



## Heritage Lottery Fund Grants Panel Minutes

**24<sup>th</sup> March 2016**

### ATTENDANCE

Name		Organisation	
Nicola Sworowski Planning Policy Manager	NS	South Derbyshire District Council	SDDC
Emma Hancock (Notes) Townscape Heritage Project Officer	EH	South Derbyshire District Council	SDDC
Ron Causer	RC	Magic Attic	MA
Paul Elwood	PE	Swadlincote and District Chamber of Trade	SDCT
Alex Gilbert Historic Buildings Architect	AG	Derbyshire County Council	DCC
Cllr Jim Hewlett	JH	South Derbyshire District Council	SDDC
Cllr Pat Murray	PM	South Derbyshire District Council	SDDC
Graham Nutt	GN	Magic Attic	MA
Neil Robertson Conservation Officer	NR	South Derbyshire District Council	SDDC
Cllr Trevor Southerd	TS	Derbyshire County Council	DCC
Richard Shaw Design Excellence Officer	RS	South Derbyshire District Council	SDDC
Cllr Steve Taylor	ST	South Derbyshire District Council	SDDC
Cllr Mrs Sandra Wyatt	SW	South Derbyshire District Council	SDDC

1. No apologies
2. Introductions led by Nicola Sworowski
3. Introduction to Grant Scheme by Emma Hancock

#### 4. Terms of Reference

4.1 Agreed in principle with following amendments:

- B.3 – Decisions will be made, assisted by the Grants Criteria, by the number of votes with the chair of the panel having the casting vote if necessary.
- C.2 – The notice period for the meeting will be three weeks before the panel meeting, with papers to be sent, by email, a minimum of two weeks before the meeting.
- D.1 – Notes on action points and decisions will be taken by a South Derbyshire Officer and emailed after the panel meeting in a timely manner.

4.2 Nominated Cllr Hewlett as Chair and Cllr Taylor as Vice Chair

#### 5. Submitted Schemes – Swadlincote Town Hall and 79 High Street

Agreed both schemes; assisted by Submitted Schemes document from panel documents, presentation of schemes from Neil Robertson and Richard Shaw and using Grants Criteria. Included agreeing an increase to the grant award rate from 67% to 85% for 79 High Street. *Post meeting note: Heritage Lottery Fund have not agreed the grant award increase, the rate will remain at 67%.*

#### 6. No other business

#### 7. Date of Next Meeting

Wednesday 21<sup>st</sup> September at 4pm, in the Council Chamber.

*Post meeting note: subsequent Committee dates require the meeting date to be changed.*

