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Minutes of the meeting of the **Grants and Concessions Panel** held in Committee Room 1, East Pallant House on Thursday 22 October 2015 at 2.30 pm

**Members Present:** Mrs E Lintill (Chairman), Mrs C Apel, Mr J F Elliott, Mrs D Knightley, Mrs P Plant and Mrs P Tull

**Members not present:** Mr I Curbishley and Mrs N Graves

**Officers present:** Mr D Cooper (Group Accountant), Mr T Day (Environmental Coordinator), Mr M Gammon (Trainee Assistant Accountant), Mr D Hyland (Community and Partnerships Support Manager), Mrs V McKay (Deputy Estates and Valuation Manager), Miss L Higenbottam (Member Services Assistant), Mrs K Pellett (Economic Development Officer) and Ms E Powell (Estates Surveyor)

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.

## 74 **Apologies for Absence**

Apologies for absence had been received from Mrs Graves, Mr Curbishley and Miss Williams.

Mrs Lintill welcomed Mr Gammon to his first meeting.

## 75 **Approval of the Minutes**

That the minutes of the Panel meetings held on Tuesday 21 July 2015 and Thursday 24 September 2015 be approved and signed by the Chairman as a correct record.

## 76 **Matters Arising from the Minutes**

On 6 October 2015 Cabinet resolved that the recommendation of the Grants and Concessions Panel in relation to the one application received under the New Homes Bonus (Parish Allocations) Scheme that exceeds the Cabinet Member for Community Services' £25,000 delegation limit, that is to award £42,430 to Chidham

and Hambrook Parish Council in order to provide disabled access to the first floor of the Chidham and Hambrook Village Hall, be approved.

The first Grants and Concessions Task and Finish Group meeting will take place on 10 November 2015.

In reference to minute 31 of the 24 September 2015 Panel Mr Hyland explained that Bosham Parish Council had advised a variation to the project in that the single defibrillator had been costed at £1,885. This variation to the project was noted.

## 77 **Declarations of Interest**

Mrs Apel declared a personal interest in relation to agenda item 6 as a trustee of Stonepillow.

## 78 **Concessionary Rent Application**

### **The Fernhurst Centre:**

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

That the Lessee's (The Fernhurst Centre) request to maintain the proportion of rent subsidy to market rent producing a small increase in the concessionary rent be agreed as set out in section 6 of the report.

#### **Alternative options considered and rejected:**

That the Lessee's (The Fernhurst Centre) request to maintain the proportion of rent subsidy to market rent producing a small increase in the concessionary rent be rejected.

## 79 **Grants and Concessions Draft Annual Report**

At the Panels meeting held on 21 July 2015 Miss Williams invited members to email comments on the draft Grants and Concessions Annual Report.

The Panel agreed the report was an impressive piece of hard work and highly informative.

### **RESOLVED**

That the Grants and Concessions Annual Report 2014/15 be endorsed subject to the following amendments:

1. The amendment of the fast track allocation on page 34 to read £15,000
2. An addition to page 42 explaining where any changes to the priorities and principles of funding will sit in the annual report as a result of the Grants Task and Finish Group
3. The addition of funding agreements with Chichester Festival Theatre and Pallant House Gallery

## 80 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 the budget would be a maximum of £250,000 for this year with £205,000 remaining. 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:** The Chichester City Band

**Priority:** Health and Wellbeing

**Purpose:** Purchase of musical instruments

**Sum Requested:** £1000

**Sum Approved:** £500

**Reasons:** Funding for the purchase of instruments is proportionate to the number of young people expected to use the service from Chichester District

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

**Applicant:** Harting Village Pre-School Group

**Priority:** Environment

**Purpose:** Outdoor play space and access to nature

**Sum Requested:** £1000

**Sum Approved:** £1000

**Reasons:** Increasing the sustainability of a charity run pre-school

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

**Applicant:** Liaise @ Frontline

**Priority:** Health and Wellbeing

**Purpose:** Free help and debt advice service based in Petworth

**Sum Requested:** £450

**Sum Approved:** £450

**Reasons:** Modest request for an essential service

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

**Applicant:** Petworth Youth Association

**Priority:** Housing and Neighbourhoods

**Purpose:** CCTV equipment purchase and installation

**Sum Requested:** £450

**Sum Approved:** £450

**Reasons:** CCTV will help staff, volunteers and users feel safer which will in turn help maintain participation at the centre

81 **Grant Application - Economy 1**

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

**Applicant:** The Hamblin Trust

**Declarations of Interest:** N/A

**Priority:** Economy

**Purpose:** Provision of six holiday lodges for adults at the Hamblin Trust in Bosham

**Sum Requested:** £15,000

**Sum Approved:** £15,000

**Reasons:** To support sustainability of the core business and provide accommodation to support the tourist industry of the district

**Grant Conditions:** The grant will be awarded once building works are ready to commence

**Alternative options considered and rejected:** £0 due to accommodation limited to adult guests

82 **Grant Application - Economy 2**

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

**Applicant:** Young Start-Up Talent Ltd

**Declarations of Interest:** N/A

**Priority:** Economy

**Purpose:** To establish a new entrepreneurial programme in Chichester district

**Sum Requested:** £20,000

**Sum Approved:** £20,000

**Reasons:** To establish new businesses in the district and encourage partnerships between education and local businesses

**Grant Conditions:** £10,000 to be awarded initially with a further £10,000 following a satisfactory report in six months supporting performance against delivery plan targets

**Alternative options considered and rejected:** £20,000 in one lump sum

83 **Grant Application - Health and Wellbeing**

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

**Applicant:** Home-Start Chichester & District

**Declarations of Interest:** N/A

**Priority:** Health and Wellbeing

**Purpose:** Supporting vulnerable families with young children who are experiencing stress, isolation and social exclusion in the Chichester District

**Sum Requested:** £7,000

**Sum Approved:** £7,000

**Reasons:** To support those most vulnerable in the district

**Grant Conditions:** N/A

**Alternative options considered and rejected:** £0 due to repeat applications

84 **Grant Application - Housing and Neighbourhoods**

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

**Applicant:** The Phoenix Snak Shak Ltd

**Declarations of Interest:** N/A

**Priority:** Housing and Neighbourhoods

**Purpose:** To continue providing the premises for the Snak Shak youth drop in based in Selsey

**Sum Requested:** £5,000

**Sum Approved:** £5,000

**Reasons:** To support an organisation engaging with youth

**Grant Conditions:** The grant is awarded on this occasion but the organisation is encouraged to discuss working with other similar provisions in the area

**Alternative options considered and rejected:** £0 due to costs supporting rent payment

85 **Next Meeting**

The date of the next meeting was confirmed as Thursday 21 January at 2.30pm in Committee Room 1.

The meeting ended at 3.30 pm

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CHAIRMAN

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Date: