

KEYNSHAM TOWN COUNCIL

Minute of the Virtual Grants Committee meeting held on
Tuesday 2nd March 2021 at 6.00 pm

PRESENT: Councillors D Biddleston (Chair), C Buxton, C Fricker, A Greenfield, A Halliday and A McGuinness.

IN ATTENDANCE: Dawn Drury – Deputy Town Clerk (DTC)

13. APOLOGIES FOR ABSENCE

There were none.

14. DECLARATIONS OF INTEREST

There were none.

15. DISPENSATIONS

There were none.

16. CONFIRMATION OF MINUTES

That the minutes of the Grants Committee meeting held on 27th August 2020 be confirmed as a true record by the Chairman and were signed by the Chairman (hard copy supplied in advance to the Chair for signing).

17. PUBLIC PARTICIPATION

There was none.

18. ITEM FOR CONSIDERATION – KEYNSHAM LIFE SAVING CLUB

In view of the special circumstances. due to the COVID Pandemic, the Grants Committee accept this long standing organisation's request (as a singular case) and support the same.

RECOMMENDED

That Keynsham Town Council approve the request that Keynsham Life Saving Club may carry forward a proportion of their 2020 – 2021 grant award of £695.00, to provide a much needed "buffer" and assist in rebuilding the club, through marketing for new members, as per the email below.

An email has been received from Keynsham Life Saving Club dated 22nd February in respect of the 2020 – 2021 grant award.

'We had originally intended to spend the grant on facilities hire and marketing and promotion. Unfortunately, we've had to pause our pool-based training during the pandemic, and we won't be able to re-start until the new financial year. Is there any possibility of carrying over a proportion of the 20/21 grant into the early part of next year, please? We are anticipating a significant drop in our membership numbers once we do resume training, and past experience shows that it can take a while to build-up numbers to a point where we break-even on pool hire. If we were able to carry over a proportion of this grant to next year, it would provide a much-needed "buffer" and help us rebuild the club.

We appreciate that the constraints of the council's financial planning cycle may mean it's not possible to move money between financial years - if that's the case, we may elect to use the grant money on marketing and promotion in a bid to generate new members in anticipation of re-starting in Apr/May/June time'.

19. GRANT AWARDS 2020 – 2021

Members reviewed the list of outstanding grant awards. There were eleven outstanding and three have since be claimed since circulation of the agenda: -

Awards not yet claimed are as follows:

1 st Keynsham Scouts	£1000
Castle Primary School Friends of Group	£ 600
Golden Oldies Charity	£ 534
Hawthorn Court Residents Association	£ 170
Keynsham Life Saving Club	£ 695
Keynsham Light Opera Group	£ 400
Keynsham Town Junior Football Club	£1000
Keynsham Wombles	£ 500
Phoenix Keynsham Youth Theatre	£ 400
Somerdale Shed	£ 500
St. John's School Association	£1000
Total outstanding:	£6799

Those that have now submitted claims are 1st Keynsham Scouts and Keynsham Wombles.

RESOLVED

- (i) That the above information be noted.
- (ii) That the Transition Keynsham (Food Group) award of £1000 will remain unclaimed due to the overall project costs and site logistics no longer being feasible.

- (iii) That due to the special circumstances, in respect of the COVID Pandemic for 2020 – 2021 that all outstanding recipients of unclaimed awards be reminded that the funds are still available (on this occasion only).

In respect of the grant claim by Hawthorn Court Residents Association (£170) they are also having difficulty in respect of COVID and loss of bank signatories affecting their ability to make the purchase from Argos. In view of this, a request has been made as to whether the Town Council could purchase the Gazebo on their behalf. Cllr McGuinness confirmed that there is a Caretaker on site that would be able to erect the Gazebo (a much needed item to assist social distancing, in the garden)

RECOMMENDATION

That Keynsham Town Council purchase the Gazebo from Argos on behalf of the residents of Hawthorn Court Residents Association.

In respect of the Grant Claim by Golden Oldies an email has been received requesting the carry forward or re-purposing of the 2020 – 2021 grant award of £534.00, see email contents below: -

'In August last year Keynsham Town Council were kind enough to support our charity (Golden-Oldies) with a grant for £534 to support the costs of room hire for our Sing&Smile sessions and transport to an event in Bath. I appreciate that the funding needs to be spent by 31st March, although we had hoped our community based service provision would be up and running again by now, the pandemic has prevented this. As we are unable to spend the grant on the activities detailed in our application we would like to discuss a couple of options with you as follows;

- *Can we postpone the use of the grant and access the funds for the year 2021/22 with an end date of March 31st 2022? We still plan to run Goldies Sing&Smile sessions in Keynsham once safe to do so but this may not be until the summer/early autumn, dependant on restrictions at the time. We also still plan to run the Bath event and will require transport for Keynsham participants, again this is dependent on restrictions at that time.*

OR

- *If the funding needs to be spent within the timeframe could we look to use it differently? We would like to advertise our online activity GoldiesLive – fun and free twice weekly sing-alongs with movement to music and health & wellbeing advice, combating loneliness with older people during the pandemic. www.goldieslive.com This would include newspaper advertisements, Facebook advertising and radio interviews, specifically in the Keynsham area only'.*

RECOMMENDATION

That Keynsham Town Council consider the request from Golden Oldies Charity and resolve how the grant award of £534.00 should be managed.

20. GRANT AWARDS 2021 – 2022 : APPLICATION PACK

RESOLVED:

That with the amendment of the date of the presentation evening to Wednesday 21st July 2021 the Grant Award application pack (Grant Application Form and Policy Guidelines) for 2021/2022 should be approved.

21. GRANT AWARDS 2021 – 2022: MEDIA RELEASE AND POSTER

The poster needed an amendment to include a photo that was more Keynsham related.

RESOLVED:

- i) That with this amendment the printable version of the poster for 2021/2022 should be approved.

The Media Release required an amendment to the date of the presentation evening.

RESOLVED:

That with this amendment the Media Release for 2020/2021 should be approved.

22. GRANT AWARDS 2021 – 2022: PRESENTATION EVENING

The presentation evening date was considered: -

RESOLVED:

That the Presentation Evening be held on Wednesday 21st July 2020 at 7.00 p.m. for 7.15 p.m. in The Space (COVID permitting).

23. GRANT AWARDS 2021 – 2022 DRAFT TIMETABLE

RESOLVED:

- (i) That the timetable and dates for the Grant Awards exercise for 2020 - 21 be as follows: -

Tuesday 2nd March 2021 Grants Committee agrees Grant Application Pack, supporting literature, timetable and publicity issues.

Monday 8th March 2021 Media Release circulated.

Thursday 1st April –
Friday 30th April 2021 Application packs available.

Friday 14th May 2021 Closing date for applications.

- Wednesday 16th June 2021 Grants Committee considers applications.
- Thursday 17th June 2021 Applicants are notified of the Town Council's decisions.
- Wednesday 21st July 2021 COVID regulations permitting - Grants Presentation Evening (7.00 p.m. for 7.15 p.m. start) in The Space (above the library), Keynsham. **It is anticipated that the successful applicants or their representatives will attend.**

- (ii) That submitted grant applications and supporting documentation be scanned into files and Wetransferred to Councillors by Monday 7th June 2021 in preparation for the consideration of applications on 16th June 2021.

24. DATE OF THE NEXT MEETING

RESOLVED:

That the next virtual meeting of the Committee is scheduled to take place on **Wednesday 16th June 2021 at 7.30 p.m. via virtual Zoom Video conferencing.**

The meeting closed at 7.55 p.m.

Signed: Date:

(Chairman)