

Copeland Community Fund Project Board
Notes of the Meeting held on 2 February 2012 Nicholson Room, Copeland Centre

Present: Councillor E Woodburn (Chairman)
Mr B Hough (NDA)
Councillor D Moore (CBC)
Councillor T Knowles (CCC)

In Attendance: K Little (CCC); J Betteridge (CBC); K Elliott (Grants Officer); P Ratcliffe (Community Development Worker) R Graham (Community Development Worker)

1. **Apologies for absence**

Councillor A Markley (CCC)
Mr S McClure (Independent Member)
Mr M Shields (Independent Member)

2. **Disclosures of interest**

TK declared a personal interest in Phoenix Enterprise Centre and Regen NE as he is on the Board for each group.

3. **Notes of last meeting, 1 December 2011**

Agreed.

4. **Actions from Previous Meeting**

Howgill Family Centre was deferred at the last Board with queries surrounding clearer outputs/outcomes and further match funding. Although the applicant provided an additional paper, the project was deferred to the next meeting in March as the Board felt their queries were not answered fully and the project required the appraiser to look at again.

KE responded to T Todd's concerns regarding Board members having a conflict of interest.

5. **Team Review**

The Community Development Team were asked to leave the meeting for this agenda item.

The Board were taken through the Team review paper by Julie Betteridge. After a full discussion the Board agreed to the recommendations set out (please put in

the recommendation) and to Option 2. A detailed paper including full costings, implications, job profiles and any comments following consultation with the team will be brought to the next Board Meeting. The Board agreed that they would not need to be on any internal interview panels but would wish to have a representative on the Team Leader recruitment process and interviews.

6. Large Grant Requests

| Organisation/Project | Amount Requested |
|--|------------------|
| St Bees Priory | £49,950 |
| Decision Deferred The project previously went to the small grants panel for approval but due to the request amount the project was appraised as a large project and brought to the Board. The Board deferred the application due to: <ul style="list-style-type: none"> - Community use/ need and sustainability not being clear. The Board requested the business plan, full application and full appraisal be forwarded to them to be reviewed at the next meeting. | |

| Organisation/Project | Amount Requested |
|---|------------------|
| Phoenix Enterprise Centre | £168,273 |
| Decision Approved The project was approved with the following conditions: <ul style="list-style-type: none"> - Applicant to submit an annual report showing progress and outputs achieved. - The output 'local people assisted to secure employment' is to be a priority. - Rental agreements to be signed and submitted | |

| Organisation/Project | Amount Requested |
|--|------------------|
| Millom Network Centre | £180,000 |
| Decision Approved The project was approved with the following conditions: <ul style="list-style-type: none"> - Applicant to submit an annual report showing outputs achieved and evidence of forward planning. - Applicant to provide evidence annually that they have applied to other funders (this is needed before the next years funds will be released) - Applicant to meet with the Development Worker to ensure that the necessary linkages and partnership arrangements are in place, prior to the start of the project. | |

| Organisation/Project | Amount Requested |
|--|------------------|
| Regen NE Copeland | £190,798 |
| Decision Approved The project was approved with the following conditions: <ul style="list-style-type: none"> - Confirmation of year one match funding has been secured prior to the | |

issue of any offer of grant

- Confirmation that subsequent years match funding has been secured prior to the release of any grant for that year.
- Communication plan to be drawn up and signed off by the steering group before September 2012.

7. **Youth Fund Review**

RG presented the paper to the Board.

The Board agreed to:

- the existing application process being maintained
- consider 100% funding for collaborative youth projects
- approve the set of funding principles for youth funding applications as outlined in the paper

8. **Emerging Projects**

The emerging projects sheet was discussed.

9. **AOB**

Egremont Methodist Church

The panel noted the comments received from the group. EW to forward final letter to BH.

Budget Carryover

PR presented the paper. The Board agreed to allow any underspend of £12,410 from 2010/11 Enabling Budget to transfer into the 2011/12 Enabling Fund Budget.

Communications Strategy

BH is to lead on updating the Communications Strategy with the team.

10 **Date of next meeting**

Friday 30 March 2012 at 10:00am in the Nicholson Room