

KIRKBURTON PARISH COUNCIL

GRANTS & COMMUNITY PROJECTS COMMITTEE

**MINUTES OF A MEETING ON THURSDAY 11th NOVEMBER 2010
AT 7.30 pm AT BURTON VILLAGE HALL**

The following minutes are subject to confirmation of accuracy and adoption by Council on 2nd December 2010.

Present: Cllr J Hirst (In the Chair)

Cllrs M Atkinson, S Dunford, E Hutchinson, M MacDonald, J Paxton and C Whittingham.

No apologies were received.

Absent: Cllr A Cooper and Cllr J Taylor.

**CG19 Apologies and
Declarations of
Interest**

The following personal declarations were declared: Cllr Atkinson in the Denby Dale Centre, as she is a Trustee on the Management Committee, elected by the Parish Council; Cllr Hutchinson in Kirkheaton Senior Citizens Group as it meets at the Church where he is the Treasurer, and in Kirkheaton Scouts & Guides as he has been in contact with the applicant.

Cllr MacDonald declared prejudicial interests in 10th Pennine East Rainbows, Far Bank Playgroup, Pierrot Players Amateur Dramatic Society, Scissett Youth Band, Shelley Conservation Association, Shelley Over 60's, as he contributes to all of them. He also declared a prejudicial interest in the Denby Dale Centre as he supports it financially. He left the meeting whilst these applications were considered.

There were no members of the public present.

CG20 Public Participation

Resolved: To hold all items in public.

**CG21 Admission of the
Public**

Resolved: To note the rules covering the annual small grants.

CG22 Small Grants Rules

The applications were considered and the following recommendations were made:

CG23 Grants 2011/12

Kirkburton	£	
All Hallows Church, Kirkburton	200	Parish Council Act 1957 s2
Burton Out of School Club	250	LGA (Misc Provs) 1976 s19
Highburton Baby & Toddler Group	155	LGA (Misc Provs) 1976 s19
Highburton Brownies	250	LGA 1972 s137
Highburton Playgroup	250	LGA (Misc Provs) 1976 s19
Kirkburton Pre-School	245	LGA (Misc Provs) 1976 s19
Kirkburton Senior Citizens Support Group	250	LGA 1972 s137
Time Out	100	LGA 1972 s137
Kirkheaton		
Huddersfield & District Archaeological Society	Refused	Project outside the Parish
44th Huddersfield (Kirkheaton) Cubs	250	LGA 1972 s137
119th Huddersfield (Kirkheaton) Guides	250	LGA 1972 s137
119th Huddersfield (Kirkheaton) Brownies	250	LGA 1972 s137
119th Huddersfield (Kirkheaton) Rainbows	250	LGA 1972 s137
Kirkheaton Senior Citizens Club	200	LGA 1972 s137
Lepton		
Lepton Highlanders Girls Football Club	250	LGA (Misc Provs) 1976 s19
Lepton Highlanders Junior Football Club	200	LGA (Misc Provs) 1976 s19
Lepton Luncheon Club	250	LGA 1972 s137
Lepton PCC	200	Parish Council Act 1957 s2
Lepton Pilots	200	LGA 1972 s137

Shelley		
10th Pennine East Rainbows	250	LGA 1972 s137
Far Bank Playgroup	250	LGA 1976 (MP) s19
Pierrot Players Amateur Dramatic Society	150	LGA 1972 s145
Scissett Youth Band	170	LGA 1972 s145
Shelley Conservation Association	650	LGA 1972 s137
Shelley Over 60's	250	LGA 1972 s137
Shepley		
Shepley Badminton Club	250	LGA 1976 (MP) s19
Shepley Band	250	LGA 1972 s145
Shepley Bowling Club	190	LGA 1976 (MP) s19
Shepley Croquet Club	250	LGA 1976 (MP) s19
Shepley Football Club	250	LGA 1976 (MP) s19
Shepley Good Companions	200	LGA 1972 s137
Shepley & District Naturalists Society	200	LGA 1972 s137
Shepley Spring Festival	250	LGA 1972 s145
Shepley Tennis Club	250	LGA 1976 (MP) s19
Shepley Women's Institute	250	LGA 1972 s137
Thurstonland/Farnley Tyas		
Farnley Tyas Community Group	250	LGA 1972 s137
Farnley Tyas PCC	200	Parish Council Act 1957 s2
Farnley Tyas Women's Institute	250	LGA 1972 s137
Stocksmoor Toddler Group	250	LGA 1972 s137
Stocksmoor Village Association	100	LGA 1972 s137
Stocksmoor Village Hall	211	LGA 1972 s137
Stocksmoor Villages Twinning Association	200	LGA 1972 s144
Stocksmoor Women's Institute	250	LGA 1972 s137
Thurstonland & Stocksmoor Out of School	250	LGA 1976 (MP) s19
Thurstonland PCC	200	Parish Council Act 1957 s2
Thurstonland Village Association	300	LGA 1972 s137
Total	£10,521	

It was reported that the grants applied for by Kirkheaton Scouts & Guides were to replace doors at the Headquarters, and that it was an urgent piece of work. A discussion took place on the best way of approving the grants and enabling the Group to have early access to the funds.

CG24 **Kirkheaton Scouts & Guides**

Resolved: To recommend approval of the small grant applications and to ask Council to release the funds early.

The Committee considered whether the current maximum of £750 over the last three years (including the year of application) was still appropriate.

CG25 **Grants Rules (a) Financial Limit**

Resolved: To retain the existing maximum of £750 over the last three years (including the year of application).

The Committee considered the documentation required in support of the various grant schemes. The Clerk reported on regulations covering other organisations' grant schemes.

CG26 **Grants Rules (b) Supporting Documentation**

Resolved: To recommend that the following rules will apply to applications made from 1st April 2011:

Small Annual Grants: Applicants must supply the most recent income & expenditure account, details of the latest balance and a copy of the current constitution, to be signed by two officers of the organisation giving an undertaking that the information is accurate. If the organisation has supplied a copy of the constitution which is still valid within the previous 2 years, it will not be necessary to supply an additional copy.

**CG26 Grants Rules
(b) Supporting
Documentation
(Cont'd)**

Community Projects, Emergency & Environment Grants: All applications must have the supporting documents required by the Small Annual Grants and in addition, must be accompanied by 3 quotes. If the Group's preferred supplier is not the lowest quote, there must also be a statement explaining the reasons for that.

There will also be a statement added to the criteria stating "Applications which can show they have applied for other sources of funding will be looked upon more favourably."

Start Up Grants: To be applied for on the same form as the Small Annual Grants and must be accompanied by a copy of the Group's constitution, evidence that a bank account has been opened and a note of the funds currently held, all to be signed by two officers of the Group giving an undertaking that the information is accurate.

Clock Grants: Forms are to be issued automatically to those eligible for the grant and the deadline for applications will be the same as for the Annual Small Grants. This will come into effect from September 2011, the start of the next 'grant year'.

Resolved: That emailed forms will not be accepted as valid applications.

Members noted the latest financial statement for the community project grants.

CG27 Financial Statement

Cllr MacDonald left the meeting.

Members considered the application for up to £7,500 to contribute towards the purchase of the Hub in Kirkburton. The Clerk reported that she had received correspondence from the Centre indicating that £1,172.53 had been underspent on a previous community project grant awarded to cover the costs of a structural survey and architectural fees on the building. The Centre had asked if it was possible to retain the funding to use either for the purchase of the building or to cover the costs of further architectural fees, which were expected when the purchase was complete. Cllr Atkinson supplied background information on the reasons the grant had been underspent and the latest situation on the purchase of the building.

CG28 Denby Dale Centre

Resolved: To award a community project grant of £3,250 to the Denby Dale Centre to contribute towards the cost of the purchase of the Hub and to allow the Centre to retain the underspend of £1,172.53 to be used either for the purchase or towards the costs of the architectural fees.

Cllr MacDonald re-entered the meeting.

Members noted the application for £5,000 from the National Coal Mining Museum, which had been returned to the Committee by Council with the request that it is reconsidered in the light of information supplied at the last Council meeting and following the virements into the community projects budget. Members discussed the application.

**CG29 National Coal
Mining Museum**

Resolved: To leave the community project grant at £1,000 as agreed at the previous Committee meeting on 7th October 2010 (Min CG16 refers).

The meeting then closed.