



14 April 2021

To: Councillors

Desna Allen
Ruth Lloyd
David Powell
Sandie Webb

Pete Bishop
Mary Norton
Chris Ruck

Meeting of the Community Donations Sub-Committee - Thursday 22 April 2021

Dear Councillor,

You are summoned to attend a meeting of the Community Donations Sub-Committee to be held virtually using the Zoom platform on Thursday 22 April 2021 commencing at 4pm for the transaction of the business given in the agenda attached.

The meeting can be access by the following link or ID and password:

<https://zoom.us/j/96496175766?pwd=YWpNbmJYc3JaTytTdzY2QUFhY1VvUT09>

Meeting ID: 964 9617 5766
Password: CTC21

Please note members of the public are invited to observe the meeting virtually and have the opportunity to address the council at this meeting at 4pm. A guide is available for members of the public, for any support in accessing the meeting virtually please contact the Town Council at least 24 hours in advance of the meeting.

Yours faithfully,

Mark Smith MBA LLB (Hons) CMgr FCMI FSLCC
Chief Executive

All council meetings are open to the public and press

RECORDING OF PUBLIC COUNCIL MEETINGS

Recording and using social media is permitted at Council meetings which are open to the public. Please note that Chippenham Town Council will be recording this meeting for training and monitoring purposes only.

4pm - PUBLIC QUESTION TIME (not to exceed 30 minutes)

The public are welcome to make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

To aid the virtual meeting process, Chippenham Town Council ask members of the public to email their questions to enquiries@chippenham.gov.uk no later than 12pm on the day before the meeting.

Any individual representation is limited to no more than 3 minutes. The Chairman will call the representation from those who are indicating that they wish to speak; written representations can also be received in advance of the meeting. A record of any public participation session shall not be included in the Minutes, but included as an appendix note to the Minutes of the meeting.

Agenda

Community Donations Sub Committee - Thursday 22 April 2021

Wards
Affected
Page
No.

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **NOTIFICATION OF SUBSTITUTION**

To receive any notification of substitution made to the Chief Executive.

3. **DECLARATION OF INTEREST**

All Members of the Town Council are reminded to declare any pecuniary or non-pecuniary interests they may have in any business of the Council, its Committees or Sub-Committees, in accordance with the latest approved Code of Conduct.

Councillors are reminded to declare any dispensation granted in relation to any relevant matter.

	Wards Affected	Page No.
4. <u>MINUTES</u>		4
To approve as a correct record the draft minutes of the extraordinary meeting held on Thursday 11 February (previously emailed and copy attached).		
5. <u>CHAIRMAN'S ANNOUNCEMENTS</u>		
To receive any announcements from the Chairman.		
6. <u>REQUESTS FOR COMMUNITY DONATIONS</u>	All	7
To receive a report from the Corporate Support Officer to consider requests for Community Donations (copy attached):		
<ul style="list-style-type: none"> • £800 Ivy Wildlife Garden 		
Total requested £800 (Annual Budget Remaining £24,000).		
To consider if there are any actions that need to be taken as a result of the information received.		
7. <u>FEEDBACK FROM FORMER GRANT RECIPIENTS</u>		8
To receive a report from the Corporate Support Officer with feedback from community organisations in receipt of grants awarded (copy attached).		
To consider if there are any actions that need to be taken as a result of the information received.		
8. <u>PRESS RELEASE</u>		
To consider, if necessary, the issue of a press release arising from the meeting.		
9. <u>DATE OF NEXT MEETING</u>		
The date of the next meeting will be Thursday 22 July 2021.		



Minutes of a meeting of the Community Donations Sub Committee held virtually on Zoom on 11 February 2021 at 4pm.

Councillors present:

Desna Allen	Pete Bishop
Ruth Lloyd	Mary Norton
David Powell	Sandie Webb

Officers present: Helen Bywater, Corporate Support Officer
Daryl Jones, Business Support Manager
Michael Weeks, Democratic and Civic Officer
Sarah Slade, Finance Assistant

Public present: There were two members of the public present, representatives from:
Youth Adventure Trust
Chippenham Community Eco Hub

PUBLIC QUESTION TIME

There were no public questions.

21. APOLOGIES FOR ABSENCE

There were no apologies for absence.

22. NOTIFICATION OF SUBSTITUTION

There were no notifications of substitutions.

23. DECLARATION OF INTEREST

Cllr Sandie Webb declared an interest in the Chippenham Community Eco Hub as a Trustee and abstained from the discussion and decision on that agenda item.

24. ELECTION OF CHAIRMAN

Councillor David Powell was nominated and seconded as Chairman and with no other nominations it was

RESOLVED that:

Councillor David Powell be elected Chairman of the Community Donations Sub Committee for the municipal year 2020/21.

25. **MINUTES**

It was agreed that the minutes of the meeting held on 15 October 2020 were a correct record and

RESOLVED that:

The minutes were approved and will be signed by the Chairman at a later date.

26. **CHAIRMAN'S ANNOUNCEMENTS**

There were no Chairman's announcements.

27. **REQUESTS FOR COMMUNITY DONATIONS**

The Committee considered the following requests for donations:

a. **Application for £471.68 from Youth Adventure Trust**

Councillors heard from a representative of Youth Adventure Trust, who work with young people from vulnerable and disadvantaged families, delivering a three-year programme of adventures and mentoring to build their confidence and provide a positive influence. They requested funding to support their next Pathway Day in October 2021.

Councillors spoke in favour of the programme and with all in agreement it was

RESOLVED that:

Youth Adventure Trust be awarded £471.68.

b. **Application for £2,500 from Chippenham Angling Club.**

This application was withdrawn by the Chippenham Angling Club after the agenda had been sent, therefore it was not considered by Councillors.

c. **Application for £5241 from Chippenham Community Eco Hub**

Councillors heard from a representative of Chippenham Community Eco Hub. They hope to be able to provide a place in the centre of town where various charities and non-profits can meet those in need and signpost to their services. This is a new project, but they have already received funding for the venue and support from

many local organisations. They requested funding for IT and consumables including laptops, telephones, a printer and a digital display.

RESOLVED that:

Chippenham Community Eco Hub be awarded £5241.

28. FEEDBACK FROM FORMER GRANT RECIPIENTS

The report from the Corporate Support Officer with feedback from former grant recipients was noted.

29. ITEMS FOR COMMUNICATION

The awards made will be publicised.

30. DATE OF NEXT MEETING

The next meeting of this Committee will take place at 4pm on 22 April 2021.

The meeting concluded at 16:23.

These Minutes are subject to confirmation at the next meeting.

Signed on behalf of the Committee as a true record of the meeting

Chairman:

Date:

COMMUNITY DONATIONS SUB COMMITTEE: 22 April 2021

Current Financial Position:

The following applications have been received and the committee is required to make a decision on the awarding of grants based on the current criteria.

The budget for the financial year 2021/2022 is £24,000. This is the first meeting of a four-meeting cycle.

Total grants requested: £800.

GROUP/ORGANISATION	AMOUNT REQUESTED (£)	REASON FOR REQUESTING DONATION	FINANCIAL INFO. YES/ NO
Ivy Wildlife Garden	£800	The project is a community garden which opened in 2014 and has been maintained by resident volunteers. It exists to attract wildlife and provide a safe green space for visitors of all ages. They are requesting £800 to purchase bird and animal feed for a year (calculated at approx. £70 per month).	YES

HISTORY OF DONATIONS RECEIVED BY CURRENT APPLICANTS

<u>ORGANISATION</u>	2020/2021 £	2019/2020 £	2018/2019 £	2017/2018 £	2016/2017 £
Ivy Wildlife Garden	0	0	1,000	1,000	1,000



Agenda Item 7

Meeting	Community Donations Sub-Committee
Date	22 April 2021
Report Title	Feedback Received from Grant Recipients
Author	Helen Bywater, Corporate Support Officer

1.0 PURPOSE OF REPORT

1.1 For Councillors to receive feedback from former grant recipients.

2.0 INTRODUCTION AND BACKGROUND INFORMATION

2.1 Grant recipients are asked to submit feedback following their grant application.

3.0 FEEDBACK FROM PREVIOUS GRANT RECIPIENTS

Kandu Arts - Grant Awarded August 2020 for £2,000

Kandu Arts received funds to deliver 20 weeks of drop-in sessions to support marginalised young people in Chippenham. They reported that due to the pandemic they have been unable to start the sessions as planned but have continued an alternative provision of virtual drop-ins and mentoring services with young people known to them. They hope to be able to offer the drop-in service in its entirety once COVID19 restrictions have been relaxed to allow mixing.

Youth Adventure Trust - Grant Awarded February 2021 for £471.68

‘Please thank all the Councillors so much for the grant to support Chippenham young people on their 2021 Pathway Days.

Your support makes a real difference to the lives of the disadvantaged children we look after, all of whom have difficult and challenging lives. With the support of people like you, our long-term intervention programme enables them to realise their capabilities, look forward to positive futures and achieve things they never imagined would be possible.

We will be happy to send you a progress report at the end of the year. Thank you so much for your support; it is truly appreciated.’

Chippenham Community Eco Hub - Grant Awarded February 2021 for £5,241

'It was very good news to see that the Councillors are willing to support this venture, which I believe will be a very useful asset to the town. I thank them all'.

Progress achieved so far:

- Charity status gained and trustees appointed
- Two-year rent-free, service charge free, lease signed
- Charity classified bank account successfully opened free of charges
- Two-year financial plan in progress
- Business Rates waiver agreed at 80% with the other 20% being considered
- Grants and funding received, with enough to cover the cost of a full-time manager
- Office furniture and general kitting out of the Hub now on order
- Utilities all in hand
- Outdoor signage and website presence all achieved, window posters designed and on order, Facebook, and Twitter regularly in use and building a following. Instagram will be connected soon.
- When the furnishings are in there will be open days for organisations and charities to come along, register interest and have an input into the internal final design.

4.0 CONTRIBUTION TO CORPORATE PLAN PRIORITIES

4.1 Receiving feedback from grant recipients will contribute to the following corporate priority:

- i. Corporate Priority 1 - Provide facilities and services which support and develop a well-connected town, which promotes health and wellbeing.

5.0 STAFFING IMPLICATIONS

5.1 There are no staffing implications.

6.0 FINANCIAL IMPLICATIONS

6.1 There are no financial implications.

7.0 LEGAL IMPLICATIONS

7.1 There are no legal implications.

8.0 RECOMMENDATIONS that

8.1 Councillors note the report.