

<b>*PART 1 – PUBLIC DOCUMENT</b>	<b>AGENDA ITEM No.</b>  <b>6</b>
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**TITLE: CHAMPION NEWS AND FINANCE REPORT**

REPORT OF THE HEAD OF POLICY & COMMUNITY SERVICES

**1. PURPOSE OF REPORT**

- 1.1 To advise the Committee on the current expenditure and balances of the Area Committee delegated budgets.
- 1.2 To bring to the Committee's attention details of recent requests received for Area Committee Development Discretionary Grant Funding made by community groups and local organisations.
- 1.3 To advise the Committee of the activities and schemes with which the Community Development Officer has been involved.
- 1.4 To bring to the Committee's attention some important community based activities that will be taking place during the next few months.

**2. FORWARD PLAN**

- 2.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

**3. PROJECT/ACTIVITY/SCHEME DETAILS**

**3.1 Parish Council Support - Planning Contribution Funding**

Community Development Officers are assisting Parish Councils with potential projects that may be eligible for funds via received Planning section 106 / Unilateral Undertakings payments.

Current Southern Rural Parish projects seeking s106 / UU funds

**Graveley** – Bus Shelter & Information Board

**Whitwell** – Football Development & Pitch Improvement

**Ickleford** – Allotments Project

**Preston** – Development of a Community facility / room within the Primary School.

### **3.2 Other Support to Parish Councils / Rural based groups & initiatives**

**Pirton** – Community Development Officers are assisting the Parish Council in revisiting the development of a Parish Plan for the Village.

**Pirton** – Assistance and advice is being provided in highlighting potential funding sources to refurbish the old Sunday School building behind the Methodist Church, with a view in developing it into a venue for young people.

### **3.3 Area Committee Work Programme**

The proposed Area Committee Work Programme is attached as Appendix 3.

The programme details updates of on-going projects and it can itemise any projects proposed for future discussion at Committee.

### **3.4 JMP Highways SRAC Work Programme**

The latest JMP Highways Work Programme detailing the joint funded projects agreed by the Committee is attached as Appendix 2.

## **4. FINANCE REPORT**

### **4.1 BACKGROUND**

4.2 A spreadsheet detailing the total spends to date of the Area Development Budgets is attached as Appendix 1.

4.3 The Committee agreed its programme of awards to community organisations on a meeting by meeting basis. All Parish Councils & Parish Meetings, Community & Voluntary Groups and Organisations have been advised on this process.

4.4 Members are asked to note the Area Committee Discretionary Budget for 2011/12 is £24,310.

Having agreed four Memorandum Of Understandings (MOU) totalling £6,230 and the approval of other grants this financial year, the current unallocated Discretionary Budget is £9,910.

4.5 The Committee is asked to note that the Ward Members Discretionary Budget for 2010/11 of £700 per Member, should be allocated by March 31<sup>st</sup> 2012.

4.6 Where there are multi member wards, members are advise to consult with their fellow ward Councillors on any forthcoming community grant requests, to try and avoid any potential application conflicts or multiple requests.

## **5. LEGAL IMPLICATIONS**

5.1 The Terms of Reference in relation to Area Committees confirm that they may establish and maintain relationships with outside bodies/voluntary organisations which includes discretionary grant aid/financial support. However, this does not include grants for district wide activities.

- 5.2 Section 2 Local Government Act 2000 provides that the Council has power to do anything which it considers likely to promote or improve the economic, social or environmental well-being of its area. This would apply on the basis that financial assistance to voluntary and community organisations improves the economic, social or environmental well-being of the District or part of it.
- 5.3 Section 137 Local Government Act 1972 provides specific authority for the Council to incur expenditure on anything which is in the interests of and will bring direct benefit to its area. This includes a charity or other body operating for public service.
- 5.4 The Committee has delegated powers to administer funds from the budgets described.

## **6. FINANCIAL AND RISK IMPLICATIONS**

- 6.1 In the past few years, given the significant carry forward for Area Committee Development budgets, there has been no inflationary allowance other than for MoU's, and the baseline for 2011/12 was the same as 2010/11.

## **7. HUMAN RESOURCE AND EQUALITIES IMPLICATIONS**

- 7.1 The local MoUs are managed by the Community Development Officer as part of the regular work programme.
- 7.2 The great majority of the voluntary and community projects that are funded by the Council have equality and social inclusion as a key objective of their purpose. Such projects work very closely with and for the more disadvantaged and potentially socially excluded within our communities.
- 7.3 All activities undertaken by the Council, its committees, Community Development officers or agencies working on its behalf are to be conducted in accordance with the NHDC compliance with the local government Equality Standard and requirements of the Equality Act 2010..

## **8. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS**

- 8.1 Consultation with Members has taken place in connection with the allocation of funds for Community Projects.
- 8.2 Consultation with the respective officers and external agencies/groups has taken place with regard to funding proposals for Area Committee Discretionary Development Funds.

## **9. ISSUES & FUNDING DECISIONS TO BE MADE**

- 9.1 Members are asked to note the information detailed in Appendix 1 spreadsheet of the report, which relates to the Area Committee budget balances for the current financial year 2011/12.

- 9.2 The spreadsheet also details the pre-allocations carried forward from the previous financial year 2010/11 including balances and past expenditure relating to the allocated and un-allocated Area Capital Visioning Budgets available to the Committee.
- 9.3 The total budget for the Committee for 2011/12 is £30,240 including a Ward Members budget of £7,000.
- 9.4 The current unallocated Discretionary Budget is £9,910
- 9.5 The current unallocated Ward Members Discretionary Budget is £2,600
- 9.6 Knebworth 2012 Village Festival

The Knebworth Festival Committee is seeking financial assistance from the Area Committee to deliver an enhanced programme of activities this year. The Festival is organised on behalf of the Village and started in 2006 as a result of a public consultation exercise for the development of the Village Plan. One of the priorities raised was the provision of a Village Community Event that would bring the Village and local Community together.

This year's Festival is to take place over a long weekend at the end of June and comprises three main events. A concert in St Martins, a concert at Knebworth House and a Village Fun Day on the Recreation ground. Owing to the national celebrations taking place the organisers are planning an ambitious programme including a 'Meta-Olympics' with a range of sports events and possibly a Fun Run. There will also be a Music Zone and a Community Zone as part of the Village Fun Day which will be rounded off with a Hog Roast/BBQ.

9.7 Kings Walden Big Lunch Event - Queen's Diamond Jubilee

King's Walden Parish Council is seeking financial assistance to help fund a Big Lunch Event to celebrate the Queen's Diamond Jubilee on Sunday 3rd June 2012.

The Big Lunch will be an opportunity for residents of the Parish, which consists of the village itself and a number of surrounding hamlets, to come together to celebrate the Queen's Jubilee. It is hope that residents will enjoy meeting others from different parts of the Parish and share in the festivities planned. The event will be advertised on the Parish website and on posters throughout the Parish.

9.8 Kimpton Queen's Diamond Jubilee Open Space Project

Kimpton Parish Council is seeking funds to create a Queen's Diamond Jubilee Open Space in the centre of the Village. Officers from Groundwork UK have advised and assisted the PC in the development of the project thus far and have also agreed to undertake the supervision of the works and volunteers.

As the labour is to be undertaken by volunteers, the total project costs of £1,791 relate to plants, shrubs, trees and some hard surfacing materials. The PC is seeking a contribution of £500 from the Area Committee and will find the remaining funds via its own budgets.

The plan is for the enhancement of a southern aspect open space to create a garden with easy access for wheelchairs and pushchairs. The garden will be a simple bold design to enable enjoyment throughout the seasons. There will also be unusual fruit trees, sensory planting and a low maintenance border. There will also be a seating area.

#### 9.9 St Pauls Walden Queen's Diamond Jubilee Event

St Pauls Walden Parish Council is seeking financial assistance to help fund a Queen's Diamond Jubilee event. 'Lark in the Park' a village fun day is to be held at St Pauls Walden Bury on Sunday 4th June. There will be an opportunity to have a picnic in the grounds of The Bury in the afternoon with local organisations taking part as well as planned activities for children & young people such as face painting & kwik cricket. The day's celebrations will be rounded off with a barn dance in the evening.

The event will be an opportunity for residents of the Parish to come together to celebrate the Queen's Jubilee. The PC is looking for funding to cover toilet hire and other infrastructure / event costs.

#### 9.10 Stevenage & Knebworth Twins Club

Stevenage and Knebworth Twins Club are a friendly baby and toddler group run by Mums with twins or more. They meet once a month for 2 hours at the Great Ashby Community Centre. The Club would like to purchase a metal shed to store equipment and a Club member has offered a space in her garden for the shed.

#### 9.11 Lilley Recreation Ground Football Posts

Lilley Parish Council is seeking financial assistance to fund repairs & to relocate the existing goal posts & nets on the recreation ground.

The provision of improved football facilities will promote sport within in the Village and would be available for use by all residents for recreational use.

#### 9.12 Knebworth War Memorial

Knebworth Parish Council is seeking funding assistance to undertake major repairs and refurbishment of the Village War Memorial, totalling £4,266.10. Such works entail the cleaning of all stonework with the removal of moss and lichen & treatment with biocide to inhibit future growth, re-pointing any loose or open joints to the memorial and surrounding walls, the renewal of two copings & two quions, the replacement of the small finial which is missing and the lettering repainted.

The Memorial honours those who fought in the First and Second World Wars with Services of Remembrance are held annually with approximately 100 people attending.

#### 9.13 Whitwell Football Club

Whitwell Athletic Football Club would like to create a youth section within the Club following a young person making a formal presentation to the St Paul's Walden Parish Council for the provision of better local practice facilities.

The club is asking funds for:

£400 - First team kit. (they already have £414 from Sport England's Sportivate fund)

£200 - Towards the anticipated £600 venue hire.

£50 - For an extra line marker

£30 - For publicity, to get the numbers up to nearer 20 and encourage local support.

£500 - For a contribution towards portable junior goals for the two training pitches.

The impetus for the project has come from the young people themselves and there are now 15 on the register. The group has good parental support and it is thought that the initiative will be of benefit not only to the main Football Club, with young people having the opportunity move onto the adult County Saturday League in the future, but also to the village by providing a diversionary activity for young people and increasing formal use of the recreation ground.

#### 9.14 Pirton Joycare Group

Pirton Joycare provides services & activities to enhance the quality of life of elderly people, aged 65 and over living in and around the Pirton area. The Group operates a Lunch Club, arranges shopping trips, runs a Good Neighbourhood Scheme, Chiropody Clinic, activity outings, a walking group, Careline and wheelchair service. A letter accompanying the application from a resident states that she would find life very difficult were it not for their Good Neighbour Scheme.

The group is looking for a grant award from the Committee to help meet its yearly expenditure which equates to approx. £5,400 and includes Minibus costs, Insurance Premiums, CRB Checks and Hall Hire costs. The Group gets approx. £2,300 from its members, £500 from the Parish Council, £260 in donations with the balance is being sought from fundraising and grants.

#### 9.15 Knebworth Youth Club

The Youth Club is looking to engage with more young people and has been working with Steve Gibbs NHDC ASB Officer and local Police regarding persistent ASB problems in the village. They are particularly keen to develop better provision for the 14+ age group in the village and through consultation with local young people, the youth workers have drawn up a project plan which includes in part the seeking funding for equipment and running activities:

£400 - Playstation 3 with accessories and games

£100 - 3 new Wii games

£300 - 6 bar stools for Youth Cafe

£210 - Club based activities such as crafts, games, cooking etc

The Youth Project is led by Trinity Church comprising of 6 management volunteers (including other community / church representatives), approx 8 club volunteers and 2 part time paid youth workers. The Club sees up to 50, 11 - 18 year olds over two club sessions each week during term time. The Two Youth Workers are paid for by grants from Knebworth Village Trust and Trinity Church. The Thursday and Friday night club venues are donated by Knebworth Parish Council and Trinity Church. Current Club Funds stand at £1,223.83 which is ring-fenced for the annual insurance premium, which is due shortly and for other specific outgoings.

#### 9.16 Cockenhoe Memorial Hall

The Hall's Management Committee is primarily seeking financial assistance from the Area Committee to part fund the installation of an air conditioning system to improve the Hall's internal conditions for those using the building during the warmer months of the year.

One of the conditions on the hall (required by NH Environmental Health Section) is that no windows or doors can be left open whilst music is being played. Clearly this curtails the current use of the facility over the summer months and the Management Committee feel that there is a duty for them to make the building accessible and operational all year round.

Total cost of a system is around £7,500 and the group believe that North Herts Homes & Hall's, the original Builders of the Hall, may contribute £5,000 towards these costs

However other plans / improvements for the Hall in 2012 that the Management Committee is seeking funding for includes:

- The building a secure weatherproof outside store. £2,500
- Fencing off an additional grassed area adjacent to the rear side of the hall, which would cater for bouncy castles at children's parties etc. They have agreement in principal from both the Crown Estates and Simon Andrews that the rent for the land would be a nominal £100pa. However the secure fencing, gates and legals might cost in the order of £5,000.
- They would also like to purchase 2 pop up 6 x 3 m gazebos with secure weights at a cost is around £500-£750
- In addition they also need some tables, plastic chairs and activity tables specifically for the Mums and Tots groups. Again possible cost around £750.

#### 9.17 Hexton Village Playgroup

As a result of recent high winds the Playgroup's outdoor storage shed has received severe damage to the roof. Quotes to repair the shed have come back quite high and disproportionate to the cost of a whole new structure. The Group is therefore seeking funding for a new Storage Shed to protect and secure the groups equipment when not in use. The cheaper of the two quote supplied is £1,129.

The small Playgroup is based at the Community Centre part of the Church in Hexton and has been providing services for children & families from the surrounding area for over 25years. Owing to the small size of the group, it struggles financially, relying on donations and fundraising to purchase equipment and to supplement running costs. Much of their equipment is stored outside in the shed, especially when the Community Centre is used by other groups.

#### 9.18 Lilley Queen's Diamond Jubilee Event

Lilley Parish Council is seeking financial assistance to help fund a Queen's Diamond Jubilee event.

Their plan is to have a celebratory party at the village hall in the afternoon on Tuesday 5th June for families and friends of the village. Including other activities like a Tractor Parade, children's races, music and Tea.

The event will be an opportunity for residents of the Parish to come together to celebrate the Queen's Jubilee. The PC is looking for funding to cover general event costs.

#### 9.19 Ward Member Discretionary Grants

Members are asked to note the following Ward Member Discretionary Grants that have been recently allocated /awarded:

<b>Member</b>	<b>Grant</b>
<b>Cllr Bishop's Ward Budget</b>	
Dacre Rooms Morning Group	£205
Kimpton Scouts Tree Planting	£292
Cricket Coaching Kimpton School	£203
<b>Cllr Barnard's Ward Budget</b>	
St Paul's Walden Youth Table Tennis	£150
Offley Play Area CCTV	£250
<b>Cllr Downie's Ward Budget</b>	
Time Capsule Gt Ashby	£350
<b>Cllr Henry's Ward Budget</b>	
Football Goals Wymondley	£200
<b>Cllr Miller's Ward Budget</b>	
St Paul's Walden Youth Table Tennis	£150
<b>Cllr Gray's Ward Budget</b>	
Knebworth Parish Council	£500



<b>Cllr Cowley's Ward Budget</b>	
Ickleford Youth Club	£250
Hyde Mill Project	£250
Ickleford Footpath Map boards	£200
<b>Cllr Brindley's Ward Budget</b>	
Codicote WI	£100

## **10. RECOMMENDATIONS**

- 10.1 The Committee is asked to note the budgetary expenditure, balances and carry forwards from the Committee's Discretionary Budget, Ward Member Discretionary Budgets and Visioning Budgets as set out in Appendix 1.
- 10.2 That the Committee endorses the actions taken by the Community Development Officer to promote greater community capacity and well being for rural communities.
- 10.3 That the Committee considers a grant award to the Knebworth 2012 Village Festival as outlined in section 19.6 of this report and detailed in Appendix 4.
- 10.4 That the Committee considers a grant award for the Kings Walden Queen's Diamond Jubilee Big Lunch Event as outlined in section 9.7 of this report and detailed in Appendix 5.
- 10.5 That the Committee considers a grant award to the Kimpton Queen's Diamond Jubilee Open Space project as outlined in section 9.8 of this report and detailed in Appendix 6.
- 10.6 That the Committee considers a grant award for the St Pauls Walden Queen's Diamond Jubilee Event as outlined in section 9.9 of this report and detailed in Appendix 7.
- 10.7 That the Committee considers a grant award to the Stevenage & Knebworth Twins Club as outlined in section 9.10 of this report and detailed in Appendix 8.
- 10.8 That the Committee considers a grant award for Lilley Recreation Ground Football Posts as outlined in section 9.11 of this report and detailed in Appendix 9.
- 10.9 That the Committee considers a grant award for refurbishment works to Knebworth War Memorial as outlined in section 9.12 of this report and detailed in Appendix 10.
- 10.10 That the Committee considers a grant award to the Whitwell Football Club as outlined in section 9.13 of this report and detailed in Appendix 11.
- 10.11 That the Committee considers a grant award to the Pirton Joycare Group as outlined in section 9.14 of this report and detailed in Appendix 12.
- 10.12 That the Committee considers a grant award to the Knebworth Youth Club as outlined in section 9.15 of this report and detailed in Appendix 13.

- 10.13 That the Committee considers a grant award to the Cockenhoe Memorial Hall as outlined in section 9.16 of this report and detailed in Appendix 14.
- 10.14 That the Committee considers a grant award to Hexton Village Playgroup as outlined in section 9.17 of this report and detailed in Appendix 15.
- 10.15 That the Committee considers a grant award for the Lilley Queen's Diamond Jubilee Event as outlined in section 9.18 of this report and detailed in Appendix 16.

## **11. REASONS FOR RECOMMENDATIONS**

- 11.1 To ensure that the Committee are kept informed of the work of the Community Development Officer.
- 11.2 This report is intended simply to inform Members of the financial resources available to the Committee. It draws attention to the current budgetary situation, assists in the effective financial management of the Area Committee's budget and ensures actions are performed within the Authority's Financial Regulations and the guidance in the Grants procedure.
- 11.3 The allocation of funds will improve the services provided by the local organisations and groups that are available and accessed by various members of the community.
- 11.4 The awarding of financial assistance to voluntary organisations and the use of discretionary spending allows the Committee to further the aims and Strategic Priorities of the Council.

## **12. APPENDICES**

- 12.1 Appendix 1 – Budget expenditure, balances, and carry forwards from the Ward Development Budgets and allocated Visioning Budgets.
- 12.2 Appendix 2 – Highways Work Programme.
- 12.3 Appendix 3 – Area Committee Work Programme.
- 12.4 Appendix 4 – Grant Form – Knebworth 2012 Village Festival
- 12.5 Appendix 5 – Grant Form – Kings Walden Big Lunch Event - Queen's Diamond Jubilee
- 12.6 Appendix 6 – Grant Form – Kimpton Queen's Diamond Jubilee Open Space Project
- 12.7 Appendix 7 – Grant Form – St Pauls Walden Queen's Diamond Jubilee Event
- 12.8 Appendix 8 – Grant Form – Stevenage & Knebworth Twins Club
- 12.9 Appendix 9 – Grant Form – Lilley Recreation Ground Football Posts

- 12.10 Appendix 10 – Grant Form – Knebworth War Memorial
- 12.11 Appendix 11 – Grant Form – Whitwell Football Club
- 12.12 Appendix 12 – Grant Form – Pirton Joycare Group
- 12.13 Appendix 13 – Grant Form – Knebworth Youth Club
- 12.14 Appendix 14 – Grant Form – Cockenhoe Memorial Hall
- 12.15 Appendix 15 – Grant Form – Hexton Village Playgroup
- 12.16 Appendix 16 – Grant Form – Lilley Parish Council

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**14. BACKGROUND PAPERS**

- 14.1 Review of Policies and Procedures for Financial Assistance to Voluntary and Community Organisations, November 2002.

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