



Community Facilities Fund Working Party

Minutes of meeting held on
Wednesday 15 June 2016 at 4pm in the Members' Room

Present:

Councillors:	Councillor Steven North	Cllr SN
	Councillor Wendy Brackenbury	Cllr WB
	Councillor Helen Harrison	Cllr HH
	Councillor Glenn Harwood	
	Councillor Richard Lewis	Cllr RL
Officers:	Julia Smith, Head of Customer & Community Services	JS
	Mike Greenway, Community Partnerships Manager	MG
	Lucy Hawes, Community Partnerships Officer	LH
Minutes:	Zena Ireland	

ACTION

1.0 Apologies

1.1. Councillor Roger Glithero had sent his apologies.

2.0 Appointment of Chair and Vice-Chair of the Working Party for 2016/17

2.1 Cllr SN was nominated as the Chair and Cllr RL was nominated as the Vice-Chair for the Working Party for 2016/17.

3.0 Minutes of the CFF Working Party held on 13 January 2016

3.1. The minutes of the previous meeting held on 9 March 2016 were agreed as a true record.

3.2 Item 4.2 of the minutes of the meeting held on 9 March 2016 relating to the **RESOLVED TO RECOMMEND** matter will be referred to Policy & Resources Committee on 11 July 2016 for approval.

4.0 Declarations of Interest

4.1 There were no declarations of interest raised.

5.0 Review of CFF arrangements

5.1 MG presented a report to the Working Party with accompanying documents:

- Revised Terms of Reference for the CFF Working Party
- Flow chart setting out the evaluation process
- Revised CFF application forms and evaluation Criteria

5.2 The Working Party considered the Revised Terms of Reference for the CFF Working Party; the terms were agreed subject to a minor wording change. Once this amendment has been made they will be referred to Policy & Resources Committee for the final approval. **MG**

5.3 The Working Party considered the Review of Community Facilities Fund Arrangements Report and **RESOLVED TO RECOMMEND** to Policy and Resources Committee:-

- The amended Terms of Reference for the CFF Working Party be approved (Appendix 1).
- Amendments to the application and evaluation processes as set out in the report be approved (Appendix 2).
- Round 4 of the CFF be launched.

6.0 Update on Round 3 projects

6.1 The Working Party noted the comments raised in the Update on Round 3 Awards report. Two of the projects that had been awarded funding had encountered problems with securing appropriate match funding for their applications.

6.2 It was agreed by the Working Party to amend the process to include inviting the relevant Ward Members to any launch events. **MG**

6.3 With regards to the two projects referred to above, the Working Party **RESOLVED TO RECOMMEND** to Policy and Resources Committee:-

- Irthlingborough Cricket Club is permitted to draw down 50% of the costs of the fencing work undertaken so far with the remainder of the grant being held until 31 March 2017 on the basis that the equivalent match funding can be secured.
- Rushden Town Council's CFF award is held to the 31 March 2017 on the basis that the equivalent match funding can be secured.

7.0 Date of Next Meeting

7.1 The Working Party agreed to meet again in September 2016, before the Policy & Resources Committee meeting in October 2016; LH to find a suitable date and circulate to the Members on the Working Party. **LH**