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Date: 16th November 2016

Dear Sir/Madam,

A meeting of the **Grants to the Voluntary Sector Panel** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Wednesday, 23rd November, 2016** at **5.00 pm** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in blue ink that reads 'Chris Burns'.

Chris Burns
INTERIM CHIEF EXECUTIVE

AGENDA

	Pages
1 To receive apologies for absence.	
2 Declarations of Interest.	

Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

To receive and note the following minutes:-

3 Grants to the Voluntary Sector held on 13th July 2016.	
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1 - 4

A greener place Man gwyrddach

Correspondence may be in any language or format | Gallwch ohebu mewn unrhyw iaith neu fformat



To receive and consider the following report(s) from the Acting Director of Corporate Services & Section 151 Officer: -

4 Applications for Financial Assistance.

5 - 12

Circulation:

Councillors L. Ackerman, Mrs A. Blackman, D.G. Carter, C.J. Cuss, R.W. Gough (Vice Chair), D. Havard, C. Hawker, A.G. Higgs, A. Lewis, K. Lloyd, Mrs G.D. Oliver (Chair), M.J. Prew, R. Saralis and Mrs E. Stenner

And Appropriate Officers



GRANTS TO THE VOLUNTARY SECTOR PANEL

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN PARK
ON WEDNESDAY, 13TH JULY 2016 AT 5.00 PM

PRESENT:

Councillor Mrs G. Oliver - Chair
Councillor R. Gough - Vice Chair

Councillors:

Ms L. Ackerman, Mrs A. Blackman, D.G. Carter, C. Hawker, A. Lewis, K. Lloyd, M.J. Prew,
R. Saralis, Mrs E. Stenner

Together with:

S. Harris (Interim Head of Corporate Finance), D. Roberts (Principal Group Accountant -
Financial Advice and Support), H. Morgan (Senior Committee Services Officer).

1. APPOINTMENT OF CHAIR

Councillor Mrs G. Oliver was appointed Chair of the Panel for the ensuing year.

2. APPOINTMENT OF VICE-CHAIR

Councillor R. Gough was appointed Vice-Chair of the Panel for the ensuing year.

3. APOLOGIES

Apologies for absence had been received from Councillors C.J. Cuss, D. Havard, A.G. Higgs
and Mrs G. Elliott (Communities First Finance Assistant).

4. DECLARATIONS OF INTEREST

Declarations of interest were received from Councillors Ms L. Ackerman, D. Carter and
K. Lloyd in relation to Appendix 1, General Panel Awards. Details are minuted with the
respective item.

5. MINUTES - 23RD MARCH 2016

The minutes of the Grants to the Voluntary Sector Panel held on 23rd March 2016 (minute
nos. 1 - 4) were received and approved as a correct record.

6. APPLICATIONS FOR FINANCIAL ASSISTANCE

Consideration was given to the report which detailed the budget allocations for both the Voluntary Sector budget and the “Welsh Church Fund”, provided details of applications received and those determined under delegated powers and in accordance with the agreed criteria.

7. STATEMENT OF EXPENDITURE

Members were advised that the projected Discretionary Rate Relief for 2016-17 is £154,859.52. Allowing for the projected spend on the Discretionary Rate Relief the available balance for schemes is £109,162.04 which includes the carry forward balances. The balance remaining if all grants requested are awarded as set out in Appendix 1 and Appendix 2 of the report will be £99,032.04.

The Panel noted this information and that updates on the budget available would be provided at each meeting.

8. APPLICATIONS FOR FINANCIAL ASSISTANCE: PANEL AWARDS

Both Councillors Ms L. Ackerman and K. Lloyd declared an interest in the application from Friends of Navigation. Councillor D. Carter declared an interest in the application as it refers to Rhymney Valley Literature and Arts Festival. They took no part in the discussion or voting on the specific applications

It was noted that the total amount requested in respect of the applications listed in Appendix 1 is £1,170.00 (5 applications). These applications do not meet the criteria as set out in Appendix 4 of the report. Members were asked to consider these applications and make appropriate recommendations to the Interim Head of Corporate Finance for approval or otherwise under delegated powers.

Members then considered the applications listed in Appendix 1 to the report. Having fully considered the applications, it was unanimously agreed that the following recommendations be made to the Interim Head of Corporate Finance for approval under delegated powers.

RECOMMENDED that: -

- (i) the following applications for financial assistance be referred to the Interim Head of Corporate Finance for approval under delegated powers:-

	£
Rhymney Valley Literature and Arts Festival	200
Friends of Navigation	150
Individual (Amateur) - Athletic/Track*	130
Individual (Amateur) - Hockey*	250

* subject to evidence being provided that the applicant has met the criteria in the last 12 months;

- (ii) in that there is no criteria to support an application to provide educational/ sporting assistance at a summer camp, the application be not supported;
- (iii) the criteria for sporting applications be presented to the next meeting in order that it can be determined as to whether it should be revised.

9. APPLICATIONS FOR FINANCIAL ASSISTANCE: GENERAL CRITERIA AWARDS

A query was raised in relation to the status of the application for Treowen Village Hall and as to whether it falls into the category of a Community Group or OAP Association. Mr Harris advised that the application has been submitted by a Community Group but that he would undertake enquires and make a further grant if required

Subject to the foregoing, Members noted details of those applications outlined in Appendix 2 which are in accordance with the criteria set out in Appendix 4 and have been approved by Officers (but not actioned). These total £8,960.00 - 43 applications.

10. WELSH CHURCH ACT FUND

Members were reminded of the criteria which applies when considering applications for assistance from the Welsh Church Find and of the decision taken that Officers would approve applications that meet the Welsh Church Act Fund Criteria using delegated powers. These decisions would then be reported to the Panel for information, where Members could ask for further information if required.

It was noted that confirmation has been received from Monmouthshire County Council that the 2016/17 budget allocation will be £61,600.00. Underspends from previous years of £174,518.33 have been be carried forward, resulting in a total available budget for the current year of £236,118.33.

At the last meeting, it was agreed that Officers would seek advice from other Local Authorities on their allocation processes for the Welsh Church Fund and would provide a report for Panel Members to consider and make recommendations to Cabinet. Much of this information has now been received but the Interim Head of Corporate Finance needs to seek advice from the Interim Head of Legal Services and Monitoring Officer on the appropriate process to follow to agree any changes to the process currently operating in the county borough. A further update/report will be provided at the next meeting of the Panel.

Details of five applications received since the last meeting as set out in Appendix 3 of the report (totalling £7,920.00) were noted as were those in appendix 5 which had previously be approved but have exceeded the 18 month time limit to claim funding as set out in the Terms and Conditions and have subsequently been withdrawn.

The meeting closed at 5.30 p.m.

Approved and signed as a correct record subject to any amendments agreed and recorded in the minutes of the next meeting.

CHAIR

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GRANTS TO THE VOLUNTARY SECTOR PANEL – 23RD NOVEMBER 2016

SUBJECT: APPLICATIONS FOR FINANCIAL ASSISTANCE

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES & SECTION 151
OFFICER**

1. PURPOSE OF REPORT

- 1.1 To present the Panel with the applications for financial assistance received to date for the current financial year.

2. SUMMARY

- 2.1 The report advises Panel members of the budget allocations for both the Voluntary Sector budget and the “Welsh Church Fund” and provides details of applications received.

3. LINKS TO STRATEGY

- 3.1 Voluntary and Community Sector organisations make an important contribution to public service provision across the borough and are key participants in the Community Strategy implemented through the Single Integrated Plan Caerphilly Delivers. The Single Integrated Plan has the following priority outcomes: Prosperous Caerphilly; Safer Caerphilly; Learning Caerphilly and Healthier Caerphilly.
- 3.2 This report links to the following Well-Being Goals within the Well-Being of Future Generations (Wales) Act 2016:
- A Wales of cohesive communities
 - A prosperous Wales
 - A healthier Wales

4. REPORT

4.1 Assistance To Voluntary Sector Budget

- 4.1.1 The Panel's budget for 2016/2017 is as follows:

Budget 2016-17	£173,048.00
Less Discretionary Rate Relief (Estimated)	£151,516.85
Remaining Budget	£21,531.15
Carry forward balance from 2015-16	£90,973.56
Total Available Budget 2016-17	£112,504.71
Total 2016-17 Grants awarded to date	£9,690.00
Balance Remaining	£102,814.71

4.1.2 The projected Discretionary Rate Relief for 2016-17 is £151,516.85. Allowing for the projected spend on the Discretionary Rate Relief and the grants awarded to date, the available balance for schemes is £102,814.71 which includes the carry forward balances.

4.1.3 The total amount requested in respect of the application listed in Appendix 1 is **£500.00 (1 No.)**. This application does not meet the criteria as set out in Appendix 4. Panel Members are asked to consider this application and make appropriate recommendation to the Interim Head of Corporate Finance for approval or otherwise under delegated powers.

4.1.4 Appendix 2 details those applications that meet the criteria set out in Appendix 4 that have been approved by officers (but not actioned). These total **£5,130.00 (28 No.)**.

4.1.5 The balance remaining if all grants requested are awarded as set out in Appendix 1 and Appendix 2 will be £97,184.71.

4.2 Welsh Church Act Fund

4.2.1 At previous meetings of the Panel it was decided that the following criteria would apply when considering applications for assistance from the Welsh Church Fund:-

- (i) A grant of no more than £2,000 to be given to partly fund projects of £6,000 and over;
- (ii) Smaller projects less than £6,000 be grant aided up to a third of the total cost;
- (iii) All organisations receiving grants produce the necessary financial records to show the expenditure has been incurred;
- (iv) No organisation is allowed to apply in consecutive years.

4.2.2 At the meeting of 13th July 2009 Members agreed that in future, officers would approve applications meeting the Welsh Church Act Fund Criteria, using delegated powers. Such decisions would then be reported to the Panel for information, where Members could ask for further information if required.

4.2.3 Caerphilly County Borough Council has received written confirmation from Monmouthshire CC that the 2016/17 budget allocation is **£61,600.00**. Monmouthshire CC have confirmed that the underspends from previous years of **£174,518.33** can be carried forward, resulting in a total available budget for the current year of **£236,118.33**.

Budget 2016-17	£61,600.00
Carry forward balances	£174,518.33
Total Available Budget 2016-17	£236,118.33
Total 2016-17 Grants awarded to date	£7,920.00
Balance Remaining	£228,198.33

4.2.4 Details of applications received since the last meeting are set out in **Appendix 3**. The total of amounts requested in accordance with the agreed criteria is **£7,630.00 (5 No.)**.

4.2.5 Members will recall that the Panel has previously agreed that officers should seek information from other Local Authorities on their allocation processes for the Welsh Church Fund and provide a report for Panel Members to consider and make recommendations to Cabinet. Much of this information has now been received and the Interim Head of Corporate Finance has been advised by the Interim Head of Legal Services & Monitoring Officer that any proposed changes to the current process and criteria will need to be approved by Cabinet. The Panel will be consulted on proposed changes prior to consideration by Cabinet.

5. WELL-BEING OF FUTURE GENERATIONS

5.1 Grants awarded from the Grants to the Voluntary Sector budget and the Welsh Church Fund contributes to the following Well-Being goals:-

- A Wales of cohesive communities – through financially supporting community groups.
- A prosperous Wales – By helping organisations to be financially resilient.
- A healthier Wales – Through encouraging participation in sports.

6. EQUALITIES IMPLICATIONS

6.1 There are no direct equalities implications to this report so no Equality Impact Assessment has been carried out.

7. FINANCIAL IMPLICATIONS

7.1 The financial implications are those set out in the report.

8. PERSONNEL IMPLICATIONS

8.1 There are no personnel implications.

9. CONSULTATIONS.

9.1 There are no consultation responses, which have not been reflected in this report.

10. RECOMMENDATIONS

10.1 That Members consider the application contained in Appendix 1 and make an appropriate recommendation to the Interim Head of Corporate Finance for approval or otherwise under delegated powers.

10.2 That Members note the awards approved as set out in Appendices 2 and 3.

11. REASONS FOR THE RECOMMENDATIONS

11.1 To ensure that the applications received under this report are determined in accordance with the Council's scheme of delegation criteria.

12. STATUTORY POWER

12.1 Local Government Act 1972 and 2003 and the Council's Financial Regulations.

Author: D. Roberts - Principal Group Accountant (Financial Advice and Support)
Consultees: Stephen R Harris – Interim Head of Corporate Finance
A Southcombe – Finance Manager

Appendices:
Appendix 1 Panel Awards
Appendix 2 General Criteria Awards
Appendix 3 Welsh Church Act Fund -2016/17
Appendix 4 General Criteria

Appendix 1 - Panel Awards

Ref	Name of Organisation	Charity/Vol Org. Etc	Area	Award Sought	Amount Awarded	Background Information	Purpose for Grant	Amounts from Other Sources	Previous Awards	Similar Awards
				£				£	£	£
16/P006	St Andrew's Church, Caerphilly	Charity	Aber Valley	500.00		Church	Help to hold an event in the Community Garden Animals and Nature	0.00	0.00	0.00
1										

500.00

Appendix 2 - General Criteria Awards 2016-17

Reference	Name of Organisation/Individual	Sport	Award Category	Criteria Award £
16/GC038	Crosskeys Krafters		Clubs run From Churches/Chapels	200.00
16/GC039	Cole Court Social Club		Community Groups	100.00
16/GC040	Sporting Individual Representing Country	Kickboxing	Individuals (amateur) representing Wales abroad.	250.00
16/GC041	Sporting Individual Representing Country	Shooting	Individuals (amateur) representing Wales abroad.	250.00
16/GC042	Oakdale Racing Pigeon Club		Pigeon Clubs	200.00
16/GC043	Oakdale OAP Association		OAP Association without own building.	150.00
16/GC044	Sporting Individual Representing Country	Hockey	Individuals (amateur) representing Wales at home.	130.00
16/GC045	Oakdale Silver Band		Brass and Silver Bands	400.00
16/GC046	Sporting Individual Representing Country	Snooker	Individuals (amateur) representing Wales abroad.	250.00
16/GC047	Sporting Individual Representing Country	Table Tennis	Individuals (amateur) representing Wales abroad.	250.00
16/GC048	Sporting Individual Representing Country	Music	Individuals (amateur) representing Wales at home.	130.00
16/GC049	Sporting Individual Representing Country	Dancing	Individuals (amateur) representing Wales at home.	130.00
16/GC050	Sporting Individual Representing Country	Dancing	Individuals (amateur) representing Wales at home.	130.00
16/GC051	Sporting Individual Representing Country	Table Tennis	Individuals (amateur) representing Wales abroad.	250.00
16/GC052	Pontlloftyn Art Group		Arts Society	100.00
16/GC053	Sporting Individual Representing Country	Gymnastics	Individuals (amateur) representing Wales abroad.	250.00
16/GC054	Sporting Individual Representing Country	Gymnastics	Individuals (amateur) representing Wales abroad.	250.00
16/GC055	Sporting Individual Representing Country	Pool	Individuals (amateur) representing Wales abroad.	250.00
16/GC056	Sporting Individual Representing Country	Kickboxing	Individuals (amateur) representing Wales abroad.	250.00
16/GC057	Sporting Individual Representing Country	Clay Target Shooting	Individuals (amateur) representing Wales at home.	130.00
16/GC058	Bedwas Theatre Group		Theatre Groups	200.00
16/GC059	The Chill Club		Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Guides/Boys Brigade/Crusaders (upto 50 mem	100.00
16/GC060	Helping Hands (Rhydney Cancer Self Help Group)		Community Groups	100.00
16/GC061	Rhydney Valley South road Flying Club		Pigeon Clubs	200.00
16/GC062	Gelligaer Historical Society		Community Groups	100.00
16/GC063	Ystrad Mynach OAP		OAP Association without own building.	150.00
16/GC064	Bedwas Writers Circle		Writers Clubs	100.00
16/GC065	Sporting Individual Representing Country	Badminton	Individuals (amateur) representing Wales at home.	130.00
				5,130.00

Appendix 3 - Welsh Church Fund Act -2016/17

REF No.	Organisation	Category	Description	Award Sought
16/WCF005	Hills Community Church, Aberbargoed	Community	Replace boiler	810.00
16/WCF006	The Benefice of Eglwysilan and Caerphilly	Religion	Lighting	820.00
16/WCF007	Bethal Baptist Church, Bedwas	Religion	New Doors	2,000.00
16/WCF008	Treowen Village Hall	Community	New flooring and blinds	2,000.00
16/WCF009	The English Baptist Mission, Ystrad Mynach	Charity	New toilets and add disable toilet	2,000.00
5	TOTAL			7,630.00

Appendix 4

Category	New Criteria	Annual Award
a	OAP Association with own building.	£ 300.00
b	OAP Association without own building.	£ 150.00
c	Individuals representing Wales at home.	£ 130.00
d	Individuals representing Wales abroad.	£ 250.00
e	Jazz Bands.	£ 100.00
f	Choirs.	£ 100.00
g	Junior Sports Club (up to 50 members).	£ 100.00
g1	Junior Sports Club (over 50 members).	£ 200.00
h	Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Guides/Boys Brigade/Crusaders (upto 50 members).	£ 100.00
h1	Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Guides/Boys Brigade/Crusaders (over 50 members).	£ 200.00
l	St John Ambulance (upto 50 members):- Cadets/Badgers	£ 100.00
j	St John Ambulance (over 50 members):- Cadets/Badgers	£ 200.00
m	Brass and Silver Bands	£ 400.00
n	Allotments	£ 100.00
o	Arts Society	£ 100.00
p	Writers Clubs	£ 100.00
q	Theatre Groups	£ 200.00
r	Community Groups	£ 100.00
s	Beekeepers Groups	£ 100.00
t	Garden Clubs	£ 150.00
u	Tennants & Residants Association	£ 100.00
v	Websites - Initial Design stage only	£ 100.00
w	Pigeon Clubs	£ 200.00
x	Clubs run From Churches/Chapels	£ 200.00
y	Sports Club (up to 50 members).	£ 100.00
z	Sports Club (over 50 members).	£ 200.00
aa	Other - upto max	£ 400.00