Minutes of a Meeting of the Grant Review Sub Committee

held at The Milford Haven Sea Cadets and Royal Marines Cadets Unit

on Monday 4th March 2024 @ 5:00 pm

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PRESENT

The Mayor (Councillor Mrs C. Stevens)

The Deputy Mayor (Councillor W. D. Elliott BA QTS)

Councillors: C. A. Sharp (Chair)

Mrs N. Beavis-Morrissey L. J. Bridges

N. Harteveld D. R. Sinnett

Observer Miss K. F. Gray

Mrs B. J. Fitzgerald, Town Clerk

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320.Apologies

Apologies for absence were received from Councillor G. Woodham MBA (Open) LL.B. (Hons) (work commitment).

321. DECLARATIONS OF INTEREst

No Declarations of Interest were received.

322. MINUTES OF THE MEETING OF THE GRANT REVIEW SUB-COMMITTEE HELD ON MONDAY 12TH FEBRUARY 2024

**RESOLVED THAT:**  the Minutes of the Meeting of the Public Events Sub-Committee held on Monday 12th February 2024 be received as a true record.

323. MATTERS ARISING

The Chair of the Grant Review Sub-Committee, Councillor C. A. Sharp, explained the total allowed grant under Section 137. The Town Council grant much less than the allowed sum.

The current donations precepted for 2024/25 are:

* + Christmas Donations £2,500 (plus £187.41 carried over from 2023/2024)
  + General Donations - £3,000
  + Precept Grant Donations - £31,500

In the previous meeting it was suggested for there to be one pot of grant money. A Councillor suggested a lower donation amount be set. An amount of £5k was suggested.

A Councillor suggested one pot agreed for all grant donations, apart from Christmas grants. Another Councillor agreed that the Christmas grants be separate and one pot for organisations that need the funding during the year. This would mean that it would not be necessary to apply for precept grants in November.

A small grant application need not be so strict on regulations as the larger grant requests.

A Councillor suggested a very clear ringfence to be in place for a grant pot as in the past dipping into the reserves account has been made too often. The Councillor agreed that Christmas donations are to be kept separate. It would be good to have some return for the community on the grants donated. An organisation must also be informed that a grant cannot be depended on for future years. It could be decided to fund an organisation for ‘four years’ at a specific cost with no more grants forthcoming for future years. This would be a multi-year grant donation.

A Councillor stated that the Museum give back to the community; however not all organisations do give back whilst still receiving payment from the community. It needs to be ensured that value for money is given when giving grants to organisations.

Another Councillor stated that there is a culture of applying for grants by organisations.

The Town Council could also consider themed grants i.e. youth, green energy etc.

It was queried that if themed grants were offered would other organisations also be able to apply. It was asked whether the grants are publicised enough. More detail of reserves and any monies ringfenced by organisations should be made clear.

The Town Council do not ask organisations to justify how the project is linked to the funding requirements. Evaluation forms are sent out to organisations for completion after they receive the grant; the completion of the forms show how the grant money was spent.

Promotion of grant donations by Milford Haven Town Council is now being done; the public will see that the Town Council is awarding grants. Promotion also feeds in for other organisations to apply. The town people can see that organisations are benefitting from public money.

A Councillor stated that it would be useful to have someone from Pembrokeshire County Council to explain the process of evaluation applications. Ms S. Henehan, Community Safety, Poverty and Regeneration Manager, Pembrokeshire County Council, will be asked to attend a future meeting.

It was discussed that a precept figure be agreed and that grants are given out all year round. A fluid application process. Once grant money is spent no more applications can be received. Currently there are small grant applications in January, April, July and October.

**Recommended that:** Ms S. Henehan, Community Safety, Poverty and Regeneration Manager, Pembrokeshire County Council, be invited to attend a future meeting of the Grant Review Sub-Committee.

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