomes. Our 11 acres are a central site for educational, leisure and corporate events and are a central meeting place for surrounding villages as we house the county library, village social club, the preschool nursery and the Parish Council offices, plus a full schedule of classes and activities 7/365. We take our community role very seriously and strive to provide an example of the future to residents. We want to create a vision that is an inspiration to other community organisations and show how everyday life can help reduce emissions in our region. Green infrastructure and SuDS are too often seen as challenging and expensive. We plan on showcasing our work through ACRE, schools and other promotional opportunities to show how it can improve ordinary life in local settings. Green infrastructure is also supported by the national Government strategy to provide everyone with local access to nature and increase biodiversity. This project also directly addresses CPCA's green objectives to reduce emissions.
2.8 Please list the project's top five risks using the provided risk register template (Appendix 2) only	• Estimated environmental benefit not delivered • Project management and cost control failures result in project not delivered on time and on budget • On-going maintenance to retain environmental benefits proves onerous • Green walls/SuDS cause eventual weakness and/or dampness egress into walls necessitating remedial work • Stakeholders do not perceive the environmental benefits leading to lack of community support, reputational damage and failure to scale project and extend best practice to other sites
2.9 Please confirm that you have and provide evidence of any planning permissions; landowner/landlord permissions etc that are required for this project (or details of any application in process)	The Trust owns the buildings and land in perpetuity as charitable designated land for the benefit of the residents of Buckden and surrounding regions. Constitution granted by the Charity Commission as CIO, replacing the 1969 constitution as an unincorporated charity. No permissions are required.
2.10 Please give details of the project's scalability <i>100 words max</i>	This is a multi-year vision to transform our 11-acre estate into a biodiverse, energy efficient public amenity that can show the way forward for other organisations. Our ambition is to inspire the green spaces in the area to adopt nature-based solutions to cool buildings, manage water runoff, and enhance biodiversity. In our village alone, we have substantial cemeteries and land owned by three churches, including the 14-acre Towers, the former palace of the Bishops of Lincoln. These areas have so much untapped potential to enhance our natural work and could be showcased through the community buildings network across the region.



2.11 Please give details of the innovation demonstrated by the project 100 words max	There are very few examples of community buildings implementing smaller scale green walls and SuDS, which are more usually seen on skyscrapers or larger office buildings. Yet, these features are relatively simple ways of managing temperature regulation, reusing wastewater runoff and enhancing biodiversity. Maintenance is straightforward – attention to watering in dry periods, very basic plant knowledge. Phase 1 of our vision was energy efficiency, installing LEDs and insulation. Phase 2 is the enhancing everyone's access to nature through green walls/SuDS paths leading to our nature park and adding nature-based solutions to building maintenance.
2.12 Please provide any additional information that adds value to the project 300 words max	As a small business charity, resilience, sustainability and cost control are our concerns as utility costs are passed on our small business and public sector tenants/hirers. Our objective is to future-proof against climate change and pass on energy savings and resilience to these community service providers under our roof, including the county library, Parish Council, NHS, preschool nursery and village social club. We are always aware that we are merely custodians of our assets which must be preserved as a legacy for future generations. Reducing emissions and increasing biodiversity benefit all stakeholders from a wider perspective of making our community a better place. The Trustees have a proactive approach to managing our assets, with a 5-7 year plan to improve and enhance our estate, with a focus on developing our net zero pathway, including biodiversity, energy efficiency measures and enhancing our overall natural environment for all residents and hall users to enjoy. As part of that strategy, the Trustees and Parish Council have raised over £750,000 in grant funding and delivering (on time and on budget): 1. £450,000 nature remediation programme; 2. Over 2km of improved access paths, 3. New kitchen for sports pavilion in cooperation with a corporate sponsor, 4. 5-year collaboration with the Football Association to improve our playing pitches, 5. Cooperation with the Parish Council to upgrade play facilities and activities for adolescents addressing skills, music, isolation. We also have developed a long-term working relationship with environmental contractors, Ebsford Environment (www.ebsford.co.uk), who advised on and delivered our £450,000 nature remediation. Ebsford work with national clients (Natural England, Canal and River Trust, Severn Trent, Thames Water, Bovis). They would be our preferred contractor working with us to deliver this project, given their national reputation, environmental expertise, and record of delivering on time and on budget.

Match amount	Source	Secured or awaiting approval
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3.6 Would the project go ahead without support from the Opportunity Fund? 100 words max



4. Procurement

To comply with public procurement regulations, you are required to adhere to the process shown below or follow your own procurement guidelines.

If you are not required so to comply, you must confirm with CPCA the procedures that you will implement for procurement, and you must comply with these.

1. For single items up to the value of £2,499.99 (incl. VAT)

A quote or website print out of the item showing its full cost must accompany the application.

2. For single items of £2,500.00 up to £24,999.99 (incl. VAT)

Three (3) comparable written and valid (in date at the time of application submission) quotations per individual item to be purchased must accompany the application.

You are not obliged to accept the lowest quotation received, but an explanation of the rationale for any decision will be required to demonstrate the chosen supplier's experience and/or value for money.

3. For single items or items from a single supplier of £25,000.00 and over (incl. VAT)

You must also provide a full procurement brief/specification/process

You are not obliged to accept the lowest quotation received, but an explanation of the rationale for any decision will be required to demonstrate the chosen supplier's experience and/or value for money.

5. Project timeline & milestones

Please use the template provided (Appendix 4) to show the key dates for delivery, milestones and completion of your project

6. Track Record & Deliverability

6.1 Please give at least one example of a funded project that you have successfully delivered
150 words max

2022 -- £450,000 grant awarded for complex remediation of derelict 4.5-acre nature park and lake. Project delivered on time and on budget by Ebsford Environmental against very tight time scales and timing, supply chain and inflationary challenges. Residents delighted with result.
<https://www.facebook.com/groups/1594474184137795/permalink/2997115710540295>

- 4,000t sediment removed/reused providing wildlife habitats
- 10,000m scrub vegetation replaced with native wildflowers



	• Complex tree work removing scrub, reducing 30% of overhang • 3,000 native wetland plants planted to increase biodiversity • 1.3km new paths and access improvements to modern mobility standards linking to public footpaths and Ouse Valley Way • 300m new meandering streams with inlets and outlets redesigned to reduce flooding and increase conveyancing 2022 - £1750,000 CIL district funding towards provision of new cycle/footway facilitating safe cycling/walking to Hinchingsbrooke Secondary School, Hospital and town centre. 2024 – £34,500 grant replacing 78 metre footpath. Project managed and spec written for competitive procurement quotes. Completed on time and on budget.	
7. Please give details of any additional private sector funding and income generation that will be gained as a result of this funding being made available		
1. Source of private sector funding	Value of funding	Date funding available
Thameslink Govia Community Fund	£30,000	Applied; awaiting decision Funds available late March Will build on our vision of enhancing nature access and biodiversity for all users but focused on the nature park and pond
This is not a revenue-generating project but rather a focus on community amenity, better use of water resources and an opportunity to increase biodiversity and access to nature on what is currently a rather barren brick site.	As a not-for-profit charity, revenue generation is not our focus. Rather, we aim to provide an attractive and biodiverse legacy for residents, hirers, tenants and other stakeholders	
2. Income Cost savings generated from the project	Value of funding	Date funding available



We are a non-profit community charity and so measure value in what we can generate for stakeholders, rather than income. In particular, we try to support our small business community through controlling costs, maintaining our high-grade professional conference and events venue and creating an attractive green space for all users and visitors in the larger community. We are one of the largest open green spaces in the village, comprising over 11 acres, including a 4.5-acre nature park and 1.5-acre pond.	Utility costs and payroll are our single largest operating costs. Any savings we generate on utility costs are passed on our small business tenants and hirers via lower charges and measurable reductions in utility costs.	On-going struggle in the face of employer's NI and NLW for 1.5 FTE staff, increasing costs of regulation for public venues and volatile utility costs.
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CHECKLIST OF SUPPORTING EVIDENCE ATTACHED AT SUBMISSION, IT IS CRITICAL THAT YOU SUPPLY ALL OF THE INFORMATION AND COMPLETED APPENDICES TO SUPPORT YOUR APPLICATION, WITHOUT THESE THE APPLICATION CANNOT BE PROCESSED AND MAY FAIL DUE DILIGENCE TESTS.

A fully completed application form including all required appendices i.e., • Project outcomes • Risk register • Project costs • Timeline	☐
Evidence of Match Funding being in place (if appropriate)	☐
Full quotes/prices for items of expenditure (in line with our procurement rules)	☐
Evidence of any required permissions (if applicable) that are available at time of submission	☐
Organisation governance documents	☐
A copy of your organisation's most recent accounts	☐
A full 12-month cash flow forecast	☐
Copies of relevant insurances (Public Liability up to £5m)	☐
Policies - please provide a copy of your organisations Equality & Diversity policy	☐

PLEASE DO NOT SUBMIT YOUR APPLICATION WITHOUT ALL THE RELEVANT DOCUMENTS.

IF THESE DOCUMENTS ARE NOT ENCLOSED, IT WILL DELAY YOUR APPLICATION BEING PASSED FOR EVALUATION, IF YOU ARE UNABLE TO PROVIDE THESE DOCUMENTS, PLEASE EMAIL US AT environment@cambridgeshirepeterborough-ca.gov.uk TO DISCUSS.



DECLARATIONS

Procurement

I confirm that items for the project will be procured in line with the guidance given in Section 4.

CPCA also ask that in all procurement you are mindful of using local CPCA based supply chains.

MONITORING AND EVALUATION

Please confirm that you will comply with CPCA's requirements to ensure regular progress monitoring, and that any final evaluation of the project can be carried out. [☒](#)

Subsidy Control

We are required to comply with the Subsidy Control Act 2022 (the Act). Please confirm whether or not you have received less than £315,000 of subsidy control under minimal financial assistance over the last 3 years? This includes any aid you received under both de minimis and Trade and Co-operation Agreements in the last 3 years.

If we consider that the Minimal Financial Assistance exemption does not apply to the proposed grant, we may require you to provide to us independent legal advice which sets out either that the grant will not be a subsidy or how the grant may be a lawful subsidy.

We may require you to provide a draft assessment (in line with the DBT template) showing how the subsidy is consistent with the Act Principles and/or require you to provide such evidence as we request to assist us in completing the assessment that must be made under section 12 of the Act.

You may need to provide Subsidy Control advice from a solicitor to confirm your analysis with your application.

Please list below any aid you have received under both de minimis and Trade and Co-operation Agreements in the last 3 years

Date of assistance	Value of assistance	Organisation providing the assistance and description of aid received



June 2024	£6,000	Buckden Parish Council Donation for grounds maintenance – grant is applied for on an annual basis without guarantee of award

I confirm that the business has received the following amounts of aid and/or financial assistance (in aggregate) under (a) the De Minimis Regulation under the Commission Regulation 1407/2013 of 18 December 2013, (b) the Small Amounts of Funding Allowance under the UK-EU Trade and Co-operation Agreement, and (c) Minimal Financial Assistance under the Act, in the current financial year and the previous two financial years (starting from 1st April in each case).

I confirm that I understand the requirements of subsidy control rules and I acknowledge that if the business fails to meet the eligibility requirements or exceeds the subsidy control ceiling, my undertaking may become liable to repay the full value of the assistance provided.

Privacy Notice

The Climate Change Opportunity Fund is funded by the CPCA, using its core funding from government, this requires CPCA to collect and process a range of personal data about the project's beneficiaries.

Why We Need Your Information?

CPCA will use the information collected on this form to assess your application. We may use this information to contact you about your project and application, including contacting you for further information and with grant process updates.

Who do we share your information with?

We do not share this information with anyone other than the companies that help us provide these services to you. They are only allowed to use it to provide these services.

How the law allows us to use your personal information

CPCA will process your information on the basis that it is necessary for us to fulfil our statutory duties.

We do not normally ask for 'Special category data' (information which reveals your racial or ethnic origin, political opinions, trade union membership, religious or philosophical beliefs, health or sexual orientation or genetic or biometric data) however if any such information is included this will be processed on the basis that is necessary for statutory and government purposes.

How long will the information be kept?

We only keep information for as long as it is needed. This will be based on either a legal requirement (where a law says we must keep information for a specific period of time) or accepted business practice. This is set out in our retention schedule.



For further details about this data processing and your rights please read our [Privacy Notice](#).

Freedom of Information

1. Information in relation to this application may be made available on demand in accordance with the requirements of the Freedom of Information Act 2000 (The Act) and your organisation details will be disclosed and/or published where the grant is over £500, as per the Government Transparency agenda.
2. Applicants must state if any of the information supplied by them is confidential and commercially sensitive or should not be disclosed in response to a request for information under The Act. Please use the table below to show any information that you believe should not be disclosed.
3. Applicants must state why they consider the information to be confidential or commercially sensitive.
4. Note that inclusion below will not guarantee that the information will not be disclosed but will be examined in the light of the exemptions provided in The Act.
5. Note that agreement with this notice is confirmed by your signature on the Grant Application.

INFORMATION (APPLICATION FORM/APPENDIX)	REFERENCE/PAGE NO.	REASONS FOR NON-DISCLOSURE	DURATION OF CONFIDENTIALITY
1. None	Click to enter text.	Click to enter text.	Click to enter text.
2. Click to enter text.	Click to enter text.	Click to enter text.	Click to enter text.
3. Click to enter text.	Click to enter text.	Click to enter text.	Click to enter text.
4. Click to enter text.	Click to enter text.	Click to enter text.	Click to enter text.

I confirm that the information provided herein is correct to the best of my knowledge. I understand that my data is protected under the terms of the Data Protection Act 2018.

I understand that CPCA reserve the right to monitor delivery of the project's expenditure, outputs & outcomes in line with the Grant Funding Agreement up to the end of March 2027.

I understand that my company's name and the amount of the grant awarded will be published on the CPCA website.

I confirm that my project has not yet commenced, and that no expenditure has been incurred to date.

I understand that any grant offer will be invalid if the project commences prior to the date of a grant offer from CPCA.



I have read and understood the grants Terms and Conditions, including awareness of the evidence that must be provided to obtain a grant.

I confirm that the project will be delivered as described and achieving the outputs listed.

- The person signing this form must be authorised by your organisation to do so
- In the case of local authorities this should be (or countersigned by) your Section 151 Officer or Executive Director

Name:	██████████
Organisation:	The Buckden Recreation Ground and Village Hall Trust
Position:	Trustee and Treasurer
Signature:	██████████
Date:	14 January 2025

Appendix 1: Project Outcomes

			Target Outcomes/Impact				
Project	Actions	Benchmark	Carbon reduction	Clean energy production	Biodiversity gains	Other	Notes
Green walls							
	Install 2 sets of green walls on front of main hall building 1. Green walls: c. 53kg CO ² removed pa 2.c. 49 plants per m ² x 26.5 m ² 3. 20 different plant species 4. Temperature measured before/after to determine mitigation.	1. 1m ² = x 2kg CO ² pa industry standard 2. # plants psm accepted standard industry measure 3. 0 – 4 degrees guideline for temperature moderation 4. Biodiversity net gain can be measured by the Government	1. 2kg CO ₂ pa x 26.5m ² = c. 53kg CO ₂ p.a. 2. Building is heated with gas boilers, so this need is reduced with temperature mitigation. 3. All materials will use recycled plastics where feasible.	1. Temperature management reduces need for fans, cooling apparatus, heating, thus saving on electrical costs which are passed on to tenants and reduces hire costs.	1. c. 1,300 plants and 20 different species added to building façade improving biodiversity and creating attractive green space for all users. 2. Green walls provide habitats for invertebrates and small birds. 3. In winter, walls provide hibernation habitats and protection from frost.	1. Gas utility savings passed on to tenants and helps reduce hire costs and increase resilience of small, community businesses and services.	

		BNG metric tool but requires costly specialist ecologist to complete.					
Project	Actions	Benchmark	Carbon reduction	Clean energy production	Biodiversity gains	Other	Notes
SuDs							
	Build 2-3 SuDS beds to carry water from the roof of the main hall to the nature park and pond at the SW corner of the estate. Beds will include c. 20 species of plants and 10 species of native trees to provide green space and shade. Next phase is to install a nature path, wildlife	1. SuDS surface water is estimated at 56,700 litres per annum based the roof area at 1575m² x by the annual average rainfall at 40mm and minus 5 to 20%, so rough calculation of at 10%	1. Plants and native trees absorb excess CO² and pollution. 2. Rainwater is reused and recycled to feed green infrastructure and the nature pond. 3. Planters and trees will shade the SW facing facades of the building and provide areas for shaded seating.		1. Reduction of pollutants flowing into nature pond and sustaining water species in pond. 2. Water filtration removes pollutants which will improve the purity of the water flowing into the nature park and its pond, improving		

	friendly solar lights etc from the SuDS at main building along the footpath to the nature reserve and pond, providing everyone with ready access to nature and green space.				resilience and sustainability. 3. Planters provide natural habitats for invertebrates, insects and small birds.		
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Appendix 2: Risk Register

The headings under 'Risk Category' are the most common categories of risk, you may have others, feel free to add these.

It is likely that you will have a number of risks under each category, please list these together.

Risk Category	Issue	Owner	Likelihood	Severity	Score	Mitigation plan	Residual risk	Residual severity	Residual score
Strategic	Delay to start of project Not delivering environmental benefit estimated	BVHT/ CPCA/ contra ctors	5	8	40	Early inception meeting, agreement on project scope and adjustment to delivery timescales if appropriate. Project delay would not endanger March 2026 deadline Baseline measurements taken as guide before work commences Expert contractors engaged Benchmarks and ranges of outcomes defined Weekly project meetings and site visits.	2	1	2
Operational/ Environment	Longer term maintenance for green walls proves onerous relative to benefit Delivered	BVHT /contr actors	4	4	16	Building supervisor and Hall Manager will be instructed on maintenance and supervised by Trustee board to ensure plant installations survive Monitoring building structure (qualified builder on the Trust board) and prework assessments with contractors	2	3	6

	Water seepage causes foundations to shift Structural weakness in external walls necessitating remedial strengthening Dampness egress into walls					Volunteer group of gardening enthusiasts will provide back-up maintenance and support Green walls and SuDs are designed to withstand climate extremes through proper soil composition, plant selection and shaded protection under the building eaves. Walls are on the east side of the building.			
Financial	Project management and cost control failures result in project not delivered on time and on budget	BVHT /contractors	4	5	20	2 qualified project managers on Trust board; 1 finance director Proven track record of delivering large projects on time and budget Fixed price contract to transfer risk to contractors Engaging contractors who are expert in this field and with whom we have a productive partnership in past Weekly status meetings and daily calls with contractors	2	2	4
Performance	Costs exceed benefits of water management, biodiversity gain,	BVHT/ contractors	5	4	20	Pre-project plan to agree placement of walls/SuD's to maximise benefit Strict cost control and regular project updates	3	3	9

	nature access for users and residents					Expert contractors Pre-work assessments and measurements Discussion and agreement on plant selection and verification of suitability and attractiveness Post installation monitoring and measurement			
Compliance	Contractors' financial health/specialist knowledge/HSE record	Contractors	3	5	15	We only use contractors qualified in this field of expertise and who hold relevant construction qualifications in HSE, SMSTS, SSSTS, CHAS, Constructionline, SMAS, INNSA, Achilles, ISO9001, 14001, 18001 and CMSA.	2	2	4
Environmental	Deliver environmental enhancement to sustainable standards	BVHT /contractors	4	4	16	Recycled plastics will be used wherever feasible. Waste materials to be recycled sustainably along the best practice guidelines of the circular economy	1	2	2
Human Resource	Maintenance of new structures requires additional work allocation to small staff Maintenance requires planned rotas to maintain plant health and continue to deliver environmental benefits	BVHT	5	6	30	Proactive and hands on management board in providing daily management supervision Paid staff of hall manager, building supervisor and cleaner who will take up these responsibilities Monthly meetings of Trustees Quarterly meeting of Trustees and Parish Council Volunteer group of trustees supervising gardening requirements and providing advice	2	4	8

	Plant maintenance is outside usual skill set								
Reputational	Stakeholders do not appreciate how project contributes to their enjoyment of the grounds Query as to how net zero /biodiversity are part of our constitutional obligations Negative and ill-informed posts on FB common occurrence	BVHT	6	3	18	Community town hall teach ins planned per previous projects Involve schools and other stakeholders in decision-making where feasible Contractors to provide plan and mood boards to help people visualise project Articles/ posts in village magazine, BVHT website and FB Armchair keyboard warriors a fact of life	3	1	3

Appendix 3: Project Costs

Given the highly specialised nature of the project, you agreed that one quote would suffice for the purposes of a budget. Should we be successful, we will then solicit quotes to comply with procurement requirements

Please list here all of the items, individually, that you will be purchasing/spending on.
Please make sure that you have appropriate quotes as set out in the Guidance.

Item	Description	Quantity	Unit Price	Total Price	Notes
1	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
2	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
3	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
4	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
5	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
6	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
7	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
8	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
9	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
10	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
11	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
12	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
13	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
14	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
15	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
16	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
17	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
18	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
19	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
20	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
21	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
22	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
23	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
24	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
25	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
26	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
27	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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30	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
31	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
32	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
33	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
34	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
35	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
36	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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42	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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45	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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49	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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53	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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60	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
61	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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63	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
64	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
65	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
66	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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68	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
69	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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76	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
77	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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81	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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83	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
84	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
85	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
86	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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88	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
89	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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92	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
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97	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
98	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
99	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
100	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	

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Appendix 4: Timeline

The 'TASK' column lists examples; before completion, please delete these and add your own. The same applies to the coloured (e.g.) cells.
Please adapt the form to suit your project, e.g., you may prefer to put weeks in instead of months.
If you are not sure in any way, please get in touch.

E = Ebsford Environmental
B or BVHT = Buckden Village Hall
Project Manager/Trustee
& Treasurer (Cynthia
Alers)
CHA

Spend by



			Q														
			Q1 25			Q2 25			Q3 25			Q4 25			Q1 26		
			Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Stage	Task	Owner															
			17/0 3/25														
1	Grant award	CPCA															
2	Project team kick off	E + B															
	Planning mtg w/ contractors	E + B															
2	Community mktg: plans, vision, outcomes	E + B + CPCA															
3	Detailed site plan	E + B															
2	Prep; timeline, etc	E															
2	Plan approval	B + CPCA															
2	Assessment work	E + B															

	Work commence - walls	E																	
	Assessment – SuDS sites	E																	
	Task	Owner																	
4	Workshops	E																	
		E + B +																	
1	Project Team meet	CPCA																	
4	Support/guidance	E																	
	Task	Owner																	
4	Monthly report	CHA																	
		CHA +																	
4	Annual review	CPCA																	
	Task	Owner																	
5	Final report	CHA																	