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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

**Reasons**The 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

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CHAIRMAN

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Date:

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