



UC

## PC Jubilee Fund Group

Thursday 28<sup>th</sup> November 2024

Rose Farm Coffee Shop

### MINUTES

#### 1. Attendance and apologies:

Cllr Marian Atkinson (Chair)	Utkinton and Cotebrook Parish Council
Margaret Bowers	Utkinton WI
Cllr Matthew Grant	Utkinton and Cotebrook Parish Council
Judith Grant	Utkinton Village Hall
Valerie Hague	Resident
Brenda Ramsden	Utkinton WI
Cllr Graham Spencer	Utkinton and Cotebrook Parish Council
Cllr Caroline Stubbs	Utkinton and Cotebrook Parish Council
<b>Apologies:</b>	
Walter Gibson	St Helens Church
Stephen Moore	Cotebrook Village Hall
Carol Spencer	Resident

In attendance: Kath Lloyd, Clerk to the Parish Council.

2. **Minutes of meeting held on 5<sup>th</sup> September 2024:** agreed as accurate and signed by the Chair.

3. **Structure of the Jubilee Funding Group and the Community Events Group: the following issues were discussed –**

- The Chair asked that all discussions be kept confidential as the discussions can include commercially sensitive information about the potential allocation or refusal of grant funding which have to be approved by the full parish council.
- The group noted the legal differences between the two emerging groups ie

**Jubilee Funding Group** – Legal status as Working Party of the Parish Council, makes recommendations on grant applications and funding opportunities to full council.

**Community Events Group** – 5 local organisations working together on specific fundraising projects

- It was agreed that once the membership and purpose of each group is clarified, the details should be shared on the website so that residents can understand the decision making process.

**4. Grant applications to be considered:**

- Utkinton Village Hall – Judith Grant declared an interest in this application as she sits on the Village Hall Committee and gave a brief verbal summary of the application. She took no part in the voting process. Cllr Spencer proposed that the Funding Group recommend that the parish council award a £500 grant to the Village Hall, seconded by Cllr Atkinson and agreed by the Funding Group members.
- St Johns Church – it was noted that Valerie Hague and Cllr Atkinson do not represent the Church, although they are Church Members. Cllr Grant informed the Group that he has spoken to the applicant and that the work being carried out is to restore the footpath and is not connected to any routine maintenance work. Cllr Grant proposed that the Funding Group recommend that the parish council award a grant of £397 to the Church, seconded by Cllr Stubbs and agreed by the Funding Group Members.

**5. Summer 2025 Festival at Tirley Garth:** Judith Grant has made a provisional booking at Tirley Garth for a summer event on Saturday 14<sup>th</sup> June and has made a tentative booking of the stage (no deposit required). The Funding Group approved both actions and deferred further discussions and actions to the Community Events Team who are meeting as soon as possible.

**6. Any other business:**

- a) It was suggested that the Grant Application Form should contain information about potential other local funding opportunities – agreed that the Clerk will include this information when the form is reviewed.
- b) Valerie Hague noted that the Grant Award made to the Dome Room had not been credited in St Helens Church magazine – she will send the editor's contact details to the Clerk.

**7. Date of next meeting:** Thursday 27<sup>th</sup> February at 10.30am venue to be confirmed.