

## **ST EDMUNDSBURY BOROUGH COUNCIL**

### **GRANT WORKING PARTY**

#### **Minutes of a meeting held on Thursday 20 March 2014 at 5.00 pm in Room GFR13, West Suffolk House, Western Way, Bury St Edmunds**

PRESENT: Councillors Mrs A D Rushen (Chairman)  
Councillors Mrs Broughton, Clifton-Brown, French, Houlder,  
Redhead and Thorndyke

BY INVITATION: Councillor Mrs Mildmay-White, Portfolio Holder for Sport  
and Health and Wellbeing; and  
Councillor Spicer

#### **15. Substitutes**

No substitutions were declared.

#### **16. Apologies for Absence**

No apologies for absence were received.

#### **17. Minutes**

The minutes of the meeting held on 5 February 2014 were confirmed as a correct record and signed by the Chairman.

#### **18. Declarations of Interests**

Members' declarations of interests are recorded under the item to which the declaration relates.

#### **19. Substance Misuse Funding**

The Working Party considered Report E324 (previously circulated) which sought decisions on applications for funding from the Substance Misuse Fund.

On 5 December 2013 officers recommended, and the Working Party accepted, an award of £2,500 of core-funding to Artheads from the Substance Misuse Grant Fund which totalled £5,000 each year (Report E192 refers). Officers had, however, overlooked in making that recommendation that the division of the pot meant that there were equal amounts for core funding and project funding (see extract from Report C254 attached at Appendix 1 to Report E324). As Open Road were already in receipt of £2,500 of core funding for three years from 2013/2014, officers should have reported that there was no core funding available.

In the circumstances, and following discussion with the Portfolio Holder, it had been recommended that the terms of the scheme be varied to devote the full £5,000 to core funding as a one-off arrangement in 2014/2015. Report C254 made provision for unallocated funds to be carried forward. To date no project funding had been allocated in 2013/2014 so that funding, less the sum the Working Party might recommend allocating to the Southgate application outlined below, could be rolled forward to 2014/2015.

The application submitted by Southgate Church Liquid Youth Club was for £1,025 of project funding towards the cost of running a substance misuse awareness raising event for young people on 8 March 2014. The application was circulated via the e-mail system on 17 February 2014 but as no clear consensus was reached, the Chairman had called a meeting of the Grant Working Party to allow the application to be debated. The original e-mail circulation would have allowed the application to be considered before the event took place. Details of the application were contained in Report E324.

The Working Party was of the view that the grant of £2,500 previously agreed for Artheads should be maintained but as project funding rather than core support and that this organisation should be invited to submit a proposal on how this sum could be utilised for a project. Members felt the application for Southgate Liquid Youth Club should be refused since it would be retrospective funding which was contrary to policy.



**RECOMMENDED:- That**

- (1) the waiver of the split of the funding pot in 2014/2015, as suggested in Section 4.2 of Report E324, be not approved and therefore no award of core funding be made to Artheads as the full allocation for 2014/2015 was already committed but Officers work with Artheads to encourage them to bring back an application for project funding whilst funds were still available;**
- (2) to avoid any unnecessary delay, Cabinet delegate authority to the Chairman and Vice-Chairman of the Grant Working Party to assess any project application received from Artheads to reach a swift decision on whether it met the criteria for funding as the principle of supporting them was established at the Grant Working Party meeting on 5 December 2013; and**
- (3) no project funding be awarded to the Southgate Church Liquid Youth Club application in 2013/2014.**

**20. Creating a Suffolk Community Foundation Sport Fund**

The Working Party considered Report E325 (previously circulated) which sought approval to the allocation of a one-off contribution of £10,000 to a Suffolk Sport Fund to be administered by the Suffolk Community Foundation.

Suffolk Community Foundation had put forward a proposal to establish a Sport Fund for Suffolk which it would administer. The proposal was based on a commitment of £70,000 from Suffolk County Council and £10,000 from each of the seven boroughs/districts. If it gained this commitment of local government funding the Foundation would then go out and raise a further £140,000 through philanthropic giving to produce a total fund of £280,000. That initial fund would be invested to produce a yearly funding stream which sport groups within Suffolk could apply to. After the initial £140,000 was secured the Foundation would continue to raise funds to add to the long term sustainability of the scheme. The local government funding would only be

drawn down once Suffolk Foundation had secured the £140,000 of philanthropic giving. The Foundation would work with local government to ensure sufficient sports related expertise was available to the panel assessing applications to this fund.

Suffolk County Council, Ipswich Borough and Babergh, Mid Suffolk, Suffolk Coastal and Waveney District Councils had already committed their funding. The Cabinet of Forest Health DC would be receiving the same report at its meeting on 1 April 2014 with a similar recommendation.

If the fund was established, the Locality Officers working for the two West Suffolk authorities would promote its existence to local groups to encourage a good take-up from sport bodies in the west of the county.

In discussing the request, the majority of Members of the Working Party had reservations that the interest obtained from investing the Fund would not provide a substantial sum per annum for allocation to sports projects within the county. Furthermore, the Working Party considered there would be no guarantee that sports organisations within the Borough would benefit. The Working Party noted that the request had been made at a working meeting of Suffolk Leaders and not via the Council's normal channels.



**RECOMMENDED:- That**

- (1) the principle of making a £10,000 contribution from the 2013/2014 underspend in Leisure, Culture and Communities towards the establishment of a Suffolk Community Foundation Sports Fund, as described in Section 4 of Report E325, be not supported; and**
- (2) at the request of the Working Party, it be noted that there would be greater transparency if any future request of this type from the Suffolk Foundation were made formally to the Council and not put to Leaders at a working meeting without any prior notice of the request.**

**21. Amendments to the Rural Initiatives Grant Scheme Application Form**

The Working Party considered Report E326 (previously circulated) which sought approval of the revised application form and Grant Scoring Matrix for the Rural Initiatives Grant Scheme.

Following discussions with the Chairman of the Working Party officers had produced draft revised application forms for Rural Initiatives Grant Scheme (RIGS) funding. Copies were provided to Members in paper form at the last meeting on 5 February 2014 and subsequently e-mailed out for comment. A further copy was contained in Report E326. The revisions were made as Grant Working Party Members had indicated that they wished to receive a greater level of detail now that all RIGS applications are considered via the e-mail system. The aim of the revised paperwork was to group together all the information the Working Party wished to see so that officers could simply attach this, rather than have to prepare a separate report.

This meeting of the Working Party provided an opportunity for further comments from Councillors prior to the introduction of the revised paperwork. The bulk of changes were presentational, the only change to the content was that applicants were now asked to state whether they were receiving financial support from their Parish Council, and to give a reason if not.

The Working Party agreed that the circulation of the pages of the revised application form would assist them in assessment of schemes with the applications were being dealt with by e-mail. The revised application form and grant scoring matrix for Rural Initiatives Grant Scheme funding, as contained in Report E326, was therefore approved, subject to in Part B in the section where applicants were required to state other sources of funding for the project and whether these have been confirmed, an additional reference to the Parish Council be included to make it clear in appropriate cases whether this organisation is providing funding for the project and the amount of its contribution.

## **22. Date of Next Meeting**

The Working Party had already agreed that the date for its next meeting would be 3 December 2014 at 5.00 pm and that this would be to consider applications for core funding 2015/2016 prior to Budget Setting.

The meeting concluded 6.17 pm.

**MRS A D RUSHEN  
CHAIRMAN**