

RAYLEIGH TOWN COUNCIL
MINUTES OF GRANTS SUB-COMMITTEE MEETING
held on 14th December 2020 at 7.30pm
via remote access

PRESENT

Chairman: Cllr R Shorter

Councillors: Mrs J Lumley, R Dray, Mrs D Mercer, Mrs C Pavelin, R Milne and B Smart

In attendance: Miss K Gaiger, Deputy Town Clerk

1. DECLARATIONS OF INTEREST

Members declared the following non-pecuniary interests

Cllr Mrs J Lumley	Chair of Trustees Wyvern Community Transport Chairman SCAFT Chairman RRAVS Essex County Council Rochford District Council Holy Trinity Church
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Cllr R Milne	Rochford District Council
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Cllr R Dray	Rochford District Council Friend of Rayleigh Station
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Cllr D Mercer	Southend in Sight
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Cllr Mrs C Pavelin	Rochford District Council The Sweyne Park School
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Cllr B Smart	Holy Trinity Church
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2. APOLOGIES FOR ABSENCE

Apologies were received from Cllr Oatham

3. SUBSTITUTES

Cllr B Smart substituted for Cllr Oatham

4. NON-COMMITTEE MEMBERS ATTENDING

None Present

5. MINUTES OF SUB-COMMITTEE MEETING held on 9th December 2019.

RESOLVED to approve the minutes of the meeting held on 9th December 2019

Members noted that all receipts have been received from organisations relating to capital items purchased with grants awarded in 2019/2020.

Members noted the following:

The Paint Box returned a cheque for £371 to the Town Council. This was due to rent not being paid for the hall due to Covid-19.

Rayleigh Lawn Tennis did not cash the cheque for £750 due to the Primary School tournament not going ahead due to Covi-19.

The Lions Club of Rayleigh did not go ahead with the fireworks display this year at the King George V Playing Field. Therefore, field hire of £750 was not allocated to the budget for 2020/2021

RECOMMENDED that the above information be noted

6. 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 £850 per application unless exceptional circumstances apply.

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

A member suggested having two grant application processes in 2021 due to the effect that Covid-19 may have on organisations who may not meet due to government guidelines/restrictions. Members agreed that cheques are not issued until February/March and therefore they would be issued to organisations as appropriate. Members agreed that all grants would be discussed on the details provided to this committee and it was not necessary for additional meetings to be held later in the year.

Members agreed that the two applications from the Secondary Schools did not meet the Town Council's criteria. Grants are awarded to charities and groups that benefit Rayleigh residents. The School are both Academies and as such have support groups to raise additional funds. Awarding grants to these two schools could result in receiving applications from all Rayleigh based schools.

To note that there is a budget of £15,000 for grants to be awarded in 2020/21.

All recommendations will be forwarded to the Policy & Finance Committee for consideration at its meeting on 11th January 2020.

Members noted that in previous years the Town Council Chairman visited all successful organisations to present their grant cheques and for photographs to be taken. This was not possible to carry out for all presentations in 2020 due to the Covid-19 virus and may not be appropriate next year due to restrictions that may be in place.

RECOMMENDED to i) award grants as specified in the table and ii) the rest of the information be noted.

Organisation	Grant Requested	Grant Awarded	Reason/Comments
Year 2020/2021			
Paint Box	£850	£850	Premises Rent
SCAFT	£850	£850	Premises Rent
Rochford Rayleigh Citizens Advice	£850	£850	Volunteer Expenses from April 2020 to March 2021
6 th Castle Mount Guides	£850	£850	Storage of camping equipment
Essex Air Ambulance	£850	£1000	On-going expenses fuel, flight suits, vest and helmets etc Member agreed to award additional funding due to this being a highly valued service.
Wyvern Community Transport	£850	£1200	Volunteer Expenses Members agreed to award additional funding to Wyvern due to them providing food deliveries during the pandemic
Active Christian Trust	£752	£652	Ongoing support to families, young people using zoom, headsets, webcams and handbooks Back up documents did not support requested amount
Southend in Sight	£850	£850	Provide wellbeing support calls "Talk and Support" project
RRAVS	£850	£850	Provide a post Covid-19 weekly friendship group
2 nd Castle Mount West Guides	£850	£850	Storage of camping equipment
The Sweyne Park School	£750	£0	To support Rayleigh pupils who cannot afford to go on school trips. Not eligible
Bar n Bus	£850	£850	On-going youth work tutors, venues, materials and accreditation
The FitzWimarc School	£850	£0	To provide canopies in school grounds to provide shelter for lunch breaks etc Not eligible
RRAVS/Holy Trinity Church	£850	£850	To create a virtual community resource hub for the Rochford District and a paper directory

Rayleigh Heritage Race	£300	£300	To purchase race medals for the next 2 years
Rayleigh Rochford & Castle Point Talking Newspapers for the Blind	£285	£850	To replace mixer Members agreed to award additional funding to this charity as they provide a vital role in the community
Teenage Cancer Trust	£850	£850	To provide ongoing support to cancer patients during treatment
Rayleigh Lawn Tennis	£800	£800	Rayleigh Primary Schools Tennis Tournament Coaches & trophies
Friends of Rayleigh Station	£850	£850	To create garden at the rear of station with seating for public to use.
Total	£14,787	£14,152	
Year 2021/2022			
The Lions Club of Rayleigh	£850	£850	Annual Fireworks Display to cover the field hire
Total	£850	£850	

7. BUDGET 2021/2022

Members agreed that the budget for 2020/2021 should remain at £15,0000.

RECOMMENDED that the above information be noted.

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

Members to reviewed the grant application form and Town Council's Grant Policy and made no amendments.

RECOMMENDED that the above information be noted.

Meeting closed at 8.36pm

Chairman

Signature..... Date