

Copeland Community Fund Project Board

Notes of the meeting held on 1 April 2011 Nicholson Room, Copeland Centre

Present: Councillor E Woodburn (Chairman)
Councillor D Moore (CBC)
Mr B Hough (NDA)
Councillor T Knowles (CCC)
Mr S McClure (Independent Member)
Mr M Shields (Independent Member)

In Attendance: P Dodson (CCC); J Betteridge (CBC); P Ratcliffe (Community Development Worker); R Graham (Community Development Worker); L Taylor (Notes)

1. **Apologies for absence**

Councillor A Markley (CCC)

Action: Formal request for an alternative representative to attend meetings on behalf of CCC members unable to attend

2. **Disclosures of interest**

None

3. **Notes of last meeting**

Agreed

4. **Actions from last meeting**

Service Level agreement Report – JB informed the Board that arrangements were still ongoing and that a regular invoice arrangement would be put in place rather than an SLA.- **Action JB to progress and send out details to all members when completed**

Ethics Policies – Work in progress. Information to be circulated to all members - **Action RG to progress**

Policy for investment in major projects/Proposal for Revolving Loans – Paper presented by JB/RG **Action JB to produce discussion paper for next Board Meeting**

Well Bank Project – discussions ongoing **Action RG to circulate info paper**

5. Large Grant Decision

Organisation/Project	Amount Requested	Decision
Copeland Borough Council Pathways to Art	£89,257	Not Approved due to <ul style="list-style-type: none">• High Risk• Concerns over securing funding for years 2 and 3
Age UK – Active for Life Programme	£119,411	Not Approved due to <ul style="list-style-type: none">• Issues raised with processes/value for money• Not identified clearly what they will do• Demand has not been addressed – Work with localities to prove need <p>The Board requested that this application come back in 6 months time for reconsideration with the above issues addressed</p>

6. **Haig Mining Museum**

The Board discussed the Haig Mining Museum progress Report and Year 2 funding and project proposal to the Heritage Lottery Fund. The board were concerned that the concept and business plan had changed. It was agreed that more information was needed and that a representative from Haig should be invited to provide more information.

Action RG to arrange presentation

7. **Enabling Fund Proposal**

RG presented the Development Officer Enabling Fund Proposal Paper. The Board agreed the expenditure in the report but asked that outputs in section 1 are identified.

8. **Annual Review**

PR and RG presented the draft Annual Review Report for 2010/11. The board asked that the excellent work of the development workers be noted.

The following amendments were agreed

- That the Grants Panel be listed as **Small Grants Panel**
- That the report flag up the money that had been brought in
- Photographs of all board members be included in the report

Action RG

9. Revenue Payments – Discussion Paper

The Board discussed the Revenue Project payments Report outlining options for the approach to making project payments

TK suggested that on the basis that this was an additional fund the board should prepare to be flexible although this could carry a slight risk.

The Board agreed option 2 – 50% of grant paid immediately followed by 2 subsequent payments of 25% following progress report then monitoring visit

10. AOB

None

11. Date of Next Meeting TBC – Action RG to arrange