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**Date: 24th February 2022**

Dear Sir/Madam,

A digital meeting of the **Grants to the Voluntary Sector Panel** will be held via Microsoft Teams on **Thursday, 3rd March, 2022 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](http://www.caerphilly.gov.uk)

Yours faithfully,

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

**Christina HARRY**  
CHIEF EXECUTIVE

## AGENDA

1 To receive apologies for absence.

Pages

A greener place Man gwyrddach



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

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 approve and sign the following minutes: -

3 Grants to the Voluntary Sector Panel held on 18th November 2021.

1 - 4

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

4 Applications for Financial Assistance.

5 - 12

**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.

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## GRANTS TO THE VOLUNTARY SECTOR PANEL

MINUTES OF THE DIGITAL MEETING HELD VIA MICROSOFT TEAMS ON  
THURSDAY, 18<sup>TH</sup> NOVEMBER 2021 AT 5.00 P.M.

PRESENT:

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

Councillors:

C. Andrews, M. Davies, A. Farina- Childs, D.W.R. Preece, J. Ridgewell, J. E. Roberts and  
B. Zaplatinski.

Together with:

S. Harris (Head of Financial Services and S151 Officer), V. Doyle (Policy Officer), S. Hughes  
(Committee Services Officer) and J. Lloyd (Committee Services Officer).

### RECORDING AND VOTING ARRANGEMENTS

The Chairperson reminded those present that the meeting was being recorded and would be made available to view via the Council's website, except for discussions involving confidential or exempt items. [Click here to view.](#)

#### 1. APOLOGIES

Apologies for absence had been received from Councillors D. T. Hardacre, A. Higgs, L. Jeremiah, Mrs A. Leonard, Mrs G. D. Oliver and J. Taylor.

#### 2. DECLARATIONS OF INTEREST

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

#### 3. MINUTES – 21<sup>ST</sup> JULY 2021

RESOLVED that the minutes of the Grants to the Voluntary Sector Panel held on 21<sup>st</sup> July 2021 (minute nos. 1 – 5) be approved as a correct record.

#### 4. APPLICATIONS FOR FINANCIAL ASSISTANCE

The report provided the Grants to the Voluntary Sector Panel with details of the applications for financial assistance received between 1<sup>st</sup> June and 30<sup>th</sup> September 2021 and sought the views of the Panel on one application that does not meet the general criteria.

The report also informed the Grants to the Voluntary Sector Panel of the applications for Welsh Church Acts Fund received between 1<sup>st</sup> June and 30<sup>th</sup> September 2021 and informed Panel Members of funding withdrawn from two previously approved Welsh Church Acts Fund projects and the reasons for this course of action. The report sought Panel views on one application from an individual in relation to the Welsh Church Acts Fund.

Details of the Grants to the Voluntary Sector budget and the projected Discretionary Rate Relief for 2021/22 were provided. The Panel was advised that, between 1<sup>st</sup> June and 30<sup>th</sup> September 2021, seven new General Criteria awards were made totalling £890. It was noted that these have been approved by the Head of Financial Services and S151 Officer under delegated powers and are reported to the Panel for information only.

The Grants to the Voluntary Sector Panel was informed that in the period between 1<sup>st</sup> June and 30<sup>th</sup> September 2021, one application had been received that is outside the general criteria as set out in Appendix 1. Members were referred to the application, attached at Appendix 2 of the report, and were requested to make a recommendation as to whether the application should be supported, and if so the amount of funding to be awarded. It was noted that the recommendation would then be considered by the Head of Financial Services and S151 Officer and approved or otherwise under delegated powers.

Clarification and further information were requested in relation to the purpose for which the grant was sought and the Policy Officer responded to the points raised. Panel Members highlighted that the organisation supports a much wider area than the Caerphilly borough and assurance was sought that the beneficiaries would be from the local area.

During the course of discussion, it was agreed that any funding awarded would be subject to a discussion between the Head of Financial Services and S151 Officer and the Acting Chief Executive, in his capacity as Director of Housing, to ensure the award of the grant is appropriate before the funding is released and an update would be provided at the next Grants to the Voluntary Sector Panel meeting.

Members noted the total Welsh Church Act Fund budget available for 2021/22. Members were informed that between 1<sup>st</sup> June and 30<sup>th</sup> September 2021, three applications have been received in respect of the Welsh Church Acts Fund. Two of these totalling £9,743.44 have been approved by the Head of Financial Services & S151 Officer under delegated powers and are reported to the Panel for information only. The third application is from an individual and it was recommended that this be treated as an exempt item.

Following consideration of the report, it was moved and seconded that the recommendations be approved. By way of Microsoft Forms, this was unanimously agreed.

RESOLVED that the Grants to the Voluntary Sector Panel: -

- (i) Noted the applications received that met the criteria for financial assistance and the Welsh Church Acts Fund, which have already been approved by the Head of Financial Services and S151 Officer under delegated powers, and which are reported to the Panel for information.
- (ii) Made a recommendation for approval in relation to one application for financial assistance that did not meet the general criteria. This recommendation to be considered and approved or otherwise by the Head of Financial Services and S151 Officer under delegated powers.

RECOMMENDED to the Head of Financial Services and Section 151 Officer:

To approve the application for financial assistance from an organisation that did not meet the general criteria (Appendix 2), in sum of £400.

## **PUBLIC INTEREST TEST**

Members considered the Public Interest Test and concluded that on balance the public interest in maintaining the exemption outweighed the public interest in disclosing the information and it was:-

RESOLVED that in accordance with Section 100A(4) of the Local Government Act 1972 the public be excluded from the remainder of the meeting because of the likely disclosure to them of exempt information as identified in paragraphs 12 and 14 of Schedule 12A of the Local Government Act 1972.

## **EXEMPT MATTER**

The Grants to the Voluntary Sector Panel made a recommendation for approval in relation to one application from an individual under the Welsh Church Acts Fund. This recommendation to be considered and approved or otherwise by the Head of Financial Services and S151 Officer under delegated powers. By way of Microsoft Forms this was unanimously agreed.

RECOMMENDED to the Head of Financial Services and Section 151 Officer:

- (i) To approve the request from an individual in relation to the Welsh Church Acts Fund, in the sum of £1,500.

The meeting closed at 5.48 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 3<sup>rd</sup> March 2022, they were signed by the Chair.

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CHAIR

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## **GRANTS TO THE VOLUNTARY SECTOR PANEL – 3RD MARCH 2022**

**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 October 2021 and 31<sup>st</sup> January 2022.
- 1.2 To inform the Panel of the applications for Welsh Church Acts Fund received between 1<sup>st</sup> October 2021 and 31<sup>st</sup> January 2022.

### **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 provides details of applications received and approved by the Head of Financial Services & S151 Officer under delegated powers between 1st October 2021 and 31<sup>st</sup> January 2022.

### **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.

### **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 2021/22 is shown in the table below:

Budget 2021/22	£188,160.00
Less Discretionary Rate Relief (Estimated at 01/04/21)	£194,757.97
Remaining Budget	(£6,597.97)
Carry forward balance from 2020/21	£137,206.20
<b>Total Available Budget 2021/22</b>	<b>£130,608.23</b>
Total 2021/22 Grants awarded previously	£2,190.00
<b>Balance Remaining</b>	<b>£128,418.23</b>

5.1.2 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 (estimate as at 1<sup>st</sup> April 2021), the available balance for schemes is £130,608.23, which includes carry forward balances. Spend of £2,190 in 2021/22 was reported at the last Panel meeting, leaving a balance of **£128,418.23**.

5.1.3 Between 1<sup>st</sup> October 2021 and 31<sup>st</sup> January 2022, 15 new General Criteria awards have been made totalling **£2,490**. 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-GC013	Cefn Hengoed OAP Association	OAP Association without own building	£150
21-GC014	Darran Valley History Group	Community Groups	£100
21-GC015	Application from an individual	Individuals (amateur) representing Wales abroad	£250
21-GC016	Application from an individual	Individuals (amateur) representing Wales at home	£130
21-GC017	1st Trinant Brownies	Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/ Guides/Boys Brigade/Crusaders (up to 50 members)	£100
21-GC018	1st Trinant Rainbows	Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/ Guides/Boys Brigade/Crusaders (up to 50 members)	£100
21-GC019	Bargoed and District Art Society	Arts Society	£100
21-GC020	Application from an individual	Individuals (amateur) representing Wales at home	£130
21-GC021	Application from an individual	Individuals (amateur) representing Wales at home	£130
21-GC022	Application from an individual	Individuals (amateur) representing Wales abroad	£250



Ref	Name of organisation/ individual	Category	Amount awarded
21-GC023	Western Valley Camera Club	Community Groups	£100
21-GC024	Players' Theatre	Theatre Groups	£200
21-GC025	Application from an individual	Individuals (amateur) representing Wales abroad	£250
21-GC026	Application from an individual	Individuals (amateur) representing Wales abroad	£250
21-GC027	Application from an individual	Individuals (amateur) representing Wales abroad	£250
		<b>Total</b>	<b>£2,490</b>

5.1.4 After the awards detailed in the table above have been considered, the amount remaining in the current financial year is **£125,928.23**.

5.1.5 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 2021/22 is **£146,248.14**. This consists of the annual allocation from Monmouthshire County Council (**£63,840**) and unallocated sums from previous years (**£82,408.14**). In addition, as reported in at the previous Panel meeting **£10,000** has been withdrawn from two projects approved in previous financial years which did not progress.

Budget 2021/22	£63,840.00
Carry forward balances	£82,408.14
Funding recycled back into the pot in current financial year due to previously approved projects not progressing	£10,000.00
<b>Total available budget 2021/22</b>	<b>£156,248.14</b>
Total 2021/22 grants awarded previously	£30,128.44
<b>Balance remaining</b>	<b>£126,119.70</b>

5.2.2 Between 1<sup>st</sup> October 2021 and 31<sup>st</sup> January 2022, three applications have been received totalling **£14,170**. 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	Description	Amount awarded
ORG21-WCF007	Hengoed Chapel Community Project	Construction of accessible path around graveyard	£5,000.00
ORG21-WCF008	St Margaret's Church, Blackwood	Interior repair of church walls and redecoration	£5,000.00
ORG21-WCF010	Bethel Baptist Church, Penyrheol	Renew lighting in main hall	£4,170.00
		<b>Total</b>	<b>£14,170.00</b>

5.2.3 Taking into account the £10,000 recycled back into the funding pot in the current financial year and the new awards made, and if the grants awarded in previous years but not yet drawn down spend to the maximum amounts allocated, there will be a balance of **£111,949.70** remaining.

### 5.3 **Conclusion**

The report summarises all allocations made under the Grants to the Voluntary Sector and Welsh Church Acts Fund budgets between 1<sup>st</sup> October 2021 and 31<sup>st</sup> January 2022.

## 6. **ASSUMPTIONS**

6.1 There are no assumptions as the 2021/22 budget has 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 & S151 Officer (harrisr@caerphilly.gov.uk)  
Andrew Southcombe – Finance Manager (southak@caerphilly.gov.uk)  
David Roberts – Interim Finance Manager (roberda@caerphilly.gov.uk)  
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Rob Tranter – Head of Legal Services (trantrj@caerphilly.gov.uk)

Appendices:  
Appendix 1 List of General Criteria

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## 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

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