

# KEYNSHAM TOWN COUNCIL

Minutes of the meeting of the Grants Committee held in the Town Council Office on Wednesday 19<sup>th</sup> March 2025 at 11 am.

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PRESENT: Councillors D Biddleston, C Davis, A Beaumont and A Halliday

IN ATTENDANCE: Katherine Sears, Deputy Town Clerk

12. **APOLOGIES FOR ABSENCE**

Apologies from Cllr Fricker and Cllr Brennan were received and noted.

13. **DECLARATIONS OF INTEREST**

The following personal interests were disclosed.  
Cllr Halliday has family members in Keynsham Guides.  
Cllr Davis is the Chair of Swan Transport.

14. **DISPENSATIONS**

*RESOLVED:*  
*There were none.*

15. **PUBLIC PARTICIPATION**

*RESOLVED:*  
*There was none.*

16. **CONFIRMATION OF MINUTES OF MEETING HELD ON 12<sup>th</sup> JUNE 2024**

*RESOLVED:*  
*That the Minutes of the Grants Committee held on Wednesday 12<sup>th</sup> June 2024 (previously circulated) were confirmed as a true record and signed by the Chair.*

17. **GOOD CITIZEN AWARD 2025-26**

*RESOLVED:*

- i) A 4<sup>th</sup> award be added "Service to the Community of Keynsham"*
- ii) "Councillors of Keynsham Town Council or Bath & North East Somerset Council cannot be nominated for any of the Good Citizen Awards" to be added to the Entry Criteria.*
- iii) The nominees for the Young Citizens, Good Citizen, and Lifetime Achievement Awards must be residents of Keynsham. However, nominees for the Service to the Community of Keynsham Award may live outside of Keynsham.*

18. GRANT AWARDS 2024-25

*RESOLVED:*

*Update on outstanding grant claims received and noted.*

19. GRANTS AWARDED 2024-2025 – LETTERS OF GRATITUDE

*RESOLVED:*

*Letters received and noted.*

20. GRANT AWARDS 2025 – 2026: APPLICATION PACK

*RESOLVED:*

*i) Additional promotion highlighted the Environment Grant.*

*ii) Applicants to identify whether they are applying for a General Grant or an Environmental Grant, if Environmental Grant, then they are to explain the benefits of their activity/project on the Environment.*

*iii) The maximum amount an organisation can apply for is £1000.*

*iv) Covering letter to be clear that there is a reduction in the maximum amount an organisation can apply for and to highlight that only one organisation within the umbrella company/charity may receive a grant. But each application will be judged on its own merit.*

21. GRANTS AWARDS 2025-26: MEDIA RELEASE AD POSTER

*RESOLVED:*

*Confirmed that the poster is good to publicise.*

*Next year to consider using a montage of images from the presentation evening.*

22. GRANT AWARDS 2025 – 2026: PRESENTATION EVENING

*RESOLVED:*

*i) Date confirmed to be Thursday 10<sup>th</sup> July 2025.*

*ii) Volunteers will be invited earlier to network with other groups prior to the start of the presentation evening. Start at 6.30pm, main presentation to start at 7.15pm*

*iii) Discussion took place about selling drinks, it was decided that this wasn't appropriate on this occasion, but costs to be looked into for future events.*

23. GRANT AWARDS 2025 – 2026 draft timetable

*RESOLVED:*

*That the timetable be approved.*

24. DATE OF NEXT MEETING

*RESOLVED:*

*That the Committee's next meeting be held on Wednesday 11<sup>th</sup> June 2025 at 7.30pm in the Town Council office.*

The meeting ended at 12.13p.m.

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(Chairman)

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(Date)

DRAFT