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Date: 15th November 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, 22nd November, 2017** at **5.00 pm** to consider the matters contained in the following agenda. You are welcome to use Welsh at the meeting, a minimum notice period of 3 working days is required should you wish to do so. A simultaneous translation will be provided if requested.

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.

A greener place Man gwyrddach

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



To receive and note the following minutes:-

3 Grants to the Voluntary Sector held on 19th July 2017.

1 - 4

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 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, 19TH JULY 2017 AT 5.00 PM

PRESENT:

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

Councillors:

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. TO APPOINT THE CHAIR AND VICE-CHAIR FOR THE ENSUING YEAR

It was moved and seconded that Councillor G. Oliver be appointed as Chair of the Grants to the Voluntary Sector Panel for the ensuing year and by a show of hands this was unanimously agreed.

RESOLVED that Councillor G. Oliver be appointed Chair of the Grants to the Voluntary Sector Panel for the ensuing year.

It was moved and seconded that Councillor R. Gough be appointed as Vice Chair of the Grants to the Voluntary Sector Panel for the ensuing year and by a show of hands this was unanimously agreed.

RESOLVED that Councillor R. Gough be appointed as Vice Chair of the Grants to the Voluntary Sector for the ensuing year.

2. APOLOGIES

Apologies for absence had been received from Councillors M. Davies, D. Hardacre, M.P. James, A. Higgs, Mrs A. Leonard, D.W.R. Preece and R. Saralis.

3. DECLARATIONS OF INTEREST

Councillor Lyndon Binding declared an interest in Agenda Item 5 (Applications for Financial Assistance) Appendix 4. Details of the declarations are recorded with the relevant item.

4. MINUTES – 23RD NOVEMBER 2016

The minutes of the Grants to the Voluntary Sector Panel held on 23rd November 2016 (minute nos. 1 – 4.4) were received and approved as a correct record.

5. APPLICATIONS FOR FINANCIAL ASSISTANCE

5.1 Assistance to the Voluntary Sector Budget

Members noted the budget available for 2017-2018 is £107,724.20, which included the estimated reduction for Discretionary Rate Relief (£158,515.45) and budget carried forward from 2016-2017 (£90,422.65). If all awards in the report are agreed the remaining budget would be £98,424.24.

5.2 Members were asked to consider the applications 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 applications for financial assistance be referred to the Interim Head of Corporate Finance for approval under delegated powers:-

(a)	Croespenmaen Baptist Church	£200.00
(b)	Cambrian Educational Foundation for Deaf Children	£200.00
(c)	Cascade Keyboard Group	£200.00
(d)	Black Vein Miners Memorial Society	£500.00

In addition, Members noted that Cambrian Educational Foundation for Deaf Children make an annual application, as a result, it was requested that they provide additional information to supplement any future application. Furthermore, Members requested that Black Vein Miners Memorial Society be advised to also apply for funding under the Welsh Church Act Fund.

5.3 Applications for Financial Assistance: General Criteria Awards

Members noted the applications received since the last meeting totalling £5,500.00, as listed in Appendix 2, which are in accordance with the agreed criteria and to be processed by officers.

5.4 Welsh Church Act Fund

Councillor Lyndon Binding declared an interest in Appendix 4 Application 17/WCF002, The Benefice of Eglwysilan and Caerphilly St Ilan's Church as the application refers to a Church he attends.

Monmouthshire County Council have advised that the allocation of £61,600.00 is available for 2017-18 and the underspends from previous years totalling £218,568.33 could be carried forward, resulting in a total available budget for 2017/18 of £280,168.33. Members noted that if all awards spend to their maximum allocation there would be a remaining balance of £274,701.66.

Members were asked to consider the application listed in Appendix 3 of the report and make the appropriate recommendation to the Interim Head of Corporate Finance for approval, as this is the first application received by a "Community Interest Company".

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

(a)	Libanus Lifestyle (Wales) CIC	£1,878.06
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Members noted the applications received since the last meeting that meet the Welsh Church Act Fund criteria, as outlined in Appendix 4 of the report, which totalled £3,466.67.

In addition, Members noted Appendix 6, which outlines the previously approved applications that have exceeded the 18 month time limit to claim funding, whom have now been advised that the grant has been withdrawn.

In discussing the allocation of the Welsh Church Act Fund, Officers highlighted that there have been significant underspends in previous years. Following consideration and discussion, the Panel supported the Officers proposal to seek a steer from Cabinet on revising the award criteria in future years. The Panel will be consulted on any proposed changes before they are formally agreed.

The meeting closed at 5.29 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 – 22ND NOVEMBER 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 services to the public across the borough and are key participants in the Compact Agreement between the public and third sector.
- 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)	£141,647.54
Remaining Budget	£34,169.46
Carry forward balance from 2016-17	£90,422.65
Total Available Budget 2017-18	£124,592.11
Total 2017-18 Grants awarded to date	£6,600.00
Grant Returned in Year	£200.00
Balance Remaining	£118,192.11

- 4.1.2 The projected Discretionary Rate Relief for 2017-18 is £141,647.54. Allowing for the projected spend on the Discretionary Rate Relief and the grants awarded to date, the available balance for schemes is £118,192.11 which includes the carry forward balances and the returned award.
- 4.1.3 The total amount requested in respect of the applications listed in Appendix 1 is **£3,300.00 (4 No.)**. These applications do not meet the criteria as set out in Appendix 4. 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 4 that have been approved by officers (but not actioned). These total **£7,140.00 (45 No.)**.
- 4.1.5 The balance remaining if all grants requested are awarded as set out in Appendix 1 and Appendix 2 will be £107,752.11.
- 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	£5,344.73
Balance Remaining	£274,823.60

- 4.2.4 Details of applications received since the last meeting that meet the Welsh Church Act Fund criteria are set out in Appendix 3. The total of amounts requested in accordance with the agreed criteria is **£9,650.40 (5 No.)**.
- 4.2.5 If all awards approved to date spend to their maximum allocation there will be a balance of £265,173.20 remaining.

- 4.2.6 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.
- 4.2.7 The Interim Head of Corporate Finance has discussed this matter with the Leader and it has been agreed that a report will be prepared for Cabinet early in the New Year outlining potential changes to the Welsh Church Fund in terms of the level of funding that can be awarded. Any changes agreed by Cabinet will then be implemented from April 2018. The Grants to the Voluntary Sector Panel will be consulted prior to any proposals being presented to 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 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 Appendices 2 & 3, which will be approved by the Interim Head of Corporate Finance under delegated powers.

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 Acts 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 Criteria Award
Appendix 4 General Criteria

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/P005	St Andrew's Church Penyrheol	Charity	Penyrheol	500.00		Church	Help to hold an event in the Community Garden Animals and Nature	0.00	500.00	500.00
17/P006	Penuel Chapel, Rhymney	Charity	Rhymney	400.00		Church	To get ramp to fit over steps for the disabled	0.00	200.00	200.00
17/P007	Friends of Navigation	Vol	Crumlin	750.00		Navigation Site in Crumlin	Planning App/legal fees and insurance for Pit Wheel	0.00	200.00	200.00
17/P008	Kids Cancer Charity T/A Christian Lewis Trust	Charity	Borough	1,650.00		Help to improve the quality of life for children who are affected by cancer by offering them a chance of a holiday with their families	Respite breaks for children suffering from cancer and their families	0.00	500.00	500.00
4										

Appendix 2 - General Criteria Awards 2017-18

Reference	Name of Organisation/Individual	Sport	Award Category	Criteria Award
				£
17/GC037	Sporting Individual Representing Country	Javelin	Individuals (amateur) representing Wales at home.	130.00
17/GC038	Sporting Individual Representing Country	Tae Kwon Do	Individuals (amateur) representing Wales at home.	130.00
17/GC039	Sporting Individual Representing Country	Tae Kwon Do	Individuals (amateur) representing Wales at home.	130.00
17/GC040	Sporting Individual Representing Country	Touch Rugby	Individuals (amateur) representing Wales abroad.	250.00
17/GC041	Sporting Individual Representing Country	Bowls	Individuals (amateur) representing Wales at home.	130.00
17/GC042	Caerphilly OAP St Martins Ward		OAP Association without own building.	150.00
17/GC043	Sporting Individual Representing Country	Badminton	Individuals (amateur) representing Wales at home.	130.00
17/GC044	Sporting Individual Representing Country	Snooker	Individuals (amateur) representing Wales abroad.	250.00
17/GC045	Sporting Individual Representing Country	Clay Target Shooting	Individuals (amateur) representing Wales at home.	130.00
17/GC046	Sporting Individual Representing Country	Clay Target Shooting	Individuals (amateur) representing Wales at home.	130.00
17/GC047	Sporting Individual Representing Country	Tae Kwon Do	Individuals (amateur) representing Wales abroad.	250.00
17/GC048	Sporting Individual Representing Country	Kickboxing	Individuals (amateur) representing Wales at home.	130.00
17/GC049	Sporting Individual Representing Country	Kickboxing	Individuals (amateur) representing Wales at home.	130.00
17/GC050	Sporting Individual Representing Country	Kickboxing	Individuals (amateur) representing Wales at home.	130.00
17/GC051	Sporting Individual Representing Country	Kickboxing	Individuals (amateur) representing Wales at home.	130.00
17/GC052	Sporting Individual Representing Country	Kickboxing	Individuals (amateur) representing Wales at home.	130.00
17/GC053	Sporting Individual Representing Country	Kickboxing	Individuals (amateur) representing Wales at home.	130.00
17/GC054	Sporting Individual Representing Country	Kickboxing	Individuals (amateur) representing Wales at home.	130.00
17/GC055	Gilfach Old Peoples Welfare Committee		OAP Association with own building.	300.00
17/GC056	Sporting Individual Representing Country	Table Tennis	Individuals (amateur) representing Wales abroad.	250.00
17/GC057	Sporting Individual Representing Country	Clay Target Shooting	Individuals (amateur) representing Wales at home.	130.00
17/GC058	Pontllytyn Art Group		Arts Society	100.00
17/GC059	Sporting Individual Representing Country	Kickboxing	Individuals (amateur) representing Wales abroad.	250.00
17/GC060	Glynderi Bonsai Club		Garden Clubs	150.00
17/GC061	Sporting Individual Representing Country	Fly Fishing	OAP Association without own building.	150.00
17/GC062	Sporting Individual Representing Country	Dancing	Individuals (amateur) representing Wales at home.	130.00
17/GC063	Sporting Individual Representing Country	Gymnastics	Individuals (amateur) representing Wales at home.	130.00
17/GC064	Pen-y-Dre Tenants & Residents Association		Tennants & Residents Association	100.00
17/GC065	Oakdale OAP Association		OAP Association without own building.	150.00
17/GC066	Sporting Individual Representing Country	Hockey	Individuals (amateur) representing Wales at home.	130.00
17/GC067	Sporting Individual Representing Country	Inline Hockey	Individuals (amateur) representing Wales abroad.	250.00
17/GC068	Sporting Individual Representing Country	Inline Hockey	Individuals (amateur) representing Wales abroad.	250.00
17/GC069	Budokan		Junior Sports Club (over 50 members).	200.00
17/GC070	Ael y Bryn Table Tennis Club		Junior Sports Club (up to 50 members).	100.00
17/GC071	1st Trinant Brownies		Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Guides/Boys Brigade/Crusaders (upto 50 men)	100.00
17/GC072	Sporting Individual Representing Country	Football	Individuals (amateur) representing Wales abroad.	250.00
17/GC073	Risca United Football Club		Junior Sports Club (over 50 members).	200.00
17/GC074	Sporting Individual Representing Country	Kickboxing	Individuals (amateur) representing Wales abroad.	250.00
17/GC075	Rhymney Valley Music Club		Community Groups	100.00
17/GC076	Sporting Individual Representing Country	Clay Target Shooting	OAP Association without own building.	150.00
17/GC077	The Players' Theatre, Gelligaer		Theatre Groups	200.00
17/GC078	Pantside Association of Residents and Tenants		Tennants & Residents Association	100.00
17/GC079	Helping Hands (Rhymney Cancer Self Help Group)		Community Groups	100.00
17/GC080	Pontllytyn Card Craft		Community Groups	100.00
17/GC081	Valley Daffodils		Community Groups	100.00
				7,140.00

Appendix 3 - Welsh Church Fund Act -2017/18

REF No.	Organisation	Category	Description	Award Sought
17/WCF003	Machen Parish Church	Religion	Boundary wall	1,650.40
17/WCF004	Blackwood Methodist Church	Religion	Guttering, new ceilings inc scaffolding	2,000.00
17/WCF005	United Reformed Church, Van Road, Caerphilly	Religion	Restoration of vestibule	2,000.00
17/WCF006	Boot Road Allotment	Community	New cabin	2,000.00
17/WCF007	St Martins Church, Caerphilly	Religion	Repairs to the organ	2,000.00
5	TOTAL			9,650.40

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
i	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