

**Minutes of a Meeting of the Mid Sussex District Council
Cabinet Grants Panel held on Wednesday 12 October 2016
from 4.00 p.m. to 4.32 p.m.**

Present: Councillors: Jonathan Ash-Edwards (Chairman)
Norman Webster (Vice-Chairman)

Gary Marsh

1. APPOINTMENT OF VICE-CHAIRMAN

The Chairman welcomed Councillor Gary Marsh as a new member of the Cabinet Grants Panel. He also welcomed Tim Cusack, Performance and Partnership Business Unit Leader as the new Officer leading the presentation of the grant applications.

Before commencing, the Cabinet Grants Panel required the appointment of a new Vice-Chairman. Councillor Ash-Edwards nominated Councillor Webster as Vice-Chairman of the Panel for the remainder of the 2016/2017 Council year. This was seconded by Councillor Marsh and agreed.

RESOLVED

That Councillor Webster be elected Vice-Chairman of the Panel for the remainder of the 2016/2017 Council year.

2. SUBSTITUTES

None.

3. APOLOGIES

None.

4. DECLARATIONS OF INTERESTS

Councillor Webster declared a prejudicial interest in the application for play equipment at East Court as he is a member of East Grinstead Town Council, who submitted the application. He removed herself from the meeting for that item, took no part in discussion of the application and did not vote thereon.

5. MINUTES

The Minutes of the meeting of the Panel held on 7 June 2016 were approved as a correct record and signed by the Chairman.

6. REPRESENTATIONS FROM MEMBERS OF THE COUNCIL

None

7. CORPORATE GRANT SCHEMES

The Performance and Partnerships Business Unit Leader introduced the report which presented nine Facility, Community and Economic Development grants and two Spotlight grants. It was noted that the Cabinet Grants Panel are asked to consider Spotlight Grant applications of up to £500, which for 2016 will be used to support smaller organisations with a turnover of less than £10,000. It was also noted that applications for all grants are assessed by a standard checklist and considered by a “Grants Assessment Group” to ensure a consistent approach to the awarding of grants. Cabinet agreed the application guidelines, application form and assessment criteria at their last meeting and this is the first meeting of the Cabinet Grants Panel where awards have been assessed against this revised documentation.

Elaine Clarke, Community Leisure Officer, introduced the Facility Grants Schemes, Community and Economic Development Grants Schemes, and Spotlight Grants (Appendices A, B and C), as set out below:-

Facility Grants

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Burgess Hill Town Council	Public Arts Trail on Green Circle	75,500	75,500
East Grinstead Town Council	Play equipment at East Court	8,787	8,787
Jubilee Community Centre	Changing Places disability toilet	10,000	10,000
Copthorne Sports and Community Association	Playing pitch drainage	35,000	35,000
Total		£129,287	£129,287

Community and Economic Development Grants

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Haywards Heath Youth CIC	Young people’s gardening project	606	606
Summerhaven	Mental health drop-in	1,000	1,000
Revitalise Respite Holidays	Respite carers break	3,540	3,540
Kangaroos	Saturday and holiday club for young people with learning disabilities	5,000	5,000
Mill Hill Residents Association	Defibrillator	1,370	500
Total		£11,516	£10,646

Spotlight

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Burgess Hill Marching Youth	Band uniforms	480	480
Handcross Rosemary Club	Christmas celebration	500	250
Total		£980	£730

During consideration of all the grants presented, the Panel considered the evaluations of the Grants Assessment Group and raised a number of points which the Officers clarified.

The Panel welcomed the initiative taken by Burgess Hill Town Council in their proposal to create an arts trail to enhance public enjoyment of the Green Circle. It was noted that the project is fully covered by Section 106 funds and that the commissions are an interesting way to see the history of Burgess Hill portrayed. Councillor Webster removed himself from discussions on the application for the East Court Play Area but the remainder of the Panel agreed that the upgrade was a further good use of Section 106 funds. They acknowledged that the new access proposal is needed to accompany the existing inclusive play equipment.

The Community Leisure Officer introduced the application from the Jubilee Community Centre for a Changing Places disability toilet. It was noted that the toilet would be available for users of the community centre and the general public, seven days a week, which would be a great benefit to the community. It would also raise the profile of the centre in attracting more groups to make bookings. The Panel queried whether the toilet would be advertised locally, by the Town Council, local radio and also online. It was requested that advertising be included as a condition of the grant award, which the Officer confirmed. It was also noted that the application was supported by the Town Council and West Sussex County Council, and that effort had been made in raising funds by the group themselves through a dedicated Facebook page.

With regard to the application by Copthorne Sports and Community Association for playing pitch drainage, it was acknowledged that the site has had long running problems with this issue, forcing players to use Crawley pitches as an alternative. The Panel were pleased to note that funds had also been sourced from other options, and were happy to support the application to ensure that players could use facilities within Mid Sussex to their full potential. They were also happy to support the initiative by Haywards Heath Youth CIC to set up a young people's gardening project as it could deliver a number of benefits to those involved as well as benefits to the local environment.

The Panel were happy to receive the revised application from Summerhaven for a mental health drop-in service. Although the Panel does not usually grant funds for general running costs, it was noted that this project meets a need in the local community where there is limited opportunity for people to attend elsewhere. It is also provided free of charge by local volunteers. For these reasons, the Panel were happy to support the application. They also supported an application by Revitalise Respite Holidays to subsidise a specialist holiday for 10 guests and carers from Mid Sussex, as the organisation has a good track record of supporting an impressive range of groups and conditions.

It was noted that the application from Kangaroos for a Saturday and Holiday club was for more money than the Panel has granted them in previous years, but it was a particularly strong application. After querying the number of members who would benefit from this particular request, it was recognised that the beneficial effects extend to the whole family as well as the members and therefore the Panel was happy to support the application. The Panel commented that the group has been well supported by the Council in recent years and amount awarded cannot be continuously increased as resources are limited.

The Community Leisure Officer introduced the application from the Mill Hill Residents Association and highlighted that as the applicant has a turnover of under £10,000 they are eligible for a Spotlight Grant which is suitable for one-off items of expenditure. The recommendation was therefore that they receive an award of £500, the maximum grant available through this scheme and less than the original amount requested. The Panel acknowledged that the Residents Association could have looked elsewhere for match funding, which is often a requirement for grant applications. However, as the grant is for the cost of a defibrillator (and for a relatively small amount) it was felt that the timescales involved in sourcing additional funds could unnecessarily delay a vital piece of equipment benefiting an elderly and semi isolated community. With that in mind, the Panel were happy to support the full Community and Economic Development Grant application for £1,370.

In considering the Spotlight Grant applications, the Panel supported the request from the Burgess Hill Marching Group to purchase two new uniforms in their anniversary year, and in time for participation in a New Year's Day Parade in London. With regard to the application from Handcross Rosemary Club, the Panel noted that the Officers recommendation was to award half of the £500 amount requested, which was proposed to keep the grant in line with previous applications for the Queen's Birthday celebrations. However, as this current application is to fund a Christmas lunch and gift for 50 members, it was felt that £500 was a reasonable request, working out at £10 per head. It was agreed that the Club provides valuable support in an isolated rural community and that the original application is within the maximum available for Spotlight Grants, therefore they were happy to award the full amount.

RESOLVED

That:-

1. a Facility Grant of £75,500 (100% of the total project cost) be awarded to Burgess Hill Town Council toward the cost of providing a public art trail on the Green Circle which is made up of – £3,080 (P35/614 Land at Intech House), £1,540 (P35/604b Land at 11 Mill Road), £1,640 (P35/622 Land at rear 5-7 Mill Road), £1,870 (35/618b Land at 36-38 Folders Lane), £1,200 (P35/619b Land at 241 Junction Road), £3,488.50 (P35/687 Land at Hammonds Ridge), £3,861 (P35/625a Land at Spinningdale, Starlings and Merrifield), £29,957 (P35/716 Land on the Eastern Side of Manor Road), £2,162.79 (P35/703 Land at rear of Forest View Care Home), £17,710 (P35/491 Folders Meadow, Folders Lane) Public Art contributions plus £8,990.71 (P35/491) Other contributions allocated to the Green Circle.

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

- the project must be completed within 24 months of project funding being obtained
 - landowner consent and planning permission to be obtained (if necessary).
2. a Facility Grant of £8,787 (94% of the total project cost) be awarded to East Grinstead Town Council toward the cost of providing play equipment at East Court which is made up of – £189.74 (P35/632b Land at 27-29 Cantelupe Road), £3,921 (P35/633b Land at Maypole House), £4,677.26 (P35/694 Land rear of 240-258 Holtye Road) Play Space contributions.

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

- the project must be completed within 24 months of project funding being obtained
 - planning permission to be obtained (if necessary).
3. a Facility Grant of £10,000 (25% of the total project cost) be awarded to the Jubilee Community Centre toward the cost of a Changing Places disability toilet which is made up of – £3,996.71 (P35/581 Land at 31 Moat Road), £5,760 (P35/588 Land at Cumberworth and adjoining properties), £243.29 (P35/617 Land at Heathcote, Maypole Road) Community Buildings contributions.

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

- that it can be demonstrated that the project can be funded in its entirety within 12 months of the grant offer
 - the project must be completed within 12 months of project funding being obtained
 - the facility should be advertised locally and included in the Changing Places website.
4. a Facility Grant of £35,000 (34% of the total project cost) be awarded to Cophorne Sports and Community Association toward the cost of pitch drainage at King Georges Field which is made up of – £35,000 (P35/728 Land South of Grange Road) Formal Sport contributions.

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

- that it can be demonstrated that the project can be funded in its entirety within 12 months of the grant offer
 - the project must be completed within 12 months of project funding being obtained
 - a grounds maintenance plan is submitted to demonstrate how the pitches will be kept in good condition following the improvements, to the satisfaction of the Head of Corporate Resources.
5. a Community and Economic Development Grant of £606 be awarded to Haywards Heath Youth CIC as a contribution toward a young people's gardening project in Haywards Heath.
6. a Community and Economic Development Grant of £1,000 be awarded to Summerhaven as a contribution toward mental health drop-in sessions in Burgess Hill.
7. a Community and Economic Development Grant of £3,540 be awarded to Revitalise Respite Holidays as a contribution toward 10 respite care breaks for Mid Sussex residents.
8. a Community and Economic Development Grant of £5,000 be awarded to Kangaroos as a contribution toward a Saturday and holiday club for young people with learning disabilities.

9. a Community and Economic Development Grant of £1,370 be awarded to Mill Hill Residents Association to purchase a defibrillator for the benefit of residents of Mill Hill Close and the Barnard Gate estate so there was no delay in getting this life saving equipment.
10. A Spotlight Grant of £480 from the Community and Economic Development Fund be awarded to Burgess Hill Marching Youth toward the cost of two new uniforms.
11. A Spotlight Grant of £500 from the Community and Economic Development Fund be awarded to Handcross Rosemary Club toward the cost of a Christmas celebration.

Chairman.