

# Public Document Pack

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A meeting of **Grants and Concessions Panel** will be held in Zoom on **Thursday 6 October 2022 at 9.30 am**

MEMBERS: Mr R Briscoe (Chairman), Mrs C Apel, Mr J Elliott, Mr G Evans, Mrs N Graves, Mrs S Lishman, Mr G McAra and Mr D Rodgers

## AGENDA

The public, including the press, should be excluded from the meeting on the grounds of exemption under Paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972, as indicated against the item and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information.

- 1 **Apologies for Absence**  
Any apologies for absence that have been received will be noted at this point.
- 2 **Approval of the Minutes** (Pages 1 - 6)  
To approve as a correct record the minutes of the Grants and Concessions Panel meeting held on 29 June 2022.
- 3 **Matters Arising from the Minutes**  
Any matters arising as a result of the previous minutes.
- 4 **Declarations of Interest**  
Members and officers are reminded to make any declarations of disclosable pecuniary, personal and/or prejudicial interests they may have in respect of matters on the agenda for this meeting.
- 5 **St James Rent Subsidy Scheme Criteria Review** (Pages 7 - 10)  
The Panel is asked to:
  - 1) Agree the criteria for the revised St James rent subsidy scheme as set out in paragraph 5.1, forming part of the Grants & Concessions Policy.
  - 2) Approve delegated authority to the Divisional Manager for Property & Growth for the application of the policy, as set out in paragraph 5.2.
- 6 **New Homes Bonus (Parish Allocations) - Request for variation and extension** (Pages 11 - 14)  
For decision
- 7 **Grant Applications Financial Summary** (Pages 15 - 16)  
The Panel is requested to consider the individual summary sheets for applications for funding for 2022-23
- 8 **Grant Application - Economy** (Pages 17 - 18)  
For decision

- 9 **Grant Application - Improving Places and Spaces** (Pages 19 - 20)  
For decision
- 10 **Grant Application - Improving Places and Spaces** (Pages 21 - 22)  
For decision
- 11 **Grant Application - Improving Places and Spaces** (Pages 23 - 24)  
For decision
- 12 **Grant Application - Targeted Projects** (Pages 25 - 26)  
For decision
- 13 **Grant Application - Improving Places and Spaces** (Pages 27 - 28)  
For decision
- 14 **Grant Application - Targeted Projects** (Pages 29 - 30)  
For decision
- 15 **Annual Report of the Chichester District Council Grants and Concessions Panel for the Financial Year 2021/22** (Pages 31 - 59)  
Initial draft report on grants and concessions during 2021/22 for comment and discussion.
- 16 **Next Meeting**  
To note the date of the next meeting as Wednesday 25 January 2023.



Minutes of the meeting of the **Grants and Concessions Panel** held in Zoom on Wednesday 29 June 2022 at 9.30 am

**Members Present:** Mr R Briscoe (Chairman), Mr G Evans, Mrs S Lishman, Mr G McAra and Mrs C Apel

**Members not present:** Mr J Elliott, Mrs N Graves and Mr D Rodgers

**In attendance by invitation:**

**Officers present:** Mr D Cooper (Group Accountant), Mr T Day (Environmental Coordinator), Mr D Irvine (Economic Development Officer), Mrs S Peyman (Divisional Manager for Culture), Miss C Williams (Community Liaison Officer), Mr J Bridgen (Community Engagement Manager), Ms C Day (Estates Surveyor), Ms J Pollitt (Environment Officer) and Mrs S Lee (Sport and Leisure 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.

## 103 **Apologies for Absence**

Apologies for absence were received from Mr Elliott and Mr Evans.

## 104 **Approval of the Minutes**

### **Resolved**

That the minutes of the meeting held on 30 March 2022 be agreed as a correct record subject to amending the venue to “Virtually” and adding Mr J Bridgen, Community Engagement Manager to Officers present.

## 105 **Matters Arising from the Minutes**

There were no matters arising.

## 106 **Declarations of Interest**

Mrs Apel declared a prejudicial interest in respect of Agenda Item 6 as a member of Chichester City Council and withdrew from the meeting when this item was discussed.

Mr Briscoe declared a prejudicial interest in respect of Agenda Item 5 as the Chairman of 1<sup>st</sup> Westbourne Scout Group and withdrew from the meeting when this item was discussed. Mr Wilding, Cabinet Member for Finance, Corporate Services and Revenue and Benefits made the decision on the item following consultation with the Panel.

Mrs Lishman declared a prejudicial interest in respect of Agenda Item 6 as a member of Chichester City Council and withdrew from the meeting when this item was discussed.

107 **Concessionary Rent Relief Application**

**Declaration of Interests:** Mr Briscoe declared a prejudicial interest in the application and left the room whilst discussed.

**RESOLVED BY THE CABINET MEMBER FOR FINANCE, CORPORATE SERVICES AND REVENUE AND BENEFITS IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL**

That Cabinet approves the Lessee's (1<sup>st</sup> Westbourne Scout Group) request for a rent subsidy as set out in Section 6 of the report.

**Alternative options considered and rejected:**

That Cabinet refuses the Lessee's (1<sup>st</sup> Westbourne Scout Group) request for a rent subsidy as set out in Section 6 of the report.

108 **New Homes Bonus (Parish Allocations) - Request for Extension 1**

**Declaration of Interests:** Mrs Apel and Mrs Lishman declared a prejudicial interest in the application and left the room whilst discussed.

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES SERVICES AND CULTURE IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL:**

That the request by Chichester City Council for an extension to the end of December 2023, in respect of funding provided in 2019 towards professional fees towards submitting a planning application for the Chichester and Selsey Sea Cadets planned building improvements at Pound Farm Road, be approved.

**Alternative options considered and rejected:**

That the request by Chichester City Council for an extension for an extension to the end of December 2023, in respect of funding provided in 2019 towards professional fees towards submitting a planning application for the Chichester and Selsey Sea Cadets planned building improvements at Pound Farm Road, be refused.

109 **New Homes Bonus (Parish Allocations) - Request for Extension 2**

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES SERVICES AND CULTURE IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL:**

That the request by Southbourne Parish Council for an extension to the end of June 2023, in respect of funding provided in 2019 towards the redevelopment of the unused allotment site off Flanders Close which the Parish Council plans for this to be made into a community allotment/garden for residents, be approved.

**Alternative options considered and rejected:**

That the request by Southbourne Parish Council for an extension to the end of June 2023, in respect of funding provided in 2019 towards the redevelopment of the unused allotment site off Flanders Close which the Parish Council plans for this to be made into a community allotment/garden for residents, be refused.

110 **Grant Applications Financial Summary**

Mr Cooper provided details of a revised formula for assessing applications with the aim of seeing each individual organisation on an even playing field. With regards to the level of finances held by each organisation, some amounts were quite significant, which could be misleading. Therefore, in future during the application process officers would look at the assets verses the reserves held by the organisations.

**BY THE CABINET MEMBER FOR COMMUNITY SERVICES AND CULTURE IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL**

1. That a 12 month extension be granted to Ovation Music for the unspent sum of £10,000.

Alternative options considered and rejected: That the Panel refuses the extension request

2. That a 12 month extension be granted to Potters – Fisherman’s Huts Development for the unspent sum of £7,720.

Alternative options considered and rejected: That the Panel refuses to approve the extension request

At the end of the meeting Mr Cooper corrected the remaining budget set out at paragraph 3.3, which was amended from “£102,375” to “£105,375”.

111 **Grant Application - Improving Places and Spaces 1**

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES SERVICES AND CULTURE IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL:**

**Applicant:** Brent Lodge Bird & Wildlife Trust

**Declarations of Interest:** None

**Purpose:** Funding towards Isolation units as part of the new Admissions Building

**Sum Requested:** £10,000

**Sum Approved:** £10,000

**Reasons:** Will provide additional bio-security measures in place in light of the ongoing bird flu outbreak

**Grant Conditions:** Subject to a Funding Agreement

**Alternative options considered and rejected:** The Panel considers whether or not to support every application so will always consider not granting an application.

112 **Grant Application - Improving Places and Spaces 2**

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES SERVICES AND CULTURE IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL:**

**Applicant:** Vincent Wildlife Trust

**Declarations of Interest:** None

**Purpose:** Restoration of Greater Horseshoe Bat Roost

**Sum Requested:** £12,000

**Sum Approved:** £12,000

**Reasons:** Phase 1 of the project, for the repair of the walls and doorways, will improve the private asset for public safety and the benefit of roosting bats

**Grant Conditions:** Subject to a Funding Agreement

**Alternative options considered and rejected:** The Panel considers whether or not to support every application so will always consider not granting an application.

Final paragraph under Project Description: "live steam" replaced by "live stream"

113 **Grant Application - Improving Places and Spaces 3**

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES SERVICES AND CULTURE IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL:**

**Applicant:** Crablands Bowling and Tennis Club

**Declarations of Interest:** None

**Purpose:** Conversion of grass court to hard court

**Sum Requested:** £15,000

**Sum Approved:** £15,000

**Reasons:** The project will enable tennis to be played all year round, reduce maintenance costs and volunteer time

**Grant Conditions:** Subject to a Funding Agreement

**Alternative options considered and rejected:** The Panel considers whether or not to support every application so will always consider not granting an application.

114 **Grant Application - Improving Places and Spaces 4**

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES SERVICES AND CULTURE IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL:**

**Applicant:** Chichester Priory Park Cricket Club.

**Declarations of Interest:** None

**Purpose:** Design phase of Priory Park White Pavilion

**Sum Requested:** £9,125

**Sum Approved:** £9,125

**Reasons:** The project will enable Priory Park to become a hub of women's cricket in West Sussex

**Grant Conditions:** Subject to a Funding Agreement

**Alternative options considered and rejected:** The Panel considers whether or not to support every application so will always consider not granting an application.

115 **Grant Application - Improving Spaces and Places 5**

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES SERVICES AND CULTURE IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL:**

**Applicant:** Singleton and Charlton Parish Council

**Declarations of Interest:** None

**Purpose:** Purchase and installation of play equipment

**Sum Requested:** £15,000

**Sum Approved:** £15,000

**Reasons:** The project will increase participation by providing a new offering for older children not currently catered for

**Grant Conditions:** Subject to a Funding Agreement

**Alternative options considered and rejected:** The Panel considers whether or not to support every application so will always consider not granting an application.

116 **Grant Application - Improving Places and Spaces 6**

**RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES SERVICES AND CULTURE IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL:**

**Applicant:** Donnington PCC

**Declarations of Interest:** None

**Purpose:** Installation of solar panels and batteries on the Community Hall

**Sum Requested:** £7,500

**Sum Approved:** £7,500

**Reasons:** The project will reduce the hall's carbon footprint and provide onward reduction in hire charge for local groups

**Grant Conditions:** Subject to a Funding Agreement

**Alternative options considered and rejected:** The Panel considers whether or not to support every application so will always consider not granting an application.

117 **Next Meeting**

The next meeting will be held virtually on Thursday 6 October 2022 at 9.30am.

118 **Any Other Business**

**1. Parish Council Precepts**

A discussion took place concerning some parish councils applying for grants not exploring an increase their Parish precept towards the cost of their projects. It was noted that with the ending of the New Homes Bonus separate funding for parish councils the Council may receive more applications for grant funding from this pot, which will put more pressure on the budget available each year. Funding Advisers will ensure parish councils interested in applying are given appropriate advice.

Officers undertook to add an item to the next All Parishes meeting agenda so that officers can provide an update on Grants and Concessions Panel and other sources of funding available to Pariah Councils and Community Groups.

**2. Fast Track Award**

Miss Williams provided details of a Fast Track award not reported at the previous meeting:

<b>Organisation</b>	<b>Grant Award £</b>
SRP Design & Print Limited in Association with author David Elliott	1,000
<b>Total</b>	<b>1,000</b>

The meeting ended at 11.35 am

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CHAIRMAN

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Date:



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