

11th November 2025.

To: Councillors: Alistair Bounds, Sam Dibas, Phil Barnett, Sarah Slack, Billy Drummond and David Marsh (chairperson)

Substitutes: Chris Hood, Martha Vickers, Meg Thomas, Vaughan Miller, Elizabeth O’Keeffe, Graham Storey

Also: All Members for information

Dear Councillor

You are summonsed to attend a meeting of the **Grants Sub-Committee** to be held at **7pm on Monday 17th November 2025 in The Chamber, Town Hall, Newbury.**

The meeting is open to the press and public and will be streamed via Zoom:
Newbury Town Council is inviting you to a scheduled Zoom meeting.

<https://us02web.zoom.us/j/83173466299?pwd=0eZBznCl5JpBQ20vJpDB9AEt3dTPeF.1>

Meeting ID: 831 7346 6299

Passcode: 442052

Yours sincerely

Liz Manship

Liz Manship
Responsible Financial Officer

AGENDA

- 1. Apologies for absence**
- 2. Declarations of interest and dispensations**
To receive any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.

Town Hall, Market Place, Newbury, RG14 5AA

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☎ (01635) 40484 🌐 www.newbury.gov.uk
🐦 @NewburyTC 📘 NewburyTC

Making Newbury a Town
we can all be proud of.

3. Minutes (Appendix 1)

To approve the minutes of a meeting of the Grants Sub-Committee held on 26th June 2025.

4. Grants Awarded (Appendix 2)

To note the record of grants awarded since Financial Year 2023/24

5. Notifications of Thanks (Appendix 3)

To note any notifications of thanks received for grants awarded since the previous meeting

6. Grant Aid Criteria (Appendix 4)

To note the criteria for the award of grant Aid

7. Award of Grant Aid (Appendix 5 & 6)

7.1 To Consider the list of applications for Grant Aid for projects registered on The Good Exchange as of 10th November 2025 that fulfil the Council's Grant Criteria (Appendix 6).

- Information on all projects listed can be found on TheGoodExchange.com (enter the Application ID in search box).
- Direct requests for Grant Aid, for applications for 'Swings and Smiles' and 'West Berkshire Dementia Hub' can be found in Appendix 7.

7.2 To Resolve to award Grant Aid to the successful applications in line with the Council's criteria for Grant Aid (Appendix 6).

8. Date of Next Meeting

To agree the date of the next meeting.

Minutes of a meeting of the Grants Sub-Committee of Newbury Town Council held at 19:00 noon on Thursday 26th June 2025 in The Council Offices, Town Hall, Newbury.

Present: Councillors: Vera Barnett (sub), Alistair Bounds, Sam Dibas, David Marsh (chairperson), Martha Vickers (sub) and Phil Vickers.

In Attendance: Liz Manship, Responsible Financial Officer

01. Election of Chairperson to the Grants Sub-Committee

Proposed: Councillor Phil Vickers

Seconded: Councillor Alistair Bounds

Resolved: Councillor David Marsh was elected as Chairperson to the Grants Sub-Committee

02. Election of Deputy Chairperson to the Grants Sub-Committee

Proposed: Councillor David Marsh

Seconded: Councillor Phil Vickers

Resolved: Councillor Sam Dibas was elected as Chairperson to the Grants Sub-Committee

03. Apologies for absence

Councillors: Billy Drummond (sub: Councillor Vera Barnett) and Sarah Slack (sub: Councillor Martha Vickers).

04. Declarations of interest and dispensations

- a) Councillors Phil Vickers and David Marsh as Members of West Berkshire Council have a general dispensation to discuss any matters relating to the business of that Council.
- b) Councillor Phil Vickers – Parish Councillor for Greenham Parish Council.
- c) Councillor Sam Dibas – Parish Councillor for Inborne Parish Council, Governor at Newbury College, Trustee at St Bartholomew's School.
- d) Councillor David Marsh – Trustee to Wash Common Library, Trustee to Wash Common Community Association, Parent of a pupil at St Bartholomew's School and Husband to a Governor at St Bartholomew's School.

05. Minutes

Proposed: Councillor Phil Vickers

Seconded: Councillor Sam Dibas

Resolved: That the minutes of the meeting of the Grants Sub-Committee held on Monday 10th February 2025 be approved as a correct record and signed by the Chairperson.

06. Grant Aid Criteria

The meeting noted the Grant Aid Criteria.

07. Award of Grant Aid

Having regard to the Council's criteria for awarding grants and the Council's Strategic objectives to support youth, the elderly, the vulnerable and the diverse in communities.

Proposed: Councillor David Marsh

Seconded: Councillor Sam Dibas

Resolved: That the Council makes the following grant awards, payable through The Good Exchange:

TGE Ref	Organisation	Project title	Balance Required	NTC Award	TGE Match Funding	TGE Match Funding
20419	The Corn Exchange (Newbury) Trust	Old Library Campaign	100,000	1,000.00	1,000.00	2,000.00
20759	Newbury Pride	Newbury Pride 2025	3,814.69	500.00	500.00	1,000.00
20772	Time to Talk West Berkshire	Let's Get Mindful Application – Well Being Conference	8,652.00	500.00	500.00	1,000.00
20853	West Berks Foodbank	Hungry Holidays 2025	41,025.00	1,000.00	1,000.00	2,000.00
20879	Life Education Wessex & Thames Valley	Supporting Children's Emotional Health and Well-being across West Berkshire and North Hampshire 2025-26	10,050.00	155.00	155.00	310.00
20838	The Base Greenham	Young Curators - A hands-on opportunity for young people to learn about curation in a professional gallery	2,263.00	500.00	500.00	1,000.00
20930	Nomads Musical Theatre	Sister Act The Musical 2025	37,191.00	500.00	500.00	1,000.00
20934	Newbury Soup Kitchen	Day to day outreach, food and support for people experiencing homelessness or vulnerably housed in West Berkshire 2025-2026	33,485.52	1,000.00	1,000.00	2,000.00
20978	Kintbury Tennis Club (admin address)	West Berks Comedy Festival	2,753.00	688.25	688.25	1,376.50
20983	The Base Greenham	Be Curious Family Programme 25/26 "Workshops & Activities to Encourage Learning, Curiosity & Play"	2,035.00	500.00	500.00	1,000.00
20984	Newbury Riding for the Disabled Limited	Crash Helmets and Safety Stirrups	544.75	272.38	272.38	544.76
20995	1st Wash Common Scout Group	Wash Common Community Festival 2025	1,323.00	661.50	661.50	1,323.00
21005	3 rd Newbury Scout Group	Patrol cooking and campsite catering	2,399.02	661.50	661.50	1,323.00
	Total Awarded			7,938.63	7,938.63	15,877.26

There being no further business the Chairperson declared the meeting closed at 19:48 pm.

Chairperson:

Date:

Ref	Organisation name	Project title	NTC Grant June 2023	NTC Grant Oct 2023	NTC Grant Mar 2024	NTC Grant July 2024	NTC Grant Nov 2024	NTC Grant Feb 2025	NTC Grant June 2025	NTC Grant Nov 2025	NTC Grant Feb 2026 subject to funds remaining
20355	1st Newbury Scout Group	Improved bathroom facilities for all stakeholders			£1,000.00						
20995	1st Wash Common Scout Group	Wash Common Community Festival 2025							661.50		
20380	2nd Newbury Guides	Girl Guide Summer Camp 2024				£500.00					
20279	3rd Newbury Scout Group	Sound Proofing / Dampening			£1,000.00						
21005	3rd Newbury Scout Group	Patrol cooking and campsite catering							661.50		
19908	All Yours Period Box C.I.C	West Berkshire Period Boxes	£1,000.00								
20389	All Yours Period Box C.I.C	2024 West Berkshire Period Boxes (Cost of Living Application)				£500.00					
20021	Berkshire Youth	Defibs	£950.00								
19846	City Arts Newbury	Essential electricity supply upgrade + work to enable year-round+ multi purpose community usage	£900.00								
20268	City Arts Newbury	ART in the HeART of the Community: City Arts 2024 Operating Costs			£500.00						
19913	Dingley's Promise (Dingley Family and Specialist Early Years Centres)	Supporting Communication of Early Years children with SEND	£1,000.00								
20012	Dingley's Promise (Dingley Family and Specialist Early Years Centres)	Outdoor trips and experiences for children with Special Educational Needs and Disabilities		£1,000.00							
20180	Dingley's Promise (Dingley Family and Specialist Early Years Centres)	Creative Arts Playschemes for Children with SEND		£1,000.00							
20626	Dingley's Promise (Dingley Family and Specialist Early Years Centres)	2024/2025 SEND Early Years Playschemes					£1,000.00				
20628	Dingley's Promise (Dingley Family and Specialist Early Years Centres)	Specialist Music and Movement therapy sessions for children under 5 with SEND						£500.00			
20692	Dingley's Promise (Dingley Family and Specialist Early Years Centres)	Improving Wellbeing of Children with SEND, their Parents and Early Years Educators.						£500.00			
20752	Education Business Partnership West Berkshire	Destinations Expo 2025						£314.30			
20093	Eight Bells for Mental Health	Gardening for Mental Wellbeing	£900.00								
20328	Eight Bells for Mental Health	COST OF LIVING FUND - Dedicated Advocacy Support					£500.00				

Grants Awarded by NTC - Grants Sub-Committee from Financial Year 2023/24

Ref	Organisation name	Project title	NTC Grant June 2023	NTC Grant Oct 2023	NTC Grant Mar 2024	NTC Grant July 2024	NTC Grant Nov 2024	NTC Grant Feb 2025	NTC Grant June 2025	NTC Grant Nov 2025	NTC Grant Feb 2026 subject to funds remaining
20092	Fair Close Centre (Age Concern, Newbury & District)	Men's Shed Woodwork Classes	£1,250.00								
20505	Fair Close Centre (Age Concern, Newbury & District)	New Dementia Service Digital Activity Table				£1,281.52					
20579	Fair Close Centre (Age Concern, Newbury & District)	Fair Close Dementia Day Club & Wayfinding Service Pilot						£1,000.00			
20737	Falkland Cricket Club - Newbury	Supporting winter indoor cricket sessions & 2025 outdoor season preparation for junior cricketers in West Berkshire						£250.00			
20393	Forever Loved Horse Therapy cic	Making Horse Therapy Accessible to All					£500.00				
20522	Friends of Wash Common Library	Wash Common Library Running Costs 24/25				£750.00					
20486	Greener Greenham Group	Greenham - Nurturing Nature				£655.50					
20442	Greenham Control Tower Ltd	80th Celebration of D-Day - 6th June 2024 - We will remember them (£400 fm public, £200 fm NTC)			£600.00						
20356	Home-Start West Berkshire	Hello! Early Year's Communication Project 2024-2025				£500.00					
20371	Home-Start West Berkshire	Home-Start West Berkshire Baby Bank 2024-25				£1,000.00					
20372	Home-Start West Berkshire	Maternal Mental Health Service 2024- 2025				£750.00					
20698	Home-Start West Berkshire	Tackling Child Poverty						£500.00			
20749	Home-Start West Berkshire	Baby Bank Service 2025-26						£500.00			
20219	John Rankin Schools Federation - Newbury	School Ponds for Learning 2023-2024		£1,000.00							
20165	Kenet Opera	A staged production of Offenbach's Tales of Hoffman at Shaw House, February 2024		£250.00							
20978	Kintbury Tennis Club (administration address)	West Berks Comedy Festival							688.25		
20879	Life Education Wessex & Thames Valley	Supporting Children's Emotional Health and Well-being across West Berkshire and North Hampshire 2025-26							155.00		
19897	Mary Hare Foundation	Mary Hare School - Swimming pool liner renovation			£1,000.00						
20159	My Cancer My Choices	Supporting people with a cancer diagnosis with complementary therapy in West Berkshire 2023-24			£335.75						

Grants Awarded by NTC - Grants Sub-Committee from Financial Year 2023/24

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Grants Awarded by NTC - Grants Sub-Committee from Financial Year 2023/24

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19949	Parkinson's UK, Newbury	Making the Difference - Beneficial Exercises for People Living with Parkinson's		£739.54							
20456	Parkinson's UK, Newbury	Making the Difference 2024 for People Living with Parkinson's					£500.00				
20108	Speen Community Cafe	Community Connections in Speen		£1,000.00							
20283	St Bartholomew's School	Nature Reserve Restoration Project				£1,000.00					
19819	St John and St Nicolas Federation of Schools	Creative therapies for children impacted by significant trauma	£1,230.00								
20193	Swings & Smiles	Out & About- Essential Sensory Equipment for children with disabilities		£250.00							
20838	The Base Greenham	Young Curators - A hands-on opportunity for young people to learn about curation in a professional gallery							500.00		
20983	The Base Greenham	Be Curious Family Programme 25/26 “ Workshops & Activities to Encourage Learning, Curiosity & Play							500.00		
20419	The Corn Exchange (Newbury) Trust	Old Library Fundraising Campaign			£1,000.00						
20419	The Corn Exchange (Newbury) Trust	Old Library Campaign							1,000.00		
20381	The Newbury Community Resource Centre Limited	Cost of Living Crisis - Essential Household Goods Scheme 2024					£500.00				
20401	The Newbury Community Resource Centre Limited	Let's Get Active Supported Walking Group			£1,000.00						
20648	The Newbury Community Resource Centre Limited	Kitchen Wise upgrade and expansion						£1,000.00			
20205	Time to Talk West Berkshire	Time to Talk Counselling and Support for Young People			£1,000.00						
20556	Time to Talk West Berkshire	Counselling in Schools					£1,000.00				
20772	Time to Talk West Berkshire	Let's Get Mindful Application - Well Being Conference							500.00		
20135	West Berks Action for Refugees	Newbury Global Kitchen		£1,000.00							
20204	West Berks Action for Refugees	Case worker for Asylum Seekers and refugees in West Berkshire			£604.86						
20853	West Berks Foodbank	Hungry Holidays 2025							1,000.00		

Grants Awarded by NTC - Grants Sub-Committee from Financial Year 2023/24

Ref	Organisation name	Project title	NTC Grant June 2023	NTC Grant Oct 2023	NTC Grant Mar 2024	NTC Grant July 2024	NTC Grant Nov 2024	NTC Grant Feb 2025	NTC Grant June 2025	NTC Grant Nov 2025	NTC Grant Feb 2026 subject to funds remaining
20036	West Berkshire Homeless (Newbury Area)	Changing Lives	£1,000.00								
20650	West Berkshire Mencap	Building our Business					£1,000.00				
20240	West Berkshire Therapy Centre	Machine Maintenance 2024 -25				£928.80					
20287	Young People and Children First (YPACF)	Changing Lives: Care Leavers and Homeless 16-25					£1,000.00				
	Total Grants Allocated		£8,765.00	£7,489.54	£8,645.47	£12,185.70	£7,500.00	£4,814.30	£7,938.63		
			includes £400 donations		£24,900.01			£24,500.00		Grants Allocated 2025/26	£7,938.63
										Budget 2025/26	£24,500.00
										To Allocate 2025/26	£16,561.37

Appendix 3



Life Education
Wessex & Thames Valley
Helping children make healthy choices

2 Barnes Croft
Coles Lane
Milborne St Andrew
Blandford Forum
DT11 0LG
01258 837417
enquiries@lifeeducationwessex.org.uk
thamesvalley@lifeeducationwessex.org.uk
www.lifeeducationwessex.org.uk

Patrons:
Susan Hampshire CBE
Tracy Edwards MBE
Martin Baker QPM

President:
Sir John Evans QPM DL

Vice Presidents:
David Foot
Diana Sale

Chairman:
Gary Hepburn

Vice Chairman:
Andrew Lovell

Company Secretary:
Paul Petrides

Chairman Ambassadors Group:
Keith Millman

5/8/25

Newbury TC / Good Exchange

Dear Councillors

Thank you so much for your kind donation of **£155** towards our project to inspire children and young people to make healthy choices and avoid risky behaviours to enable them to live safe, healthy and happy lives. Please accept this letter as a receipt of your donation.

We are delighted with your contribution which will enable us to:

- boost children's **resilience** around smoking, alcohol and drugs
- deliver **health, emotional well-being** and **drug prevention education**
- equip children with the **skills** and **confidence** to make **healthy choices**
- help children leave school **better prepared** for life and work in modern Britain
- provide parents with the support they need to **reinforce learning** at home
- support children to be **safe and respectful**, both online and in the real world

Research shows that children's health and emotional well-being are strongly linked to academic and social success. We want every child to be healthy, happy and achieve their best – no matter what their background.

Thank you again for this vital support which will make a real difference to children's lives and futures.

With very best wishes

Yours sincerely,

John.

John Clements
Administrative Assistant.

From: westberks info <info@westberks.foodbank.org.uk>

Sent: 01 September 2025 16:37

To: Margaret Gore <margaret.gore@newbury.gov.uk>

Subject: Thank you for supporting West Berks Foodbank's Hungry Holiday's Initiative

Dear Newbury Town Council,

On behalf of the trustees of the West Berks Foodbank, I am writing to send sincere thanks for your recent donation of £1000 towards our Hungry Holidays initiative which aimed to alleviate food poverty among vulnerable families during the six week school summer holiday period.

Thanks to the generous support of yourselves and others, 'Hungry Holidays 2025' was successfully delivered seven days ahead of schedule, and supported 1,152 children across 474 households in 47 schools. Your support enabled us to deliver the programmes successfully despite significant reductions in food donations in recent times.

Your funding made a genuine difference in helping us support vulnerable families who would have been facing the distress of food insecurity during the holidays. We thank you for your commitment to supporting the well-being of families within our community - we are very grateful for the support that you have shown the Foodbank, it really is appreciated.

Kind regards,

Louise Blake

(Administration Team, on behalf of the West Berks Foodbank Trustees)

relieving hunger
restoring dignity
reviving hope



West Berks
Foodbank
Together with Trussell



Greenham Trust's Charity of the Year 2023

From: Sarah Franks (The Base) <Sarahf@cornexchangenew.co.uk>

Sent: 09 July 2025 13:21

To: Liz Manship <Liz.manship@newbury.gov.uk>

Subject: Re: The Base Greenham - Project on The Good Exchange and Private View Invitation



Hi Liz,

I just wanted to send an email over on behalf of all of us at The Base.

Thank you so much for taking our project to the Grants Sub Committee meeting; we are absolutely thrilled with the news that Newbury Town Council has granted us funding for two of our projects. Those were some absolutely fantastic emails to come into work to this morning!

I would be so appreciative if you could pass on our thanks to all of those who were involved in this decision.

I look forward to reporting on the outcomes and impacts of the projects.

Best wishes,

Sarah

Sarah Franks, Fundraising Officer (she/her)

(I work Mon and Wed, 8:30am – 4:30pm)

THE BASE, GREENHAM (registered charity 1199188)

Communication Road, Greenham Business Park, Greenham, Berkshire, RG19 6HN

Admin Tel: 01635 582 666 (option 1) | Box Office: 01635 522733

NEWBURY TOWN COUNCIL

CRITERIA FOR GRANT AID

Priority will be given to organisations which:

- Are based within the boundary of Newbury Town Council or which serve wholly or mainly the residents of Newbury.
- Would give benefit to the greatest number and range of Newbury town residents.
- Provide a benefit for the wider community beyond progressing the interest of its members.
- Have made an effort to raise funds themselves and are not reliant on donations to fund the total project
- Show a commitment to sustainability.
- Show a commitment to equality and diversity

In addition

- Grants will not be awarded to bodies for activities which are statutorily funded.
- Priority will be given to those organisations whose objectives meet the priorities and targets laid down in the Council's Strategy.
- Preference will be given to organisations seeking capital or one-off funding, rather than ongoing revenue support

CRITERIA FOR SHORT-LISTING

- Application to the Good Exchange is complete and all required documentation received by the deadline
- Application assessed against the above criteria.
- Short-listed applicants **MAY BE** invited to attend the scheduled Grant Sub-Committee meeting to make a short presentation and answer questions from Members of the Grant Sub-Committee.

Appendix 5

Applicati on ID	Organisation name	Project title	Total cost of project	Amount raised outside TGE	Amount sought	Amount raised through TGE	Amount Outstanding	Notes Appendix 7	50% Outstanding	NTC Agreed	TGE Match Funding
21014	1st Newbury Scout Group	Improving acoustics	4,867.00	0.00	4,867.00	2,025.42	2,841.58		1,420.79		
21123	Assisting Berkshire Children to read	Improving Literacy for Children in West Berkshire 2025/26	7,782.00	2,500.00	5,282.00	1,025.00	4,257.00		2,128.50		
20946	Educafe CIC	Supporting Educafe's Volunteer Infrastructure and Activities â€" 1 Year Project	15,250.00	0.00	15,250.00	195.00	15,055.00		7,527.50		
20805	Eight Bells for Mental Health	Day to Day Running Costs for Mental Health Support Service 2025-26	96,000.00	14,400.00	81,600.00	19,879.46	61,720.54		30,860.27		
21024	Fair Close Centre (Age Concern, Newbury & District)	Fair Close Marketing & Outreach - Target 2026	13,980.00	0.00	13,980.00	9,125.00	4,855.00		2,427.50		
20994	Friends of Wash Common Library	Running Costs 2025 to 2026	7,710.00	205.00	7,505.00	3,590.10	3,914.90		1,957.45		
21006	Home-Start West Berkshire	Healthy Families Group	29,122.00	10,000.00	19,122.00	12,003.11	7,118.89		3,559.45		
21160	Loose Ends Newbury	INCREASED DIRECT SHOPPING COSTS	17,150.00	10,320.00	6,830.00	0.00	6,830.00		3,415.00		
21094	Newbury Business Improvement District	Christmas in Newbury 2025	82,853.57	62,000.00	20,853.57	5,000.00	15,853.57		7,926.79		
20909	Newbury Riding for the Disabled Limited	Pony Maintenance and Well Being	20,000.00	0.00	20,000.00	2,000.00	18,000.00		9,000.00		
20934	Newbury Soup Kitchen	Newbury Soup Kitchen: Day to day outreach, food and support for people experiencing homelessness or vulnerably housed in West Berkshire 2025-2026	46,010.52	0.00	46,010.52	20,475.00	25,535.52		12,767.76		
21007	Newbury Weekly News	Newbury Weekly News Over 80s Parcel Fund 2025	26,000.00	0.00	26,000.00	9,181.50	16,818.50		8,409.25		
20917	PALS (West Berkshire)	PALS West Berkshire (Partners for Active Leisure Scheme) - Continuation funds 2025/26	34,124.26	1,303.67	32,820.59	16,847.16	15,973.43		7,986.72		
20980	Sport in Mind	Improving mental wellbeing through Sport and Physical Activity- Newbury	11,236.00	0.00	11,236.00	2,900.00	8,336.00		4,168.00		
21097	Stroke Care for Newbury and West Berkshire	Stroke Care Survivors Transport Support	5,255.14	0.00	5,255.14	1,900.00	3,355.14		1,677.57		
21147	Swings & Smiles	Respite Care for Families with Disabled Children	183,645.00	132,020.00	51,625.00	0.00	51,625.00	Yes	25,812.50		
21102	The Base Greenham	GENerate - Student Programme Providing Young People with Opportunities to Exhibit in a Professional Gallery and Gain Valuable Career Skills	12,105.90	0.00	12,105.90	3,200.00	8,905.90		4,452.95		

21109	The Corn Exchange (Newbury) Trust	Singing for Recovery 2025-2026	5,086.00	0.00	5,086.00	500.00	4,586.00		2,293.00		
21027	The Newbury Community Resource Centre Limited	Training and Community Support Project - Volunteer Minibus	26,000.00	0.00	26,000.00	9,000.00	17,000.00		8,500.00		
21143	Time to Talk West Berkshire	Time to Talk - Training and Development 2025	5,080.00	0.00	5,080.00	700.00	4,380.00		2,190.00		
21139	Volunteer Centre West Berkshire	V365 Volunteer Recruitment Fair 2026	4,459.70	1,900.61	2,559.09	600.00	1,959.09		979.55		
21013	West Berks Action for Refugees	Refugee and Asylum Seeker Caseworker for 2025/26	20,240.00	2,100.00	18,140.00	5,000.00	13,140.00		6,570.00		
21092	West Berks Foodbank	12 Days of Christmas - Christmas Dinner for everyone	10,000.00	0.00	10,000.00	5,274.20	4,725.80		2,362.90		
21093	West Berkshire Council (Applicant)	Annual Celebration of Achievement Event 2025	6,342.23	0.00	6,342.23	2,700.00	3,642.23		1,821.12		
21063	West Berkshire Dementia Hub	West Berkshire Dementia Hub - Start-up Costs (Phase 1)	45,198.25	5,000.00	40,198.25	19,910.00	20,288.25	Yes	10,144.13		
20803	Young People and Children First (YPACF)	Providing hope, a home and a future for Care Leavers and Homeless aged 16-25	33,600.00	0.00	33,600.00	12,520.00	21,080.00		10,540.00		

Swings & Smiles

Impact Report

2024 – 2025

Introduction

Swings & Smiles is a Thatcham-based charity providing specialist support for disabled children and their families across West Berkshire and neighbouring counties. We are committed to improving quality of life for these families and believe in a world where everybody has the opportunity to thrive and reach their full potential.

As of 30 June 2024, West Berks Council reported that more than 4,000 children and young people required SEN support. These numbers reflect a higher-than-average rate of SEND diagnoses compared to national figures and statistical neighbours within West Berks. West Berks also shows a strong reliance on special schools exceeding national averages.

We currently have more than 1,550 families registered with us. Without Swings & Smiles, many disabled children and their families would have nowhere to access appropriate support and socialisation opportunities. Our sessions are tailored to help reduce isolation, build resilience, confidence and independence. Our growth has been significantly enabled by funding from a variety of Trusts and Foundations. This support has allowed us to expand and adapt our services to meet increasing demand. At Swings & Smiles, we're committed to creating joyful, inclusive experiences that support the whole family.

The Need

Families raising a child with disabilities face immense challenges — emotionally, physically, and financially. Many parents describe the experience as isolating, with limited respite or community spaces that understand their needs.

Children with complex physical, intellectual, or behavioural needs often require intensive 1:1 or 2:1 care, which few providers can accommodate. Siblings of disabled children can feel overlooked and need their own opportunities for friendship and support.

At Swings & Smiles, we provide a unique, safe environment where **families can play together, relax and connect**, supported by skilled staff trained in specialist medical, behavioural and communication support.

Demand for our services has reached an all-time high as families desperately seek trusted respite providers and accessible recreational opportunities. The complexity of the children we support has increased significantly with many requiring intensive 1:1 or 2:1 support. These children need constant care and specialist support yet have the most limited opportunities of all. Their parents and siblings undertake the most challenging care tasks, making respite essential for family wellbeing. We give parents peace of mind that their child is being taken care of by skilled and trained staff and that they are in an environment totally suitable for their needs. However, funding is limited and it is becoming increasingly difficult to raise the funds needed for our essential services.

We are guided by the children in each session and use feedback from families to help shape our centre and the services we provide. With over 10 years of experience, we have developed a deep understanding of working with disabled children and their families. Our highly skilled team offers invaluable support to those we serve. Our programme gives children the chance to play and engage with both peers and our dedicated staff and volunteers. We recognise the huge lack of social opportunities for disabled children and support for their parents and siblings. Many families describe our work as a 'lifeline'.

We operate from our unique and fully accessible centre in Berkshire, alongside our outreach service to schools, groups and individuals across a 40-mile radius. Our services run throughout the week — including evenings, weekends, and school holidays - ensuring support is always available when families need it most. Services include respite, youth clubs, family play sessions, sessions for under 5s, home education groups, parent support groups and our successful SIBSupport service for siblings.

Families of children with special needs often report their children don't have access to the same clubs and social opportunities as other children. Finding appropriate recreational activities is challenging. Parents frequently suffer poor mental health due to added pressures and isolation, unable to access what others take for granted. Without Swings & Smiles many disabled young people and their families would be extremely isolated and have no other opportunities to access fun outside of home or school.

The charity is governed by eight trustees with many having personal experience of disability. Our team combines extensive experience working with disabled children and their families with ongoing professional development.

Our experienced and compassionate team uses play as a foundation to build relationships and foster social development. Play is a powerful tool, and we follow

guidance from charities like SENSE to ensure our activities help children develop communication, self-awareness, and connection with others.

Key Programme Areas

Children Aged 0–5

Our **Minis Family Sessions** run weekly across the whole year. We work closely with **Dingley's Promise** and deliver outreach sessions in local family hubs.

We also support **Ollie's Therapeutic Nursery**, an independent OFSTED-registered setting for children aged 3–5 with speech, language, and communication needs. The nursery benefits from full use of our facilities and provides an alternative SEND early years provision. Through our Minis sessions we are able to invite other professionals to help families get early support that improves outcomes at school and at home.

As a family Jenni & Dan, Orlando & Aubree attend both our Minis and our Family Play sessions. As well as free play, at these sessions we come together to take part in planned activities aimed at helping a child's development, whilst having fun. Our Family Play sessions support parents and carers to play with their children, socialise with others and take part in group activities. The interactions that Aubree and Orlando experience at Swings & Smiles make a huge difference to their social development, exposing them to new and different situations in a friendly environment, encouraging growth and learning.

It is so heartwarming to be surrounded by people who truly understand how hard life can be raising SEND children. – Jenni



Family Play

Family play remains at the heart of what we do, supporting the whole family — including grandparents — in a safe, welcoming, and non-judgemental environment. These sessions enable peer connections and create informal support networks that extend far beyond the centre. Our weekend sessions are particularly popular, and are normally full, with a waiting list some weekends.

In the past year, we delivered **5,353 hours** of Family Play. Our large sensory room and garden are highlights for many families, offering crucial sensory input that helps children and parents build stronger, more connected relationships. Parents also benefit from peer support and the chance to celebrate achievements or share challenges.

Feedback from families consistently shows appreciation for the judgement-free environment and tailored activities, which include messy play, sensory stories, and cooking.

Swings & Smiles is an amazing place. It gives families a sense of belonging. We feel understood and know we are not judged by the staff or other families here. Our kids have somewhere to go together where they can still have their own space and do their own thing but they are safe and we can spend time together, having fun and trying new activities. – Luke

Respite Services

Our **after-school, weekend, and holiday respite** sessions support children with the most complex physical, intellectual, and behavioural needs. Spaces are highly sought after, relied on by families and recommended by social workers from the Children with Disabilities Team. The Play Leader team are highly skilled with specialist training to meet the medical and behavioural needs of the children.

Swings & Smiles respite sessions are thoughtfully designed to give children with special educational needs and disabilities the chance to have fun, make independent choices, build friendships, connect with others, and develop essential life skills — all in a safe and supportive environment. We hold individual parent meetings three times a year to develop shared targets and review progress in a collaborative way.

We've seen tremendous growth in our respite services—from 828 hours in 2019 to 7,632 hours in 2024. Our respite programme includes after-school clubs, weekend care, and holiday sessions. Each is designed to meet diverse and complex needs, with trained staff facilitating social interaction and play development.

Challenges remain, particularly in recruiting enough trained staff and volunteers and covering the cost of essential training. Looking ahead, we aim to expand support for those aged 13+, increase participation across all age groups, and enhance community integration.

We have created teen-friendly zones within our outdoor space and an accessible sensory garden, giving young people hands-on experience with growing plants—encouraging shared activities and group engagement. We have also increased community outings as part of respite

Sonny attends our After School Club at Swings & Smiles. At this club parents can drop off their children to us and have some much-needed respite to do errands, spend quality time with one another or simply have time to self-care. It also gives Sonny a chance to grow his independence and socialise with the other children who attend.

Swings & Smiles is an amazing place. It gives family a sense of belonging. We feel understood and know we are not judged by the staff or other families here. Our kids have somewhere to go together where they can still have their own space and do their own thing but they are safe and we can spend time together, having fun and trying new activities. – Carly



Youth Clubs

Youth Club offers an exciting evening programme designed for children and young people from Year 3 to Year 9+, across both mainstream and SEND settings. Through the power of play, young people develop essential life skills such as building confidence, communication, creativity and emotional resilience in a fun and natural way.

Each session is packed with exciting games, adapted technology and a wide variety of inclusive activities that encourage friendship, socialisation and a sense of belonging. Our dedicated team ensures the Youth Club is a safe, welcoming space where every young person can explore new interests, express themselves freely and be their authentic self. At Youth Club, play is both fun and the space in which young people learn, grow and connect.

Thanks to a grant from Greenham Common Trust, we have developed an outdoor space specifically for teenagers. This includes a fully accessible firepit area and an outdoor den.

Since September 2024, we've launched additional youth clubs at The Waterside Centre and added a third session at Easter. These sessions, along with five existing youth clubs at our centre in Thatcham, offer activities like cooking, science experiments, and outdoor sports, helping teens build friendships and social confidence. Over the summer we collaborated with Good Hope Farm so that teenagers and their parents could work in their extensive allotment-style garden developing a range of skills.

Limited funding restricts the number of community outings we can offer—particularly from our Thatcham site—but we are working to expand access to the teen-specific Annexe space.



West Berkshire Council Building Resilience Contract

The Building Resilience Project - which is part of West Berkshire's early help initiative - supports families who are caring for a child with additional needs, pre or post diagnosis. It can be emotionally and physically challenging for parent carers, often leading to stress, isolation, guilt, and grief. These challenges can make it harder for families to access support and increase risk of reaching crisis point. We are seeing more families experiencing domestic violence and extreme levels of poverty which makes the diagnosis of a SEND need even more devastating for families who have been stretched so far. This project aims to provide a bespoke outreach service for families of children aged 3-11 with additional needs, offering early support to reduce the need for further statutory intervention.

What's Going Well:

- Contract renewal with the West Berkshire Early Response Hub
- Strong demand and positive feedback from families and professionals
- Improved efficiency in programme delivery
- Increased referrals to Swings & Smiles from this programme

Challenges:

- High demand stretches resources
- Widespread focus on crisis management limits early intervention work
- A relatively new social work team within our local authority means that we are always their first option and we are being overwhelmed by this demand

Looking Ahead:

- Enhance collaboration with professionals using unified documentation systems
- Incorporate latest research to strengthen our practice
- We are building relationships with higher education to explore opportunities for research and development to understand our community better

Outreach Services

Not all families can access our Thatcham centre. Thanks to our Outreach vans, we take **specialist sensory equipment and sessions** to schools, sports facilities and community venues.

From September 2024 – July 2025, we have supported 79 individuals within 16 schools and 157 individuals across 24 venues, delivering sensory-focused sessions to schools, individuals and events across Berkshire, Hampshire and Oxfordshire.

Key Highlights:

- 1:1 and small-group sessions addressing sensory needs

- Sensory play and storytelling to support learning
- Major event presence at CarFest, Parallel Windsor and more
- Community trips to Marwell, Legoland, Bournemouth Beach with support from Jumbalance and Cotswold Farm Park.

We also provide a calming Sensory Space at Reading Football Club home games, helping families enjoy matchdays together.



Supporting Education and School Transitions

Our Home Ed sessions have grown significantly—from three children at the start of the year to nine per session, with a waitlist of four. Originally for years 4–8, the programme has been expanded to meet growing need across a wider age range.

We support more families struggling with mainstream school environments. Our **Home Ed sessions**, led by a qualified teacher, include STEM, problem solving, cooking, and social skills. English and maths tuition has been added to the programme this year as the need had been identified.

The **Engage programme** provides a safe space for children on reduced timetables, accompanied by parents or schools, to regulate and learn in a low-pressure setting.

Two children have recently transitioned back to full-time education—a proud milestone for the team. With additional funding, we aim to run two parallel sessions to support even more children.

Feeling comfortable in the home ed sessions Grace was then able to start attending other sessions at the session, including the Spectrum Youth Club. Spectrum has been great for Grace; it has further grown their confidence and has now made a friend in the club. Grace is now always excited to attend the group and is no longer scared. Grace explained that they liked coming home, and they look forward to it on a weekly basis.

Grace would recommend it to anyone who is thinking about the group, and there is nothing that they would change about it.

SIBSupport – Supporting Siblings

Our **SIBSupport** programme remains a vital part of our work:

- **In-person activities** – Art, cooking, Lego Masters, mystery food challenges, and more!
- **School workshops** – Expanded to include more conversation and peer support

This year, we conducted 70 school visits across 14 schools, supporting 83 siblings through our SIBSupport programme. Our five-week school workshops focus on diagnosis understanding, emotional regulation, and self-care, culminating in a personalized takeaway resource box for each child.

Our SIBSupport sessions at the centre, held both during school breaks and term time, to help siblings better understand and manage their unique family dynamics. As well as meeting and creating friendships with other children who are in similar situations and have more understanding.

Trips to places like paddleboarding/rowing, boat trip along the canal, Local trips to the park offer siblings a chance to enjoy time away and connect with peers in similar situations.

“Swings & Smiles gives my son a chance to relax, have fun and to be seen for the amazing boy that he is, separate to his sister.” Helen

Up to 25 Year olds

We are actively working with the younger age group of 19 – 20 years as they have stayed with us and need our continuing support. We are not advertising this more widely but supporting our young people on their continued journey with Swings & Smiles. We have a new dedicated social session which includes time at the centre and visits to the pub and other social opportunities.

Impact and Outcomes

Our 2025 Annual Feedback Survey shows:

- **97%** of families report increased social interaction
- **95%** feel their child can access activities unavailable elsewhere
- **92%** feel less isolated through our support

These outcomes align with our core charitable objectives:

1. Children with special needs are more socially confident.

2. Families spend quality time together in suitable environments.
3. Parents and siblings feel more supported and less isolated.

Annual Reach (2024–2025)

- **618 disabled children and young people** had opportunities to socialise and grow independence (579 – 2023/24; 269 – 2022/23)
- **637 families** spent quality time together (318– 2023/24; 335 – 2022/23)
- **902 parents and siblings** felt less isolated (341 – 2023/24; 275 – 2022/23)

In 2024, we provided 7,632 hours of respite care alone, alongside 5,353 hours of family play sessions. Home education sessions have grown from three children to nine per session with a waiting list of four.

Collaboration and Partnerships

Swings & Smiles values strong connections within the community and works closely with many local charities and organisations.

We continue to expand collaborative work, including:

- Regular referrals from **West Berkshire Council**
- Hosting sessions with **speech and occupational therapists**
- Close working relationships with **Dingley's Promise, Berkshire Youth, PALS, and Mencap**
- Sensory support at **Sebastian's Action Trust** events
- Weekly music therapy provided by **Berkshire Maestros**
- Hosting low-cost sessions for **local specialist schools**
- **Host of the West Berkshire Parent Carer Forum** supporting parents to have their voice heard locally
- **Founder member and chair of the Berkshire Fundraisers network**
- **Chair of the West Berkshire SEND Providers Forum**

We are members of the **Disabled Children's Partnership** and **Council for Disabled Children**, contributing to national dialogue on SEND support.

Volunteers and Community Support

Volunteers are integral to everything we do, extending the service that we offer to our families and enriching the community:

We have 55 **regular volunteers** providing a total of 1368 hours with an equivalent value of £16,703.28

We have been supported by 110 **Corporate Volunteers** from 10 different local businesses providing a total of 535 hours with an equivalent value of £6,532.35

Four **schools** have brought pupils to provide voluntary services

There were **seven trustees** with a commitment of 10 hours a month totalling 840 hours with an equivalent value of £10,256.40

Totalling 2743 volunteering hours with an equivalent value of £33,492.00

Volunteers receive training in safeguarding, medical awareness, and communication. We ensure they feel appreciated, included, and valued.

Ros's Story

Ros will always say that she gets so much more from supporting families than she gives. Ros is a fantastic role model, befriending children and getting to know each child's needs. She builds trust with families and is respected by the team.

Equity, Diversity and Inclusion

We are deeply committed to inclusion — culturally, socially, and physically. Our facilities are accessible to wheelchair users and those requiring hoists and specialist changing.

We're translating materials into other languages and working with traveller and refugee communities to widen reach. Outreach and subsidised sessions remove financial barriers so that no family is left out.

Our People and Governance

Swings & Smiles is led by a dedicated Senior Leadership Team including our **CEO, Operations Manager, Service Development Manager, Fundraising Lead, and Impact Coordinator**.

The organisation is overseen by a Board of **eight trustees**, many with lived experience of disability, ensuring our work remains grounded in real family needs.

Staff undergo continuous training in safeguarding, medical care, and inclusive play practice, maintaining our reputation for safe and compassionate care.

Financial Overview (2025–26 Projection)

Our projected annual expenditure is **£660,000** covering staff, facilities, and programme costs. Confirmed income to end March 2026 totals **£450,000**, including funding from The National Lottery, Greenham Common Trust, Baily Thomas, Gerald Palmer Eling, and many community and corporate partners.

Despite a robust and diverse fundraising strategy, we face a shortfall in unrestricted income to meet increasing demand. We are therefore seeking renewed and continued support for our **core running costs** — including salaries, training, and essential programme resources.

Future Plans

Looking ahead, we aim to:

- Expand respite and youth programmes for ages 13+
- Extend our Home Education and Engage provision
- Recruit and train additional skilled staff
- Strengthen outreach to underrepresented communities
- Continue improving facilities, including sensory and outdoor spaces

While growth brings challenges — limited physical space and stretched funding — our commitment remains unwavering: **to ensure every disabled child and their family can play, connect, and thrive.**

Conclusion

Swings & Smiles is more than somewhere to play it's a community lifeline. Families find friendship, connections and belonging. Children find joy, independence, and confidence.

With your continued support, we can sustain and grow this essential work for the thousands of families who depend on us.

"The work they do for each and every child is beyond words." – Micala, parent

Introducing West Berkshire Dementia Hub – Application 21063

I wanted to introduce you to West Berkshire Dementia Hub, a new charity which is seeking startup funds in order to fundraise for a brand-new purpose-designed centre to transform local dementia care.

The number of people estimated to be living with dementia in West Berkshire is projected to increase by 50% by 2030 with an estimated one in two people likely to experience dementia at some point in their lifetime (Alzheimer's Research UK). Without a central plan or funding to tackle this crisis, there is an urgent need to innovate the local model of dementia care to enhance the quality of life for individuals living with dementia and their family carers.

West Berkshire Dementia Hub aims to combine a full range of dementia services in one welcoming community hub to provide integration across health and social care which aims to reduce the fear, social isolation and marginalisation often faced by those with the condition. The centre, which will also provide lots of volunteering opportunities for wider community engagement, will be adjacent to the West Berkshire Community Hospital in Thatcham and negotiations with the NHS to purchase one acre of land are proceeding. In an innovative philanthropic partnership, Greenham Trust will develop, build and own the new centre and lease it to West Berkshire Dementia Hub who will manage the operations inside the building with stakeholder partners. Greenham Trust has almost 30 years' experience of charity and business property development.

The application for planning will be ready to submit to West Berkshire Council in early 2026 with the objective to start building work in early 2027 and for the hub to open during 2028. The project is charity led, and we seek essential funds to accelerate delivery of the project and to launch a major fundraising campaign during October.

The project is expected to cost around £4m, including the purchase of land, building and fit-out costs. Greenham Trust has committed up to £1.5m towards the capital costs which will be awarded as matched funding via its funding and fundraising website.

The Good Exchange to help attract new grants and donations. The Trust and the Hub will also shortly be approaching funders to seek further matched funding for the project.

However, first West Berkshire Dementia Hub needs to raise c. £45,000 start-up funds to enable the marketing, fundraising and IT preparations necessary to launch the public capital fundraising campaign in early October 2025.

Phase 1 (July 2025 to March 2026)

Cost Categories:

- Marketing
- Website design and development

- IT set-up
- Branding & social media
- Social media support Fundraising
- Fundraising support
- Donor management & CRM Project Management
- Project management
- Trustee Indemnity Insurance
- Employers Liability Insurance/ Public Liability Insurance

Total Phase One Project Costs: £45,198.25

The dementia centre project has already received a number of positive endorsements including:

Paul Coe, Executive Director for Adult Social Care and Public Health for West Berkshire Council, said: "I'm very pleased to note this new initiative which will help us collectively to address a growing challenge. I am confident it will be of great help to local residents, as it is built on a proven model which will adapt well to our local picture. I look forward to working with colleagues and other system partners to support the scheme and to make sure it has the best impact possible. It is a positive mark of good local relationships and a vibrant, ambitious charitable sector."

Sally Tabner, Founder CEO Sage House, a pioneering dementia support service in West Sussex, said: "Dementia Support are delighted to be working with West Berkshire Dementia Hub. It's been inspiring to see their commitment to delivering a more integrated, person-centred approach for people living with dementia and their families. We're proud to share our experience and learning to help shape this exciting development and look forward to seeing the positive impact it will bring to the local community."

Would Newbury Town Council like to contribute to Phase One costs or support the project in some way?

West Berkshire Dementia Hub (registered charity 1212648)

Board of Trustees

- Catherine Haig (Chair of Trustees)
- Edwin Bruce-Gardner (Treasurer)
- Jonathan Hopson
- Catherine Lovell
- Rick Marsh

Contact Details:

- Catherine Haig, Chair - 07880 701138, catherinehaig@gmail.com
- James Wilcox, Project Lead - 07972 058378, jprwilcox@gmail.com

If you would like further information about this exciting project, please let me know.
Project details are available here:
<https://app.thegoodexchange.com/project/21063/west-berkshire-dementia-hub/west-berkshire-dementia-hub---start-up-costs-phase-1#>

All best wishes,

Julian



Julian May

Head of Collaborative Funding, Greenham Trust

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Sign up for our newsletter <http://eepurl.com/dpYgen>



Greenham Trust Charity Awards 2025

Thursday 6th November 2025 - The Corn Exchange, Newbury - 6.30pm
www.greenhamtrust.com/awards

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West Berkshire Dementia Hub – Application 21063

I wanted to update you on the progress of the West Berkshire Dementia Hub, the groundbreaking project which will transform dementia care in West Berkshire. The charity, working in partnership with Greenham Trust, has appointed HNW Architects to create detailed drawings in readiness for a planning application (see their preliminary design brief attached) in early Spring 2026 which will coincide with a national fundraising campaign launch. Construction of the new hub will commence in 2027 and the building is scheduled to open in 2028. Final specifications for the building will of course be subject to ongoing discussions and clarifications with the NHS, dementia care providers as well as those who have dementia and their carers.

Inside the purpose-designed building will be the NHS managed Memory Assessment Service, a Technology Zone, respite activities, a one-to-one Wayfinding support service, charity partner spaces, therapy spaces and at its heart a welcoming community café.

There are detailed discussions happening now with the NHS regarding the Memory Assessment Service in West Berkshire Dementia Hub. Age UK Berkshire has already said it wants to have space in the hub, as does Young People with Dementia.

Alex Gild, Deputy CEO of Berkshire Healthcare NHS Foundation Trust shared his endorsement to the new dementia hub.

“Berkshire Healthcare NHS Foundation Trust is delighted to support the development of the West Berkshire Dementia Hub. This is a journey of real partnership with a visionary and ambitious charity and funders. As the operator of West Berkshire Community Hospital and the provider of local NHS memory services, we see the huge potential for this development to enhance and integrate services for people living with dementia, their families, carers, the community, and the broader health economy. I am excited to see the fruition of this beautifully designed building in service of people who will benefit from the life-affirming support and sense of community from this innovative new service.”

Beth Britton MBE, who cared for her father with vascular dementia for 19 years and has been campaigning nationally for better dementia care support, said the Hub was exactly the kind of proactive model of care which empowers people living with dementia.

She said it is possible to have a positive life with dementia, adding: “It is the difference between enduring life with dementia and enjoying quality of life with dementia. We have the chance to make West Berkshire Dementia Hub ground-breaking, dare I say even award winning.”



**HNW
Architects**

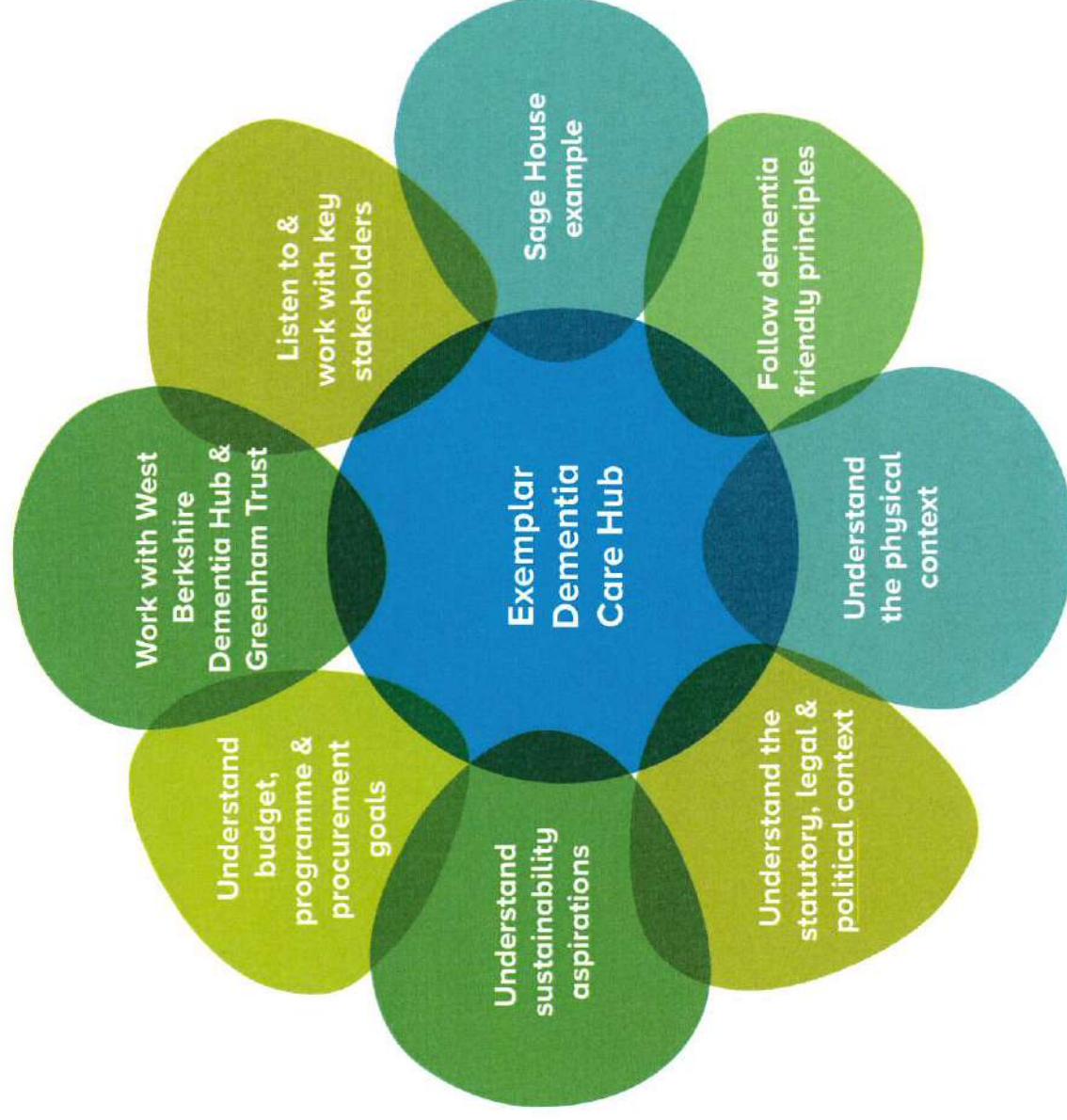
West Berkshire Dementia Hub, Newbury

Interview Presentation



October 2025

Brief



Brief

Summary

We have reviewed each space and benchmarked the brief against:

- Existing Sage House offer
- Relevant NHS spatial standards for clinical and support spaces
- Rules of thumb/% of net areas for plant, circulation and partitions

Newbury Dementia Hub - Brief Area Analysis

Space (Net Areas)	Number	Occupancy	Terminology in brief	Sage House Area (total)	Reference Area (per room)	Reference Area (total)	Reference Source	Notes
Café	1		Central café area	87.00	87	87	Sage House & end-user feedback	*HBN11-01 (p59) suggests 48m ² for community café including servery, prep, and store
Kitchen	1		Kitchen to service the café area	20.00	12	12	Post Occupancy evaluation, comparable commercial kitchen for up to 140 meals per day (ref: WSCC Yellow Guide)	*HBN11-01 (p59) suggests 48m ² for community café including servery, prep, and store. User feedback suggests smaller refresh facility only.
Activity Rooms	4		Four activity rooms with the possibility of combining 2 or more rooms	141.00	32	128	HBN 00-03 and Sage House end-user feedback	
Therapy Rooms	2			27.00	16	32	HBN 00-03 p25	Assume handrailing salon and massage/aromatherapy
Training Space / Meeting Room	1			32.00	32	32	HBN 00-03 p40	12 pm meeting room can double as activity space.
Memory Assessment Service Rooms	4			48	12	48	HBN 00-03 p8	
WC			4 no. Memory Assessment Service (MAS) rooms Toilets to be designed for disabled, ambulant disabled and non-disabled users	33		33	BS 6465-1:2006+A1:2009 - Sanitary installations - Part 1: Code of practice for the design of sanitary facilities and scales of provision for public and staff use	Replicate WCs for Sage House and note provision to be calculated to proposed occupancy.
Smart Zone	1		A smart equipment zone - a space to demonstrate innovative equipment	33	30	30	Sage House & end-user feedback	Sage House worked well. Comparable size to a small 1-bed flat.
Administration Offices			General administration offices totalling approx. 120m ² including toilets, circulation space etc. The offices may be at first floor level	38	120	120	Brief	Advise against 2-storey accommodation - accessibility, build costs, + circulation / lift, fire strategy. Even assuming 30% allowance for circulation, this would leave 80 sqm for admin/office space, equivalent to double the existing provision at Sage House.
Staff Room	1	8	To include break out space - kitchen facilities	14	1.8	14.4	HBN 00-03 p113	up to 8 pm at 1.8m ² per place
General Storage				4		14.55	Sage House end user feedback. Nominal 5% allowance for café, activity rooms, therapy rooms, meeting and wet rooms.	Sage House inadequate provision. Concealed storage required for equipment and supplies to activity spaces, therapy rooms and café space.
Laundry Room	1			5.00	8	8	HBN 00-03 p109	Double as small domestic kitchen for refreshments/drinks
MAS Waiting Area	1	4	(not mentioned in brief but include)	25.00	1.85	7.4	HBN 00-03 p88	1.85m ² per place at 4 no spaces
MAS Room 5	0		(not mentioned in brief - exclude)	12.00				
Believing Rooms x 2	0		(not mentioned in brief - exclude)	21.00				
Consulting Room	0		(not mentioned in brief - exclude)	9.00				
Kitchen Store	0		(not mentioned in brief and not required in refresh kitchen)	20.00				
Accessible Wet Room	1		(not mentioned in brief but include as part of therapy rooms)	13.00	12	12	Changing Places / BS 8300:2009	
Cleaner's store	2		(not mentioned in brief but include under 'storage')	3.00	3	6		
				419.00		576.35		
Circulation								
Non Net areas				136.50		173.505	assume 30% net	Sage House totals 31% net
				6.00		8.67525	assume 2% net	Sage House totals 14% net
Partitions				145.50		23.13	assume 4% net area	Sage House approx residual area measured from plans.
Total GIA				705.00		783.66		80m ² uplift equates to admin increase
Outdoor Space			with garden area					
Parking	50		50 mt. cars					
				-	to suit plot			
				-	16			
						900	c. 18m ² per space assuming double banked side parking	accessible boys required

Our strategy follows a 'Be Lean, Be Clean, Be Green' framework:

- Be Lean: Fabric-first, airtight, well-insulated buildings with MVHR.
- Be Clean: Passivhaus principles design, low operational carbon, London Energy Transformation Initiative (LETI) and RIBA 2030 alignment.
- Be Green: PV panels on viable roofs.

Circular economy principles will guide materials and construction. Timber cladding and stock brick provide low-impact, durable and locally appropriate materiality. Modern Methods of Construction (MMC) will reduce disruption during construction, improve build quality and minimise waste.

'LIGHTHOUSE' APPROACH



Target



PROPOSED STRATEGY

FABRIC

- Adoption of passive design solutions where possible to achieve an adequate energy balance throughout the building.
- Ensuring efficiency of the thermal envelope by placing emphasis on reducing air permeability and infiltration

REDUCE ENERGY USE

- Promote innovation to deliver practical and cost-effective low carbon building design.
- Incorporate photovoltaic panels and heat pumps which have the potential to reduce energy use and carbon emissions.

REDUCE CO2 EMISSIONS

- The building will be designed to reduce CO2 emissions in accordance with Building Regulations Approved Document L2 and achieve or improve on the u-values for increased thermal performance of external elements.

RESPONSIBLE SPECIFYING

- Products will be sourced from manufacturers and suppliers who have responsible sourcing certification where possible.
- Consideration will be given to the use of locally sourced materials and aggregates.

WATER

- Sustainable drainage systems will be incorporated into the design to enhance the resilience of local drainage and flood prevention systems.
- Adopt low water appliances and better leak detection.
- Explore feasibility of recycled rainwater and waste water collection for non-drinking purposes.

WELLBEING

- Design connects to outdoor space
- Sheltered external areas for all-year use
- Natural materials
- Dementia-friendly design principles
- Welcoming, legible, easy to use interiors

MODERN METHODS OF CONSTRUCTION

- Consider off-site fabrication to reduce overall project timelines
- MMC uses less material and generates less waste.
- Consider CLT structure made from sustainably harvested timber, with lower embodied energy and reduced carbon footprint.

LANDSCAPE AND ECOLOGY

- Landscape-led proposals to achieve required BNG
- Native species enhancement planting
- Green roofs to bins stores and cycle shelters

Design Approach

A Building in the Gap

Maintaining the Separation Between Settlements

The site is a rural setting between settlements in a separation of settlements area (Planning Policy SP1 and SP3).

This condition is akin to standalone rural buildings such as Henwick Manor Farm and Lower Henwick Farm to the north of the site.



Rural character - Lower Henwick Farm



Local rural character - Henwick Manor Farm

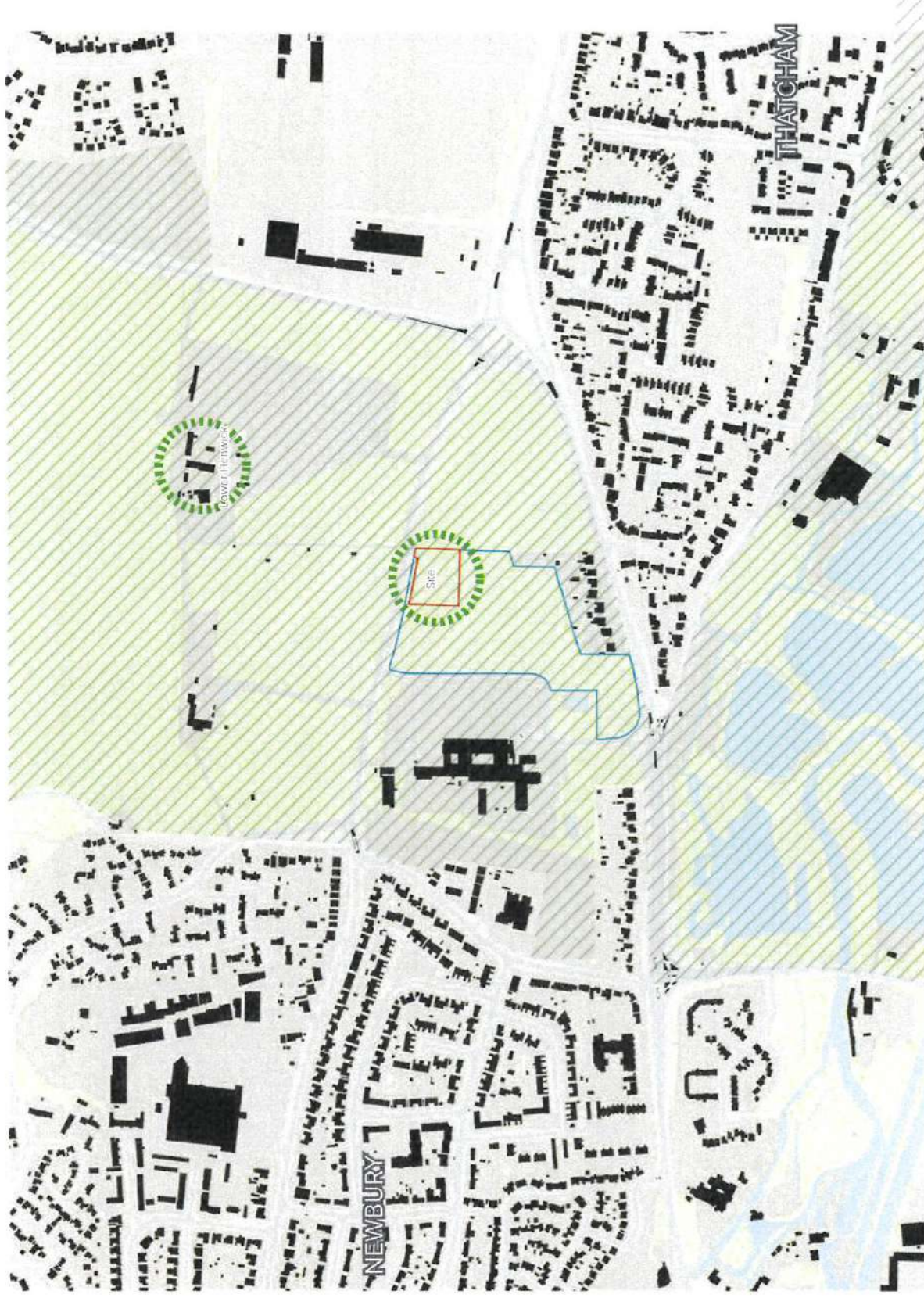


Figure Ground Plan 1:5000

Context

Immediate site



Rural setting - panoramic view from Turnpike Road



Existing hedgerows to the boundaries - view towards Turnpike Road from the site



Existing vehicle access to site



Gap in the hedgerow to the east



View towards the southern boundary - rooftops visible

Context

Views from adjacent roads and long views



Pedestrian and cycle footpaths to the north - Turnpike Road - looking west from the site access



Existing vehicle access to the site from Turnpike Road



Ditch to Turnpike Road requires 5m development buffer - looking east towards the site access

SITE



View towards the site (the site is visible through the gap in the hedgerow) approaching from the east along Turnpike Road

SITE



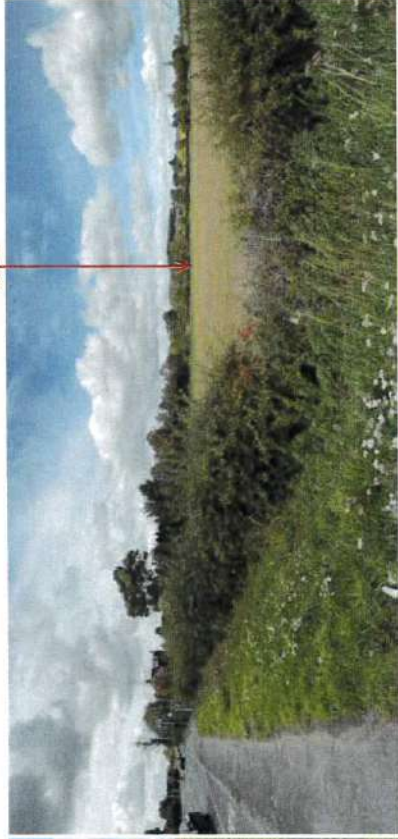
Panoramic view from the roundabout and junction with Benham Hill looking west towards the site which is visible in the gap

Context

Views from adjacent roads and long views



Typical view from the east and Benham Hill



View towards the site from the south from Benham Hill



View north through the opening in the hedgerow from Rooke's Way



View north along Rooke's Way - the site is not visible



View looking down south from Henwick Manor Farm towards the site



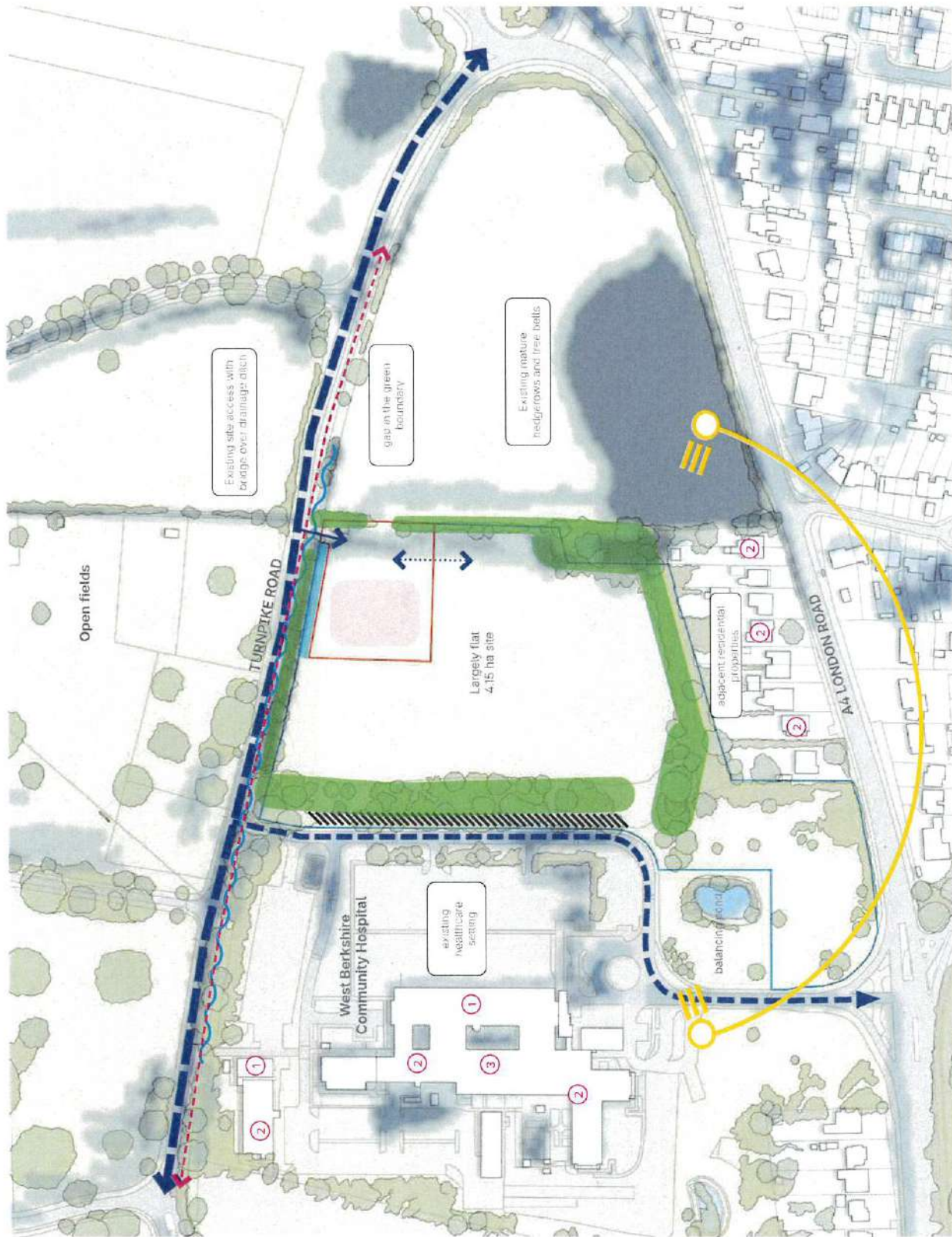
View looking down south from Henwick Manor Farm towards the site

LOWER HENWICK FARM

SITE

Opportunities & Constraints

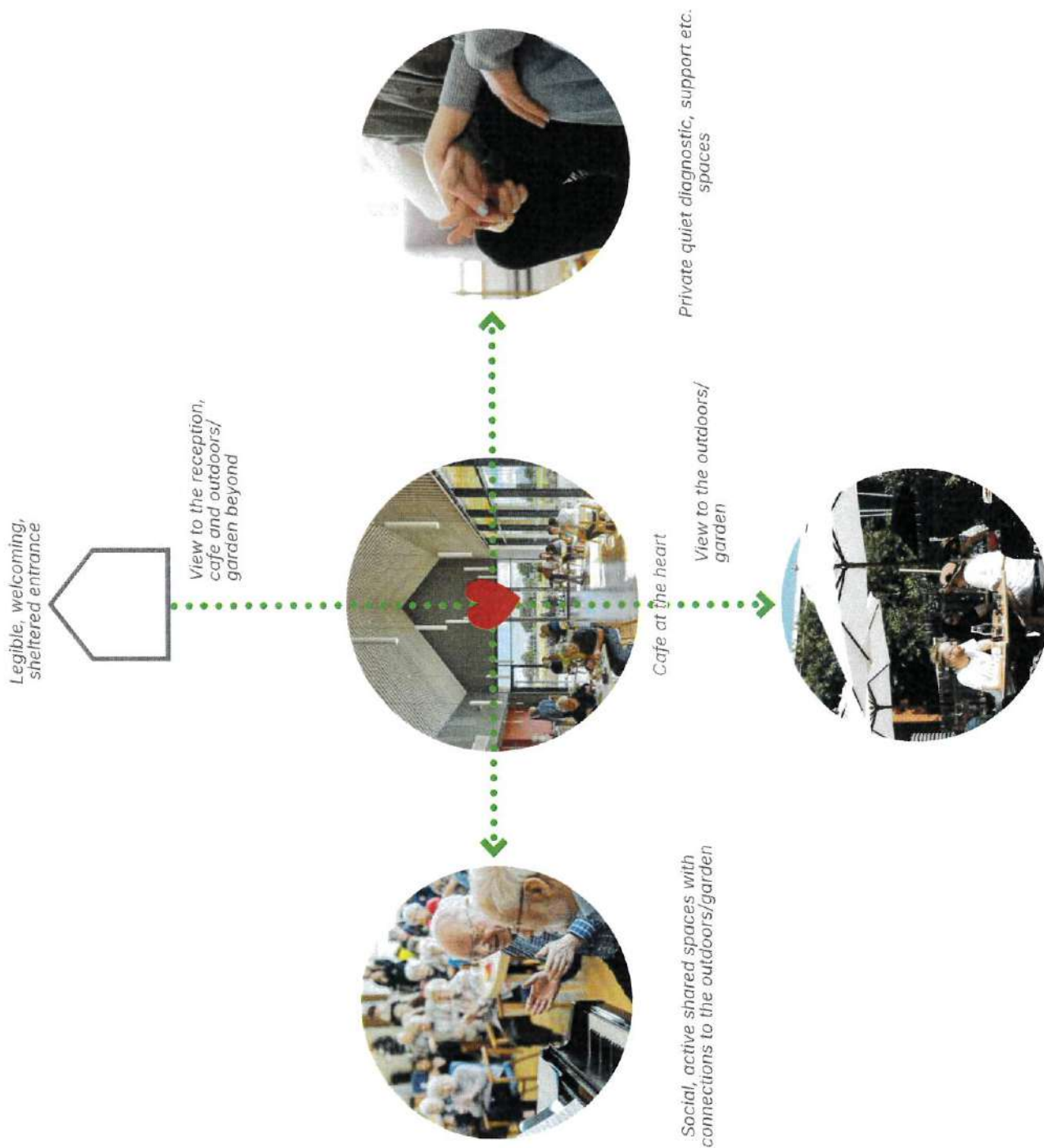
- Large, flat location with good transport and pedestrian links.
- Existing vehicular entrance and good connectivity to road, cycle and pedestrian routes.
- Level changes on the Western boundary limit options for level access through to Rookes Way.
- Balancing pond required for surface water drainage.
- Development parcel has risk of flooding along northern and eastern edges.
- Potential benefit from the existing adjacent healthcare setting (for cross-site contact and collaboration between teams, strengthening outreach potential and local awareness of dementia support)
- Good tree-lined coverage to boundaries
- Residential neighbours to the South
- Potential for site layouts to facilitate further future development of the wider site.



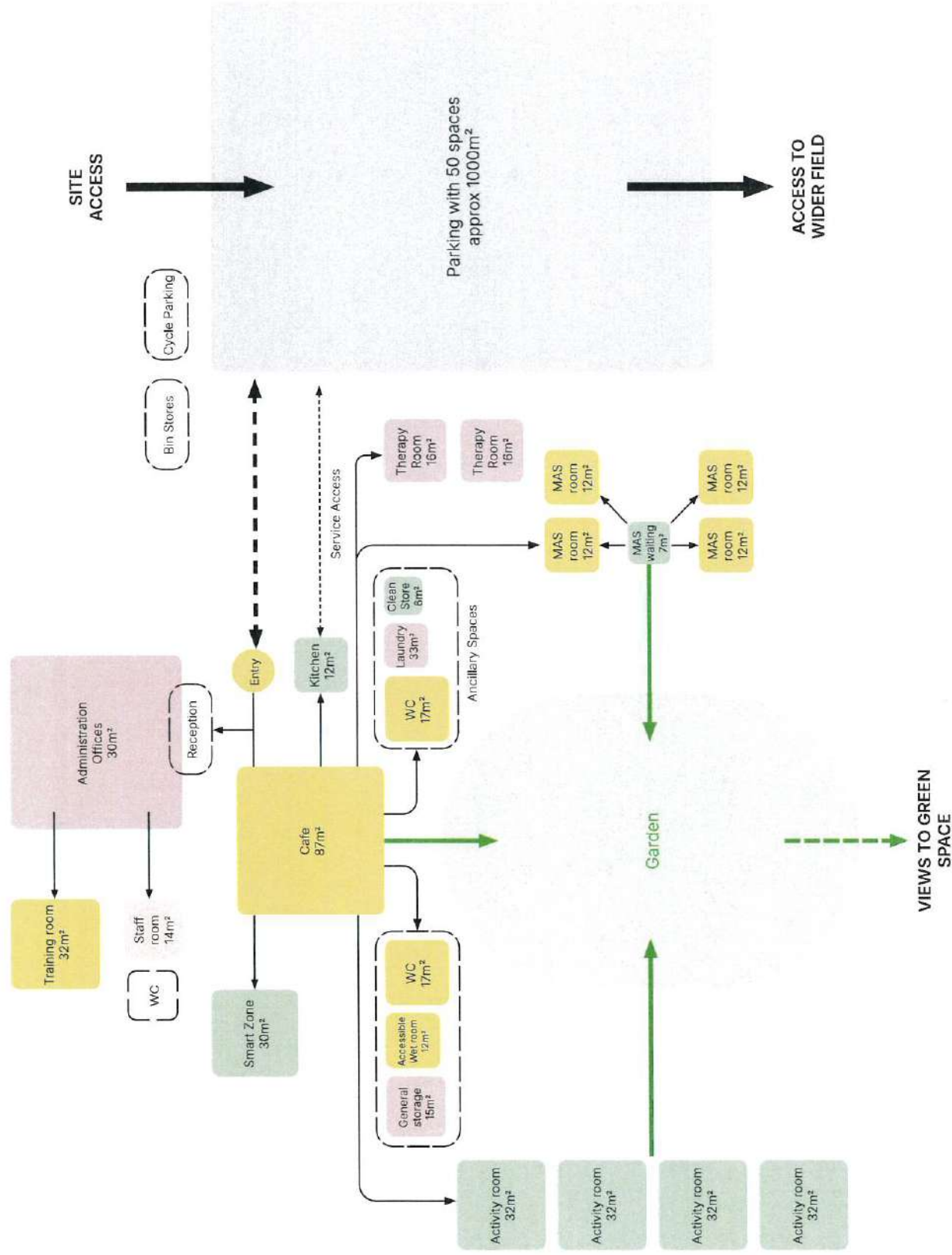
KEY

- Site area
- Indicative development area 0.4ha
- Primary road
- Secondary road
- Site access
- Potential future access to the rest of the site
- Footpath & cycle route
- Ditch
- 5m undeveloped buffer zone to the ditch (BNG)
- Risk of flooding
- Green boundary
- Level change
- Building heights

Constraints Plan 1:2000

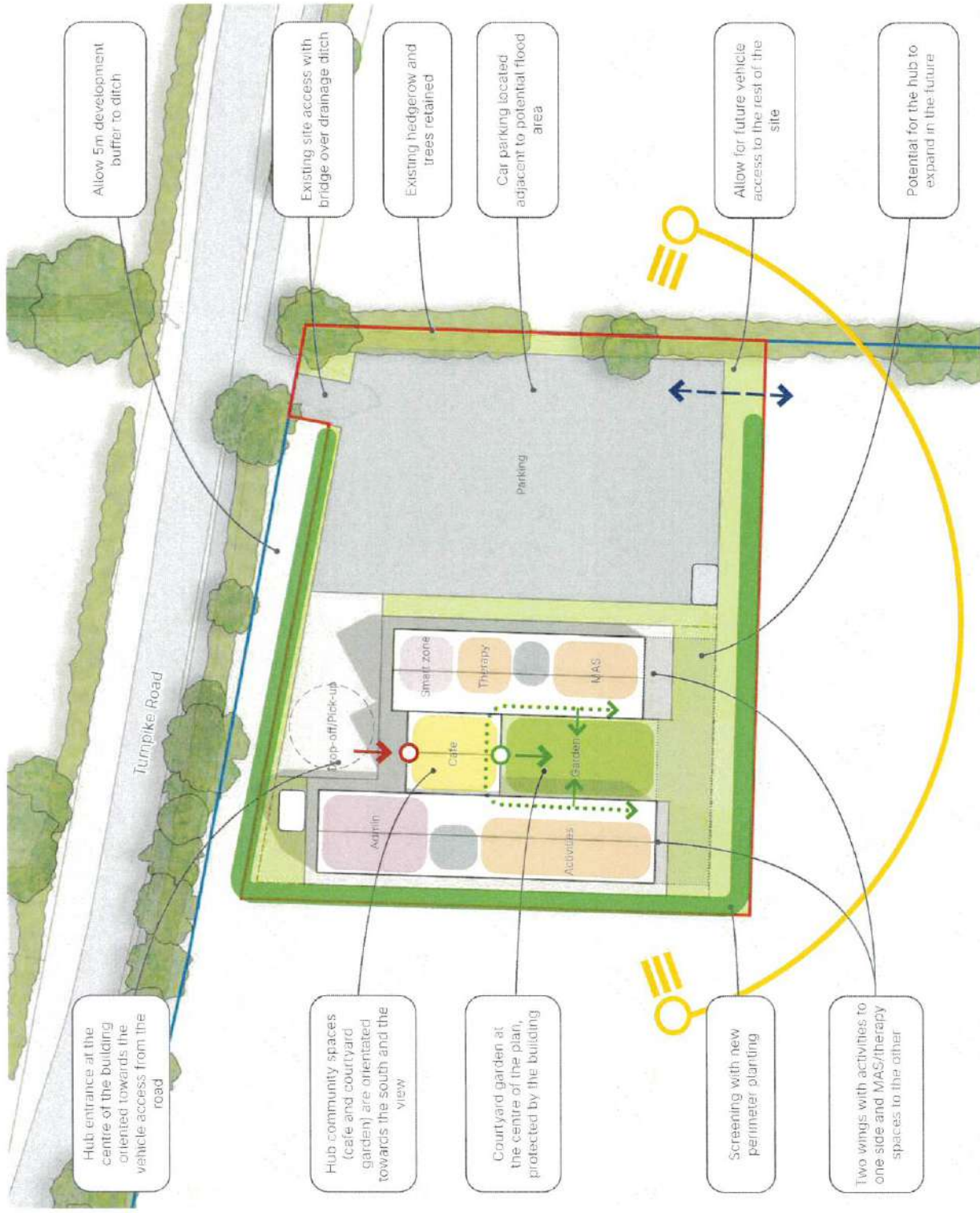


Brief Adjacency Diagram



Proposed Concept Plan

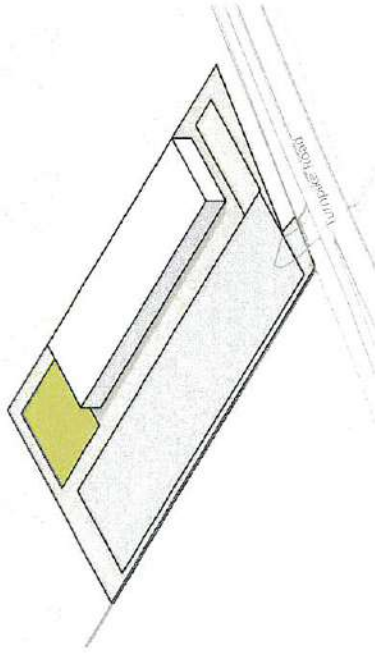
- A simple site layout is proposed with the building occupying the western portion of the site, away from potential flood risk areas.
- The existing access point from Turnpike Road will be reused and enhanced – Transport and Highways input required.
- The site area is set back from the existing ditch on the northern boundary and existing hedgerows and trees are retained to maintain site biodiversity
- The site access leads directly and efficiently to a parking area (sized for 50 vehicles with a proportion of disabled bays).
- A drop-off area to the north of the building leads to the main hub entrance
- The building consists of three contextually appropriate pitched forms with the central pitch containing the main hub entrance and café space, light-filled and welcoming and linking directly to the courtyard garden orientated to south
- Activity spaces, therapy rooms, MAS suite, wcs and staff areas are accessed off the café space via two wings that wrap around the courtyard garden space that forms the green heart of the building
- There is the potential for the hub to expand to the south in the future by extending the garden corridors and wings to the south
- The site is wrapped in a buffer of perimeter planting to provide screening



Concept Plan 1:500

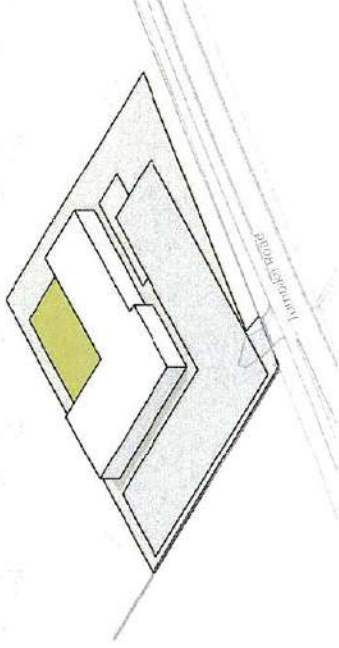
Concept

Development of preferred option



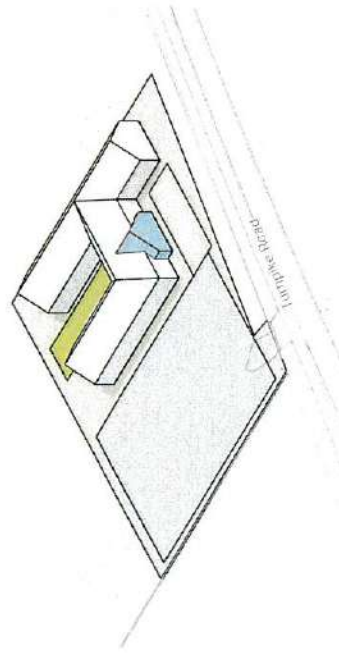
Linear Building

- Extends deep into the site
- Minimal frontage to Turnpike Road but long flanks
- Limited potential to create garden frontage



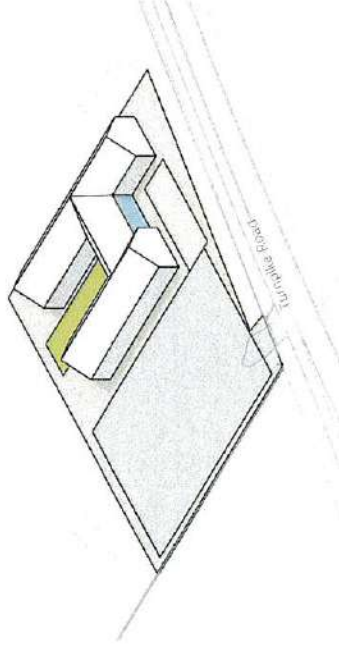
L-shaped Building

- Extends deep into the site
- Building is surrounded by parking
- Potential to wrap some building uses around garden space
- Building massing located away from Turnpike Road
- Some opportunity to break down mass into contextual forms



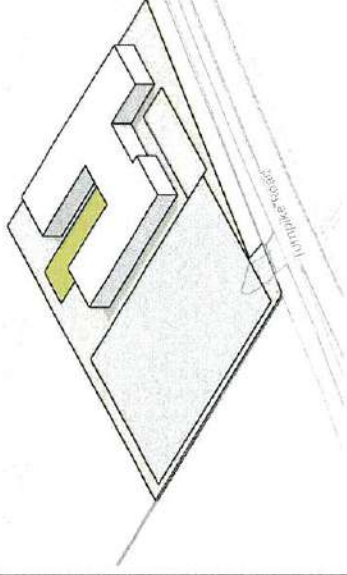
Pitched Roof and Dormer Entrance

- Entrance expressed as small dormer



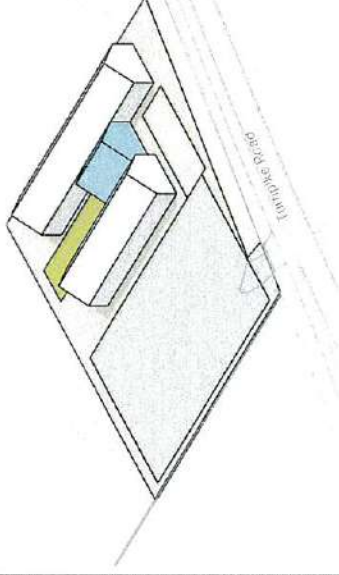
Pitched Roofs

- Inset entrance



U-shaped Building - Preferred Massing

- Parking located to one side
- U-shaped building form wraps around garden space creating a contained community space
- Potential for clear link to garden from entrance



Sawtooth Pitched Roofs - Preferred Roof Form

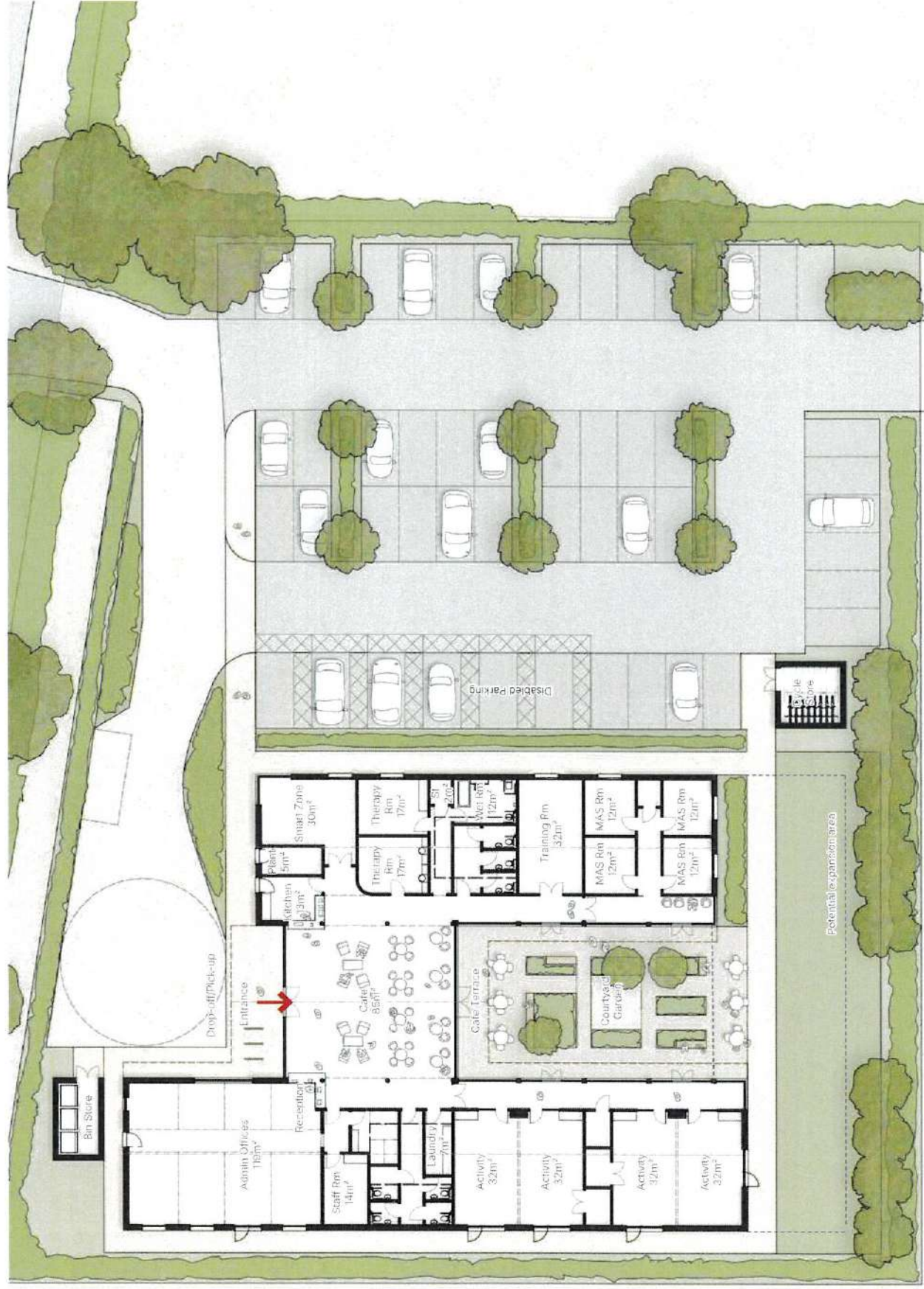
- Potential for expressed central entrance area with presence from Turnpike Road

Illustrative Aerial of Proposals

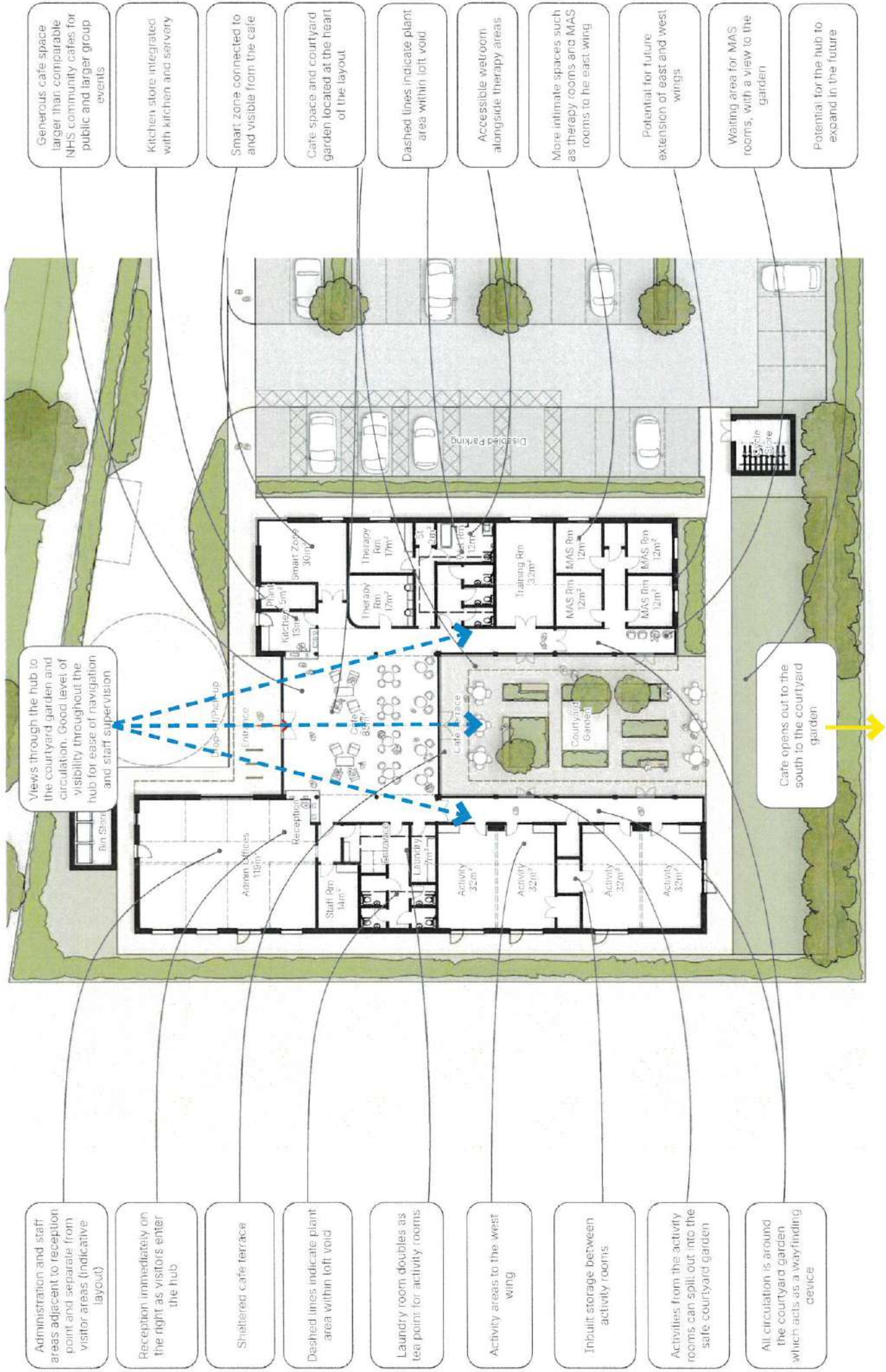
View from South



HNW
Architects



Annotated Proposed Layout



View of the Hub from Turnpike Road

A visitor's first perception of the Hub



Annotated View of the Hub from Turnpike Road



Reduced glazing to therapy rooms and MAS rooms to limit solar gain and provide privacy

Landscaped car parking

The building character takes clues and makes reference to standalone local rural/agricultural buildings

Obvious, welcoming, and sheltered entrance adjacent to vehicle access visible from the road access

New trees and diverse native planting enhance biodiversity

Sheltered visitor drop-off and pick-up

Landscaped car parking



Local precedent



Local precedent



Distinct roof forms with overhangs to provide outdoor shelter and prevent internal glare



Durable, natural materials where possible, which will age gracefully

View of the Cafe

Visitors enter the hub and cafe with views through to the courtyard garden beyond and circulation left and right to the two wings



Annotated View of the Cafe



The green central courtyard garden is visible from all shared internal spaces

Quiet zones to east wing – acoustic privacy incorporated into details

Manifestations to glazing

The proposed primary structure is cross laminated timber with internal non load bearing partitions so the layout of the space can change in the future

Views through the building from the entrance, to the cafe to the circulation and to the garden beyond

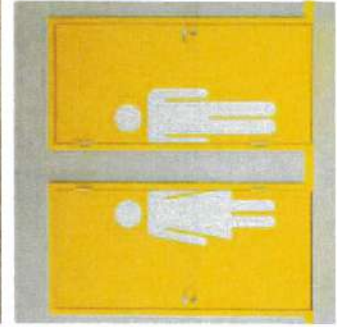
Large analogue clocks throughout the hub

Activity areas to west wing separated from quieter areas (to the east wing)

Colours to zone areas

Clear signage to help people navigate the hub alongside views towards the garden helping with wayfinding

Plenty of natural light is able to enter the hub with strong glare mitigated through the use of louvres and overhangs



Simple signage



Natural materials, biophilia



Timber spine running through the cafe and communal areas, linking, unifying, providing warmth and texture



Bold thresholds



Calm, legible, comfortable, warm, bright and contrast colours

View of the Courtyard Garden

From every point in the shared areas of the hub the courtyard garden is visible, helping wayfinding and wellbeing



Annotated View of the Courtyard Garden



Overhang to courtyard garden edge provides shelter in the garden and sun shading to external and internal areas

Child friendly and dementia friendly courtyard garden

Activities from the activity rooms can spill out into the safe courtyard garden

All circulation is around the courtyard garden which acts as a wayfinding device

Generous accessible level footpath paths and raised beds ensure the garden can be enjoyed by everyone

PVs to roof areas

Views out towards the garden add interest for visitors and enhances their experience of the hub

Waiting areas have a view of the courtyard garden

Hub and garden oriented towards the south

Plenty of natural light is able to enter the hub with strong glare mitigated through the use of louvres and overhangs

Cafe opens out to the south to a sheltered cafe terrace and courtyard garden



Accessible



Seating



Year round, sensory and low maintenance



Raised beds

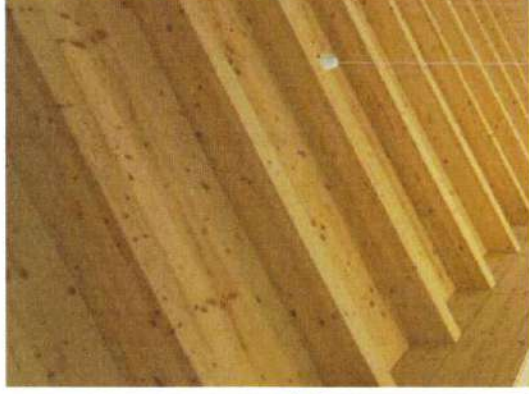


Water feature



Views from the interior

Materiality



Aldingbourne Trust by HNW Architects - timber shingles
2019



Aldingbourne Trust by HNW Architects - timber shingles
2024

