

**Minutes of a meeting of Cabinet Grants Panel  
held on Monday, 11th April, 2022  
from 4.00 pm - 4.43 pm**

**Present:** N Webster (Chair)  
S Hillier (Vice-Chair)

R de Mierre

**Absent:** Councillor J Belsey

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

Cllr De Mierre substituted for Cllr Belsey.

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

Apologies were received from Cllr Belsey.

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

Cllr Hillier declared a personal interest in the Platinum Jubilee Grants Scheme application from Bentswood Community Partnership as he is the chairperson of the Partnership.

Cllr De Mierre declared a personal interest in the Platinum Jubilee Grants Scheme application from the Lindfield Dramatic Club as she is taking part in the performance of the play.

**4. TO CONFIRM THE MINUTES OF THE MEETING OF THE PANEL HELD ON 21  
FEBRUARY 2022.**

The Minutes of the meeting of the Panel held on 21 February 2022 were approved as a correct record by those present at that meeting and signed by the Chairman.

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

The Chairman confirmed that he had no urgent business.

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

The Chairman outlined a representation received from Cllr Ellis in which she asked that the awarding of funding for the Jubilee grants be promoted on our website with pictures of all the different events.

## 7. CORPORATE GRANT SCHEMES - PLATINUM JUBILEE GRANTS SCHEME & COMMUNITY AND VOLUNTARY SECTOR APPLICATIONS.

Paul Turner, Community Services Manager, introduced the report which presented to the Cabinet Grants Panel forty-one applications received from Community and Voluntary Sector organisations, in response to the Mid Sussex one off Platinum Jubilee Community Grant scheme. He also noted that the End of Year grant report 2020/21 and 2021/22 will be presented at the October Grants Panel.

The applications which were recommended for consideration by the Panel are set out below:

### Small Neighbourhood Groups

Organisation	Grant Purpose	Award Requested	Award Suggested
Ansty Village Centre Trust	A celebration on the Ansty Village Recreation ground with food and entertainment. The event will be one of a series of events to mark the launch of the Centre.	£845	£845
Ardingly Connected Together	Contribution towards a whole programme of events including lighting of beacon, barbecue, music, firework display and street party.	£750	£450
Befriended	Street party at Court Bushes Community Hub in Hurstpierpoint including a Tea Dance.	£2,500	£500
Bentswood Community Partnership	Community celebration on Barn Cottage Green including picnic, dancing, face painting and an evening barbecue and bar.	£1,025	£500
Bolnore Village Community Partnership	Afternoon picnic followed by evening barbeque on Tim Farmer Recreation ground and Woodside Community Centre.	£200	£200
Bolney Village Society	Jubilee party on Batchelor's Field including barn dance, giant Jubilee cake and races and games.	£2,008	£1,000
Burgess Hill Bonfire Society	Jubilee Jest event – a comedy event including hire of venue and kitchen, bar, stage MC, comedians, sound system and lighting.	£1,151	£151
Burgess Hill Cricket Club	Celebration at St John's Park including treasure hunt, games, and cream teas.	£650	£500
Copthorne Platinum Jubilee Group	Celebration on the Village Green including best dressed street, dog show, games and children's street party.	£4,395	£1,000
Coro Nuovo	Jubilee concert at St Andrew's Church with choral music.	£900	£400
Costells Wood Residents Association	Celebration on Costells Edge including bouncy castle, best dressed house, fancy dress.	£225	£225

Crawley Down Community Centre Association	Part of a four-day celebration, a day of celebration at the Haven Centre with Barbeque, fairground rides, food, beer fest, games and dog show.	£1,465	£1,000
Dumbrills Close Residents Association	Barbeque for residents of Dumbrills Close with live music, bouncy castle, pig roast on the village green.	£310	£310
East Grinstead Parkrun	A parkrun at East Court, East Grinstead with everyone dressed in red, white, and blue followed by a picnic.	£105	£105
Friends of Northlands Wood School	Jubilee themed May Spring Fayre with refreshments and family entertainment.	£100	£100
Friends of Twineham School	Jubilee garden tea party at the school for the local community with stalls, dog show, food and games.	£450	£450
Handcross Community Events	Street party with live music and an opportunity for local businesses to sell food.	£500	£500
Mid Sussex Older People's Association	Afternoon tea at the King Edward Hall in Lindfield with violinist and refreshments.	£695	£695
Sayers Common Village Hall	Street party with picnic, live music, and children's activities	£2,775	£1,000
Staplefield Association	Construct a beacon brazier and host a beacon lighting event.	£1,513	£1,513
The Brook Street Society	Garden party for residents	£1,000	£500
The Lindfield Club	Tea party at King Edward Hall on Sunday for those people who live in streets where there are no street parties.	£500	£500
Warninglid Residents Association	Street party on the Warninglid Recreation Ground.	£750	£750
Worlds End Association	'Picnic in the Park' on the World Ends Recreation Ground with a band and refreshments.	£954	£954
Balcombe Club	Free to all villagers' party in the Victory Hall, Balcombe	£1,000	£500
Lindfield Dramatic Club	Platinum Pageant with Kings & Queens through the ages. Afternoon and evening performance with tea and cakes and bar.	£450	£450
Haywards Heath Cricket Club	Joint celebration of 125 years of Cricket Club and Platinum Jubilee – cricket games and picnic at Clair Park.	£625	£500

	<b>TOTAL</b>	£27,841	£15,598
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### Registered Charities

Organisation	Grant Purpose	Award Requested	Award Suggested
Age UK West Sussex Brighton & Hove	Celebrations at Lamb House, Haywards Heath, including afternoon tea with harpist and Jubilee community party.	£770	£350
Girlguiding Perrymount District HH	Celebrations with girl guides, including magic show and drumming lessons.	£350	£270
Kangaroos Mid Sussex	Jubilee Picnic in the Park for families with disabled children at the Worlds End Park in Burgess Hill.	£1,000	£1,000
The Royal Sussex Regiment Association Mid Sussex Branch	Screening of Trooping of the Colours followed by afternoon tea for members and friends of the Regiment.	£500	£500
	<b>TOTAL</b>	£2,620	£2,120

### Parish Councils

Organisation	Grant Purpose	Award Requested	Award Suggested
Ansty & Staplefield Parish Council	Jubilee party for residents of Beeches at Rocky Lane with a barbeque, bouncy castle, music and games.	£500	£500
Ashurst Wood Village Council	Party in John Pears Field and beacon lighting ceremony in partnership with a choir based in East Grinstead, Dunstan's Community café, youth club and Sussex Community Support.	£3,500	£1,000
Balcombe Parish Council	Picnic in the park including fancy dress, The Women's Institute, best dressed street and live music.	£1,000	£500
Horsted Keynes Parish Council	Weekend of events in partnership with local organisations and clubs within the village including a big village lunch on the green.	£875	£450
Poynings Parish Council	Family picnic with beacon lighting. Picnic held at the Village Hall owned by the local church who are co-sponsoring the event.	£1,800	£1,000
West Hoathly Parish Council	Village celebration with music, children's entertainment, and live music for beacon lighting.	£2,500	£1,000

	<b>TOTAL</b>	£10,175	£4,450
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### Applications Considered but NO GRANT Recommended

Organisation	Grant Purpose	Award Requested
Cuckfield Parish Council	Street party on Cuckfield high street with entertainment and live music	£1,000
Burgess Hill Town Council & Burgess Hill Bonfire Society	Celebration in St John's Park to include stage with musical entertainment, piper performance and beacon lighting.	£1,855
East Grinstead Town Council	Community picnic and beacon lighting.	£3,450
Haywards Heath Town Council	Picnic in Victoria Park, Haywards Heath with live bands and refreshments.	£1,760
East Grinstead Society	Renovate Victorian Jubilee Drinking Water fountain	£4,000
	<b>TOTAL</b>	£12,065

Tom Clark, Solicitor to the Council, referred to the interests of Members and confirmed that as they are personal and not prejudicial the Members could take part in the debate on the applications however suggested that it would be better if they did not.

The Vice-Chairman asked what would occur with the balance of £2,832 if it were unspent.

The Community Services Manager explained that would go back into the main pot of money if it were unspent.

The Vice-Chairman highlighted that there is a fantastic selection of events however he noted applications from Lindfield Club and Lindfield Dramatic Club and asked whether officers have determined that they are different events to ensure the Council is not double-funding.

The Community Services Manager confirmed that Council has followed-up on certain bids to ensure it is not double-funding.

The Chairman felt pleased to see the Staplefield Association will be constructing a beacon brazier which would last beyond the jubilee event and drew attention to Haywards Heath Cricket Club which will be celebrating 125 years alongside the Platinum Jubilee.

The Chairman then noted that no Member wished to speak so moved to the vote on the applications received by Small Neighbourhood Groups excluding the Bentswood Community Partnership and the Lindfield Dramatic Society

Members were supportive of the applications.

The Chairman then moved to separate votes on the application from the Bentswood Community Partnership and the Lindfield Dramatic Club with only those members without any interest voting.

The two relevant members in each case were supportive of the applications.

The Chairman moved to consider the applications received from Registered Charities.

The Community Services Manager felt glad to see applications spread across the district and expressed thanks to Mid Sussex Voluntary Action for helping organisations submit them.

The Chairman then noted that no Member wished to speak so moved to the vote on the applications received by Registered Charities.

Members were supportive of the applications.

The Chairman moved to consider the applications received from Parish Councils.

The Vice-Chairman sought reassurances from the officer that the Council is confident it will receive the credit it deserves from issuing the grants.

The Community Services Manager confirmed that promotion can be made through Mid Sussex Matters as well as the District Council's webpages and they can encourage recipients to use the Council's logo on any of their materials to represent the Council where it can.

The Chairman then noted that no Member wished to speak so moved to the vote on the applications received by Parish Councils.

Members were supportive of the applications.

The Chairman moved to consider the applications that were recommended to have no grant award.

The Community Services Manager explained that an officer group, made up of the partnerships team and the community development team, meets to decide upon the scoring of grant application submissions. He highlighted that some principles of the funding criteria had been relaxed to allow more community bids for this one-off event.

The Chairman sought clarification as to whether there has been some preference for grassroots events over professional events where contractors have been recruited to do the work.

The Community Services Manager clarified that they did prioritise applications that added value to the community and community infrastructure and generated

community activities and community interaction as per the community grants fund criteria.

The Chairman referred to the application from East Grinstead Society to renovate the Victorian Jubilee Drinking Water fountain and asked for an explanation as why it was not awarded.

The Community Services Manager explained that it is for a renovation of a community asset and not connected to an event, therefore he recommended that it come back to the grants Panel under a different scheme at a later date.

The Member asked why some Parish Councils such as West Hoathly and Horsted Keynes are inclusive of beacon lighting and have had their grants approved whereas Burgess Hill Town Council were refused.

The Community Services Manager replied that some areas have a small selection of events where the lighting is a core element whilst others have multiple elements where the beacon is not central to the event. Thus smaller community events had been given priority.

The Chairman then noted that no Member wished to speak so moved to the vote on the recommendations on applications that were recommended to have no grant award.

Members were supportive of the recommendations.

The Chairman moved to consider the Community Grant bid from Citizens Advice in West Sussex (North, South, East).

The Community Services Manager presented the bid from Citizens Advice in West Sussex (North, South, East). He noted that the project seeks to engage with Ukrainian refugees and their family, friends and/or sponsors to provide information and connect them to wider networks and local support services.

The Vice-Chairman enquired what the money is exactly going to be used for and how long the project intends to be in operation.

The Community Services Manager outlined that it is a specialist project in addition to usual Citizens Advice services which would be establishing communication platforms, translation services and support services. This requires extra resources and time for Citizens Advice and may need more funding as the situation in Ukraine progresses, however some funding may be coming through from central government.

The Member noted the mention of a communications platform however she thought that one would have been in place already. She sought reassurances that the Council isn't becoming another sign-post as there are many around at the moment.

The Community Services Manager explained that communication platforms include language translation, sourcing key people in the community such as religious groups or social prescribers and recruitment and training. He noted that the project will also consider those who are providing shelter and that the need for the project will become more apparent as it goes on. He offered that further cost information could be made available upon request.

The Member questioned if there will be a fund.

The Community Services Manager confirmed that there will be a ringfenced fund that will be reported on.

The Chairman commented that concerned residents have approached him to say that they don't want to be sent another link to another government agency. They just want to pick up the phone and speak to someone who is local and is aware of local issues.

The Vice-Chairman believed that one of the main issues that resident families require support with is language and whilst it is not a responsibility of the District Council, he asked whether it is being woven in just in case there is a need.

The Community Services Manager shared learning from Covid-19 messaging that refugees prefer messaging in plain English rather than attempts to speak their own language. If there are refugees wanting to learn English, then Citizens Advice Bureau and Mid Sussex Voluntary Action can point to charities such as Aspire Adult Education who deliver English courses at all levels.

The Chairman then noted that no Member wished to speak so moved to the vote on the recommendation on the Community Grant bid application from Citizens Advice in West Sussex (North, South, East).

Members were supportive of the application.

## **RESOLVED**

The Cabinet Grants Panel agreed:

1. That a Platinum Jubilee Grant of £845 be released to Ansty Village Centre Trust to fund a celebration on the Ansty Village Recreation ground with food and entertainment.
2. That a Platinum Jubilee Grant of £450 be released to Ardingly Connected Together to contribute towards a whole programme of events including lighting of beacon, barbecue, music, firework display and street party.
3. That a Platinum Jubilee Grant of £500 be released to Befriended to fund a street party at Court Bushes Community Hub in Hurstpierpoint including a Tea Dance.
4. That a Platinum Jubilee Grant of £500 be released to Bentswood Community Partnership to fund a community celebration on Barn Cottage Green including picnic, dancing, face painting and an evening barbecue and bar.
5. That a Platinum Jubilee Grant of £200 be released to Bolnere Village Community Partnership to fund an afternoon picnic followed by evening barbecue on Tim Farmer Recreation ground and Woodside Community Centre.
6. That a Platinum Jubilee Grant of £1,000 be released to Bolney Village Society to fund a Jubilee party on Batchelor's Field including barn dance, giant Jubilee cake and races and games.



7. That a Platinum Jubilee Grant of £151 be released to Burgess Hill Bonfire Society to fund a Jubilee Jest event – a comedy event including hire of venue and kitchen, bar, stage MC, comedians, sound system and lighting.
8. That a Platinum Jubilee Grant of £500 be released to Burgess Hill Cricket Club to fund a celebration at St John's Park including treasure hunt, games, and cream teas.
9. That a Platinum Jubilee Grant of 1,000 be released to Copthorne Platinum Jubilee Group to celebration on the Village Green including best dressed street, dog show, games and children's street party.
10. That a Platinum Jubilee Grant of £400 be released to Coro Nuovo to fund a Jubilee concert at St Andrew's Church with choral music.
11. That a Platinum Jubilee Grant of £225 be released to Costells Wood Residents Association to fund a celebration on Costells Edge including bouncy castle, best dressed house, fancy dress.
12. That a Platinum Jubilee Grant of £1,000 be released to Crawley Down Community Centre Association to fund a part of a four-day celebration, a day of celebration at the Haven Centre with Barbeque, fairground rides, food, beer fest, games and dog show.
13. That a Platinum Jubilee Grant of £310 be released to Dumbrills Close Residents Association to fund a barbeque for residents of Dumbrills Close with live music, bouncy castle, pig roast on the village green.
14. That a Platinum Jubilee Grant of £105 be released to East Grinstead Parkrun to fund a parkrun at East Court, East Grinstead with everyone dressed in red, white, and blue followed by a picnic.
15. That a Platinum Jubilee Grant of £100 be released to Friends of Northlands Wood School to fund a Jubilee themed May Spring Fayre with refreshments and family entertainment.
16. That a Platinum Jubilee Grant of £450 be released to Friends of Twineham School to fund a Jubilee garden tea party at the school for the local community with stalls, dog show, food and games.
17. That a Platinum Jubilee Grant of £500 be released to Handcross Community Events to fund a street party with live music and an opportunity for local businesses to sell food.
18. That a Platinum Jubilee Grant of £695 be released to Mid Sussex Older People's Association to fund an afternoon tea at the King Edward Hall in Lindfield with violinist and refreshments.
19. That a Platinum Jubilee Grant of £1,000 be released to Sayers Common Village Hall to fund a Street party with picnic, live music, and children's activities.
20. That a Platinum Jubilee Grant of £1,513 be released to Staplefield Association to fund a construct a beacon brazier and host a beacon lighting event.

21. That a Platinum Jubilee Grant of £500 be released to The Brook Street Society to fund a Garden party for residents.
22. That a Platinum Jubilee Grant of £500 be released to The Lindfield Club to fund a tea party at King Edward Hall on Sunday for those people who live in streets where there are no street parties.
23. That a Platinum Jubilee Grant of £750 be released to Warninglid Residents Association to fund a street party on the Warninglid Recreation Ground.
24. That a Platinum Jubilee Grant of £954 be released to Worlds End Association to fund a 'Picnic in the Park' on the World Ends Recreation Ground with a band and refreshments.
25. That a Platinum Jubilee Grant of £500 be released to Balcombe Club to fund a free to all villagers' party in the Victory Hall, Balcombe.
26. That a Platinum Jubilee Grant of £450 be released to Lindfield Dramatic Club to fund a Platinum Pageant with Kings & Queens through the ages. Afternoon and evening performance with tea and cakes and bar.
27. That a Platinum Jubilee Grant of £500 be released to Haywards Heath Cricket Club to fund a joint celebration of 125 years of Cricket Club and Platinum Jubilee – cricket games and picnic at Clair Park.
28. That a Platinum Jubilee Grant of £350 be released to Age UK West Sussex Brighton & Hove to fund celebrations at Lamb House, Haywards Heath, including afternoon tea with harpist and Jubilee community party.
29. That a Platinum Jubilee Grant of £270 be released to Girlguiding Perrymount District HH to fund celebrations with girl guides, including magic show and drumming lessons.
30. That a Platinum Jubilee Grant of £1,000 be released to Kangaroos Mid Sussex to fund a Jubilee Picnic in the Park for families with disabled children at the Worlds End Park in Burgess Hill.
31. That a Platinum Jubilee Grant of £500 be released to The Royal Sussex Regiment Association Mid Sussex Branch to fund a screening of Trooping of the Colours followed by afternoon tea for members and friends of the Regiment.
32. That a Platinum Jubilee Grant of £500 be released to Ansty & Staplefield Parish Council to fund a Jubilee party for residents of Beeches at Rocky Lane with a barbeque, bouncy castle, music and games.
33. That a Platinum Jubilee Grant of £1,000 be released to Ashurst Wood Village Council to fund a party in John Pears Field and beacon lighting ceremony in partnership with a choir based in East Grinstead, Dunstan's Community café, youth club and Sussex Community Support.
34. That a Platinum Jubilee Grant of £500 be released to Balcombe Parish Council to fund a picnic in the park including fancy dress, The Women's Institute, best dressed street and live music.

35. That a Platinum Jubilee Grant of £450 be released to Horsted Keynes Parish Council to fund a weekend of events in partnership with local organisations and clubs within the village including a big village lunch on the green.
36. That a Platinum Jubilee Grant of £1,000 be released to Poynings Parish Council to fund a family picnic with beacon lighting.
37. That a Platinum Jubilee Grant of £1,000 be released to West Hoathly Parish Council to fund a village celebration with music, children's entertainment, and live music for beacon lighting.
38. That a Platinum Jubilee Grant is **not** released to Cuckfield Parish Council as their application did not meet the criteria of grant scheme.
39. That a Platinum Jubilee Grant is **not** released to Burgess Hill Town Council & Burgess Hill Bonfire Society as their application did not meet the criteria of grant scheme.
40. That a Platinum Jubilee Grant is **not** released to East Grinstead Town Council as their application did not meet the criteria of grant scheme.
41. That a Platinum Jubilee Grant is **not** released to Haywards Heath Town Council as their application did not meet the criteria of grant scheme.
42. That a Platinum Jubilee Grant is **not** released to East Grinstead Society as their application did not meet the criteria of grant scheme.
43. That £5,000 from the Community Grants Fund be released to Citizens Advice in West Sussex (North, South, East) to fund an engagement project with Ukrainian refugees in Mid Sussex to provide information and connect them with the local communities.

The meeting finished at 4.43 pm

Chairman