

Public Document Pack

Penallta House,
Tredomen Park,
Ystrad Mynach,
Hengoed CF82 7PG

Ty Penallta,
Parc Tredomen,
Ystrad Mynach,
Hengoed CF82 7PG



www.caerphilly.gov.uk
www.caerffili.gov.uk

For all enquiries relating to this agenda please contact Sharon Hughes
(Tel: 01443 864281 Email: hughesj@caerphilly.gov.uk)

Date: 14th July 2021

Dear Sir/Madam,

A digital meeting of the **Grants to the Voluntary Sector Panel** will be held via Microsoft Teams on **Wednesday, 21st July, 2021 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.

This meeting will be recorded and made available to view via the Council's website, except for discussions involving confidential or exempt items. Therefore the images/audio of those individuals speaking will be publicly available to all via the recording on the Council website at www.caerphilly.gov.uk

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Chrissy'.

Christina Harrhy
CHIEF EXECUTIVE

AGENDA

- | | Pages |
|---|-------|
| 1 To appoint a Chair and Vice Chair for the ensuing year. | |
| 2 To receive apologies for absence. | |

A greener place Man gwyrddach



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.

To receive and note the following minutes:-

4 Grants to the Voluntary Sector Panel held on 24th March 2021.

1 - 2

To receive and consider the following report from the Head of Financial Services & Section 151 Officer: -

5 Applications for Financial Assistance.

3 - 28

Circulation:

Councillors C. Andrews, M. Davies, A. Farina-Childs, A. Gair (Chair), R.W. Gough (Vice Chair), D.T. Hardacre, A.G. Higgs, L. Jeremiah, Mrs A. Leonard, Mrs G.D. Oliver, D.W.R. Preece, J. Ridgewell, J.E. Roberts, J. Taylor and B. Zaplatynski,

And Appropriate Officers.

HOW WE WILL USE YOUR INFORMATION

Those individuals that attend committee meetings to speak/give evidence will be named in the minutes of that meeting, sometimes this will include their place of employment or business and opinions expressed. Minutes of Meetings including details of speakers will be publicly available to all via the Council website at www.caerphilly.gov.uk. except for discussions involving confidential or exempt items.

You have a number of rights in relation to your information, including the rights of access to information we hold about you and the right of complaint if you are unhappy with the way your information is being processed.

For further information on how we process your information and your rights please view the Full Committee Meetings Privacy Notice on our [website](#) or contact Legal Services by email griffd2@caerphilly.gov.uk or telephone 01443 863028.



GRANTS TO THE VOLUNTARY SECTOR PANEL

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH
ON WEDNESDAY, 24TH MARCH 2021 AT 3.00 PM

PRESENT:

Councillor A. Gair – Chair
Councillor R. Gough – Vice Chair

Councillors:

C. Andrews, M. Davies, A. Farina- Childs, A. Higgs, D.W.R. Preece, J.E. Roberts, J. Taylor and A. Whitcombe

Together with:

V. Doyle (Policy Officer), S. Harris (Head of Corporate Finance and S151 Officer) and M. Harris (Committee Services Support Officer/ Chauffeur), C. Evans (Committee Services Officer).

RECORDING AND VOTING ARRANGEMENTS

The Chair reminded those present that the meeting was being filmed but would not be live streamed, however a recording would be available following the meeting via the Council's website – [Click here to view](#). She advised that decisions would be made by Microsoft Forms.

1. APOLOGIES

Apologies for absence had been received from Councillors L. Jeremiah, Mrs G.D. Oliver and B. Zaplatynski.

2. DECLARATIONS OF INTEREST

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

3. MINUTES – 28TH OCTOBER 2020

RESOLVED that the minutes of the Grants to the Voluntary Sector Panel held on 28th October 2020 (minute nos. 1 – 6) were received and approved as a correct record.

4. APPLICATIONS FOR FINANCIAL ASSISTANCE

The report provided the Panel with details of the applications for financial assistance received between 1st October and 31st December 2020 relating to the 2020/21 financial year and sought the views of the Panel on one application that does not meet the general criteria.

The report also informed the Panel of grant monies that have been recycled back into the funding pot.

The Panel considered and noted the budget allocations for both the Voluntary Sector budget and the Welsh Church Acts Fund Budget and details of applications received and approved by the Head of Financial Services & S151 Officer under delegated powers between 1st October and 31st December 2020.

The Panel considered the application received from an organisation under the Voluntary Sector budget which does not meet the general criteria. Following consideration and discussion it was agreed that the application be supported.

Finally, the report sought to inform Panel members of grant monies that have been recycled back into the funding pot for allocation to other projects.

The Panel thanked the Officer for the report and discussion ensued. Queries were raised around foodbanks and whether allotments can donate to local foodbanks. Officers explained that they were not aware of the criteria for this but there are grants available for food banks and there could be individual arrangements in place. A Member queried whether any of the applications were means tested. Officers confirmed that this does not take place and applicants need only meet the criteria. Members were reassured that the monies that have been returned, as outlined within the report, will be protected for utilisation next year if required.

Following consideration and discussion, it was moved and seconded that the recommendation in the Officers report be approved. By way of electronic voting, this was unanimously agreed.

RESOLVED that for the reasons contained in the Officers report: -

- i) The applications received that meet the criteria for Financial Assistance and the Welsh Church Funds Act, be noted, which have already been approved by the Head of Financial Services & S151 Officer under delegated powers.
- ii) The Panel approve the application from an organisation under the Voluntary Sector budget not meeting the general criteria. The recommendation be considered and approved or otherwise by the Head of Financial Services & S151 Officer under delegated powers.
- iii) The amount of grant money that have been recycled back into the funding pot and the reasons for this be noted.

The meeting closed at 3.33 p.m.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 21st July 2021, they were signed by the Chair.

CHAIR



GRANTS TO THE VOLUNTARY SECTOR PANEL – 21ST JULY 2021

SUBJECT: APPLICATIONS FOR FINANCIAL ASSISTANCE

REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 To inform the Panel of the applications for financial assistance received between 1st January 2021 and 31st March 2021 relating to the 2020/21 financial year.
- 1.2 To inform the Panel of the applications for financial assistance received between 1st April 2021 and 31st May 2021 relating to the 2021/22 financial year.
- 1.3 To seek Panel views on two applications from individuals in relation to the Welsh Church Acts Fund.

2. SUMMARY

- 2.1 The report advises Panel members of the budget allocations for both the Voluntary Sector budget and the Welsh Church Acts Fund budget. It also provides details of applications received and approved by the Head of Financial Services & S151 Officer under delegated powers between 1st January and 31st May 2021. Finally, it seeks Panel views in relation to two applications received from individuals under the Welsh Church Acts Fund, with the purpose of making a recommendation to the Head of Financial Services & S151 Officer for approval or otherwise.

3. RECOMMENDATIONS

- 3.1 Panel members note the applications received that meet the criteria for Financial Assistance and the Welsh Church Acts Fund, which have already been approved by the Head of Financial Services & S151 Officer under delegated powers, and which are reported to the Panel for information.
- 3.2 Panel members make a recommendation for approval or otherwise in relation to requests from two individuals under the Welsh Church Acts Fund. This recommendation will then be considered and approved by the Head of Financial Services & S151 Officer under delegated powers.

4. REASONS FOR THE RECOMMENDATIONS

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

5. THE REPORT

5.1 GRANTS TO THE VOLUNTARY SECTOR BUDGET

- 5.1.1 The Grants to the Voluntary Sector budget for 2020/21 was as shown in the table below:

Budget 2020/21	£186,759.00
Less Discretionary Rate Relief	£172,244.98
Remaining Budget	£14,514.02
Carry forward balance from 2019/20	£125,242.18
Total Available Budget 2020/21	£139,756.20
Total 2020/21 Grants awarded previously	(£3,750.00)
Adjustments within year in relation to underspends or projects not proceeding	£1,500.00
Balance remaining	£137,506.20

- 5.1.2 Between 1st January and 31st March 2021, two new General Criteria awards were made totalling **£300**. These were approved by the Head of Financial Services & S151 Officer under delegated powers and are reported to the Panel for information only. The awards are summarised in the table below:

Ref	Name of organisation/ individual	Category	Amount awarded
20/GC015	Player's Theatre	Theatre Groups	£200
20/GC016	1 st Caerphilly Guides	Cubs/Brownies/Guides (up to 50 members)	£100
		Total	£300

- 5.1.3 In the period between 1st January and 31st March 2021, no applications were received that were outside the General Criteria as set out in Appendix 1.

- 5.1.4 After the awards detailed in the table above have been considered, the total amount allocated in 2020/21 was **£4,050**, leaving a balance of **£137,206.20** to be carried forward to 2021/22.

- 5.1.5 It should be noted that the number of grants awarded in 2020/21 was significantly lower than in previous years, due to the Covid-19 pandemic. Individuals that would usually make applications in relation to representing Wales either at home or abroad have been unable to, as all sporting competitions have been cancelled, and many organisations that provide services to their communities have also been closed to the public for a significant period of time.

5.1.6 The Grants to the Voluntary Sector budget for 2021/22 is shown in the table below:

Budget 2021/22	£188,160.00
Less Discretionary Rate Relief (Estimated)	£194,757.97
Remaining Budget	(£6,597.97)
Carry forward balance from 2020/21	£137,206.20
Total Available Budget 2021/22	£130,608.23
Total 2021/22 Grants awarded previously	£0.00
Balance Remaining	£130,608.23

5.1.7 The projected Discretionary Rate Relief for 2021/22 is **£194,757.97**, which is £6,597.97 over the budget available for 2021/22. Allowing for the projected spend on Discretionary Rate Relief, the available balance for schemes is **£130,608.23**, which includes carry forward balances.

5.1.8 Between 1st April and 31st May 2021, 5 new General Criteria awards have been made totalling **£900**. These have been approved by the Head of Financial Services & S151 Officer under delegated powers and are reported to the Panel for information only. The awards are summarised in the table below:

Ref	Name of organisation/ individual	Category	Amount awarded
21/GC001	Rhymney Castle Select SRFC	Pigeon Clubs	£200
21/GC002	Ystrad Mynach Male Choir	Choirs	£100
21/GC003	Dance Unity Formation Teams	Junior Sports Club (over 50 members)	£200
21/GC004	Llanbradach OAP Welfare Committee	OAP Association with own building	£300
21/GC005	Valley Daffodils	Community Groups	£100
		Total	£900

5.1.9 In the period between 1st April and 31st May 2021, no applications have been received that were outside the General Criteria as set out in Appendix 1.

5.1.10 After the awards detailed in the table above have been considered, the amount remaining in the current financial year is **£129,708.23**.

5.1.11 As previously agreed by the Panel, grants awarded during the 2021/22 financial year that exceed the budget allocation will be funded from the brought forward balances.

5.2 WELSH CHURCH ACTS FUND

5.2.1 The total Welsh Church Acts Fund budget available for 2020/21 was **£188,843.42**. This consisted of the annual allocation from Monmouthshire County Council (**£64,750.62**), unallocated sums from previous years (**£113,911.56**), and underspends on completed projects or projects not proceeding (**£10,181.24**).

Budget 2020/21	£64,750.62
Carry forward balances	£113,911.56
Adjustments within year in relation to underspends or projects not proceeding	£10,181.24
Total available budget 2020/21	£188,843.42
Total 2020/21 grants awarded previously (to 31-12-20)	(£93,555.83)
Balance remaining	£95,287.59

5.2.2 Between 1st January and 31st March 2021 three applications were received totalling **£12,879.45**. These were approved by the Head of Financial Services & S151 Officer under delegated powers and are reported to the Panel for information only. The awards are summarised in the table below:

Ref	Name of organisation	Description	Amount awarded
ORG20/WCF024	Fochriw Pentecostal Mission	Installation of new kitchen facility	£4,647.58
ORG20/WCF025	Llanbradach Community Centre	Installation of battery storage system for solar panels	£5,000.00
ORG20/WCF026	RCV UK (Risca Covid Group)	Equipment for a Community Bike Hub	£3,231.87
		Total	£12,879.45

5.2.3 Between 1st February and 31st March 2021 no applications were received from individuals in relation to the Welsh Church Acts Fund.

5.2.4 The total amount allocated to organisations and individuals during 2020/21 was **£106,435.28** and the remaining balance of **£82,408.14** will be carried forward into 2021/22.

5.2.5 The total Welsh Church Acts Fund budget available for 2021/22 is therefore **£146,248.14**. This consists of the annual allocation from Monmouthshire County Council (**£63,840**) and unallocated sums from previous years (**£82,408.14**).

Budget 2021/22	£63,840.00
Carry forward balances	£82,408.14
Total available budget 2021/22	£146,248.14
Total 2021/22 grants awarded previously	£0.00
Balance remaining	£146,248.14

5.2.6 Between 1st April and 31st May 2021, four applications have been received totalling **£15,885.00**. These have been approved by the Head of Financial Services & S151 Officer under delegated powers and are reported to the Panel for information only. The awards are summarised in the table overleaf.

Ref	Name of organisation	Description	Amount awarded
ORG21/WCF001	St Andrew's Church, Penyrheol	Replacement flat roof	£2,200.00
ORG21/WCF002	Cascade Methodist Church	Replacement roof	£3,890.00
ORG21/WCF003	Bethel Baptist Church, Wattsville	Render front wall of church & new suspended ceiling	£5,000.00
ORG21/WCF004	First Love Community Church, Senghenydd	Construction of coffee bar area & feature wall	£4,795.00
		Total	£15,885.00

5.2.7 Between 1st April and 31st May 2021, two applications were received from individuals in relation to the Welsh Church Acts Fund. Copies of these applications are attached at Appendix 2 and 3, and it is recommended that these are treated as exempt from publication and Panel members consider excluding the press and public when discussing Appendix 2 and 3 during the meeting. Panel members are asked to consider the applications and make a recommendation as to whether to support the applicants and if so, the level of grant to be awarded. The recommendations will then be considered and approved as appropriate by the Head of Financial Services & S151 Officer under delegated powers.

5.2.8 If the grants awarded in previous years but not yet drawn down spend to the maximum amounts allocated, there will be a balance of **£130,363.14** remaining, less any award in relation to 5.2.7 above.

5.3 **Conclusion**

The report summarises all allocations made under the Grants to the Voluntary Sector and Welsh Church Acts Fund budgets between 1st January and 31st March for the 2020/21 financial year, and between 1st April and 31st May for the 2021/22 financial year. It also asks Panel members to make recommendations in relation to Financial Assistance applications not meeting the General Criteria (if appropriate), and two applications received in relation to the Welsh Church Acts Fund from individuals.

6. **ASSUMPTIONS**

6.1 There are no assumptions as the 2020/21 and 2021/22 budgets have been confirmed, together with carried forward underspends from previous years.

7. **SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 As this report is for information only a full Integrated Impact Assessment has not been undertaken.

8. **FINANCIAL IMPLICATIONS**

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

9. PERSONNEL IMPLICATIONS

9.1 There are no personnel implications.

10. CONSULTATIONS

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

11. STATUTORY POWER

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

Author: Vicki Doyle – Policy Officer (doylevm@caerphilly.gov.uk)

Consultees: Stephen Harris – Head of Financial Services and S151 Officer
(harrisr@caerphilly.gov.uk)
Andrew Southcombe – Finance Manager (southak@caerphilly.gov.uk)
David Roberts – Principal Group Accountant (roberda@caerphilly.gov.uk)
Deb Gronow – Audit Group Manager (gronode@caerphilly.gov.uk)
Kathryn Peters – Corporate Policy Manager (peterk@caerphilly.gov.uk)
Rob Tranter – Head of Legal Services (trantrj@caerphilly.gov.uk)

Appendices:

Appendix 1 List of General Criteria

Appendix 2 Application from an individual in relation to the Welsh Church Acts Fund which is exempt from publication as it contains personal and financial information about an individual – IND21/WCF001

Appendix 3 Application from an individual in relation to the Welsh Church Acts Fund which is exempt from publication as it contains personal and financial information about an individual – IND21/WCF002

Appendix 1 - General Criteria

Category	New Criteria	Value
a	OAP Association with own building	£300
b	OAP Association without own building	£150
c	Individuals (amateur) representing Wales at home	£130
c1	Individuals (amateur) representing Wales Top Up Grant	£120
d	Individuals (amateur) representing Wales abroad	£250
e	Jazz Bands	£100
f	Choirs	£100
g	Junior Sports Club (up to 50 members)	£100
g1	Junior Sports Club (over 50 members)	£200
h	Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Guides/Boys Brigade/Crusaders (up to 50 members)	£100
h1	Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Guides/Boys Brigade/Crusaders (over 50 members)	£200
l	St John Ambulance (up to 50 members):- Cadets/Badgers	£100
j	St John Ambulance (over 50 members):- Cadets/Badgers	£200
m	Brass and Silver Bands	£400
n	Allotments	£100
o	Arts Society	£100
p	Writers Clubs	£100
q	Theatre Groups	£200
r	Community Groups	£100
s	Beekeepers Groups	£100
t	Garden Clubs	£150
u	Tenants & Residents Association	£100
v	Websites - Initial design stage only	£100
w	Pigeon Clubs	£200
x	Clubs run From Churches/Chapels	£200
y	Sports Club (up to 50 members)	£100
z	Sports Club (over 50 members)	£200
aa	Other - up to max	£400

This page is intentionally left blank



GRANTS TO THE VOLUNTARY SECTOR PANEL – 21ST JULY 2021

**PUBLIC INTEREST TEST – EXEMPTION FROM DISCLOSURE OF DOCUMENTS
SCHEDULE 12A LOCAL GOVERNMENT ACT 1972**

**SUBJECT: APPENDIX 2 – APPLICATION FROM AN INDIVIDUAL IN RELATION TO THE WELSH
CHURCH ACTS FUND**

REPORT BY: HEAD OF LEGAL SERVICES AND MONITORING OFFICER

I have considered grounds for exemption of information to be presented to the Committee and make the following recommendations to the Proper Officer:-

EXEMPTIONS APPLYING TO THE REPORT:

Information relating to a particular individual(s) -paragraph 12 Schedule 12A Local Government Act 1972.
Information relating to the financial or business affairs of any particular person – paragraph 14

FACTORS IN FAVOUR OF DISCLOSURE:

There is a public interest in the way in which the Council awards its grant funding.

PREJUDICE WHICH WOULD RESULT IF THE INFORMATION WERE DISCLOSED:

The report contains detailed personal and financial information relating to a particular individual.

MY VIEW ON THE PUBLIC INTEREST TEST IS AS FOLLOWS:

That paragraphs 12 and 14 should apply. My view on the Public Interest Test is that whilst there is a need to ensure transparency and accountability of a Public Authority for decisions taken in relation to the award of grant funding, this must be balanced against the fact that these matters have not yet been concluded and there is a reasonable expectation of an individual that personal and financial information will remain private. It is considered that this outweighs the need for the information to be made public.

The information is not affected by any other statutory provision which required the information to be made publicly available.

On that basis I feel that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the press and public from the part of the meeting when it considers appendix 2 to the report.

RECOMMENDED DECISION ON EXEMPTION FROM DISCLOSURE:

On that basis I feel that the public interest in maintaining the exemption outweighs that in disclosing the information, and that the report should be exempt.

Signed:

Date: 6th July 2021

Post: Head of Legal Services and Monitoring Officer

I accept/~~do not accept~~ recommendation made above.

Signed:

Date:

6/7/21.

Proper Officer

This page is intentionally left blank



GRANTS TO THE VOLUNTARY SECTOR PANEL – 21ST JULY 2021

PUBLIC INTEREST TEST – EXEMPTION FROM DISCLOSURE OF DOCUMENTS SCHEDULE 12A LOCAL GOVERNMENT ACT 1972

SUBJECT: APPENDIX 3 – APPLICATION FROM AN INDIVIDUAL IN RELATION TO THE WELSH CHURCH ACTS FUND

REPORT BY: HEAD OF LEGAL SERVICES AND MONITORING OFFICER

I have considered grounds for exemption of information to be presented to the Committee and make the following recommendations to the Proper Officer:-

EXEMPTIONS APPLYING TO THE REPORT:

Information relating to a particular individual(s) -paragraph 12 Schedule 12A Local Government Act 1972.
Information relating to the financial or business affairs of any particular person – paragraph 14

FACTORS IN FAVOUR OF DISCLOSURE:

There is a public interest in the way in which the Council awards its grant funding.

PREJUDICE WHICH WOULD RESULT IF THE INFORMATION WERE DISCLOSED:

The report contains detailed personal and financial information relating to a particular individual.

MY VIEW ON THE PUBLIC INTEREST TEST IS AS FOLLOWS:

That paragraphs 12 and 14 should apply. My view on the Public Interest Test is that whilst there is a need to ensure transparency and accountability of a Public Authority for decisions taken in relation to the award of grant funding, this must be balanced against the fact that these matters have not yet been concluded and there is a reasonable expectation of an individual that personal and financial information will remain private. It is considered that this outweighs the need for the information to be made public.

The information is not affected by any other statutory provision which required the information to be made publicly available.

On that basis I feel that the public interest in maintaining the exemption outweighs the public interest in disclosing the information. Members are asked to consider this factor when determining the public interest test, which they must decide when considering excluding the press and public from the part of the meeting when it considers appendix 3 to the report.

RECOMMENDED DECISION ON EXEMPTION FROM DISCLOSURE:

On that basis I feel that the public interest in maintaining the exemption outweighs that in disclosing the information, and that the report should be exempt.

Signed:

Date: 6th July 2021

Post: Head of Legal Services and Monitoring Officer

I accept/~~do not accept~~ recommendation made above.

Signed:

Date:

6/7/21

Proper Officer

This page is intentionally left blank

By virtue of paragraph(s) 12, 14 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 12, 14 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank