

Minutes of the Education Grant Committee Meeting held at the ClayTAWC Centre,
Fore Street, St Dennis on Wednesday 24th September 2025 at 7.30 pm

Present: Cllr Clarke, Cllr A Griffin, Cllr Kelsey

In Attendance: Tamsyn Moore Senior Administrator

ED14/25 - Apologies

Cllr Hussey, Cllr Edmunds – Apologies accepted.

ED15/25 – 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.

ED16/25 – 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.

ED17/25 – To agree details and any associated costs to hold an open evening to promote the fund.

Following discussion, it was **Resolved** – Proposed and seconded to hold an open evening on Tuesday 10th of February 2026 from 4pm to 7pm. St Stephen-in-Brannel Parish Council along with Brannel School and all local primary schools should be invited. A budget of £150 to cover room hire, staff costs, refreshments and printing/advertising was agreed. All present in favour.

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'

ED18/25 - To adopt the Minutes of the meeting held on the 29th July 2025 (circulated)

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

ED19/25 - Financials

a) Balances as at 31st August 2025.

Ed Saver	55,729.16
Ed Current	34,587.89
Pending	-3,800
Committed funds	-4,801.02
Less Admin	-643.07
Total	81,072.96

b) Data report on successful applications received from April 2025 - To date £1817.15.

c) To note the receipt of Grant Funding Income – Funding receipt noted, figures not provided.

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

ED20/25 – Matters Arising.

- The capped limits have been updated.
- Administration costs of £876.05 have been transferred back to the Parish Council.

ED21/25 To ratify decisions made via email since the last meeting.

None.

ED22/25 Pending Applications to date.

Application 4/25 – Awaiting correctly completed Reference Request

Application 5/25 – Awaiting correctly completed Reference Request

Application 6/25 – Awaiting completed Reference Request

ED23/25 – New Applications

- **Application 10/25** – It was **Resolved**, proposed and seconded to approve in principle the grant request of £1090 towards an annual bus pass to college subject to receipt of additional information. All present in favour.
- **Application 11/25** – It was **Resolved**, proposed and seconded to approve in principle the application received for £1250 for an annual bus pass to college with the terms of payment to be agreed by email. All present in favour.
- **Application 12/25** – It was **Resolved**, proposed and seconded to approve in principle the application received for £1250 for an annual bus pass to college with the terms of payment to be agreed by email. All present in favour.
- **Application 13/25** – It was **Resolved**, proposed and seconded to approve in principle the grant request of £1,893.93 towards college costs subject to receipt of additional information. All present in favour.
- **Application 14/25** – It was **Resolved**, proposed and seconded to approve in principle the grant request of £450 towards a laptop, software and printer for a college course subject to receipt of additional information. All present in favour.

Total predicted spend from this meeting: **£5933.93.**

ED24/25 – Correspondence received.

None

There being no other business to be transacted the Chair closed the meeting at 8.45pm

Signed.....

Date:.....

Chair of the Education Committee