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Minutes of the Grants Committee meeting held on Tuesday, 6 January 2026 at 13:00 at Manor Office, 6 North Street, Crediton, EX17 2BT

Present: Cllrs Steve Huxtable, Liz Brookes-Hocking, Vix Frisby, Joyce Harris and John Downes

Apologies: None

In Attendance: Two members of public

Minute Taker: Emily Armitage

MINUTES

15 WELCOME AND INTRODUCTION

The meeting commenced with Cllr Brookes-Hocking welcoming everyone to the meeting. She initiated member introductions around the table. The chair also extended a welcome to members of the public present.

16 PUBLIC QUESTION TIME

The chair invited questions from the public relevant to the council's work. However, no questions were posed by the members of public present.

17 APOLOGIES

It was noted that there were no apologies for absence as all members were present at the meeting.

18 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

18.1 TO RECEIVE DECLARATIONS OF PERSONAL INTEREST AND DISCLOSABLE PECUNIARY INTERESTS (DPI'S) IN RESPECT OF ITEMS ON THIS AGENDA

Several declarations of interest were made by councillors. Cllr Brookes-Hocking declared a personal interest in the Holy Cross Junior Choir application and indicated she would leave the room during its discussion. Cllr Downes declared an interest in the small grant applications related to Crediton Arts Centre and Cllr Frisby for Crediton Netball League. There were no requests for dispensations.

18.2 TO CONSIDER ANY DISPENSATION REQUESTS (REQUESTS SHOULD BE MADE TO THE TOWN CLERK PRIOR TO THE MEETING)

No dispensation requests were considered as none were submitted prior to the meeting.

19 ORDER OF BUSINESS

It was decided to proceed with the agenda as planned without adjusting.

20 CHAIR'S AND CLERK'S ANNOUNCEMENTS

Cllr Brookes-Hocking mentioned ongoing work on inquiries from the public submitted after the last meeting in December, which had not progressed over the holidays due to staff availability. Additionally, she had received a response from Pippins Nursery about their grant, which had not been approved. The committee clerk pointed out a numbering error in the previous meeting's agenda and confirmed that it was corrected in the minutes.

21 GRANTS COMMITTEE MINUTES

The minutes of the meeting held on Thursday, 11 December 2025, were reviewed and approved as a correct record. (Proposed by Cllr Harris)

22 2026-27 APPLICATIONS

The committee discussed the grant applications for the 2026-27 period. Cllr Brookes-Hocking requested the list of small grant applications, which included various local organisations requesting amounts up to £700. The total requested for small grants was £5,700. The committee also noted that large grant applications totalling £28,665 were agreed at the previous meeting, subject to Full Council approval.

22.1 SMALL GRANTS (UP TO £700)

The committee reviewed the list of small grant applications, including:

- Crediton Talking Newspaper (£350)
- Crediton Arts Centre (Spring Awakening Music Festival) (£500)
- St Boniface Concert Society (£650)
- Crediton Arts Centre (Touring Shakespeare) (£700)
- Crediton Bowling Club (£700)
- Crediton BSL (£700)
- Crediton Heart Project (£700)
- North Creedy Choral Society (£700)
- Crediton Netball League (£700)

Cllr Brookes-Hocking requested more details on what the applicants were asking for and suggested circulating this information for transparency.

22.2 LARGE GRANTS (UP TO £3,000) AGREED

It was noted that large grant applications totalling £28,665 were agreed at the Grants Committee meeting on 11 December 2025, subject to Full Council approval.

22.3 LARGE GRANTS (UP TO £3,000)

The committee considered the remaining large grant applications for 2026-27. The applications discussed included:

- Animating Devon CIC (£3,000): The committee expressed support for the animation project targeting young people aged 7-13, noting its potential benefits and previous similar initiatives.
- Crediton Congregational Church (£3,000): There was a discussion about the incomplete application form and the need for clarity on budget and costs. The committee decided to request further information via email.
- Crediton Parkrun (£3,000): The committee supported the initiative to establish a Parkrun in Crediton, recognising its potential benefits for the community and the need for initial funding.
- Crediton Youth Orchestra (£3,000): The committee expressed support for the orchestra's expansion activities, noting the clear financial details provided in the application.
- EPIC Family CIC (£3,000): The committee was unclear about the project's specifics and decided to request a meeting for further clarification.

Cllr Brookes-Hocking left the room at 13.23

- Holy Cross Junior Choir (£3,000): The committee supported the choir's project to sing at Truro Cathedral, recognising its benefits for the children's confidence and the church's musical reputation.

Cllr Brookes-Hocking re-entered the room at 13.28

- Significant Seams CIC (£3,000): The committee supported the activities of Significant Seams, recognising their contributions to mental health support.
- The Folklore Library and Archive (£3,000): The committee discussed the archive's activities and space constraints, recognising its importance and expressing interest in visiting the facility.

Task: Request further information via email from Crediton Congregational Church regarding their incomplete application form and clarity on budget and costs. *@Emily Armitage*

Task: Schedule a meeting with EPIC Family CIC to clarify project specifics. *@Emily Armitage*

23 DATE OF NEXT MEETING

The committee noted that the date of the next meeting would be confirmed. It was suggested that a meeting be held in March or April to discuss the funding strategy and the possibility of longer-term funding applications.

24 REPORTS PACK



OTHER TOPICS

The committee discussed the importance of visiting grant applicants and engaging with their projects. It was suggested to create a calendar of events and activities for better tracking and participation. The Chair emphasised the need for councillors to attend events to understand the impact of the grants on the community.

Decision: Decision

Approval of £3,000 funding for Animating Devon project aimed at engaging young people in animation workshops.

Decision: Decision

Conditional approval of £3,000 funding for Park Run initiative in Crediton, subject to resolving financial accountability concerns.

Decision: Decision

Approval of funding for Crediton Youth Orchestra's expansion activities.

Decision: Decision

Approval of funding for Holy Cross Junior Choir's initiative to perform at Truro Cathedral.

Decision: Decision

Approval of funding for Significant Seams' mental health support activities through creative engagement.

Decision: Decision

Approval of funding for Folklore Library and Archive's digitisation project and ongoing preservation activities.

Task: Develop a calendar to track funded project events and activities for committee members to attend. *@Emily Armitage*

Task: Plan a meeting in March/April to discuss future funding strategies, including the introduction of three-year funding cycles for organisations with consistent core activities.

Task: Request Epic Family CIC to provide a presentation or additional documentation to clarify their project objectives and implementation plan. *@Emily Armitage*

Task: Seek clarification from Congregational Church regarding incomplete budget details in their grant application. *@Emily Armitage*

Task: Confirm financial accountability mechanisms for Park Run organisers before disbursing funds. *@Emily Armitage*

The meeting was closed at 13.40.

Signed

Dated.....