

**Copeland Community Fund Project Board**  
**Notes of the Meeting held on 5 February 2014 Nicholson Room, Copeland Centre**

**Present:**

Councillor T Knowles (CCC) (Chair)  
Councillor E Woodburn (CBC)  
Mr B Hough (NDA)  
Councillor D Southward (CCC)  
Mrs E Parslow (Independent Member)  
Mr J Rowlands (New Independent Member)

**In Attendance:**

P Dodson (CCC); J Betteridge (CBC); H Askew (Community Development Team Leader); K Young (Grants Officer)

1. **Apologies for absence**

Councillor D Moore (CBC)

2. **Disclosures of interest**

Westlakes Xtreme – Tim Knowles (professional)  
Whitehaven Harbour Commissioners – Item 7.3 – Elaine Woodburn (professional)

3. **Notes of last meeting, 20 November 2013 and 18 December 2013**

Approved.

EW formally thanked HA for her presentation to the LLWR on 10 January 2014.

4. **Actions from Previous Meeting**

**Flood Relief Fund**

HA confirmed that this money has now been received. This action is now complete.

Item 5. Finance was moved after grant requests in the agenda.

6. **Large Grant Requests**

6.1 **Howgill Family Centre**

<b>6.1 Organisation/Project</b>	<b>Amount Requested</b>
<b>Howgill Family Centre: Progression Award</b>	£75,235.98 Revenue
<b>Decision</b> Board <b>approved in principle</b> . Board asked for the following information: <ul style="list-style-type: none"><li>- What is the geographical reach of the project and in particular will the project be delivering in Millom and Haverigg.</li><li>- How Howgill intend to link in with employers and other schemes to progress beneficiaries into jobs and further training.</li></ul>	

The Board also asked that an agreed target of people employed after training be included.

HA to work with applicant and circulate to the Board what is agreed prior to the next meeting.

The grant is also subject to the following special conditions:

- Confirmation of match funding is to be submitted prior to any payment being made.
- Receipt of the full report for the programme so far (the Project Plan did include a summary which showed a successful project)
- A method for calculation of any costs which may need to be apportioned and details of documentary evidence to be kept (e.g. timesheets, hourly rate calculators etc.) must be agreed prior to the start of the project.
- Systems for recording outcomes and outputs to be confirmed as satisfactory before start of the project.

## 6.2 Young Cumbria

<b>6.2 Organisation/Project</b>	<b>Amount Requested</b>
<b>Young Cumbria: Big White Van Project</b>	£63,522.72
<b>Decision</b> Board <b>declined</b>  The appraisal raised concerns around the management costs and also the level of outputs, which the Board fully agreed with.  Whilst the Board recognised the fund's grant input into purchasing the van, they were keen to investigate the additionally of this new grant request.  The Board declined the application in line with the understanding that the asset continues to be used by Young Cumbria and that this new application does not offer value for money.	

## 6.3 Whitehaven Harbour Commissioners

The applicant has requested financial assistance to repair storm damage to the Harbour. HA presented the paper showing the three options available to the Board. The Board discussed. There were concerns around this project setting a precedent for other applications.

The Board would consider a further debate around conversion of part of the current grant after the outcome from the Environment Agency is known.

TK and HA to discuss once the Environment Agency decision is known, to enable the project to be moved ahead quickly. The Board agreed a decision could be made by email if necessary. The Board also wanted to understand the possible impact on the outputs of the Marina Enhancement project.

**BH left the meeting at this point.**

## **5. Finance**

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

HA presented the finance report.

The Board noted the financial position.

The Board approved the Community Development Team budget for 2014/15:

- Total Team Costs: £144,645
- Enabling Fund Costs: £30,000

## **7. Project Updates**

### **7.1 R.A.G. Project Status Report**

HA presented the report, highlighting any issues. The Board noted the high level of green status projects.

### **7.2 West Lakes Xtreme**

Board noted the project update from the applicant.

## **8. Grant Requests not meeting required score**

None.

## **9. Report from Community Development Team**

Board noted the variations approved under delegated authority:

- The Whitehaven Foyer – Design and Permissions Phase
- Phoenix Enterprise Centre – Access Copeland
- Egremont Rangers – Main Pitch: Project 2 Clubhouse
- North Copeland Youth Partnership – Revenue Funding for delivery of services

Board noted the communications report and the Team Update.

## **10. Evaluation**

### **10.1 Final Report**

The Board accepted and agreed the final version of the Evaluation Report. The Executive Summary is to be forwarded to the Board, once received, to be agreed. Once this is in place along with the Board response to the conclusions these documents to be put on the website as a package.

### **10.2 Response to recommendations**

The Board reviewed the conclusions and recommendations within the evaluation response. They agreed changes to the evaluation response, which JB and HA will complete. This revised detail to be forwarded to the Board for final approval before the conclusion section will be put on the website with the Evaluation Report and Executive Summary.

The recommendations will continue to be a work in progress for the Board.

11. **AOB**

11.1 **Meeting dates**

Board agreed the 2014/15 Board meeting dates. They also agreed to change the time of the meetings to 2-4pm.

12. **Date of next meeting**

Wednesday 26 March 2014 at 2pm, the Nicholson Room at the Copeland Centre.

Please note the change to the start time.