

Minutes of the Education Grant Committee Meeting held at the ClayTAWC Centre,
Fore Street, St Dennis on Tuesday 24th September 2024 at 7 pm

Present: Cllr Clarke, Cllr Edmunds, Cllr A Griffin, Cllr Kelsey.

In Attendance: Tamsyn Moore Senior Administrator, Jessica Griffiths Administrator

ED28/24 - Apologies

Absent – Cllr Hawkins

Absent – Cllr James Kent representing St Stephen and Brannel

ED29/24 – Declarations of interest

None. The chair informed that due to the nature of the meeting it is difficult until the applications have been read to know if there is an interest to declare. If any matters arise during the course of the meeting, then advice should be sought. The office advised that Cllr Edmunds had an interest in one of the applications.

ED30/24 – Public Participation

None

ED31/24 – To adopt the Minutes of the meeting held on the 25th June 2024

It was **Resolved** – To accept the Minutes – All present in favour.

ED32/24 To discuss the area of benefit for the provision of grants

It was suggested at the previous meeting that the area of benefit be extended. Various options on how to extend the catchment area have been considered. Councillors felt that grants are not currently being fully exploited within the current area of benefit due to lack of awareness and that this should be addressed before looking to extend the catchment area. It was **Resolved** to improve advertising of the scheme within the current area of benefit and review extending the area of benefit after 12 months. All present in favour.

ED33/24 – Financials

Deferred – To be reviewed at the next meeting. All present in favour.

ED34/24 - Matters Arising

Application 17 - Education Bursary Receipt Form received. **Resolved**. All present in favour.

Application 8 – Receipt still outstanding. **Resolved** to issue recorded letter and agreed cost for postage to be taken from petty cash. All present in favour.

Application 1 – Receipt still outstanding. **Resolved** to issue recorded letter and agreed cost for postage to be taken from petty cash. All present in favour.

ED35/24 – To ratify decision made via email since last meeting

None

ED36/24 – Pending Applications to date.

Application 29 – Grant requested £1371.61 for a educational equipment. **Resolved** to make decision via email once additional information received from tutor. All present in favour.

Application 5 – Approved at previous meeting subject to receipt of the Reference Request. This is still outstanding and has been chased by the Administrator. **Resolved** to be chased by the office.

Applicant 14 – Grant requested £300 for travel expenses. Awaiting ID. **Resolved** to approve subject to receipt of ID. All present in favour.

ED37/24 – New Applications

Application 11 – Grant requested £482 for educational equipment. **Resolved** to **withdraw** the application at this time due to non-response from applicant. All present in favour.

Application 12 – Grant requested for online course at a cost of £275. **Resolved** to approve £275 for online course. All present in favour.

Application 13 – Grant requested £1982.02 towards living costs while at university. **Resolved** to approve £1500. All present in favour.

Application 15 – Grant requested for £300 towards educational equipment. **Resolved** to request confirmation of type and value of laptop required to complete course from tutor. All present in favour.

Cllr Edmunds declare interest and exited the meeting.

Application 16 – Grant requested was £581 for educational equipment and travel costs. **Resolved** to approve the grant of £581. All present in favour.

Cllr Edmunds returned to the meeting.

Application 17 – Grant requested £657.91 for educational equipment. Reference Request and ID outstanding. **Resolved** to request confirmation of type and value of laptop required to complete course from tutor. Grant to be approved via email subject to this and receipt of other outstanding documents. All present in favour.

Potential spends for this meeting £4985.52

ED38/24 – Correspondence received.

None

ED39/24 - AOB – None.

There being no other business to be transacted the Chair closed the meeting at
20.30

Signed.....

Date:.....

Chair of the Education Committee