

Copeland Community Fund Project Board
Notes of the Meeting held on 24 July 2013 Nicholson Room, Copeland Centre

Present:

Councillor T Knowles (CCC) (Chair)
Mr B Hough (NDA)
Councillor E Woodburn (CBC)
Councillor D Moore (CBC)
Councillor D Southward (CCC)

In Attendance:; P Dodson (CCC); J Betteridge (CBC); H Askew (Community Development Team Leader); K Elliott (Grants Officer)

1. **Apologies for absence**

Mrs E Parslow (Independent Member)

2. **Disclosures of interest**

Egremont Swimming Pool – David Southward (professional)

3. **Notes of last meeting, 22 May 2013**

Approved.

4. **Actions from Previous Meeting**

Outstanding Actions

Review of Co-operation agreement to be brought to July meeting – Board agreed that this will be assessed as part of the evaluation.

4.1 Audit Committee

The first meeting of the audit committee is scheduled for 2 August.

5. **Copeland Flood Relief Fund**

Heather Askew gave an update on the grants given from the Copeland Flood Relief Fund and confirmed that everyone has now returned to their homes. The current balance of the fund is now £5,722.46. The Board agreed that this balance should be returned to the Copeland Community Fund.

6. **Finance**

6.1 Finance Report (including current applications)

Heather Askew presented the finance report.

6.2 Audit Action Plan progress

The Board noted the progress

David Southward entered the meeting at this point. He signed the 'Project Board Members Understanding' which was witnessed by Paul Dodson.

7 Large Grants Requests

Gareth Douglas-Brown (Community Development Worker) joined the meeting for this agenda item and provided a verbal update on the progress report received 5 days before the Board meeting.

7.1 Organisation/Project	Amount Requested
Young Cumbria – Copeland Mobile Youth Facility	£81,830.88 (over 3 years) Revenue
Decision Board deferred a decision on the project due to: <ul style="list-style-type: none"> • Concerns around high management costs • Concerns around outputs and outcomes • Concerns about location and use of van • Concerns about how project works with other provisions particularly in relation to the Friday night project. Board deferred the project until: <ul style="list-style-type: none"> • Satisfactory progress report has been submitted and monitoring visit has taken place of previous grant. • Applicant has reviewed the budget and clarified concerns over outputs and outcomes. 	

8 Amendments/Variations to Projects

8.1 Inspira Friday Night Project (Things to do – Places to go)

The Board approved £255,700 plus an additional £2,000 towards evaluation costs in May 2013.

The original budget included match funding from the Cumbria Community Foundation. The Cumbria Community Foundation has since made the decision not to fund this project in Copeland. The applicant has revised their budget as follows:

	Original Budget	Revised Budget
TOTAL COSTS	£320,700	£292,700

With the following match funders:

Source of funding	Original Budget	Revised Budget
Copeland Community Fund	£255,700	£257,700
Cumbria Community Foundation	£30,000	-
Police and Crime commissioner	£35,000	£35,000
TOTAL	£320,700	£292,700

The Board approved the variation request with the revised budget and match funding.

The Board asked for further detail on baseline figures.

Action: GDB

9. **Grant Requests not meeting required score**

None.

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

Variations for Copeland Apprenticeship Initiative, Phoenix Youth Project, Haig Mining Museum and The Lighthouse Centre noted by the Board

Board noted the communications report. Heather Askew to send details of the celebration event to take place in October.

Action: HA

11. **AOB**

11.1 **Fund Evaluation Brief**

The Board received a draft evaluation tender brief. Any comments to be given by noon on Friday 26 July. The Board then give delegated authority to the Panel to finalise the tender documents and appoint following a tender process through The Chest. Tender brief and contract to be issued from Copeland Borough Council, managed by Community Development Team Leader on behalf of the Fund.

Action: HA and Panel

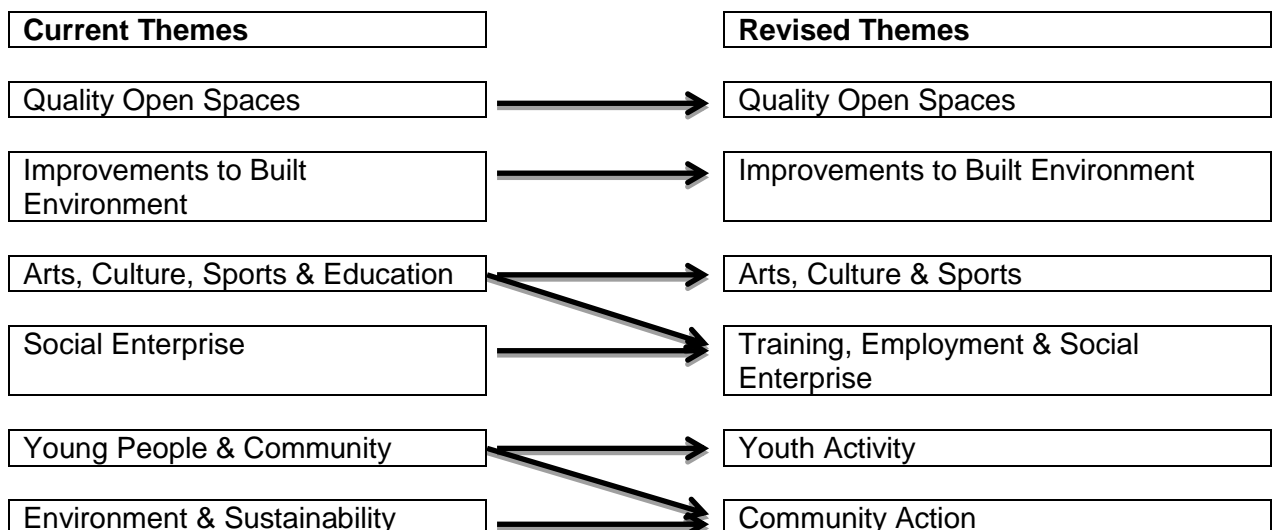
11.2 **Youth Presentation**

Gareth Douglas-Brown presented the Youth Work Provision in Copeland report.

Board agreed to on going revenue support applications from youth providers with an emphasis on continuity of staffing.

11.3 **Fund Themes and Priorities**

Board agreed to changes to the theme headings as below:



The Board discussed the themes and priorities paper and agreed that if any priorities were to be set the preference is for additional weighting to be given to projects falling under the stated prioritisations, but that other projects would be able to apply.

The Board would like further evidence of need and proposals on what weighting would be given before they can make a decision about setting priorities.

Action: JB

11.4 Lakes Alive

The applicant has had issues with reporting for their year 1 grant. They have resubmitted this report but it has not yet been monitored. The applicant now needs the first 50% of their grant for year 2 due to the event being in August. Board agreed to pay the first instalment of the year 2 grant but wanted to emphasise that the overdue progress report and monitoring process is to be completed urgently.

12 Date of next meeting

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

Tim Knowles will be away at the next meeting; Elaine Woodburn will be Chair in his absence.