



**Meeting Notes of the Small Grants Panel held on
20 December 2017, Moresby Meeting Room**

Present: David Moore (Board Member)
Gillian Elliott (CCC)
Julie Betteridge (CBC) via telephone
Emma Moynihan (CCF – Fund Manager)
Paula Ratcliffe (CCF – Projects Coordinator)
Helen Conway (CCF – Projects Coordinator)
Kimberley Young (CCF – Grants Officer)
Julie Monk (CCF – Grants Officer)

1. Apologies for absence

Brian Hough (NDA)
Liz Watson (CCC)
Martin Allman (CCC)

2. Disclosures of interest

DM for Item 5.3

3. Notes of the Previous Meeting

Panel agreed the notes.

4. Actions from last meeting

Outstanding actions completed.

Distington Big Local

A grant of £10,440 was approved via email in week commencing 11 December 2017

5. Small Grant Applications

St Benedicts RUFC	Playing Facility Improvement Project
Application No: 960517	Grant Request: £25,000
Whitehaven	Capital
<p>PR gave a background update of this project to the Panel.</p> <p>The Panel approved this project with the following Special Conditions:</p> <ul style="list-style-type: none"> • Applicant to provide a copy of the planning permission once approved. • Applicant to confirm a baseline figure showing current numbers using the pitch and a final figure of user numbers once the pitch has been upgraded. • The applicant to evidence full tender documentation before issue of Grant Acceptance Schedule. • Develop a Plan to include the development of female officer participation in conjunction with Active Cumbria. • Applicant to report back in September 2020 what increase in income has been achieved. 	

Ennerdale Hub Limited	Ennerdale Digital Hub
Application No: 960521	Grant Request: £24,500
Whole Borough	Capital/Revenue
<p>HC gave a background update of this project to the Panel.</p> <p>Following a discussion of the need for this project, and a lack of evidence of support from local businesses/organisations, the Panel declined this project and agreed that the Project Co-ordinator would work with the applicant in supporting them to apply to the Enabling Fund to support community consultation evidencing demand.</p>	

Shackles Off	Shackles Off Youthwork Staffing
Application No: 960495	Grant Request: £24,000
Mid Copeland	Revenue
<p>HC gave a background update of this project to the Panel.</p> <p>The Panel approved this project with the following Special Conditions:</p> <ul style="list-style-type: none"> • Applicant to ensure that any reference to this project in the media has the CCF logo on • Applicant to ensure no FNP hours are included in the claims • Evidence of year 2 match funding is seen prior to the first year 2 payment being made • Current project progress reporting (960380) to be brought up to date before the issue of their 1st grant payment. 	

6. Small Grant Variations

6.1 960516 – Thwaites Village Hall

The Panel **approved** the Variation to change the total project costs and the CCF Intervention Rate as follows:

Project Funding	Original	Variation
Copeland Community Fund	13,100.00	24,444.06
Percentage of Total Project Costs	56.7%	61.19%
<u>Other Funders:</u>		
Village Hall funds	7,500.00	9,000.00
Sellafield – Community Choices	2,500.00	2,500.00
Total	23,100.00	35,944.06

7. Monitoring Report

The Panel noted the Monitoring Visits completed between 13 October 2017 to 8 December 2017.

8. Enabling Fund Update

The Panel were advised that applications to the Enabling Fund continue to be received.

EM advised the Panel the Application Projections spreadsheet lists expected projects applying for funding and those highlighted in yellow have been approved.

9. Learning Log

EM would like clarity on the action added from the Small Grants Panel on 25 October 2017 – ‘to be a recognition of previous “other” funding granted to current applications to CCF when approving intervention rates’.

JB agreed to look back on her Panel notes for clarity.

Action: JB

10. AOB

No AOB.

11. Date of next Meeting

Wednesday 21 February 2017 at 10.00am. Moresby meeting room.