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Minutes of the meeting of the **Grants and Concessions Panel** held in Committee Room 2, East Pallant House on Thursday 19 January 2017 at 9.30 am

Members Present: Mrs E Lintill (Chairman), Mrs C Apel, Mr I Curbishley, Mr J F Elliott, Mr M Cullen, Mr J W Elliott, Mrs N Graves and Mrs P Tull

Members not present:

In attendance by invitation:

Officers present: Mr I Baker (Sport and Leisure Officer), Mrs C Christie (Revenues and Performance Manager), Mr D Cooper (Group Accountant), Mr S Hansford (Head of Community Services), Miss L Higenbottam (Democratic Services), Mr D Hyland (Community and Partnerships Support Manager), Mrs K Pellett (Economic Development Officer) and Miss C Williams (Community Liaison Officer)

The public are likely to be excluded from any discussion at which this report is considered on the grounds that it is likely that there would be a disclosure to the public of “exempt information” of the description specified in Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information) of Part I of Schedule 12A to the Local Government Act 1972 and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

66 **Apologies for Absence**

No apologies for absence had been received.

67 **Approval of the Minutes**

RESOLVED

That the minutes of the Panel meeting held on Tuesday 18 October 2016 be approved and signed by the Chairman as a correct record.

68 **Matters Arising from the Minutes**

There were no matters arising.

69 **Declarations of Interest**

Mr J W E Elliott declared a disclosable pecuniary interest in relation to agenda item five due to a business association with the applicant and withdrew from the room when this application was discussed.

Mrs Apel declared a personal interest in relation to agenda item 10 as a volunteer for City Angels and withdrew from the room when this application was discussed.

Mr Hyland declared a prejudicial interest in relation to agenda item 12 as a member of his family holds a senior role at St Wilfrid's Hospice and withdrew from the room when this application was discussed.

Mrs Apel declared a personal interest in relation to agenda item 16 as a trustee of Stonepillow and withdrew from the room when this application was discussed.

70 **Discretionary Rate Relief Application**

Selsey Community Nursery:

Mr J W E Elliott declared a disclosable pecuniary interest due to a business association with the applicant and withdrew from the room when this application was discussed.

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES, IN CONSULTATION WITH THE PANEL:

That the Selsey Community Nursery request for discretionary rate relief be approved for the financial year 2016/17.

Alternative options considered and rejected:

That the Selsey Community Nursery request for discretionary rate relief be refused for the financial year 2016/17.

71 **Small Business Rent Support Scheme**

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES, IN CONSULTATION WITH THE PANEL:

That the small business rent support scheme grant awarded to Signs in Sussex be noted.

72 **Enabling Grant Scheme**

Mrs Pellett explained that the Economic Development Service have received an allocation of £71,428 from the West Sussex Pooled business rates Fund to support local businesses in the district. As a result the Economic Development Service launched the Enabling Grant Scheme on 1 December 2016 and 32 applications have been received totalling a £49,566.98 funding commitment. To date four

applications have been approved; two applications relate to capital projects and two relate to websites securing 24 existing jobs with a potential creation of 17 jobs as a result of completing these projects.

Mrs Pellett agreed to provide a breakdown of the applicants, projects and the amount requested/allocated. A detailed report will be submitted to the March Panel.

73 **Request for New Homes Bonus Application Variation - Overview Report**

Members discussed the two requests for New Homes Bonus variation separately.

(a) **Request for New Homes Bonus Variation 1 Selsey Town Council, New Homes Bonus**

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES, IN CONSULTATION WITH THE PANEL:

That the proposed variation to funding awarded to Selsey Town Council from the New Homes Bonus (Parish Allocations) 2016 be approved.

Alternative options considered and rejected:

That the proposed variation to funding awarded to Selsey Town Council from the New Homes Bonus (Parish Allocations) 2016 be rejected.

(b) **Request for New Homes Bonus Variation 2 West Dean Parish Council, New Homes Bonus**

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES, IN CONSULTATION WITH THE PANEL:

That the proposed variation to funding awarded to West Dean Parish Council from the New Homes Bonus (Parish Allocations) 2015 be approved.

Alternative options considered and rejected:

That the proposed variation to funding awarded to West Dean Parish Council from the New Homes Bonus (Parish Allocations) 2015 be rejected.

74 **Grants and Concessions Financial Summary**

The Panel considered the report. Mr Cooper drew attention to the value of the applications to be considered at the meeting and reminded the Panel that a sum of £85,753 remained.

The Panel noted the following fast track delegated grant applications decided since the last meeting:

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES IN
CONSULTATION WITH THE GRANTS AND CONCESSIONS FAST TRACK PANEL:**

Applicant: Chichester Cloth Nappy Library, NCT (National Childbirth Trust) West
Sussex Coastal Branch

Priority: Environment

Purpose: Setting up two long term real nappy loan kits to be made available to low
income families

Sum Requested: £473

Sum Approved: £473

Reasons: An environmentally friendly initiative

Grant Conditions: N/A

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES IN
CONSULTATION WITH THE GRANTS AND CONCESSIONS FAST TRACK PANEL:**

Applicant: Duncton Hall and Recreation Ground

Priority: Improving Living Places and Spaces

Purpose: New floor for Duncton Village Hall

Sum Requested: £1,000

Sum Approved: £1,000

Reasons: Supporting improvements to a well-used community facility

Grant Conditions: N/A

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES IN
CONSULTATION WITH THE GRANTS AND CONCESSIONS FAST TRACK PANEL:**

Applicant: Pregnancy Options Centre

Priority: Targeted Projects

Purpose: Running costs including equipment to support service delivery

Sum Requested: £900

Sum Approved: £900

Reasons: Provision of an essential service

Grant Conditions: N/A

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES IN
CONSULTATION WITH THE GRANTS AND CONCESSIONS FAST TRACK PANEL:**

Applicant: Transition Chichester

Priority: Economy

Purpose: Funding to produce a new 'Green Directory' of local producers, growers,
traders and service providers based in Chichester areas (PO18, PO19 and PO20)

Sum Requested: £900

Sum Approved: £0

Reasons: Information that will be provided by the directory is already available
elsewhere (via searches on the internet and farmers' markets)

Grant Conditions: N/A

75 **Grant Application - Improving Living Places and Spaces 1**

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES, IN CONSULTATION WITH THE PANEL:

Applicant: City Angels

Declarations of Interest: Mrs Apel declared a personal interest as a volunteer for City Angels and withdrew from the room when this application was discussed

Priority: Improving Living Places and Spaces

Purpose: Mobile vehicle costs, consumables/refreshments, staff and volunteer training and equipment

Sum Requested: £5,000

Sum Approved: £3,000

Reasons: The organisation has a positive impact on the night time safety in the city centre but has submitted consecutive requests to the same level without firm new project elements

Grant Conditions: N/A

Alternative options considered and rejected: The Panel consider whether or not to support every application so will always consider granting an application to the full amount requested or refusing an application

76 **Grant Application - Improving Living Places and Spaces 2**

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES, IN CONSULTATION WITH THE PANEL:

Applicant: Cocking Village Hall Management Committee

Declarations of Interest: N/A

Priority: Improving Living Places and Spaces

Purpose: Extension to the hall for safe and secure storage of tables, chairs and equipment

Sum Requested: £2,000

Sum Approved: £2,000

Reasons: The additional space will allow larger and more varied group activities to take place at the hall

Grant Conditions: N/A

Alternative options considered and rejected: The Panel consider whether or not to support every application so will always consider granting an application to the full amount requested or refusing an application

77 **Grant Application - Improving Living Places and Spaces 3**

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES, IN CONSULTATION WITH THE PANEL:

Applicant: St Wilfrid's Hospice (South Coast)

Declarations of Interest: Mr Hyland declared a prejudicial interest as a member of his family holds an honorary role at St Wilfrid's Hospice and withdrew from the room when this application was discussed

Priority: Improving Living Places and Spaces

Purpose: Capital towards new hospice building

Sum Requested: £50,000

Sum Approved: £25,000

Reasons: The Panel agreed that although the request is proportionately large compared to the normal grant threshold the reasoning behind the application is exceptional and the funds will assist to support expansion of a much needed provision for the district (*please note the grant decision was made in line with the Cabinet Member for Community Services delegated authority*)

Grant Conditions: N/A

Alternative options considered and rejected: The Panel consider whether or not to support every application so will always consider granting an application to the full amount requested or refusing an application

RECOMMENDED TO THE CABINET:

That Cabinet consider provision of an additional £25,000 funding towards this application.

78 Grant Application - Improving Living Places and Spaces 4

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES, IN CONSULTATION WITH THE PANEL:

Applicant: Tillington Parish Council

Declarations of Interest: N/A

Priority: Improving Living Places and Spaces

Purpose: Extension to village hall

Sum Requested: £10,000

Sum Approved: £10,000

Reasons: The additional space will increase the number of activities that can be offered to the community

Grant Conditions: N/A

Alternative options considered and rejected: The Panel consider whether or not to support every application so will always consider granting an application to the full amount requested or refusing an application

79 Grant Application - Targeted Projects 1

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES, IN CONSULTATION WITH THE PANEL:

Applicant: Lifecentre

Declarations of Interest: N/A

Priority: Targeted Projects

Purpose: Therapeutic counselling for survivors of rape and sexual abuse

Sum Requested: £2,500

Sum Approved: £2,500

Reasons: The service supports vulnerable members of the community including those in Think Family Neighbourhoods

Grant Conditions: N/A

Alternative options considered and rejected: The Panel consider whether or not to support every application so will always consider granting an application to the full amount requested or refusing an application

80 **Grant Application - Targeted Projects 2**

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES, IN CONSULTATION WITH THE PANEL:

Applicant: Relate North and South West Sussex

Declarations of Interest: N/A

Priority: Targeted Projects

Purpose: Realteen/Family counselling for young people and families, prioritising Think Family Neighbourhoods

Sum Requested: £3,000

Sum Approved: £3,000

Reasons: The service supports vulnerable members of the community including those in Think Family Neighbourhoods

Grant Conditions: Priority for funding should be given to the Chichester District Think Family Neighbourhoods

Alternative options considered and rejected: The Panel consider whether or not to support every application so will always consider granting an application to the full amount requested or refusing an application

81 **Recurring funding agreements with voluntary organisations**

Miss Williams explained that separate to the grants pot, the Panel is asked to monitor the performance of four key voluntary sector organisations. These Agreements are funded from base budget and delegated to the Director of Community Services. The Panel discussed detailed officer reports on each of the four organisations and made the following recommendations:

Citizens Advice Bureau:

RECOMMENDED TO THE HEAD OF COMMUNITY SERVICE:

- That the performance of the Citizens Advice Arun and Chichester under their joint Funding Agreement during 2016/17 be noted
- That funding for 2017/18 be released in line with the Countywide Contract

Stonepillow:

Mrs Apel declared a personal interest as a trustee of Stonepillow and withdrew from the room when this application was discussed.

RECOMMENDED TO THE HEAD OF COMMUNITY SERVICE:

- That the performance of Stonepillow in discharging the Funding Agreement for 2016/17 be noted
- That funding be approved for three years as set out in section 5.4 of the report subject to annual confirmation of the budget

Voluntary Action Arun and Chichester:

RECOMMENDED TO THE HEAD OF COMMUNITY SERVICE:

- That the performance of Voluntary Action Arun and Chichester in discharging the Funding Agreement for 2016/17 be noted
- That funding be approved for one year as set out in section 5.2 of the report (subject to the amended figure provided by officers at the meeting)
- That early consideration be given to funding for Voluntary Action Arun and Chichester for the year 2018/19

Shopmobility (Chichester):

RECOMMENDED TO THE HEAD OF COMMUNITY SERVICE:

- That the performance of Shopmobility (Chichester) in discharging the Funding Agreement for 2016/17 be noted
- That the funding agreement for 2017/18 be renewed
- That two additional payments of £2,500 in 2016/17 and 2017/18 be approved towards the purchase of a replacement vehicle

82 Next Meeting

The Panel noted the date of the next meeting as Thursday 16 March at 9.30am.

The meeting ended at 11.48 am

CHAIRMAN

Date: