

BROADLAND COMMUNITY GRANT SCHEME PANEL

Minutes of a meeting of the Broadland Community Grant Scheme Panel of Broadland District Council, held on Thursday, 9 October 2025 at 1.00 pm.

Committee Members Present: Councillors: N Harpley (Chair), S Riley (Vice-Chair), S Gurney and C Karimi-Ghovanlou

Apologies for Absence: Councillors: P Berry

Substitute: Councillors: K Kelly (In place of P Berry)

Officers in Attendance: N Turner (Assistant Director of Individuals and Families), D Goodwin (Communities Manager), F Field (Lead Communities Officer) and J Hammond (Democratic Services Officer)

Also in Attendance: Councillors: J Davis, P Newstead and G Nurden

7. DECLARATIONS OF INTEREST

No declarations of interest were received.

8. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr P Berry, with Cllr K Kelly substituting.

9. COMMUNITY GRANT SCHEME APPLICATIONS

Members considered the applications to the Community Grant Scheme.

The following Members were present at the meeting to respond to questions related to the applications listed below:

ITEM	COUNCILLOR	APPLICATION
4	Cllr J Davis	Brundall Scouts: Refurbishment of the Scout Hut toilets to provide unisex facilities with disabled access.
5	Cllr P Newstead	Hemblington Pre-School: To provide a secure storage shed for outside play and learning equipment.

8	Cllr G Nurden	Reedham Community Association: Replace old wooden windows and doors to aluminium and UPVC to main village hall and sports Pavilion.
10	Cllr P Newstead	Woodbastwick Village Hall: Renovation of toilets in village hall. Replacement of all fittings, installation of energy-efficient water and space heaters, new pipework and repainting/retiling.

The members and representatives were asked to leave the room, whilst the Panel deliberated.

The Panel then **RESOLVED** to make the recommendations with regard to individual applications, as detailed below. A total of £60,571.94 was awarded.

ITEM	APPLICANT	DETAILS	FUNDING REQUESTED
1	Cllr J Lee	Acle Borderlands Trust: To fund the furnishing and set up of a community building, the Fletcher Rooms, in Acle. The new, larger 2 room building is an exciting community space for hire, housing a large multipurpose room alongside facilities of toilets, kitchen and storage for tables & chairs for use of the hirers.	£3,173
Recommendation:		That funding be refused	
Reason for Recommendation:		The Panel felt the information provided did not clearly demonstrate how the Community Grant Scheme funding would be utilised. They recommended that the applicant sought guidance from the Communities Team.	
DECISION:		FUNDING REFUSED	

ITEM	APPLICANT	DETAILS	FUNDING REQUESTED
2	Cllr A Miah	Aylsham Players: Purchase of new equipment to include but not exclusively staging, lighting, sound equipment, curtain tracking, curtains.	£15,000
Recommendation:		That partial funding of £4,000 be agreed	
Reason for Recommendation:		Insufficient funding was available to meet the request in full, but the Panel wished to demonstrate their interest in the project by match funding £4,000.	
DECISION:		PARTIAL FUNDING OF £4,00 AGREED	

ITEM	APPLICANT	DETAILS	FUNDING REQUESTED
3	Cllr S Catchpole	Aylsham Recreation Ground: To provide a piece of children's play equipment known as a Bowfell Climbing Frame from Pentagon (log scrambling climbing frame) for children age 4-10 in a grassed area of the Recreation Ground.	£4,043
Recommendation:		To fund the application in full	
Reason for Recommendation:		The application met the criteria and the Panel wished to support the application in full.	
DECISION:		FUNDING APPROVED	

ITEM	APPLICANT	DETAILS	FUNDING REQUESTED
4	Cllr J Davis	Brundall Scouts: Refurbishment of the Scout Hut toilets to provide unisex facilities with disabled access.	£15,000
Recommendation:		To fund the application in full	
Reason for Recommendation:		The application met the criteria and the Panel wished to support the application in full.	
DECISION:		FUNDING APPROVED	

ITEM	APPLICANT	DETAILS	FUNDING REQUESTED
5	Cllr P Newstead	Hemblington Pre-School: To provide a secure storage shed for outside play and learning equipment.	£3,000
Recommendation:		To fund the application in full	
Reason for Recommendation:		The application met the criteria and the Panel wished to support the application in full.	
DECISION:		FUNDING APPROVED	

ITEM	APPLICANT	DETAILS	FUNDING REQUESTED
6	Cllr J Copplestone	The Horstead Centre: Installation of 7.8KW Solar PV (roof mounted) with battery system.	£8,000
Recommendation:		To fund the application in full	
Reason for Recommendation:		The application met the criteria and the Panel wished to support the application in full.	
DECISION:		FUNDING APPROVED	

ITEM	APPLICANT	DETAILS	FUNDING REQUESTED
7	Cllr S Catchpole	Norfolk Youth and Lifelong Learning Centre: Purchase and installation of: 11 replacement windows double glazed, timber frames. 20 x 6ft LED lights installed in meeting rooms and 6 x circular drum lights installed in corridors.	£15,000
Recommendation:		To fund the application in full, subject to the approval of relevant planning permission	
Reason for Recommendation:		The application met the criteria and the Panel wished to support the application in full.	
DECISION:		FUNDING APPROVED, SUBJECT TO THE APPROVAL OF RELEVANT PLANNING PERMISSION	

ITEM	APPLICANT	DETAILS	FUNDING REQUESTED
8	Cllr G Nurden	Reedham Community Association: Replace old wooden windows and doors to aluminium and UPVC to main village hall and sports Pavilion.	£15,000
Recommendation:		That partial funding of £8,828.94 be agreed, subject to the approval of relevant planning permission	
Reason for Recommendation:		Insufficient funding was available to meet the request in full, but the Panel wished to demonstrate their interest in the project.	
DECISION:		PARTIAL FUNDING OF £8,828.94 AGREED, SUBJECT TO THE APPROVAL OF RELEVANT PLANNING PERMISSION	

ITEM	APPLICANT	DETAILS	FUNDING REQUESTED
9	Cllr S Holland	St Faiths Community Volunteer Group: Educational signage to be installed throughout woodland area, as part of a wider project to support cleaner green spaces, environmental education, supporting wildlife and enhancing biodiversity.	£2,700
Recommendation:		To fund the application in full	
Reason for Recommendation:		The application met the criteria and the Panel wished to support the application in full.	
DECISION:		FUNDING APPROVED	

ITEM	APPLICANT	DETAILS	FUNDING REQUESTED
10	Cllr P Newstead	Woodbastwick Village Hall: Renovation of toilets in village hall. Replacement of all fittings, installation of energy-efficient water and space heaters, new pipework and repainting/retiling.	£3,550
Recommendation:		That funding be refused	
Reason for Recommendation:		The Panel were supportive of the project in principle. However, they felt that more time and investigation was required with regard to project development, particularly regarding Developmental Disabilities Administration (DDA) compliance, but would welcome an application in the future.	
DECISION:		FUNDING REFUSED	

I confirm the above decisions which I have made, taking into account the recommendations of the Community Grant Scheme Panel.

Please note that officers are available to discuss applications and provide additional support to unsuccessful applicants.

Nicola Turner
Assistant Director of Individuals and Families
9 October 2025

(The meeting concluded at 3.42 pm)

Chair