

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

**Present:** Elaine Woodburn (CBC)  
Brian Hough (NDA)  
Julie Betteridge (CBC)  
Paula Ratcliffe (CCF- Community Development Worker)  
Helen Conway (CCF- Community Development Worker)  
Kimberley Young (CCF – Grants Officer)  
Paul Dodson (CCC)

**1. Apologies for absence**

Heather Askew (CCF – Team Leader)  
Sam Bramwell (CCC)

**2. Disclosures of interest**

Elaine Woodburn Item 7 (Wheelchair Sports) – non-pecuniary  
Elaine Woodburn Item 9 (Egremont Lengthsman) – non pecuniary

**3. Notes of the Previous Meeting**

Panel agreed the notes.

**4. Actions from last meeting**

CBC Olympic Project –funding should now be repaid.

**4.1 Taking Part**

**Application no: 960371**  
**Whole Borough**

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

Capital grant was deferred at the October 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.

The applicant has now provided a response to the above.

The Panel discussed further and **declined** the application. The Panel were disappointed with the level of detail provided regarding additionality with schools and skills development. The Panel were not reassured by this application that Rosehill were preparing for the school and community benefit of the £1m grant.

**4.2 Whitehaven Playground Association**

At the October meeting the Panel awarded £13,000 to the above group for the Renewal of Field Drainage System project. After the meeting the applicant informed the Fund that the project had already started and that CCF money was not now needed.

Panel noted.

## 5. Finance Report, including pending projects list

The Panel looked at the finance report including the pending projects sheet and updated to be taken to the November Board.

Panel noted the current small grants position.

## 6. Award of Small Grants

### Raising aspirations – WoW Factor

Application no: 960375

Whole Borough

Inspira

Grant Request: £24,922.00

Revenue

Revenue grant **approved** subject to the following special conditions:

- Applicant to clarify the beneficiary and outputs figures
- Panel asked that additional outputs around business engagement be added
- Panel asked that surveys be undertaken at the end of each WoW day to evidence the outcomes

## 7. Projects with less than 60% scoring

### Spreading the joy of inclusive wheelchair sport to all in Cumbria

Application no: 960368

Whitehaven

Cumbria Wheelchair Club

Grant Request: £3,000.00

Capital

Capital grant **declined** as scored only 25/60 due to lack of information and project already starting.

Grants Officer met with the applicant before the Panel and suggested they complete a development grant form. Applicant completed this and this was presented to the Panel. The Panel approved a development grant for £1,000 to set up a satellite hub for wheelchair sport in Copeland and asked that the group work with the Community Development Team for any subsequent full grant application.

### Repair of the Community Car Park

Application no: 960358

South Copeland

Waberthwaite and Corney Parish council

Grant Request: £6,000.00

Capital

Capital grant **declined** as scored only 31/60 due to no evidence of community involvement provided and the car park having very limited community use.

## 8. Monitoring Reports

A list of projects monitored from 10 October and 12 November 2014 was provided, discussed and noted.

Egremont Rugby Union – Panel asked that PR work with the applicant to complete a press release at the end of the project.

**Action: PR**

## 9. Variances to Project

- West Copeland Partnership: Parish Lengthsman/Egremont Castle variation was approved by the Panel.
- Phoenix Enterprise Centre: Access Copeland variation was approved by the Panel. Panel asked for further clarification on the outputs in line with the increased spend on staffing and which buildings were used.
- Whitehaven Amateurs Juniors: Junior Playing Pitch Regeneration. At the last Panel meeting the Panel stated that they would not release any further grant to this project until the project could demonstrate imminent legal action. The applicant has now provided this. The Panel agreed to release part of the remaining grant to the applicant to enable them to pay the outstanding invoices, totalling £4,293.00. The applicant would then need to show defrayment of these payments before the Fund will release the remainder of the grant.

**10. Development Grants**

Cumbria Wheelchair Club  
See Item 7 above.

**11. AOB**

Florence Mine

PR informed the Panel that the outstanding reporting for the project has not been received by the agreed deadline.

CBC Accommodation review

The Team raised concerns about the review. EW/JB took away action.

Action: EW/JB

**12. Date of Next Meeting**

Tuesday 16 December 2014 at 9.00 – Nicholson Room, Copeland Centre  
*Please note change of date and time*