

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

Present: Julie Betteridge (CBC)
Brian Hough (NDA)
Sam Bramwell (CCC)
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**
Elaine Woodburn (CBC)

2. **Disclosures of interest**
None.

3. **Notes of the Previous Meeting**
Agreed.

4. **Actions from last meeting**

Whitehaven Lengthsman Scheme
Application no: 960341
Whitehaven

Whitehaven Locality Partnership
Grant Request: £18,000
Revenue

Revenue grant decision was deferred at the last Panel as the Panel had the following queries:

- How does the project fit with the social investment programme and what CBC do? Panel were keen to ensure there was no duplication.
- Why is the project working with Works 4 You and not others? Will this activity be commissioned?
- What is the exit strategy of the project?
- Where will equipment be stored/maintained/insured?
- Who will manage the volunteers?
- How will the applicant manage the cashflow?
- How is the lengthsman scheme viewed by locality?
- More detail on project opportunity as an employment initiative

The Panel confirmed these queries have now been answered through the paperwork provided. Panel approved revenue grant for £18,000 with standard conditions and the following special conditions:

- Panel expected the project to be sustainable within 2 years. No further CCF grant will be awarded.
- The Panel commented that they would be keen for the lengthsman initiatives to link up.
- Publicity Plan to be provided

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 last 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

Applicant has not provided a response to the above queries in time for this Panel. 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.

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.

6. Award of Small Grants

Access Improvements around the River Esk in the Village of Boot

**Application no: 960334
Mid Copeland**

Boot River Access Group

**Grant Request: £27,500
Capital**

Revenue grant approved for £27,500 with standard conditions and the following special conditions:

- Confirmation that 'change of use' planning permission has been granted.
- Panel would welcome a report on the economic impact of the project in the final progress report.

Volunteer Support Teams

**Application no: 960340
Whole Borough**

Copeland Citizens Advice Bureau

**Grant Request: £46,771
Revenue**

Revenue grant approved for £46,771 with standard conditions

Western Lake District Shows

**Application no: 960345
Mid/North East Copeland**

Herdwick Sheep Breeders

**Grant Request: £25,818
Capital**

Capital grant approved for £25,818 with standard conditions and the following special conditions:

- CCF logo to be on marquees.

- Panel asked that an annual report be provided for 3 years. This should show the sustainability of the shows, increased income, use by further shows etc.

Community Lengthsman Initiative

Application no: 960342

**North East Copeland/Howgate and
Distinguon**

Regen NE

Grant Request: £36,756

Revenue

Revenue grant approved for £36,756 with standard conditions and the following special conditions:

- Panel expect initiative to be sustainable after this project is complete. No further CCF grant will be awarded.
- Publicity plan needed – Panel were keen to know how local people would know about what work has been undertaken.
- The Panel commented that they would be keen for the lengthsman initiatives to link up.

7. Projects with less than 60% scoring

None.

8. Monitoring Reports

A list of projects monitored from 19 March – 15 April 2014 was provided, discussed and noted. No issues were raised.

9. Variances to Project

Panel noted the variation approved under delegated authority for:

- St Bees Parish Council – St Bees Play Area
- LDNPA – Ennerdale Views

10. Development Grants

None.

11. AOB

- Outcome of NDA socioeconomic review – BH to take a report to the Governance Group to inform them of the outcome of the review. Two minor areas of improvement were highlighted.
- PR training – BH has offered to provide an informal half day PR training session for the team. HA/BH to confirm a date.
- Sharing Event – the schedule of the event was discussed. BH/HA to meet to discuss further and to coordinate the PR around the event.

12. Date of Next Meeting

Wednesday 14 May 2014 at 15.00 – Nicholson Room, Copeland Centre