

CABINET MEMBERS DELEGATED DECISION

Open		Would any decisions proposed :		
Any especially affected Wards	Discretionary	Be entirely within Cabinet's powers to decide	YES/NO	
		Need to be recommendations to Council	YES/NO	
		Is it a Key Decision	YES/NO	
Lead Member: Cllr Mrs Nockolds 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: 16 th March 2018		Date of meeting decision to be taken: 23 rd March 2018		
Deadline for Call-In: 3 rd April 2018				

Financial Assistance Small Grants Scheme

Summary

This report details the decisions made in relation to the third round of capital and revenue grant awards for 2017-18.

Recommendation

To approve the decisions set out below.

Reason for Decision

Determination of applications under the Small Grants Scheme.

A grants panel meeting was held on 15 March 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:

Small Grants Scheme – Revenue grants

Applicant	Summary of request	Decision
Benjamin Foundation	To work with young people living in the charity's supported accommodation in King's Lynn on a project to encourage social action and participation in volunteering	£1,200.00
King's Lynn Literature Festivals	Towards the annual Poetry Festival weekend, comprising six events with local and national poets.	£750.00
Norfolk & Norwich Festival	To support the cost of publicity and marketing for Norfolk & Norwich Open Studios (NNOS) to help engage artists, schools and visitors.	£1,000.00
Norfolk Area LGBT Project	To support the running of the BLAH LGBT+ youth group in King's Lynn and West Norfolk.	£650.00
West Norfolk Riding for the Disabled Association	To provide riding lessons for 7 weeks on Tuesdays for children, young people and adults with physical and learning disabilities.	£1,190.00
TOTAL AWARDED		£4,790.00

Applications declined/ deferred:

Applicant	Summary of request	Decision
Dante or Die Theatre	Towards the staff costs to run the Take On Me project.	Declined – high staffing costs and concerns about safeguarding measures.
EP Youth	To deliver a free outreach youth project within rural communities in West Norfolk to young people aged 11 - 25.	Declined - other funding available to support this work.
Tender Education & Arts	To fund an evidenced arts based programme of workshops designed to engage young people in the prevention of domestic and sexual abuse.	Declined – due to unsatisfactory safeguarding measures. Will be invited to reapply once resolved.
The Purfleet Trust	To run six courses to teach vulnerable and homeless people about healthy eating.	Declined – other funding available to support this work.

Revenue applications:

Awards over £5,000: None

Small Grants Scheme – Capital grants

Awards under £5,000:

Applicant	Summary of request	Decision
Castle Rising Cricket Club	To make improvements to the facilities, including replacing windows and doors at the pavilion, and purchasing a new mower.	£1,300.00
Dersingham Village Centre Association	To purchase tables and chairs for the new Village Centre. The Panel would like a particular focus on the chairs that will support those with mobility issues.	£2,500.00
The Burnhams Tennis Club	To fund the connection of water supplies for a new pavilion on the site of the Burnhams Tennis Club.	£2,000.00
Three Holes Village Hall & Playing Field	To put towards the costs of the inspection of the poplars and the work that needs to be undertaken to make the playing field safe.	£2,500.00
TOTAL AWARDED		£8,300.00

Applications declined/ deferred:

None

Capital applications:

Awards over £5,000:

Sims Reeve Institute

The Simms Reeve Institute is a registered charity. The building houses the village hall, social club and Post Office with a playing field, an all-weather sports court and village shop making up the complex. The building is accessed by a range of recreational and educational activities, including; yoga, arts and crafts and a baby and toddler group, as well as hire for outside functions and events.

The development of the site has been in the planning stages since approx. 2015, and the committee has recently been awarded £407,000 by the Big Lottery towards the plans which include extending the building, moving the existing kitchen and Post Office, upgrading the toilets to include disabled access and installing energy efficient heating and lighting systems.

The cost of the project is estimated at £650,000, which will mainly be enabled by the Lottery grant. It is hoped the project will get underway this year.

The grant requested is towards repairs to the building's roof, as identified by a quantity surveyor in 2015. The repairs to the roof will resolve damp issues and

ensure the facility remains in good condition once renovated. Works will cost £30,400 + vat in total.

Decision: To award £8,000.00 to be released when the project has secured the overall required funding and is in a position to proceed.

The Yorke Trust

The Yorke Trust is a registered charity, which owns the Creake Centre in South Creake, a venue where a range of arts and music activities take place for the local and wider community. It is situated in a small, very rural village but serves a wider area which has generally poor transport links.

The Creake Centre includes a former chapel used as a performance space and the Sunday School room which is a Grade 2 listed building. It is the latter that is the focus of this request, towards a new roof. This will replace the original slate roofing that has been deteriorating over the years, resulting in water seepage which has begun to damage the interior structure of the building. The Trust has been advised by a builder that the building requires complete re-roofing.

The Sunday School room is used to store all the Trust's extensive theatrical wardrobe, props, scenery and staging, and used also as a recording studio and rehearsal/teaching space. There are longer term plans for a kitchen, toilets, and a mezzanine level to increase storage space and to give an additional rehearsal/study room.

Roof works will total £19,888 inc. vat.

Decision: To award £6,000.00 to be released when the project has secured the overall required funding and is in a position to proceed.

Policy Implications

None.

Financial Implications

The total Financial Assistance budget is as follows:

2017/18 – Revenue Fund	£
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Budget 2017/18 – Funds Available	14,200
Commitments	
Report dated 30 June 2017	6,000
Report dated 24 November 2017	3,410
This report	4,790
Total Commitments	14,200
Balance of Funds Available 2017/18	£0

2017/18 – Capital Fund	£
Budget	50,000
Grants Returned	
<ul style="list-style-type: none"> • Lynn Ladies (2015/16 funds) 1,527 • Hockwold Cricket Club (2016/17 funds) – full grant approved not required 1,065 • All Saints Wretton (2016/17 funds) – full grant approved not required 6,558 	
Total Funds Available	59,150
Commitments	
Report dated 30 June 2017	8,970
Report dated 24 November 2017	25,213
This report	22,300
Total Commitments	56,483
Balance of Funds Available 2017/18	£2,667

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: 15 th March 2018				

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.