

1. **Financial Assistance Small Grants Scheme - First round of Capital and Revenue Grant Awards for 2020-21** (Pages 1 - 7)

## CABINET MEMBERS DELEGATED DECISION

<b>Open/Exempt</b>		Would any decisions proposed :		
<b>Any especially affected Wards</b>	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 Elizabeth Nockolds E-mail: <a href="mailto:cllr.elizabeth.nockolds@west-norfolk.gov.uk">cllr.elizabeth.nockolds@west-norfolk.gov.uk</a>		Other Cabinet Members consulted: None		
Lead Officer: John Greenhalgh E-mail: <a href="mailto:john.greenhalgh@west-norfolk.gov.uk">john.greenhalgh@west-norfolk.gov.uk</a> Direct Dial (01553) 616423		Other Members consulted: None		
Lead Officer: John Greenhalgh E-mail: <a href="mailto:john.greenhalgh@west-norfolk.gov.uk">john.greenhalgh@west-norfolk.gov.uk</a> Direct Dial (01553) 616423		Other Officers consulted: Lorraine Gore 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If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)				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: 29 <sup>th</sup> April 2020		Date of meeting decision to be taken: 6 <sup>th</sup> May 2020		
Deadline for Call-In: 14 <sup>th</sup> May 2020				

### 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 2020-21.

#### 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

<b>Applicant</b>	<b>Summary of request</b>	<b>Decision</b>
Access - Supporting Migrants in East Anglia	To contribute towards the running costs to deliver culture awareness training in King's Lynn.	£2,000
ADD Norfolk	To contribute towards the running costs of the ongoing activities of the ADHD advice & support group in King's Lynn.	£1,250
Art Branches CIC	To run art sessions for the community and children and young people with mental health problems.	£1,500
Lavender Hill Mob Theatre Company	To pay for project management, venue hire and publicity costs to produce a musical theatre performance for Heritage Open Day 2020.	£1,300
Pandora Project	Instructor costs, staffing support and room hire to run seven well-being courses for women who have experienced trauma.	£2,000
South Creake Tennis Club	To provide free Saturday children's tennis coaching and games for 12 weeks in the summer.	£500
The Yorke Trust	To contribute towards the running costs for a summer opera performance.	£800
Walpole Good Companions Club	To contribute towards the club's operational and activity costs.	£1,000
<b>TOTAL AWARDED</b>		<b>£10,350.00</b>

### Applications declined/ deferred:

<b>Applicant</b>	<b>Summary of request</b>	<b>Decision</b>
Companion Paws	To contribute towards the start-up costs for a pet fostering project to help tackle loneliness and isolation.	Declined, the group is not yet in an operational status. Re-apply at a later date.
Wissey Valley Arts	To pay for staff, venue hire and printing costs for arts workshops (music/story/poetry) and an exhibition in the village.	Declined as the group are mainly inactive.

### 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 second set of short mat bowls equipment.	£1,000
Castle Acre Village Hall	Towards the replacement of the hall's decaying, single-glazed windows.	£3,500
Downham Market Men's Shed	To purchase a table saw and band saw for the woodwork workshop.	£1,000
Great Massingham Village Hall and Institute	To convert an existing storage room in to a working space that will house the Community Car Scheme.	£3,000
Hunstanton and District Men's Shed	To purchase woodworking equipment to enable 'shedders' to work on larger projects.	£995
Magdalen Village Hall Trustees	To convert the village hall bar area into a second meeting room to increase capacity for hires.	£983
Simms Reeve Institute Brancaster	To purchase audio-visual equipment, including an induction loop, to make the venue more accessible, and improve its facilities for hirers.	£1,000
Thornham Village Hall and Playing Field Ltd	To contribute towards play equipment costs for the children's play area and replace the hall chairs.	£2,000
Three Holes Village Hall & Playing Field	To redecorate the main hall and associated rooms to increase greater use of the building.	£1,700
Wereham Village Hall	To purchase portable staging for the hall, to be used for the local amateur dramatics and other cultural groups.	£2,000
West Norfolk Rowing Club	To purchase materials for building an outdoor decking area at the clubhouse to allow more activities like yoga and art classes for the local community.	£1,000
<b>TOTAL AWARDED</b>		<b>£18,178.00</b>

### Applications declined/ deferred:

Applicant	Summary of request	Decision
Friends of Hardwick Road Cemetery	To erect four A2 information boards in the southern part of the cemetery.	Declined. Bid was lacking in detail and could not demonstrate community benefit.
Kings Lynn Operatic & Dramatic Society	To cover FCC grant administration costs, alternate venue hire, fire protection, alarm, WiFi, display cabinet and publicity costs as	Declined. Concerns around

	part of a larger project to renovate their building.	governance and mixed request for revenue and capital. Reapply when issues addressed.
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### **Awards over £5,000:**

#### **St Faith's Church Local Ecumenical Partnership**

A grant is requested by St Faith's LEP to re-purpose an existing bungalow in to a new community space, available for hire at a reduced rate to charities and groups in the community. It is understood that, whilst other community facilities do exist in Gaywood, they do not currently offer the kind of space needed for the specific activities of some groups, particularly private consultation rooms. Norfolk and Waveney Mind will be one of the main users.

The proposed new space will repurpose a bungalow owned by St Faith's on Gayton Road, and equip it with a modern, accessible café space, parish office and private consultation rooms. The plans are extensive and the bungalow will be completely remodelled to achieve this, with internal walls being moved and floors/ceilings overhauled to create the new spaces, and with areas of disrepair being upgraded or repaired (e.g. loft space, windows, doors, flooring, gutters and drains, plumbing system, electricals, insulation).

£10,000 is requested toward a total cost of £167,792 - £70,275 has already been raised.

**Decision: To award £10,000.00 on the condition that the full funding needed to proceed is secured.**

#### **Policy Implications**

None.

#### **Financial Implications**

The total Financial Assistance budget is as follows:

<b>2020/21 – Revenue Fund</b>	<b>£</b>
Budget 2020/21 – Funds Available	<b>13,030</b>
This report	<b>10,350</b>
<b>Balance of Funds Available 2020/21</b>	<b>2,680</b>

<b>2020/21 – Capital Fund</b>		<b>£</b>
Budget 2020/21 – Funds available		<b>50,000</b>
Allocated in 2019/20	<b>1,925</b>	
This report	<b>28,178</b>	<b>30,103</b>
<b>Balance of Funds Available 2020/21</b>		<b>19,897</b>

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	<b>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.</b>				
<b>Question</b>	<b>Answer</b>				
<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 <b>according to their different protected characteristic</b>, 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	
<b>Question</b>	<b>Answer</b>	<b>Comments</b>			
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	<b>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.</b>			
3. Could this policy/service be perceived as impacting on communities differently?	Yes-/ No	<b>Every application has to demonstrate a clear benefit to the community so grants will only ever improve a community and its facilities.</b>			
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes-/ No	<b>Some projects will do this through their activities, but this is not a specific requirement of the Scheme.</b>			
<p>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</p>	Yes-/ No	<b>Actions:</b>			
		<b>Actions agreed by EWG member:</b> .....			
<b>Assessment completed by:</b> Name SARAH DENNIS					
<b>Job title: PARTNERSHIPS &amp; FUNDING OFFICER</b>	Date: 23 <sup>rd</sup> April 2020				

**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.**