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A meeting of **Grants and Concessions Panel** will be held in the Committee Rooms, East Pallant House on **Wednesday 11 October 2023 at 9.30 am**

MEMBERS: Mrs C Apel, Mrs T Bangert (Chairman), Ms M Corfield, Mr G Evans, Mrs E Hamilton, Mr C Hastain, Mrs D Johnson and Ms E Newbery

Mr A Moss (will act at Chairman)

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 - 10)

To approve as a correct record the minutes of the Grants and Concessions Panel meeting held on 28 June 2023.

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 **Discretionary Rate Relief Application 1** (Pages 11 - 13)

For decision.

6 **Discretionary Rate Relief Application 2** (Pages 15 - 17)

For decision.

7 **New Homes Bonus (Parish Allocations) - Request for policy amendment**
(Pages 19 - 20)

For comment and discussion.

8 **Grant Applications Financial Summary** (Pages 21 - 23)

To note the financial information, fast track grants approved since the last meeting and any grants nearing the three year cut off.

9 **Grant Application - Improving Places and Spaces 1** (Pages 25 - 27)

For decision.

- 10 **Grant Application - Improving Places and Spaces 2** (Pages 29 - 30)
For decision.
- 11 **Grant Application - Targeted Projects 1** (Pages 31 - 32)
For decision.
- 12 **Grant Application - Targeted Projects 2** (Pages 33 - 35)
For decision.
- 13 **Grant Application - Targeted Projects 3** (Pages 37 - 39)
For decision.
- 14 **Grant Application - Targeted Projects 4** (Pages 41 - 42)
For decision.
- 15 **Annual Report of the Chichester District Council Grants and Concessions Panel for the Financial Year 2022/23** (Pages 43 - 104)
Initial draft report on grants and concessions during 2022/23 for comment and to start discussion with Panel to consider the current corporate grants processes, priorities and identify what might need updating for the next financial year. Further information and research can be requested at this point. Panel can amend Guidance but any changes to the Grants and Concessions Policy have to be proposed to Cabinet, this is usually done alongside a final version of the Annual Report (agreed at the January meeting) which should support recommendations.
- 16 **Next Meeting**
To note the date of the next meeting as 31 January 2024 at 9.30am.

Public Document Pack Agenda Item 2



Minutes of the meeting of the **Grants and Concessions Panel** held in The Woolstaplers Room, The Novium Museum, Tower Street, Chichester on Wednesday 28 June 2023 at 1.00 pm

Members Present:

Mrs C Apel, Mrs T Bangert (Chairman),
Ms M Corfield, Mr C Hastain,
Mrs D Johnson and Ms E Newbery

Members not present:

Mr G Evans, Mrs E Hamilton and
Mr A Moss

In attendance by invitation:

Officers present:

Mr D Cooper (Group Accountant),
Mr T Day (Environmental Coordinator),
Mr D Irvine (Economic Development
Officer), Miss C Williams (Community
Liaison Officer), Mr J Brigden
(Community Engagement Manager),
Mrs S Lee (Sport and Leisure Officer),
Mr David Sharp (Taxation and NDR
Specialist), Ms P Bushby (Divisional
Manager for Communities and
Customer Services) and Mrs T Murphy
(Divisional Manager for Place)

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.

164 **Apologies for Absence**

Apologies were received from Mr Evans and Mrs Hamilton.

165 **Approval of the Minutes**

RESOLVED

That the minutes of the meeting held on 29 March 2023 were agreed as a correct record.

166 Matters Arising from the Minutes

There were no matters arising.

167 Declarations of Interest

Mrs Bangert declared a prejudicial interest in respect of the application from Tuppenny Barn Education as a trustee of Tuppenny Barn.

Mr Hastain declared a prejudicial interest in respect of the application from the Rare Brand Market Ltd as the applicant was his employer.

168 Discretionary Rate Relief Application

RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES AND WELLBEING IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL

That the request from Second Chance Chichester CIC for discretionary rate relief as set out in the report be approved and that the organisation be granted 80% rate relief.

Alternative options considered and rejected:

That the request from Second Chance Chichester CIC for discretionary rate relief be refused.

169 Discretionary Rate Relief Application Charitable Organisation or registered CASCs in receipt of Mandatory Rate Relief (deferred at previous meeting)

RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES AND WELLBEING IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL

That the request from Selsey Community Nursery for discretionary rate relief as set out in the report be approved and that the organisation be granted 20% rate relief for a period of 1 year.

Alternative options considered and rejected:

That the request from Selsey Community Nursery for discretionary rate relief be refused.

170 **Grant Applications Financial Summary**

The Panel considered the report.

Mr Cooper drew attention to the value of applications to be considered at the meeting and provided an update to the report. The applicant's West Wittering Parish Council had reduced their request and now were seeking £5,980. The total value of the Improving Places and Spaces Projects was now £47,352 and the total value of the applications was now £72,362. If members supported all the applications presented at the meeting, there would be £101,646 remaining.

With regards to the applications nearing the end of their draw down period, the Panel was advised of the following:

Brent Lodge Bird and Wildlife Trust: The grant had now been paid to the organisation.

Chichester Priory Park Cricket Club: The organisation had received 50% of the grant.

Funtington and District Village Hall: The Panel considered whether the new project in respect of Funtington and District Village Hall was sufficiently similar to the original bid to offer the grant and agreed that they would allow the grant of £10,000 to be offered towards the completed kitchen improvement works although the total cost was now lower.

171 **Grant Application - Economy 1**

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL;

Applicant: Little Diggers Montessori

Declarations of Interest: None

Purpose: To provide quality, outdoor and environmentally focused, Montessori early education

Sum Requested: £12,500

Sum Approved: £12,500

Reasons: Market research has indicated the project will meet a strong demand from a growing population across the local area.

Grant conditions: None

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

172 **Grant Application - Economy 2**

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL;

Applicant: The Rare Brand Market Ltd

Declarations of Interest: Mr Chastain declared a prejudicial interest as he was employed by The Brand Market Ltd.

Purpose: To support Phase 2 of the TownHouse project towards new kitchen operations.

Sum Requested: £15,000

Sum Approved: £12,500

ReasonsThe project will increase operational capacity resulting in additional employment and wider benefits across the local supply chain **Grant conditions:** None

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

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

RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES AND WELLBEING IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL;

Applicant: Chichester Runners and Athletics Club

Declarations of Interest: None

Purpose: Installation of a 300m running track

Sum Requested: £15,000

Sum Approved: £15,000

Reasons: A purpose built training facility will meet a demand and will be available for use by the wider community

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.

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

RESOLVED BY THE CABINET MEMBER FOR COMMUNITY SERVICES IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL;

Applicant: Graffham Tennis Club

Declarations of Interest: None

Purpose: Resurfacing of two tennis courts and replacement fencing.

Sum Requested: £8,000

Sum Approved: £8,000

Reasons: The project will enable the provision of tennis facilities for the local community to continue.

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.

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

RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES AND WELLBEING IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL;

Applicant: West Wittering Parish Council

Declarations of Interest: None

Purpose: Construction of two additional tennis courts.

Sum Requested: £5,980 (requested funding amended from £10,000)

Sum Approved: £5,980

Reasons: The extra public courts will provide the opportunity to double the current usage and provide further employment for tennis coaches.

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.

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

RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES AND WELLBEING IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL;

Applicant: Westbourne Community Trust

Declarations of Interest: None

Purpose: Mill Road Recreation Ground remodelling.

Sum Requested: £15,000

Sum Approved: £15,000

Reasons: The project will embrace a range of wider community benefits that were seen as necessary to ensure the housing scheme is deliverable and acceptable to the community.

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.

177 **Grant Application - Targeted Projects 1**

RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES AND WELLBEING IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL;

Applicant: Rocking Horse Children's Charity

Declarations of Interest: None

Purpose: To support the 'Teenage room' renovation project at St Richard's Hospital.

Sum Requested: £3,372.12

Sum Approved: £3,400

Reasons: The upgrade will provide a much more comforting and inviting space designed to meet young people's needs.

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.

178 **Grant Application - Targeted Projects 2**

RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES AND WELLBEING IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL;

Applicant: Selsey Community Forum

Declarations of Interest: None

Purpose: Funding requested towards the room hire, 'volunteer expenses' and publicity for the expansion of a 'Selsey Monetary Support' service offering drop-in sessions.

Sum Requested: £3,510

Sum Approved: NIL

Reasons: Although a modest request, the bid lacked detail in respect of the new service, including around measures to ensure service quality, signposting, support and supervision for advisors.

Grant conditions: n/a

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

179 **Grant Application - Targeted Projects 3**

RESOLVED BY THE LEADER OF THE COUNCIL AND REGENERATION, ESTATES AND BUILDING SERVICES IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL;

Applicant: Tuppenny Barn Education

Declarations of Interest: Mrs Bangert declared a prejudicial interest as a Trustee of Tuppenny Barn and withdrew from the meeting for the duration of the item.

Purpose: Contribution towards the running costs for delivering the 'Nature in Nurture' programme of Social and Therapeutic Horticulture.

Sum Requested: £5,000

Sum Approved: £5,000

Reasons: The project will enable those transitioning back into the community to become directly involved with the cultivation and harvesting of organic produce as a form of therapy.

Grant conditions: None

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

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

RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES AND WELLBEING IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL:

That the request by Birdham Parish Council for an extension to the end of September 2024, in respect of funding provided in 2020 towards a new bus shelter, be approved.

Alternative options considered and rejected:

That the request by Birdham Parish Council for an extension to the end of September 2024, in respect of funding provided in 2020 towards a new bus shelter, be refused.

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

RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES AND WELLBEING IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL:

That the request by Plaistow and Ifold Parish Council for an extension to 23rd September 2024, in respect of funding provided in 2020 towards a new bus shelter, be approved.

Alternative options considered and rejected:

That the request by Plaistow and Ifold Parish Council for an extension to 23rd September 2024, in respect of funding provided in 2020 towards a new bus shelter, be refused.

182 **UK Shared Prosperity Fund and Rural England Prosperity Fund**

Mrs Murphy introduced the item and provided a background to the UK Shared Prosperity and Rural England Prosperity Funds. The Panel were advised that only items in Table 1 (i.e. requests of over £10,000) were required for consideration by the Grants and Concessions Panel as the other applications – given the financial level – were considered under either Officer or Member delegation as per the agreed UKSPF / REPF Grant policy.

The requests for funding were presented by the relevant Grant Funding Advisors and considered and discussed by the Panel.

RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES AND WELLBEING IN CONSULTATION WITH THE GRANTS AND CONCESSIONS PANEL:

That the request by Midhurst Vision CIC for £25,000 for the Midhurst Green Pocket Park and Walkway be approved subject to clarification and satisfactory agreement relating to who would be responsible for maintaining this area in future assuming a licence etc. to be in place.

That the request by Westbourne Community Land Trust for £20,000 for the Mill Road Park Improvements be approved.

That the request by Tinwood Estate for £18,000 for the Tinwood Vineyard Kitchen be approved.

That the request by Woodfire for £22,400 for the covered dining area for corporate hospitality, dining, tasting and demonstrations be approved.

That the request by Collaborate Global Ltd for £18,000 for the creative hub and expansion project be approved.

That the request by Billy's on the Beach for £15,000 for the installation of solar panel be approved.

That the request by Second Chance Chichester for £20,000 for funding for the premises be rejected for the reasons as set out in the report.

That the request by SDNPA for £40,000 for the extension to the shared use path at Centurian Way be rejected for the reasons as set out in the report.

That the request by Midhurst Town Council for £20,000 for the Lilac Cottage Renovation Project be rejected for the reasons as set out in the report.

Alternative options considered and rejected:

The panel considers whether or not to support every application so will always consider granting or not granting an application.

183 Coronation Grant Summary

Mr Bridgen updated the Panel on the grant funding that had been provided to communities towards celebrate the Platinum Jubilee for Queen Elizabeth II and for King Charles III Coronation.

About 67 applications were received, all of which were granted, with £10,921.62 of the total amount of £20,000 available had been given to assist communities celebrate.

184 Notice of Decision Exempt from Call-In

The Panel noted the Urgent Decision Notice relating to funding provided to Chichester Pride towards the purchase of reusable fence barriers for Chichester Pride 2023.

185 Fast Track Panel membership and funding allocation

RESOLVED BY THE CABINET MEMBER FOR COMMUNITIES AND WELLBEING IN CONSULTATION WITH THE PANEL:

That the membership of the Fast Track Panel will be Mrs Clare Apel, Mrs Tracey Bangert and Mr Gareth Evans.

186 Next Meeting

The next meeting of the Grants and Concessions Panel will be held on Wednesday 11 October 2023 at 9.30am in Committee Room 2.

The meeting ended at 2.55 pm

CHAIRMAN

Date:

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