

Minutes Of The YCBA Grants Committee

Zoom Meeting 9.30 am Thursday 12 September 2024

Present David Guild (Committee Chair), Lesley Millet (YCBA Treasurer), Mark Dunkley (YCBA Board)

This is the first Grants Committee Meeting for the 24/25 schedule (with received applications up to 31 January 2025).

Matters outstanding: None

Conflicts of Interest – None

Housekeeping – A full audit trail including letter of grant committee approval and full invoices cover of spends will be evidenced. Grant Committee decisions will be minuted and entered on the YCBA website as part of such full audit trail.

An excel sheet showing the dates for milestones of each grant journey will be held by the Committee Chair and regularly cross-referenced with the Treasurer's understanding.

Structure of Committee - The Chair questioned whether three members of the committee is adequate for responsible working. This was discussed and the unanimous decision was that a Zoom quorate is two persons including at least one Officer of the YCBA. Also, that simple grant applications can be decided via email correspondence within the Committee, involving all members, unless one person is unavailable to contribute.

Bridge Festival Marketing Grants - This grant is up to a maximum of £150 to cover marketing costs for "open to public" Festival events. Mark is to approve/reject/adjust applications for these grants based on the grants criteria.. Mark confirmed that a full audit trail will be set up for these grants and payment will be made on submission of relevant invoices to our Treasurer. Mark so far has two applications and will bring details of approvals/payments to our next Grants meeting.

Teaching Grants – Two applications were discussed:

Northallerton – For rental of scout hut for a Beginners' Course starting October 1st for 30 weeks.

Grant agreed at 10 weeks room rental £375 plus £70 teaching resources equipment – total £445. Chair to write to club with letter of grant approval.

Ripon City - For room rental in Ripon Community Centre for a Beginners' Course starting October 8th for 30 weeks.

Grant agreed at 10 weeks room rental £25075 plus £75 teaching resources equipment – total £325. Chair to write to club with letter of grant approval.

Other Business – To date, no further grant applications are outstanding.

Next Meeting – The Committee strive to make grant decisions within 7 days of receipt of grant application. We are therefore reactive to the timing of applications and cannot determine fixed dates for future meetings. Also, whether a Zoom meeting or email correspondence only will occur will depend upon the complexity and volume of applications.

End

DWG 14 September 2024