

## **SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

Minutes of the Finance and Staffing Portfolio Holder's Meeting held on  
Tuesday, 19 December 2017 at 6.00 p.m.

Portfolio Holder: Simon Edwards

### **Officers:**

Gemma Barron  
Elizabeth Davy  
Siobhan Mellon  
Ian Senior

Head of Sustainable Communities and Wellbeing  
Project Officer  
Development Officer  
Democratic Services Officer

### **1. DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **2. MINUTES OF PREVIOUS MEETING**

The Finance and Staffing Portfolio Holder signed, as a correct record, the Minutes of the meeting held on 21 November 2017.

### **3. COMMUNITY CHEST: FUNDING APPLICATIONS**

The Finance and Staffing Portfolio Holder considered applications for funding from the Community Chest fund.

He noted that £7,286.12 remained unallocated in the budget.

Officers reported that the application from CamCare UK related to Cambourne and surrounding villages. If the sum applied for was to be paid in full, it would exceed the sum of £3,000 permitted by the Community Chest scheme for each parish. The Portfolio Holder acknowledged this but agreed to meet the funding request in full, subject to all other formal requirements being in order.

In respect of the applications from the Friends of Histon & Impington Recreation, and Duxford Parochial Church Council, the Portfolio Holder requested that officers use their best endeavours to make sure that the financial involvement of South Cambridgeshire District Council be publicised.

The Portfolio Holder noted that the total sum of £5,700 had been allocated at this meeting. Officers reported that funding of the Cambourne Church / Children's Centre for 2017-18 (£4,000) would be vired to the Community Chest (Minute 4 refers). This resulted in £5,586.12 being available in the Community Chest for the remainder of 2017-18.

The Finance and Staffing Portfolio Holder **agreed** the following:

<b>Name of applicant</b>	<b>Type of project</b>	<b>Total cost of project (£)</b>	<b>Total award (£)</b>
Milton Guides & Seniors	Equipment/Capital Purchase	£1,217.00	£700

Friends of Histon & Impington Recreation	Equipment/Capital Purchase	£4,200	£1,000
Duxford Parochial Church Council	Repairs to historic buildings/monuments/memorials	£15,000	£1,000
Parochial Church Council of All Saints Church Knapwell	Repairs to historic buildings	£27,000	£1,000
Cottenham United Football Club	Equipment/Capital Purchase	£2,616	£1,000
CamCare UK	Start up costs/ Equipment/Capital Purchase	£1,000	£1,000

The Finance and Staffing Portfolio Holder **refused** the following application:

Name of applicant	Type of project	Total cost of project (£)	Total applied for (£)	Reason for refusal
Longstanton Limpers	Start up costs/ Equipment/Capital Purchase	£1,585.00	£1,000	Does not comply with Community Chest criteria

#### 4. GRANTS TO VOLUNTARY SECTOR: 6-MONTHLY UPDATE REPORT

The Finance and Staffing Portfolio Holder considered a report examining the delivery of grant programmes funded by the Council during quarters 1 and 2 of 2017-18.

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He invited Rachel Talbot, Chief Executive of the Cambridge & District Citizens Advice Bureau (CAB) to summarise the role of the CAB network, both locally and nationally. Ms Talbot observed how useful it was that South Cambridgeshire District Council recognised that people cross borders. The Portfolio Holder made it clear that the Council faced budgetary pressures, but was keen to continue working with CABx, while avoiding unnecessary duplication. Two possibilities for joint working were in the areas of benefits and homelessness and, while the Portfolio Holder was not able to make any commitment at this meeting, he undertook to investigate further with the relevant officers.

The Portfolio Holder and officers considered in detail each of the grant programmes contained in Appendix 1 to the report.

The Finance and Staffing Portfolio Holder

- (a) **noted** the current delivery of all grant programmes within the scope of the report from the Director of Health and Environmental Services, highlighting concerns for further investigation or action;
- (b) **requested** the return of funding from the Cambourne Church / Children's Centre for 2017-18 only, and agreed to reallocate that sum (for 2017-18 only) to the Community Chest; and
- (c) **agreed** to include the Community Housing Fund and the Community Energy Fund in future grant reports.

**5. WORK PROGRAMME**

The Finance and Staffing Portfolio Holder noted the Work Programme attached to the agenda. To this he added the following:

- Community Energy Fund – each Full-business and Grants meeting from April 2018 onwards
- Grants to Voluntary Sector – June 2018

**6. DATE OF NEXT MEETING**

The next Finance and Staffing Portfolio Holder meeting would take place on Tuesday 16 January 2018 at 6.00pm, but only if there was sufficient business to justify it.

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**The Meeting ended at 7.45 p.m.**

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