

Agenda item 5

For decision – Grants Committee remit and membership

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At the Council meeting on 14 June it was agreed to establish a Grants Committee. This report now makes recommendations for the remit and membership of this committee.

Grants Committee remit

The committee will be responsible for a review of:

- a. The design and content of the application forms for both Community Grants and Mayor's Grants
- b. The design and content of the terms and conditions for both Community Grants and Mayor's Grants
- c. Set the criteria that applications must demonstrate
- d. Setting three application rounds per year for Community Grants and the associated closing dates and meeting dates of the committee to be held in public
- e. To publicise the meeting dates of the Grants Committee in advance
- f. Setting a scoring system, related to the criteria, for the committee to inform their decision making
- g. To decide whether to award grants based on the applications received.
- h. Record the reasons why applications were refused and any changes to grants awarded.
- i. Inform applicants of the committee's decision.

Grants Committee membership

The committee should consist of at least six Cllrs. The following Cllrs are proposed as members of the committee:

Philip Campagna (Chair)
Carla Collenette
Anne Hills
Andy Jones
Lisa Merryweather
Steve Tanner
Andy Wrintmore

Recommendations

1. Approve the remit of the Grants Committee
2. Approve the membership of the Grants Committee