

**Meeting Notes of the Small Grants Panel held on
20 September 2012 Carlisle Spedding Room, The Copeland Centre**

Present:

Brian Hough (NDA)
Julie Betteridge (CBC)
Heather Askew (CCF – Team Leader)
Paula Ratcliffe (CCF – Community Development Worker)
Kevin Little (CCC)

1. Apologies for absence

Kimberley Elliott (CCF – Grants Officer)

2. Disclosures of interest

None

3. Notes of the Previous Meeting

Impact Furniture Services – additional information from previous panel still outstanding, also additional information is required following Panel being made aware of Whitehaven news article 29/8/12. The panel wants to know why a press release was made before all funding agreed, the implication is that CCF funding is no longer required, information to be brought back to next panel.

Action: KE

4. Actions from last meeting

None outstanding.

Brian Hough approved previous panel decision via email.

5. Budget

Team to contact those at enquiry stage to confirm whether applications will still go ahead.

Action: CDT

The Panel reviewed and noted the budget sheet.

6. Award of Small Grants

Junior Playing pitch regeneration

Application no: 960226

Whitehaven

Whitehaven Amateur Juniors

Grant Request: £43,890

Capital

The panel was unable to make a clear decision on the detail provided. The Panel discussed the project and agreed in principle to be supportive in ensuring that this existing community facility does not close.

- The issues raised by the RST appraisal to be addressed by the applicant.
- Full project plan is required for this specific project from the applicant.
- Decision by panel after receipt of required information will be made via email.

Action: JB to work with the applicant

7. Development Grants

Egremont Rugby League Club

Panel agreed to support the production of an energy audit.

Development grant approved: £750

8. Variance to Projects

Whitehaven United Reform Church

Further to the approval of £20,000 in June 2012, the applicant requested an additional £1,845 to cover a shortfall. This was approved by the panel to ensure that the project went ahead.

Action: KE variation letter to applicant

Copeland Talking Newspaper

Further to approval of £3,301 in March 2012, the applicant has saved money by bulk buying certain items and has requested that they spend the remainder of the grant on additional equipment to extend delivery project.

This was approved.

Action: KE to update grant acceptance schedule

9. Any Other Business

FLAG Loan Principles

Action: JB to bring paper to next panel

State Aid

NDA will not be looking for a national agreement for state aid exemption. RST will provide a statement of state aid which will be taken to the board to adopt as an annex to the co-operation agreement.

Action: RST

Loan Policy

Deferred to next panel meeting.

Action: JB

Board Away Day Action Plan

Improvement plan 2012/13 paper was circulated and discussed. The Panel looked at learning actions affecting the panel A1-5 and other specific items , C10, D16 & D17. The Panel agreed to recommend to the Board a policy change on A5: any applicant can only return on one occasion to Panel or Board.

CVS Training Proposal

Decision delegated to Team Leader. More detail is required on the proposal with regard to the specification provided by CCF.

Action: HA

10. Date of Next Meeting

Thursday 25 October 2012 at 08.00 Carlisle/Spedding Room