

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

Present: Julie Betteridge (CBC)
Paul Dodson (CCC)
Brian Hough (NDA)
Heather Askew (CCF – Team Leader)
Kimberley Young (CCF – Grants Officer)

Observing: Ivan Annibal (Rose Regeneration)
Jessica Sellick (Rose Regeneration)

1. Apologies for absence

Paula Ratcliffe (CCF- Community Development Worker)

2. Disclosures of interest

Paul Dodson for Item 10 (use of enabling fund) as he sits on the local action groups board

3. Notes of the Previous Meeting

Agreed.

4. Actions from last meeting

Joint reporting from Britain's Energy Coast – A meeting took place on Monday 29 July. No further update.

Woodhouse Family Advice Centre – the building has now been sold. Project is to be closed on the GIFTS database.

Homeless Hostel – action complete.

Evaluation briefing – action complete.

Staffing update – Kim Miller has not returned from maternity leave yet.

5. Finance Report, including pending projects list

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

HA highlighted the current small grants position.

The large grant for Rosehill Theatre was discussed. It was recommended that the grant be left open until 31 March 2014 so that the applicant has a chance to appeal the Arts Council decision. This was to go to the Board for approval.

6. Award of Small Grants

Moresby Parks Play Area
Application no: 960314
Howgate and Distington

Moresby Parish Council
Grant Request: £20,154.10
Capital

Capital grant **approved** for £20,154.10 with standard conditions.

Beckermets Playground Improvements

Application no: 960287

West Copeland

Beckermets Village Association

Grant Request: £8,000

Capital

Capital grant **approved** for £8,000 with the standard conditions and the following special condition:

- Applicant to confirm how they are going to measure the beneficiaries of this project.
- Applicant to ensure costs have not changed from the January quote.

Egremont Youth Café

Application no: 960303

West Copeland

Egremont Youth Partnership

Grant Request: £30,000

Revenue

The Panel were encouraged that the applicant is working with another youth provider, they had concerns however around:

- The use of the facility – low number of young people returning to the facility
- Match funding – a lot of the match funding is relying on income
- Building not complete – concerns with how applicant can deliver
- Clear confirmation needed on how applicant is going to extend opening hours.

Panel agreed that they wanted to ensure good youth provision in Egremont and therefore agreed to support year 1 of this 3 year project only at this time.

Revenue grant **approved** for £10,000 with the standard conditions and the following special conditions:

- Applicant to confirm total year 1 project cost, with capital element removed.
- Grant subject to purchase of hall completed.
- Applicant to confirm how they plan to extend the opening hours of the facility.
- Previous grant progress report/monitoring to be completed satisfactorily
- Match funding confirmed

Sing

Application no: 960302

Whitehaven

New Arts North

Grant Request: £9,480

Revenue

The Panel were concerned with how this project met with the socioeconomic policy. The Panel deferred the project asking for further information from the applicant:

- How are people referred to this project?
- How does the project link in with other support projects?
- How will project users be referred on to get assistance with employability support?
- Applicant to clarify why they are forming a social enterprise when it should be a charitable organisation.

Panel were happy to make a decision via email, once the above information has been provided.

7. Projects with less than 60% scoring

Millom Rail Ticket Office Community Development

Application no: 960300
South Copeland

Millom Folk Museum

Grant Request: £6,000
Capital

Grant **declined**, but the panel offered the following comment:

- It was unclear how this project links with the work already undertaken by Friends of Millom Station. If applicant is to reapply this will need to be clear.
- Lack of match funding was a concern.

Millom Branch

Application no: 960305
South Copeland

Step by Step

Grant Request: £12,250
Revenue

Grant **declined**, but the panel offered the following comment:

- Not enough detail for evidence of need provided and project impact.
- Project plan needed
- Shortfall in match funding was a concern
- Lack of evidence of joint working and referral with agencies such as probation service.

8. Monitoring Reports

A list of projects monitored from 17 July – 10 September 2013 was provided and noted.

9. Variances to Project

Egremont Youth Partnership

Panel agreed to:

- Extend end date to 30 September 2013
- Allow 'hall survey' costs
- Revised expenditure and match funding budgets
- Change to intervention rate to 55.52%
- Revision to outputs

Panel noted the variations approved under delegated authority for:

- Friends of Millom Station
- Newtown Play Area

10. AOB

Use of enabling fund

Panel agreed to support the transition process of RDPE with £2,000. Cumbria County Council is to be the accountable body.

Funding for applications with less than £3k request

Panel agreed that if an applicant has worked with the Community Development Team to maximise other funding which in turn reduces the amount initially applied for to the Fund that the Small Grants Panel will not deem the applicant ineligible for funding.

Cumbria Youth Alliance

The Panel noted the letter to CYA dated 11 September 2013 which confirms the applicant will not go ahead with year 2 of their project.

Millom Recreation Centre

HA made the Panel aware that the applicant will be submitting an application for up to a 100% development grant for consideration at the next Panel.

Lakes Alive

HA highlighted to the panel her concerns with the monitoring of year 1 of this project.

11. Date of Next Meeting

Wednesday 23 October 2013 at 13.00 – Nicholson Room, Copeland Centre