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# Grant Working Party



*St Edmundsbury*  
BOROUGH COUNCIL

**Minutes** of a meeting of the **Grant Working Party** held on  
**Monday 15 February 2016** at **5.00 pm** in **GFR14, West Suffolk House,**  
Western Way, Bury St Edmunds IP33 3YU

Present: **Councillors**

**Chairman** Angela Rushen  
**Vice Chairman** Jim Thorndyke

Sarah Broughton	Margaret Marks
John Burns	Clive Pollington
Ian Houlder	

**By Invitation:**

Jane Ballard	(District Manager, Citizens Advice Suffolk West)
Robert Everitt	(Portfolio Holder for Families and Communities)

**In attendance:**

Tony Brown	John Griffiths
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30. **Apologies for Absence**

No apologies for absence had been received.

31. **Substitutes**

No substitutions were required.

32. **Minutes**

The minutes of the meeting held on 16 November 2015 were confirmed as a correct record and signed by the Chairman.

33. **Presentation on the work of the Suffolk West Citizens Advice Bureau**

At the request of the Working Party in November 2015, Members received and noted a presentation on the work of the Suffolk West Citizens Advice Bureau (CAB).

Jane Ballard, District Manager for Suffolk West CAB was in attendance and firstly explained that the name for organisation had now changed to Citizens

Advice Suffolk West. The presentation continued, which covered a range of issues including:

- (a) Background
- (b) Aims
- (c) Current issues
- (d) Research and campaigning
- (e) Volunteers
- (f) Future Trends
- (g) Where the organisation's money comes from
  - Core funding
  - Project funding
  - Donations
  - Community fundraising
- (h) How the community benefits
- (i) Changing lives – examples of help provided for clients, volunteers, through project work and partnership working

Members then asked questions of Mrs Ballard, to which she duly responded.

The Working Party acknowledged the valuable and wide ranging services provided by Citizens Advice Suffolk West to support those in need. Members also recognised the current funding required to offer such services and a discussion was held on ways in which the Borough Council could help promote the recruitment of additional volunteers, which if successful, could potentially help support a reduction in their resource costs.

Copies of the condensed version of Citizens Advice Suffolk West Annual Report 2014-2015 were tabled and noted.

Upon conclusion, Mrs Ballard was thanked for attending the meeting and providing a comprehensive presentation.

*(At this point, Mrs Ballard left the meeting.)*

The Working Party then considered whether an allocation of funding for 2017/2018 and beyond should be determined at this meeting; however Members felt that as the amount was significant and due consideration of a detailed application was needed, Citizens Advice Suffolk West should re-apply for 2017/2018 and future years' funding when consideration of the next round of Community Chest applications would take place in November 2016.

*(At this point, Councillor John Griffiths left the meeting.)*

A discussion was then held about the CAB presence in Haverhill's doctors' surgeries which was supported by the West Suffolk Clinical Commissioning Group. Members of the Panel felt that the evaluation of this project would be very useful. In addition, the Panel discussed the volume and type of demand that the CAB dealt with and officers reported that they were currently analysing this data and presenting it on ward maps. The data was anonymised and currently being checked for quality. It was agreed that this data should be shared with Members of the Panel to assess if it is useful for ward Members.

#### 34. **Rural Initiatives Grant Scheme: Update**

The Working Party received and noted a narrative item which provided an update on the Rural Initiatives Grant Scheme.

Members noted from the narrative item that as at 1 February 2016, six projects had been allocated funding totalling £33,195.67 during the financial year 2015/2016. An outline of the projects and the funding allocated to each of them was provided in the narrative item.

A further update was provided at the meeting, which informed that the following organisations had received project funding since the agenda and papers had been published:

- (a) Wickhambrook Memorial Fund: up to a maximum of £10,000;
- (b) Stanton Parish Council: £10,000; and
- (c) Stanton Community Village Hall: £3,500.

The Rural Initiatives Grant Scheme therefore now had a remaining balance of £88,991.56

Officers were supporting Lackford Parish Church to secure match funding for a community project in preparation for a future RIGS application.

#### 35. **Community Chest 2016/2017: Revised Application from Suffolk Rape Crisis**

The Working Party considered a narrative item and Paper No: GWP/SE/16/001, which sought approval for a revised application submitted by Suffolk Rape Crisis.

During the assessment of Community Chest Applications at the meeting of the Grant Working Party on 16 November 2015, Members had been broadly supportive of the application submitted by Suffolk Rape Crisis but had expressed some concern regarding the amount of funds requested.

The Working Party considered the revised application as contained in Paper No: GWP/SE/16/001 and supported the amended funding request of £4,800 per year for 2016/2017 and 2017/2018. Funding for 2017/2018 would be subject to the satisfactory submission of an evidence-based report detailing the benefits and successes of their project in 2016/2017.

#### **RECOMMENDED:**

**That subject to the satisfactory submission of an evidence-based report detailing the benefits and success of their project in 2016/2017, an allocation of £4,800 Community Chest funding to Suffolk Rape Crisis for 2016/2017 and 2017/2018, be approved.**

*(Note: The above recommendation was approved on 29 March 2016, by Councillor Robert Everitt, Portfolio Holder for Families and Communities, using his individual portfolio holder decision-making powers, as set out in Appendix*

*B to Article 6 of the Constitution. The decision was published on 31 March 2016 and was subject to the usual call-in procedure)*

36. **Dates of Future Meetings**

The Working Party noted the following dates for future meetings in 2016:

- **Monday 5 September:** to receive six-monthly reports on 2016/2017 projects; and
- **Monday 7 November:** to consider applications submitted for 2017/2018 Community Chest funding.

Both meetings would commence at 5pm, in GFR-14 at West Suffolk House.

The meeting concluded at 6.04 pm

**Signed by:**

**Chairman**

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