

# Public Document Pack

## NORTH HERTFORDSHIRE DISTRICT COUNCIL

### ROYSTON AND DISTRICT COMMITTEE

**WEDNESDAY, 13TH MARCH, 2019**

### **SUPPLEMENTARY AGENDA**

Please find attached supplementary papers relating to the above meeting, as follows:

<b>Agenda No</b>	<b>Item</b>
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2.	<b><u>MINUTES - 12 SEPTEMBER 2019</u></b> (Pages 3 - 10)
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To take as read and approve as a true record the minutes of the meeting of this Committee held on 12 September 2019.

3.	<b><u>MINUTES - 28 NOVEMBER 2019</u></b> (Pages 11 - 16)
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To take as read and approve as a true record the minutes of the meeting of this Committee held on 28 November 2019.

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# Agenda Item 2

## NORTH HERTFORDSHIRE DISTRICT COUNCIL

### ROYSTON AND DISTRICT COMMITTEE

MEETING HELD IN THE ROOM 11, ROYSTON TOWN HALL, MELBOURN STREET,  
ROYSTON ON WEDNESDAY, 12TH SEPTEMBER, 2018 AT 7.30 PM

#### MINUTES

**Present:** *Councillor Tony Hunter (Chairman), Councillor Bill Davidson (Vice-Chairman), Ruth Brown, Sarah Dingley, Jean Green and Gerald Morris*

**In Attendance:** *Ashley Hawkins (Communities Officer) and Amelia McNally (Committee and Member Services Officer)*

**MINUTES: TRANSCRIBED BY TEMPORARY COMMITTEE CLERK**

#### 17 APOLOGIES FOR ABSENCE

*Audio Recording of Meeting – Start time of Item – 35 seconds*

No apologies for absence were received from Councillors.

#### 18 MINUTES - 13 JUNE 2018

*Audio Recording – Start time of Item – 42 seconds*

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 13<sup>th</sup> June 2018 be approved as a true record of the proceedings and be signed by the Chairman.

#### 19 NOTIFICATION OF OTHER BUSINESS

*Audio Recording – Start time of Item – 1 minute 12 seconds*

There was no other business notified.

#### 20 CHAIRMAN'S ANNOUNCEMENTS

*Audio Recording – Start time of Item – 1 minute and 16 seconds*

- (1) The Chairman welcomed those present at the meeting, especially those who had attended to give a presentation;
- (2) The Chairman advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (3) The Chairman drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.

## 21 PUBLIC PARTICIPATION

Audio Recording – Start time of Item – 2 minutes 2 seconds

### ROYSTON CRICKET CLUB

David May, Chairman and Nigel, Committee Member from Royston Cricket Club thanked the Chairman for the opportunity to address the Committee regarding their application.

Mr May informed members of the following:

- Very active club with 150 members - adults, juniors and 5-8 year olds – ECB All Stars Programme;
- Sunday side supported by Therfield and Kelsall Sports Club;
- The Club was trying to grow participation and active sport within cricket and provided sport for those who wanted to participate.
- Team growth was needed and for this to happen; investment in facilities was required to fulfil league ground requirements and to enable segregation and participation with the seniors so they could move up;
- Layered plan to develop facilities at Therfield for improved training facilities and club house;

In response to questions from Members, David May advised that:

- There were three streams of funding – memberships, match fees and year book in which local businesses advertise;
- Funding covered roller, engine repair and capital pot was being developed to enable work to be done;
- 5-8 years - non-competitive; 8-15 years – 50 players; 13-15 year olds could play adult cricket and 15+ played senior/adult cricket;

The Chairman thanked David May for his presentation.

Audio Recording – Start time of Item – 7 minutes 55 seconds

### NORTH HERTS MULTIPLE SCLEROSIS SOCIETY

Susan Gibbons, a member of the North Herts Multiple Sclerosis Society, thanked the Chairman for the opportunity to address the Committee regarding their grant application.

- Funding was required for an innovative bike which provided bilateral and symmetrical exercise which enabled mobility, strengthening and coordination for both upper and lower limbs. The stability of the design offered more support to a greater range of users including those who had limited movement or spasms;
- Motivational aspects were included within the programmes which would further enhance the benefits of users, encouraging symmetry and motivation to go further or faster;
- Each physio session was attended by individuals of mixed ability, including wheelchair users;

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- New people were all assessed by their well-established physio with the support of a volunteer, retired physio and two pilates instructors (one of whom was also occupational therapy trained);
- Members were also offered other activities;
- 60<sup>th</sup> Anniversary in 2018. Outings and Christmas lunch all paid for by Society;
- Funds were mainly sourced from donations and flag day participation throughout North Herts during the year;
- Tesco had kindly made a donation towards the bike;
- Lunch was available for £3/head if wanted to those members after physio;

In response to questions from Members Sue advised that:

- 16 members were from the Royston area; 11 from the Baldock area, 29 were from Letchworth area and 30 from Hitchin;
- Initiatives were going ahead which were involved with Parkinson's disease;
- Balance would be provided by the Society;
- Funds had been requested from other committees;
- Exercises were varied for each member on a weekly basis;
- Sessions held in Hadleigh;

The Chairman thanked Sue for her presentation.

Audio Recording – Start time of Item – 20 minutes and 2 seconds

## **TLG MAKE LUNCH**

Councillor Ruth Brown declared an interest as she was a member of the Church that ran the project.

Councillor Bill Davidson declared an interest as his wife was on the management committee.

The Chairman was thanked for the opportunity to address the Committee regarding their grant application.

- Make Lunch had now merged with TLG, a national charity which helped to reduce childhood poverty in the UK by feeding hungry children;
- Aim was to have a lunch kitchen in every town/city wherever the need was required;
- Raised awareness of child poverty and influenced change on national level;
- Funding was required for first aid training as one first aider required for each session;
- Grass roots were in Royston, started in 2015 and now 100 across UK and 30 children attended each session;
- Children who were entitled to free school meals (24.9%) could be referred through schools and families who were struggling financially could be invited;
- 350 children in Royston were entitled to free school meals (4% - 29.8%);
- Outgrew kitchen in town Hall and the Oak Room and the Ball Room at the Old Bull offered to cook at cost;
- Children played with crafts and games, aided by volunteers and parents relaxed;
- There was a sponsored Christmas party, hampers were delivered to families and children had holidays with Falcon Holidays;
- Funding from various local, independent and national sources;
- Budget for 2018 was £7,000;
- Were looking for their own building to enable expansion;

In response to questions from Members, including Councillor Morris were advised that:

- The service ran two days' per week during the school holidays only;
- First aiders needed to be retrained and they wanted more than one member of staff with the necessary training;

The Chairman thanked TLG Make Lunch for their presentation.

## 22 HIGHWAYS ISSUES

*Audio Recording – Start time of Item – 31 minutes and 0 seconds*

County Councillor Hill reported some updates:

- A lot of drainage work was in progress with some work resolved and more work was required;
- There were issues on both sides of A10 with leaves only swept in certain areas. This matter had been chased, particularly on the left side going out of Royston. Councillor Hill would chase;
- Drainage programme was 18 months;
- John Street – there was a parking issue on the corner. Due to traffic regulations and the High Street being in a conservation area, yellow lines were not possible however enforcement by NHDC would be taken to resolve this;
- Resurfacing work for 5 nights on A1198/A505 roundabout. Noisy work had been happening on occasion late at night due to weather however they tried to avoid this;
- Work near railway station was due;
- Speed indicator devices were working well. Query over siting at Barkway Road, petition carried out and surveys were being done. Could not be located near trees and this was where most of the damage to vehicles had been done.

Councillor Ruth Brown commented that residents had contacted her about:

- Trucks going along Baldock Road and Baldock Street. She had spoken to Steve Jarvis who advised that they were discussing a weight restriction on the Buntingford/Baldock A507 and were awaiting this before making a decision about Royston; but planned to do this in conjunction with it. This was sitting on the Highways Locality Budget Scheme to have a weight limit. If not resolved, this would cause an impact on the surrounding areas. Lorries could still go through weight restricted area as long as they were conducting their business.

Councillor Morris advised that:

- Anstey Quarry had been closed by the Environment Agency on the 12<sup>th</sup> September 2018.

The Chairman thanked County Councillor Hill for the update.

## 23 GRANTS & COMMUNITY UPDATE

*Audio Recording – Start time of Item – 41 minutes and 8 seconds*

### **Communities Officer - Ashley Hawkins**

*7.3. It was confirmed that £8,100 was left for the current financial year for the next few meetings and included £1,000 which came from the Members' Allowances budget which had been returned. If the minimum was requested tonight we would need a total of £5,235 to allocate for the last two meetings.*

*In terms of issues in the pipeline, there was an issue which would be brought up in the November meeting, Royston Coral Society - £750. There are also other things in the pipeline which would leave £3,735 for the last two meetings.*

McSplash from Melbourn were unable to attend.

- Swimming sessions for aged 8+ to adults on a Friday evening;
- 78 members, 46 come from Royston;
- Were seeking support of £338 for swimming gala in November. Unable to take place in 2017 due to lack of funding;
- They would need to apply for grants/funding or rely on donations as South Cambs did not have funds like NHDC;
- It benefited residents of Royston despite coming under South Cambs.

### **ALTERNATIVE OPTIONS**

*Regarding alternative options there were none proposed other than those detailed in the report.*

### **GRANT APPLICATION: ROYSTON CRICKET CLUB**

#### **RESOLVED:**

Funding of £1,500 was agreed to help purchase a set of crick sight screens.

**REASON FOR DECISION:** To help to improve the playing and practice experience for all involved.

### **GRANT APPLICATION: NORTH HERTS MS SOCIETY**

#### **RESOLVED:**

Funding of £740 was agreed to help purchase a highly specialist exercise bicycle.

**REASON FOR DECISION:** To aid members' health and wellbeing enabling them to stay stronger for as long as possible when living with MS.

**GRANT APPLICATION: MAKE LUNCH**

**RESOLVED:**

Funding of £450 was agreed to assist with the costs for First Aid Training for the two leaders (£150 each) and 10 volunteers (£50 each).

**REASON FOR DECISION:** Funding has been requested to ensure that the leaders and volunteers at Make Lunch receive the necessary First Aid training so that they can deal effectively with any first aid incidents at Make Lunch events.

**GRANT APPLICATION: McSPLASH SWIMMING CENTRE**

**RESOLVED:**

Funding of £240 was agreed to assist with swimming gala costs.

**REASON FOR DECISION:** To be used to pay for the hire of additional life guards, facility hire during the gala and for publicity costs.

**24 WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS**

*Audio Recording – Start time of Item – 56 minutes 56 seconds*

**PATHWAY AT THE END OF GREEN DRIFT**

Councillor Brown had been advised by Councillor Jarvis that once it had been adopted, he would put some of his high priority county budget towards the light. The Communities Officer advised that the delay of 18 months was due to funding of legal fees and this had been costed out and paid for.

**ROYSTON AND DISTRICT TWINNING ASSOCIATION**

Councillor Brown advised that the visit would coincide with the Arts Festival at the end of September with 47 Germans, 9 Spanish and 1 French. Big band and finale concert on Saturday night.

Thank you to Councillor Dingley for offering to set aside tickets for musicians not involved in the finale concert.

There was an event on Saturday 29<sup>th</sup> September which had been changed from the Friday. Civic Reception at The Old Bull Inn to which Councillors, County and Town Councils were invited. The Mayor would be invited to speak.

Councillor Brown had taken Councillor Hunter up on the suggestion and met with Simon Ellis to educate herself about how Section 106 worked. Since then numerous meetings had been held with officers and had been able to secure an allocation of £129,000 towards the hockey pitch and also £55,000 from the sustained transport for the A505 cycle bridge.

The Chairman advised that on 26<sup>th</sup> September 2018 officers would be invited to an informative on Section 106 as each one was different. The invite would be sent to all Committee members and Town Council and County Councillors.



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Councillor Brown advised that Councillor Dingley had stated that Section 106 should be something that was discussed regularly at the Royston and District Committee meeting. All individuals, organisations and Councillors could put forward suggestions to the community team and that was why the Chairman wanted an informative so the process worked.

The meeting closed at 9.05pm

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## NORTH HERTFORDSHIRE DISTRICT COUNCIL

### ROYSTON AND DISTRICT COMMITTEE

MEETING HELD IN THE ROOM 11, ROYSTON TOWN HALL, MELBOURN STREET,  
ROYSTON ON WEDNESDAY, 28TH NOVEMBER, 2018 AT 7.30 PM

#### MINUTES

**Present:** *Councillors Councillor Tony Hunter (Chairman), Councillor Bill Davidson (Vice-Chairman), Ruth Brown, Sarah Dingley, Jean Green and Gerald Morris*

**In Attendance:** *Ashley Hawkins (Communities Officer) and Amelia McNally (Committee and Member Services Officer)*

**MINUTES:** **Transcribed by Temporary Committee Clerk**

#### 25 APOLOGIES FOR ABSENCE

*Audio Recording – Start time of Item – 18 seconds*

Apologies for absence were received from:

Councillor Ben Lewis

#### 26 MINUTES - 12 SEPTEMBER 2018

*Audio Recording – Start time of Item – 30 seconds*

#### **RESOLVED:**

The Minutes of the Meeting of the Committee held on 12 September 2018 were not available and would therefore be approved at the next meeting.

#### 27 NOTIFICATION OF OTHER BUSINESS

*Audio Recording – Start time of Item – 2 minutes and 42 seconds*

There was no other business notified.

#### 28 CHAIRMAN'S ANNOUNCEMENTS

*Audio Recording – Start time of Item – 2 minutes and 48 seconds*

(1) The Chairman welcomed those present at the meeting, especially those who had attended to give a presentation;

(2) The Chairman advised that, in accordance with Council Policy, the meeting would be audio recorded;

- (3) The Chairman drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.

**29 PUBLIC PARTICIPATION - ROYSTON HISTORICAL PAGEANT**

*Audio Recording – Start time of Item – 3 minutes and 38 seconds*

**ROYSTON HISTORICAL PAGEANT:**

Councillor Ruth Brown declared that her husband was a treasurer.

Councillor Sarah Dingley, thanked the Chairman for the opportunity to address the Committee regarding their grant application.

Councillor Dingley informed Members of the following:

- Royston had a rich heritage including the cave, the medieval market town layout; linked to James I and had not done enough to broadcast the features;
- Several people volunteered to join the Committee and Heads of local schools had been approached to take part and Scouts and Guides had been invited to contribute;
- The event would be held on the Heath with various events from the age;
- Children would learn something of their heritage and it would draw people to the town;
- As an established date in the calendar, it would put Royston on the map;
- Items, reminiscent of the day, would be sold to raise funds for future events

In response to questions from Members, Councillor Dingley responded as follows:

- Interest had been expressed from various people and Councillor Dingley had lots of experience having worked for Creative Royston which had given an idea as to how to engage the community in this type of event;
- Date of event was 7<sup>th</sup> July 2019;
- Toilets and marketing had not been included in the £2,650 which was why it had climbed to £4,000;
- Despite its popularity, jousting had been ruled out due to cost. It would also have drawn more people and hence cars which would all have to be accommodated;
- There were camping restrictions on the Heath therefore all those taking part would have to attend on the day;
- As it was the first event of its kind for Royston and to accommodate as many people as possible, the timetable of events was still undergoing change;
- Licensing would be required;

The Chairman thanked Councillor Dingley for her presentation.

**30 PUBLIC PARTICIPATION - ROYSTON BOWLS CLUB**

*Audio Recording – Start time of Item – 10 minutes and 22 seconds*

**ROYSTON BOWLS CLUB:**

Steven Kilford from Royston Bowls Club thanked the Chairman for the opportunity to address the Committee regarding their grant application.

- Royston Bowls Club had been established since 1927;

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- Funds were required to purchase a de-thatcher machine. This would reduce the thicker grass otherwise known as thatch on the green which in turn produced weeds and the need for the use of herbicides and pesticides for maintenance. The de-thatcher would compact the green, make it flatter and an improved surface on which bowls could be played;
- Wide range of ages played, including teenagers;
- Royston Bowls Club were beneficiaries of a large legacy and the stipulation was that they had to become a registered charity with the money being used to build a brand new clubhouse with any remainder only being set aside for any improvements and associated bills;
- The club wanted to be able to cover its costs with the money coming in throughout the year which was difficult when it was only operational from May to September with no income for the remaining seven months. To cover the costs of the clubhouse, losses were made every year with a loss of £22,000 over the last nine years;
- 1000 people used the club over the five months however there was a limit of 48 people being able to use the club at any one time;

In response to questions from Members including Councillors Brown and Morris, Mr Kilford advised that:

- The clubhouse was not rented out but members could use the facility free of charge. They were trying to gain new sponsorship by use of advertising boards around the green and were already sponsored by a couple of companies;
- The hall had been hired out but not as a rule to the general public. They were not licenced to hold music events due to the risk of damage to the green and to keep the peace in the residential area;
- The facilities were going to be used in 2019;
- Green was currently maintained by a scarifier, motivators and mowers. The use of a de-thatcher would reduce the need for addition of topsoil which would add to the costs as well as increasing the height of the green;
- A profit had been made since 1927 following the sale of land at the site of the Jehovah's Witnesses' church which had been used to cover the losses year on year;
- The current account held about £9,000;
- There were 132 members of which 96 were playing members and the remainder were social members. The Club was always looking to increase its numbers however bowls had been portrayed as an 'old people's sport' however in recent years the game was now consumed by young players and catered for both social and competitive games;
- Tesco had provided £1,000 for their Bags of Help and representatives from the club would be in the store for two months from 1<sup>st</sup> February 2019;

The Chairman thanked Mr Kilford for his presentation.

### **31 PUBLIC PARTICIPATION - ROYSTON CHORAL SOCIETY**

*Audio Recording – Start time of Item – 28 minutes and 2 seconds*

#### **ROYSTON CHORAL SOCIETY**

Carole Kaszak from Royston Choral Society thanked the Chairman for the opportunity to address the Committee regarding their grant application.

Councillor Brown declared an interest.

- Royston Choral Society had been established since 1973 and was committed to performing at least four pieces annually;
- Involved Royston and the surrounding villages;
- The Choir was going to perform JS Bach's "St John Passion" in German at Easter which was quite challenging for an amateur choir and involved a small orchestra and soloists the cost of which, including hospitality, was estimated at £5,000;
- Funds were to be raised through membership, website, posters, ticket and bar sales and advertising within programmes, with an estimated income of around £2,000 with a projected deficit of over £3,000;
- The club made a loss of £500 last year;
- They would like to expand their reputation to involve more younger people;

In response to questions from Members including Councillors Morris, Carol Kaszak advised that:

- Concert numbers varied depending on the event but there were usually around 200 and the costs were the same for each performance;
- Local children who studied music for GCSE and A' level might be invited to perform the specific pieces of music that they were studying but this was due to be discussed at the Society's next meeting;

The Chairman thanked Carol Kaszak for her presentation.

## **32 HIGHWAYS ISSUES**

*Audio Recording – Start time of Item – 37 minutes and 7 seconds*

**County Councillor Fiona Hill advised that:**

- Highways Liaison Meeting attended by various Councillors and Officers from around the district;
- Highways Together project where County Council and Councillors worked with Town and Parish Councils on various projects and a date for meeting was being discussed;
- Winter programme had already begun and included community salt and the County Council had taken up that offer;
- There were questions from the 'A10 Safer Crossing Group' who wanted an update. They had received a commitment from the executive member of the current works by Hertfordshire County Council and he was organising a meeting between Cambridgeshire and Hertfordshire Officers and Members to try to progress things;
- Hertfordshire's feasibility study to maintain a bridge had been agreed in principle and that was for the benefit of all non-vehicular users;
- North Herts Council had pledged a Section 106; Town Council and businesses had pledged funds. Grants from PCC had been applied for and work had been done to apply for the Hertfordshire let funding;
- Speed indicated devices were up all over the town and had been successful. Surveys had been carried out on Barkway Road. There was a little funding remaining on the Highway's Locality Budget so it was likely that further sockets would be up there.

- Had worked with Councillor Dingley to try to identify and educate people on speeding;
- There had been an application at Town Council level to the PCC fund for more speed indicated devices and were awaiting decision.

**Councillor Steve Jarvis advised that:**

- The work for next year was starting to be set out however had not yet been committed both in terms of highways locality budgets and in terms of the county wide repair budgets. A decision was expected once the PCC application decision was known;
- The safety issue which concerned the sign being knocked down and which pointed towards the bypass at the Macdonald's roundabout; had been delayed until next year. It had been agreed that LED halos could be fitted at the crossing and the work was thought to be due this financial year.

The Chairman thanked both Councillors for their updates.

**33 GRANTS & COMMUNITY UPDATE**

Audio Recording – Start time of Item – 43 minutes and 12 seconds

***GRANT APPLICATION: ROYSTON HISTORICAL PAGEANT***

***RESOLVED:*** Funding of £500 was agreed.

***REASON FOR DECISION:*** To assist with costs for putting on a large historical event for the town in 2019.

***GRANT APPLICATION: ROYSTON BOWLS CLUB***

***RESOLVED:*** Funding of £1,000 was agreed.

***REASON FOR DECISION:*** To purchase a machine to de-thatch the green, to help reduce disease and improve the playing surface.

***GRANT APPLICATION: ROYSTON CHORAL SOCIETY***

***RESOLVED:*** Funding of £750 was agreed.

***REASON FOR DECISION:*** To assist with publicity, event and equipment hire costs for their performance of St John Passion at Royston Parish Church on 6<sup>th</sup> April 2019

**THE PATHWAY AT THE END OF GREEN DRIFT:**

To progress the order, the legal fees had been paid. No further progress had been reported. There was no end in sight at the moment. It was being chased with little response.

**COOMBES COMMUNITY ASSOCIATION:**

There had been some anti-social behaviour at the Kings Community Centre and they were working in conjunction with the Police and Community Safety to address this issue.

## **ROYSTON CHRISTMAS MARKET**

Was due to be held for the first time on Saturday 1<sup>st</sup> December 2018 in Fish Hill Square which had been organised for Councillor \*\*\*\*\* (58:30).

## **ROYSTON FIRST BID**

The consultation period had begun and if agreed the new BID would start on 1<sup>st</sup> April 2019.

## **SECTION 106**

Nothing had been received from Councillor Perry regarding bicycle racks but this would be chased by Councillor McNally. A lot of work had been done as to where they would go but it was unknown as to whether or not the costings had been done and this would need to be clarified by Highways.

Councillor Dingley thanked the Community Officer for all his hard work during the Winter Fair as it was a major job.

## **34 WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS**

*Audio Recording – Start time of Item – 1 hour 2 minutes and 5 seconds*

There was a Planning Application for 5 Green Drift which was initially refused and then another Planning Application was made. The committee refused it and Councillor Brown was pleased to report that the Applicant had arranged to meet with some of the residents who had objected, to find out their concerns and try and come up with a new Planning Application that everyone would be happy with.

The launch of the Drive Safe Scheme was currently going through the bureaucracy and it was hoped that it would be launched shortly. Police provided equipment to check speeding.

People from Germany and France were visiting next year and Town Twinning were also hoping to entice some Spanish to join them for the Royston Festival. Another school exchange had been arranged between Meridian and Villanueva de la Canada. £294 had been raised from the Rotary Swimathon for which had had been received half of that.