

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

**Present:** Elaine Woodburn (CBC)  
Brian Hough (NDA)  
Sam Bramwell (CCC) – joined the meeting after item 4.  
Heather Askew (CCF – Team Leader)  
Kimberley Young (CCF – Grants Officer)

**1. Apologies for absence**

Julie Betteridge (CBC)  
Paula Ratcliffe (CCF- Community Development Worker)

**2. Disclosures of interest**

Elaine Woodburn Item 8 (CBC Olympic Project) – non-pecuniary

**3. Notes 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. This will be going to the Board meeting today.

Drigg & Carleton – 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. Payment was made at the end of July.

Whitehaven Foyer – The Offer Letter has now been issued and first payment will soon be arranged. EW asked for a copy of the THI newsletter mentioning the foyer be sent to the Board for information.

**Action: HA**

Team update – Board have now agreed for team contracts to be changed to permanent contracts.

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

**Action: BH**

**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

### Wheels to Work

Application no: 960357

Whole Borough

Inspira

Grant Request: £26,060

Capital

Capital grant **deferred**. Panel asked for a copy of the waiting list and safety record.

### Clubhouse Refurbishment Project

Application no: 960360

North East Copeland

Frizington White Star Football Club

Grant Request: £25,451.60 (£5,500 of third

party)

Capital

Panel **approved** the grant of £5,500 for third party costs.

Capital grant **deferred**. Panel asked for the following to be provided to the next meeting:

- Plans of proposed works on building
- Business Planning projection

### Renewal of field drainage system

Application no: 960364

Whitehaven

Whitehaven Playground Association

Grant Request: £13,000

Capital

Capital grant **deferred**. Panel asked for the following:

- Reassurance that this project won't have any adverse effects downstream
- Planning and building control opinion to be sought.

### Young Enterprise Activities in Copeland

Application no: 960363

Whole Borough

Young Enterprise

Grant Request: £10,200

Capital

Capital grant **declined**.

The Panel agreed that they would not fund the project this year. If the applicant were to return to the Fund they would expect to see:

- a specific plan for Copeland
- A full evaluation plan in place
- Schools signed up

The Panel would give priority to secondary schools

## 7. Projects with less than 60% scoring

None.

## 8. Monitoring Reports

A list of projects monitored from 10 July – 10 September 2014 was provided, discussed and noted.

### CBC Olympic Project

Panel agreed that the paid grant of £3,750 should be repaid to the Fund as sufficient match funding was achieved.

**9. Variances to Project**

RSPB - Hodbarrow Nature Reserve variation was noted by the Panel.

**10. Development Grants**

Millom Folk Museum Society

Panel agreed a development grant of £770 to be paid to WREN for third party costs of project.

**11. AOB**

Team update

HA and SB will be interviewing for the Community Development Worker post tomorrow, Thursday 18 September.

**12. Date of Next Meeting**

Wednesday 22 October 2014 at 15.00 – Nicholson Room, Copeland Centre