

**MINUTES** of the **GRANTS PANEL MEETING** held in the Council Chamber on **MONDAY 12 DECEMBER 2022** at 18.00 hours.

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**Present:** Simon Hicks Chairman

Andrew Barrett-Miles \*  
Peter Chapman  
Matthew Cornish \*  
Sylvia Neumann \*

**Also Present:** Tofojjul Hussain  
Anne Eves

*\* Denotes non-attendance*

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(18.00)

The Chairman welcomed everyone to the meeting.

## **27. OPEN FORUM**

Representatives from Mustard Seed, The King's Church, MSVA, and Community Transport were all in attendance.

The Mustard Seed Café representative informed the Panel are based in an area of significant social deprivation. They said they had lots of people attending their café already, including many vulnerable people in the community and they would be able to welcome more people through the door with the funding. They also informed the Panel they had outdoor space also available, as well as parking.

The King's Church representative thanked the panel for their award, and informed them that despite the snow they had had 63 people attend that day and that the roof repairs were underway thanks to the Major Grant awarded by the Panel as well as funds from church members.

The MSVA representative told the Panel they had been running community café but the funding for that had now ended. Whilst running the café they said many people requested to stay for a hot meal. They wanted to run as pay as you feel process for food and would work closely with Burgess Hill Food Fank, Burgess Hill Pantry and Community Transport.

The representative from Community Transport told the Panel they wanted to support the warm hubs locally and initially they were requesting the funding to assist Age UK, however would work with all the warm hubs to deliver vulnerable members. They

were applying for funding from Burgess Hill and Haywards Heath Town Councils as well as MSDC so they could offer the journeys free of charge. They informed the Panel they had 1300 members signed up to the dial a ride service, 900 of them being in Burgess Hill and they regularly delivered members to Age UK and the Cherry Tree. They said they had managed to recover and were fully sustainable since the pandemic, with contracts for delivering children with SEND to local schools, the NHS vaccine support line as well as Covid recovery grants and now had dedicated funds to sustain themselves for 3 months.

**28. [APOLOGIES FOR ABSENCE](#)**

Apologies were received from Councillor Sylvia Neumann and Councillor Matthew Cornish.

**29. [SUBSTITUTES](#)**

Councillor Anne Eves substituted for Councillor Matthew Cornish.

**30. [DECLARATIONS OF INTEREST](#)**

There were none.

**31. [NOTES OF THE PREVIOUS MEETING](#)**

The Notes of the previous meeting were agreed.

**32. [COST OF LIVING GRANTS 2022](#)**

The Panel resolved to award the following amounts:

<b>Organisation</b>	<b>Requested</b>	<b>Awarded</b>
Community transport	£1,000	£1000
MSVA	£5545 changed to £1945	£1945
Mustard Seed Café	£3660	£2500

Following questions from panel members around some of the costings in the budget MSVA said that they had reconsidered some of the allocations and now felt that a grant of £1,945 would be sufficient to fund the service.

The Panel advised they wished to support the Mustard Seed Café to their full amount requested. The Panel also reiterated support for The King's Church. There was a discussion on movement of funds from the existing Minor Grants fund to support these two warm hubs.

**RESOLUTION**

The grants will be awarded as agreed by the Panel. Consultation with the Responsible Finance Officer to ensure the movement was within the remit of the Grants Awards Panel. The Warm Hub allocation of funds was now fully spent and the funding pot closed.

*Further to the meeting it was confirmed the Grants Awards Panel has full delegated authority and therefore the Mustard Seed Café would be awarded £3,660 and The Kings Church £2,500.*

Meeting terminated at 18.35 hours