

**Minutes of a meeting of Cabinet Grants Panel  
held on Monday, 20th February, 2023  
at 4.00 pm - 4.49 pm**

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

J Belsey

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

None as all present.

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

None as all present.

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

Councillor Hillier declared for transparency that Haywards Heath Football Club sometimes work with the Bentswood Hub however the organisation took no part in their application.

Councillor Webster declared that he was previously a member of the East Grinstead Business Association.

Councillor Belsey declared he was a Member of the East Grinstead Business Association however took no part in the application. He also declared that Being Neighbourly are a resident of Glen Vue which is where AGE UK is based and whom he is the Chair of.

**4. TO CONFIRM THE MINUTES OF THE MEETING OF THE PANEL HELD ON 12  
DECEMBER 2022.**

The Minutes of the meeting of the Panel held on 12 December 2022 were approved as a correct record and signed by the Chairman.

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

The Chairman confirmed he had an urgent item following a request made to him by Baldwins Primary School. He explained that funding for the school to build an outdoor facility was agreed however at that time the County Council required that they lead with the management of the project. The School have now asked for an

extension of the grant and the involvement of the District Council as no work has been completed to date.

Elaine Clarke, Community Facilities Project Officer, replied that the Head of Service for Planning Policy has raised the issue with colleagues at West Sussex County Council and will pursue a resolution outside of the meeting.

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

The Chairman confirmed he had not received any representations.

## **7. CORPORATE GRANT SCHEMES - RELEASE OF S106 CONTRIBUTIONS**

Elaine Clarke, Community Facilities Project Officer, introduced the report which presented two requests for the Release of S106 Contributions for consideration by the Cabinet Grants Panel in respect of the Assessment Reports.

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

<b>Organisation</b>	<b>Purpose for which award is sought</b>	<b>Total Project Cost</b>	<b>Award Suggested</b>
Clarion Futures	Quarry Café Community Garden	60,500	52,500
Haywards Heath Town Football Club	Refurbishment of Pilgrim Hut	136,950	12,239
<b>TOTAL</b>		<b>£ 197,450</b>	<b>£ 64,739</b>

The Panel commented on the valuable service the Quarry Café provides.

The Member sought clarification as to whether the maintenance of the gardens and grounds would fall to Quarry Café and Community Fridge CIC or Clarion Futures.

The Community Facilities Project Officer explained that Clarion Futures would be responsible for project funding and delivery but the ongoing day-to-day use and any lease will be held by the Café. The Chairman noted the Deputy Leader's involvement and highlighted the importance in completing the project as soon as possible.

The Panel discussed the application from Haywards Heath Town Football Club in respect of use by the community, carbon neutrality and other available S106 funding. The Community Facilities Project Officer replied that she was assured by the applicant that it can be used by the community, that carbon neutrality is a planning consideration and funding is being given by the Football Foundation.

The Chairman encouraged more partnership working between the local community and the Football Club.

The Community Facilities Project Officer provided an update regarding the allocation of S106 receipts to community projects over the past year in addition to recommendations for variations.

The Member expressed nervousness over the funding gap for the Haywards Heath Rugby Club project and asked why the money allocated for Colwell Ground CIC cannot be put to use elsewhere.

The Community Facilities Project Officer confirmed that the Rugby Club are confident they can raise the funds with the extended time and that the money previously allocated to the Colwell Ground CIC must be spent at the St Francis site.

The Panel felt disappointed that the application from Sheddingdean Baptist Church was not able to proceed.

The Chairman took the Panel to vote on the recommendations in the report.

The Panel were unanimously supportive of all recommendations.

## **RESOLVED**

The Cabinet Grants Panel agreed:

1. That £52,500 of S106 Contributions be released to Clarion Futures to fund the creation of an attractive outdoor community space on Council owned land at Hollands Way, East Grinstead alongside the play area and Quarry Café and Community Fridge venue in the Old Post Office.
2. That £12,239 of S106 Contributions be released to Haywards Heath Town Football Club to fund the refurbishment of the Pilgrim Hut to create a new indoor café and education room at the Hanbury Stadium which will be available to players and spectators and community hirers.
3. That the Release of S106 Contributions application from Ansty Village Centre Trust be extended on a special condition regarding project completion to 31 December 2023.
4. That the Release of S106 Contributions application from Sheddingdean Baptist Church is not given an extension of time with regard to the submission of evidence that the project can be funded in its entirety by 31 March 2023 after which the grant offer will expire.
5. That the Release of S106 Contributions application from Haywards Heath Rugby Club be extended on a special condition to secure project funding to 31 December 2023.
6. That the Release of S106 Contributions application from Hayward Heath Tennis Club be extended on a special condition for project completion to 31 May 2023.
7. That the Release of S106 Contributions application from Mid Sussex District Scouts:
  - a. Will require a Development and Lease Agreement and Grant Agreement to be signed by 31 May 2023 or the grant offer will expire after this date.
  - b. Subject to finalizing the necessary legal paperwork, be extended on a special condition to secure project funding by one year to 28 June 2024, and project completion by 31 December 2025.

8. That the Release of S106 Contributions application from Sussex Clubs for Young People be extended on a special condition for project completion to 31 December 2025.
9. That the Release of S106 Contributions application from Colwell Ground CIC is not given an extension of time with regard to the submission of evidence that the project can be funded in its entirety by 1 April 2023 after which the grant offer will expire.

**8. RELEASE OF S.106 LOCAL COMMUNITY INFRASTRUCTURE (LCI) CONTRIBUTIONS - COMMISSIONING OF CCTV CAMERAS**

Liz Lancaster, Infrastructure Officer, introduced the report which presented a request from Worth Parish Council for the release of £65,509.20 from S106 Local Community Infrastructure (LCI) Contributions to partially fund the supply, installation and commissioning of four CCTV cameras in their Parish.

The Vice-Chairman enquired whether the Cameras will be monitored by the Police or uploaded to the Cloud.

The Infrastructure Officer confirmed it will be monitored by the Police.

The Chairman took the Panel to vote on the recommendation in the report.

The Panel were unanimously supportive of the recommendation.

**RESOLVED**

The Cabinet Grants Panel agreed:

1. That £65,509.20 be released from contributions from land at Felbridge Nursery, land off Woodlands Close (Phase 1 & 2), and land at Wychwood to partially fund this project.

**9. CORPORATE GRANT SCHEMES - COMMUNITY GRANTS**

Mat Jarman, Head of Communications, PR & Community Engagement, introduced the report for present to the Cabinet Grants Panel, seven Community Grants and three Ukraine Support one-off community grant applications for consideration.

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

**Table 1: Applications recommended for award**

**Community Grants**

Organisation	Grant Purpose	Award Requested	Award Suggested
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1 <sup>st</sup> Hurstpierpoint Scout Group	Install 28 solar panels on south facing roof of the Scout Headquarters	£5,000	£5,000
Balcombe Cricket Club	Upgrade kitchen and install outdoor seating facility	£5,000	£5,000
Befriended	Set up community choir	£5,000	£1,000
<b>TOTAL</b>		<b>£15,000</b>	<b>£11,000</b>

### Homes for Ukraine grant fund

Organisation	Grant Purpose	Award Requested	Award Suggested
All Saints Lindfield	Set up a drop-in service at The Yews and deliver 4 events.	£8,660.60	£8,660.60
Being Neighbourly	Group therapeutic sessions to develop into a peer led support group at Glen Vue and update the website with a page for Ukrainian refugees. Fund English lessons and professional exams.	£13,228	£4,192
HUGS 4 Ukraine	Fund the Cherry Tree hire, create a website, support weekly drop-in in Hassocks Age Concern and deliver 3 celebratory events.	£14,900	£4,900
<b>TOTAL</b>		<b>£38,639.60</b>	<b>£17,752.60</b>

**Table 2: Applications Considered but NO GRANT Award Recommended**

Organisation	Purpose for which grant is sought	Award requested
Arise Counselling Service	Supplement open-ended counselling sessions as part of an existing service	£5,000
East Grinstead Business Association	Revamp EGBA website and create promotional video	£2,250
Headway Sussex	Support the Crawley Support Group for people living with brain injury	£5,008
The Juno Project	'This is Me' Social, emotional and behaviour focused programme for girls aged 14-16 years.	£4,354.04
<b>TOTAL</b>		<b>£16,612.04</b>

The Vice-Chairman enquired whether there will be battery storage for the solar panels requested by 1<sup>st</sup> Hurstpierpoint Scout Group.

The Head of Communications, PR & Community Engagement replied that the funding request includes funding for a batter to store accumulated energy which is why officers recommended full funding.

The Member requested that the community choir set up by Befriended be open to all.

The Head of Communications, PR & Community Engagement informed the Panel on the Homes for Ukraine grant fund and explained that the application from Being Neighbourly is part-funded as English lessons are already being provided by West Sussex County Council and that HUGS 4 Ukraine do not have the capacity to full deliver their desired project.

The Vice-Chairman welcomed the application from All Saints Lindfield. The Chairman added his appreciation of officers working hard to ensure Ukrainians feel as welcome and comfortable as possible.

The Chairman noted that the application from East Grinstead Business Association will be considered elsewhere.

The Head of Communications, PR & Community Engagement highlighted that Arise Counselling Service were not awarded a grant as it is a service that already exists, and that The Juno Project is programme that takes place during school time however officers are working with them to see if they can deliver it outside of school hours.

The Chairman asked if the Chairman and Vice-Chairman can agree the decision outside of a Cabinet Grants Panel should a resolution be reached for The Juno Project.

Kevin Toogood, Solicitor to the Council, confirmed that the Panel could give delegated authority to officers to deal with a revised application being brought forward.

The Chairman took the Panel to vote on the recommendations in the report.

The Panel were unanimously supportive of all recommendations.

## **RESOLVED**

The Cabinet Grants Panel agreed:

1. That £5,000 from the Community Grants Fund be released to 1<sup>st</sup> Hurstpierpoint Scout Group to fund the installation of 28 solar panels on south facing roof of the Scout Headquarters.
2. That £5,000 from the Community Grants Fund be released to Balcombe Cricket Club to fund the upgrade kitchen and install outdoor seating facility.
3. That £1,000 from the Community Grants Fund be released to Befriended to fund the set up a Community Choir.
4. That £8,660.60 from the Homes for Ukraine Grant Fund be released to All Saints Lindfield to fund the set up a drop-in service at The Yews and deliver 4 events.
5. That £3,543.20 from the Homes for Ukraine Grant Fund be released to Being Neighbourly to fund group therapeutic sessions to develop into a peer led support group at Glen Vue and update the website with a page for Ukrainian refugees. Fund English lessons and professional exams.

6. That £4,900 from the Homes for Ukraine Grant Fund be released to HUGS 4 Ukraine to fund the Cherry Tree hire, create a website, support a weekly drop-in at Hassocks Age Concern and deliver 3 celebratory events.
7. That **no** grant be awarded to Arise Counselling Service as their application does not meet the criteria of the Homes for Ukraine Grant Fund.
8. That **no** grant be awarded to East Grinstead Business Association as their application does not meet the criteria of the Community Grants Fund.
9. That **no** grant be awarded to The Juno Project as their application does not meet the criteria of the Community Grants Fund.

The meeting finished at 4.49 pm

Chairman