

**Minutes of a Meeting of the Mid Sussex District Council Cabinet  
Grants Panel held on Tuesday, 2 June 2015  
from 4.00 p.m. to 4.55 p.m.**

**Present:** Councillors: Jonathan Ash-Edwards  
Pru Moore  
Norman Webster

**Also Present:**

**(Tom Clark, Solicitor to the Council presiding over the meeting)**

**1. SUBSTITUTES**

The Panel noted that no substitutes had been appointed in accordance with Council Procedure Rule 4 – Substitutes at meetings etc.

**2. ELECTION OF CHAIRMAN**

It was proposed by Councillor Pru Moore and seconded by Councillor Norman Webster that Councillor Jonathan Ash-Edwards be elected as Chairman of the Panel for 2015/16.

**RESOLVED**

That Councillor Jonathan Ash-Edwards be elected Chairman of the Cabinet Grants Panel for 2015/16.

**(Councillor Jonathan Ash-Edwards took the Chair)**

**3. APPOINTMENT OF VICE-CHAIRMAN**

It was proposed by Councillor Norman Webster that Councillor Pru Moore be appointed Vice – Chairman of the Panel for 2015/16 and this was agreed.

**4. APOLOGIES**

None.

**5. DECLARATIONS OF INTERESTS**

Cllr Moore declared that she was a member of the Burgess Hill Town Council and a number of applications being considered came under her ward but she did not have a prejudicial interest.

Cllr Webster declared that he was a member of the East Grinstead Town Council and that a number of applications being considered for East Grinstead were for substantial sums but not in his ward.

Cllr Ash-Edwards declared that he was a member of Haywards Heath Town Council and one application being considered was from the Town Council but after consultation with the Solicitor to the Council this was not classed as a prejudicial interest.

## **6. MINUTES**

The Minutes of the meeting of the Panel held on 13 January 2015 were approved as a correct record and signed by the Chairman.

## **7. URGENT BUSINESS**

**[Note: The Chairman agreed to take this as urgent business because the calendar of events would take place before the next scheduled meeting of the Cabinet Grants Panel]**

Simon Hardy, the Principal Development Manager informed the Panel that they had received a request for a Community & Economic Development Grant from the Burgess Hill Town Centre Partnership. They had requested £10,000 to help fund their annual calendar of events to promote the town. He advised that this is the second year the partnership had made this request and that the partnership would be running a lot of activities.

The Panel discussed the application and referred to previous meetings where they had clearly stated that the Partnership should look to fund their activities through sponsorship and not rely on grant money. They asked officers what plans the Partnership had made to cultivate additional sponsorship. Elaine Clarke, Community Leisure Officer, advised that in their application the Partnership had not specified any plans for sustainable funding other than continuing to work with Mid Sussex District Council and other partners.

The Panel considered the application and felt the requested amount was too high and agreed to grant half the amount and stipulate that an exit strategy be implemented with a view to the Partnership being self-sufficient.

## **RESOLVED**

That the sum of £5,000 from the Community and Economic Development Fund be agreed as the Mid Sussex District Council contribution to the Burgess Hill Town Centre Partnership annual calendar of events.

## **8. REPRESENTATIONS FROM MEMBERS OF THE COUNCIL**

Representations had been received from the Town Clerk of Burgess Hill Town Council supporting the application from St Andrews Church.

## **9. CORPORATE GRANT SCHEMES**

The Panel received a report that presented 13 Facility, Community and Economic Development and Small Revenue grant applications under the Corporate Grants Schemes. The Principal Development Manager informed the Panel that, they would also be considering 2 applications for Sponsorship which was previously dealt with by the Communications Team but would now be brought under the remit of the Panel and the details were outlined in Appendix D.

The Principal Development Manager advised the Panel that for the theme for the 2015/2016 Spotlight Grants Programme, officers were recommending a focus on improving the lives of Older People. This recommendation was agreed by the Panel.

Lin Parkinson, Community Development Officer and Elaine Clarke, Community Leisure Officer, introduced the Facility Grants Schemes, Community and Economic Development Grants and Small Revenue Grants, as set out below:-

#### Facility Grants

Organisation	Purpose for which award is sought	Award Suggested
St Andrews Church	Community Buildings Project	£28,500
East Grinstead Rugby Football Club	3G Sports Pitch	£50,000
St John's Sunshine Pre School	Outdoor Playspace (Phase 1)	Nil
<b>Total</b>		<b>£78,500</b>

#### Community and Economic Development Grants

Organisation	Purpose for which award is sought	Award Suggested
Haywards Heath Town Council	Peace Memorial Stone	£750
Haywards Heath Community CIC	Winter Market	£3,640
Coastal West Sussex and Greater Brighton Strategic Planning Board	Contribution towards Strategic Planning Advisor (£4,000 per year for two years)	£8,000
The Greater Brighton City Deal	2015-16 Contribution towards the Greater Brighton City Deal and Greater Brighton Next Steps Project	£10,864
<b>Total</b>		<b>£23,254</b>

#### Small Revenue Grants

Organisation	Purpose for which award is sought	Award Suggested
Burgess Hill Youth	Contribution towards holiday activity programme in Burgess Hill 2015/2016	£2,000
Disability Access – East Grinstead Area	Contribution towards running costs	£800
Lindfield Arts Festival	Contribution towards Arts Festival	£2,000
Relate North & South West Sussex	Rental costs of East Grinstead Premises	£1,500
Sheddingdean Community Association/Windmills Opportunity Playgroup	Rental costs of Community Centre and Maple Room	£4,020

West Sussex Mediation Service	Contribution towards running costs	£1,500
<b>Total</b>		<b>£11,820</b>

### Communications – Sponsorship

Organisation	Purpose for which award is sought	Award Suggested
Media Sound Holdings Ltd (Bright FM)	Community Achievement Awards	£895 (Plus VAT)
South of England Show Agricultural Society (SEAS)	Young Craftsperson of the Year Award 2015	£1,000 (Plus VAT)
<b>Total</b>		<b>£1,895 (Plus VAT)</b>

Claire Tester, Head of Economic Promotion and Planning, and Hamish Walke, Strategic Development Project Manager, introduced the applications received from the Coastal West Sussex & Greater Brighton Strategic Planning Board and the Greater Brighton City Deal. It was noted that the Council had benefited substantially from these two bodies and the Panel agreed to grant the awards as outlined.

During consideration of the items the Panel considered the recommendations of the Corporate Grant Assessment Groups evaluations and raised a number of points which the Officers clarified.

The Panel, mindful of the temporary nature of the building for the St John's Sunshine Pre-School, decided that consideration of this application be deferred until the next meeting to allow for the applicant to provide more information and to move into their permanent accommodation. This was agreed.

The Panel were dissatisfied with the application from Haywards Heath Community CIC and asked for further information on their total budget and whether the equipment being purchased would be available to hire out to other users for other events. The Panel agreed to defer consideration of this application until they had received further information and would be dealt with under a Cabinet Member Delegated Decision.

The application from Disability Access – East Grinstead area was discussed by the Panel and due to the purchase of new equipment and the value of the service that they provide, the Panel agreed to raise the grant awarded to £1,000.

The application from the Sheddingdean Community Association was discussed. The Vice-Chairman advised that this was an example of an historic grant arrangement that needed a new resolution. The Panel agreed to award the grant with a view to work continuing to help find an alternative resolution in the future.

The Panel considered and agreed the recommendations in Appendix D.

## RESOLVED

That:-

- (1) a Facility Grant of £28,500 (3% of the total project cost) be awarded to St Andrews Church, Burgess Hill to fund external improvements and toilet refurbishments, which is made up of - £28,500 (P35/716 East of Manor Road) Section 106 Community Building monies.

This grant offer be made subject to the following special conditions:

- that it can be demonstrated that the project can be funded in its entirety with 12 months of the grant offer
- the project must be completed within 12 months of project funding being obtained
- further information is required to demonstrate that there will be regular and ongoing community use of the facilities;

- (2) a Facility Grant of £50,000 (8% of the total project cost) be awarded to East Grinstead Rugby Football Club to install a 3G pitch, which is made up of - £50,000 (P35/779 Land west of Imberhorne Lane) Section 106 Formal Sport monies.

This grant offer be made subject to the following special conditions:

- that it can be demonstrated that the project can be funded in its entirety with 12 months of the grant offer;
- the project must be completed within 12 months of project funding being obtained; and
- planning permission is granted for the development of the facilities;

- (3) consideration of the application from St John's Sunshine Pre-School be deferred to the next meeting;
- (4) a Community and Economic Development Fund grant of £750 be awarded as the Mid Sussex District Council contribution to Haywards Heath Town Council to develop and improve the Hazelgrove Road / South Road peace garden;
- (5) consideration of the application from Haywards Heath Community CIC be deferred until further information was received and dealt with under a Cabinet Member Delegated Decision;
- (6) a Community and Economic Development Fund grant for £8,000 (£4,000 for 2015-16 and £4,000 for 2016-17) be awarded as the Mid Sussex District Council contribution towards a Strategic Planning Adviser for the Coastal West Sussex and Greater Brighton Strategic Planning Board;
- (7) a Community and Economic Development Fund grant for £5,428 be awarded as the Mid Sussex District Council contribution to financial, legal, administrative and project management support for Greater Brighton City Deal for 2015-16;
- (8) a Community and Economic Development Fund grant for £5,436 be awarded as the Mid Sussex District Council contribution towards the Greater Brighton Next Steps report;

- (9) a Small Revenue grant of £2,000 be awarded to Burgess Hill Youth as a contribution towards a holiday activities programme in Burgess Hill 2015/2016;
- (10) a Small Revenue grant of £1,000 be awarded to Disability Access – East Grinstead Area;
- (11) a Small Revenue grant of £2,000 be awarded to Lindfield Arts Festival;
- (12) a Small Revenue grant of £1,500 be awarded to Relate North & South West Sussex for rental costs of East Grinstead premises;
- (13) a Small Revenue grant of £4,020 be awarded to Sheddingdean Community Association/Windmills Opportunity Playgroup for rental costs of the Community Centre and Maple Room;
- (14) a Small Revenue grant of £1,500 be awarded to West Sussex Mediation Service;
- (15) a Sponsorship award of £895 plus VAT be awarded to Media Sound Holdings Ltd (Bright FM) as sponsorship of the Community Achievement Awards;
- (16) a Sponsorship award of £1,000 plus VAT be awarded to South of England Show Agricultural Society for the running of the Young Craftsperson of the Year Award 2015;
- (17) the theme for the 2015/2016 Spotlight Grants Programme be improving the lives of Older People resident in Mid Sussex.

Chairman.