

# KEYNSHAM TOWN COUNCIL

Minutes of the Grants Committee meeting held on  
Wednesday 6<sup>th</sup> March 2024 at 7.30pm in the Town Council office

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## PRESENT:

Councillors: D Biddleston, C Brennan, C Davis, C Fricker, A Greenfield

IN ATTENDANCE: Amanda Hazell - RFO

Not Present: Cllr Adrian Beaumont

## 14. APOLOGIES

Cllr S Alenshasy

**RESOLVED:**

*Apologies received and accepted.*

## 15. DECLARATIONS OF INTEREST

Cllr Davis – Swan Network

Cllr Biddleston, Greenfield, Brennan and Fricker – KMFA

Cllr Biddleston – KLOGs, Keynsham Cricket Club, Wellsway School, St John’s Church,  
Community at 67, Phoenix

Cllr Brennan – Golden Oldies, Keynsham Now

## 16. DISPENSATIONS

There were none.

## 17. PUBLIC PARTICIPATION

There were none.

## 18. RECORD OF PREVIOUS MEETINGS

**RESOLVED:**

*That the minutes of the GRANTS Committee meeting held on 14<sup>th</sup> June 2023 (previously circulated) were confirmed as a true record and signed by the Chair.*

## 19. GRANT AWARDS 2023 – 2024

Discussion that there are 5 organisations that they haven’t claimed their grant.

**RESOLVED:**

*Information on outstanding grants claimed received and noted.*

## 20. GRANT AWARDS 2024 – 2025: APPLICATION PACK

**RESOLVED:**

*Agree to approve the application pack with the following changes:*

*To add the presentation evening date to the application form.*

*To add to the agenda in June to consider changing the maximum grant amount.*

**21. GRANT AWARDS 2024 – 2025: MEDIA RELEASE AND POSTER**

**RESOLVED:**

*To agree with the poster with the following changes:*

*Text needs to be bigger.*

*Check alignment – picture to be centralised and text go up and right.*

*If to be printed, reverse the colours to same ink.*

*Business & Community Engagement Officer to put together a press release.*

**22. GRANT AWARDS 2024 – 2025: PRESENTATION EVENING**

There was a discussion about whether there could be a bar for attendees to buy drinks, this was deemed not appropriate as it is an event to congratulate community groups and charities, to give out the grants awarded.

Date for the Presentation evening to be 18<sup>th</sup> July to avoid school holidays.

**RESOLVED:**

*DTC to confirm with The Space whether there is a better layout of the evening.*

*Agreed that the presentation evening will be held on Thursday 18<sup>th</sup> July, 7pm for a 7.15pm start.*

**23. GRANT AWARDS 2024 – 2025 DRAFT TIMETABLE**

**RESOLVED:**

*Timetable agreed.*

**24. DATE OF NEXT MEETING**

**RESOLVED:**

*That the next Committee meeting will be held on Wednesday 12<sup>th</sup> June 2024 at 7.30 p.m. in the Town Council office.*

The meeting finished at 8.10 p.m.

Signed: .....  
(Chairman)



Date: ..... 12/6/24 .....