

## Meeting Notes 25 April 2018, Moresby Meeting Room

**Present:** David Moore (Board Member)  
Liz Watson (CCC)  
Julie Betteridge (CBC)  
Emma Moynihan (CCF – Fund Manager)  
Claire Bartlett (CCF – Grants Officer)

### 1. Apologies for absence

Brian Hough (NDA), Gillian Elliot (CCC)

### 2. Disclosures of interest

Liz Watson (CCC) – Item 5.6 = 960547 Active Cumbria is part of CCC

### 3. Notes of the Previous Meeting 21 February 2018

Panel agreed the notes Action: CB to change the project code for the Beckermat with Thornhill PC extension project to 560538.

### 4. Actions from last meeting

Action: State Aid Training to be arranged - LW & EM looking to include this in the joint training planned for June 2018.

### 5. Small Grant Applications

<b>5.1 Bootle and District Swimming Club CIO</b>	<b>Replacement Swimming Pool for Bootle</b>
<b>Application No: 960539</b>	<b>Grant Request: £25,000.00</b>
<b>South Copeland</b>	<b>Local Communities Grant - Capital</b>
<p>CB gave a background update of this project to the Panel.</p> <p>The Panel <b>approved</b> this grant as an enabler with the following Recommendations &amp; Special Conditions:</p> <p><u>Recommendations</u></p> <ol style="list-style-type: none"> <li>1. Applicant to open a separate project specific bank account if they have not already done so to aid reporting &amp; monitoring of expenditure.</li> <li>2. Applicant to discuss Project Plan with Millom Swimming Pool now that the Millom pool has closed.</li> </ol> <p><u>Special Conditions</u></p> <ol style="list-style-type: none"> <li>1. Applicant has 12 months in which to secure match funding</li> <li>2. Evidence of procurement (and chosen supplier) to be provided once tendering process completed to allow the project costs and intervention rate to be calculated accurately.</li> <li>3. Applicant to ensure CCF logo is on any media relating to the Pool including all open</li> </ol>	

# Small Grants Panel



event information.

<b>5.2 Lamplugh Village Hall Committee</b>	<b>Bringing People Together</b>
<b>Application No: 960543</b>	<b>Grant Request: £25,000.00</b>
<b>North East Copeland &amp; West Copeland</b>	<b>Local Communities Grant - Capital</b>
<p>EM gave a background update of this project to the Panel.</p> <p>The Panel support this project in principle, but agreed to <b>defer</b> this application until the next Panel Meeting (20/06/2018) whilst clarity is sought regarding development plans as part of a new housing development in the village.</p>	

<b>5.3 St Bees Priory Parochial Church Council</b>	<b>New College Hall Project</b>
<b>Application No: 960544</b>	<b>Grant Request: £9,738.28</b>
<b>West Copeland</b>	<b>Local Communities Grant - Capital</b>
<p>CB gave a background update of this project to the Panel.</p> <p>The Panel <b>approved</b> this project with the following Recommendations &amp; Special Conditions:</p> <p><u>Recommendation</u></p> <ol style="list-style-type: none"> <li>1. Removal of Outputs 3 and 6.</li> <li>2. Output 2 to be updated – applicant to report against Output 2, 12 months after capital work completed and hall reopened.</li> </ol> <p><u>Special Conditions</u></p> <ol style="list-style-type: none"> <li>1. All media regarding the new hall improvements to include CCF logo</li> </ol>	

<b>5.4 West Cumbria Carers</b>	<b>Young Carers Education Support Project</b>
<b>Application No: 960545</b>	<b>Grant Request: £14,267.87</b>
<b>Whole Borough</b>	<b>Youth Grant - Revenue</b>
<p>CB gave a background update of this project to the Panel.</p> <p>The Panel <b>approved</b> this project with the following Recommendations &amp; Special Conditions:</p> <p><u>Special Conditions</u></p> <ol style="list-style-type: none"> <li>1. Provide confirmation in writing of match funding</li> <li>2. Applicant to provide evidence of current delivery for baseline to project.</li> <li>3. Applicant to provide copy of the funding strategy for WCC by December 2018</li> </ol>	

# Small Grants Panel



- 4. Clarity over the reporting information to be submitted confirmed at MYG to ensure that Copeland Specific Young Carers figures are accurate as this information will be beneficial with regards to the need in the area.
- 5. CCF logo to be on all media regarding Copeland delivery

<b>5.5 Rosehill Arts Trust Ltd</b>	<b>Creative Connections: Opening out the intriguing heritage of Rosehill Theatre</b>
<b>Application No: 960546</b>	<b>Grant Request: £23,193.00</b>
<b>Whitehaven, Howgate &amp; Distington &amp; North East Copeland</b>	<b>Local Communities Grant - Revenue</b>
<p>EM gave a background update of this project to the Panel.</p> <p>The Panel <b>declined</b> this project. The project appears to be a Heritage project, for which Rosehill have already successfully secured funding. In addition, the 'Full cost Recovery' included within the total project cost and funded by HLF, suggests CCF Funding is not fundamentally required in order for this project to proceed.</p> <p>The Panel hoped the project would be included in the development outlined in the Business Case and wished them well following CCF's investment in the facility.</p>	

<b>5.6 CCC – Active Cumbria</b>	<b>Parkrun Whitehaven</b>
<b>Application No: 960547</b>	<b>Grant Request: £3,300</b>
<b>Whitehaven &amp; Whole Borough</b>	<b>Local Communities Grant - Capital</b>
<p>EM gave a background update of this project to the Panel.</p> <p>The Panel <b>approved</b> this project with the following Special Conditions:</p> <p><u>Special Conditions</u></p> <ol style="list-style-type: none"> <li>1. Clarification as to how the Park Run HQ in-kind match funding will be recorded and what evidence will be submitted.</li> <li>2. CCF logo to be used on media when not restricted by national 'Parkrun' pre-branded equipment, marketing and media. CCF Flags to be used when these restrictions come into place, such as the launch event.</li> </ol>	

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<b>5.7 Black Combe (Whicham) Community Interest Company</b>	<b>Silecroft Beach Café Mains Electricity Connection</b>
<b>Application No: 960549</b>	<b>Grant Request: £14,622.50</b>
<b>South Copeland &amp; Whole Borough</b>	<b>Local Communities Grant - Capital</b>
<p>CB gave a background update of this project to the Panel.</p> <p>The Panel <b>approved</b> this project with the following Recommendations &amp; Special Conditions:</p> <p><u>Recommendations</u></p> <ol style="list-style-type: none"> <li>1. Whicham Parish Council, as landowner, is contacted and advised to seek additional support through Cumbria Exchange for filling of car park potholes.</li> <li>2. Updated project plan to be shared with Whicham Parish Council.</li> </ol> <p><u>Special Conditions</u></p> <ol style="list-style-type: none"> <li>1. Should the applicant be successful with any further funding during the project, the CCF grant will be reduced accordingly.</li> <li>2. CCF logo to be on all media/signage relating to the café.</li> </ol>	

<b>5.8 Ennerdale Hub Ltd</b>	<b>The Gather Long Term Sustainability</b>
<b>Application No: 960551</b>	<b>Grant Request: £25,000.00</b>
<b>North East Copeland</b>	<b>Local Communities Grant - Revenue</b>
<p>EM gave a background update of this project to the Panel.</p> <p>The Panel support this project in principle, but agreed to <b>defer</b> this application whilst the Fund work with the applicant to explore how to reduce risk and review options of implementing the project.</p>	

**6. Small Grant Variations**  
None

**7. Monitoring Report**  
The Panel noted the Monitoring Visits completed between 15 February and 18 April 2018.

**8. Enabling Fund Update**  
None received in FY 2017-2018 to date.

**9. Learning Log**

# Small Grants Panel



Following a discussion regarding CCF Publicity from projects, CCF to look into the Purchase of CCF plaques for applicants. Action: HC

10. **AOB**  
960458 - Whitehaven AFC – Agreement that the applicant is allowed to apply to the enabling fund for signage to improve community visibility, use and access.
11. **Date of next Meeting**  
Wednesday 20 June 2018 9am at Kelton House (at Westlakes Science park)