

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

Present: Elaine Woodburn (CBC)
Brian Hough (NDA)
Sam Bramwell (CCC)
Julie Betteridge (CBC)
Paula Ratcliffe (CCF- Community Development Worker)
Helen Conway (CCF- Community Development Worker)

1. Apologies for absence

Heather Askew (CCF – Team Leader)
Kimberley Young (CCF – Grants Officer)

2. Disclosures of interest

Elaine Woodburn Item 9.3 (NCL – Be Active) – non-pecuniary
Elaine Woodburn Item 11.1 (Egremont Lengthsman) – non pecuniary
Julie Betteridge Item 9.3 (NCL – Be Active) – non-pecuniary

3. Notes of the Previous Meeting

Panel agreed the notes.

4. Actions from last meeting

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

Action: BH

CBC Olympic Project – to date funding not repaid but is being progressed.

Action: JB

Wheels to Work

Application no: 960357
Whole Borough

Inspira
Grant Request: £26,060
Capital

Capital grant **deferred** from the last panel meeting. Panel had asked for a copy of the waiting list and safety record which was provided.

The applicant provided a response. Panel **approved** the grant of £26,060 with the following special conditions:

- Applicant to be clear that this 'fleet' is only to benefit Copeland residents
- Reporting needed each year for years 2 and 3 – to be included in GAS
- Applicant to include in their annual reporting how they have contributed towards the Copeland Community Fund's 'Priority Issue'
- Applicant to provide a copy of the promotional material for each year of the project
- Applicant to repeat the evidence of need survey annually

The Panel noted there didn't seem to be much awareness of the scheme within the target group, therefore they would like to see wider knowledge of the scheme promoted.

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 at the last panel meeting.

Capital grant **deferred** at the last panel meeting. Panel asked for the following to be provided to this meeting:

- Plans of proposed works on building
- Business Planning projection

The applicant provided a response.

Panel **approved** the grant of **£19,951.60** with the following special conditions:

- match funding to be in place prior to first payment
- work is to be put out to tender and evidence of that tender process is to be retained
- CBC Building Control approval
- If the scope of the project changes due to match funding not being achieved the project to return to the Fund with a revised project plan and new application
- Applicant to source business support from BEC or WISE

Renewal of field drainage system
Application no: 960364
Whitehaven

Whitehaven Playground Association
Grant Request: £13,000
Capital

Capital grant **deferred** at the last panel meeting. Panel asked for the following:

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

The applicant provided a response.

Panel **approved** the grant of **£13,000** with the following special condition:

- subject to confirmation of Ordinary Watercourse Flood Defence Consent

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

Taking Part
Application no: 960371
Whole Borough

Rosehill Arts Trust Ltd
Grant Request: £8,000
Capital

Capital grant **deferred** until the next panel meeting. Panel requested further information:

- How will the project support objectives for individuals to gain employability and life skills
- How will the project target groups and communities within Copeland
- How will the project encourage wider participation from all social groups
- To offer clarity on the funding package and how the funding is supporting west Cumbria, Copeland and Allerdale. What is the additional benefit to Copeland residents.

- How will this project add value to the £1m capital scheme. Will it duplicate what is expected to be delivered through that project.

Staffing Costs

Application no: 960372

Whole Borough

Shackles Off

Grant Request: £49,999

Revenue

Revenue grant **declined**. The Panel agreed that they would not fund this application and had the following concerns:

- Unclear what the applicant was applying for
- There were no additional outputs to the previous scheme
- Double accounting of the Friday Night Project (CCF currently fund that project)
- Unclear how many 7 – 11 year olds in Seascale

If the applicant were to reapply the Panel may consider supporting the Youth Worker costs.

7. Projects with less than 60% scoring

None.

8. Monitoring Reports

A list of projects monitored from 11 September 2014 and 10 October was provided, discussed and noted.

Mirehouse Residents Group – further information on the rationale of removing ‘helped to secure employment, education or training’. Panel agreed the recommendation to clarify the outputs.

9. Variances to Project

Home to Work (Skills for You) variation was noted by the Panel.

Ravenglass Railway Museum (La'al Ratty Revival) variation was noted by the Panel.

NLC (Be Active) – The Panel considered the request and confirmed the Fund does not allow the purchase of the vehicle as eligible expenditure.

10. Development Grants

ACT

Panel **deferred** the application for ‘Free training for village hall and community building volunteers in Copeland’. Panel agreed to make a decision by email.

The Panel requested that Parish Councils be contacted and asked if there was a need for this training and would groups attend.

If approved the Panel would want to see ‘income generation’ included in the training.

Action: PR

11. AOB

Egremont Lengthsman Scheme

The Panel agree the applicant can submit another application.

The application to be reminded of what was in the initial application and outcomes when preparing a further application.

Whitehaven Amateur Juniors

The project requested the Panel to waive the retention of the final grant payment and release it early. Unless the applicant can demonstrate imminent legal action relating to the 2 project invoices not paid, the Copeland Community Fund payment policy will not be changed and the request is denied.

Subsequent Applications

Paper to be taken to the Board to discuss sustainability projects and if the Board would accept subsequent applications from projects not demonstrating sustainability.

Action: JB / HA

12. Date of Next Meeting

Wednesday 19 November 2014 at 15.00 – Nicholson Room, Copeland Centre