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Date: 18th March 2015

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, 25th March, 2015** 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

A G E N D A

	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 Committee held on 26th November 2014 (minute nos. 1 - 8)	1 - 4

A greener place Man gwyrdach

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 To Receive an Update on Discretionary Rate Relief.
- 5 To Receive an Update on 2015/16 Budget and Future Year Allocations.
- 6 Applications for Financial Assistance.

5 - 16

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, Mrs E. Stenner and Mrs J. Summers

And Appropriate Officers



GRANTS TO THE VOLUNTARY SECTOR PANEL

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN PARK
ON WEDNESDAY, 26TH NOVEMBER 2014 AT 5.00 PM

PRESENT:

Councillor R. Gough - Vice Chair

Councillors:

Ms L. Ackerman, Mrs A. Blackman, C. Cuss, D. Havard, C. Hawker, A. Higgs, A. Lewis and K. Lloyd.

Together with:

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

1. APOLOGIES

Apologies for absence had been received from Councillors Mrs G. Oliver, M. Prew, R. Saralis, Mrs E. Stenner and Mrs J. Summers.

2. DECLARATIONS OF INTEREST

D. Roberts, Councillors A. Higgs and K. Lloyd declared an interest in Appendix 2 – General Criteria Awards. Councillors L. Ackerman and K. Lloyd declared an interest in Appendix 5 – Welsh Church Fund Grants Withdrawn. Details are minuted with the respective item.

3. MINUTES – 16TH JULY 2014

The Panel received and approved the minutes of the Grants to the Voluntary Sector Panel held on 16th July 2014 (minute nos. 1 - 7).

The Panel were asked to note that the Parent Network had not responded to the Panel's queries.

4. DISCRETIONARY RATE RELIEF

Mr S. Harris, Interim Head of Corporate Finance, provided the Panel with an update on the Discretionary Rate Relief Policy.

The Council is able to assist a wide range of voluntary and sporting organisations by granting rate relief. Under the Council's Scheme of Delegation, applications for discretionary rate relief submitted to the Council are determined by the Council's Head of Corporate Finance. The determination is exercised following consideration of the Council's Policy on discretionary rate relief supplemented by guidance from Welsh Government and Central Government.

Mr Harris explained that the current Policy is being reviewed and that a report will be presented to the Policy & Resources Scrutiny Committee in January 2015, prior to consideration by Cabinet in February 2015. Due to the need to serve notice, any agreed changes to the Policy would be effective from April 2016. The Panel were assured that they would be consulted throughout the process.

The draft savings proposals for 2015/16 agreed by Cabinet on the 29th October 2014 include a proposed £30,000 reduction in the GTVS budget. As any savings arising from the change in the Discretionary Rate Relief Policy will not be realised until April 2016, Mr Harris proposed that grants awarded by the Panel during the 2015/16 financial year should be funded from previous years underspends.

The Panel were in agreement with the proposal and thanked the officer for the update.

APPLICATIONS FOR FINANCIAL ASSISTANCE

5. Statement of Expenditure

Members noted the available budget for 2014-2015 together with the total amounts requested, as detailed within the report.

6. Welsh Church Act Fund

Councillor L. Ackerman and K. Lloyd declared a personal interest in Appendix 5 - Friends of the Navigation, due to having involvement with the organisation.

The report highlighted that Caerphilly County Borough Council has received written confirmation that the 2014/2015 budget allocation is £40,084.00. Monmouthshire County Council have confirmed that the underspends from previous years of £132,720.00 can be carried forward, resulting in a total available budget for the current year of £172,804.00. Members noted that it has been highlighted that due to the present economic climate, allocations in the future could be reduced considerably due to declining returns on investments.

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 £4,000.00.

Members' attention was directed to Appendix 5, which provided a breakdown of applications that have exceeded the 18-month time limit to claim funding as set out in the terms and conditions. Members noted this amount totalled £4,400.00 and that the applicants have received notification that the grant has now been withdrawn. Officers highlighted that the Friends of the Navigation have requested a new application for this fund.

Members noted the process and the information contained within the report.

7. Applications for Financial Assistance: Panel Awards

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) Music in Hospitals	£250.00
(b) Helping Hands (Rhymney Cancer Self Help Group)	£250.00
(c) Kids Cancer Charity T/A Christian Lewis Trust	£500.00
(d) Pontllanfraith Children's Contact Centre *	£500.00

* The £500 grant for Pontllanfraith Children's Contact Centre was agreed subject to the Interim Head of Corporate Finance discussing the award with the Council's Head of Children's Services

RECOMMENDED that for the reasons outlined at the meeting, the following application for financial assistance be deferred, pending the receipt of further information: -

- (e) Cylch Meithrin Coed Duon

8. Applications for Financial Assistance: General Criteria Awards

D. Roberts declared a personal interest in Appendix 2, 14/GC078 - Nelson Cavaliers Football Club - a close family member plays for the club.

Councillor A. Higgs declared a personal interest in Appendix 2, 14/GC04 - CLURV, as a previous employee and 14/GC062 - Gwent Cadets, as the Armed Forces Community Covenant Champion.

Councillor K Lloyd declared a personal interest in Appendix 2, 14/GC063 - Pentwyn and District Allotments, as a plot holder.

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

The meeting closed at 5.36 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 – 25TH MARCH 2015

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.
- 1.2 To provide details of indicative budget allocations for the 2015/16 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.

4. REPORT

4.1 Assistance To Voluntary Sector Budget

- 4.1.1 The Panel’s budget for 2014/2015 is as follows:-

Budget 2014-15	£255,220.00
Less Discretionary Rate Relief (Estimated)	£223,095.00
Remaining Budget	£32,125.00
Carry forward balance from 2013-14	£83,258.00
Total Budget 2014-15	£115,383.00
Total 2014-15 Grants awarded to date	£15,035.00
Balance Remaining	£100,348.00

- 4.1.2 The Discretionary Rate Relief for 2014-15 is now forecast to be £223,095.00; this is a decrease from the last panel meeting projections of some £11,830.00. This now leaves a projected budget allocation of £32,125.00 for Grants to the Voluntary Sector. Together with the carry forward from previous years of £83,258.00 this gives a total budget allocation of £115,383.00. To date grant awards for 2014/15 total £15,035.00. Budget remaining for allocation is £100,348.00.
- 4.1.3 The total amount requested in respect of the applications listed in Appendix 1 is **£2,740.00 (3 No.)**. These applications do not meet the revised criteria agreed by Panel at the July 2015 meeting, 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 under delegated powers.
- 4.1.4 Appendix 2 details those applications that meet the criteria out set in Appendix 4 that have been approved by officers (but not actioned). These total **£7,720.00 (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 £89,888.00. This balance will be now be carried forward to 2015/16 financial year.
- 4.1.6 Any further applications received before the 31st March 2015 will now be considered in the 2015/16 financial year.
- 4.1.7 The indicative budget allocation for 2015/16 has been agreed at £229,048, of which the projected Discretionary Rate Relief is £228,592. This leaves a projected budget allocation of £456 (which will increase by the final balance to be carried forward from 2014/15).

Budget 2014-15	255,220.00
Less Agreed Savings as per the Budget Report agreed by Council on 25/2/15	(30,000.00)
Non Pay Inflation	3,828.00
Budget Estimate for 2015-16	229,048.00
Less Discretionary Rate Relief (Estimated)	228,592.00
Balance Remaining	456.00

- 4.1.8 As previously agreed by the Panel grants awarded during the 2015/16 financial year 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 2014/15 budget allocation will be **£40,084.00**. Monmouthshire CC have confirmed that the underspends from previous years of **£132,720.00** can be carried forward, resulting in a total available budget for the current year of **£172,804.00**.

Budget 2014-15	£40,084.00
Carry forward balances	£132,720.00
Total Budget 2014-15	£172,804.00
Total Grants awarded to date	£11,568.00
Balance Remaining	£161,236.00

- 4.2.4 Applications received since the last meeting are appended in **Appendix 3**. The total of amounts requested in accordance with the agreed criteria is **£6,000.00 (3 No.)**.
- 4.2.5 No further grant awards have exceeded the 18 month time limit to claim funding as set out in the Terms and Conditions.
- 4.2.6 We have been advised by Monmouthshire County Council that the provisional allocation for 2015-16 will be £49,334 i.e an increase of £9,286 on this year's allocation. We have also been advised that we will be allowed to carry-forward the unspent allocations.

5. EQUALITIES IMPLICATIONS

- 5.1 There are no direct equalities implications to this report and so no Equality Impact Assessment has been carried out. Any such assessment would be carried out where more directly relevant to applicants, for example on the criteria for assessing the applications received by the Council.

6. FINANCIAL IMPLICATIONS

- 6.1 The financial implications are those set out in the report.

7. PERSONNEL IMPLICATIONS

- 7.1 There are no personnel implications

8. CONSULTATIONS.

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

9. RECOMMENDATIONS

- 9.1 That Members consider the applications contained in Appendix 1 and make appropriate recommendations to the Interim Head of Corporate Finance for approval under delegated powers.
- 9.2 That Members note the awards approved as set out in Appendices 2 and 3.

9.3 Members note the indicative budget allocations outlined in 4.1.7 and 4.2.6.

10. REASONS FOR THE RECOMMENDATIONS

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

11. STATURORY POWER

11.1 Local Government Act 1972 and 2003 and the Councils 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 Fund Act -2014/2015
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
				£				£	£	£
14/P017	Pontllanfraith Children's Contact Centre	Charity	Pontllanfraith	1,080.00		Provide a safe environment where children can spend quality time with their non resident family members	Help towards the rent	0.00	0.00	0.00
14/P018	Caerphilly Causeway Prospects	Charity	Newbridge	160.00		To assist with rent and transport costs	To assist with rent and transport costs	0.00	150.00	150.00
14/P019	We can All Be Einstein	Vol	0	1,500.00		To assist children and young people suffering from mental or physical disabilities	To purchase a therapy dog	0.00	0.00	0.00

2,740.00

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Appendix 2 - General Criteria Awards

Reference	Name of Organisation/Individual	Sport	Award Category	Criteria Award £
14/GC080	Bargoed and District Art Society		Arts Society	100.00
14/GC081	Ystrad Mynach OAP		OAP Association without own building.	150.00
14/GC082	Lewis Edwards		Individuals representing Wales at home.	130.00
14/GC083	2nd Nelson Brownies		Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Guides/Boys Brigade/Crusaders (upto 50 members)	100.00
14/GC084	Penuel Baptist Church		Clubs run From Churches/Chapels	200.00
14/GC085	St Martins Ward OAP, Caerphilly		OAP Association without own building.	150.00
14/GC086	Brittania, Fleur de Lys & Pengam Comm Group		Community Groups	100.00
14/GC087	Charlotte Nickson	Taekwan-Do	Individuals representing Wales abroad.	250.00
14/GC088	Angel Pope	Taekwan-Do	Individuals representing Wales abroad.	250.00
14/GC089	Leigh Pember	Taekwan-Do	Individuals representing Wales abroad.	250.00
14/GC090	Nathan Tucker	Taekwan-Do	Individuals representing Wales abroad.	250.00
14/GC091	Bedwas Writer's Circle		Writers Clubs	100.00
14/GC092	Callum Rogers	Pool	Individuals representing Wales at home.	130.00
14/GC093	Denise Molan	Bowls	Individuals representing Wales at home.	130.00
14/GC094	Kirsty Smith	Karate	Individuals representing Wales abroad.	250.00
14/GC095	Jamie Lee Harley	Table Tennis	Individuals representing Wales at home.	130.00
14/GC096	The Chill Club		Boys & Girls Clubs/YMCA/Scouts/Cubs/Brownies/Guides/Boys Brigade/Crusaders (upto 50 members)	100.00
14/GC097	Ael y Bryn Table Tennis Club		Junior Sports Club (over 50 members).	200.00
14/GC098	Victoria Simons	Kickboxing	Individuals representing Wales abroad.	250.00
14/GC099	Thomas Jones	Bowls	Individuals representing Wales at home.	130.00
14/GC100	Bethal Quilters		Clubs run From Churches/Chapels	200.00
14/GC101	Pontlottyn OAP Association		OAP Association without own building.	150.00
14/GC102	Elena Allen	Shooting	Individuals representing Wales abroad.	250.00
14/GC103	Pamela Penrose	Bowls	Individuals representing Wales at home.	130.00
14/GC104	Anthony Tuffin	Pool	Individuals representing Wales at home.	130.00
14/GC105	St Clares Social Group		Community Groups	100.00
14/GC106	Crosskeys Krafters		Clubs run From Churches/Chapels	200.00
14/GC107	Colleen Mary O'Conner	Bowls	Individuals representing Wales at home.	130.00
14/GC108	Luke Vokes	Pool	Individuals representing Wales at home.	130.00
14/GC109	Mark Probyn	Pool	Individuals representing Wales at home.	130.00
14/GC110	Curtis Lee	Pool	Individuals representing Wales at home.	130.00
14/GC111	Ethan Kilby	Kickboxing	Individuals representing Wales abroad.	250.00
14/GC112	Ian Sargeant	Snooker	Individuals representing Wales abroad.	250.00
14/GC113	Olivia Hillman	Gymnastics	Individuals representing Wales abroad.	250.00
14/GC114	Ella Johnson	Gymnastics	Individuals representing Wales abroad.	250.00
14/GC115	Ian Henerdson	Bowls	Individuals representing Wales at home.	130.00
14/GC116	Heolddu Gymnastics		Junior Sports Club (over 50 members).	200.00
14/GC117	Maesycwmmer OAP Association		OAP Association with own building.	300.00
14/GC118	Phoebe Brown	Javelin	Individuals representing Wales at home.	130.00
14/GC119	Cefn Fforest Jazz Band		Jazz Bands.	100.00
14/GC120	Liam Bouse	Bowls	Individuals representing Wales at home.	130.00
14/GC121	Pen y Dre Tenants & Residents Association		Tennants & Residents Association	100.00
14/GC122	Allana Sparkes	Gymnastics	Individuals representing Wales abroad.	250.00
14/GC123	Kira Sparkes	Gymnastics	Individuals representing Wales abroad.	250.00
14/GC124	Gilfach Tuesday Club for the Deaf	0	Community Groups	100.00
				7,720.00

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Appendix 3 - Welsh Church Fund Act -2014/2015

REF No.	Organisation	Award Sought
14/WCF007	St David's Church, Oakdale	2,000.00
14/WCF008	Pen y Dre Tenants & Residents Association	2,000.00
14/WCF009	St Margaret's Church, Blackwood	2,000.00
	TOTAL	6,000.00

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Appendix 4

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

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