

**Meeting Notes of the Small Grants Panel held on
14 May 2014, Nicholson Room, The Copeland Centre**

Present: Julie Betteridge (CBC)
Elaine Woodburn (CBC)
Heather Askew (CCF – Team Leader)
Kimberley Young (CCF – Grants Officer)
Paula Ratcliffe (CCF- Community Development Worker)
Kim Miller (CCF – Community Development Worker)

- 1. Apologies for absence**
Brian Hough (NDA)
Sam Bramwell (CCC)
- 2. Disclosures of interest**
None.
- 3. Notes of the Previous Meeting**
Agreed.
- 4. Actions from last meeting**

**Local Seafood and Coastal Activities supply
chain development**

**Application no: 960339
Whitehaven**

N+W Cumbria FLAG

Loan Request: £20,000

Loan decision deferred due to an incomplete application at the March Panel. The Panel needed to understand:

- How the project fits with other strategies/networks as no evidence provided
- The Exit Strategy of the project. The Panel were concerned around the timescales.
- How would the project be mainstreamed – no mention of alignment with existing supply chain activity under LEP e.g. Rural Growth Network, Food and Drink Cluster, Taste Cumbria.

Panel suggested:

- A steering group be set up
- Outputs to be looked at (to include visitor numbers)
- Issues around distribution and marketing to be addressed

At the April Grants Panel the Applicant had not provided a response to the above. It was proposed and agreed that a deadline of 6 May be given to the applicant to provide a response for the project to continue to be considered.

The applicant has now provided a response. The Panel agreed the loan with the following conditions to be met before the loan is to be released:

- Evidence that applicant has widened the steering group and agreed representatives from Cumbria Tourism and Rural Growth Network, amongst other onto their steering group
- Offer Letter from FLAG
- Panel asked that an interim report on distribution and marketing to be provided by October 2014.

5. Finance Report, including pending projects list

The Panel looked at the finance report including the pending projects sheet.

Panel noted the current small grants position.

Millom Recreation Centre – Panel supported the approach taken the Team and suggested that the applicant undertake a financial feasibility before applying to the Fund. A £1,000 development grant was suggested.

Viking Way – HA highlighted issues with the match funding. To be reported to the next Board.

Whitehaven Foyer – HA highlighted issues. Board to agree the claw back clause on this if the building were to be sold. To be taken to the next Board.

6. Award of Small Grants

Hall Rejuvenation

Application no: 960348

Mid Copeland

Santon Bridge Village Hall

Grant Request: £9,110

Capital

Capital grant approved for £9,110 with standard conditions and the following special conditions:

- Confirmation of how increase in users and hall sustainability is to be monitored/evidenced.
- Output to be added: increased users.

7. Projects with less than 60% scoring

None.

8. Monitoring Reports

A list of projects monitored from 15 April – 8 May 2014 was provided, discussed and noted.

Credit Union - Panel advised that applicant is asked if the course attendees continue to benefit from the project 6 months on.

9. Variances to Project

Panel noted the variation approved under delegated authority for:

- Cleator Moor Methodist Church Hall

10. Development Grants

Frizington White Star FC

Panel approved a development grant of £450.00 to be used towards design drawings.

Eskdale Village Hall

Panel approved a development grant of £1,000 to be used for a site survey and basic drawings.

Friends of Captain Shaw's

Panel approved a development grant of £1,000 to be used for Architect Fees, Legal Fees and Land Valuation.

11. AOB

- Haig – HA raised concerns with the progress reporting of this project. Panel asked that a letter be sent to the applicant requesting the information on behalf of Cumbria County Council as Accountable Body and that a response be provided within 7 days. If a response is not provided then further steps will be taken.
- Westlakes Xtreme – to be discussed at the next Board meeting.

12. Date of Next Meeting

Wednesday 15 June 2014 at 15.00 – Nicholson Room, Copeland Centre