

RAYLEIGH TOWN COUNCIL
MINUTES OF GRANTS SUB-COMMITTEE MEETING
held on 16th December 2016 at 7.30pm
at the Pavilion, King George V Playing Field, Rayleigh

PRESENT

Chairman: Cllr R Shorter

Councillors: Mrs D Mercer, Mrs J Lumley, R Dray and R Oatham

In attendance: Miss K Gaiger, Committee Clerk

1. ELECTION OF SUB-COMMITTEE CHAIRMAN

Cllr J Lumley nominated Cllr R Shorter to be the Sub-Committee Chairman, seconded by Cllr R Dray, all agreed.

RESOLVED that Cllr R Shorter would be the Grants Sub-Committee Chairman for the remainder of the municipal year.

2. ELECTION OF SUB-COMMITTEE VICE-CHAIRMAN

Members agreed that it is not necessary to appoint a Sub-Committee Vice-Chairman.

RESOLVED not to appoint a Vice-Chairman for the Grants Sub-Committee.

3. DECLARATIONS OF INTEREST

Members declared the following non-pecuniary interests

Cllr Mrs J Lumley Chair of Trustees Wyvern Community Transport
 Trustee SCAFT
 Crouch Valley Scouts

Cllr R Oatham Rayleigh Lions and St Nicholas Church, Rawreth

Cllr R Day Rayleigh Lions

Cllr R Shorter Crouch Valley Scouts

Cllr D Mercer Crouch Valley Scouts

4. TERMS OF REFERENCE

Members agreed the terms of reference for the Grant Sub-Committee, annex to minutes.

RECOMMENDED to approve the terms of reference for the Grants Sub-Committee.

5. PUBLIC FORUM

There were no members of the public present.

6. APOLOGIES FOR ABSENCE

Apologies were received for Cllrs C Pavelin and C Callis.

7. SUBSTITUTES

None.

8. NON-COMMITTEE MEMBERS ATTENDING

None.

9. MINUTES OF SUB-COMMITTEE MEETING held on 16th December 2015.

Members noted that all invoices/receipts have been received from organisations relating to capital items purchased with grants awarded in 2015/2016.

RESOLVED to approve and sign the minutes of the meeting held on 16th December 2016.

10. CONSIDERATION OF GRANT APPLICATIONS

Members noted the Town Council's Grants policy for information as follows:

- The Town Council supports local charities.
- The Sub-Committee will determine its recommendations based on applied criteria.
- Grants will be restricted to a maximum of £750.00 per application unless exceptional circumstances apply.

Members received the analysis with copies of all grant applications and discussed each application. Details of the decisions are shown in the table below.

To note that there is a budget of £10,000.00 for grants to be awarded in the municipal year 2016/2017. However, grants are awarded in January for the calendar year. Grants for the hire of the King George V Playing Field are awarded in January but not paid until the field hire occurs. Consequently, some of this year's budget has already been used on grants awarded last January and some grant now being awarded will be paid from the 2017/2018 budget. The remaining balance of the 2016/2017 budget is £7,750.00.

All recommendations will be forwarded to the Policy & Finance Committee for consideration at its meeting on 3rd January 2017.

RECOMMENDED to approve grants as specified in table.

11. REVIEW OF GRANT APPLICATION FORM AND TOWN COUNCIL'S POLICY

Members reviewed the grant application form and Town Council's Grant Policy for 2017 and agreed that no changes are necessary. The deadline for application forms will be 10th November 2017.

RECOMMENDED that there will be no changes to grant application form/policy.

The meeting closed at 9.00pm

Chairman Signature..... Date.....

Organisation	Grant Requested	Grant Awarded	Reason/Comments
Year 2016/2017			
Salvation Army	£750.00	£250.00	Carpeting of Hall (requested funding between £500.00-£750.00)
Carers Choices	£750.00	None	Organisation are successful in obtaining other grant funding
Paint Box	£468.00	£468.00	Ongoing Expenses
SCAFT	£750.00	£650.00	Premises Rental
Crouch Valley Scouts	£750.00	£500.00	Purchase of two camping shelters
Citizens Advice Rochford & Rayleigh	£750.00	£750.00	Ongoing telephone costs
The Cedars	£135.00	£135.00	Purchase of refrigerator
6 th Castle Mount West SA Guides	£120.00	£120.00	2 Water containers
Bar N Bus	£750.00	£500.00	Internal re-modling of double decker bus. Condition that payment is held until work is due to commence
The PHAB Shop	£750.00	None	Purchase of a laptop. Committee felt that use of the laptop would be limited to their staff only.
Rayleigh Lawn Tennis Club	£750.00	£750.00	Provision of Primary Schools Tennis tournament
Rochford District Neighbourhood Watch	£700.00	None	Did not meet Mandatory requirements
Essex Air Ambulance	£750.00	£750.00	Ongoing Expenses
Fairview Under Fives	£750.00	£750.00	Purchase of a laptop and installation of internet/wifi
Rayleigh Baptist Church Caring 4 You	£500.00	None	Did not meet Mandatory requirements
Wyvern Community Transport	£750.00	£750.00	Ongoing expenses
Marie Currie	£750.00	None	Did not meet Mandatory requirements
St Nicholas Church, Rawreth	£500.00	None	Repair Church pipe organ. Church not located in Rayleigh
Rayleigh Age Concern	£750.00	£750.00	Replace flooring in centre lounge & entrance hall
Old People's Welfare for Rochford & District	£750.00	None	Purchase of freestanding fryer Not based in Rayleigh
TOTAL	£12,932.00	£7,123.00	

Year 2017/2018			
Rayleigh Christian Churches	£750.00	£363.60	Family Fun Day. Grant issued to cover the field and stage hire only (£198.00 Bull Lane Field hire £165.60 stage hire)
Rayleigh FC	£750.00	£198.00	Family Fun Day. Grant awarded to cover the field hire of Bull Lane only
The Lions Club of Rayleigh	£500.00	£750.00	Annual Fireworks Display. Grant awarded to cover field hire.
Total	£2,000.00	£1,311.60	