

**Meeting Notes of the Small Grants Panel held on  
22 May 2013, Nicholson Room, The Copeland Centre**

**Present:** Julie Betteridge (CBC)  
Brian Hough (NDA)  
Kevin Little (CCC)  
Heather Askew (CCF – Team Leader)  
Kimberley Elliott (CCF – Grants Officer)  
Paula Ratcliffe (CCF- Community Development Worker)  
Gareth Douglas-Brown (CCF – Community Development Worker)

1. **Apologies for absence**  
None
2. **Disclosures of interest**  
None.
3. **Notes of the Previous Meeting**  
Agreed
4. **Actions from last meeting**

**Rugby League World Cup (RLWC) 2013**  
**Community Engagement Project**  
**Application no: 960279**  
**Whole Borough**

**Allerdale Borough Council**  
**Grant Request: £14,260**  
**Revenue**

At the last Panel Meeting the Panel requested the following:

- Applicant to confirm the outputs for the Allerdale element of the project
- Applicant to explain the economic impact of £60,000 as listed in the application
- Applicant to confirm what partnership working has taken place within Copeland in developing the bid and in leaving a legacy.
- Applicant to confirm how this project offers equality across West Cumbria

Panel agreed to make a decision on this project by email, once the additional information has been received.

The applicant provided a response to the above queries. The Panel accepted that although there will be no economic impact in Copeland from this project, there will be a community impact. Panel were keen for this project to be clear on its legacy and participation impact.

Revenue grant **approved** for £14,260 with standard conditions and the following special conditions:

- Applicant to produce a plan of how they will monitor the impact of this project and the on-going Sports Participation legacy. Plan to provide initial baselines from various rugby clubs to see if there is an increase in participation. Panel would expect this to be monitored after 6 months. Plan to be approved by CDW before first payment released.
- Economic Impact output to be removed
- To receive copy of the bid to RFL as details of contribution from Rugby Football League to the Sports Participation Initiative.

In addition the Panel would like the applicant to learn lessons from the Rugby Union engagement officer, where appropriate.

**5. Finance Report, including pending projects list**

The Panel looked at the finance report including the pending projects sheet.

Panel would like to see more updates on how projects are progressing, in particular for projects that are joint funded by BEC. HA and KL to investigate how this could be done and report back to panel. JB/BH to provide examples of BEC reporting and ask permission to use BEC reports for jointly funded projects.

Positive PR events around the total grants approved were discussed.

**6. Award of Small Grants**

**Raise the Roof**  
**Application no: 960285**  
**South Copeland**

**Bootle Village Hall**  
**Grant Request: £18,157**  
**Capital**

Capital grant **approved** for £18,157 with the standard conditions and the following special conditions:

- Applicant to provide evidence of building regulation approval
- Output of improved health facility to be removed (due to duplication with improved cultural facility).

**7. Monitoring Reports**

None.

Panel asked for a list of monitoring visits taken place to be brought to each Panel.

**8. Variances to Project**

None.

**9. Development Grants**

**Moresby Rugby Union Club**

Development Grant for £750 approved as contribution to produce an energy audit

**Braystones Tower**

Development Grant for £1,000 approved to obtain a prioritised budgeted condition survey and maintenance plan for Braystones Tower with the aim of proceeding with a Heritage Lottery Funding application.

**10. Evaluation Briefing**

Julie presented the Evaluation Scope Discussion Paper. Briefing to go out for comment by email for HA, JB, BH and KL to agree.

**11. AOB**

**Pica Play Area**

The project is not going ahead at this time. The offer of the £10,000 capital grant is no longer required. The allocation will be returned to the large grant fund. No funds have been paid to the applicant.

### **Blengdale Crossings**

The project is no longer going ahead due to lengthy delays. To date they have received: £6,262.50 directly and £600 third party money of the £9,150 grant.

Panel agreed that the applicant needs to repay £6,262.50 but not the third party money. The allocation less the 3<sup>rd</sup> party money will be returned to the large grant fund.

### **CALC**

The applicant has previously submitted an enquiry that was declined due to the percentage requested. They have since changed the percentage requested and returned to the Fund. The Panel were asked whether this would be eligible under the NDA socioeconomic policy. The Panel suggested funding this project through the Community Partnerships Together Project. JB to work with the applicant.

**Action: JB**

### **Window Stickers**

HA showed the Panel the design for the new window stickers. Panel agreed to change the wording to 'funded by'.

## **12. Date of Next Meeting**

Wednesday 19 June 2013 at 13.00 – Nicholson Room, Copeland Centre