

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Hitchin Committee held in the Westmill Community Centre,
John Barker Place, Hitchin, Herts
on Tuesday, 6th March, 2018 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Nicola Harris (Chairman) and Frank Radcliffe.

2 MINUTES - 5 DECEMBER 2017

RESOLVED: That the Minutes of the Meeting of the Committee held on 5 December 2017 be approved as a true record of the proceedings and be signed by the Chairman.

3 NOTIFICATION OF OTHER BUSINESS

No other business had been notified.

4 CHAIRMAN'S ANNOUNCEMENTS

- (1) The Vice-Chairman thanked all who had attended Town Talk;
- (2) The Vice-Chairman welcomed all present at the meeting, particularly those who had attended to give a presentation;
- (3) The Vice-Chairman informed those present that, in accordance with Council Policy the meeting would be audio recorded;
- (4) The Vice-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.

5 HERTFORDSHIRE CONSTABULARY

Sergeant Steve Oliphant, Hertfordshire Constabulary thanked the Vice-Chairman for the invitation to address the Committee.

The Vice-Chairman thanked the Hertfordshire Constabulary for their work in the Hitchin area and Sergeant Oliphant particularly, for his presentation.

6 GRANTS AND COMMUNITY UPDATE

Prior to any discussion regarding Hitchin Educational Foundation, Councillor Paul Clark declared a declarable interest as he was the Council's representative on this body. As there was no decision to be made in respect of this organisation, he would remain in the room and take part in any debate.

RESOLVED:

- (1) That the budgetary expenditure, balances and carry forwards from the Development Ward Budgets as set out in Appendix A – Hitchin Area Committee Budget for 2017/18 be noted;

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- (2) That the sum of £11,131 be allocated from the 2017/18 Discretionary Budget to Community Initiatives;
- (3) That the Communities Officer be requested to investigate the possibility of organising a forum for grant funders in the Hitchin area;
- (4) That the Committee endorses the actions taken by the Community Officer to promote greater community capacity and well-being for Hitchin;

REASON FOR DECISION: To keep Members of the Committee apprised of the latest developments in community activities in Hitchin.

7 INFORMATION NOTE - REGENERATION OF CHURCHGATE SHOPPING CENTRE

The Committee received an information note of the Deputy Executive regarding the regeneration of Churchgate Shopping Centre.

RESOLVED:

- (1) That the Deputy Chief Executive be requested to make note of the historic steps leading from Churchgate Shopping Centre to the car park, which should be preserved in any plans for upgrading the Centre;
- (2) That the information note regarding the regeneration of Churchgate Shopping Centre be noted and that the Hitchin Committee look forward to a good working relationship with Cabinet regarding the project;
- (3) That the Hitchin Committee looks favourably on the proposal for a rolling contract for Hitchin Markets Limited to continue managing the market;
- (4) That the comments of the Overview and Scrutiny Committee, in respect of the management of larger projects, regarding meaningful consultation be reinforced.

REASON FOR DECISION: To keep the Hitchin Committee apprised of the proposals regarding the regeneration of Churchgate Shopping Centre.

8 SECTION 106 AND UNILATERAL UNDERTAKINGS

RESOLVED:

- (1) That the report entitled Section 106 and Unilateral Undertakings be noted;
- (2) That the Development and Conservation Manager be requested to continue to present a report regarding Section 106 and Unilateral Undertakings on an annual basis;
- (3) That, other than where a contribution has been negotiated for a specific purpose or project, Ward Members of the area where Section 106 or Unilateral Undertaking funding is generated and the Area Committee be consulted prior to funding being allocated away from that area or from a village location to a town;
- (4) That, if it is proposed that Section 106 funding be allocated to the proposed regeneration of Churchgate Shopping Centre project, the Hitchin Committee be advised in advance of the decision to do so;
- (5) That the Committee and Member Services Officer be requested to re-circulate the response of the Development and Conservation Manager regarding the involvement of the Hitchin Committee in the proposed development at Highover Farm to all Members of the Committee.

- (6) That the Development and Conservation Manager be requested to provide information regarding the amount of housing provided in Hitchin to the Committee and Member Services Officer, for circulation by email to all Members of the Hitchin Committee.

REASON FOR DECISION:

- (1) To ensure that there is a robust system for negotiating and managing Section 106 and Unilateral Undertakings.
- (2) To ensure that this is kept under constant review and that the risk associated with this activity is managed in an appropriate manner.

9 HITCHIN TOWN CENTRE MANAGER

Mr Keith Hoskins, Hitchin Town Centre Manager, thanked the Vice-Chairman for the opportunity to address the Committee. He introduced the new Hitchin BID Manager and gave a verbal presentation regarding the issues and activities in Hitchin Town Centre.

The Vice-Chairman thanked Mr Hoskins and Mr Hardy for their presentation.

RESOLVED:

- (1) That Mr Keith Hoskins be thanked for the hard work on behalf of Hitchin that he has undertaken as Hitchin Town Centre Manager;
- (2) That Mr Tom Hardy be welcomed as the new Hitchin BID Manager.

REASON FOR DECISION: To keep the Hitchin Committee apprised of the work and activities being undertaken in Hitchin Town Centre.

10 WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

No Ward or Outside Organisation issues were discussed.

11 ITEMS FOR DISCUSSION AT FUTURE MEETINGS

RESOLVED:

- (1) That the Committee and Member Services Officer be requested to circulate to all Members of the Hitchin Committee by email the list of topics to be discussed at future meetings of the Hitchin Committee;
- (2) That the Committee and Member Services Officer be requested to organise the meetings of the Hitchin Committee to be held at either Benslow Music School or Westmill Community Centre.

REASON FOR DECISION: To ensure that future meetings and agendas of the Hitchin Committee are organised efficiently.

12 GRANT APPLICATION - TRIANGLE COMMUNITY GARDEN

RESOLVED: That grant funding of £2,850 be awarded to Triangle Community Garden from the 2017/18 Discretionary Budget towards the cost of purchasing IT equipment, a mobile phone and internal decoration and wi-fi for the Ransom Pavilion.

REASON FOR DECISION: To improve services provided by local organisations and groups which are accessed by the community.

13 PUBLIC PARTICIPATION - PARKING AT THE LEISURE CENTRE

Mr Colin Dunham thanked the Vice-Chairman for the opportunity to address the Committee and gave a verbal presentation regarding parking at the Leisure Centre.

The Vice-Chairman thanked Mr Dunham for his presentation.

RESOLVED: That the Executive Member for Leisure be asked to advise this Committee how the parking arrangements for the Leisure Centre in Hitchin were publicised and whether there were plans to further publicise those parking arrangements.

REASON FOR DECISION: To ensure that the parking arrangements for the Leisure Centre in Hitchin are publicised as fully as possible.

14 PUBLIC PARTICIPATION - TILEHOUSE COUNSELLING

The Vice - Chairman advised that Sue Barnes, Tilehouse Counselling, had broken her ankle and was unable to attend this meeting.

15 PUBLIC PARTICIPATION - TRIANGLE COMMUNITY GARDEN

Ms Liz McElroy, Project Manager, Ms Vicky Wire and Ms Yolande Worrall, Triangle Community Garden, thanked the Vice-Chairman for the opportunity to address the Committee and gave a verbal presentation regarding their grant application.

The Vice-Chairman thanked Ms McElroy, Ms Wire and Ms Worrall for their presentation.

16 PUBLIC PARTICIPATION - HITCHIN MARKETS

Following the presentation but before any debate Councillor Judi Billing declared a declarable Interest as she was a Director of Hitchin Initiative, which was the sole shareholder of Hitchin Markets.

Following the presentation but before any debate Councillor Ray Shakespeare-Smith declared a declarable Interest as he was a member of Hitchin Initiative, which was the sole shareholder of Hitchin Markets.

Following the presentation but before any debate Councillor Richard Thake declared a declarable Interest as he was a member of Hitchin Initiative, which was the sole shareholder of Hitchin Markets.

Mr John Simmonds, Chairman, Hitchin Markets Limited, thanked the Vice-Chairman for the opportunity to address the Committee and gave a verbal presentation regarding Hitchin Market.

The Vice-Chairman thanked Mr Simmonds for his presentation.

17 GRANT APPLICATION - TILEHOUSE COUNSELLING

RESOLVED:

- (1) That grant funding of £4,964 be awarded to Tilehouse Counselling from the 2017/18 Discretionary Budget towards the cost of providing weekly one to one counselling sessions for individuals with mental health issues.
- (2) That the Communities Officer be requested to provide a list of counselling services available in Hitchin together with the type of service provided by each organisation.

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REASON FOR DECISION: To improve services provided by local organisations and groups which are accessed by the community.