

## **Copeland Community Fund Project Board**

### **Notes of the Annual Meeting held on 22 May 2013, Nicholson Room, Copeland Centre**

**Present:** Councillor T Knowles (Chair)  
Councillor D Moore (CBC)  
Mr B Hough (NDA)  
Councillor E Woodburn (CBC)  
Mrs E Parslow (Independent Member)  
Mr M Shields (Independent Member - retiring)

**In Attendance:** Councillor D Southward (Observer- CCC); K Little (CCC); J Betteridge (CBC); H Askew (Community Development Team Leader); G Douglas-Brown (Community Development Worker); P Ratcliffe (Community Development Worker); K Elliott (Grants Officer)

1. **Apologies for absence**

Tony Markley (CBC)  
Steve McClure (Independent Member – retiring)

Chair introduced the new independent member, Elaine, and welcomed Cllr Southward (CCC) as an observer.

2. **Minutes of last meeting**

Agreed.

3. **Presentation of Achievements and end of year finance 2012/13**

**3.1 Short presentation of key stats and photos**

Presentation by H Askew with Question and Answer Session

**3.2 Endorsement of annual report presented at meeting**

A draft annual report was considered and discussed by the meeting. Report was endorsed by all members.

4. **Financial Position**

**4.1 Cumbria County Council Financial Report**

The CCC Financial report was discussed and agreed.  
The Board noted the closing balance of £13,728,209.40.

**4.2 Overall Fund financial Report and budget proposal**

The Board formally received the report and:

- Agreed annual costs budget 2013/14

RST Support Costs	45,000
CCC Finance Costs	5,000
CBC SLA Management Costs	15,502
Board Expenditure	2,500
Team Costs	155,023
Enabling Fund	30,000
	<b>253,025</b>

- Agreed amount available to large and small grants for year 13/14

Drigg & Carleton Annual Commitment	50,000
Small/medium Grants	500,000
Large Grants	799,477 (plus any additional interest and any unrequired grants from previous years)

- Noted the full amounts of committed spend from each fund pot to date as at as at 31 March 2013.

<b>Position as at 31st March 2013</b>	
<b>Grants and Loans</b>	<b>Commitments</b>
Drigg and Carleton Parish Coun	200,000
Large Grants	3,616,327
Small Grants	1,803,704
Youth Commissioning	128,712
Investment Fund	2,000,000
Investment Fund (Loans)	185,000
	<b>7,933,743</b>

- The Board agreed backlog of CCC Finance Costs & CBC SLA Management Costs to be paid and cleared by September Board meeting.
- The Board confirmed it continues to reserve the right to use funds from the initial endowment for any individual project as required.

## 5. **Membership**

### 5.1 **Thanks to departing Independent members**

The Chairman expressed his and the Boards thanks to Michael and Steve.

The Board also expressed their thanks to Tony Markley, who has stepped down as a CCC representative.

## **5.2 Endorse new Independent Member**

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

## **6. Board Meeting Schedule 2013**

The schedule of meetings for 2013/14 was agreed.

## **7. AOB**

None

## **8. Date of next meeting**

Wednesday 21 May 2014, 3pm, Copeland Centre