

Minutes of the Education Grant Committee Meeting held at the ClayTAWC Centre,
Fore Street, St Dennis on Thursday 16th October 2025 at 7.00 pm

Present: Cllr Clarke, Cllr A Griffin, Cllr Kelsey, Cllr Edmunds, Cllr Hussey representing St Stephen in Brannel

In Attendance: Tamsyn Moore Senior Administrator

ED25/25 - Apologies

None

ED26/25 – Declarations of interest

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.

ED27/25 – Public Participation

None

Standing Order '3f - Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda.
Standing Order '3g' -The designated time will be 10 minutes and no longer than 5 minutes per person unless directed by the Chairman of the meeting.

ED28/25 – To consider ways to advertise and promote the fund to increase uptake

Actions were discussed at length including the committee attending community events in person to promote the fund and targeted advertising to strengthen awareness of the fund within the area of benefit beyond St Dennis. Costs for the following are to be sort by the office for decision at the next meeting:

- Two roller banners to be displayed at community events
- Adverts in St Dennis and St Stephen community news magazines
- A3 and A4 Posters
- A4 Flyers

Standing Order 3e

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw'

ED29/25 - To adopt the Minutes of the meeting held on the 24th September 2025 (circulated)

It was **Resolved** – Proposed and seconded to accept the Minutes as presented – All present in favour.

ED30/25 - Financials

a) Balances as at 30th September 2025.

Ed Saver	70,104.82
Ed Current	38,160.81
Pending	
Committed funds	-8733.93

Less Admin	-643.94
Total	98,887.76

- b) Data report on successful applications received from April 2025 - To date £6,832.53.
- c) To approve the transfer of running costs to the Parish Council £643.94.
- d) To note the receipt of Grant Funding Income – £24,89.04.

It was **Resolved**, proposed and seconded, to accept the balances, data, and grant funding income as presented, and to approve the transfer. All Present in favour.

ED31/25 – Matters Arising.

- The Hendra Room at ClayTAWC has been booked for the Open Evening in February
- Application 4/25 – Reference Request has been chased
- Application 5/25 – Now complete
- Application 6/25 – Now complete

ED32/25 To review decisions made, following the receipt of further information on four applications, at the meeting held on 24th September 2025

It was **Resolved**, proposed and seconded to pay three grants direct to the applicants and to purchase equipment on behalf of the fourth applicant. All present in favour.

ED33/25 To ratify decisions made via email since the last meeting.

None.

ED34/25 Pending Applications to date.

Application 4/25 – Awaiting correctly completed Reference Request

Application 10/25 – Awaiting correctly completed Reference Request

Application 13/25 – Additional information received. As previously agreed, capped limit of £400 will be issued.

ED35/25 – New Applications

- **Application 9/25** – It was **Resolved**, proposed and seconded to award the full grant request of £1960 for online lessons. All present in favour.
- **Application 15/25** – It was **Resolved**, proposed and seconded to award the full grant requested of £956.93 towards college kit and travel costs. All present in favour.
- **Application 16/25** – Application request received of £1895 for Celebrant Training.

Cllr Edmunds and Cllr Clarke declared an interest and left the meeting room

It was **Resolved**, proposed and seconded to award the grant request of £1895 for Celebrant Training. All present in favour

Cllr Edmunds and Cllr Clarke returned to the meeting room.

Total predicted spend from this meeting: **£4811.93**.

ED36/25 – Correspondence received.

Email testimonial received from previous applicant 7/25 – Noted.

There being no other business to be transacted the Chair closed the meeting at
7.57pm

Signed.....

Date:.....

Chair of the Education Committee

DRAFT