



## Morecambe Town Council

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Proper Officer: Mr Luke Trevaskis

4 September 2024

### Morecambe Town Council Grants Committee

To: Members of Morecambe Town Council Grants Committee - Cllrs J Slater, K Gee, W Dixon, D Knight, M Bottoms, C Cozler, C Ainscough, J Goodrich, J Livermore.

Dear Councillor

Dated this 4th September 2024, you are hereby summoned to attend a meeting of Morecambe Town Council Grants Committee to be held at 16.00pm on the twelfth of September 2024.

The meeting will be held in Morecambe Town Hall, Marine Road East, Morecambe, LA4 5AF to transact business on the agenda.

Yours sincerely,

Mr Luke Trevaskis  
Proper Officer

#### Agenda

- 1. Apologies** - to receive apologies for absence.
- 2. Declarations of Interests** - to note declarations of members' interests.
- 3. Minutes** - to consider and approve the minutes of the last meeting.
- 4. Public Participation** - to adjourn the meeting for a period of public discussion.
- 5. Finance** - to receive the finance update.
- 6. Exclusion of the Press and Public**

*The meeting is recommended to pass the following recommendation in relation to the following items:*

*"That in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following business, on the ground that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons arising from the nature of that business or of the proceedings".*

- 7. Community Grant Application - 003.** To consider the application.
- 8. Community Grant Application - 004.** To consider the application.
- 9. Community Grant Application - 005.** To consider the application.

**10. Community Grant Application - 006.** To consider the application.

**11. Community Grant Application - 007.** To consider the application.

**12. Community Grant Application - 008.** To consider the application.

**13. Community Grant Application - 009.** To consider the application.

**14. Grants Process / Criteria**

Following the last meeting of the Committee, Members are asked to consider the grant application process and criteria. It should be noted that the Terms of Reference of this committee require any proposed amendments to the grant application process to be approved by Full Council.

The Committee is asked to consider:

- Guidance for Applicants
- Checklist for Applicants
- Application Form
- Grant Appraisal Form
- The Committee is asked to consider if two windows for grant applications per annum will suffice, with the first closing at the end of April each year, and the second closing at the end of October
- The Committee should approve funding for two workshops per year to help support local organisations with their grant application.