

**Meeting Notes of the Small Grants Panel held on  
16 July 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)

**1. Apologies for absence**

Elaine Woodburn (CBC)  
Kim Miller (CCF – Community Development Worker)

**2. Disclosures of interest**

Julie Betteridge Item 11 Whitehaven Civic Hall – non-pecuniary

**3. Notes of the Previous Meeting**

Brian ratified the decisions of the previous meeting.  
Panel agreed the notes.

**4. Actions from last meeting**

Whitehaven Campus Project – BH to report to Board and send HA details of scope of feasibility and indicative timescales.

**Action: BH**

Drigg & Carelton – SB and HA reported that a revised monitoring process has been undertaken. This is nearing completion. BH asked to be informed on when the payment would be made.

**Action: HA**

**La'al Ratty Revival**

**Application no: 960355**  
**Mid Copeland**

**Ravenglass Railway Museum**

**Grant Request: £47,800**  
**Capital**

Capital grant **deferred**. Panel noted the development would improve the tourism offer at Ravenglass and asked for the following information from the applicant to assist the decision making:

- A formalised sustainability approach.
- Details of relationship with the Ratty

This information is to come back to the July Panel.

The applicant provided a response. Panel **approved** the grant of £47,800 with the following special conditions:

- Quotes to be checked at monitoring
- Planning permission needed

Panel noted that this project has the potential to bring in further funding from HLF for Stage 2 of the project. The panel asked that a statement be provided by the applicant that says this funding has supported a larger project application to HLF and use this in promotional material.

## 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.

Whitehaven Foyer – Project is due to start on site next week. Site Preparation costs have gone up considerably with additional match funding in place. HA to report this by email to the Board for them to note.

**Action: HA**

## 6. Award of Small Grants

### **GIG (Get Inspired Gosforth)**

**Application no: 960346**

**Mid Copeland**

### **Friends of Gosforth School**

**Grant Request: £3,617.00**

**Capital**

Capital grant **deferred**. Panel asked if the applicant had any connection with Active Cumbria and whether they had applied to Sport England or Sport Legacy Monies for schools related resources.

Due to the timescales of the project the Panel agreed to make a decision by email.

## 7. Projects with less than 60% scoring

None.

## 8. Monitoring Reports

A list of projects monitored from 19 June – 9 July 2014 was provided, discussed and noted.

Panel noted the issues with the Whitehaven Amateurs Juniors project and was in support of the Grants Officers decision to withhold final payment until all evidence has been provided satisfactorily. The panel also noted that the project has taken 18 months to complete, far longer than originally planned.

## 9. Variances to Project

None.

## 10. Development Grants

None.

## 11. AOB

Whitehaven Civic Hall: First Floor Refurbishment Project – A paper was brought to the Panel for the Whitehaven Civic Hall project which was approved in February 2011. The applicant has recently provided a progress report to receive the final 25% of their grant. As the building is now closed a site visit will not be possible and no further information will be attained through monitoring this project. JB declared a non-pecuniary interest and provided factual information for the debate.

Panel were satisfied with the progress report and evidence provided and approved the payment of the final 25% of grant to the applicant, without a monitoring visit being carried out. BH supported the recommendation and SB seconded.

Team update – Kim Miller will be leaving the team in mid-August. The post will be advertised internally within Copeland Borough Council first and then externally if no suitable applicants are found. HA is to take a paper to the next Board asking to extend the staff contracts to increase the likelihood of getting suitable applicants applying. JB to ask CBC HR team of the legal implications of extending team contracts.

**Action: HA/JB**

PR review – BH to let HA know dates when he is available to do the training.

**Action: BH**

NMP event – HA attended the NMP funding event. They have £440k available to spend in Allerdale and Copeland this year. The deadline to apply is 8 August 2014.

Funding Fair – HA provided feedback on the funding fair.

CBC Members Briefing – HA gave a Fund update at a meeting on 3 July.

Working Skills – JB is currently working on a paper/verbal report to be taken to the Board.

**12. Date of Next Meeting**

Wednesday 17 September 2014 at 15.00 – Nicholson Room, Copeland Centre