

Copeland Community Fund Project Board

Notes of the meeting held on 1 April 2009, Nicholson Room, Copeland Centre, Whitehaven

Present: Councillor E Woodburn (Chairman)
Councillor T Knowles (CCC)
Councillor D Moore (CBC)
Councillor A Markley (CCC)
Mr J Clarke (NDA)

In attendance: F McMorrow, Acting Chief Executive Copeland Borough Council; G Elliott, Cumbria County Council; S Gorman, Cumbria County Council; L Taylor (Notes)

1. **Apologies for absence**

None

2. **Disclosures of Interest**

None

3. **Notes of last meeting**

Agreed

Action: JC to provide formal letter re payment details

4. **Appointment of Independent Members**

The Chair thanked members of the interview panel for their time and asked that the appointments of Steve McClure and Michael Shields for a two year period be endorsed by all members of the Board.

It was agreed that the Independent members would be invited to the next meeting scheduled to take place on 18 May 2009.

It was agreed that the appointments would be publicised in the media with the agreement of both candidates

Action: GE to inform successful candidates, notify them of publicity arrangements and arrange contract signing

5. **Governance Arrangements for Drigg and Carleton Parish Fund**

It was noted that as yet no reply had been received from Drigg and Carleton Parish Council.

Action: EW to send reminder letter to Parish Council

6. **Funding Strategy**

A draft report was circulated setting out the Copeland Fund Funding Strategy. It was agreed that the report would be forwarded to the Independent Members and considered at the next meeting of the Board.

Job Descriptions

GE provided draft job descriptions for the post of Community Enterprise Officer and Business Development Officer for consideration.

Members agreed that comments on both the draft funding strategy report and job descriptions should be forwarded to GE by the end of April, following which a revised draft would be sent to all members by 10 May for consideration at the meeting scheduled for 18 May.

7. **West Cumbria Vision Board**

T Knowles gave an update on the establishment and structure of the West Cumbria Vision Board. Members were informed that the appointment of Board and Executive Members would be taking place in April.

8. **Indemnity Insurance**

The Board discussed indemnity insurance requirements for Board Members. It was confirmed that all members were covered by their respective councils but that independent members would require cover which would be paid from the fund.

Action: SG to obtain quotes and in consultation with the Chairman arrange insurance.

9. **Dates of Next Meeting**

18th May 2009, 10:00am – Copeland Centre

Action: LT to arrange meetings for 09/10