

**MINUTES OF ROSCOMMON MUNICIPAL DISTRICT SPECIAL MEETING HELD IN MEETING ROOM 3, ROSCOMMON COUNTY COUNCIL, ROSCOMMON ON 26<sup>th</sup> SEPTEMBER, 2016 AT 1.30 P.M.**

**PRESENT:** Councillor Orla Leyden, Cathaoirleach      **PRESIDED**

**MEMBERS:** Cllr. Michael Creaton, Cllr. Paschal Fitzmaurice,  
Cllr. Nigel Dineen, Cllr. Domnick Connolly

**APOLOGY:** Cllr. Kathleen Shanagher

**OFFICIALS:** Mr. Derek Caldbeck, A/Director of Services  
Ms. Breeda Burke, Staff Officer, Roscommon Municipal District

**46.16.** Revised Guidelines and a Draft Application form regarding the Roscommon Municipal District Fund was circulated to the members. A discussion took place and the members agreed to include the following in the Draft Guidelines and Application Form

- Remove statement from the guidelines number 3.2 in relation to 50% of the allocation to be made available for match funding grant aided projects
- Evidence of registration for VAT and child protection policy provision to include the words “if applicable”
- The closing date to be set at six weeks from the date of the advertisement in the newspaper
- The minimum application amount will be €1,500
- Community Groups must contribute a minimum of 5% of the overall project costs
- A statement regarding the requirement for further information will be included on the application form
- The application form will include a statement requesting supplementary information to be attached if available
- The application form will include a question concerning the requirement for planning permission and approval from the Roscommon Municipal District Engineer
- The letter of grant offer will include a statement of Insurance Liability Disclaimer and a request for all recipient bodies to include the logo of Roscommon County Council on their literature and social media contents as joint funder of the project
- The scheme will be reviewed next year

On the **PROPOSAL** of Councillor Leyden  
**SECONDED** by Councillor Dineen

It was **AGREED** to accept the Roscommon Municipal District Funding Guidelines and Application Form as per the amendments already agreed during the meeting and listed above.

**This concluded the business of the meeting.**

The foregoing Minutes are  
Confirmed and Signed:

---

**Meetings Administrator**

---

**Cathaoirleach**

---

**Countersigned**