

**CHARITY COMMITTEE
25 MARCH 2013**

Present: Councillors Gurney, Hodges (in the Chair) and Scott (as the duly appointed substitute for Councillor Kramer). Also in attendance Mr Chris May, Protector.

Apologies for absence were received from Councillor Kramer.

Apologies for lateness were received from Councillor Gurney and the meeting commenced upon his arrival at 6.20pm.

30. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

31. MINUTES

RESOLVED – that the minutes of the meeting held on 10 December 2012 be approved and signed by the Chair as a correct record.

32 PROTOCOLS AND PROCESS FOR UNSOLICITED GRANTS

The Head of Regeneration and Planning Policy submitted a report attaching a covering report and appendix by Sandra Garner, Chair of the Foreshore Trust Small Grants Advisory Panel.

The Chair invited Sandra Garner to comment on her report concerning unsolicited grants and events grants.

The Chair invited Kevin Stower to speak on the report by the Head of Regeneration and Planning Policy.

Views on the draft protocol for unsolicited grants had been discussed by the Members of the Charity Committee; the Protector, and the Grants Advisory Panel, and Council Officers at a Special meeting of the Charity Committee held on 8 November 2012. It was agreed the Grants Advisory Panel will advise on the credibility of each application and the applicant organisation. To formalise the procedure, a draft protocol for unsolicited grants was considered by the Grants Advisory Panel at its meeting held on 6 March 2013. The draft protocol was appended to the report for approval by the Committee. At this meeting the Panel also considered the process, timetable and criteria for the Events Grants Programme in 2013-14.

The Protector commented that he had received comment from the public that the work could be perceived as too complex for small grants.

Councillor Gurney moved approval of the recommendations of both reports, which was seconded by Councillor Scott.

RESOLVED (unanimously) – that:

**CHARITY COMMITTEE
25 MARCH 2013**

- 1) Agreeing the process and timetable contained within the Grant Advisory Committee's report; and**
- 2) Approving the protocol attached to the Grant Advisory Committee's report**

Reason for the decision: -

To enable a proper process in relation to events grants and unsolicited approaches for funds.

- 3) That the Charity Committee approves the draft "Protocol for Unsolicited Grants" and notes the concerns of the GAP.**
- 4) That the Charity Committee approves the proposed parameters and timetabling for the Events Grants programme in 2013-14.**

Reason for the decision: -

1. The Special meeting of the Charity Committee, the Protector, GAP members, and Council Officers held on 8 November 2012 requested that a "Protocol for Unsolicited Grants" be drawn up and presented for approval to the Charity Committee at its meeting on 25 March 2013.
2. The Council's Head of Amenities, Resorts and Leisure has identified an approved budget of about £20,000 in the Foreshore Trust's Business Plan 2013-14, and requested that the GAP propose a process for handling requests for funding, and consider a timetable for distributing funds from this budget.

33 FINANCE REPORT

The Head of Finance presented a report on the current year's financial position (2012/13), and the budget for 2013/14.

The Charity Committee had two main income streams, namely car parking and property leases/ licences. Monitoring statements were appended to the report which provided detail of the costs being incurred on major projects within the business plan and income.

Income streams were slightly below the Council's original budget. The surplus on the Trust Operating activity for the year amounted to £138K after direct governance costs. The major projects identified in the business plan amounted to £485k in 2012/13 and £435k in 2013/14. A number of the schemes would not proceed without further reference to the charity Committee.

Appendix 2 identified the usable balances on the Trust accounts at the 31 March 2012 amounting to £1,812K decreasing to £829k by the end of 2015/16. The estimated operating surplus in 2013/14 is £144k. Given

**CHARITY COMMITTEE
25 MARCH 2013**

additional income from fees and charges and the temporary increase in maintenance projects the £50k grant allocation and additional £20K for first time events remained affordable albeit exceeding the 25% guideline in respect of distribution of the surplus achieved.

The Protector commented that the Business Plan had included The White Rock Baths.

Councillor Scott moved approval of the recommendations to the report, which was seconded by Councillor Gurney.

RESOLVED (unanimously) – that:

- 1) To note the current financial position for 2012/13;**
- 2) The allocation for grants in 2013/14 to be set at £50,000;**
- 3) Approve the proposed expenditure on schemes funded from Reserves – albeit further Committee approval to proceed is required for a few key schemes.**
- 4) Approve the budget for 2013/14.**
- 5) Financial monitoring reports continue to be presented to each meeting of the Charity Committee.**

Reason for the decision: -

The Council has the responsibility for the proper management of the financial affairs of the Trust. In doing so it complies with Accounting Codes of Practice and the high standards required for the accounting of Public money.

A surplus is expected in 2012/13 and 2013/14 in respect of ongoing operations. This enables the Committee to establish a prudent level of grants allocations that can be distributed as part of the 2013/14 budget process.

The programmed use of reserves has been determined in accordance with the agreed business plan.

(The Chair declared the meeting closed at 6.47pm)