

**SCOTTISH BORDERS COUNCIL
CHEVIOT COMMUNITY FUND ASSESSMENT PANEL**

MINUTES of Meeting of CHEVIOT NEIGHBOURHOOD FUND ASSESSMENT PANEL held
at Kelso Town Hall on Wednesday the 10th of May 2023 at 7pm.

Present:- D. Weatherson;
G. Horsburgh;
G. Hayward

In Attendance:- Community Co-ordinator (G Jardine),
Community Engagement Officer (E. Husband)
Youth Engagement Worker (P.Rigby)

1. WELCOME

As the meeting took place with only three panel members, the meeting was not quorate. Four panel members read and scored all funding applications prior to the meeting, however the recommendations provided to Area Partnership was agreed with three present panel members.

2. OUTCOME OF ASSESSMENT PANEL RECCOMENDATIONS TO CAP

Following previous CAP meeting, all funding recommendations were supported totalling £55,086.08 leaving a balance of £19,070.12.

With the new financial year, the opening balance of the fund was £46,383.00.

It is anticipated that the balance of £19,070.12 will be carried forward, totalling £65,453.12 for the financial year. This is pending approval from SBC Finance Team.

3. DISCUSSION OF CHEVIOT ASSESSMENT PANEL RECRUITMENT

With the resignation P. Jeary at the end of the financial year, 5 spaces within the Cheviot Assessment Panel were made available for recruitment based on the existing Terms of Reference:

- Member of the Public (Jedburgh & District)
- Community Councillor (Jedburgh & District)
- SBC Councillor (Kelso & District)
- SBC Councillor (Jedburgh & District)

SBC Officers publicised the available roles amongst their contacts with no noted interest.

The Group were joined by Youth Engagement Worker, P.Rigby, who proposed that two places on the panel should be kept aside for young people. After discussion and agreement of the benefit, P.Rigby will work towards recruitment and training of two young people. The logistics and voting capacity of these young people will be decided depending on their age and abilities.

The Group agreed to review the roles available within the Assessment Panel, and as a result:

1. Permanent SBC Councillor positions will be removed and, instead, applications will be circulated to all Councillors in advance of the Assessment Panel for comments.
2. Two spaces will be made available to any individual in the community that wishes to join regardless of the location, in order to assure the Group continues to be quorate.

4. DECLARATIONS OF INTEREST

No declarations of interest for this funding round.

5. PROJECT ASSESSMENTS

A. OVERALL REVIEW OF MARKS

Following protocol established at a previous assessment meeting, any project with a mean score of 80+ would be recommended for approval. The Group agreed that they would continue this protocol unless a project score was significantly reduced by one individual, where further discussion would be required.

Projects which fell in this category were:

1. Ancrum Community Council

These projects scored an average of 80+ in terms of their ability to deliver, clear evidence of need, potential impact, use of public money, innovation and sustainability and therefore is recommended the Cheviot Area Partnership awards grants in full.

Further project discussion went as follows:

B. JEDBURGH AND DISTRICT COMMUNITY NEWS GROUP

An application for £998.00 was submitted by Jedburgh and District Community News Group for the development of a dedicated website. This site will allow the group to considerably expand its community news and information on services. This project aims to become self-sufficient through a subscription service.

DECISION NOTED that:- The Panel expressed concerns that with the development of a new website, there may be a risk of duplicating services. Following discussion and the receipt of additional information from the Group, there was consensus amongst the panel to recommend this application for funding of £998.00

C. ANCRUM COMMUNITY COUNCIL

An application for £630.00 was submitted by Ancrum Community Council to develop their existing 'Community Polytunnel and Hub' with the addition of raised planting beds and a secure, dry space for equipment storage. This project will encourage greater composting, recycling and improving a community asset.

DECISION NOTED that:- Ancrum Community Council's scored an average of 80+ in terms of their ability to deliver, clear evidence of need, potential impact, use of public money, innovation and sustainability and therefore is recommended the Cheviot Area Partnership awards a grant of £630.00

D. CONDITIONS OF FUNDING AND EVALUATION REQUIREMENTS

No conditions of funding or evaluation requirements for this funding round.

6. REVIEW OF FUNDING AVAILABLE AND CLOSING DATE FOR NEXT FUNDING ROUND

Entering this Cheviot Assessment Panel, the panel were presented with 2 applications totalling £1,628.00, all of which were recommended for funding. Pending Finance approval regarding underspend, the total remaining in the pot will be £63,825.12.

Round 2 of the 2023-2024 financial year Neighbourhood Support Fund will close for applications on the 9th of August 2023.

7. DECISIONS AND REPORT TO AREA PARTNERSHIP

Jedburgh and District Community News Group	CFA000150	£998.00
Ancrum Community Council	CFA000151	£630.00

8. REVIEW OF PROPOSED DATES FOR FUTURE MEETINGS

Application Deadline	Assessment Panel	Area Partnership
19 April 2023	10 May 2023	31 May 2023
09 August 2023	30 August 2023	20 September 2023
18 October 2023	01 November 2023	22 November 2023
13 December 2023	10 January 2024	31 January 2024
14 February 2024	06 March 2024	27 March 2024

The Cheviot Assessment Panel will next meet on

Signed

Date

Dean Weatherston
Chair