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12 February 2008

## **S U M M O N S**

**MEETING:** Grants Sub- Board  
**DATE:** 20 February 2008  
**TIME:** 6.00pm  
**PLACE:** Committee Room 1, Town Hall, Gosport  
**Democratic Services contact:** Lindsey Holloway

LINDA EDWARDS  
BOROUGH SOLICITOR

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### **MEMBERS OF THE SUB-BOARD**

The Mayor (Councillor Gill)(ex-officio)  
Chairman of the Policy and Organisation Board (Councillor Cully) (ex-officio)

Councillor Chegwyn (Chairman)  
Councillor Wright (Vice-Chairman)

Councillor Allen	Councillor Mrs Salter
Councillor Dickson	Councillor Taylor

### **FIRE PRECAUTIONS**

(To be read from the Chair if members of the public are present)

**In the event of the fire alarm (continuous ringing) or controlled evacuation alarm (intermittent ringing) sounding, please leave the room immediately.**  
**Proceed downstairs by way of the main stairs or as directed by GBC staff, follow any of the emergency exit signs. People with disability or mobility issues please identify yourself to GBC staff who will assist in your evacuation of the building.**

**IMPORTANT NOTICE:**

- If you are in a wheelchair or have difficulty in walking and require access to the Committee Room on the First Floor of the Town Hall for this meeting, assistance can be provided by Town Hall staff on request

If you require any of the services detailed above please ring the Direct Line for the Democratic Services Officer listed on the Summons (first page).

**NOTE:**

- i. Members are requested to note that if any Member wishes to speak at the Sub-Board meeting then the Borough Solicitor is required to receive not less than 24 hours prior notice in writing or electronically and such notice shall indicate the agenda item or items on which the member wishes to speak.
- ii. Please note that mobile phones should be switched off for the duration of the meeting.

## AGENDA

RECOMMENDED  
MINUTE FORMAT

### PART A ITEMS

1. APOLOGIES FOR NON-ATTENDANCE
2. DECLARATIONS OF INTEREST

*All Members present are required to declare, at this point in the meeting or as soon as possible thereafter, any personal or personal and prejudicial interest in any item(s) being considered at this meeting.*

3. MINUTES OF THE MEETING OF THE SUB - BOARD HELD ON 21 NOVEMBER 2007

*To approve as a correct record the Minutes of the meeting of the Grants Sub-Board held on 21 November 2007 (copy herewith).*

4. DEPUTATIONS – STANDING ORDER 3.5

*(NOTE: The Sub-Board is required to receive a deputation(s) on a matter which is before the meeting of the Sub-Board provided that notice of the intended deputation and its object shall have been received by the Borough Solicitor by 12 noon on Monday, 18 February 2008. The total time for deputations in favour and against a proposal shall not exceed 10 minutes).*

5. PUBLIC QUESTIONS – STANDING ORDER 3.6

*(NOTE: The Sub-Board is required to allow a total of 15 minutes for questions from Members of the public on matters within the terms of reference of the Sub-Board provided that notice of such Question(s) shall have been submitted to the Borough Solicitor by 12 noon on Monday, 18 February 2008).*

6. CAPITAL GRANT AID APPLICATIONS

*To consider applications from the following organisations:*

- Gosport and Fareham Inshore Rescue Services
- Radio Haslar
- Gosport Community Association

Part II  
Stella Byrne  
Ext 5319  
Glen Wilkinson  
Ext 5720

***Continued overleaf...***

7. REVENUE GRANT AID APPLICATIONS

*To consider applications from the following organisations:*

- British Junior Women's Ultimate Frisbee Team (Individual Member)
- Vitalise
- Gosport University of the Third Age

Part II  
Stella Byrne  
Ext 5319  
Glen Wilkinson  
Ext 5720

8. ANY OTHER ITEMS

*- which by reason of special circumstances the Chairman considers should be considered as a matter of urgency*

**A MEETING OF THE GRANTS SUB-BOARD**

**WAS HELD ON 21 NOVEMBER 2007**

The Mayor Councillor Gill (ex-officio), Chairman of the Policy and Organisation Board (Councillor Cully) (ex-officio), Councillors Allen (P), Chegwyn (P), Dickson (P), Mrs Salter, Taylor (P) and Wright (P)

It was reported that Councillor Smith had been nominated to attend this meeting in place of Councillor Mrs Salter.

**14. APOLOGIES**

Apologies for inability to attend the meeting were submitted on behalf of the Mayor and Councillor Mrs Salter.

**15. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**16. MINUTES**

RESOLVED: That the Minutes of the meeting of the Sub-Board held on 26 September 2007 be approved and signed by the Chairman as a true and correct record.

It was clarified that the grant of £1,000 awarded to St Mary's Catholic School (PTA) at the meeting of 26 September 2007 would still be paid but would be a grant towards playground equipment.

**PART II**

**17. REPORT OF THE FINANCIAL SERVICES MANAGER AND LEISURE AND CULTURAL SERVICES MANAGER: REVENUE GRANT AID APPLICATIONS**

Consideration was given to a joint report of the Financial Services Manager and the Leisure and Cultural Services Manager concerning a number of applications for Revenue Grant Aid.

(i) Volunteer Reading Help Hampshire

Consideration was given to an application for £2,745 in grant aid towards the cost of recruitment and training of two additional volunteers.

Members held the view that the nature of the service provided by this group was the responsibility of the education authority and, in view of the pressures on the budget, it was decided that no grant should be paid to this organisation.

(ii) Lee-on-the-Solent Tennis, Squash and Fitness Club (Junior Squash Player)

**Note:** Due to an interest in this item, Mr Glen Wilkinson, Head of Leisure/Recreation and Development, left the committee room and took no part in the discussion.

Consideration was given to an application for £650 in grant aid to assist in the development of a junior squash player.

Members noted that grant aid of £500 had been paid in November 2006 and felt this had represented value for money bearing in mind the progress made by the player.

However, it was felt that, due to an award having been made last year, the full amount requested this year should not be paid. It was subsequently agreed that a grant of £500 should be awarded.

(iii) Gosport Bowmen

Consideration was given to an application for £358 in grant aid towards the cost of running a leaders' coaching course for four club volunteers (including one junior) to gain the relevant qualifications to enable the club to develop in the future.

Members agreed to this request and awarded grant aid of £358.

(iv) Beryton Residents Association

Consideration was given to an application for £550 in grant aid towards the cost of staging the Association's 2007 Christmas Party which would be free to children.

The Association was represented by Ms Lynn Pyle and Ms Tammy Kent.

Members acknowledged the work carried out by the Association and the support it provided in the local community.

It was noted that the grant requested exceeded half the estimated cost of the Christmas Party but Members decided to award the full amount of £550 requested in order to assist with the cost of producing the Association's newsletter and other general activities.

RESOLVED: That:

- (i) no grant be paid to Volunteer Reading Help Hampshire
- (ii) grant of £500 be paid to Lee-on-the-Solent Tennis, Squash and Fitness Club (Junior Squash Player)
- (iii) grant of £358 be paid to Gosport Bowmen; and
- (iv) grant of £550 be paid to Beryton Residents Association.

**18. REPORT OF THE FINANCIAL SERVICES MANAGER AND LEISURE AND CULTURAL SERVICES MANAGER: CAPITAL GRANT AID APPLICATIONS**

Consideration was given to a joint report of the Financial Services Manager and Leisure and Cultural Services Manager concerning a number of applications for Capital Grant Aid.

(i) St Matthews Church and Community Hall

Consideration was given to an application for £3,200 in grant aid towards the cost of remodelling and replacement of toilet and kitchen facilities in the church hall.

The organisation was represented by Mrs Goater who advised that the existing kitchen was antiquated with no cupboards and no hot water supply to the sink. Some of the groups using the church hall were interested in using the kitchen for food and drink preparation but at present this type of activity was limited due to the poor facilities.

There were currently two toilets at the hall and it was intended to convert them into one facility which would be suitable for use by disabled people.

The groups currently using the church hall included Brownies, Guides, the Duke of Edinburgh Award Group and the Hampshire Youth Service Group together with children's parties and coffee mornings.

Members agreed to the request for £3,200 in grant aid.

(ii) St Mary's Junior Sailing Club

Consideration was given to an application for £5,000 in grant aid towards the cost of replacing the club's wooden sheds used to house its boats and provide a dry, sheltered area.

The Club was represented by Mr Paul Dowsett.

Members were advised of the revised estimated cost of £45,870 for replacing the sheds.

In answer to a Member's question regarding costs, Mr Dowsett advised that the hardstanding to the sheds would have to be of a sufficient height to cope with possible rises in water level. This would require a great deal of excavation and reinforcement work.

Members agreed to the request for £5,000 in grant aid.

RESOLVED: That:

- (i) grant of £3,200 be paid to St Matthew's Church and Community Hall; and
- (ii) grant of £5,000 be paid to St Mary's Junior Sailing Club.

The meeting ended at 7.05 pm.

CHAIRMAN



## AGENDA ITEM NO. 6

<b>Board/Committee:</b>	<b>GRANTS SUB-BOARD</b>
<b>Date of meeting:</b>	<b>20 FEBRUARY 2008</b>
<b>Title:</b>	<b>CAPTIAL GRANT AID APPLICATIONS</b>
<b>Author:</b>	<b>FINANCIAL SERVICES MANAGER AND LEISURE &amp; CULTURAL SERVICES MANAGER</b>
<b>Status:</b>	<b>FOR DECISION</b>

### **Purpose**

The amount currently available for allocation is £9,494  
Members are asked to consider the following applications that have been received:

Gosport & Fareham Inshore Rescue Services	£5,000
Radio Haslar	£3,500
Gosport Community Association	£13,000

### **Recommendation**

That the Members consider the applications outlined in the Report.

#### **1. Background**

- 1.1 Voluntary and Community Groups are able to apply for grants from the annual capital budget available to the Grants Sub Board.

#### **2. Gosport & Fareham Inshore Rescue Services**

- 2.1 Gosport & Fareham Inshore Rescue Services based at Military Road, Gosport provides rescue facilities to users of the Solent and when required to other inland emergencies i.e. flooding , lost persons.
- 2.2 The Group have a total of 60 volunteers aged from 14 years upward, a total of 25% of the Group live in the Borough. Volunteers are trained in communication skills, first aid and the use of canoes.

- 2.3 GAFIRS request a grant of **£5,000** towards the cost of modifying and extending the existing boathouse to provide more space to house GAFIRS new boat. Improvements also include; disabled toilet facilities, re-locating the ladies toilet and creating a store room. A new radar office will replace the temporary portacabin currently in use and a room will be available for the use of disabled persons on the ground floor.
- 2.4 The estimated cost of the project is £149,123 (a copy of the estimate will be available at the meeting).
- 2.5 Grants previously awarded by this Sub Board
- |               |        |
|---------------|--------|
| July 1994     | £500   |
| February 1996 | £5,000 |
- 2.6 Grants requested for this project
- |  |         |
|--|---------|
| Fareham Borough Council                      | £5,000  |
| Hampshire Borough Council                    | £20,000 |
| Hampshire County Council – Counsellor awards | £4,000  |
| Lottery                                      | £25,000 |
- 2.7 Accounts for the year ended 31 December 2006
- |               |          |
|---------------|----------|
| Income        | £55,400  |
| Expenditure   | £32,583  |
| Balances Held | £187,942 |

### **3. Radio Haslar**

- 3.1 Radio Haslar formed in 1991 is situated within a 3 storey house at Fort Blockhouse. The Station provides live broadcasts to the patients of Haslar Hospital and The War Memorial Hospital between 9am and 10pm daily. Overnight there is an unattended play out system of music, jingles and information.
- 3.2 The Station provides outside broadcasts at local events such as Haslar Fete, Gosport Lions Show, Gosport Half Marathon, the Hovercraft Show and the Classic Car Show. Broadcasts are also made from local supermarkets at Easter and Christmas and at local church services.
- 3.3 Membership of the Station currently comprises of 41 experienced and 6 trainee broadcasters. A subscription of £17 per annum is paid by members towards Station running costs.
- 3.4 Radio Haslar are totally self-supporting raising funds at events such as a 100 hour broadcast at Easter, supermarket collections and donations from the community.

3.5 The MOD has been providing free accommodation to the Station; however, these premises must be vacated before the Hospital is closed. Alternative accommodation has been offered by Gosport Community Association in the rooms vacated by GVA. The cost of annual hire of these premises will be met by an increase in community involvement; assisting at more local donation driven events and from additional member sponsored activities.

3.6 The Station will continue to provide hospital radio from the new premises and plan to extend the service to include local health centres, local GP surgeries and eventually the planned Fareham Community Hospital at Coldeast.

3.7 Radio Haslar request a grant of **£3,500** towards the cost of converting; room 1 into 2 studios; room 2 to house transmission equipment and an outside broadcasting unit; and room 3 into a library and office area. The Station's studio equipment needs to be replaced and updated with new more modern equipment so that broadcasting hours can be expanded and there is flexibility for future expansion.

3.8 The cost of room conversion and new equipment is;

Equipment	£3,500
Fixtures and Fittings	£1,500
Materials	£2,000
Total Cost	£7,000

A detailed breakdown of these costs will be available at the meeting

3.9 Grants previously awarded by this Sub Board;

April 1994	£400
November 1995	£250
July 1997	£590.73
May 2002	£500

3.10 DRAFT Accounts for the year ended 31 December 2007

Income	6,413
Expenditure	£4,370
Balances Held	£9,346

#### **4. Gosport Community Association**

4.1 Gosport Community Association, Bury Road was set up in 1947 to provide facilities for promoting social welfare and recreation for Borough residents.

- 4.2 The Association has over 1,000 members that use the rooms for various activities including; further education classes, social and leisure activities. Rooms are also available for private hire, meetings and functions and for use by welfare organisations.
- 4.3 GCA has been carrying out a series of improvements to the building over the past few years including the replacement of the toilets located near the ballroom.
- 4.4 The Association request a grant of **£13,000** towards an estimated cost of £45,735.99 to replace the toilet facilities located in the theatre area of the building. These facilities are used mainly by the pre school activity group; the new toilets will have disabled access. The cost of these works is expected to be approximately £39,000. A list of works to be carried out with plan will be available at the meeting.
- 4.5 A grant of £13,000 has also been requested from Hampshire County Council towards this project.
- 4.6 Grants previously awarded by this Sub Board;
- |               |        |
|---------------|--------|
| April 1996    | £2,700 |
| February 1999 | £5,000 |
| July 2000     | £1,276 |
| May 2001      | £2,315 |
- 4.7 Accounts for the year ended 31 March 2007
- |                  |          |
|------------------|----------|
| Income           | £330,182 |
| Expenditure      | £343,585 |
| Bank & Cash Held | £81,824  |
| Investments      | £9,760   |

<b>Financial implications:</b>	The budget available for allocation is £9,494
<b>Legal implications:</b>	The Council has the statutory power to make grants to promote the social, environmental or economic wellbeing of the Borough. The Council has adopted policies to assist them in assessing applications for grants in a fair and consistent manner.
<b>Service Improvement Plan implications:</b>	Nil
<b>Corporate Plan</b>	The applications meet the Strategic Priorities of People - better leisure facilities and usage
<b>Risk Assessment</b>	Nil
<b>Background papers:</b>	Completed application forms (and accounts) including policy guidelines in respect of the awards of grants
<b>Appendices/Enclosures:</b>	Nil
Report author/Lead Officer:	Glen Wilkinson / Stella Byrne

## AGENDA ITEM NO. 7

<b>Board/Committee:</b>	<b>GRANTS SUB-BOARD</b>
<b>Date of meeting:</b>	<b>20 FEBRUARY 2008</b>
<b>Title:</b>	<b>REVENUE GRANT AID APPLICATIONS</b>
<b>Author:</b>	<b>FINANCIAL SERVICES MANAGER AND LEISURE &amp; CULTURAL SERVICES MANAGER</b>
<b>Status:</b>	<b>FOR DECISION</b>

### **Purpose**

The amount currently available for allocation is **£6,170.50**. Members are asked to consider the following applications that have been received:

British Junior Women's Ultimate Frisbee Team (Individual Member)	£700.00
Vitalise	£1,406.00
Gosport University of the Third Age	£700.00

### **Recommendation**

That the Members consider the applications outlined in the Report.

#### **1. Background**

- 1.1 Voluntary and Community Groups are able to apply for grants from the annual revenue budget available to the Grants Sub Board.

#### **2. British Junior Women's Ultimate Frisbee Team (Individual Member)**

- 2.1 The British Junior Women's Ultimate Frisbee Team was formed in 2003 and currently has over 100 members. Members are aged between 6 to 59 years old.
- 2.2 It is a voluntary organisation which is predominantly self-financed through fundraising events and is the National Squad for all girls aged between 10 and 19 years.
- 2.3 Girls who are less than 19 years of age who wish to play the sport are coached at a variety of events across the Country and selected to participate in the National Ultimate Frisbee Women's European and World Championships. Members pay £3 per session.

2.4 The Team is applying on behalf of a 17 year old member from Gosport to contribute to her costs of attending the World Ultimate Frisbee Championships held from 3<sup>rd</sup> – 9<sup>th</sup> August 2008 in Vancouver, Canada.

2.5 A grant of **£700** is requested towards an overall estimated total cost of £1,400 for this individual to attend the Championships.

2.6 The breakdown of costs includes:

Return Flight Gatwick to Vancouver	£600
Accommodation at Tournament	£350
Food at Tournament	£100
Training Kit & Insurance	£150
Team/Player Registration Fee	£200
Total	£1400

2.7 £100 has been raised so far and the individual has committed herself to raising the remaining £600 through a series of sponsored events in Gosport between February and June 2008.

2.8 The Team have no independent financial account. Instead, they operate from a Junior Ultimate account that is managed by the UKUA. All transactions made on behalf of the team are made by the UKUA from this junior account. The payments are then repaid back from income generated by player fees, sponsorship and fundraising.

2.9 In 2007 they were £465.26 over budget. The UKUA agreed to fund the remaining debt, leaving them a £0 balance for 2008. In 2008 they anticipate finishing £197 in credit and this money will be put into the 2009 GB junior women's budget.

2.10 The UKUA gives them a starting fund (£300 per team) then all additional income must be generated by them. All players must provide 100% funding to compete.

2.11 All coaches participate in the organisation on a voluntary basis, and fundraise to pay for travel expenses.

2.12 The Team has not applied to any other organisation for funding to support this individual.

2.13 The Team has not previously applied to the Grants Sub Board.

2.14 Accounting information for the year ending December 2007 shows:

Income	£14,873.00
Expenditure	£15,338.26

### **3. Vitalise**

- 3.1 Vitalise formed in 1963 is a registered charity that provides breaks for disabled people and their carers at 6 centres across the country. They also work in partnership with hotels in Spain and Germany to offer independent holiday accommodation and transfers to a select group of overseas hotels.
- 3.2 During 2007 Vitalise provided a total of 14 weeks of breaks to 7 Gosport residents. Disabled people and their carers have access to a real holiday break enabling them to relax and enjoy themselves. The cost of providing these breaks is £359 per person per week.
- 3.3 Gosport residents gave 3 weeks of volunteering during 2007. The cost of a volunteer for 1 week is £200 this cost includes; travel expenses, living expenses and security check costs. Volunteers can learn the reality of living with a disability, considering the needs of others and working as part of a team. Some volunteers later choose to join a caring profession.
- 3.4 Vitalise request a grant of **£1,406** towards the cost of;
- |                                     |        |
|-------------------------------------|--------|
| 14 care break weeks @ £359 per week | £5,026 |
| 3 volunteer weeks @ £200 per week   | £600   |
| Total Cost                          | £5,626 |
- 3.5 Grants previously awarded by this Sub Board;
- |               |      |
|---------------|------|
| August 1996   | £426 |
| January 1998  | £600 |
| October 2000  | £800 |
| August 2001   | £400 |
| November 2002 | £400 |
| November 2004 | £271 |
| November 2005 | £311 |
| November 2006 | £0   |
- 3.6 Accounts for the year ended 31 January 2007
- |                |            |
|----------------|------------|
| Income         | £9,236,000 |
| Expenditure    | £9,174,000 |
| Balances Held: |            |
| Cash & Bank    | £125,000   |
| Investments    | £2,036     |

### **4. Gosport University of the Third Age (U3A)**

- 4.1 Gosport University of the Third Age set up in 1995 is an organisation run by retired people for retired people. Members meet at Gosport Discovery Centre on Wednesday afternoons and at various venues for activities.



- 4.2 U3A has a total of 185 members the majority of whom live within the Borough. The Organisation aims to encourage older people to enjoy a happy health old age by actively encouraging members to learn new things, take part in regular exercise and join in social activities.
- 4.3 Members pay an annual subscription of £17 that pays for all activities except Tai Chi @ £10 per term and Folk Club @ £5 per term. Members are able to take part in 40 different activities that cater for most tastes including; Art appreciation, astronomy, craft, digital photography, family history, folk music and dancing, French and German conversation, history, painting, Tai Chi etc.
- 4.4 U3A latest project is to introduce a swimming club to its members. Sessions will be held for an hour each Friday lunch time during term time. The Organisation will fund the group using the pool at a maximum of £20 per month. (This is the ceiling amount that other activities are funded to). Swimming will form part of the health and wellbeing activities currently in operation; weekly walk, Tai Chi, U3A allotment and wooden spoon club (cooking low cost healthy meals).
- 4.5 U3A request a grant of **£740** towards annual pool hire of £1,440. Participants will pay £2.75 per session for this activity.
- 4.6 No grants have previously been requested from this Sub Board.
- 4.7 Accounting Information for the year ended 31 December 2007
- |               |         |
|---------------|---------|
| Income        | £10,713 |
| Expenditure   | £6,965  |
| Balances Held | £5,668  |

<b>Financial implications:</b>	The budget available for allocation is £6,170.50
<b>Legal implications:</b>	The Council has the statutory power to make grants to promote the social, environmental or economic wellbeing of the Borough. The Council has adopted policies to assist them in assessing applications for grants in a fair and consistent manner.
<b>Service Improvement Plan implications:</b>	Nil
<b>Corporate Plan</b>	The applications meet the Strategic Priorities of People - better leisure facilities and usage
<b>Risk Assessment</b>	Nil
<b>Background papers:</b>	Completed application forms (and accounts) including policy guidelines in respect of the awards of grants
<b>Appendices/Enclosures:</b>	Nil
Report author/Lead Officer:	Glen Wilkinson / Stella Byrne