



**Minutes of Crediton Town Council's Grants Committee Meeting  
held on Tuesday, 28<sup>th</sup> July 2015, at 17.30, at the Council Chamber, Market Street, Crediton**

**Present:** Cllrs Miss J Harris, Mrs L Brookes-Hocking, Mrs A Hughes and Miss J Walters

**In Attendance:** Miss E Lucas, Assistant to the Town Clerk & Mayor

**1. To elect the Committee Chairman for 2015-2016**

It was **resolved** for Cllr Harris to be Committee Chairman for 2015-2016. (Proposed by Cllr Brookes-Hocking)

**2. To elect the Committee Deputy Chairman for 2015-2016**

It was **resolved** for Cllr Hughes to be Committee Deputy Chairman for 2015-2016. (Proposed by Cllr Harris)

**3. To receive and accept apologies**

Apologies were received and accepted from Cllr Letch. (Proposed by Cllr Harris)

**4. Declarations of Interest.**

Cllr Hughes declared a personal interest in Crediton Congregational Church, relating to agenda item 10.

**5. Order of Business**

There were no changes to the order of business.

**6. Chairman's and Clerk's Announcements**

There were no announcements.

**7. Grants Committee Minutes – To approve and sign the minutes of the Grants Committee Meeting held on 10<sup>th</sup> February 2015, as a correct record.** Copies had been circulated with the agenda. It was **resolved** to approve, and sign, the minutes of the Grants Committee Meeting held on 10<sup>th</sup> February 2015, as a correct record. (Proposed by Cllr Hughes)

**8. Matters Arising - At the direction of the Chairman, to report on matters arising from the minutes of the Grants Committee Meeting held on 10<sup>th</sup> February 2015, for information only.**

Page 4 minute no. 19 – Cllr Brookes-Hocking requested clarification regarding the additional funding granted to Crediton & Tiverton Community Transport. Clarification was provided by the Assistant.

**9. To review and agree/amend the Council's Grants Policy.** Copies of the existing and proposed new policy had been issued with the agenda. It was **resolved** to adopt the new Grants Policy. (Proposed by Cllr Brookes-Hocking)

**10. To review and agree/amend the Council's Grant Aid Application Form.** Copies of the existing and proposed new application form had been issued with the agenda.

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It was resolved to adopt the new Grant Aid Application Form with the following amendments:

- To remove *the total cost of the project or scheme requiring funding* from section 5, *purpose for which the Grant is required*, and include it below as a separate section.
- Amend *organisations* to read *organisation's* in the Annual Budget section.

(Proposed by Cllr Hughes)

11. To approve the grant advertisement and agree where it will be published and the associated costs. A copy of the advertisement had been issued with the agenda. It was resolved to approve the grant advertisement. (Proposed by Cllr Hughes)

It was further resolved for the grant advertisement to be published:

- In the Crediton Courier, as soon as possible, as a 10x2 advert costing £100.00 + VAT
- In the Council's notice boards
- On the Council's website, Twitter page and Facebook pages
- In local shops/facilities including Crediton Library and Co-op
- Members also agreed for letters to be sent to all recipients of a 2015-16 grant, informing them of the deadline for 2016-2017 grant applications.

(Proposed by Cllr Hughes)

12. To consider applications for grant funding for the financial year 2015-2016 from the following groups/organisations: Copies of the applications and supporting documents had been issued with the agenda. The Assistant advised members that the remaining grant budget for the financial year 2015-16 stands at £555.

The following grant applications were considered:

- Age Concern Crediton & District. It was resolved to recommend for this application to be brought to a full Council meeting in order to consider granting £1,000 from the General Fund. (Proposed by Cllr Brookes-Hocking)
- Crediton Congregational Church. It was resolved to approve a grant of £250. (Proposed by Cllr Brookes-Hocking)
- Unite – Carers in Mid Devon. It was resolved to approve a grant of £305. (Proposed by Cllr Brookes-Hocking)

Cllr Brookes-Hocking noted that there is now no money available in the 2015-16 grants budget for any further applications the Council may receive and that the Council as a whole needs to be made aware that further project requests may come in before April 2016.

13. The meeting closed at 6.00 pm

Signed:  .....  
(Chairman)

Date: 27-10-15.....