

1. **Financial Assistance Small Grants Scheme** (Pages 2 - 8)

CABINET MEMBERS DELEGATED DECISION

Open/Exempt		Would any decisions proposed :		
Any especially affected Wards	Mandatory/	Be entirely within Cabinet's powers to decide	YES/NO	
	Discretionary /	Need to be recommendations to Council	YES/NO	
	Operational	Is it a Key Decision	YES/NO	
Lead Member: Cllr Sam Sandell E-mail: cllr.sam.sandell@west-norfolk.gov.uk		Other Cabinet Members consulted: None		
		Other Members consulted: None		
Lead Officer: John Greenhalgh E-mail: john.greenhalgh@west-norfolk.gov.uk Direct Dial (01553 616423)		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
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)				
Date meeting advertised: 15 th October 2021		Date of meeting decision to be taken: 22 nd October 2021		
Deadline for Call-In: 29 th October 2021				

Financial Assistance Small Grants Scheme

Summary

This report details the decisions made in relation to the first round of capital and revenue grant awards for 2021-22.

Recommendation

To approve the decisions set out below.

Reason for Decision

Determination of applications under the Small Grants Scheme.

The Portfolio holder has reviewed applications for capital and revenue grants which fall within the Culture, Heritage and Health Portfolio. This report details the recommendations made 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.

Small Grants Scheme – Revenue grants

Applicant	Summary of request	Decision
21st Kings Lynn Scout Group	To subsidise the cost of activities and residentials for Beavers, Cub and Scouts.	£550.00
Big Heart & Soul Choir	To fund a number of singing sessions.	£1,000.00
Cruse Bereavement Care	To train Bereavement Volunteers to deliver 'Understanding Your Bereavement' courses for bereaved adults.	£1,000.00
Headway Norfolk & Waveney	To re-start the Allotment Grow Your Own Friendship Group for people with acquired brain injuries and their families/carers.	£1,000.00
Home-Start Norfolk	To support the King's Lynn and West Norfolk Family Services Coordinator, providing intensive support to vulnerable families.	£1,500.00
Hunstanton Community Choir	To support the running costs of the Community Choir as they reconvene following the lifting of Covid-19 restrictions.	£1,000.00
Hunstanton Concert Band	To enable the Concert Band to reconvene post-pandemic by bridging the gap in funding for the Director of Music.	£500.00
King's Lynn Roller Hockey Club	To support the re-start of roller hockey sessions following the impact of Covid-19 on membership.	£1,000.00
Norfolk Eating Disorders Association T/a Eating Matters	To support the re-introduction of in-person counselling sessions for clients in King's Lynn with mild to moderate eating disorders.	£2,500.00
Open Road West Norfolk	To run a programme of summer holiday activities in mechanics and construction for young people in King's Lynn.	£1,500.00
West Norfolk Carers	To re-start the monthly Dementia support groups in both King's Lynn and Hunstanton.	£1,480.00
TOTAL AWARDED		£13,030.00

Applications declined/ deferred:

Applicant	Summary of request	Decision
Access - Supporting Migrants in East Anglia	To evaluate a health support programme aimed at increasing up take in health screening services in migrant communities.	Declined

Revenue applications:

Awards over £5,000: None

Small Grants Scheme – Capital grants

Awards under £5,000:

Applicant	Summary of request	Decision
Amy Robsart (Syderstone) Village Hall	To purchase a compact commercial dishwasher for the village hall.	£500.00
Downham Market Men's Shed	To install a paved patio area outside of the workshop, to create a welcoming social space for returning members.	£1,000.00
North West Norfolk District Scout Council	To purchase new and replacement safety equipment for watersports.	£1,122.00
Upwell Playing Field	To maintain the football pitch and purchase portable goal posts.	£1,816.00
TOTAL AWARDED		£4,438.00

Applications declined/ deferred:

Applicant	Summary of request	Decision
King's Lynn Men's Shed	To install new stairs, a wheelchair accessible lift, and security cameras at the Shed's new premises.	Declined – advised to apply to future panel
Ouse Amateur Sailing Club	To install additional changing and shower facilities at the Sailing Club.	Declined - advised to apply to future panel

Awards over £5,000:

Denver Playing Field Association

Funding is requested to improve the car park area at the playing field by laying a tarmac surface and replacing the current fencing and lighting. The work will create 75 car parking spaces which is greater than those currently available. The car parking area is currently a grass surface with no marked spaces, which is troublesome in winter as it often turns muddy, with vehicles getting stuck.

The field is used 50 weeks of the year and the group explain that the clubs who regularly use the space – particularly the football and crickets clubs – are seeing increasing numbers of club members which increases demand for suitable and safe parking, particularly on Saturdays.

£6,750 is requested towards a total cost of £25,208 to lay a new car parking surface at the playing field, complete with lighting and fencing. The remainder needed has been raised from various sources.

Decision: To award £6,750.00

The Big C

The Big C explain that they urgently need to refurbish their new Support & Information Centre in King's Lynn so that they can safely re-open to local people affected by cancer. Closed since March 2020, their former Centre offered a full range of services free of charge, including counselling, support groups, 1:1 specialist registered nurses, bereavement and palliative care support, welfare rights advice, individually tailored health and fitness programmes and a resource centre.

However, the premises were no longer compliant with increased measures in Infection Control and Prevention implemented in response to the COVID-19 pandemic. The space was split over two poorly ventilated floors and they were unable to safely provide private one-to-one consultations or in-person support groups. A new location has been secured in the heart of King's Lynn on Railway Road. Necessary adaptations to the premises will include a suspended ceiling, air conditioning, kitchen units, fixtures and fittings.

A grant of £9,209 is requested towards a total project cost of £68,213. The remaining costs are in place.

Decision: To award £9,209.00

Policy Implications

None.

Financial Implications

The total Financial Assistance budget is as follows:

2021/22 – Revenue Fund	£
Budget 2021/22 – Funds Available	13,030
This report	13,030
Balance of Funds Available 2021/22	0

2021/22 – Capital Fund	£
Budget 2021/22 – Funds available	50,000
This report	20,397
Balance of Funds Available 2021/22	29,603

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

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	Financial Assistance – Small Grants Scheme				
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	A small budget is available for local community and voluntary groups to apply for funding, under the guidance of set criteria, to improve community facilities. The Scheme is administered by Norfolk Community Foundation, with grant award decisions made by Borough Council Officers and Members. It is not a statutory function.				
Question	Answer				
<p>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?</p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		Positive	Negative	Neutral	Unsure
	Age			X	
	Disability			X	
	Gender			X	
	Gender Re-assignment			X	
	Marriage/civil partnership			X	
	Pregnancy & maternity			X	
	Race			X	
	Religion or belief			X	
	Sexual orientation			X	
	Other (eg low income)			X	
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	No- any constituted group can apply for funding. Providing the function for which they are applying for benefits the community, and meets the Scheme criteria, then any group can apply.			
3. Could this policy/service be perceived as impacting on communities differently?	Yes-/ No	Every application has to demonstrate a clear benefit to the community so grants will only ever improve a community and its facilities.			
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes-/ No	Some projects will do this through their activities, but this is not a specific requirement of the Scheme.			
<p>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions?</p> <p>If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	Yes-/ No	Actions:			
		Actions agreed by EWG member:			
Assessment completed by: Name SARAH DENNIS					
Job title: PARTNERSHIPS & FUNDING OFFICER	Date: 15th October 2021				

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.