

**Meeting Notes of the Small Grants Panel held on  
16 March 2016, The Copeland Centre**

**Present:** Brian Hough (NDA)  
Julie Betteridge (CBC)  
Liz Watson (CCC)  
Emma Moynihan (CCF – Manager)  
Kimberley Young (CCF – Grants Officer)  
Paula Ratcliffe (CCF – Community Development Worker)  
Helen Conway (CCF – Community Development Worker)

**1. Apologies for absence**

Claire Willis (CCF – Grants Officer)

**2. Disclosures of interest**

None

**3. Notes of the Previous Meeting**

Panel agreed the notes.

**4. Actions from last meeting**

Brian to send CCF the detailed Drigg Parish Council Plan and a summary of how/why it was created. Update: The lessons learned have now been completed and the document should be available within the next week or two. When the report is available Panel asked that Emma drafts a report to the Board showing how the plan can be used as a model to be shared with Parish Councils throughout the Borough.

National Apprenticeship Week – Helen has drafted two case studies that are to be used in the Futures supplement of the Times and Star and Whitehaven News.

**5. Finance Report, including pending projects list**

The Panel noted the position on the spend of small and large grants and noted that we are seeing positive pressure on the small grants budget.

Panel discussed priorities for the Fund. It was noted that youth projects and lack of mentoring for projects seem to be big issues. Panel asked the Community Development Team to draft an options paper for the Board on what opportunities the team see regarding building capacity/independence for local community. The legacy of the United Utilities event offers an opportunity for the Fund to engage actively with and will be included in the options paper.

## 6. Award of Small Grants

### Things to do places to go

Application no: 960461

Howgate & Distington

Panel **approved** the grant request subject to the following special conditions:

- Applicant to update outcomes and outputs
- Applicant to provide the CCF team with evidence of their ability to cover the additional organisational costs for this project

### Distington Club for Young People

Grant Request: £12,854.00

Revenue

### St Bees – Whitehaven Cycle Track Link

#### Feasibility Study

Application no: 960460

Whitehaven/West Copeland

Panel **approved** the grant request subject to the standard conditions of grant.

### St Bees Parish Council

Grant Request: £4,000.00

Revenue

### Energy Saving at Home

Application no: 960459

Whole Borough

Panel **deferred** a decision and requested the following information:

- Panel needed to understand why the budget has changed but outputs have not. They asked that evidence be provided for the budget. For example, there were concerns with the price for the contractor
- Applicant needs to tie in with local housing partners e.g. Copeland Borough Council and the Home Improvement Agency through Age UK
- Applicant to confirm how this scheme is delivered in other areas
- Applicant to confirm who the scheme will be targeted at and how

### Cumbria Action for Sustainability

Grant Request: £48,944.00

Capital

### CRCL in Copeland Phase 2

Application no: 960457

Whole Borough

Panel **approved** the grant request and noted the project supports life skills, employability and diversity. Grant approved subject to the following special condition:

- Publicity – needs to be improved on from the previous project

### Cumbria Rungwe

Grant Request: £20,925.00

Revenue

### Core Staff costs for North Copeland Youth Partnership

Application no: 960450

Howgate + Distington

Panel **approved** the grant request subject to the following special conditions:

- Applicant to provide the CCF team with evidence of their ability to cover the additional organisational costs for each year of the project prior to the release of any grant payments for that particular year.
- Outcomes to be updated
- Final output figures to be confirmed with applicant, as above

### North Copeland Youth Partnership

Grant Request: £16,043.00

Revenue

**7. Projects with less than 60% scoring**

None.

**8. Monitoring Reports**

A list of projects monitored from 17 February and 7 March 2016 was provided, discussed and noted.

Concerns with Mirehouse Residents Group were highlighted and noted. Panel suggested applicants may benefit from mentoring.

**9. Variances to Project**

EgFlood

Panel noted the variation request.

Frizington White Star

The applicant is requesting an amendment to the end date and to the payment schedule to enable them to receive the final grant instalment on evidence of invoice. The Panel agreed approval of this variation and asked that defrayment be evidenced as soon as available.

**10. Development Grants**

None.

**11. AOB**

Outreach Cumbria

Applicant was declined at the previous grants panel. Applicant has forwarded some information to Helen on a way forward and has asked that the Panel consider allowing them to reapply. Panel confirmed that they were happy to consider a new smaller application from Cumbria Outreach on condition that further information was provided by the applicant re how they would ensure inclusivity and recruitment of individuals which would be broader than use of partner organisations such as Age UK, Rosehill Theatre and Florence.

**12. Date of Next Meeting**

Wednesday 20 April 2016 - Meeting room to be confirmed