

**SOUTHERN RURAL COMMITTEE  
3 DECEMBER 2015**

**\*PART 1 – PUBLIC DOCUMENT**

**AGENDA ITEM No.**

**6**

**TITLE OF REPORT: COMMUNITY UPDATE AND GRANT APPLICATIONS**

REPORT OF THE HEAD OF POLICY AND COMMUNITY SERVICES

PORTFOLIO HOLDER – COUNCILLOR TONY HUNTER, COMMUNITY ENGAGEMENT AND RURAL AFFAIRS

**1. SUMMARY**

- 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 Grant Funding made by community groups and local organisations.
- 1.3 To advise the Committee of the activities and schemes with which the Community Officer has been involved.
- 1.4 To bring to the Committee's attention some important community based activities that will take place during the next few months.

**2. RECOMMENDATIONS**

- 2.1 The Committee is asked to note the budgetary expenditure, balances and carry forwards within the Area Committee Development Budget Spreadsheet attached as Appendix 1.
- 2.2 That the Committee notes the update report from the Codicote Tennis Club and considers a further grant award of £500 to assist with the surface coating and final reparation works to the courts, as detailed in Appendix 3 and 8.1 of this report.
- 2.3 That the Committee considers a grant award of £200 from the Codicote Ward Budget to the Codicote Local History Society assist with the installation of internal secondary glazing at the local Museum facility, as detailed in Appendix 4 and 8.2 of this report.
- 2.4 That the Committee considers a grant award of £2,380 to Kings Walden Parish Council to assist with access works to the Youth Hut, as detailed in Appendix 5 and 8.3 of this report.
- 2.5 That the Committee considers a grant award of £420 to Choir on Fire to assist with transportation and activity session costs, as detailed in Appendix 6 and 8.4 of this report.

- 2.6 That the Committee considers a grant award of £1,500 to the Friends of the Dacre Rooms, Kimpton to assist with refurbishment works, as detailed in Appendix 7 and 8.5 of this report.
- 2.7 That the Committee considers a grant award of £1,500 in support of the Gt Ashby Community Garden project, as detailed in Appendix 8 and 8.6 of this report.
- 2.8 That the Committee considers a grant award of £500 to the Codicote Youth Club to assist with yearly operational costs, as detailed in Appendix 9 and 8.7 of this report.
- 2.9 That the Committee considers a grant award of £1,500 to the Codicote Football Club to assist with the installation of floodlights and the construction of a new spectator stand, as detailed in Appendix 10 and 8.8 of this report.
- 2.10 That the Committee considers a grant award of £1,170 to Knebworth Football Club to assist with the development of a coaching programme, as detailed in Appendix 11 and 8.9 of this report.
- 2.11 That the Committee considers a grant award of £500 to Kimpton Preschool to assist with enhancing the outdoor play space and purchasing additional learning aids, as detailed in Appendix 12 and 8.10 of this report.
- 2.12 That the Committee considers a grant award of £300 to St Ippolyts Neighbourhood Plan Steering Group to assist with undertaking a comprehensive consultation programme, as detailed in Appendix 13 and 8.11 of this report.
- 2.13 That the Committee considers a grant award of £250 to Knebworth Parish Council from the Knebworth Ward Budget to assist with the improvement works to Norton Green Common, as detailed in Appendix 14 and 8.12 of this report.
- 2.14 That the Committee considers a grant award of £200 to Breath Easy North Herts Chesfield Ward Budget to assist with activity costs at their monthly meetings, as detailed in Appendix 15 and 8.13 of this report.
- 2.15 That the Committee considers a grant award of £1,500 to Kimpton Folk Festival to assist with costs associated in staging the inaugural event next year as detailed in Appendix 16 and 8.14 of this report.
- 2.16 The Committee is asked to note the activities and schemes with which the Community Officer has been involved.

### **3. REASONS FOR RECOMMENDATIONS**

- 3.1 This report is intended 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 policy.
- 3.2 The awarding of financial assistance to voluntary organisations and the use of discretionary spending allows the Committee to further the aims and Priorities of the Council.
- 3.3 To ensure that the Committee are kept informed of the work of the Community Officer.

#### **4. ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 There are no alternative options being proposed other than those detailed within the text of this report. However in the course of debate at committee, Members may wish to comment and offer additional views on any of the items within this report.

#### **5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS**

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

#### **6. FORWARD PLAN**

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

#### **7. BACKGROUND**

- 7.1 Members are asked to note the information detailed in Appendix 1 Area Committee Budget Spreadsheet, which relates to the Area Committee budget balances for the current financial year 2015/16
- 7.2 The spreadsheet also details pre-allocated sums carried forward from the previous financial year 2014/15 including balances and past expenditure relating to the allocated and un-allocated budgets available to the Committee.
- 7.3 The current level of unallocated funds within the Committee's Development Budget is **£24,991**
- 7.4 The current level of unallocated funds within the Committee's Ward Member Budgets is **£6,000**

#### **8. PROJECT/ACTIVITY/SCHEME DETAILS**

##### **8.1 Codicote Tennis Club Court Repairs - Update**

Members will recall the presentation made at the Committee's September meeting regarding the essential works the Club needed to carry to the courts at Bury Lane, Codicote.

As a reminder, the damage which occurred on the night of Thursday 16<sup>th</sup> July resulted from a severe thunderstorm which ultimately caused a large hole in court 3 measuring approx. 2m x 1m, and a large depression on court 2 of approx. 4m x 4m plus a depression on the grass between court 1 and 2.

This news was particularly heart-breaking given that the club has been tirelessly improving the facilities at the site over the past few years. Such works included the resurfacing all 3 courts, replacing and updating nets, score posts and other court equipment, at a cost of £55,000.

The Club needed to act quickly to ensure the courts were fully operational as soon as possible, and was obviously keen to avoid any membership attrition.

The Parish Council, as owners of the courts was at the time looking to pursue an insurance claim to cover the repairs. Unfortunately this was not successful as it was deemed to be subsidence which was not covered within the policy.

The Parish & Club were therefore faced with reinstatement costs estimated at £15,640 plus VAT.

At the last meeting the Area Committee ruled that the provisional award of £1,500 should be committed but not be released until the outcome of the Parish's insurance claim was known. As a result the award was subsequently released at the club's request in order to initiate the works required.

Ground Survey Completed / Report by LTA Consultant

The ground survey revealed there were no visible voids or 'unconsolidated ground' in or around the immediate vicinity of the damaged areas. Therefore there was no need to abandon the site.

The cause of the damage to courts 2 & 3 proved to be inconclusive, and appeared to be a result of excess flow of water and / or localised settlement. This was confirmed by the Engineer who visited the site when the excavation work was completed prior to the repairs.

The Club do not have any guarantees provided that this won't happen again. The LTA consultant therefore recommended the Tennis Club undertake a patch repair on the two damaged areas and monitor the position over the next 12-18 months. This ensured the Tennis Club would be able to have the courts back in action as soon as possible.

The Tennis Club locally raised £2,000 towards the cost of the repairs - £1,500 from the Southern Rural Area Committee and £500 from Richard Thake's Locality Budget.

The Parish Council as owners of courts 2 & 3 agreed to pay for the remaining cost of the repairs, noting that the Club had been operating with only one court and it was important that the Tennis Club were able to operate at full capacity as soon as possible for members and the local community.

The repair work commenced on 26<sup>th</sup> October and was completed on 12<sup>th</sup> November

The repair quotes included a drainage trench being built behind court 3 and new top soil being laid around the court perimeter and between the courts to repair the gaps and help with the drainage.

The repaired areas will remain as black tarmac until next year when a colour coating (at a cost £800 + VAT) can be applied. The weather needs to be dry to undertake the colour spraying which the Club hope (funding permitting) can be completed ahead of the start of the Datchworth Summer tournament in April 2016.

The club recognises and gives thanks to the Area Committee's initial support to the rectification works to the courts and asks if Members were minded a further grant award in the region of £500 to assist with the costs associated with colour coating and lining out the repaired areas.

8.2 **Codicote Local History Society – Museum Secondary Glazing**

Following on from other repairs to the Museum facility situated behind the Peace Memorial Hall, Codicote High Street, the Local History Society would like to install some secondary glazing units to improve heat retention and generally help the internal environment within the building.

The Society is asking the Area Committee to consider a grant in the region of £200 from the Codicote Ward Budget to help address the necessary improvements.

The Society is a registered charity which returns a modest surplus each year within its annual accounts and is prepared to meet the balance of funding required in order to get the enhancements carried out as soon as possible.

8.3 **Kings Walden Parish Council – Adaptation works to the Youth Hut**

The project is to allow access to the youth hut toilets for users of the MUGA and recreation ground.

The work is to change external fire doors to secure entrance doors and add internal partitions, so the toilet users don't have access to the main club area.

The request originated from the Tigers junior football club which currently has no access to the toilets.

Cllr Barnard has already pledged £1,000 from his County Locality Budget

Project costings

|                | £            |
|----------------|--------------|
| Building works | 4,380        |
| Decoration     | 600          |
| Flooring       | 1,000        |
| <b>Total</b>   | <b>5,980</b> |

Funding

|              | £            |
|--------------|--------------|
| HCC          | 1,000        |
| NHDC SRAC    | 2,380        |
| KWPC         | 2,000        |
| <b>Total</b> | <b>5,980</b> |

The Parish Council is therefore seeking a grant contribution from the Committee's main budget in the region of £2,380 to assist with some of the works as listed above.

The Area Committee may wish to note that the Parish Council is a precepting body which has the power to raise funds for such projects in its own right.

8.4 **Choir on Fire – Rural Youth Choir based in St Ippolyts**

The youth choir is up and running and well subscribed. It has 51 members and working almost at full capacity. Most the members come from villages, with only 14 in total coming from the local towns of Hitchin, Letchworth, Stevenage, Luton and Harpenden. The remaining members come from Offley, Langley, Preston, Gosmore, St. Ippolyts and Lilley.

As a choir of 50, with all the children wanting to perform, the choir wants to be able to make the most of any performance opportunity they are offered. Unfortunately, they were due to perform at the December Area Committee meeting as part of their presentation for some grant funding. However they were asked to perform for a charity fund raiser at St Mary's Church in Hitchin on the same night. Although they would welcome the opportunity to perform at a future meeting if possible.

The Choir is seeking funding support to take part in the Music For Youth Festival next March in Bedford and wish to take the whole choir to participate. Music for Youth regional festivals give young people under 21 the chance to perform and share their music, it involves a wide variety of musical groups and each piece performed is given feedback by selected judges from the music business, in the hope to help groups to continue to develop.

They are looking at funding a coach from Hitchin to Bedford and the quotes for this are coming in at around £300.

In addition, they also wish to organise a master-class, again for all members on Monday 22nd February 2106 with Andy Instone, the creative director for 'Young Voices'.

He specialises in running workshops on developing self belief and confidence in performance. His background is in running Urban Strides, a world renowned street dance crew, so he has vast experience of working with teenagers. The cost for the master-class is £120.

The choir organisers feel that they're extremely fortunate in having secured some really great performance opportunities this term and the choir members are very excited about their upcoming events and they hope to continue offering plenty of performance opportunities and sharing their music over the coming months.

The choir organisers recognise they are unable to attend and present to Members at the meeting on 3<sup>rd</sup> December, but have asked if the Area Committee would still consider a grant funding request in the region of £500 to help with their plans and activities for early next year.

#### 8.5 **Kimpton - Dacre Rooms**

The Dacre Rooms were given to the "Men of Kimpton" in 1879 by Lady Dacre. Over the subsequent years the rooms have had many uses, including as a small factory during WW2, The British Legion and in the last 25 years or so the Kimpton Youth Club has used and managed the Rooms. In addition Kimpton Parish Council, the Kimpton Probus have all used the rooms.

About two years ago the Youth Club closed due to lack of support. Towards the end of 2014 it became clear, as there was no income coming in and funds were running low, that the future of the Dacre Rooms as a village facility was under threat. The only use that the Rooms had seen during this time was a once month Coffee Morning

As there appears to be no original deeds to the Dacre Rooms, a new ownership is currently being established and since May 2015 the Friends of the Dacre Rooms have been slowly bringing the building back into some use in order for it to be once again, a valued community asset and hub of the village.

Over the past 6 months the Friends of group have cleared out lots of unwanted items and made the Rooms far more attractive. They have had the roof repaired and some damp problems addressed as well as using voluntary support to paint most of the outside woodwork.

The group undertook a survey in May 2015 and received 130 responses:-

- 50% were in favour of the building being refurbished and used as a community space. (65 replies)  
41% suggested a refurbishment and change of use to a part time bar /restaurant. On reflection it was felt that this result was probably high because the White Horse had just closed (53 replies)
- 5.5% wanted the building to be sold and the monies raised used within the village (7replies)
- 3.5% thought that the rooms should being converted into office space to be rented out (5 replies)

A “Use it or lose it” campaign was started in June in order to see if the village really wanted to keep the building going , so the group started testing the water with a variety of events

As a result bookings have gradually been increasing from 3 hours in June to a healthy 70 hours in November and the rooms now have

- 2 regular bookings a week for music lessons
- Two coffee mornings a month
- An evening social once a month
- Trialled two foodie evenings
- And have monthly farmers markets up to Christmas

Looking forward, the group is hoping to organise one themed evening a month with the first two trials selling out within 4 days of being advertised.

Further potential to increase income to sustain the facility would be letting the Rooms for private hire / family social functions. There is also scope to hire out the upstairs office.

To date the group has a register of 120 email addresses which will be kept up to date with any future events.

The group needs some financial help to update the facility in general and will work with the Communities Manger in seeking other external sources of funding like Awards for All and Luton Airport Community Fund.

Highlighted works which need addressing:-

- New lavatory facilities plus provision of a disabled facility est £14920
- Decorate outside the South facing windows and gable end £550
- A moveable disabled ramp £300
- New bench seating £200 - £400

Subtotal £1050 - £1250

Further works inside:-

- Gas boiler servicing and removal of redundant gas feed to heater
- Electrics inspection and additional power outlet sockets
- Urgent work that is being sorted at the moment Quote £650
- Painting all rooms (volunteers) paint and materials only est £500

Subtotal £1150

Kitchen:-

- Crockery 40 place settings £50
- Cutlery 36place settings £183
- Glasses £45
- Lockable store cupboard£167

Subtotal £445

Upstairs:-

- Front room and office to be decorated (volunteer painting weekend) £0
- New blind (donated) £0
- Cost of paint and materials £100
- 4 cafe tables £160
- 4 Chairs for upstairs £100
- The back room upstairs has no window £500 - £1000
- Possible fire doors upstairs

Subtotal £860 - £1360

Long term:-

- Cooker in kitchen (will eventually need a catering cooker)

Grand total £19,125 est.

The group is therefore seeking a grant contribution from the Committee's main budget in the region of £2,000 to assist with some of the works / improvements as listed above.

#### 8.6 **Gt Ashby Community Garden / Planting project – Cleveland Way Play Area**

Following reconfiguration works to the small toddlers play area set amidst a residential area on Cleveland Way, officers from Grounds Maintenance and Communities Teams have met with a local residents group to look at the possibility of enhancing the site by creating some community garden areas.

Over recent years the play area and adjacent open spaces have suffered from on going anti social behaviour incidents. As a result, the Authority removed sections of the former metal perimeter fence and installed some lengths of post & rail on the surrounding grassed sections, primarily to try and deter further misuse.

From liaising with local residents the concept of softening the overall look of the area with some plants & shrubs around the sections of post & rail, has been proposed as a further enhancement.

The formation of the actual planting beds could be undertaken by the Authority's contractor with the designs and planting scheme managed, then maintained by local residents, as a form of community gardening project.



It is hoped that by engaging all the neighbouring families & residents in this initiative, a sense of ownership will develop and ultimately lead to improved community and social cohesion.

The group with continued assistance from officers is therefore seeking a grant contribution from the Committee's main budget in the region of £1,500 to develop, plant & maintain the community gardening beds adjacent to the play area equipment on Cleveland Way.

#### 8.7 **Codicote Youth Club**

The youth club takes place on Tuesday nights (term time) between 6.30pm and 8pm targeting year 7 young people within the village who pay £2 subs per session. Average attendance per week is 20 young people and occasionally the club organises off site activities ie bowling, but those attending are asked to pay the extra costs.

A parent's rota is drawn up and the leader (voluntary) usually has 2 parents helping to run the club every week. The leader prepares and runs the activities with preparation time anything between 1 and 2 hours per week.

The club received £500 from the Authority when it was first set up back in January 2013 but has not received any support since then.

The club operates on a shoe string and doesn't have any reserve funding as the money taken in from the subs and tuck shop profits is ploughed back into the all the outgoings for equipment, rent, insurance, youth club membership and stock for tuck shop.

The leader and young members wish to arrange further work shops, activities where people come to the club (for example Ceramic Arts, small animal workshops, arranging for talks from local businesses, police, firemen etc as well as purchasing more games for the club.

Annual Insurance £88.00

Youth Club Membership £50 per year

Play Equipment (board games, bats & balls, games & controllers for Xbox) £150.00

Items for activities - pens, paper and miscellaneous items of stationery £50

Estimated costs for visiting workshops £150 – £200

The Club is seeking a grant contribution from the Committee's main budget in the region of £700 to assist with operational costs for a year.

#### 8.8 **Codicote Football Club – Infrastructure developments at home ground**

After Six years away, the village's Senior Men's football side are a step closer to returning back to Codicote and bringing the highest level of Football to the village for 100 years.

Six years ago the club left the village to ground share with Hertford Town in a bid to move up the Football pyramid system primarily because the John Clements Memorial Ground at Bury Lane, could not meet Football Association's facility requirements.

Successful promotions and a second ground share at Gosling Sports Park in WGC have seen the club second only to Stevenage FC in the local area and entry in the FA Cup and FA Vase has been obtained.

In December 2014 the Club received full planning permission for floodlights and a new purpose built supporters stand to replace the existing breeze block stand currently at the Bury Lane site in order to meet FA grading regulations. This project means the Club needs to raise an estimated £30,000 of the £100,000 project costs to support the progression of all Clubs that use John Clements Memorial Ground whilst giving the senior sides the long term financial security to enable them to climb the Football Pyramid

The Club believes it is important for Football in Codicote that the pinnacle of the CFC moves back to the village, as it will mean a greater link between the senior side and its supporters whilst providing a focal point for the youth players.

With Codicote FC in the Spartan South Midlands League, the venue will be welcoming teams from Herts, Beds, Bucks and London, thus enhancing the reputation for sporting achievement whilst having the honour of mid-week Floodlit Football, something never seen in the Village.

The new facilities will give the expanding Youth section a focal point in their progression while enabling both senior and youth sections to work closer together and make greater use of the facility regarding training and coaching sessions. The youth sides at Codicote range from U6 to U17 supplying Football for over 100 plus boys and girls in and around the Codicote area. The new facilities will enable the youth section to save thousands of pounds on the hire of venues to train through the winter months and stop unnecessary travel by parents to other facilities across the county and putting life back into the community

The introduction of Floodlit Football will not only enhance the clubs reputation but give a pre-defined path into senior football for those older boys or girls to enter the higher standards of floodlit mid-week Youth Football.

The Football Foundation has stated it would fund up to 70% of the overall project costs if the club can find the required balance. The Club is therefore seeking external funding via Sport England, Lafarge and any other sources available.

With this in mind the Club is asking Members' of the Committee to consider a grant contribution from the Committee's main budget in the region of £5,000 to help the club meet the £30,000 required.

#### 8.9 **Knebworth Football Club – Club Coach Development**

The Football Club is working with Herts FA in the development of a Coach Mentoring project and HFA is funding 50 hours of mentoring time to help and assist the Club growing its own coaches.

The club always struggles to find good local coaches for new teams and really see the benefits when some of the older youth players get involved at an early stage.

The club is therefore seeking support funding to offer 6 young members (14 to 19yrs) the opportunity to start on the coaching ladder and give them a recognised qualification within the sport.

They would like to send them on Level 1 and Youth Module 1 coaching courses from January 2016 and in addition for three to go on a follow up Youth Module 2 later in the year.

6 x Level 1 Coaching Course @ £150 = £900  
6 x Youth Module 1 Course @ £65 = £390  
3 x Youth Module 2 Course @ £90 = £270  
Total £1,560

Club contributions from own funds £390

Players within the youth teams will benefit from having coaches who are enthusiastic and newly qualified, who also have the ability to relate to the younger players owing to the age gap being smaller. The new young coaches will also benefit from gaining a recognised qualification and in turn will be able to give something back to the club and part of the mentoring programme over the next few years.

The scheme will also strengthen links between club members across the age groups and help build closer links within the village and local primary schools through the delivery of the coaching sessions which will be more accessible with more young coaches.

The Club is therefore seeking a grant contribution from the Committee's main budget in the region of £1,170 in covering some of the Coaching Courses fees.

#### 8.10 **Kimpton Preschool**

Kimpton Preschool is a voluntary managed, community-run preschool that provides high-quality early years care to local children from ages two to five.

They are a not-for-profit company, at present managed by ex-parents, who have signed on as trustees/directors in a voluntary capacity. They employ qualified staff to provide the childcare expertise, while the directors oversee and manage the business side of the preschool.

Their income derives from fees and "per head" funding from Herts County Council, with any shortfall coming from any reserves that they may have or in most cases via local fundraising.

The ethos behind the group is that they are committed to being accessible to the entire community: the Government offers means-tested funding to eligible families and the preschool then prioritizes those children, while also supporting those who pay fees by keeping charges affordable where possible and making sure the available places are fairly distributed.

They have invested in the staffing team over the past year and the practice in general. Ofsted visited mid November and rated the Preschool as Outstanding, praising the experience that the school offers the children.

However, resources within the preschool and further enhancement to the outside area now need some thought / future investment. The Area Committee awarded a £1,500 grant in 2012 to fund the all weather external play surface and the group has continued to develop the area into a wonderful natural play space.

Staff have asked parents to raise money for some outside play resources - preferably a piece of fixed, wooden equipment that would encourage both physical development and imaginative, cooperative play.

The group is also using quite dated IT resources. There is a computer for the children but they require simple programmable resources such as torches, remote controlled toys, recording devices for language development and resources for their listening station (story CDs, book to accompany, etc).

They requested funds recently from the Kimpton May Festival Committee which has made a promise to match an amount up to £500 by Easter.

As ever, the Preschool team are encouraging parents to get into the fundraising spirit, but any amount the Area Committee would be minded to award would be gratefully received.

#### 8.11 **St Ippolyts Neighbourhood Plan Steering Group**

The Steering Group was set up earlier in the year and has two main purposes:-

- To prepare and produce a Neighbourhood Plan for the civil parish of St Ippolyts excluding the area identified in Local Plan Preferred Options consultation document as safeguarding land to the west of Stevenage.
- To work in co-operation with residents, community organisations, businesses, people who work in parish, landowners, Full Council and North Hertfordshire District Council following the statutory procedures and guidelines.

It has a number of aims and objectives

- Identify support resources and sources of funding.
- Develop the Neighbourhood Plan by seeking the involvement of the whole community; achieved by consultation and information gathering throughout the process.
- Be responsible for the analysis arising from consultations.
- Report back regularly to the community and Parish Council

Membership of the Steering Group includes not less than 6 members of the Parish Council with a maximum of 12 members on the group overall.

To move the process the wishes to undertake a comprehensive consultation process within the parish. Costs and elements of which are listed below:-

|  |               |
|--|---------------|
| Consultation phase (inc 2 meetings)  | £500          |
| Questionnaire Design & consultation (inc up to 3 meetings)                     | £1,100        |
| Set up, survey design & Project consultation (inc 1 meeting)                   | £650          |
| Data Entry of closed coded questions, data processing and associated costs     | £900          |
| Data Entry of 2 Open questions   | £300          |
| Data Analysis & Report   | £750          |
| Presentation   | £250          |
| Hire Hall for meetings re Parish Council Steering Group and public discussions | £147          |
| 3 Public meetings at £30 each  | £90           |
| Printing costs: 950 questionnaires and business reply envelopes                | £1060         |
| Postage for 900 business reply returns   | £1070         |
| Training course for two members of the NP steering group                       | £270          |
| Expert planning Advice   | £913.00       |
| <b>Total</b>   | <b>£8,000</b> |

The group is therefore seeking a grant contribution from the Committee's main budget in the region of £300 to assist with the overall process with other funds likely to come via application to Locality.

The Area Committee may wish to note that the Parish Council is a precepting body which has the power to raise funds for such projects in its own right.

#### 8.12 **Knebworth Parish Council – Norton Green Common**

The Parish Council has agreed to manage and improve Norton Green Common which is in the northern part of the parish.

The Common is a Site of Scientific Interest which has been neglected for many years and will take a number of years to see the benefits of such management.

To start the process the Council is going to arrange for the grass to be cut on the common. This is not an easy task due to the significant ruts across the area, which cannot be seen due to the vegetation, and because the site is a SSSI all material has to be removed. Long term it is hoped that sheep will graze the site keeping growth down.

The quote to cut the common and remove all material is £580 which the Parish is to cover. Additionally, the Parish has to apply for a felling licence to undertake tree work on the common in February next year. The fees to obtain such a licence will cost between £450 and £750.

The Parish Council is therefore asking the Area Committee to consider a grant in the region of £250 from the Knebworth Ward Budget to assist with the overall costs in managing works to the common.

The Area Committee may wish to note that the Parish Council is a precepting body which has the power to raise funds for such projects in its own right.

#### 8.13 **Breathe Easy North Herts**

Breathe Easy North Herts is part of the support arm of the national charity the British Lung Foundation which supports all those with any one or more of the 43 lung diseases.

Locally, they run a support group meeting on the last Monday of the month at Great Ashby Community Centre, where they provide speakers & entertainment covering both medical and general subjects, with the main emphasis on combating social isolation for many of those attending. They not make a charge to be a member of the group, nor to attend the meetings.

As a group they also help raise awareness of the diseases and raise funds to run the group, purchase medical equipment for use locally and help towards vital research projects.

The group is totally self-funding, is run completely by volunteers and averages 12 to 22 attendees each month. They are asking the Area Committee to consider a grant in the region of £200 from the Chesfield Ward Budget to operational help them deliver a varied programme at their monthly sessions.

#### 8.14 **Kimpton Folk Festival 2016**

The event committee is seeking funding for a 1 day festival to be held on 9<sup>th</sup> July 2016 on the Recreation Ground Kimpton, and in the nearby Dacre Rooms.

The Festival will run from 1pm to 10pm, and will feature performances by local folk groups as well as by well-known folk musicians; there will also be music workshops aimed at introducing youngsters to folk music. The festival will also feature locally-made crafts and other produce.

The Festival will:

- provide a stage for local musicians to showcase their talents
- generate increased appreciation and awareness of folk music, local crafts and the community among families and youngsters in the local region
- generate an awareness of Kimpton as a local centre of folk music
- stimulate links between Kimpton Folk Club and neighbouring folk clubs
- encourage youngsters to develop an interest in folk music

The organising committee are a group of volunteers called Kimpton Folk Events. The group's regular activity is to meet for evenings of Folk Music at the Kimpton Folk Club (The Boot Public House in Kimpton) on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month.

The festival committee was formed in April of this year with a view to organising the first ever Kimpton Folk Festival in July 2016. The committee has adopted a standard Charity Commission constitution for a Foundation Charitable Incorporated Organisation (CIO) and they are currently preparing a Registration submission to the Charity Commission to be registered as a Foundation CIO. As a result, eight committee members would then be appointed as Trustees of the Charity.

#### Draft Estimated Event Costings

##### Staging of the Event

|   |       |        |
|---|-------|--------|
| Stage 1 inc PA etc                            | £2000 |        |
| Stage 2 inc PA etc                            | £1300 |        |
| Lighting                                      | £1000 |        |
| Hire and Erection of (wet weather) Cover      | £600  |        |
| Notices and barriers on the site              | £250  |        |
| Recreation Ground/Dacre Rooms Fee             | £250  |        |
| Car Parking – hire of field                   | £100  |        |
| Hire of Mobile Toilets and washing facilities | £400  |        |
| Facilities for Food and Beverage Vendors      | £500  |        |
| Total Staging Expenditure                     |       | £6,400 |

##### Booking of Professional Artists

|                                 |       |        |
|---------------------------------|-------|--------|
| Headline Act(s)                 | £1500 |        |
| Other Semi-professional Acts    | £1000 |        |
| Local transport etc for artists | £150  |        |
| Accommodation for Performers    | £400  |        |
| Provisions for Performers       | £300  |        |
| Total Booking Expenditure       |       | £3,350 |

|  |      |                |
|--|------|----------------|
| Marketing and Publicity                          |      |                |
| Development of Website                           | £500 |                |
| Design and Printing of Posters, Fliers etc       | £500 |                |
| Distribution of Posters, Fliers etc              | £400 |                |
| Newspaper Advertising                            | £250 |                |
| Local Radio promotion                            | £250 |                |
| Total Marketing and Publicity                    |      | £1,900         |
| Other  |      |                |
| St John's Ambulance                              | £250 |                |
| Insurance  | £400 |                |
| AFO Membership                                   | £100 |                |
| Legal and Accountancy                            | £800 |                |
| Cleaning of the Festival Site                    | £200 |                |
| Security (incl. protection of School facilities) | £350 |                |
| Other and contingencies                          | £500 |                |
| Total Other                                      |      | £2,600         |
| Total Estimated Expenditure                      |      | <u>£14,250</u> |
| Estimated income from Event                      |      |                |

Ticket Sales: It is planned to sell tickets for the event Children (below age 14) will be Free. Individual (adult) Ticket Prices currently planned to be £10pp.

|  |        |
|--|--------|
| Estimated attendance of 300 adults = Income of | £3,000 |
| Crafts Stalls: Each 'pitch' to be charged £35  |        |
| Estimated 10 stalls = Income of                | £350   |
| Total Generated Income:                        | £3,350 |

|   |                   |        |
|---|-------------------|--------|
| Other Sources of Funding:                             |                   |        |
| Kimpton May Festival Committee                        | (already secured) | £1,000 |
| Kimpton Parish Council                                | (already secured) | £2,500 |
| North Herts District Council – subject to application |                   | £2,500 |
| (Further funding submissions are planned to the       |                   |        |
| National Lottery 'Awards for All' scheme and to the   |                   | tba    |
| Luton Airport 'Community Fund' scheme)                |                   | tba    |

|                                 |                |
|---------------------------------|----------------|
| Total Projected Income Required | <u>£14,250</u> |
|---------------------------------|----------------|

The committee has estimated that a sum of approximately £14,250 needs to be raised over the next 6 months in order to undertake preparatory work and help deliver the whole festival next summer. The community Manager is to assist the committee in seeking external funding from other sources, namely Awards for All and Luton Airport Community Fund.

The committee is therefore asking Members' of the Committee to consider a grant contribution from the Committee's main budget in the region of £2,500 to help towards the overall costs required.

#### 8.15 Highways Matters

This section is included within the community update report for each committee cycle to facilitate debate and enable appropriate feedback on any of the proposed or listed Highways related schemes.

Any new proposals or revised schemes will be forwarded to the respective Herts County Councillor for consideration who will in turn report back and advise the Committee accordingly.

**8.16 UU's / s106 Contributions & Funding Advice**

The CM is liaising with a number of Parishes re the potential unlocking of collected UU (Unilateral Undertakings) contributions held by the Authority and in cases assisting to compile evidence of need within each community re any current and future developments. These are subject to meeting relevant criteria set under regulation and by which the Authority must abide.

**8.17 Rural Grants Programme 2015/16 – Parish Challenge**

The Parish Challenge Funding Programme application window closed on Friday 2<sup>nd</sup> October 2015. All Parish Councils, Meetings and other eligible village based organisations / groups were notified of the three funding Programmes and the timescales to apply.

As a result the programme received 31 separate project applications seeking funding from the programme's £30k overall budget for 2015/16. The Communities team is compiling a full report of all the eligible applications to go before Parish Challenge Panel due to convene early December, with funding announcements likely to be made early in the New Year.

**9. LEGAL IMPLICATIONS**

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

9.2 Section 1 of the Localism Act 2011 provides a General Power of Competence which gives local authorities the power to do anything that individuals generally may do for the benefit of the authority, its area or persons resident in its area.

9.3 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.

9.4 The Committee **as a body** has delegated powers to administer funds from the budgets described. Whilst individual ward members may comment on and support (or not) any grant application put before the committee, the decision to award is afforded only to the Southern Rural Area Committee itself under the Council's Constitution and provided such committee is quorate at the time of such decision.

**10. FINANCIAL IMPLICATIONS**

10.1 In the past few years there has been no inflationary allowance to the main Area Committee Budget and the 2015/16 baseline budget has stayed the same as the previous year.

10.2 Appendix 1 provides details of the 2015/16 budget position for the Area Committee.



## **11. RISK IMPLICATIONS**

- 11.1 There are no relevant risk entries that have been recorded on Covalent, the Council's Performance & Risk system. Individual events should have their own risk assessments in place to mitigate any health and safety issues. There are no pertinent risk implications for the Authority associated with any items within this report.

## **12. EQUALITIES IMPLICATIONS**

- 12.1 The Equality Act 2010 came into force on the 1<sup>st</sup> October 2010, a major piece of legislation. The Act also created a new Public Sector Equality Duty, which came into force on the 5<sup>th</sup> April 2011. There is a General duty, described in 12.2, that public bodies must meet, underpinned by more specific duties which are designed to help meet them.
- 12.2 In line with the Public Sector Equality Duty, public bodies must, in the exercise of its functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.3 The projects which comprise the Community Officers' workload, and area committee funding assigned to community projects are assessed to ensure that they are as inclusive as possible to members of the local community. The only deviation to this is where a minority group may specifically receive funding or allocation of resources to address a particular area of need or 'gap' in provision.

## **13. SOCIAL VALUE IMPLICATIONS**

- 13.1 As the recommendations made in this report do not constitute a public service contract, the measurement of 'social value' as required by the Public Services (Social Value) Act 2012 need not be applied, although equalities implications and opportunities are identified in the relevant section at paragraphs 12.

## **14. HUMAN RESOURCE IMPLICATIONS**

- 14.1 There are no pertinent Human Resource implications associated with any items within this report

## **15. APPENDICES**

- 15.1 Appendix 1 – Area Committee Development Budget Spreadsheet 2015/16.
- 15.2 Appendix 2 – Area Committee Summary Update 2015/16.
- 15.3 Appendix 3 – Grant Form – Codicote Tennis Club - Court Repairs
- 15.4 Appendix 4 – Ward Grant Form – Codicote Local History Society – Secondary Glazing
- 15.5 Appendix 5 – Grant Form – Kings Walden PC – Access works to the Youth Hut
- 15.6 Appendix 6 – Grant Form – Choir on Fire – Rural Youth Choir activity funding

- 15.7 Appendix 7 – Grant Form – Dacre Rooms Kimpton – Refurbishment works
- 15.8 Appendix 8 – Grant Form – Gt Ashby Community Garden – Planting Project
- 15.9 Appendix 9 – Grant Form – Codicote Youth Club – Operational funding support
- 15.10 Appendix 10 – Grant Form – Codicote FC – Floodlights & New Stand
- 15.11 Appendix 11 – Grant Form – Knebworth FC – Coaching Development Programme
- 15.12 Appendix 12 – Grant Form – Kimpton Preschool – Play & Learning Equipment
- 15.13 Appendix 13 – Grant Form – St Ippolyts Neighbourhood Plan Steering Group
- 15.14 Appendix 14 – Ward Grant Form – Knebworth PC – Norton Green Common works
- 15.15 Appendix 15 – Ward Grant Form – Breathe Easy North Herts – Activity session funding
- 15.16 Appendix 16 – Grant Form – Kimpton Folk Festival 2016

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**17. BACKGROUND PAPERS**

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