

Copeland Community Fund Project Board
Notes of the Meeting held on 20 November 2013 Nicholson Room, Copeland Centre

Present:

Councillor T Knowles (CCC)
Mr B Hough (NDA)
Councillor D Moore (CBC)
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); P Ratcliffe (Community Development Worker)

Observing:

Ivan Annibal (Rose Regeneration); Cherie Blissett (Rocket Science)

1. **Apologies for absence**

Councillor E Woodburn (CBC) (Chair)

The Board endorsed and welcomed John Rowlands as the new Independent Member of the Board. John signed the Project Board Member's understanding.

2. **Disclosures of interest**

Regen NE Copeland – Tim Knowles (professional)
Westlakes Xtreme – Tim Knowles (professional)
Viking Way – David Moore (professional)

3. **Notes of last meeting, 18 September 2013**

Approved.

4. **Actions from Previous Meeting**

Flood Relief Fund

Heather reported of her discussions with The Community Foundation following the Boards decision at the September 2013 meeting. The Foundation have now asked that additional donations be removed from the refund calculation. Board agreed this. The final figure to be returned was confirmed as £5,569.65

Young Cumbria

Applicant has now successfully completed the reporting on their previous grant and has submitted a new application which will be processed for the February 2014 Boards consideration. HA reported that the group have taken feedback on board in this new application.

Rosehill Theatre

The Board agreed to the applicant being asked to submit full revised plans by 15 March which will then be processed for consideration at the May 2014 Board. Brian/Julie to let BEC know this.

Action: BH/JB/HA

Board Member to attend Panel

The Board have previously asked that a Board Member attends the Small Grants Panel. The Board agreed to the following arrangement. When present the Board Member will take full part in the Panel meetings and decision making process. Absence of the Board Member at meetings will not affect the quorum of the Panel.

5. Finance

5.1 Finance Report (including current applications)

Heather Askew presented the finance report.

The Board noted the financial position and pipeline issues.

5.2 CCC Finance Report

Paul Dodson presented the report. The Board noted the financial position of the Copeland Community Fund as at 30 September 2013.

5.3 Audit Action Plan Report

The Board noted the completion of the audit actions as per the final audit report.

6 Governance Committee Report

The Board noted the notes of the Governance Committee of 24 October 2013.

7 Changes to the Co-operation Agreement

The Governance Committee recommendation was received. The Board approved the amendment to section 8.10.2 of the co-operation Agreement. See appendix 1.

8 Large Grant Requests

None.

9 Project Updates

9.1 R.A.G. Project Status Report

At the last Governance Committee Meeting the Committee made a request for a red, amber, green (RAG) report with a focus on outputs. HA presented a draft RAG report. The Board looked at the report and agreed they were happy with this report format.

9.2 Viking Way

The Board agreed to allow the offer to the applicant to remain open for a further six months to May 2014 and also agreed to remove the special condition relating to the contribution from Sellafield.

9.3 West Lakes Xtreme

Board noted the project update from the applicant.

9.4 Community Partnerships Together

The Board considered the variation report. Board approved an increase in grant to cover both 2014/15 and 2015/16 shortfall. This is an increase in funding of £124,000.

10 **Grant Requests not meeting required score**

None.

11 **Report from Community Development Team (Information report, questions by exception) Including Variation report**

Board noted the variations approved under delegated authority:

- Whitehaven Community Trust – Move On Accommodation
- North Country Leisure – Copeland Sports Aspiration Coaching Project
- Whitehaven Harbour Youth Project – Personal Development of Young People
- Egremont Rangers – Main Pitch: Project 1
- Egremont Rangers – Main Pitch: Project 1a (Floodlights)

Board noted the communications report and the Team Update.

12 **AOB**

None.

13 **Evaluation**

Ivan Annibal and Cherie Blissett led the discussion around the emerging findings of the evaluation. The next Board meeting will be dedicated to the evaluation discussions.

14 **Date of next meeting**

Wednesday 18 December 2013 at 3pm, the Nicholson Room at the Copeland Centre.

Appendix 1 – Changes to the Co-operation Agreement

Currently the Co-operation agreement states the following with regard to rotation of Chair:

8.10.2

The Chair shall be chosen such that over a six year period Project Board Members representing the Borough Council, the County Council and an Independent Board Member shall all have served as Chair, each serving a two year term in rotation.

The Governance committee were concerned the appointment of an Independent Board Member to the position of Chair could be problematic given the two year term of the role.

The Governance Committee have recommended an amendment to the co-operation agreement

Amendment to Co-operation Agreement

The committee recommend the following change to the Co-operation agreement:

Sections 8.10.2 to be replaced with:

The Chair shall be chosen such that the subsequent Chair shall not represent the same organisation as the previous Chair. Each Chair shall serve a two year term. For this purpose the Independent Members are considered to be from the same organisation.