CABINET MEMBERS DELEGATED DECISION

Open		Would any decisions proposed :			
Any especially affected Wards	Mandatory/ Discretionary / Operational	Be entirely within Cabinet's powers to decide Need to be recommendations to Council Is it a Key Decision	YES/~~NO~~ ~~YES~~/NO ~~YES~~/NO		
Lead Member: E-mail: cllr.elizabeth.nockolds@west-norfolk.gov.uk		Other Cabinet Members consulted: None Other Members consulted: None			
Lead Officer: Lorraine Gore E-mail: Lorraine.gore@west-norfolk.gov.uk Direct Dial (01553 616432)		Other Officers consulted: Sarah Dennis			
Financial Implications YES/~~NO~~	Policy/Personnel Implications ~~YES~~/NO	Statutory Implications ~~YES~~/NO	Equal Impact Assessment ~~YES~~/NO If YES: Pre-screening/ Full Assessment	Risk Management Implications ~~YES~~/NO	
Date meeting advertised: 19th April 2016		Date of meeting decision to be taken: 26th April 2016			
Deadline for Call-In: 4th May 2016					

Financial Assistance Small Grants Scheme

Summary
This report details the decisions made in relation to the second round of capital and revenue grant awards for 2015-16 and allocates funding for the Queen's 90th birthday celebrations from the revenue 'theme' budget for 2016/17.

Recommendation
To approve the decisions set out below.

Reason for Decision
Determination of applications under the Financial Assistance Fund.

A grants panel meeting was held on 12th April to assess applications for capital and revenue grants which fall within the Culture, Heritage and Health Portfolio. This report details the recommendations made at this meeting by the Portfolio Holder.

The recommendations featured in this report are subject to the 'call in' procedure. When the grant decision becomes official the applicants will be notified in writing by the Norfolk Community Foundation on behalf of the Borough Council. All terms and conditions of the grants will be stated in the official offer letter.

Revenue applications:

Queen's Birthday Celebration Fund – from 2016/17 funds

Organisation applying	Summary of request	Decision
Churches Together Kings Lynn	To provide children's entertainments for the family fun day.	£250.00
East Rudham Parish Council	To help towards the costs of holding a Street Lunch Party and small fete.	£200.00
Friends of Eastgate Academy	To host a community celebration event involving children, their families and local residents.	£150.00
Friends of West Lynn School	To provide refreshments and decorations for a street party for 140 children.	£200.00
Ingoldisthorpe Parish Council	To contribute to the costs of a community celebration with food, stalls, entertainments, and an antique fairground ride.	£150.00
Marham Parish Council	To hold an exhibition of village history, plus stalls, craft market and children's activities.	£200.00
Methwold Community Action Group	To hold a community celebration event in May.	£200.00
North Runcton P.C.	To support the costs of holding a traditional tea party in the village.	£150.00
Old Hunstanton P.C.	To hire play equipment, soft play mats, bouncy/wheeler animals and soft play equipment for a 'Picnic in the Park'.	£100.00
Shouldham Village Weekend	To support the costs of a community BBQ and procession to mark the Queen's birthday.	£150.00
South Creake P.C.	To support a community celebration comprising of a church service and street party-style lunch with entertainments.	£200.00
South Wootton Fete Committee	To hold a birthday celebration in traditional village fete style.	£150.00
Three Holes Village Hall & Playing Field	To purchase food and drink for an over-60s lunch to celebrate the Queen's birthday.	£100.00
Tilney All Saints P.C.	To provide toilet facilities, entertainment and sports equipment for a family picnic and community sports event.	£200.00
Tottenhill P.C.	To support costs of the entertainment, decorations and catering for the village party.	£200.00
Wereham Village Hall	To hold a garden party, and provide a memento for local children.	£150.00
West Norfolk Befriending	To contribute towards hall hire, caterers, and transport for the tea party.	£100.00
West Walton Primary School Association	Towards the costs of party food, table cloths, bunting, commemorative flags and pencils for every child who attends the street style party.	£150.00
Organisation applying	**Summary of request**	**Decision**

Whitefriars Church of England Voluntary Aided Primary School	To support the costs of a buffet party at Whitefriars school.	£150.00
Wimbotsham P.C.	To hold a community picnic as part of the national 'Big Lunch' initiative.	£150.00
Wormegay P.C.	To provide live music and food and drink for a community celebration.	£150.00
TOTAL AWARDED		**£3,450.00**

Applications declined:

Organisation applying	**Summary of request**	**Decision**
Dersingham Institute Bowls Club	To support the costs of food and music for a party at the bowls club.	Declined – not open to wider community
Freebridge Community Housing	Towards the costs of face painting and craft workshops for a summer fete/ street party to celebrate the Queen's birthday.	Declined – large organisation with less need for grant
King's Lynn FoodBank	To hire a marquee as part of the Churches Together celebration event on 11 June.	One of three applications received towards this event – one grant of £250 awarded overall
St John the Evangelist Church	To pay for 3 helium canisters and 3 packs of 50 balloons to run a helium balloon competition.	One of three applications received towards this event - one grant of £250 awarded overall
The Bridge For Heroes	To hold traditional street party at the Military Museum in King’s Lynn for the local community.	Declined due to concerns there was no definitive project
Watlington Parish Council	To support a commemorative day comprising tree planting and siting of a plaque, plus the renaming of John Davis Way open space.	Declined – event did not meet Fund aim to widely engage local people.

Organisation applying	Summary of request	Decision
Downham Market Arts	To support a programme of arts activities and events for Downham Market in 2016.	£2,000.00
Forward Day Centre Limited	To set up a professional exhibition to raise awareness of the photography group's work and achievements.	£500.00
Little Discoverers West Norfolk School For Parents	To help children 0-5 with complex disabilities and their families to develop their physical, communication and social skills.	£1,000.00
Matthew Project	To hold 16 'Outside the Wire' sessions in King's Lynn and West Norfolk and provide training sessions and talks targeting the RAF base in Marham and GP surgeries.	£1,000.00
Norfolk Area LGBT Project	To contribute to staffing costs of promoting the group and services for the LGBT+ community in West Norfolk	£1,000.00
TOTAL AWARDED		**£5,500.00**

Applications declined/ deferred:

Applicant	Project Description - Summary	Decision
The Bridge For Heroes	To provide additional staffing to expand the educational experience of the Military Museum.	Declined – concerns about sustainability of new post
West Norfolk Music Centre	To support the development of the Youth Choir and recruit additional members.	Declined – not sufficiently inclusive for disadvantaged young people

Revenue applications over £5,000:

None

Small Grants Scheme – Capital grants – from 2015/16 funds

Awards under £5,000:

Applicant	Project Description - Summary	Decision
Boughton Cricket Club	To build a new pavilion on the site of Boughton Cricket Club.	£5,000.00
Dersingham Village Centre Association	To purchase cinema equipment for the Village Cinema Club.	£1,064.00
Henry Le Strange Community Orchard	To purchase 5 picnic benches and earth anchor kits.	£634.00
Snettisham Memorial Village Hall, Pavilion & Playing Field	To purchase an orbital roundabout which can be used by wheelchair users.	£1,830.00
Three Holes Village Hall & Playing Field	To improve the playing field and play facilities at Three Holes.	£1,000.00
TOTAL AWARDED		**£9,528.00**

Applications declined/ deferred:

Applicant	Project Description - Summary	Decision
All Saints' South Lynn Parochial Church Council	To install a new heating system to allow the building to be used on a daily basis during cold weather.	Invited to reapply once fundraising has progressed and clear plans are in place for community use
King's Lynn Worfolk Boat Trust	To contribute towards the labour and materials costs to restore the Baden Powell boat.	Invited to reapply for costs relating to engaging local young people/ disadvantaged groups
Thornham Village Hall and Playing Field Ltd	To contribute to the cost of building a storage extension on the eastern elevation of the Village Hall & Sports Pavilion.	Declined – as support was awarded to the original build
West Norfolk Community Transport	To purchase a set of four single column lifts to assist in the maintenance of vehicles.	Declined – receives annual BCKLWN funding

Capital applications over £5,000:

None

Policy Implications

None.

Financial Implications

There were sufficient funds remaining in the 2015/16 Financial Assistance budgets, both revenue and capital, to cover this round of applications:

	£
Financial Assistance Revenue Grants Budget 2015/16	**17,000**
Commitments	
Report dated December 2015	**9,950**
This report	**5,500**
Balance of Funds Available 2015/16 Underspend to be reported as part of closedown of 2015/16 accounts	**£1,550**

	£
Financial Assistance Capital Grants Budget 2015/16	**50,000**
Commitments	
Report dated December 2015	**28,984**
This report	**9,528**
Balance of Funds Available 2015/16 Underspend to be reported as part of closedown of 2015/16 accounts	**£11,488**

The Queen's 90th birthday celebration awards were allocated from the 'theme' fund for 2016/17 of £4,000.

	£
Financial Assistance Revenue 'Theme' Budget 2016/17	**4,000**
Grant returned from 2014/15 'theme' budget	**248**
Commitments	
This report	**3,450**
Balance of Funds Available 2016/17 To be held pending any further applications the Panel may consider	**£798**

There is sufficient budget provision to cover both revenue and capital recommendations in this report.

The Financial Assistance budget provision for 2016/17 is as follows:

	£
Revenue	**14,200**
Revenue – 'theme' Queen's 90th birthday (including grant returned from 2014/15 theme)	**4,248**
Capital	**50,000**

Panel meeting dates and deadlines for applications from the Financial Assistance Fund are as follows:

Round	Application Deadline	Panel Meeting
1	**Friday 16th September 2016**	**Thursday 13th October 2016**
2	**Friday 27th January 2017**	**Thursday 2nd March 2017**

Personnel Implications

None.

Statutory Considerations

None.

Equality Impact Assessment (EIA)

None.

Risk Management Implications

None.

Declarations of Interest / Dispensations Granted

None.

Background Papers

Original application forms.

Signed:……..

Cabinet Member for:…….. Date:……

Pre-Screening Equality Impact Assessment

Borough Council of
King's Lynn & West Norfolk

Name of policy/service/function	
Is this a new or existing policy/ service/function?	New / Existing (delete as appropriate)
Brief summary/description of the main aims of the policy/service/function being screened. Please state if this policy/service rigidly constrained by statutory obligations	
Question	**Answer**

1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups **according to their different protected characteristic**, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?

Please tick the relevant box for each group.

NB. Equality neutral means no negative impact on any group.

	Positive	Negative	Neutral	Unsure
Age				
Disability				
Gender				
Gender Re-assignment				
Marriage/civil partnership				
Pregnancy & maternity				
Race				
Religion or belief				
Sexual orientation				
Other (eg low income)				

Question	Answer	Comments
2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?	Yes / No	
3. Could this policy/service be perceived as impacting on communities differently?	Yes / No	
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes / No	
5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section	Yes / No	**Actions:** **Actions agreed by EWG member:** ……

Assessment completed by: **Name**	
Job title	**Date**

Please Note: If there are any positive or negative impacts identified in question 1, or there any 'yes' responses to questions 2 – 4 a full impact assessment will be required.