



## GRANTS TO THE VOLUNTARY SECTOR PANEL

### MINUTES OF THE MULTI-LOCATIONAL MEETING HELD AT PENALLTA HOUSE AND VIA MICROSOFT TEAMS ON THURSDAY 14TH JULY 2022 AT 5.00 P.M.

PRESENT:

Councillors:

A. Broughton-Pettit, M. Chacon-Dawson, G. Enright, A. Gair, T. Heron, D. Ingram-Jones, L. Jeremiah, D.W.R. Preece, J. A. Pritchard, J. Reed and W. Williams.

Together with:

S. Richards (Head of Education Planning and Strategy), V. Doyle (Policy Officer), L. Lane (Head of Democratic Services and Deputy Monitoring Officer), S. Hughes (Committee Services Officer) and J. Thomas (Committee Services Officer).

#### RECORDING AND VOTING ARRANGEMENTS

The Chair reminded those present that the meeting would be live-streamed and a recording made available to view via the Council's website, except for discussions involving confidential or exempt items - [Click here to view](#). The Committee was advised that voting on decisions would be taken via Microsoft Forms.

#### 1. TO APPOINT A CHAIR FOR THE ENSUING YEAR

It was moved and seconded that Councillor M. Chacon-Dawson be appointed as Chair. By way of Microsoft Forms (and in noting there were 8 votes for, 0 votes against and 0 abstentions) this was agreed.

RESOLVED that Councillor M. Chacon-Dawson be appointed as Chair of the Grants to the Voluntary Sector Panel for the ensuing year.

#### 2. TO APPOINT A VICE CHAIR FOR THE ENSUING YEAR

It was moved and seconded that Councillor T. Heron be appointed as Vice Chair. By way of Microsoft Forms (and in noting there were 10 votes for, 0 votes against and 0 abstentions) this was agreed.

RESOLVED that Councillor T. Heron be appointed as Vice Chair of the Grants to the Voluntary Sector Panel for the ensuing year.

#### 3. APOLOGIES

Apologies for absence were received from Councillors P. Cook, J. Rao, J. E. Roberts and J. Taylor, together with S. Harris (Head of Financial Services and Section 151 Officer).

#### **4. DECLARATIONS OF INTEREST**

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

#### **5. MINUTES – 3<sup>RD</sup> MARCH 2022**

It was moved and seconded that the minutes of the meeting held on 3<sup>rd</sup> March 2022 be approved as a correct record.

RESOLVED that the minutes of the Grants to the Voluntary Sector Panel held on 3<sup>rd</sup> March 2022 (minute nos. 1 – 4) be approved as a correct record.

#### **6. APPLICATIONS FOR FINANCIAL ASSISTANCE**

The Policy Officer presented the report to inform the Grants to the Voluntary Sector Panel of the applications for financial assistance received between 1<sup>st</sup> February and 31<sup>st</sup> March 2022, relating to the 2021/22 financial year and the applications for financial assistance received between 1<sup>st</sup> April and 31<sup>st</sup> May 2022, relating to the 2022/23 financial year. Panel views were sought on an application for financial assistance from an organisation which did not meet the General Criteria.

The Panel was also informed of the applications for Welsh Church Acts Fund received between 1<sup>st</sup> February and 31<sup>st</sup> March 2022, relating to the 2021/22 financial year and the applications for Welsh Church Acts Fund received between 1<sup>st</sup> April and 31<sup>st</sup> May 2022, relating to the 2022/23 financial year. Panel views were sought on one application from an individual in relation to the Welsh Church Acts Fund.

Members were advised of the budget allocations for the Voluntary Sector budget. Details of the applications received and approved by the Head of Financial Services and S151 Officer under delegated powers between 1<sup>st</sup> February and 31<sup>st</sup> May 2022 were outlined.

A number of concerns were expressed regarding the Grants to the Voluntary Sector Fund, particularly in relation to the amount remaining in the budget, accessing the funding and the level of grants available. A request was made for a review of the application process, and it was suggested that the minimum amount awarded is raised from £100 to £200. During the course of discussion, it was noted that the latest revision of the General Criteria was 15<sup>th</sup> July 2015 and a further request was made for it to be reviewed. In response, the Policy Officer advised the Panel that the application form will be made available on the Caerphilly County Borough Council website very shortly and the Caerphilly Cares Team will support community groups or individuals in completing the form. It was also agreed that wider promotion of the Grants to the Voluntary Sector Fund would be advantageous. The Policy Officer further clarified that the grant scheme offers very small grants as a contribution towards the running costs of an organisation, there is no formal grant criteria and instead grants are allocated according to a set of 'General Criteria'.

Reference was made to the Welsh Church Acts Fund and a discussion took place surrounding the amount remaining in the budget, the level of grant available and the application process and criteria.

In conclusion to the previous discussions, it was moved and seconded that the principle of establishing a Task and Finish Group to review the criteria and processes for the Grants to the Voluntary Sector Fund and Welsh Church Acts Fund be recommended to S. Harris (Head of

Financial Services and Section 151 Officer). By a show of hands this was agreed by the majority present.

The Panel was referred to Appendix 2 of the report and requested to make a recommendation for approval or otherwise in relation to an application for financial assistance from an organisation which did not meet the General Criteria. In response to a Member's query, the Policy Officer provided clarification and further details on the purpose for which the grant was sought and how much is being sought from or provided by other sources.

Following consideration of the report it was moved and seconded that the recommendations be approved. By way of Microsoft Forms (and in noting there were 8 votes for, 0 votes against and 1 abstention) this was agreed by the majority present.

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 an application for financial assistance from an organisation which did not meet the general criteria. This recommendation to be considered and approved or otherwise by the Head of Financial Services & S151 Officer under delegated powers.

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

To approve the application for financial assistance from Kids Cancer Charity in the sum of £1,650.

The Policy Officer continued to present the report and Members were advised of the budget allocations for the Welsh Church Acts Fund. Details of the applications received and approved by the Head of Financial Services and S151 Officer under delegated powers between 1<sup>st</sup> February and 31<sup>st</sup> May 2022 were outlined. A Member drew particular attention to the report which detailed the total Welsh Church Act Funds budget available for 2021/22. The Policy Officer responded to the queries raised and provided clarification on the figures and budget headings.

The Panel was advised that between 1<sup>st</sup> April and 30<sup>th</sup> June 2022, one application was received from an individual in relation to the Welsh Church Acts Fund, attached as Appendix 3. Panel Members were asked to consider the application and make a recommendation as to whether to support the application and if so, the level of grant to be awarded. The recommendation will then be considered and approved or otherwise by the Head of Financial Services and S151 Officer under delegated powers.

## **PUBLIC INTEREST TEST**

The Grants to the Voluntary Sector Panel considered the Public Interest Test, in relation to Appendix 3 of the report, and concluded that on balance the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

RESOLVED that in accordance with Section 100(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 defined in paragraph 12 and 14 of Schedule 12A of the Local Government Act 1972.

## EXEMPT MATTER

Following consideration of the report it was moved and seconded that the recommendation be approved. By way of Microsoft Forms and verbal confirmation (and in noting there were 10 votes for, 0 votes against and 0 abstentions) this was unanimously agreed.

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.

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

To approve the application from an individual in relation to the Welsh Church Acts Fund.

The meeting closed at 6.20 pm.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 21<sup>st</sup> November 2022, they were signed by the Chair.

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CHAIR