

**Copeland Community Fund Project Board**  
**Notes of the Meeting held 25 May 2016, Romar**

**Present:**

Mr John Rowlands (Independent Member) (Chair)  
Brian Hough (NDA)  
Councillor Tim Knowles (CCC)  
Councillor David Moore (CBC)  
Councillor David Southward (CCC)  
Alec Haggart (Independent Member)  
Councillor Lena Hogg (CBC)

**In Attendance:**

Emma Moynihan (Community Fund Manager), Liz Watson (CCC), Gillian Elliot (CCC), Kimberley Young (Grants Officer), Paula Ratcliffe (Community Development Worker) – for item 6, Helen Conway (Community Development Worker) – for item 6

**1. Apologies for absence**

Mike Starkie Directly Elected Mayor (CBC) substituted by Cllr Lena Hogg  
Julie Betteridge (CBC)

**2. Disclosures of interest**

None

**3. Notes of last meeting, 23 March 2016**

Approved.

**4. Actions from Previous Meeting**

Actions to be covered at the AGM on 28 June 2016

**5. Finance**

**5.1 Finance Report (including current applications)**

The Board noted the report and current financial position using the new reports generated by GIFTS online. EM advised that the reconciliation has not been completed yet but should be completed in time for the AGM.

## 6. Large Grant Requests

6.1 Organisation/Project	Amount Requested
<b>Seascale Community Beach Park</b>	£63,360.00
<p>This project scored 30/60 which does not meet the required score to be discussed by the Board. The Community Development Team raised this with the RST as the Team were not happy with the score. The RST said they were happy for the project to go to the Board – but it is one of the reasons that the appraiser couldn't make a recommendation but still feel that the project has enough merit to be discussed by the Board.</p> <p>LW presented the appraisal and the reasons for the low score.</p> <p>PR, as Community Development Worker, went through each point with the Board giving her responses to the appraiser.</p> <p><b>Decision</b> Board <b>approved £63,360.00</b> subject to the standard conditions and the following special conditions:</p> <ul style="list-style-type: none"> <li>• Match funding to be evidenced before any payment of grant</li> <li>• CDT to ensure SMART objectives are provided to be included in the GAS</li> <li>• At least 2 members of the team to attend a managing your grant workshop.</li> <li>• Applicant to confirm final costs to be included in the GAS</li> <li>• CDT to work with the applicant to identify, quantify and clearly show the in-kind contributions in line with the most recent CCF Guidance Note.</li> <li>• Applicant to provide evidence demonstrating sufficient match funding has been secured to cover the total project costs prior to release of CCF grant.</li> <li>• CDT to work with the applicant to ensure that an open, fair and compliant procurement exercise is undertaken. This should comply with the latest version of the CCF Guidance Note.</li> <li>• A maintenance plan and funding package for the future of the site to be provided and approved by CDT</li> </ul>	

6.2 Organisation/Project	Amount Requested
<b>Age UK West Cumbria: Community Connections</b>	£148,716.40
<p><b>Decision</b> Board <b>approved £148,716.40</b> subject to the following conditions:</p> <ul style="list-style-type: none"> <li>• A steering group to be developed for the project to include key partners identified by CCF, CBC and CCC community officers, to ensure the sustainability post funding.</li> <li>• KPI's need to be produced to focus more on the benefits to individuals involved rather than a focus on awareness</li> </ul>	

## 7. Project Updates

### 7.1 RAG Report

The Board noted the RAG report.

#### Viking Way

At the October 2015 Board meeting the Board agreed the following:

*The Board agreed for a letter from the Chair to be sent to Sellafield to propose a 50/50 split of the current £100,000 shortfall between Sellafield Sites and CCF.*

*This would bring Sellafield Sites contribution to £65,000.00 and CCF contribution to £150,000.00.*

After writing to Sellafield following the Oct board, a response was received in March but it refused to support the project, offering a potential source of funding that couldn't be applied to until September. It was decided at March Board that the board had to make a final decision to avoid losing all other match funders by the May Board meeting.

The Board agreed to underwrite the shortfall but noted if any actions from parties involved bear fruit and further funding was granted, this would reduce the commitment from the Fund. This brings the total grant from the Fund up to a maximum of £200,000.00

#### Rosehill Theatre

EM gave a brief update on the project. Meetings have taken place with the applicant and the second progress report is currently being produced.

## 8. Grant Requests not meeting required score

None

## 9. Report from Fund Team

EM presented an updated CCF work pipeline for Community Development Work. The Board noted the update.

#### Whitehaven Foyer variation

The completion date for this project has been changed several times and was due to complete in July 2016. The applicant has now been informed by the Contractors that there is a further delay due to ongoing problems with the lime plaster. This may add up to another year to the end date of the project. This, however, does not affect the flats which were handed over in February 2016 with 14 residents due to move in soon.

The Board noted the delays as above.

#### Time to Change West Cumbria: Calderwood House variation

Board agreed to:

- Extension to end date to 31 July 2016
- Change to budget heading figures to reflect final forecasted position

#### Regen NE: Community Partnerships Together variation

Board agreed to:

- Change to end date to 30 September 2016
- Change to total project costs to £680,000.00, an increase of £11,722.23 which will be covered by CBC.
- Change to intervention rate to 46.29%

10. **Meeting dates for 2016-17**

Noted

11. **Any Other Business**

NDA Socioeconomic Policy

The above policy has now been updated. BH is to bring to the AGM to formally acknowledge the update.

Volunteer Events

EM asked which Board members would be able to attend the events this year. AH is to attend the Whitehaven one and BH is to attend the Haverigg one.

12. **Date of next meeting**

For Annual Meeting on Tuesday 28 June 2016 at 13.00, venue TBC