

EDWARD STOCKS MASSEY BEQUEST FUND

Registered Charity No - 526516

CONSTITUTION AND TERMS OF REFERENCE – Joint Advisory Committee

Background

The Charity was established by the will of the late Edward Stocks Massey dated 3 March 1910. The Massey family were cotton manufacturers in the Burnley area and later brewers and founders of the Massey Brewery in Burnley. Edward was born at Hawks House in Brierfield and had a keen interest in music and was a choirmaster of St Luke's Church in Brierfield. Edward died childless in 1909 and bequeathed to the town of Burnley the sum of £135,000.

The objects of the Charity are the provision of Education (whether mental, physical, technical, or artistic) and the advancement of science, learning, music or other arts for the inhabitants of Burnley. Funding for the relief of rates is not allowed.

During 1989 the Mechanics Institution Trust Fund was incorporated into the Stocks Massey Bequest Charity to be administered by the Trustees in accordance with the objectives of the Bequest. Income generated each year is to be used to fund special projects in Burnley Mechanics, Burnley's premier Arts and Entertainment Centre, of an educational nature.

There is currently a Stocks Massey Music Library to which money is allocated and money is also allocated to the Towneley Hall Art Gallery for the acquisition and restoration of works of art.

Monies are allocated each year, subject to funding, to individuals and organisations in Burnley, Burnley Borough Council projects, Lancashire County Council projects in Burnley and also students from two Burnley sixth form establishments are awarded scholarships for their courses at university.

In 1972 the Charity Commissioners had ruled that the responsibility for the distribution of the scheme passed to Lancashire County Council under the provisions of the Local Government Act 1972. This responsibility could not legally be shared with Burnley Borough Council but they had no objections to Burnley Borough Council being consulted about the preparation of the scheme.

At that time a committee was set up consisting two members of the then Education Committee and one member of the then Library and Leisure Committee from Lancashire County Council and two members from Burnley Borough Council. Their purpose was to propose draft schemes for allocation of the Trust's annual income which would then be submitted to the Trustees and the then Education and Library and Leisure Committees for approval. It was also suggested that a working party of officers be set up to give preliminary consideration to applications for grant in order

to prevent the requests for financial assistance exceeding the amount of income available.

An advert is placed in the local media each year, usually around April, inviting applications. These application forms are sent out and received by Burnley Borough Council. Once the closing date has passed the application forms are forwarded to Lancashire County Council for inclusion in the agenda papers.

Applications are considered by the Joint Advisory Committee (JAC). The JAC is regarded to meet no less than one month, and no more than two months, after the advert requesting applications is published. A report to the Cabinet of Lancashire County Council will be sent following the meeting with the recommendations agreed by the JAC. Following its decision and the report being subject to a call-in period Lancashire County Council will then notify Burnley Borough Council who in turn will notify the applicants.

A panel of the Joint Advisory Committee also meets annually to interview the candidates for the student awards.

Constitution of the Joint Advisory Committee (JAC)

This is made up currently from the following:

Three Lancashire County Council representatives

County Councillor Ash Sutcliffe
County Councillor Usman Arif
County Councillor Cosima Towneley

Two Burnley Borough Council representatives

Councillor Margaret Lishman
Councillor Jamie McGowan

Four Trustees (Non-voting Members)

Mr Neil Beecham
Mr Paul Halstead
Mr Paul Wright
Vacancy

Officers who are submitting applications from Lancashire County Council and Burnley Borough Council may attend if they feel it necessary to support the application form submitted prior to the meeting

Terms of Reference

Scheme of Allocation

1. Trustees to be regarded as "Non-voting Members" at Joint Advisory Committee (JAC) meetings.
2. Any monies unspent from previous year's allocations to be notified as an appendix to Committee at the following year's JAC meeting to be re-allocated to a present application or returned to the fund.
3. Repeat applications will be considered, however priority will be given to first time applicants of the fund.
4. Late applications will not be accepted after the closing date. This information to be placed on the application form advertised in the press for the notice of all applicants.
5. Applicants successful in obtaining awards should include acknowledgement on any printed material.
6. Advert to be placed in local media in April each year with a closing date of three weeks later. To be arranged by Burnley Borough Council.
7. JAC meeting to be arranged for not less than one month and not more than two months after the application closing date, notwithstanding exceptional circumstances.
8. Match funding is available for applications received from Burnley Borough Council and Lancashire County Council. Both Councils to arrange for recipients to agree how the allocation is to be used before sending in request for funding.
9. For the meeting to be quorate there must be one County Councillor and one Borough Councillor present.

Student Awards

1. Up to five students from higher education institutions allowed to be nominated.
2. Two/three scholarships to be awarded (depending on funding available) per year to a maximum of £1,000 renewable annually for the course duration. Funding to be taken from money available in Bequest before other allocations made.
3. Panel for student award interviews should alternate yearly as follows:
 - Two County Council members and one Burnley Borough Council member;
 - One County Council member and two Burnley Borough Council members.
4. Students must provide annual reports on their use of the award and its relevance to their course. Replies received included as appendix in following year's agenda at JAC meeting.

5. Students must inform the Trustees to any change in circumstances, including but not exclusive to change, termination and temporary suspension of the course for which the Bequest was granted.
6. Trustees and Elected Members retain the right to request the return of Grant monies with regards to Point 5 of Student Awards.

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