

KEYNSHAM TOWN COUNCIL

Minutes of the Grants Committee meeting held on
Wednesday 1st March 2023 at 7.30pm in the Town Council office

PRESENT:

Councillors: D Biddleston, C Fricker, A Halliday, A McGuiness

IN ATTENDANCE: Katherine Sears – Deputy Town Clerk
Amanda Hazell - RFO

Not Present: Cllr A Beaumont, C Buxton, A Greenfield

1. APOLOGIES

None.

2. DECLARATIONS OF INTEREST

None.

3. DISPENSATIONS

There were none.

4. RECORD OF PREVIOUS MEETINGS

RESOLVED:

That the minutes of the GRANTS Committee meeting held on 16th June 2022 were confirmed as a true record and were signed by the Chair.

5. PUBLIC PARTICIPATION

There were none.

6. GRANT AWARDS 2022 – 2023

Discussion around whether to remind the 6 organisations that they haven't claimed their grant. Proposed and voted.

RESOLVED:

DTC to email the 6 organisations to remind them to claim their grant within the deadline.

7. GRANT AWARDS 2023 – 2024: APPLICATION PACK

There was a discussion around whether the larger grants that KTC issue could follow the same vigorous process of application as these smaller grants.

RESOLVED:

App Form Page 8 – remove "racial" so that it covers all equality.

App Form Page 9 - DTC to check "Crime & Disorder Act" is relevant and appropriate.

DTC to manage the single use plastic policy, ensuring that these are submitted with forms.

*AWB
14/6/23*

DTC to check all figures are accurate in App Form and guidelines.

Policy Guidelines section 13: to add "Chair of Grants Committee" alongside Town Clerk – all in favour.

Policy Guidelines section 25: change the wording "Applicant organisation should provide evidence of adopting and following the ethos of a single use plastics policy"

Funding Timetable: change 2022 to 2023.

Single Use Plastic Policy: Add signature and date to bottom.

8. GRANT AWARDS 2023 – 2024: MEDIA RELEASE AND POSTER

Discussion around that social media posts should be less "wordy" and more eye catching.

RESOLVED:

Post – if printed, for the green and white to be flipped to reduce the amount of ink.

DTC to check "More than 16 years."

9. GRANT AWARDS 2023 – 2024: PRESENTATION EVENING

RESOLVED:

Agreed that the presentation evening will be held on Thursday 20th July, 7pm for a 7.15pm start.

10. GRANT AWARDS 2023 – 2024 DRAFT TIMETABLE

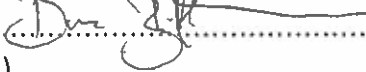
RESOLVED:

Timetable agreed.

11. DATE OF NEXT MEETING

That the next Committee meeting will be held on Wednesday 14th June 2023 at 7.30 p.m. in the Town Council office.

The meeting finished at 8.15 p.m.

Signed:.....
(Chairman)

Date:14/6/23.....