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Date: 12th July 2017

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, 19th July, 2017** 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 appoint a Chair and Vice-Chair for the Ensuing Year.	
2 To receive apologies for absence.	
3 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.

A greener place Man gwyrddach



To receive and note the following minutes:-

4 Grants to the Voluntary Sector Panel held on 23rd November 2016.

1 - 2

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

5 Applications for Financial Assistance.

3 - 12

Circulation:

Councillors C. Andrews, L.J. Binding, M. Davies, A. Farina-Childs, A. Gair, R.W. Gough, D.T. Hardacre, A.G. Higgs, M.P. James, L. Jeremiah, Mrs G.D. Oliver, Mrs A. Leonard, D.W.R. Preece, R. Saralis and A. Whitcombe

And Appropriate Officers



GRANTS TO THE VOLUNTARY SECTOR PANEL

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN PARK
ON WEDNESDAY, 23RD NOVEMBER 2016 AT 5.00 PM

PRESENT:

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

Councillors:

Ms L. Ackerman, Mrs A. Blackman, C. Cuss, D.G. Carter, C. Hawker, A. Lewis and M.J. Prew.

Together with:

S. Harris (Interim Head of Corporate Finance), D. Roberts (Principal Group Accountant - Financial Advice and Support), Mrs G. Elliot (Communities First Finance Assistant) and C. Evans (Committee Services Officer).

1. APOLOGIES

Apologies for absence had been received from Councillors A. Higgs, R. Saralis and Mrs E. Stenner.

2. DECLARATIONS OF INTEREST

There were no declarations received at the beginning or during the course of the meeting.

3. MINUTES – 13TH JULY 2016

The minutes of the Grants to the Voluntary Sector Panel held on 13th July 2016 (minute nos. 1 - 10) were received and approved as a correct record.

4. APPLICATIONS FOR FINANCIAL ASSISTANCE

4.1 Statement of Expenditure

Members noted the budget available for 2016-2017 as £102,814.71, which included the estimated reduction for Discretionary Rate Relief (£151,516.85), budget carried forward and Grant allocations to date. If all awards in the report be agreed the remaining budget would be £97,184.71.

4.2 Welsh Church Act Fund

Members noted the Welsh Church Act Fund applications received and approved by officers since the last meeting in accordance with the agreed criteria as set out in Appendix 3. The total allocated amounts to £7,630.00.

Monmouthshire County Council have advised that the allocation of £61,600.00 is available for 2016-17 and the underspends of £174,518.33 could be carried forward, resulting in a total available budget for 2016/17 of £236,118.33. Members noted that if all awards spend to their maximum allocation there would be a remaining balance of £228,198.33.

At the last meeting, the Panel requested that Officers seek information from other Local Authorities on their allocation processes for the Welsh Church Fund and provide a report to Members for consideration and make recommendations to Cabinet. Since the last meeting, information has been sought by the Interim Head of Corporate Finance and advise has been provided by the Head of Legal Services and Monitoring Officer that any proposed changes to the current process and criteria would need approval of Cabinet. The Panel therefore agreed to seek a steer from Cabinet through PDM, feedback and seek the views of the Panel, prior to a recommendation to Cabinet for approval.

Members noted the applications received since the last meeting totalling £7,630.00, as listed in Appendix 3, which are in accordance with the agreed criteria and to be processed by officers.

4.3 Applications for Financial Assistance: Panel Awards

Members were asked to consider the application listed in Appendix 1 to the report and to make appropriate recommendations to the Interim Head of Corporate Finance for approval.

RECOMMENDED that the following application for financial assistance be referred to the Interim Head of Corporate Finance for approval under delegated powers:-

(a) St Andrew's Church £500.00

4.4 Applications for Financial Assistance: General Criteria Awards

Members noted the applications received since the last meeting totalling £5,130.00, as listed in Appendix 2, which are in accordance with the agreed criteria and to be processed by officers.

The meeting closed at 5.16 p.m.

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

CHAIR



GRANTS TO THE VOLUNTARY SECTOR PANEL – 19TH JULY 2017

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 2015:
- 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 2017/2018 is as follows:

Budget 2017-18	£175,817.00
Less Discretionary Rate Relief (Estimated)	£158,515.45
Remaining Budget	£17,301.55
Carry forward balance from 2016-17	£90,422.65
Total Available Budget 2017-18	£107,724.20
Total 2017-18 Grants awarded to date	£0.00
Balance Remaining	£107,724.20

- 4.1.2 The projected Discretionary Rate Relief for 2017-18 is £158,515.45. Allowing for the projected spend on the Discretionary Rate Relief, the available balance for schemes is £107,724.20 which includes the carry forward balances.
- 4.1.3 The total maximum amount requested in respect of the applications listed in Appendix 1 is **£3,799.96 (4 No.)**. These applications do not meet the criteria as set out in Appendix 5. Panel Members are asked to consider these applications and make appropriate recommendations 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 5 that have been approved by officers (but not actioned). These total **£5,500.00 (37 No.)**.
- 4.1.5 The balance remaining if all grants requested are awarded as set out in Appendix 1 and Appendix 2 will be £98,424.24.
- 4.1.6 As previously agreed by the Panel grants awarded during the 2017/18 financial year that exceed the budget allocation will be funded from the brought forward balances.

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 2017/18 budget allocation is **£61,600.00**. Monmouthshire CC have confirmed that the underspends from previous years of **£218,568.33** can be carried forward, resulting in a total available budget for the current year of **£280,168.33**.

Budget 2017-18	£61,600.00
Carry forward balances	£218,568.33
Total Available Budget 2017-18	£280,168.33
Total 2017-18 Grants awarded to date	£0.00
Balance Remaining	£280,168.33

- 4.2.4 The total amount requested in respect of the applications listed in Appendix 3 is **£2,000.00 (1 No.)**. This application requires a Panel decision as the applicant is a Community Interest Company (CIC) and the building is used to run a business. Panel Members are asked to consider this application and make appropriate recommendations to the Interim Head of Corporate Finance for approval or otherwise under delegated powers.
- 4.2.5 Details of applications received since the last meeting that meet the Welsh Church Act Fund criteria are set out in Appendix 4. The total of amounts requested in accordance with the agreed criteria is **£3,466.67 (2 No.)**.
- 4.2.6 If all awards approved to date spend to their maximum allocation there will be a balance of £274,701.66 remaining.
- 4.2.7 Appendix 6 contains a list of previously approved applications that have exceeded the 18 month time limit to claim funding as set out in the Terms and Conditions. These applicants have been advised the grant has now been withdrawn. These withdrawn grants total £2,215.00 (2 No).
- 4.2.8 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 in due course on any 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 contribute 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 arising from 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 applications contained in Appendix 1 & 3 and make appropriate recommendations to the Interim Head of Corporate Finance for approval or otherwise under delegated powers.

10.2 That Members note the applications contained in Appendix 2 & 4, which will be approved by the Interim Head of Corporate Finance under delegated powers.

10.3 That Members note the process outlined in 4.2.7 in relation to time limits on claiming approved Welsh Church Act Fund grants.

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. STATURORY 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 -2017/18 Award

Appendix 4 Welsh Church Act Fund -2017/18 Criteria Award

Appendix 5 General Criteria

Appendix 6 Welsh Church Fund Grants Withdrawn.

Appendix 1 - Panel Awards 2017-18

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
				£				£	£	£
17/P001	Croespenmaen Baptist Church	Vol	Croespen	400.00		they have applied previously under WCF	Cut down some trees	200.00	356.67	0.00
17/P002	Cambrian Educational Foundation for Deaf Child	Charity	Borough	200.00		To assist deaf children in their development	Help Deaf Children	0.00	200.00	200.00
17/P003	Cascade Keyboard Group	Vol	Cascade	199.96		Play music as a group for pleasure	Keyboard lights and Musical Director fees	0.00	0.00	0.00
17/P004	Black Vein Miners Memorial Society	Vol	Risca	1000-3000		Green Meadow Miners Burial Ground, Risca	Remove old fence and construct new fence	1000-4000	0.00	0.00
4										

3,799.96

Appendix 2 - General Criteria Awards 2017-18

Reference	Name of Organisation/Individual	Sport	Award Category	Criteria Award £
16/GC084	Sporting Individual Representing Country	Football	Individuals (amateur) representing Wales at home.	130.00
17/GC001	Sporting Individual Representing Country	Pool	Individuals (amateur) representing Wales at home.	130.00
17/GC002	Sporting Individual Representing Country	Football	Individuals (amateur) representing Wales abroad.	250.00
17/GC003	Sporting Individual Representing Country	Taekwon-Do	Individuals (amateur) representing Wales at home.	130.00
17/GC004	Sporting Individual Representing Country	Football	Individuals (amateur) representing Wales abroad.	250.00
17/GC005	Sporting Individual Representing Country	Trampoline	Individuals (amateur) representing Wales at home.	130.00
17/GC006	Pontllanfraith OAP Association		OAP Association without own building.	150.00
17/GC007	Crosskeys Krafters		Clubs run From Churches/Chapels	200.00
17/GC008	Blackwood Stroke Support Group		Community Groups	100.00
17/GC009	Sporting Individual Representing Country	Taekwon-Do	Individuals (amateur) representing Wales at home.	130.00
17/GC010	Sporting Individual Representing Country	Pool	Individuals (amateur) representing Wales at home.	130.00
17/GC011	Sporting Individual Representing Country	Taekwon-Do	Individuals (amateur) representing Wales at home.	130.00
17/GC012	Sporting Individual Representing Country	Taekwon-Do	Individuals (amateur) representing Wales at home.	130.00
17/GC013	Sporting Individual Representing Country	Taekwon-Do	Individuals (amateur) representing Wales at home.	130.00
17/GC014	Sporting Individual Representing Country	Table Tennis	Individuals (amateur) representing Wales at home.	130.00
17/GC015	Llanbradach OAP Welfare Committee		OAP Association with own building.	300.00
17/GC016	Sporting Individual Representing Country	Fly Fishing	Individuals (amateur) representing Wales at home.	130.00
17/GC017	Sporting Individual Representing Country	Table Tennis	Individuals (amateur) representing Wales abroad.	250.00
17/GC018	Sporting Individual Representing Country	Dancing	Individuals (amateur) representing Wales at home.	130.00
17/GC019	Sporting Individual Representing Country	Dancing	Individuals (amateur) representing Wales at home.	130.00
17/GC020	Sporting Individual Representing Country	Taekwon-Do	Individuals (amateur) representing Wales at home.	130.00
17/GC021	Phillipstown Residents & Community Association		Tennants & Residents Association	100.00
17/GC022	Ravenswood Allotment Society		Allotments	100.00
17/GC023	Sporting Individual Representing Country	Pool	Individuals (amateur) representing Wales at home.	130.00
17/GC024	Sporting Individual Representing Country	Gymnastics	Individuals (amateur) representing Wales at home.	130.00
17/GC025	Bethal Quilters		Clubs run From Churches/Chapels	200.00
17/GC026	Ashfield Road Allotments, Newbridge		Allotments	100.00
17/GC027	Pentwyn Allotment Association		Allotments	100.00
17/GC028	Sporting Individual Representing Country	Ice Hockey	Individuals (amateur) representing Wales abroad.	250.00
17/GC029	Sporting Individual Representing Country	Gymnastics	Individuals (amateur) representing Wales at home.	130.00
17/GC030	Sporting Individual Representing Country	Music	Individuals (amateur) representing Wales at home.	130.00
17/GC031	Trevelyan Court Residents Group		Tennants & Residents Association	100.00
17/GC032	Rhymney Gwent Flying Group		Pigeon Clubs	200.00
17/GC033	2353 Ystrad Mynach Air Cadets		Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Guides/Boys Brigade/Crusaders (upto 50 men)	100.00
17/GC034	Sporting Individual Representing Country	Boccia	Individuals (amateur) representing Wales at home.	130.00
17/GC035	Andrews Close & Aeron Place OAP Association		OAP Association without own building.	150.00
17/GC036	Sporting Individual Representing Country	Gymnastics	Individuals (amateur) representing Wales at home.	130.00
37				5,500.00

Appendix 3 - WCF Panel Awards 2017-18

Ref	Name of Organisation	Charity/Vol Org. Etc	Area	Award Sought	Amount Awarded	Background Information	Purpose for Grant	Amounts from Other Sources
				£				£
16/WCF010	Libanus Lifestyle (Wales) CIC	Community Interest Company	Blackwood	2,000.00		Community Interest Company	Replace existing Windows with New PVC Windows	4,500.00
1								

2,000.00

Appendix 4 - Welsh Church Fund Act -2017/18

REF No.	Organisation	Category	Description	Award Sought
17/WCF001	Calvary Evangelical Baptist Church, Penybryn	Religion	Disabled toilets	1,466.67
17/WCF002	The Benefice of Eglwysilan and Caerphilly St Ilan's Church	Religion	Repair to roof	2,000.00
2	TOTAL			3,466.67

Appendix 5

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

Appendix 6 - Welsh Church Fund Grants Withdrawn

Organisation	Approved Amounts	Panel Date
Canolfan Siloh Centre, Ystrad Mynach	215.00	Nov-15
Tabernacle Baptist Church, Newbridge	2,000.00	Nov-15
	2,215.00	