

**Copeland Community Fund Project Board**  
**Notes of the Meeting held on 11 June 2014 Nicholson Room, Copeland Centre**

**Present:**

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

**In Attendance:**

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

1. **Apologies for absence**

None.

2. **Disclosures of interest**

Tim Knowles – Westlakes Xtreme (Personal)  
Tim Knowles – Rosehill (Personal)  
David Moore – Viking Way (Personal)

3. **Notes of last meetings, 26 March 2014 and 7 April 2014**

Approved.

4. **Actions from Previous Meeting**

Evaluation

The Executive Summary is now on the CCF website.

Initial contact has been made with Ian Hill.

Egremont Flood Alleviation Scheme

An 'in principle' letter of allocation has been issued.

5. **Finance**

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

HA presented the finance report.

The Board noted the financial position.

In discussing pipeline projects, HA asked whether the Board would consider an application from Ennerdale Hub to meet a shortfall of £30k to move electricity cables. Board agreed that they could apply using the normal application route but would need to evidence that they have looked at other funding options. HA confirmed that the project has £500k of lottery funding has not approached the Fund with a request to date.

## 6. Large Grant Requests

Moved until after item 7.1

## 7. Project Updates

### 7.1 West Lakes Xtreme

Sarah Mitchell (CBC), Andy MacNae (EDC Consulting) and Graham Farhall (Regen NE Copeland) joined the meeting at this point to give an update on the West Lakes Xtreme Project, talking through the update report in the Board papers.

There was a question and answer session.

Sarah, Andy and Graham left and the Board discussed further.

David Southward left the meeting at this point.

The Board agreed for the Chair and HA to be delegated to have further discussions about future investment possibilities with the applicant and to feedback to the Board.

Board agreed that the current project for the development phase could be extended for a further 2 years to coincide with the end of the land option.

## 6. Large Grant Requests

### 6.1 Rosehill Arts Trust

6.1 Organisation/Project	Amount Requested
Rosehill Arts Trust: Rosehill Redevelopment Phase 1	£1,000,000.00 Capital
<b>Decision</b> Board <b>approved £1,000,000</b> subject to the following special conditions: <ul style="list-style-type: none"><li>- The Board make its grant offer 'at risk'. I.e. although the project start date is June 2014, no CCF funding would be released until all match funding is in place. If full funding is not achieved then CCF would not release the grant. This would mean that any costs incurred up to that point would be borne by the applicant. The phrase 'at risk' refers to the applicants risk not CCFs. The Board noted that this is a very high risk strategy for Rosehill and requested that the risk should be made very clear to Rosehill before acceptance of any offer.</li><li>- Community Engagement Outcomes to be strengthened – HA to discuss with applicant</li><li>- Cash flow after refurbishment needed</li><li>- Evidence of procurement to be checked at monitoring to ensure that value for money was achieved.</li><li>- Evidence of all match funding being in place required prior to the start of the project.</li><li>- Applicant to provide a cash flow forecast for the specific project with evidence of suitable overdraft facilities etc. being in place.</li><li>- Applicant to provide job descriptions for all positions to be created / safeguarded</li><li>- Evidence of planning permission to be received prior to the first payment of grant</li><li>- Evidence of rights of way being established to be received prior to the first payment of grant</li><li>- Community Development Team to ensure that any reference to this grant being given under De Minimis is removed from any offer</li></ul>	

HA to report to the next Board meeting on the additional Community Engagement Outcomes, the Community Engagement Plan and appropriate cashflow forecasts.

**Action: HA**

In addition, the Board confirmed that it would review the match funding position and progress of the project at the November 2014 Board meeting.

## **7. Project Updates**

### **7.2 Viking Way**

HA gave an update on the project.

Board agreed to allow the offer to the applicant of £100,000 to remain open for a further six months to 31 December 2014 to enable the applicant to secure the remaining match funding.

### **7.3 Whitehaven Foyer**

HA informed the Board that the project start on site has been delayed.

The Board confirmed additional time for The Foyer to achieve its additional match funding.

The Board considered the options paper and agreed a clawback clause that allows for a % of any sale value that is in line with the intervention rate of the grant for a period of 10 years on a sliding scale (option 2.ii in the Board paper)

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

The Board noted the report.

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

None.

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

Board noted the variations approved under delegated authority:

- Whitehaven Foyer – Design and Permissions Phase

Board noted the Annual Plan and the Team Update.

The Board noted the positive increase in press coverage by projects and asked the team to continue to work with grant recipients to ensure the Fund is mentioned in press releases issued by groups.

## **10. Variations**

### **10.1 Haverigg Lighthouse Centre: Additional Capital Requirement**

Board approved a reduction to the grant to £57,530.25 in response to a VAT rebate on the capital project.

## **11. Evaluation**

11.1 Administration Proposal

To be discussed at the July meeting

11.2 Additional Independent Board Members

To be discussed at the July meeting

12. **Drigg & Carleton Annual Payment**

12.1 Monitoring Report 2012/13

Board noted the report.

12.2 Proposal for future monitoring schedule

The Board agreed to changes to reporting as proposed by RST in the Board paper.

12. **Date of next meeting**

Wednesday 23 July 2014 at 14:00, Nicholson Room at the Copeland Centre.