

**Minutes of a meeting of Cabinet Grants Panel  
held on Monday, 19th February, 2024  
at 1.00 pm - 1.14 pm**

**Present:** A Bennett (Chairman)  
AM Cooke (Vice-Chair)

R Eggleston

I Gibson

C Hobbs

**1. TO RECEIVE APOLOGIES FOR ABSENCE.**

None.

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

Councillor Bennett declared an interest in the application from Hurstpierpoint Gymnastics Club under item 7: Corporate Grant Schemes – Community Grants as a family member attends the club. The Chairman confirmed she would remain in the Chamber but not vote on the item.

In the interests of transparency in relation to the application from Worth Parish Council under item 6 – Release of S106 Contributions, Councillor Gibson declared he is a Member of Worth Parish Council and he was not involved in the application.

**3. TO BE AGREED BY GENERAL AFFIRMATION THE MINUTES OF THE MEETING HELD ON 16 OCTOBER 2023.**

The minutes of the meeting of the Panel held on 16 October 2023 were agreed as a correct record and signed by Councillor Eggleston, acting Chairman of that meeting.

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

None.

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

None.

## 6. RELEASE OF S.106 CONTRIBUTIONS.

Sally Blomfield, Assistant Director Planning and Sustainable Economy introduced the report, which presented the two requests for the release of S106 contributions and the six requests for variations to S106 contributions and/or special conditions for community led projects previously awarded and currently in delivery.

The applications recommended for the release of S106 contributions are set out below:

Organisation	Purpose for which award is sought	Total Project Cost	Award Suggested
Worth Parish Council	New Multi-Use Games Area at Copthorne Recreation Ground	£164,300	£164,300
1 <sup>st</sup> Copthorne Scout Group	Outdoor space improvements and renewable energy adaptations at the Copthorne Scout & Guide Centre	£115,018	£115,018
<b>TOTAL</b>		<b>£279,318</b>	<b>£279,318</b>

The applications requesting variations to S106 contributions and/or special conditions for community led projects previously awarded and currently in delivery are set out below:

Organisation	Purpose for which awards sought	Changes to S106 award/ changes to Special Conditions
Ansty Village Centre Trust (AVCT)	New village hall and sports pavilion	Project substantially complete. However, there is a need to extend special condition regarding project completion from December 2023 to 31 September 2024
Haywards Heath Rugby Football Club	Rebuilding the clubhouse at Whitemans Green	Increase the amount of S106 allocated toward rebuilding the clubhouse by a further £66,661.47, making a total award of £377,889.59

Mid Sussex District Scouts	Building a new community hall on Council owned land at Barn Cottage Recreation Ground	Increase the amount of S106 allocated toward constructing a new community hall by a further £163,420.50, making a total award of £263,420.50, There is a need to extend special conditions to provide evidence the project can be fully funded from 28 June 2024 to 19 February 2025.
Crawley Down Gatwick Football Club	Installing new dugouts, floodlighting and ball stop fencing at the Haven Sportsfield.	Extend special conditions to provide evidence the project can be fully funded from 31 December 2023 to 30 September 2024; and completion of the project from 31 December 2024 to 30 June 2025
Clarion Futures	Creation of a community space in Stone Quarry, East Grinstead	Extend the special conditions to complete the project from 31 August 2024 to 19 February 2025.
St Francis Social and Sports Club	Swimming pool changing rooms	Extend the special condition to complete the project from 31 March 2024 to 30 June 2024.

The Cabinet Member for Sustainable Economy and Housing asked what testing the Council carries out on the viability of cost estimates at the outset of projects to avoid applications returning.

The Deputy Chief Executive, Judy Holmes, advised that the Council ensures it carries out due diligence on applications and organisations at the point of application. However, due to the nature of the applications, officers anticipate and expect change, therefore it is important the Council remains flexible and agile in its approach whilst working closely with the organisations. She noted the Budget recommendation for further investment to support the Council in how it secures, manages and allocates S106 payments and the proposed investment in the Community Development Team in anticipation of the proposed housing growth in the District to support communities to develop projects and secure funding. The Assistant Director Planning and Sustainable Economy emphasised the Council works closely with the organisations applying for the funding and the exceptional circumstances over previous years which has led to increased inflation.

As there were no further comments, the Chairman took Members to a vote on the recommendations listed in the report, which was agreed unanimously with 5 in favour.

## **RESOLVED**

The Cabinet Grants Panel agreed:

- (i) That £164,300 of S106 contributions be released to Worth Parish Council for a new multi-use games area at Copthorne Recreation Ground and that £115,018 of S106 contributions be released to 1st Copthorne Scout Group for outdoor improvements and renewable energy adaptations at the Copthorne Scout & Guide Centre.
- (ii) Agreed the amendments to existing release of S106 awards for Ansty Village Centre Trust; Haywards Heath Rugby Football Club Mid Sussex District Scouts, Crawley Down Gatwick Football Club, St Francis Social and Sports Club and Clarion Futures as detailed in Appendix B.

## 7. CORPORATE GRANT SCHEMES - COMMUNITY GRANTS.

Lucy Corrie, Assistant Director Communities, introduced the report which includes twenty- four Community Grant applications for consideration by the Panel and noted this was the first Panel to assess applications using the revised Community Grants criteria which now includes the UN Sustainability Development goals. There are 13 applications recommended for approval and 11 applications which do not meet the criteria and are not recommended for approval.

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

Organisation	Grant Purpose	Award Request	Award Suggested
Burgess Hill Marching Youth	To expand the band by introducing a flute section. Purchasing 4 flutes, 4 Lyres, tutorial books and display books.	£800	£800
Chequer Mead Arts & Community Trust	To run free monthly Dementia Friendly film screenings.	£5,000	£5,000
Dudley House Trust	Set up a repair Café, train a staff member, purchase items to hire out to the community.	£4, 058	£4,058
East Grinstead Museum	To support the work needed to make round one application for National Lottery Heritage Fund grant. As part of this the community grant fund will support the development of talks, walks and activities for school children ensuring	£5,000	£5,000

	they appeal to current and potential audiences.		
Greener Cuckfield	To set up nature recovery networks, a website upgrade and to cover volunteer expenses.	£1,500	£1,500
Haywards Heath Division Guide Headquarters	To help towards the cost of refurbishing the kitchen and toilets and to provide step free access into the hall.	£5,000	£5,000
Hurstpierpoint Gymnastics Club	To fund training for volunteers on safeguarding, first aid and coaching, subsidy of kit where this is passed on to participants and hardship funding to enable those who can't afford the classes to attend.	£4,200	£4,200
Mid Sussex Active	To host events in local venues involving 22 schools and engaging over 500 children in physical activities.	£3,220	£3,220
RESPECT Youth Club	To fund a DJ Taster Day, inflatable day, disco and craft supplies for club	£1,745	£1,745
Seaforth Hall Warninglid	To purchase a movie projector, projection screen and Blu-ray player to enable the community to hold monthly cinema evenings.	£2,287	£2,287
SEDSConnective	To fund Pilates classes in person and online. Adaptation of website to make it	£700	£700

	accessible to run webinars, events and offer access to specialist practitioners that would otherwise be unaffordable.		
The Ashdown Hub	To buy a polytunnel for the kitchen garden	£1,315	£1,315
The Juno Project	To deliver workshops and 1-2-1 coaching to girls aged 11-16 with complex vulnerabilities who have a record of poor attendance at school.	£2,176	£2,176
	<b>TOTAL</b>	<b>£37,001</b>	<b>£37,001</b>

The applications considered by the Panel but no grant award recommended are set out below:

<b>Organisation</b>	<b>Purpose for which grant is sought</b>	<b>Award requested</b>
Afro-Brazilian Arts and Cultural exchange institute	To run martial art capoeira, dance and performing arts programmes for children in Ashenground area of Haywards Heath.	£4,500
Gatwick Detainees Welfare Group	To fund an audit of their equality, diversity, and inclusion and school talks, organised walks.	£3,950
Haywards Heath Rugby Football Club	Additional funds for an ongoing capital project to rebuild club house.	£5,000
HURSTfolk	To fund an annual weekend music festival.	£2,780
Inspire Dance Studio Cophorne Ltd	To replace the flooring in the dance studio	£4,400
Lindfield Village Day (King Edward Hall)	To fund musicians for the Lindfield Village Day annual procession	£3,150
Lindfield Rugby Club	To cover insurance, pitch hire and new equipment.	£1,000
Spurgeons	To fund an Early Bird and/or Teen life programmes	£5,000

The Yews (Haywards Heath) Community Partnership	To fund repairs/upkeep to the building	£5,000
Turners Hill Parish Council	To upgrade and replace streetlights with LED bulbs	£5,000
Volume 1 Climbing	To subsidise membership fees	£5,000
<b>TOTAL</b>		<b>£44,780</b>

The Chairman thanked the Community Development and Communication Teams for implementing the revised criteria and welcomed the increase in applications.

The Cabinet Member for Sustainable Economy and Housing welcomed the wide range of applications.

In response to the Cabinet Member for Sustainable Economy and Housing asking for clarity on the scoring criteria for applications, the Assistant Director Communities advised it was based on the quality of each application.

The Deputy Chief Executive, confirmed there was no relationship between the overall score and amount of funding proposed for allocation, in response to the Cabinet Member for Sustainable Economy and Housing.

The Leader, welcomed the increase in applications which demonstrates the need for the programme and that community engagement is strong. He supported the recommendations.

As there were no further comments, the Chairman took Members to a vote on the recommendation listed in the reports, which was agreed with 4 in favour and 1 abstention.

## **RESOLVED**

The Cabinet Grants Panel agreed:

1. That £800 from the Community Grants fund be released to Burgess Hill Marching Youth to fund the purchase of 4 flutes, 4 Lyres, tutorial books and display books to expand the band by introducing a flute section.
2. That £5,000 from the Community Grants fund be released to Chequer Mead Arts & Community Trust to run free monthly Dementia Friendly film screenings.
3. That £4,058 from the Community Grants fund be released to Dudley House Trust to fund the setup of a repair Café, train a staff member, purchase items to hire out to the community.
4. That £5,000 from the Community Grants fund be released to East Grinstead Museum to support the work needed to make round one application for National Lottery Heritage Fund grant. As part of this the community grant fund will support the development of talks, walks and activities for school children ensuring they appeal to current and potential audiences.

5. That £1,500 from the Community Grants fund be released to Greener Cuckfield to fund nature recovery works, a website upgrade and to cover volunteer expenses.
6. That £5,000 from the Community Grants fund be released to Haywards Heath Division Guide headquarters to help towards the cost of refurbishing the kitchen and toilets and to provide step free access into the hall.
7. That £4,200 from the Community Grant fund be released to Hurstpierpoint Gymnastics Club to fund training for volunteers on safeguarding, first aid and coaching, subsidy of kit where this is passed on to participants and hardship funding to enable those who can't afford the classes to attend.
8. That £3,200 from the Community Grants fund be released to Mid Sussex Active to host events in local venues involving 22 schools and engaging over 500 children in physical activities.
9. That £1,745 from the Community Grant fund be released to RESPECT Youth Club to fund a DJ Taster Day, inflatable day, disco and craft supplies for club.
10. That £2,287 from the Community Grant fund be released to Seaforth Hall Warninglid to purchase a movie projector, projection screen and Blu-ray player to enable the community to hold monthly cinema evenings.
11. That £700 from the Community Grant fund be released to SEDSConnective to fund Pilates classes in person and online. Adaptation of website to make it accessible to run webinars, events and offer access to specialist practitioners that would otherwise be unaffordable.
12. That £1,315 from the Community Grant fund be released to The Ashdown Hub to buy a polytunnel for the kitchen garden.
13. That £2,176 from the Community Grant fund be released to The Juno Project to deliver workshops and 1-2-1 coaching to girls aged 11-16 with complex vulnerabilities who have a record of poor attendance at school.
14. That no grant be awarded to Afro-Brazilian Arts and Cultural exchange institute as their application does not meet the criteria of the Community Grants Fund.
15. That no grant be awarded to Gatwick Detainees Welfare Group as their application does not meet the criteria of the Community Grants Fund.
16. That no grant be awarded to Haywards Heath Rugby Football Club as their application does not meet the criteria of the Community Grants Fund.
17. That no grant be awarded to HURSTfolk as their application does not meet the criteria of the Community Grants Fund.
18. That no grant be awarded to Inspire Dance Studio Copthorne Ltd as their application does not meet the criteria of the Community Grants Fund.
19. That no grant be awarded to Lindfield Village Day (King Edward Hall) as their application does not meet the criteria of the Community Grants Fund.



20. That no grant be awarded to Lindfield Rugby Club as their application does not meet the criteria of the Community Grants Fund.
21. That no grant be awarded to Spurgeons as their application does not meet the criteria of the Community Grants Fund.
22. That no grant be awarded to The Yews (Haywards Heath) Community Partnership as their application does not meet the criteria of the Community Grants Fund.
23. That no grant be awarded to Turners Hill Parish Council as their application does not meet the criteria of the Community Grants Fund.
24. That no grant be awarded to Volume 1 Climbing as their application does not meet the criteria of the Community Grants Fund.

The meeting finished at 1.14 pm

Chairman