

Copeland Community Fund

Notes of the Annual Meeting held on 28 June 2016, Lowther Room, Copeland Centre

Present: Mr J Rowlands (Independent Member) (Chair)
Councillor T Knowles (CCC)
Councillor D Moore (CBC)
Mr B Hough (NDA)
Councillor D Southward (CCC)
Mr M Starkie (CBC)

In Attendance: M Allman (CCC); G Elliott (CCC); L Watson (CCC); J Betteridge (CBC); E Moynihan (Fund Manager); K Young (Grants Officer); C Willis (Grants Officer); J Monk (Grants Officer)

1. Apologies for Absence

Alec Haggart (Independent Member)

2. Minutes of Last Meeting

Agreed.

3. Presentation of Achievements and End of Year Finance 2015/16

3.1 Presentation by EM of key statistics and photos for 2015/16.

Noting the lack of press from applicants.

EM asked the Board to note:

- Completion of changes to administration processes to improve project reporting.
- Continuing to support and develop local groups and organisations.
- Staying aware of the external environment and working to take advantage of opportunities that will benefit Copeland.

BH advised the Board of changes to the Co-Operation Agreement, to reflect the current arrangements, highlighting that timescale is important, 1 December 2016 in line with the LLWR Planning Application for the new development.

3.2 EM gave an overview to the Board of the draft Annual Plan for 2016/17, seeking their endorsement.

EM presented the following reports to the Board:

CCF Strategy for Commissioning Youth Work

To review the current youth work in Copeland, the impact of funding cuts and develop a strategy for CCF to adopt moving forward when commissioning youth work.

CCF Commissioning Sport Strategy

To commission in partnership with CBC a review and update to the Sport and Play Pitch strategies, to support future community projects, particularly those seeking additional funding from sources such as Sport England. In addition, these strategies will highlight the current provision in Copeland, enabling the Fund to develop a plan that focus the funds resources on need/demand.

CCF Brokerage Scheme

EM gave the background to the Board on the CCF Brokerage Scheme, highlighting what CCF would like to do. CCF are looking for somebody with experience in the Community and a business mind.

The Board discussed the Sellafield Social Economic Strategy, BH confirming that the Supply Chain have employed 3 members of staff.

BH agreed to speak to both the NDA and Sellafield about the Socio Economic leads. EM to meet with the Supply Chain Manager, BH to join the meeting if required.

Action: **BH, EM**

EM confirmed the CVS Brokerage Scheme has now stopped.

The Board gave their approval for EM to progress with the paperwork and bring back to the July Board meeting.

The Board thanked EM for her presentation.

4. Financial position

4.1 Cumbria County Council financial report

LW presented the Cumbria County Council financial report to the Board, highlighting as at the 31 March 2016, the Copeland Community Fund held balances on trust with Cumbria County Council totalling £11.53m. The report sets out the 2015/16 fund position at the year end.

The Board noted the financial position of the Copeland Community fund as at the 31 March 2016. LM confirmed the Finance report will be signed off at the July Board meeting.

The Board thanked Officers, noted and accepted the Financial report.

4.2 Overall Fund financial report and budget proposal

EM presented the financial summary for 2015/16 and the budget proposal for 2016/17 to the Board, highlighting the main areas.

EM explained to the Board the proposed change for future documents.

It was agreed that the Fund Costs budget report would be discussed in more detail at the July Board meeting.

EM asked the Board to note the team costs will be subject to increase due to maternity cover, team review and proposed new project to be managed in the Fund Team.

EM advised the Board, at the March 2014 Board meeting it was agreed to allocate 1/3 of funding to each area for two years. EM advised the Board of the Suggested Allocations, explaining the two alternatives/proposals. The Board agreed the 2nd option, 16/17 Proposal (based on last year spend), advising that this can be reviewed once the Reconciliation is completed. The Reconciliation will be signed off before the July Board meeting.

Both EM/LW are happy for the Board to contact them should they have any questions.

The Board thanked both LW and EM for their reports.

BH summarised there is a lot going on at present which is a priority for the Fund by 1 December 2016. The Board agreed to hold an Away Day before the Board meeting scheduled in November. Suggested timescale for the Away Day is late September/early October.

5. Membership

5.1 Retirement of Current Chair

JR thanked both the Board and the Team, it's been a pleasure working with them.

5.2 Election of New Chair

JR nominated David Moore as the new Chair, DS seconded. TK presented JR with a thank you gift and took the opportunity to thank him.

DM thanked the Board and echoed what TK said to JR.

JR presented KY with some flowers and wished her all the best for the future.

6. Board Meeting Schedule 2016/17

2016/17 Board Meeting dates have been circulated but the Team will check the electronic invites have the revised start time.

TK submitted his apologies for the July meeting.

7. AOB

No items for discussion.

8. Date of Next Meeting

24 May 2017.