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11 November 2009

S U M M O N S

MEETING: Grants Sub-Board
DATE: 19 November 2009
TIME: 6.00pm
PLACE: Council Chamber, Town Hall, Gosport
Democratic Services contact: Lisa Reade

LINDA EDWARDS
BOROUGH SOLICITOR

MEMBERS OF THE SUB-BOARD

The Mayor (Councillor Mrs Searle) (ex-officio)

Councillor Hook (Chairman)
Councillor Dickson (Vice-Chairman)

Councillor Chegwyn	Councillor Geddes
Councillor Mrs Cully	Councillor Mrs Mudie

FIRE PRECAUTIONS

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

In the event of the fire alarm (single continuous sound) being activated, 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 23 SEPTEMBER 2009

To approve as a correct record the Minutes of the meeting of the Grants Sub-Board held on 23 September 2009 (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 Tuesday 17th November 2009. 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 Tuesday 17th November 2009).

Continued overleaf...

6 REVENUE GRANT AID APPLICATIONS

Part II
Stella Byrne
Ext 5319
Glen Wilkinson
Ext 5720

To consider an application from the following organisations:

- *Gosport Football Club*
- *Gosport and Fareham Snooker League*
- *The Bridgemary Centre*
- *Little Shipmates Pre-School*
- *Lloyd Vine Leisure Health and Fitness Club on Behalf of a Member*
- *Solent and Gosport Ice Hockey Club*

7 CAPITAL GRANT AID APPLICATIONS

Part II
Stella Byrne
Ext 5319
Glen Wilkinson
Ext 5720

No applications for Capital Grant Aid have been received.

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 23 SEPTEMBER 2009**

The Mayor (Councillor Mrs Searle) (ex-officio), Councillors Chegwyn (P), Mrs Cully, Dickson (P), Geddes (P), Hook (P) and Mrs Mudie.

It was reported that in accordance with Standing Orders, Councillor Ms Ballard had been nominated to replace Councillor Mrs Mudie for this meeting.

10. APOLOGIES

Apologies for inability to attend the meeting were submitted on behalf of The Mayor (Councillor Mrs Searle) and Councillor Mrs Mudie.

11. DECLARATIONS OF INTEREST

Councillor Hook declared a personal interest in agenda item 6 related to Spartan Colts Football Club.

12. MINUTES

RESOLVED: That the Minutes of the meeting held on 18 June 2009 be approved and signed by the Chairman as a true and correct record.

13. DEPUTATIONS

There were no deputations.

14. PUBLIC QUESTIONS

There were no public questions.

PART II

15. REVENUE GRANT AID APPLICATIONS

The Sub-Board considered the report of the Financial Services Manager and Leisure & Cultural Services Manager (a copy of which is attached in the Minute Book as Appendix 'A') concerning a number of applications for Revenue Grant Aid.

(i) Bridgemaury Methodist Church

Consideration was given to an application for £388 in grant aid towards the cost of installing a replacement water heater.

Pam Adams addressed the Sub-Board. She advised that the church was a community church and was used daily by groups including Brownies, keep-fit and boules. Hot water was needed in the facility to enable these groups to continue to use the facility.

Members were advised that the church had raised £285 by organising skittles evenings and running film clubs.

Members acknowledged that the facility was well used and agreed to award the Church £388.

(ii) Nautical Archaeological Society

Consideration was given to an application for £1689 in grant aid towards the cost of the production of a 32 page booklet 'Forton's Forgotten Fleet'.

The Society was represented by Mark Beattie-Edwards who advised the Sub-Board that a previous grant had been received from Gosport Borough Council in February 2009 and that the Society had been invited to reapply for additional grant aid towards the production of the final booklet.

Members were shown a copy of the booklet and appreciated the high quality of the work and the cost of printing the document to a high standard.

Members were advised that the intention was that the retail price of the booklet would be £2.99; those wishing to resell the booklet would be able to purchase it for £1.49.

The Society advised that they were mindful not to overprice the book to ensure that it was accessible to local residents. In addition, complementary copies would be distributed to those who had volunteered to help with the project.

Members agreed to award the Society £1000.

(iii) Little Shipmates Pre-School

Consideration was given to an application by Little Shipmates Pre-School for £3459 towards the total cost of £6919 to purchase safety surfacing and a climbing frame.

Members were advised that the Pre-School currently ran at Lee-on-the-Solent Community Centre and were hoping to expand to include a service for younger children.

In answer to a Member's question, the Sub-Board were advised that the

insurance held by the Community Centre did not cover the use of the proposed facility by the members of the community centre. In addition it was advised that although the facility would be protected by a fence, it was possible that this could be climbed and the facility accessed after hours.

Members requested that the application be deferred to allow alternative options for funding the project to be examined. Should alternative funding options not be available, the application would be returned to the Sub-Board for further consideration.

(iv) Spartan Colts Football Club

Note: Councillor Hook declared a personal interest in the item, remained in the room and took part in the voting and discussion there on.

Consideration was given to an application for £1000 grant aid towards the cost of £8200 to purchase new equipment.

The Sub-Board were advised that there the club currently ran 10 teams from under 8, to under 16. The club aimed to keep the membership costs low to ensure that it was accessible to those on low-incomes. The club had so far raised £1700 towards the estimated cost.

Members acknowledged that the club worked hard to provide opportunities for children within the Borough to play football.

Members agreed to award the club £1000.

(v) Coastal Forces Heritage Trust

Consideration was given to an application for £2200 towards the cost of the production of a 50 minute DVD documentary.

Members of the Sub-Board were advised that the aim of the project was to educate people about the history of the Royal Navy Coastal Forces.

Members sought clarification of the estimated costs of the project.

Captain Trevor Rowbottom represented the Trust and advised that some of the original footage needed to be re-recorded as it was poor quality.

Members queried whether any fundraising had been undertaken by the Trust and it was clarified that the funds received to date had been in the form of grants and donations.

The Sub-Board were advised that the Trust had received £5000 from Hampshire

County Council and were waiting for a reply from Portsmouth City Council.

Members felt that the Sub-Board was not in a position to support the Trust with grant aid as a result of this application. The trust was invited to reapply for grant aid for future projects.

(vi) Gosport and District Sports Association for the Disabled (GADSAD)

By reason of special circumstances, the Chairman determined that this item be considered at this meeting notwithstanding the fact that it had not been available for public inspection in accordance with the provisions of Section 100(4)(a) of the Local Government Act 1985.

The special circumstances were created by the need to urgently consider the application.

Consideration was given to an application for £1250 towards the cost of repairing urgent electrical faults identified in a recent inspection of the facility.

The Sub-Board were advised that in the event that the faults could not be rectified, the facility would be shut down. It was hoped that the rectification of faults would ensure that the facility would not need to undergo an electric re-wire for approximately 8 years.

Members welcomed the opportunities that the facility provided for Gosport residents and agreed to award £1250.

(vii) Children's Safety Education Foundation

Consideration was given to an application for £2000 towards the cost of the production of 30000 children's safety leaflets.

Members felt that due to the foundation's financial situation, they could not support the application.

RESOLVED: That:

- (i) A grant of £388 be paid to Bridgemark Methodist Church;
- (ii) A grant of £1000 be paid to Nautical Archaeological Society;
- (iii) The application by Little Shipmates Pre-School be deferred;
- (iv) A grant of £1000 be paid to the Spartan Colts Football Club;
- (v) No grant be awarded to the Coastal Forces Heritage Trust;
- (vi) A grant of £1250 be awarded to GADSAD;
- (vii) No grant be awarded to the Children's Safety Education Foundation

The meeting concluded at 6.54pm.

Grants Sub Board
23 September 2009

CHAIRMAN

AGENDA ITEM NO.6

Board/Committee:	GRANTS SUB-BOARD
Date of meeting:	THURSDAY 19 NOVEMBER 2009
Title:	REVENUE GRANT AID APPLICATIONS
Author:	FINANCIAL SERVICES MANAGER AND LEISURE & CULTURAL SERVICES MANAGER
Status:	FOR DECISION

Purpose

The amount currently available for allocation is £15,290

Members are asked to consider the following applications that have been received:

Gosport Football Club	£864
Gosport & Fareham Snooker League	£375
The Bridgemary Centre	£716
Little Shipmates	£2,275
Lloyd Vine Leisure Health & Fitness Club	
On behalf of a member	£600
Solent & Gosport Ice Hockey Club	£4,000

Recommendation

That the Members consider the applications outlined in the Report.

1.0 Background

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

2.0 GOSPORT FOOTBALL CLUB

- 2.1 Gosport Football Club was formed in 2004. The team currently has 195 members with the vast majority living in Gosport.
- 2.2 The Club leases Arden Park in Gosport for training in the evenings on weekdays and for mornings and afternoons at weekends. Members pay £2 per session.
- 2.3 The Club increases its membership annually by hosting an Open Day for young people across the Borough, so far eighty have joined. The Club currently has sixteen teams in the Under 6 to Under 17 age groups.
- 2.4 Managers and coaches are actively encouraged to become qualified. Parents are also encouraged to become qualified First Aiders and to

attend safeguarding children workshops to ensure all activity is undertaken in a safe environment.

- 2.5 Gosport Football Club is a Charter Standard Club, which is the Football Association's Kite Mark and is working towards becoming a Development Charter Standard Club.
- 2.6 The Club currently has nine qualified coaches supporting the sixteen teams and eight volunteers that would like to complete the Football Association Level 1 Coaching Certificate.
- 2.7 Each team has a nominated parent representative to support the manager by collecting subs and liaising with parents. The Club would like to provide First Aid and safeguarding children and young people training for these individuals.
- 2.8 A grant of **£864** is requested towards an overall estimated total cost of £1,734 to attend courses and purchase equipment. The breakdown of costs includes:
- | | |
|---|-------------|
| 8 x Football Assoc Level 1 Coaching Certificate @ £150 pp | £1,200 |
| 4 x First Aid Courses @ £40 per person | £160 |
| 4 x Safeguarding Workshops @ £21 per person | £ 84 |
| 4 x First Aid Kits | £110 |
| 20 x Footballs, 1 x Set Poles & 2 x Set Spacemarkers | <u>£180</u> |
| Total | £1,734 |
- 2.9 Gosport Football Club is planning to contribute £870 towards the project and have raised £750 so far from fundraising. The remaining project costs will be raised within one month.
- 2.10 Grants previously awarded by this Sub-Board:
- | | |
|---------------|------|
| February 2007 | £600 |
|---------------|------|
- No other organisations have been asked for support towards this project.
- 2.11 Accounting information for the season ending 2008/09 shows:
- | | |
|---|---------|
| Income | £15,627 |
| Expenditure | £16,063 |
| Balance carried over from 2008/09 to 2009/10 season | £1,435 |

3.0 GOSPORT & FAREHAM SNOOKER LEAGUE

- 3.1 Gosport and Fareham Snooker League was formed in 1930. The league currently has 250 members with the vast majority living in Gosport.
- 3.2 The Gosport and Fareham Snooker and Billiards League is a local organisation. Members pay £5 per annum plus an entrance fee for league competitions.

- 3.3 The League runs two divisions with twenty five teams taking part and several competitions throughout the season to promote and encourage snooker for all ages.
- 3.4 The League would like to enable its players to enter national competitions run by The English Association of Snooker & Billiards (EASB). The Committee would like to offer thirty members, particularly younger players, the opportunity to apply for financial support to enter tournaments around the Country.
- 3.5 Many of the younger members live in deprived areas of the Borough and cannot afford to enter the events. Players will be able to make an application for support to the Committee which will then make a decision on whom to support, and to what level.
- 3.6 A grant of **£375** is requested towards an overall estimated total cost of £775 to enter tournaments. The breakdown of costs includes:
- | | |
|------------------------|-------------|
| Membership to the EASB | £25 |
| Entry of 30 Players | <u>£750</u> |
| Total | £775 |
- 3.7 Gosport & Fareham Snooker League is contributing £400 towards this project and has raised £100 so far.
- 3.8 Grant previously awarded by this Sub Board:
- | | |
|-----------|------|
| July 1994 | £160 |
|-----------|------|
- The League has not applied to any other organisation for support for this project.
- 3.9 Accounting information will be provided at the meeting.

4.0 BRIDGEMARY CENTRE

- 4.1 The Bridgemary Centre, situated in Nobes Avenue, Bridgemary, has been a popular venue for local residents since it was first opened in the 1950's.
- 4.2 The Hall is managed by Bridgemary Community Sports College on behalf of Gosport Borough Council and is host to a variety of activities run by local groups including; Dance Divas, Weigh Watchers, Mother and Toddlers Group, Keep Fit and Pilates Classes.
- 4.3 The Hall is also used to host coffee mornings by groups such as Breakthrough Breast Cancer Care and the Alzheimer's Society, and is available for private hire.
- 4.4 The College is keen to increase the use of the Hall and has a scheme to attract more bookings; some new signage to make people aware of the location of the Hall, and a cherry blossom tree to make the grounds

look more attractive. A notice board is also required so that Hall users are more aware of what is on offer at the Hall.

- 4.5 Bridgemary Community Sports College request a grant of **£716** towards the cost of;
- | | |
|-------------------------|------------|
| Macauley design signage | £480 |
| Teacher Board | £226 |
| Cherry Blossom Tree | <u>£10</u> |
| Total cost | £716 |
- 4.6 Grants previously awarded by this Sub Board November 2006 £3,000
- 4.7 Income and Expenditure information received for 2008
- | | |
|-------------|--------|
| Income | £4,831 |
| Expenditure | £4,160 |

5.0 LITTLE SHIPMATES PRE-SCHOOL

- 5.1 Little Shipmates Pre-School was formed in 2004. The Pre-School currently has 57 members, all of whom are under 5 years of age and live in Gosport.
- 5.2 Little Shipmates are based at Lee Community Centre and operate on Monday to Friday mornings plus Monday and Wednesday afternoons. Members who are under 3 years old are charged £7.50 per session when they become eligible for the Nursery Education Grant.
- 5.3 The organisation is a voluntary sector Pre-School for children from 2 years 9 months upwards (although this will change to 2 years shortly to meet Government guidelines) and they follow the Early Years Foundation Stage Curriculum.
- 5.4 Outside the hall is a hard surfaced area for the children's play. In order to introduce more challenging apparatus they require safer surfacing.
- 5.5 A grant of **£2,275** is requested towards an overall estimated total cost of £4,550 to purchase safer surfacing. The breakdown of costs includes:
- | | |
|--|--------|
| Play Matta Tiles (70sqm for complete area) | £4,550 |
|--|--------|
- The Pre-School will be contributing £2,275 towards the project and have raised £1,700 so far via fundraising.
- 5.6 Little Shipmates have a fundraising committee that was established a few months ago. Events held this year include a Summer Fair at the Community Centre on Sunday 7 June, a School Fair on 27 June and stalls at the St. Faiths Fair on 13 June.
- 5.7 The Pre-School has not previously had a grant from this Sub-Board nor have they applied to any other organisation for support.

- 5.8 Accounting information for the year ending 31 August 2008:
- | | |
|---------------------------------|---------|
| Income | £31,711 |
| Expenditure | £31,345 |
| Balance as of 21 September 2009 | £5,220 |
- 5.9 Please refer to Appendix 1 for the letter with further information for this application that was deferred at the last meeting.

6.0 LLOYD VINE LEISURE HEALTH & FITNESS CLUB (INDIVIDUAL)

- 6.1 The Club was established in 1996 and provides opportunities for people to participate in a range of exercise to promote healthy lifestyles.
- 6.2 An individual member of the Club specialises in power lifting and has won the British, Commonwealth and European titles over the last four years. He is presently the British and European Champion in his category and will be trying to win a World Power Lifting Title in New Delhi, India 1-7 November 2009.
- 6.3 A grant of **£600** is requested towards an overall estimated total cost of £2,000 towards accommodation, flights and an entry fee.
- 6.4 Grants previously awarded by this Sub-Board:
- | | |
|---|------|
| September 2008 | £587 |
| Other grants received towards this project: | |
| Hampshire County Council October 2009 | £600 |
- 6.5 Accounting information will be provided at the meeting.

7.0 SOLENT & GOSPORT ICE HOCKEY CLUB

- 7.1 Solent & Gosport Ice Hockey Club was formed in 1985. The Club currently has 109 members with 20% of members living in Gosport. They hire the Ice Arena in Gosport and train Monday to Thursdays and Sundays. Members pay £600 per annum.
- 7.2 Solent & Gosport Ice Hockey Club is a member of the English Ice Hockey Association which is the official organisation regulating junior ice hockey in the UK.
- 7.3 The Club's aim is to promote ice hockey locally, regionally and nationally to provide the local community with the opportunity to participate.
- 7.4 The Club's present priority is to support the development of 5 – 18 year olds and their participation in ice hockey. If the Club is successful with raising funds to purchase equipment, the kit will be loaned to disadvantaged children and those on a lower income.

- 7.5 A grant of **£4,000** is requested towards an overall estimated total cost of £8,050 to purchase equipment. The breakdown of costs includes:
- | | |
|--------------------------|--------------|
| 10 x Complete loan kits | £2,500 |
| 30 x Helmets | £1,950 |
| 20 x Pairs of skates | £1,200 |
| 20 x Sticks | £ 400 |
| 20 x Pairs of gloves | £ 600 |
| 20 x Pairs of leg pads | £ 800 |
| 20 x Pairs of elbow pads | <u>£ 600</u> |
| Total | £8,050 |
- Solent & Gosport Ice Hockey Club will be contributing £2,000 towards this project and have raised £2,896 so far.
- 7.6 Grants previously awarded by this Sub-Board:
- | | |
|----------|--------|
| May 2007 | £1,200 |
|----------|--------|
- Other grants received towards this project:
- | | |
|------------------------|--------|
| Gemalto 2009 | £750 |
| Southern Electric 2008 | £1,000 |
- 7.7 Other grants requested towards this project:
- | | |
|----------------------------------|--------|
| Sports Match Fund September 2009 | £1,750 |
|----------------------------------|--------|
- This application was unsuccessful as all sponsorship funding will be going towards the 2012 Olympics and will be a priority over any applications submitted.
- 7.8 Accounting information for the year ending May 2009 shows:
- | | |
|-------------------------------|---------|
| Income | £57,049 |
| Expenditure | £60,712 |
| Balance as of 16 October 2009 | £11,735 |

Financial implications:	The budget available for allocation is £15,290
Legal implications:	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.
Service Improvement Plan implications:	Nil
Corporate Plan	The applications meet the Strategic Priorities of People - better leisure facilities and usage
Risk Assessment	Nil
Background papers:	Completed application forms (and accounts) including policy guidelines in respect of the awards of grants
Appendices/Enclosures:	Appendix 1 – Letter Little Shipmates Pre-School
Report author/Lead Officer:	Glen Wilkinson / Stella Byrne

Appendix 1

Little Shipmates Pre-School
51 Twyford Drive, Lee-on-the-Solent, PO13 8JU
Charity No. 1107949

Mrs. P. Ingram,
28 Grayson Close,
Lee-on-the-Solent,
Hants.
PO13 8BH

11 November 2009

Tel: 02392 551547
e.mail: pamela.ingram@tesco.net

Your Ref KT/VLD/G1

Dear Kellie,

Grant Application for Little Shipmates Pre-School.

I would refer to the original grant application dated 15th May on behalf of Little Shipmates Pre-School and the subsequent interview on 23rd September with the Grant Board. Queries were raised at that interview which resulted in the application being deferred once again until the next sitting on 18th November.

We would answer to those queries are as follows:-

1. We did ask the Community Centre to help us financially to put safety flooring down, *although on an informal basis and no such request was minuted*. It was made clear to us that the Centre was trying to raise funds on its own behalf for proposed extension work and that therefore it would not be able to help us. From the outset we have made it clear that the Community Centre did not wish us to put any permanent flooring in the area and that if we needed to take up the tarmac, we would then be expected to replace it. Which is why we have always looked at non-permanent flooring. This then begs the question of why the Centre would wish to help us financially for something that we could easily take up and remove elsewhere should the circumstance arise.
2. The Community Centre does not have any insurance in force covering the activities of the pre-school both inside the building and in the outside play area. The pre-school insurance covers use by the children only during pre-school hours. As a result we have removed the climbing frame from the application and are now applying for the safety flooring tiles only.
3. The parents and supporters of Little Shipmates who have put a considerable effort into fundraising for the benefit of the children would not prepared to open up the outside play area to the general public nor to other users of the Community Centre. This point is strongly endorsed by the Community Centre.

The relevant page from the grant application is enclosed, duly amended, together with a current bank statement.

Yours sincerely,

Mrs. Pam Ingram.

AGENDA ITEM NO. 7

Board/Committee:	GRANTS SUB-BOARD
Date of meeting:	THURSDAY 19 NOVEMBER 2009
Title:	CAPITAL GRANT AID APPLICATIONS
Author:	FINANCIAL SERVICES MANAGER AND LEISURE & CULTURAL SERVICES MANAGER
Status:	FOR DECISION

Purpose

The amount currently available for allocation is **£1,134**
No applications for Capital Grant have been received.

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.

Financial implications:	The budget available for allocation is £1,134
Legal implications:	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.
Service Improvement Plan implications:	Nil
Corporate Plan	The applications meet the Strategic Priorities of People - better leisure facilities and usage
Risk Assessment	Nil
Background papers:	Completed application forms (and accounts) including policy guidelines in respect of the awards of grants
Appendices/Enclosures:	Nil
Report author/Lead Officer:	Glen Wilkinson / Stella Byrne