

Meeting Notes 29 August 2018, Moresby Meeting Room

Present: Keith Hitchen (Board Member)
Martin Allman (CCC)
Julie Betteridge (CBC)
Emma Moynihan (CCF – Fund Manager)
Helen Conway (CCF – Project Co-ordinator)
Kimberley Young (CCF – Grants Officer)
Julie Monk (CCF – Grants Officer)

1. Apologies for absence

Brian Hough (NDA)
Liz Watson (CCC)
Gillian Elliott (CCC)

2. Disclosures of interest

No disclosures of interest

3. Notes of the Previous Meeting 20 June 2018

Panel agreed the notes of the previous meeting as a true record.

4. Actions from last meeting

JB updated the Panel on the position regarding the S106 CBC agreement re Lamplugh Village Hall and plan to meet the group and broker. Meet in between Community and developer.

EM updated the Panel on the purchase of the CCF plaques for applicants, this is moving forward.

5. Small Grant Applications

5.1 Whicham Parish Council	Refurbishment of Silecroft Beach Toilets
Application No: 960559	Grant Request: £15,530.62
<p>KY gave a background update of this project to the Panel.</p> <p>The Panel recognised the need for this project but feel it could be a bigger/better project if they considered including 2 unisex toilets and the possibility of changing places approval/an update to the car park. The Panel will be able to make a decision once further information is received, i.e. increased costs/designs/building regulations, therefore, the Panel deferred this project at this time.</p>	

Small Grants Panel



5.2 Copeland Youth Network	Development Worker – Copeland Youth Provision
Application No: 960560	Grant Request: £15,848.38
KY gave a background update of this project to the Panel. The Panel approved this grant with the following Special Conditions: <ol style="list-style-type: none">1. Milestones to be updated to show change in start date.2. CCF logo to be used on job advert.3. Outputs to be confirmed.4. Job advert to be sent to CCF so this can be advertised via their partners i.e. CCC.5. Small evaluation to be carried out at the end of the project. The Panel agreed to remove the following Output: <ul style="list-style-type: none">• 5 FTE Jobs Safeguarded. As the Manager from the Phoenix Youth Project will be giving some of his time in kind to manage the project, the Panel were happy that there would be no negative effect to the Phoenix Youth Project which is also funded by CCF.	

6. Small Grant Variations & Updates

6.1 960549 – Silecroft Beach Cafe – Panel noted the following variation request:

- Change to Milestone 3.

6.2 960467 – West Cumbria Rivers Trust – Panel noted the variation request:

- Update to Grant Acceptance Schedule payment schedule.
- Changes to outcome – to engage over 50% of Copeland's Schools in curriculum based river educational activities. This will include forest school sessions to engage hard to reach children away from traditional four walls learning.
- Change to budget due to underspend. Project total now £72,701.01.
- Change to grant to £25,833.01 due to underspend.

Following discussion, the Panel would be interested in receiving some of the feedback from the schools/children.

Action: CCF to send feedback to Board

6.3 960495 – Egremont Youth Project – Panel approved the following variation request:

- Changes to project budget (as per Appendix 1)
- Change to intervention rate to 47.71%
- Changes to project match funding (as per Appendix 2)
- Reduction to total project costs
- Reduction to grant needed.

Small Grants Panel



7. Enabling Grant

HC updated the Panel on the recent Enabling Fund applications.

8. Monitoring Report

Howgill Family Centre – Youth Work in Millom. The applicant has stated that crime rates have dropped in the area and given that they are the only provision in the area it has to be a result of this project. The Panel asked what these figures were based on. JB confirmed the West Cumbria Community Safety Partnership send CBC the crime statistics for the borough and we will need to get further breakdown via the Cumbria observatory website.

9. Learning Log

There was nothing to add to the Learning Log from this meeting.

10. AOB

JB queried if applicants are being more proactive around using the CCF logo on adverts/publicity. Overall there has been improvements but still an issue with some of the larger grants.

ACTION: KH to pick this up at the next Board meeting.

The Panel would like to thank both HC and JM for their work for the Fund and wish them well.

11. Date of next Meeting – 24 October 2018, Moresby Meeting Room