

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

Present: Julie Betteridge (CBC)
Eleanor Farrell (CCC)
K Elliott (CCF – Grants Officer)
Paula Ratcliffe (CCF – Community Development Worker)

- 1. Apologies for absence**
Rachel Graham (CCF – Community Development Worker)
Brian Hough (NDA)
- 2. Disclosures of interest**
None
- 3. Notes of the Previous Meeting**
27 October 2011 Notes approved
- 4. Actions from last meeting**

Cumbria Youth Alliance

Application no: 960104

Grant Request: £11,400

The project was deferred at the previous meeting and the panel requested further detail on specific courses including what training is delivered, who will be delivering and how this links with existing providers, who this is being delivered to and if it is Copeland specific before a decision could be given. Feedback from the applicant was given to the Panel who still felt that these issues were not addressed fully and asked that the applicant provide a delivery programme which is to include:

- Details of Outputs
- Who will be delivering the training?
- Which youth providers will benefit?
- Which youth groups will benefit?
- How will this be marketed?
- What discussions have taken place with existing youth providers to set out the programme?
- How this will link with existing providers?

The Panel will look at this at the December panel and make a decision then.

Young Cumbria

Application no: 960120

Grant Request: £49,354

The project was deferred at the previous meeting and the Panel requested more information from the applicant before a decision could be given. The Panel asked that the applicant provide further information as there is not enough additional information to support the additionality and benefits of using the vehicle within the existing package of providers in Copeland.

- The applicant to supply further information to ensure the Panel fully understand the additionality and outcomes/sustainability of having the mobile youth vehicle.
- Who they have consulted with?
- Who they will be working with and how this fits with existing young Cumbria activity?
- The Panel would also like to see more work taking place in Egremont.

5. Budget

The Panel had a discussion around the budget and the following was agreed:

- A paper is to be taken to the Board outlining that there needs to be an additional £200k moved into the small grants pot.
- Due to the amount of projects coming through the threshold for the appraisal score has been increased from 50% to 60%. This will be put in place from January 2012.
- All projects applying for CCF grant under £50,000 with a total project cost of over £150k will be appraised by the RST. This will address any state aid issues. Guidance notes and timetables will need to be amended to show this change and should be put in place from January 2012.

6. Development Grants

Millom Park

The grants panel previously declined a development grant for £990.00 to Friends of Millom Park recommending that the applicant returns with a request for a development grant for the full park. The applicant did this and the revised development grant was approved.

Development Grant approved: £990.00

Parton United

The applicant requested a development grant to provide fees for a registered energy consultant to produce a SBEM and BREEM Energy Report. The Panel were happy to approve this request.

Development Grant approved: £960.00

Groundwork

The applicant requested a development grant of £5,000 to enable Groundwork to provide a range of professional support to community led projects in Copeland. The Panel declined this request on the basis this is a project for groundwork and not a development proposal to assist an application to the fund.

7. Future Projects

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

8. AOB

RST Options Paper for Dealing with Financial Project Payments

The Panel agreed that option 3, the retention of final instalment until full project spend evidenced and defrayed, was the best way forward. The Panel agreed that they would consider any exceptions case by case.

CVS Funding Fair

CVS have written offering the Fund the opportunity to contribute to the next Funding fair to be held at Energus. They are requesting £1,000. They have recently introduced a charge of £20 per person to attend. The Panel agreed to the request on the condition that the fair has to be free to all Copeland groups and strongly advised that the applicant look for further funding.

9. Date of Next Meeting

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