

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

Present: Julie Betteridge (CBC)
Sam Bramwell (CCC)
Brian Hough (NDA)
Heather Askew (CCF – Team Leader)
Kimberley Young (CCF – Grants Officer)
Paula Ratcliffe (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**

4.1 Sing

**Application no: 960302
Whitehaven**

**New Arts North
Grant Request: £9,480
Revenue**

At the last meeting 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.

The applicant answered these queries and the panel approved the grant as it offers a real benefit to the disadvantaged of the community.

Capital grant **approved** for £9,480 with the following special conditions:

- Applicant needs to clear up the budget for years 2 and 3 and decide on how much they are going to charge the attendees.
- Match funding for year 2 to be checked at year 1 monitoring visit.
- Start date needs to be revised.

4.2 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.

Inspira have now completed their reporting requirements for 'There's nothing to do' and 'What else is there to do' projects and once they forward on the evaluation their final payment will be arranged. The Panel asked for this to be sent to them once received.

Heather reminded Sam that the CCC finance report is due at the next Board meeting.

6. Award of Small Grants

Copeland Young Sports Leaders Academy

Application no: 960322

Whole Borough

Copeland School Sports Partnership

Grant Request: £22,738

Revenue

Revenue grant **approved** for £22,738 with the following conditions:

- Year 2 funding costs to be reviewed before the start of year 2 as applicant has stated in the application that they will continue to look at further funding options for year 2 that could reduce the Copeland Community Fund requirement.
- Applicant to confirm how the Young Leaders will be 'recruited'
- Panel recommended that the applicant includes evaluation costs within the budget
- Panel were keen to see PR opportunities from this project

7. Projects with less than 60% scoring

None.

8. Monitoring Reports

A list of projects monitored from 11 September – 14 October 2013 was provided and noted.

Panel were keen for more PR opportunities and suggested that the team look into news stories for dispatches.

Action: CDT

9. Variances to Project

Lighthouse Centre – Capital Fit Out Grant

Panel agreed to:

- Extend end date to 31 March 2014
- Panel expect a progress update by 31 December 2013 and project to be delivered by 31 March 2014

Young Cumbria – Copeland Mobile Youth Provision

Panel agreed to:

- Approve variation to reduce the grant to £40,130.90
- Approve final payment of £3,115.40

Panel noted the variations approved under delegated authority for:

- Allerdale Borough Council – Rugby League World Cup
- Action for Children – Millom Youth Service

10. AOB

Development Grant – Greenbank Pensioners and Residents Club

Panel awarded a development grant of £828 to commission an energy audit for the Club. Before the grant can be released, applicant is to provide 3 years of energy bills.

Development Grants

Panel requested an update on the development grants awarded this year.

Action: HA

Evaluation update

The Panel are to send any comments on baseline report to the evaluators by Friday 25 October 2013

Whitehaven, Egremont and District Credit Union

The Credit Union have invited the team, Panel and Board members to one of the workshops they run as part of the 'Made of Money and Ready for Reform' Project. The Panel thought that this was a good idea. Team to arrange a suitable date.

Action: KY

Bootle Swimming Pool

Paula asked the Panel if it would be possible for the applicant to apply to the fund for a development grant for architect and planning fees. Panel declined as they felt the applicant should be approaching the Wellbank project for funding of the development stage.

Community Led Local Development (Europe/Cumbria/LEP)

Panel to discuss at next meeting.

Odyssey Charity

Brian made the panel aware of the above charity wishing to learn from other charity start-up activities and asked the team to forward any suitable contacts.

11. Date of Next Meeting

Wednesday 20 November 2013 at 13.00 – Nicholson Room, Copeland Centre