

Copeland Community Fund Project Board
Notes of the Meeting held on 22 November 2012 Carlisle Spedding Room, Copeland Centre

Present:

Councillor T Knowles (CCC) (Chair)
 Councillor E Woodburn (CBC)
 Mr S McClure (Independent Member)
 Councillor D Moore (CBC)
 Councillor N Clarkson (CCC) (In place of A Markley)
 Mr M Shields (Independent Member)

In Attendance: E Farrell(CCC); J Betteridge (CBC); P Ratcliffe (Community Development Worker), H Askew (Community Development Team Leader),

1. **Apologies for absence**

Councillor A Markley (CCC)
 Mr B Hough (NDA)

2. **Disclosures of interest**

Viking Way – David Moore (personal), Norman Clarkson - (personal)
 Flood Relief – Tim Knowles (personal), Elaine Woodburn - (personal)
 8.1 Tim Knowles - (professional)

3. **Notes of last meeting, 20 September 2012**

Approved

4. **Actions from Previous Meeting**

Interest from last NDA payment has now been invoiced together with 13/14 annual payment.

Action: RST to advise amount of interest

4.1 Organisation/Project	Amount Requested	
Whitehaven Foyer Project	£1,000,000	
Decision		
Approved with the following conditions:		
Phase	CCF	
Design & Permissions	£36,381	Approved
Construction – Young Peoples Flats	£548,273	Approved in principle
Construction – Main Building	£415,346	
Total for all phases	£1,000,000	
<ul style="list-style-type: none"> • Business plan to be submitted, that shows the impact of planned welfare reforms, before construction phase funding will be fully approved. • Confirmation of Match Funding. (for design & permissions phase, then for construction phase) • Prior to the issue of any offer the applicant to meet with a member of the Copeland Community Development Team to revise the funding and expenditure profile. • Copeland community Fund to be notified of the independent estimated end value to enable them to decide on the percentage of 'after value' they are to receive should the building be sold in the future. 		

- Confirmation that an access agreement is in place.
- Confirmation of planning permission and listed building consent.

The Board also noted that there may be a need for long term funding for the project if welfare reforms had an adverse impact on the long-term sustainability of the project.

4.2 Organisation/Project	Amount Requested
Cumbria County Council Viking Way – Seascale to Gosforth Multi-user Route	£248,185.60 Capital
<p>Decision Approved £100,000</p> <p>Subject to the following conditions:</p> <ul style="list-style-type: none"> • Substantial contribution from Sellafields Sites Ltd. • Evidence of planning permission (prior to offer letter) • Evidence that technical agencies agree the proposals (prior to offer letter) • Evidence to back up the costs in the form of quotes or a QS report (prior to offer letter) • Evidence of match funding (prior to first payment) <ul style="list-style-type: none"> • The chair would request that the CCC money from Highways be ring-fenced, so that delays in securing match funding would not cause CCC money to be lost. <ul style="list-style-type: none"> • The chair to speak to Sellafield Ltd. <p>The Board have made a reduced offer in recognition of the socioeconomic outputs of the project but believes that the Copeland Community Fund should not be the major funder of this project.</p>	

5. Copeland Flood Relief Fund

The Board noted the report on the uptake of the flood relief fund. The Board agreed not to extend the fund to requests for resilience as it was felt that when residents were able to return to their homes, there may be an additional wave of requests.

5.b Egremont Mine Collapse Relief Fund

The Board discussed the recent mine collapse in Egremont and the effect of the evacuation of homes on individuals. EW made a request to the fund to offer support to these households. The Board agreed that £25,000 would be made available. This will be distributed via Copeland Borough Council's Housing Team, with the chair delegated to work with the CDT team to agree project details.

Action:CDT

6. Finance

The Board reviewed and noted the budget sheet.

The Board agreed the following:

- Any shortfall in the large grant fund at the end of March 2013 would be met from the Investment Fund but in the first instance approx. £800k is the shortfall as at this meeting date.
- Loan to Whitehaven Harbour Commissioners will be met from the Investment Fund and when repaid, returned to the Investment Fund.

The Board also noted the large projects that have not started drawing down funding. In particular the Board would like to see a resolution to the outstanding State Aid issue for the Rosehill Redevelopment funding.

Action:HA

7. Large Grant Requests

7.1 Organisation/Project	Amount Requested
Egremont Rangers Amateur Rugby League Football Club – Gilfoot Park and Clubhouse Redevelopment	£155,000 Capital
<p>Decision</p> <p>Approved £112,000 for phase 1 (Main Pitch) Subject to the following special conditions:</p> <ul style="list-style-type: none"> • Confirmation that the Copeland Fund is satisfied that the proposed procurement procedure is robust enough for their requirements • Evidence of match funding • Evidence of planning permission <p>Deferred decision on phase 2 (Clubhouse) There was concern that the improved clubhouse could displace other facilities within the town. The applicant to provide:</p> <ul style="list-style-type: none"> • An audit of other facilities in the town and competition assessment of the refurbished club house. • Business plan, to include updated budget review as per appraisers comments. 	

8. Amendments/Variations to Projects

8.1 Community Partnerships Together

The applicant has requested a variation to the project, the board approved the following request:

- Funding from CCF of £190,798 towards a total cost of £650,086;
- A reprofile of the match funding – the project is requesting 29.35% from CCF previously this was 38.3%;
- A reprofile of the project expenditure which highlights an increased staffing cost in line with the revised post job evaluation outcomes;
- To revise the start date of the project to 1 April 2013 and the end date to 31 March 2016, previously this was 1 September 2012;
- To deliver the same package of project outputs and outcomes with one amendment – 3 jobs created and 2 sustained where previously it was 4 jobs safeguarded and 1 created;
- A revision to the project team composition as detailed in the board paper.

8.2 Haig Redevelopment

The applicant had been paid the first instalment (£30,000) of the revenue element of the grant towards the capital redevelopment. The Board approved the next payment of £15,000 subject to satisfactory progress report being received.

The Board will not approve any further payments until a further application has been received from the applicant that addresses the gap in match funding for the project and a full business plan that addresses issues of future sustainability. The Board noted that the revenue grant is linked to delivery of the capital project and not ongoing revenue requirements for the current Haig operation.

8.3 Kendal Arts International

The Board approved the amendment that was required due to an error by the CDT. The Board note and approve that the intention was to offer a grant for each of the three years based on the following (subject to yearly approval):

3 year project with an overall project cost of £366,000.

Year	Approved amount from CCF – subject to match funding	Total percentage
Year 1	£25,000	
Year 2	£45,000	
Year 3	£45,000	
Total	£115,000	31%

8.4 Florence Mine

The Board noted the error made by the assumption of the breakdown for year one funding. The Board approved the funding of £35,000 for year one of the project, with the applicant able to return for subsequent years as per the original Board meeting notes.

9. Forward Planning

The Board noted the future applications on the finance report.

10. Copeland Borough Council Consultation

JB brought to the attention of the Board the current consultation being undertaken by CBC. In particular the impact this could have on the team due to reductions in staffing of levels of CBC development workers.

11. Any Other Business

11.1 Community Asset Transfer

The Board approved recommendations 1 and 2, with recommendations 3 and 4 to be taken forward to the away day follow up in February for discussion.

The Board are keen for the fund to engage and support groups wanting to undertake CAT through existing team enabling development grants and small and large grant applications.

Action:CDT team

11.2 Loan Policy Discussion Paper

The Board agreed not to offer a loan option as a matter of course, but to leave the option open for particular individual project circumstances.

11.3 Review key strategic message

This was deferred to the Board Away Day follow up.

11.4 Board meeting dates

There was a general agreement that Wednesday afternoons would be acceptable for future Board meetings, with the request to confirm dates with individual Board members.

Action:CDT team

11.5 Friday Night Project

The Board noted the progress report.

11.6 Abolish Digital Exclusion

The Board confirmed the decision made by email to award a grant of £106,665 against a total budget of £266,664 for a two year project.

11.7 Egremont Cricket Club

The Board confirmed the variation agreement made by email for the project costs increasing to £238,489. The grant remained the same at £80,000.

Note: Following the Board meeting the applicant has revised the budget and match funding to support project costs of £218,575 with the grant from CCF still being £80,000. The Chair also noted that at the Board meeting 30th March 2012 approval was deferred to be made by email (due to additional information being requested). This information was provided and email approval given by Board Members on 6th April 2012.

Independent Members of the Board

It was noted that the independent members of the Board were due for renewal in line with the Memorandum of Understanding. Action plan to be bought to next Board.

Action:CDT team

11.8 Drigg and Carleton Parish Fund – Drigg Charity

The Board noted the monitoring report. The Board asked for a list of the membership of the Drigg charity to be sent to the Board.

Action:CDT team

11.9 Update on Community Development Team

The vacant post of Community Development Worker has been filled on a permanent basis by Kim Miller. As she has just started maternity leave, the maternity cover role is being filled by Gareth Douglas-Brown. Gareth will start in December.

12 Date of next meeting

Wednesday 6 February 2013 at 10am

Away Day Follow Up: Wednesday 6 February 2012, 12.30 to 4pm (lunch to be provided)

Both to be held in the Nicholson Room at the Copeland Centre.