



# Community Facilities Fund Working Party

**Draft Minutes of meeting held on  
Wednesday 25 September 2019 at 2pm at Brigstock WI**

## Present:

<b>Councillors:</b>	Councillor Steven North (Chair)	Cllr SN
	Councillor Roger Glithero	Cllr RG
	Councillor Peter Wathen	Cllr PW
	Councillor Richard Lewis	Cllr RL
	Councillor Janet Pinnock	Cllr JP
<b>Officers:</b>	Julia Smith, Head of Customer & Community Services	JS
	Katherine Hayward, Assistant Finance Manager	KH
	Lucy Hawes, Community Development Officer	LH
<b>Minutes:</b>	Charlie Christmas, Democratic Services and Corporate Support <a href="mailto:cchristmas@east-northamptonshire.gov.uk">cchristmas@east-northamptonshire.gov.uk</a>	CC

## ACTION

### 1. Apologies

- 1.1. Apologies were received from Cllr Annabel de Capell Brooke, Mike Greenway, Amy Eyles and Michelle Drewery.

### 2. Minutes of previous meeting held on 26 June 2019

- 2.1. The minutes of the previous meeting were agreed as a true record.

### 3. Declarations of interest

- 3.1 No new declarations were received.

### 4. Financial position update

- 4.1. KH provided an update, which was noted by the Working Party, advising that the funding committed to date on Rounds 1 to 7 totalled £2.382m, with £1.698m paid so far. Of the original funding committed, £65k had been released back into the funding stream as it was no longer required by projects. The balances to be claimed from Rounds 5 to 7 totalled £619k.

### 5. Update on the previous rounds

- 5.1. LH presented an evaluation of projects from Rounds 5-6, noting that those from Round 6 had until January 2020 to claim the funding. Many of these would be visited during the CFF tour on October 16<sup>th</sup> and 17<sup>th</sup>.

- 5.2 The Methodist Church and Warmington Parish Council had both written letters requesting extensions to claim their funding. Members raised concern at the lack of progress of the latter, and it was agreed that an update would be requested from Warmington Parish Council and presented at the next meeting of the Working Party. LH would monitor all of the applications and write to each applicant requesting an update. Members agreed to permit extensions to claim funding, subject to a deadline of 30<sup>th</sup> September 2020. LH would also email all projects in rounds 6 and 7 at the end of October 2019,

**LH**

advising them that they had three months left to claim their funding, and request a progress update.

- 5.3 LH advised that Newton Road School had provided a last minute update; the first phase would commence during October half term, with future phases of the project scheduled as appropriate.
- 5.4 It was noted that some of the projects had been held up due to their planning applications, and LH was working with the Planning department to try to mitigate this.

**6. Future Programme 2020/21**

- 6.1 With the move to the Unitary authority delayed until 2021, there was the opportunity to continue into Round 8, to be completed in January 2021. It was suggested that applicants contact LH in the first instance, to enable them to receive guidance in respect of making an application. Members agreed that the timetable of applications should be brought forward, with a 'go-live' date of February 2020.

- 6.2 The Working Party **Recommended to Policy and Resources Committee** that the total amount of CFF grant funding for Round 8 be increased to £200k.

**7. Kings Cliffe extension**

- 7.1 A letter had been received from Kings Cliffe Active, requesting an extension to claim their grant, although the length of time was not specified. It was agreed to permit an extension until 30<sup>th</sup> April 2020.

**8. Date of Next Meeting**

- 8.1. A holding date of Wednesday 4<sup>th</sup> December, 2pm in the Members Room was agreed

*The meeting concluded at 15.07*