



# B O S T O N

## B O R O U G H C O U N C I L

REPORT TO:	BOSTON TOWN AREA COMMITTEE
DATE:	24 <sup>TH</sup> OCTOBER 2018
SUBJECT:	BTAC SMALL GRANT SCHEME
REPORT AUTHOR:	MADDY EYRE, LOCAL COMMUNITIES DEVELOPMENT OFFICER AND BTAC GRANT ADMINISTRATOR
EXEMPT REPORT?	NO

### **SUMMARY**

In accordance with the Committee's Small Grant Scheme, this report presents the comments made by the Small Grants Working Group in respect of the deferred application received in Round 2 of the small grant scheme

### **RECOMMENDATIONS**

That the Committee consider the comments made by the Working Group in respect of this **eligible** deferred application, approving or rejecting accordingly.

### **REASONS FOR RECOMMENDATIONS**

The Committee's policy is to consider each eligible application in light of the comments made by the Small Grant Working Group.

### **ALTERNATIVES CONSIDERED**

NA

## 1. REPORT

- 1.1 One application was deferred from Round 2 of the Boston Town Area Committee Small Grant Scheme on the grounds of needing more information relating to 'volunteer' and 'helper' expenses. The comments from the Working Group are set out in Table 1 below. Eligible applications and supporting documents are available to Members from the BTAC Grant Administrator.

**TABLE 1**

<b>Applicant</b>	<b>Project</b>	<b>Working group comments</b>
Boston Community Tennis Partnership	£995.80 towards the cost of equipment and staffing expenses: 20 mini tennis rackets £279.80 10 dozen Mini Tennis Red Balls £216.00 <b>Volunteer Expenses £150.00</b> <b>Helper Expenses £350.00</b>	The Working Group are satisfied that the additional information provided by the applicant with regard to 'volunteer' and 'helper' expenses meet the criteria of the BTAC grant for which they are applying.  <b>See Appendix 1</b>

### **FINANCIAL IMPLICATIONS**

The value of each grant sought is set out in Table 1. The Committee's current Small Grant financial position is set out on the finance pro-forma that accompanies this report.

### **LEGAL IMPLICATIONS**

None identified.

### **ANY OTHER IMPLICATIONS**

None identified.

## CONSULTATION

Applications have been reviewed by the Small Grant Working Group with their comments set out within Table 1.

### APPENDICES

Appendix 1 - Additional information provided by the applicant

### BACKGROUND PAPERS

Background papers used in the production of this report are listed below: -

<b>Document title</b>	<b>Where the document can be viewed</b>
Grant Application	Appropriately redacted applications and supporting information are available upon written request form the BTAC Grant Administrator

### CHRONOLOGICAL HISTORY OF THIS REPORT

<b><i>Name of body</i></b>	<b><i>Date</i></b>
BTAC Small Grants Scheme Working Group	29 <sup>th</sup> August 2018
BTAC Small Grants Scheme Working Group	Week Commencing 01 <sup>st</sup> October 2018

## FINANCE PROFORMA

### BOSTON BOROUGH COUNCIL

#### PROFORMA FOR EXECUTIVE APPROVAL OF THE RELEASE OF RESOURCES (CAPITAL AND REVENUE BUDGETS)

FROM: Rachel Chatterton

THIS PROFORMA PROVIDES THE FINANCIAL IMPLICATIONS  
IN RESPECT OF THE ATTACHED

REPORT: BTAC Small Grant Scheme  
REPORT DATE: 24<sup>th</sup> October 2018

OPTION 1	£ Year 1 2018/19	£ Year 2 2019/20	£ Year 3 2020/21	£ Year 4 2021/22	£ Year 5 2022/23
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#### Revenue

Boston Community Tennis Partnership	995.80				
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<b>Total Revenue</b>	<b>995.80</b>				
<b>Cost</b>					

#### Funding required:

Total capital cost	£0
Revenue cost	£995.80

#### Considered by:

Boston Town Area  
Committee

#### Date:

24.10.18

#### Financial Services Comments

The total unallocated budget for the small grants scheme as at 30.09.2018 was £6,601.

#### Risk

#### Procurement

#### Value for Money Efficiency

This FP is valid for 3 months from FP date	If this FP is no longer required please advise Finance	If there are changes to the original report it may invalidate this document, it must be reviewed by Finance.

Taken from the resubmitted application form:

**Helper Expenses:**

The scheme enlists the help of young tennis players who are interested in coaching as a career. Because the children are very young the free courses require a high player to coach ratio and the helpers are very necessary. In recent years the helpers that we use have gone on to take their Level 1 coaching qualifications and Level 2 coaching qualifications and in some instances Level 3. (in the last year 2 of the helpers took their Level 1 and 2 took their Level 2). This year 2 of the helpers will be taking their Level 2 coaching qualification and if they put 20 hours work in to the scheme then it is hoped to contribute £150 towards the cost of each one's course to gain their qualification. Another helper will be taking Level 2 and similarly it is hoped to contribute £50 towards the cost.

**Volunteer Expenses:**

Over the life of the scheme 3 or 4 volunteers are used to take registers, help direct the children and their families to parking spaces and generally welcome people to the venue and to where they need to be at each of the 27 sessions. The volunteers field questions and generally help out. The sum for their expenses represents a contribution to any costs they incur whilst on site or reaching the site – refreshments, travel expenses.