

**Meeting Notes of the Small Grants Panel held on  
2 February 2012 Nicholson Room, The Copeland Centre**

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

1. **Apologies for absence**  
None
2. **Disclosures of interest**  
None
3. **Notes of the Previous Meeting**  
15 December 2011 Notes approved
4. **Actions from last meeting**
5. **Budget**

The Panel looked through the budget, noted the projections to the end of the year and forward commitments next year, highlighted the need to consider a carry forward request for any underspend this year to the March Board and agreed.

**6. Award of Small Grants**

**Lamplugh Parish Diamond Jubilee**

**Application no: 960141**

**Grant Request: £3,000**

- Applicant to provide a plan of how they will build on the community engagement from these events and forward plan to continue such projects within Lamplugh and Kirkland area.

**Grant of £3,000 approved** with the above condition.

**Cumbria Rugby Union**

**Application No: 960132**

**Grant Request: £36,000**

- The application was considered to be unclear re delivery and outcomes in Copeland and Cumbria. The Panel wants more detail on how the project is focusing and on what particular outcomes in Copeland and the group to be asked to clarify and provide a Copeland specific delivery plan for the project.
- Panel recognised mix of funding sources they would like to understand how the project is linking to the Sport England strategies of working with schools and clubs and how this will benefit Copeland through this project.

**Deferred until next Panel**

## **7. Development Grants**

### **Millom Masonic Hall**

Panel agreed this did not fit with the development grant criteria so did not approve. The team to refer the applicant to other appropriate funding sources.

### **Moore Arts : Millom**

Panel approved with the following condition:

- Panel will support 1 day internal management time with the remainder being that of a consultant to provide the required development assistance.

**Development Grant approved: £993.00**

## **8. Future Projects**

The Panel looked through the updated future projects list.

## **9. Guidance Notes Review**

What we cannot fund: The Panel agreed that the guideline around funding places of worship needed to be strengthened and tasked the team to draft a more detailed policy description to use when directly approached on this non eligible issue.

Second and Subsequent applications: The Panel agreed that the current position should be changed to enable different applications from one applicant body. It was agreed to recommend to the Board that any applicant with a second application needs to provide evidence of satisfactory progress against delivery plan of existing grant offer at time of subsequent applications.

Appraisals of projects exceeding £150,000: This was agreed as a recommendation from the Panel to the Board.

Revenue Costs: This was discussed with some amendments agreed to the detail on this list.

The panel agreed to the revised paper being taken to the board for noting on points 1 and 4 and for decision on points 2 and 3.

## **10. Team Review Update**

A Team Review Paper will be going to today's Board.

## **11. AOB**

### **Annual Shutdown**

The Panel agreed a 2012 shut down on application dates for maintenance in August and to meet timetable requirements in December.

### **Parton FC**

The Panel approved an increase in the grant for the above project to carry out bore hole testing. £3,000 will be awarded in year 1 with the remainder of the money given in the subsequent year depending on the outcome of the testing.

Thornhill Nursery

The Panel approved the request for a variation and a decrease in the grant approved. The group will get £9,051 upfront for Year 1 with revised detail provided within a refreshed business plan to release Year 2 funds.

Drigg

The RST will be monitoring this project on 2 March and invited the Development Worker to attend. The Panel thought it would be best if a separate development visit took place. The team with JB to arrange this and report back to the Panel and RST.

Lighthouse Centre

A short update was provided on progress including informing the Panel of an official opening taking place on 27 March.

12.

**Date of Next Meeting**

Thursday 22 March 2012, Nicholson Room