

Subject:	SIR ERNEST BRUCE CHARLES CHARITY (CHARITY NO 1021750): APPLICATION FOR GRANT – DEAL MARITIME & LOCAL HISTORY MUSEUM
Meeting and Date:	Cabinet – 2 October 2017
Report of:	Mike Davis – Director of Finance, Housing and Community
Portfolio Holder:	Executive - Charity
Decision Type:	Non-Key
Classification:	Unrestricted
Purpose of the report:	To present to Cabinet (acting as trustee for the Sir Ernest Bruce Charles Charity) the detail of an application for funding made by the Deal Maritime and Local History Museum to the Charity; for Cabinet to consider the application and make a decision on the award of funding.
Recommendation:	That Cabinet (acting as trustee for the Sir Ernest Bruce Charles Charity) determines the application by the Deal Maritime & Local History Museum to the Sir Ernest Bruce Charles Charity.

1. Summary

- 1.1 The Council is the trustee of The Sir Ernest Bruce Charles Charity (the Charity). Under the Council's leader and executive model of governance, the Council's functions as trustee fall to be discharged by the Cabinet.
- 1.2 An application for funding from the Charity was received by the Community Development Team on 24th August 2017 from the Deal Maritime and Local History Museum.
- 1.3 Cabinet (acting as Trustees for the Charity) should determine the application.
- 1.4 **Cabinet is reminded that, in discharging functions in relation to charities the law requires members to put aside their aspirations for the Council in a corporate sense and to act solely in the best interests of the Charity. The Cabinet, (acting as trustee), is required to act reasonably and prudently in all matters relating to the Charity and to act with the same degree of care and skill as a prudent person or business would exercise in the management of his or her own affairs or those of someone else for whom they had responsibility.**

2. Introduction and Background

- 2.1 The Charity operates in accordance with a Scheme made by the Charity Commission on 13 August 1991.
- 2.2 The main element of the Trust Fund is a £50,000.00 investment, generated from the sale of a property in 1991. The income available to the trust for expenditure on the charitable objective derives from interest earned on this investment.
- 2.3 The Charity is currently holding accumulated income of £19,100.38 which is available for distribution.

- 2.4 The objectives of the Charity state that *"The Trustee shall apply the income of the Charity for such charitable purpose for the general benefit of the inhabitants of Deal and the surrounding areas thereof as the Trustee shall from time to time think fit"*
- 2.5 An application for funding from the Charity was received by the Community Development Team on 24th August 2017 from the Deal Maritime and Local History Museum.
- 2.6 The funding application is for the sum of £3,913.93. The funding is requested to support a project of total value £14,394.75. The project is described by the applicant as:

"to provide a new, secure and watertight door to the stable block, additional electrical sockets and directional display lighting for a new, permanent Royal Marines Exhibition to the ground floor and for the new RNLI exhibition to the first floor, plaster boarding of the ground floor exhibition area and a flagpole for the frontage of the stable block for a Royal Marines flag."

- 2.7 The scheme has been match funded by the museum's own reserves, the Co-op Communities Fund, and the Royal Marines Pantomime Fund.
- 2.8 Full details of the application are appended to this report.

3. Identification of Options

The options available to the Cabinet are to:

- 3.1 Refuse the application.
- 3.2 Approve the application but award a lesser amount than that requested.
- 3.3 Approve the application and grant the full amount requested.
- 3.4 Refer the application to be dealt with under the 'new' approach for the future administration of the Charity agreed by Cabinet on 4 September.

4. Information to be Considered in Making the Decision

- 4.1 The Sir Ernest Bruce Charles Charity has an investment fund, the income from which is distributed periodically by way of grants for charitable purposes which benefit the inhabitants of Deal.
- 4.2 The Deal Maritime & Local History Museum is an independent charitable trust museum established over 35 years ago and dedicated to preserving the local and maritime history of Deal and Walmer.
- 4.3 The Deal Maritime and Local History Museum has previously been awarded funding from the Sir Ernest Bruce Charles Charity on two occasions –
- (a) £750 in May 2009 for a replacement sign board.
- (b) £2,320 in May 2003 for the conservation of the H Moses collection.
- 4.4 In determining this application Cabinet is reminded of a decision taken on 12 April 2010 (CAB 127). On that occasion Cabinet considered a single 'ad hoc' application for financial assistance and decided, "That applications to the Sir Ernest Bruce Charles Charity be determined collectively on an annual basis, the timing of which to be advised by Officers."

- 4.5 On 4th September 2017 Cabinet determined the approach for the future administration of the Charity. The approach adopted by Cabinet in relation to the distribution of funds contemplates an annual bidding round for funds.
- 4.6 The decisions taken by Cabinet on 12 April 2010 and 4 September 2017 should not necessarily be regarded as constraining the Cabinet's determination of this particular request for financial assistance. Members are may exercise their discretion outside the arrangements approved by these decisions. However, it is relevant that as part of the application process the applicants were advised, *"The process of distributing grants for the Sir Ernest Bruce Charles Charity is currently under review and the Trustees will be making a decision about the approach on 4th September. In order to be considered under the current process, please can you complete your application prior to this date. If you are unable to do so, then you will need to apply once the new process is agreed and in place"*.
- 4.7 The effect of awarding funds to these applicants would be to reduce the amount of the distributable fund for other applicants under the processes approved on 4th September 2017.
5. **Resource Implications**
- 5.1 The Charity is holding accumulated income of £19,100.38 which is available for distribution.
6. **Recommendations**
- 6.1 Trustees must discharge their obligations personally and therefore officers have included the full set of application papers at Appendix 2.
- 6.2 To assist Members an extract of the points officers consider most relevant has been included at Appendix 1.
- 6.3 It is recommended that Members consider the information in Appendices 1 and 2 as they require, and the purposes of the Sir Ernest Bruce Charles Charity, as set out in paragraph 2.4 of this report in order to determine whether they support the grant application.
7. **Corporate Implications**
- 7.1 Comment from the Section 151 Officer: The Director of Finance, Housing and Community has been consulted in the preparation of this report and has no further comments to make.
- 7.2 Comment from the Solicitor to the Council: The Solicitor to the Council has been consulted in the preparation of this report and has no further comments to make.
- 7.3 Comment from the Equalities Officer : This report does not specifically highlight any equalities implications however, in discharging their responsibilities members are required to comply with the public sector equality duty as set out in section 149 of the Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15>.
8. **Appendices**
- 8.1 Appendix 1 – Extract of Relevant Information
- 8.2 Appendix 2 - Application to the Charity from the Deal Maritime and Local History Museum.

Contact Officer: Rachel Collins, Community Development Manager

Extract of Relevant Information

Purpose of the Deal Maritime and Local History Museum

The Deal Maritime and Local History Museum state in their application (section B)

“Deal Maritime and Local History Museum’s mission statement, as stated within the trustees business plan 2016-2010, is to provide opportunities for individuals and families to explore, enjoy and be inspired by the past in and around Deal, and to promote learning and research at all levels.”

Brief Description of the Scheme

The Deal Maritime and Local History Museum state in their application (section C)

“The scheme, and request for funding, is to provide a new, secure and watertight door to the stable block; additional electrical sockets and directional display lighting for a new permanent Royal Marines Exhibition to the ground floor exhibition area and a flagpole for the frontage of the stable block for a Royal Marines Flag” The stable block at the rear of the museum, was a stable housing mules in WW1 that transported armaments to the Sandhills batteries. It was used for storage by the museum until in 2015 the trustees began an ambitious plan to renovate the building, when funding allowed, creating additional exhibition space and updated archive areas.

The museum is operated solely by volunteers and relies on income from entry fees, fundraising and sales to cover operational and maintenance costs.

A Drapers Company grant of £4,900 paid for the first part of the scheme which involved window maintenance, basic electrical and associated works to the stable block in 2014/15. A new first floor staircase was required and a contribution made for this from museum funds; the landing area has become additional display space now housing the Model Boat Room.”

Estimated Project Costs

Building works	£
New stable block door and fitting	1496.00
Electrical sockets and lighting	560.00
Plaster boarding of ground floor exhibition area	1352.12
Flagpole and fixing	150.00
10% contingency	355.81
Volunteer labour costs	1600.00
Exhibitions	
Volunteer labour costs	3,000.00

Display cabinets, computer hardware, display boards and other display mechanism	5,880.82
TOTAL	14,394.75

Project funding

Funding secured	£
Co-op Communities Fund	5,155.82
Royal Marines Pantomime Fund	500.00
Fund Raising Events	225.00
Deal Maritime and Local History Museum Reserves	4,600.00
Balance requested from Sir Ernest Bruce Charles Charity	3,913.93

Charities Finances (from submitted Profit and Loss Accounts)

Annual Income £10,000 - £12,000 per annum income