

**Meeting Notes of the Small Grants Panel held on
27 October 2011 Nicholson Room, The Copeland Centre**

Present: Brian Hough (NDA)
Julie Betteridge (CBC)
Kevin Little (CCC)
K Elliott (CCF – Grants Officer)
Rachel Graham (CCF – Community Development Worker)
Paula Ratcliffe (CCF –Community Development Worker)
Diane Ward (CBC)

1. **Apologies for absence**
Paul Dodson (CCC)

2. **Disclosures of interest**
None

3. **Notes of the Previous Meeting**
22 September 2011 Notes approved

4. **Actions from last meeting**

Phoenix Enterprise Centre

An outline paper on the Abolish Digital Exclusion project has been forwarded to the panel. This is to go to the board with the recommendation that background detail is given on what was learned from the pilot.

5. **Award of Small Grants**

Cumbria Youth Alliance

Application no: 960104

Grant Request: £11,400

Project Deferred

The Panel requested details of specific courses needs to be provided before a decision can be given. This is to include what training is delivered, who this is being delivered to and if it is Copeland specific.

Lighthouse Centre

Application No: 960117

Grant Request: £49,000

The panel agreed that this is an important project.

- Applicant to provide evidence of value for money through monitoring

Grant of £49,000 approved with the above condition.

Whitehaven and District Beekeepers

Application no: 960107

Grant Request: £3,670

The panel requested a marketing plan be produced for this project.

Grant of £3,670 approved with the above condition.

Young Cumbria

Application no: 960120

Grant Request: £49,354

Project Deferred

The Panel requested more information from the project before a decision can be given.

- How does the applicant see this provision growing if successful?
- How will the project work with existing providers?
- The whole of the Copeland area needs to be covered.

Impact Housing

Application no: 960114

Grant Request: £19,000

Grant of £19,000 approved with standard conditions.

Shackles Off

Application no: 960124

Grant Request: £45,000

- Applicant to detail further outputs.

Grant of £45,000 approved with the above condition.

6. Future Projects

The Panel looked through the updated future projects list and discussed.

7. AOB

Monitoring Schedule

A copy of the monitoring schedule was distributed. All projects will have at least 1 visit per year and any issues will be reported to the Panel.

Thematic Panel

A review of the thematic panel and form is currently being undertaken. The Panel all agreed that they found the Thematic Commentary Form useful and that one thematic is sufficient for smaller projects with the option of two thematics for larger projects. All to send any suggestions for additional members of the thematic panel to KE.

Friends of Millom Park

The grants panel declined a development grant for £990.00 to Friends of Millom Park. Though the Panel are interested in this project they would recommend the applicant returns with a request for a development grant for the full park.

Grant Payment Process Update

KL presented a paper detailing changes to the grant payment process. These changes will address variations in how progress reports are completed and make it clearer to applicants when they should be submitting a progress report for their next payment of grant. All agreed these changes.

8. Date of Next Meeting

15 December 2011, 8.00 in the Carlisle/Spedding Room, The Copeland Centre