

**Minutes of a meeting of Cabinet Grants Panel  
held on Tuesday, 16th April, 2019  
from 4.30 pm - 4.57 pm**

**Present:** J Ash-Edwards (Chairman)  
N Webster (Vice-Chair)

G Marsh

**1. TO NOTE SUBSTITUTES IN ACCORDANCE WITH COUNCIL PROCEDURE  
RULE 4 - SUBSTITUTES AT MEETINGS OF COMMITTEES ETC.**

None.

**2. TO RECEIVE APOLOGIES FOR ABSENCE.**

None.

**3. TO RECEIVE DECLARATION OF INTERESTS FROM MEMBERS IN RESPECT OF  
ANY MATTER ON THE AGENDA.**

Councillor Ash-Edwards declared a prejudicial interest in the Community and Economic Development Grant for Haywards Heath Town Council as he is a Haywards Heath Town Councillor. He confirmed that he would remove himself from the meeting for the duration of discussion and voting on the item.

**4. TO CONFIRM THE MINUTES OF THE MEETING OF THE PANEL HELD ON 10  
DECEMBER 2018.**

It was noted that the Minutes of the meeting of the Panel held on 10 December 2018 was erroneously included in the report pack. The Panel was informed that the previous meeting was in fact held on 26 February 2019 and the Minutes of that meeting were presented to the Panel. The Minutes of the meeting of the Panel held on 26 February 2019 was then approved as a correct record and signed by the Chairman.

**5. TO CONSIDER ANY ITEMS THAT THE CHAIRMAN AGREES TO TAKE AS  
URGENT BUSINESS.**

None.

**6. TO RECEIVE REPRESENTATIONS FROM MEMBERS OF THE COUNCIL ON THE  
APPLICATIONS.**

No representations were received.

**7. MICRO-BUSINESS GRANTS SCHEME**

Will Hawkins, Economic Development Officer, introduced the report which presented

three Microbusiness Grant Schemes. He highlighted that officers identified a small amount of residual scheme funding that had not been awarded, totalling £1,500. As it was not enough to offer a full grant (£2,000) to a new potential applicant, officers considered options on how to allocate this funding so that it might have the greatest benefit possible to the growth of micro businesses. It was agreed in principle with the Chair of the Panel that the value of the remaining funding would be best maximised by offering a small additional grant to those businesses who had successfully applied to the 2018/19 micro business grant scheme, and who were undertaking larger projects to which they had already committed much higher levels of match funding.

<b>Organisation</b>	<b>Purpose for which award is sought</b>	<b>Award requested</b>	<b>Award suggested</b>
Farm, Field and Forest Ltd	Equipment installation	£500	£500
Marvolio's Nostrums	Business Expansion	£500	£500
Slake Café Ltd	Building renovation	£500	£500
<b>Total</b>		<b>£1,500</b>	<b>£1,500</b>

Members were supportive of all 3 Microbusiness Grants applications.

## **RESOLVED**

That:

1. A Microbusiness Grant of £500 be granted to Marvolio's Nostrums to fund the process of expanding the business to its own dedicated premises.
2. A Microbusiness Grant of £500 be granted to Farm, Field and Forest Ltd to fund the installation a cold storage unit in a new premises.
3. A Microbusiness Grant of £500 be granted to Slake Café Ltd to aid in the preparation and refurbishment of new a premises.

## **8. CORPORATE GRANT SCHEMES**

Elaine Clarke, Community Leisure Officer, introduced the report which presented one Facility Grant, five Community and Economic Development Grants and amendment to an already awarded Facility Grant.

Each application had been assessed against a standard check-list and considered by a 'Grants Assessment Group' to ensure a consistent approach to the awarding of grants.

The Community Leisure Officer presented the amendment to the Facility Grant that was requested by St Francis Social & Sports Club CIC as their received tenders for the project indicated an increased building costs, amounting to a sum of £540,755. The revised scheme is for construction of a new community hall on the land between the existing swimming pool and the bowls club, which was previously used for tennis. Members are recommended to allow the St Francis Social and Sports Club CIC to use the Facility Grant awarded toward the cost of a new community building at this site to fund the revised scheme, subject to the terms of the existing grant agreement (signed 30 October 2017) and three special conditions; a copy of planning approval for the revised scheme must be submitted to the Council, evidence must be

submitted to confirm that the project can be fully funded prior to commencement on site and the project must be completed by December 2021.

Members outlined that this area of the district requires this type of facility and fully supported the application.

The Facility Grant which is recommended for consideration and approval by the Panel is set out below:-

Organisation	Purpose for which award is sought	Total Project Cost	Award Suggested
Slaugham Parish Council	Pavilion and playground refurbishment	£212,000	£175,000
<b>Total</b>		<b>£212,000</b>	<b>£175,000</b>

The Community & Economic Development Grants which are recommended for consideration and approval by the Panel are set out below:-

Organisation	Purpose for which award is sought	Total Project Cost	Award Suggested
Haywards Heath Town Council	Town Day	£5,240	£1,120
Lindfield Arts Festival	Arts activities	£20,400	£1,580
AGE UK East Grinstead	Move to Glen Vue	£24,220	£21,770*
Sheddingdean Community Centre	Rental costs	£5,000	£5,000
Windmills Opportunity Playgroup	Rental costs	£850	£850
<b>Total</b>		<b>£55,710</b>	<b>£30,320</b>

\*includes £12,410 Facility Grant (Release of S106)

The Community Leisure Officer presented the Facility Grant for Slaugham Parish Council which aims to refurbish the sports pavilion, changing rooms and playground to improve the recreational offer to the community. She noted that Slaugham Parish Council has secured £50,000 of funding toward this project, with the remainder of the cost funded through Section 106 contributions.

A Member felt pleased that something is being done about the Pavilion to bring it into the 21<sup>st</sup> Century and expressed his full support for the application which he was sure that his fellow Ward Councillor would support as well.

The Vice-Chairman stated that it was great to see improvements to this community facility as there have been a number of housing developments in the area and finally the community sees the benefit there.

Members were supportive of the application.

**[Councillor Ash-Edwards left the room at 4:44]**

The Community Leisure Officer presented the Community & Economic Development Grant for Haywards Heath Town Council to contribute towards the funding of the Town Day. Haywards Heath Town Council has recently been in receipt of significant funds

from the Community & Economic Development grant fund (£8,000 in 2018) and whilst the Assessment team recognise the importance of supporting key community events in the district, it is felt that on this occasion the applicant should be awarded less than the requested amount. Officers felt that the sum of £1,120 should be provided towards the cost of the Haywards Heath Town Council Town Day.

A Member felt that the whole amount should be provided to the applicant as this type of event is what the grant is for.

The Vice-Chairman noted the past history of grants towards the organisation and although the Council resists regular grants to organisations, he feels that the Town is well supported.

Members were supportive of the full requested amount being awarded.

**[Councillor Ash-Edwards returned to participate in the meeting at 4:47]**

The Community Leisure Officer presented the application from Age UK East Grinstead which sought a grant of £24,220 to cover the costs of their move to Glen Vue; prepare the building for occupancy and operation to enable continuation of services with little or no disruption. Age UK intend to develop it as a community hub for other charities who are based there but also to allow others and small associations to support the local area across the age ranges. It was felt that all costs should be covered by the grant except from the legal fees as officers believed that the organisation has suitable funds to cover the costs.

A Member enquired whether Age UK has the funds to cover the legal fees.

The Community Leisure Officer confirmed that they do.

The Member highlighted that Age UK have experienced a 'rough time' in East Grinstead however is currently on their way to success. He felt that the full amount should be granted as the organisation is a great benefit to the users of Age UK in East Grinstead.

The Vice-Chairman explained that Age UK has been looking for a new premise in East Grinstead for over 20 years and drew attention to the sentence in the report which stated that the building will become a community hub. He felt that the full amount sought should be awarded.

Members were supportive of the full requested amount being awarded.

Members were supportive of the remaining 2 applications.

**RESOLVED**

That:

1. The St Francis Social and Sports Club CIC use the grant awarded to the project to fund a revised scheme as outlined in the report.
2. That a Facility Grant of £175,000 be granted to Slaugham Parish Council to fund the upgrade of the pavilion and playground at Handcross Recreation Ground.

3. That a Community and Economic Development Grant of £2,240 be granted to Haywards Heath Town Council to fund the Haywards Heath Town Day.
4. That a Community and Economic Development Grant of £1,580 be granted to Lindfield Arts Festival to contribute towards the cost of hiring the Applause Outdoors Company to deliver performances and entertainment during the Festival.
5. That a Community and Economic Development Grant of £24,220 be granted to Age UK East Grinstead to cover the costs of their move to Glen Vue; prepare the building for occupancy and operation to enable continuation of services with little or no disruption.
6. That a Community and Economic Development Grant of £5,850 be granted to Sheddingdean Community Association and Windmills Opportunity Playgroup to cover the rent due for the 2019-20 period in respect of Sheddingdean Community Centre and the Windmills Opportunity Playgroup.

The meeting finished at 4.57 pm

Chairman