

Public Document Pack

23 June 2017

Our Ref Baldock and District
Committee/ 3.7.17
Your Ref.
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To: Members of the Committee: Councillor Michael Muir (Chairman), Councillor Janine Paterson (Vice-Chairman), Councillor Steve Jarvis, Councillor Jim McNally, Councillor Valentine Shanley and Councillor Michael Weeks

You are invited to attend a

MEETING OF THE BALDOCK AND DISTRICT COMMITTEE

to be held in the

BALDOCK COMMUNITY CENTRE, SIMPSON DRIVE, BALDOCK

On

MONDAY, 3 JULY, 2017 AT 7.30 PM

Yours sincerely,



David Miley
Democratic Services Manager

Agenda **Part I**

Item	Page
1. APOLOGIES FOR ABSENCE	
2. MINUTES - 6 MARCH 2017 To take as read and approve as a true record the minutes of the meeting of this Committee held on the 6 March 2017.	(Pages 1 - 10)
3. MINUTES - 18 MAY 2017 To take as read and approve as a true record the minutes of the meeting of this Committee held on the 18 May 2017.	(Pages 11 - 12)
4. NOTIFICATION OF OTHER BUSINESS Members should notify the Chairman of other business which they wish to be discussed by the Committee at the end of the business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency. The Chairman will decide whether any item(s) raised will be considered.	
5. CHAIRMAN'S ANNOUNCEMENTS Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest which requires they leave the room under Paragraph 7.4 of the Code of Conduct, can speak on the item, but must leave the room before the debate and vote.	
6. PUBLIC PARTICIPATION To receive petitions and presentations from members of the public including: 1. Christchurch Baldock 2. Hinxworth Allotments 3. Weston Village Hall 4. Sandon Sports and Social 5. Balstock	
7. BALDOCK COMMUNITY EVENTS To receive a quarterly oral update on Baldock Community events.	

8. **GRANTS AND COMMUNITY UPDATE** (Pages
REPORT OF THE STRATEGIC DIRECTOR OF FINANCE, POLICY AND 13 - 32)
GOVERNANCE.

To bring to the Committee's attention details of recent requests received for Area Committee grant funding by community groups and local organisations, which conform to the Authority's Grant Policy approved by Cabinet on 14 June 2016.

9. **WARD AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS**
To receive any oral reports from Members regarding Ward matters and Outside Organisations.

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Agenda Item 2

NORTH HERTFORDSHIRE DISTRICT COUNCIL

BALDOCK AND DISTRICT COMMITTEE

Meeting held at Baldock Community Centre, Baldock
Monday 6 March 2017 at 7.30 p.m.

MINUTES

PRESENT: *Councillors: Jim McNally (Chairman), Michael Muir (Vice-Chairman), Steve Jarvis, Janine Paterson and Michael Weeks.*

IN ATTENDANCE: *Simon Ellis (Development and Conservation Manager), Ashley Hawkins (Communities Officer), Amelia McNally (Committee and Member Services Officer) and Hilary Dineen (Committee and Member Services Officer).*

ALSO PRESENT: *At commencement of the meeting Councillors Lynda Needham and David Levett and approximately 10 members of the public.*

42. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Valentine Shanley.

43. MINUTES – 5 DECEMBER 2017

RESOLVED: That the Minutes of the Baldock and District Committee meeting held on 5 December 2016 be approved as a true record of the proceedings and be signed by the Chairman.

44. NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

45. CHAIRMAN'S ANNOUNCEMENTS

(1) The Chairman welcomed everyone to the meeting particularly Councillor Lynda Needham, Councillor David Levett, Chief Inspector Julie Wheatley, Sergeant Al Clarke and those making presentations to the Committee.

(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.

(4) The Chairman introduced and welcomed Amelia McNally, a new Committee and Member Services Officer and advised that she would receive training over the next few meetings in order to become the clerk to this Committee;

(5) The Chairman advised that Hilary Dineen (Committee and Member Services Officer) would be the clerk to this meeting.

46. HERTFORDSHIRE CONSTABULARY

Chief Inspector Julie Wheatley and Sergeant Al Clarke (Hertfordshire Constabulary) thanked the Chairman for the opportunity to address the Committee and gave a verbal update on the issues being addressed by the Hertfordshire Constabulary in the Baldock and District area.

Chief Inspector Wheatley introduced Sergeant Al Clark, who was the sergeant for Letchworth and Baldock and advised that she would provide an end of year update and a breakdown of some of the crime figures.

Burglary Dwelling

There had been 20 offences and this figure was similar to the previous year.

There had been a lot of dwelling burglaries in Hitchin where the offenders travelled in from Northampton and Luton.

Burglary Other

There had been a reduction of 37 offences on the previous year.

Theft from Motor Vehicles

This had increased by 17 offences on the previous year.

Criminal Damage to Cars

There had been an increase of 37 offences on the previous year, which included a spate of 11 offences by one person.

Sergeant Clarke advised that the spike in this category had been as a result of drunkenness and had now petered out.

Violence Against the Person

The number of offences in this category had significantly reduced.

Domestic Abuse

The number of domestic abuse offences was lower in Baldock.

Shoplifting

There had been a small increase in the number of shoplifting offences.

North Hertfordshire

There had been a few high profile cases in North Hertfordshire being the murder in Royston of Helen Bailey and some nasty assaults in Hitchin and Baldock.

It was rare to get serious offences in Baldock and the rate of detection was very good.

Visibility of the Police was difficult in Baldock, but they did have a base at the Community Centre.

Members commented that for a number of years North Hertfordshire had the lowest crime figures in Hertfordshire and Baldock had the lowest crime figures in North Herts and asked whether this remained the case.

Chief Inspector Wheatley advised that this remained the case.

Sergeant Clarke informed Members that detection rates in North Hertfordshire were also higher than the County figures.

Members were pleased to note the low levels of crime in North Hertfordshire and suggested that this be publicised by way of a press release. They felt that the successes were due to the work of the Neighbourhood Policing Teams and that the challenge was to minimise the fear of crime, which was worse than the actual crime level.

In respect of resourcing, Members were aware that there it was important to place resources where they were needed but were concerned that the removal of officers from the Neighbourhood Teams on a regular basis would eventually render them ineffective and asked whether there were any trends to this that would be demonstrated by the abstraction figures. They commented that they would like to be able to reassure residents that Police were rarely taken away from Baldock.

Chief Inspector Wheatley advised that she had been tasked with rewriting the abstraction policy, including the Neighbourhood Team and the changing demands and the difference that abstractions made.

The main duties that officers were called to undertake were as hospital guards and for mental health issues despite this the Baldock Neighbourhood Team rarely had abstractions.

Chief Inspector Wheatley agreed to provide regular abstraction figures in relation to the Baldock Neighbourhood Team, for the information of the Members.

Members noted that the policy of part time street lighting had now been in force for about 3 years and asked whether there had been an increase in crime during the unlit hours.

Chief Inspector Wheatley advised that there had been no increase in crime during the times that the street lights were unlit but the fear of crime remained high.

Members commented that there had been an increase in hare coursing and that they believed that there were officers who spent a lot of time tackling this issue.

Chief Inspector Wheatley informed Members that they had use of 4x4s and quad bikes and that the Rural Specials were qualified to use these pieces of equipment. Most of the hare coursing activity was on the border of North Herts and Luton.

Members commented that there were a lot of activities for young people in Baldock and that, as a result, there seemed to be a lot less groups of youths hanging around and the incidents of graffiti and use of unlicensed motorbikes had reduced.

Sergeant Clarke agreed that problems with young people had reduced and advised that someone had been apprehended regarding the incidents a few months ago. He informed Members that there were systems in place to target areas where issues became a problem.

The Chairman thanked Chief Inspector Wheatley and Sergeant Clarke for their informative presentation and for the work they and their team undertake for the Baldock and District area.

47. PUBLIC PARTICIPATION – ROTARY CLUB OF BALDOCK

Prior to the item being discussed Councillor Michael Muir declared a declarable interest as he was a member of the Rotary Club of Baldock. He advised that, as he would not personally benefit from any grant funding awarded, he would remain in the room and take part in the debate and vote.

Mr Mick Williams, President of the Rotary Club of Baldock, thanked the Chairman for the opportunity to address the Committee and gave a verbal presentation regarding the grant funding application for the Rotary Club of Baldock.

Mr Williams advised Members that the Club was working to expand the Christmas lights in Baldock Town Centre to beyond the Cock and the Boot.

The expansion would involve putting in power points and purchasing new lights which cost approximately £400 for one panel measuring one metre by one metre.

Many of the lights at the bottom end of the Town were purchased in 1978 and were now aged, with technology overtaking the ability of the lights and they were looking to replace the frames and continue with light strings in order to improve the Christmas feel.

The total cost of the project was £4,300 for which an application had been made for grant funding of £2,000.

Mr Williams advised that there had been some problems last year with the Christmas tree and that to mitigate this they were holding meetings to discuss the possibility of holding a light switch on event around the tree.

Members suggested that the problems regarding the tree light being dim probably meant that new lights should be purchased and, in respect of a switch on event, suggested that the Community Centre Carol Singing could be integrated into a switch on event.

Mr Williams assured Members that he would liaise with them regarding any switch on event.

The Chairman thanked Mr Williams for his presentation.

48. PUBLIC PARTICIPATION – BALDOCK TOWN TWINNING ASSOCIATION

Prior to the item being discussed Councillor Jim McNally declared a declarable interest as he was one of the NHDC representatives to the Baldock Town Twinning Association. He advised that this was not so significant as to prevent him from taking part in the debate and vote.

Prior to the item being discussed Councillor Michael Weeks declared a declarable interest as he was one of the NHDC representative to the Baldock Town Twinning Association. He advised that this was not so significant as to prevent him from taking part in the debate and vote.

Prior to the item being discussed Councillor Michael Muir declared declarable interest as he and his wife were members of the Baldock Town Twinning Association. He advised that this was not so significant as to prevent him from taking part in the debate and vote.

Mr Paul Lockett, Chair of Baldock Town Twinning Association, thanked the Chairman for the opportunity to address the Committee and gave a verbal presentation regarding the grant funding application for the Baldock Town Twinning Association.

Mr Lockett reminded Members that Baldock had been twinned with Eisenberg in Germany since 1988 and Sanvignes-les-Mines in France since 1997 and that each year they either visited or were visited by representatives from these towns.

Baldock was due to host Sanvignes on the twentieth anniversary of twinning in 2017 and Eisenburg on the thirtieth anniversary in 2018 and would like to arrange something a little special for these events, which inevitably meant more expense.

A lot of money was spent in the local community during these events for instance the booking of hotel rooms, coach hire and entertainers.

The Association was totally self-funded, apart from any grant funding received, they held fundraising events including a murder mystery production, which was the main fundraising event this year.

Membership of the Association was both dwindling and aging, the challenge was to encourage younger members and they were working with Knights Templar School towards this end.

The grant application was for £1,000 which was approximately 25 percent of the cost of both anniversary events excluding food and drink.

The Chairman thanked Mr Lockett for his presentation.

49. PUBLIC PARTICIPATION – BALDOCK METHODIST CHURCH

Mrs Gill Frances thanked the Chairman for the opportunity to address the Committee and gave a verbal presentation regarding the grant funding application for Baldock Methodist Church.

Mrs Frances advised that Baldock Methodist Church was trying to reach out to and support the community and to this end there were many groups now meeting at the Church as follows:

- Monday & Friday mornings – Dipsy Dancers, involving young children;
- Tuesday mornings – Tiny Tots, involving parents, grandparents, carers and children up to 3 years of age – tea, toast and cereals were provided.
- Wednesday mornings – re-starting the coffee mornings;

Mrs Frances informed Members that the Church was built in 1850 and it was very difficult to keep old buildings going but it was important for each group to have storage for their equipment and the application for grant funding was towards the costs of providing this.

She concluded by inviting Members to drop in to Tiny Tots on a Tuesday morning

The Chairman thanked Mrs Frances for her presentation.

50. PUBLIC PARTICIPATION – ASHWELL VILLAGE TRUST

The Communities Officer advised that no representatives of the Ashwell Village Trust had been able to attend this meeting.

51. GRANT APPLICATIONS AND COMMUNITY UPDATE

The Communities Officer presented the report of the Strategic Director of Finance, Policy and Governance entitled Grant Applications and Community Update and drew attention to the following:

Budgets

The current level of funding available in the 2016/17 budgets were:

Baldock Town - £3,996
 Baldock East - £1,600
 Arbury - £438
 Weston and Sandon £1,200

The current level of funding available from the carried forward 2015/16 budgets were:

Baldock East £516
 Weston and Sandon £1.169

Following the meeting the figures to carry forward, by ward, to the 2017/18 financial year would be:

Baldock Town - £2059
 Baldock East - £1322
 Arbury - £267
 Weston & Sandon - £2353

The Communities Officer advised that he would be contacting Members to discuss how this money would be carried forward.

Baldock East Budget

Grant funding agreed at the meeting held on 5 December 2016 would require the following amounts to be transferred from the Baldock East Budget to the Baldock Base Budget:

- (i) £108 – Ashwell Music Festival Grant Funding;
- (ii) £48 – Small Acts of Kindness Grant funding.

Surgery Banner

The Communities Officer advised that a 9 foot banner for use at Community Surgeries could be purchased for £120.

Members were supportive of the concept, but were concerned that the wording on the banner did not restrict its use for any other event with Councillors present.

It was proposed and seconded that grant funding of £120 be awarded to purchase a banner for use at events where Councillors were present and that the Communities Officer be requested to liaise with all Members regarding the wording on the banner before ordering it.

RESOLVED:

- (1) That the budgetary expenditure, balances and carry forwards from the Development and Visioning Budgets be noted;
- (2) That, in respect of grant funding awarded at the meeting held on 5 December 2016, the following amounts be transferred from the Baldock East Budget to the Baldock Base Budget:
 - (i) £108 – Ashwell Music Festival Grant Funding;
 - (ii) £48 – Small Acts of Kindness Grant funding.
- (3) That grant funding of £120 be awarded towards the cost of the purchase of a banner for use at Baldock and District Community Surgeries and other similar events;
- (4) That, subject to the agreement of Councillor Shanley, funding for (3) above be taken in proportionate shares from each budget;
- (5) That, in respect of (3) above, the Communities Officer be requested to liaise with all Members of this Committee regarding the wording on the banner prior to ordering it;
- (6) That the actions taken by the Community Development Officer to promote greater community capacity and well-being for Baldock and District be endorsed;

REASON FOR DECISION: To keep Members of the Committee apprised of the latest developments in community activities in the Baldock and District area.

52. GRANT APPLICATION – ROTARY CLUB OF BALDOCK

Prior to the item being discussed Councillor Michael Muir declared a declarable interest as he was a member of the Rotary Club of Baldock. He advised that, as he would not personally benefit from any grant funding awarded, he would remain in the room and take part in the debate and vote.

The Communities Officer advised that funding had previously been awarded to the Rotary Club of Baldock in June 2016 which was before the new Grants Policy was adopted.

If Members were to award grant funding today then, under the new policy, the Rotary Club of Baldock would not be able to apply for further funding for any purpose for two years.

Members were supportive of awarding grant funding but there was some debate about the amount. Some Members wanted to award the full amount requested whilst others commented that the amount requested was a lot of money and that the Committee had previously adopted a frugal approach to awarding grant funding that should be continued.

They also noted that the Round Table of Baldock gave out grants totalling half of their income and that this was slightly profligate.

It was proposed and seconded that grant funding of £1,500 be awarded.

RESOLVED:

- (1) That grant funding of £1,500 be awarded to the Rotary Club of Baldock towards the cost of maintenance of existing Christmas lights and the provision of additional new Christmas Lights;
- (2) That, subject to the agreement of Councillor Shanley, funding for (1) above be taken in proportionate shares from each budget.

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

53. GRANT APPLICATION – BALDOCK TOWN TWINNING ASSOCIATION

Prior to the item being discussed Councillor Jim McNally declared a declarable interest as he was the NHDC representative to the Baldock Town Twinning Association. He advised that this was not so significant as to prevent him from taking part in the debate and vote.

Prior to the item being discussed Councillor Michael Weeks declared a declarable interest as he was the NHDC representative to the Baldock Town Twinning Association. He advised that this was not so significant as to prevent him from taking part in the debate and vote.

Prior to the item being discussed Councillor Michael Muir declared declarable interest as he and his wife were members of the Baldock Town Twinning Association. He advised that this was not so significant as to prevent him from taking part in the debate and vote.

Members noted that this the second grant application from Baldock Town Twinning Association in one year but acknowledged that the two anniversary events were important milestones that should be supported.

It was proposed and seconded that grant funding of £1,000 be awarded and

RESOLVED:

- (1) That grant funding of £1,000 be awarded to the Baldock Town Twinning Association towards the cost of Town Twinning visits to Baldock in 2017 and 2018;
- (2) That, subject to the agreement of Councillor Shanley, funding for (1) above be taken in proportionate shares from each budget.

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

54. GRANT APPLICATION – BALDOCK METHODIST CHURCH

Members noted the busy and varied programme of events provided at the Baldock Methodist Church, particularly those provided for the vulnerable. They also understood the need for storage for these groups.

It was proposed, seconded that grant funding of £180 be awarded and

RESOLVED:

- (1) That grant funding of £180 be awarded to Baldock Methodist Church towards the cost of purchasing internal storage units for community use;
- (2) That, subject to the agreement of Councillor Shanley, funding for (1) above be taken in proportionate shares from Baldock Town and Baldock East budgets.

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

55. GRANT APPLICATION – ASHWELL VILLAGE TRUST

The Communities Officer informed Members that the original application from Ashwell Village Trust had been for £100, but, as the grant policy stated a minimum sum, this had been increased to £150 to support 2 years of well dressing events.

Members noted that there had not been a presentation made regarding this application and that this had been agreed by the Chairman as an exception.

It was proposed, seconded and

RESOLVED: That grant funding of £150 be awarded to Ashwell Village Trust from the 2016/17 Arbury Budget towards the cost of the Ashwell Well Dressing Project.

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

56. SECTION 106 AND UNILATERAL UNDERTAKINGS

The Development and Conservation Manager presented the report entitled Section 106 and Unilateral Undertakings.

He advised Members that there were two corrections to the report being that:

1. Due to a drafting error, Paragraphs 8.4.5, 8.4.6 and 8.4.7 should be deleted from the report.
2. The Paragraph numbers referred to in Paragraph 8 should be amended to Paragraphs 2.2 and 2.3.

The Development and Conservation Manager advised that the tables appended to the report only included money received and did not list anticipated receipts as there could be no guarantee they would ever be received.

The nature of Section 106 funding had changed over recent years and continued to do so.

The tariff approach whereby we could collect monies from small scale developments and spend it cumulatively on projects that fell within a general category was over. This was largely as a result of the pooling limit imposed on Section 106 funds from April 2015 and the banning of Section 106 funding for schemes of 10 dwellings or less.

Most, if not all, of the money collected over the coming years from Section 106 funding would already have a specific project already identified within the associated planning obligation resulting in the discretionary element diminishing over the next few years.

The successful system of allocating available funds to relevant projects to where those funds remained available and updating Area Committee's on an annual basis would be continued.

He drew attention to Paragraph 8.1.3 of the report and advised that the government had confirmed that a review of the Community Infrastructure Levy would be announced in Autumn 2017.

It appeared that this was likely to allow Local Authorities to set standard and very low Community Infrastructure Levy tariffs without the need to go through a Local Plan examination process and then rely on the existing Section 106 system on top of that, although there is no certainty of this.

Future Community Infrastructure Levy governance and spending would require an entirely new decision making process as to how money was allocated.

Members asked whether there had been any challenges from developers to Section 106 spending.

The Development and Conservation Manager advised that some developers had been very accommodating about the change of use of Section 106 funding and that the only challenges had been during the bill chasing process when they haven't paid and claim that there was no project to spend it on. In these cases developers are reminded that their development could last for 100 years and the needs of the residents would continue during that time. Nationally there was a large amount of Section 106 money held by Councils.

Members asked for clarification regarding the use of the Community Infrastructure Levy.

The Development and Conservation Manager explained that NHDC was in the early stages of introducing a Community Infrastructure Levy and that current it was thought that £120 per square metre was a viable level, but this would have to be examined and therefore it was likely to be set at a lower level, although this was not certain and new governance arrangements would have to be setup.

The problem with the Community Infrastructure Levy was that the development would be completed before any money was received by the council resulting in a time gap between introduction and collection.

Any Community Infrastructure Levy would be mandatory whereas Section 106 funding is negotiable.

In response to questions the Development and Conservation Manager confirmed that the information contained in Appendix 1 was the income already received under Section 106 and Unilateral Undertakings.

He met with the Communities Team on a regular basis to identify ever more creative ways in which to spend the monies, particularly in villages where the amounts could be quite small.

It was ever more important that towns and parishes recognised that the emphasis had shifted so that projects had to be identified in order to receive funding

Members acknowledged that Parishes needed to identify potential projects, even if they were against a particular development, as if that development was granted planning permission, this was the only way they would receive any Section 106 funding.

RESOLVED:

- (1) That the Development and Conservation Manager and his team be thanked for the work undertaken regarding Section 106 and Unilateral Undertakings;
- (2) That the contents of the report titled Section 106 and Unilateral Undertakings be noted;
- (3) That the Development and Conservation Manager be requested to present a report regarding Section 106 and Unilateral Undertakings to this Committee on an annual basis;
- (4) 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.

REASON FOR DECISION: To ensure that there is a robust system for negotiating and managing Section 106 and Unilateral Undertakings.

57. WARD AND OUTSIDE ORGANISATIONS – MEMBERS’ REPORTS

No Ward or Outside Organisation matters were discussed.

The meeting closed at 8.56 p.m.

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Chairman

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Agenda Item 3

NORTH HERTFORDSHIRE DISTRICT COUNCIL

BALDOCK AND DISTRICT COMMITTEE

MEETING HELD IN THE SPIRELLA BALLROOM, ICKNIELD WAY, LETCHWORTH
GARDEN CITY ON THURSDAY, 18TH MAY, 2017 AT 8.02 PM

MINUTES

Present: *Councillors Janine Paterson, Jim McNally and Michael Weeks.*

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor S.K. Jarvis, M.R.M. Muir and Valentine Shanley.

2 APPOINTMENT OF CHAIRMAN

RESOLVED: That Councillor M.R.M. Muir be appointed Chairman of the Baldock & District Committee for the 2017/18 Civic Year.

3 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED: That Councillor Janine Paterson be appointed Vice-Chairman of the Baldock & District Committee for the 2017/18 Civic Year.

The meeting closed at 8.03 pm

Chairman at the meeting on
Thursday, 18 May 2017

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BALDOCK AND DISTRICT COMMITTEE
3 JULY 2017

***PART 1 – PUBLIC DOCUMENT**

AGENDA ITEM No.

8

TITLE OF REPORT: GRANTS & COMMUNITY UPDATE

REPORT OF THE STRATEGIC DIRECTOR OF FINANCE POLICY & GOVERNANCE

EXECUTIVE MEMBER FOR COMMUNITY ENGAGEMENT AND RURAL AFFAIRS:
COUNCILLOR TONY HUNTER

PRIORITY: ATTRACTIVE AND THRIVING / PROSPER AND PROTECT / RESPONSIVE AND EFFICIENT

1. EXECUTIVE SUMMARY

- 1.1 To advise the Committee on the current expenditure and balances of the Area Committee 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, which conform to the Authority's Grants Policy approved by Cabinet on June 14th 2016.
- 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 That the Committee be recommended to consider the provision of grant funding to the organisations outlined below:
 - 2.1.1 Christchurch Baldock - £200 as outlined below in 8.1.1
 - 2.1.2 Hinxworth Allotment Group - £200 as outlined below 8.1.2.
 - 2.1.3 Weston Village Hall - £1,000 as outlined below in 8.1.3
 - 2.1.4 Sandon Sports & Social Club - £750 as outlined below in 8.1.4
 - 2.1.5 Balstock Music Festival - £500 as outlined below in 8.1.5
- 2.2 That all grants be allocated from the respective wards 2016/17 carry over funds until they are depleted.

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| 2.3 | That the Committee endorses the actions taken by the Community Officer to promote greater community capacity and well-being for Baldock. |
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3. REASONS FOR RECOMMENDATIONS

- 3.1 To ensure the Committee is kept informed of the work of the Community Officer.
- 3.2 This report is intended to inform Members of the financial resources available to the Committee. It draws attention to the current budgetary situation by assisting in the effective financial management of the Area Committee's budget. This ensures that all actions are performed in line with the Authority's Financial Regulations, the Council's Constitution, and the guidance of the existing Grants policy as agreed by Cabinet in June 2016.
- 3.3 The awarding of financial assistance to voluntary organisations and the use of discretionary spending allows the Committee to further the aims of the Corporate Plan.

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 included 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 bodies/groups has taken place with regard to funding proposals for Area Committee 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 A Baldock Area Committee Budget Spread sheet, which relates to the end of year Area Committee budget balances for 2016/17 and the 2017/18 financial year Committee budget.
- 7.2 The spreadsheet also details pre-allocated sums carried forward from the previous financial years, including balances and past expenditure relating to the allocated and unallocated Area Capital Visioning Budgets available to the Committee.

8. RELEVANT CONSIDERATIONS

8.1 Grant Applications for Consideration

8.1.1 Christchurch Baldock

Christchurch Baldock is seeking funding support from the Baldock & District Area Committee to assist with costs for running a free holiday club at Knights Templar School for children Reception age to Year 6.

The holiday club will run from 10am to 2.30pm every day between 24th and 28th July. Christchurch has been running the holiday club since 2005. It is a registered charity consisting of 2 committee members, 1 full time paid staff and 25 volunteers. 100+ children and their families will benefit from the project. Funding will assist with hall hire costs, publicity costs and stationary cost.

Christchurch Baldock are requesting £200 towards an overall cost of £, 1470 from the Area Committee Budget.

8.1.2 Hinxworth Allotments Group

Hinxworth Allotment Group are seeking funding support from the Arbury Ward Budget to assist with the purchase of a heavy duty lawn mower which they can use to keep the walk ways and surrounding area in good order.

Hinxworth Allotments Group is requesting £200 towards an overall cost of £480 from the Arbury Ward Budget.

8.1.3 Weston Village Hall

Weston Village Hall has been operating since 1927. It is a registered charity and is made up of 9 committee members and 3 volunteers. The hall is well used by a variety of clubs and groups including strength and balance class, Pilates, yoga, ballet, luncheon clubs, badminton, bridge, model aircraft flying, pre-school nursery and needlecraft. It also has a cinema club and is used for Parish Council Meetings, Village Hall Meetings, parties and local fundraisers.

The management group is seeking funding support to improve the Hall's insulation which will benefit all those using the facilities as well as making the building more environmentally friendly and sustainable for the future.

Weston Village Hall is requesting £1,000 towards an overall cost of £16,087 from the Weston and Sandon Ward Member's Budget.

8.1.4 Sandon Sports & Social Club

Sandon Sports & Social Club management committee is seeking funding support from the Weston & Sandon Ward Budget to help undertake some repairs and minor enhancements to the pavilion, situated on Roe Green.

The pavilion is home to the Village's Cricket Club and resident Football Club.

The pavilion requires new lockable windows for the rear of the building and repairs to the external fascias, soffits and gable ends.

The estimated total cost of the repairs is £1,500 and the Club is seeking support funding in the region of 50%.

Communities Officers will seek additional sources of funding with the management committee and liaise with the Parish Council to look at the possibility of unlocking any Planning Contributions / UUs already collected for the Sandon area under the category of Pitch Sports & Leisure.

8.1.5 **Balstock Music Festival**

Balstock Community Event will be returning for a seventh year between the 9th and 10th September 2017. The event is growing annually and is an important event for the pubs and other businesses within the town, which positively benefit from the increased footfall and customer, spend over the event weekend.

Balstock is a free music event held within 16 venues around the town with a main Community Event held in Baldock High Street combining live music and fun activities for all the family, including inflatables and a number of food vendors. The coordinators of the event are seeking funding in the region of £500 from the Area Committee to assist with publicity costs, first aid provision, security provision and equipment hire.

The organisers estimate the overall costs for staging this year's event to be approximately £9,000.

8.2 **Update on Community Engagement**

8.2.1 **Baldock Festival**

The Baldock CO provided support to the Baldock Festival Committee both during the planning stage and with a number of events during the 2 week festival period. As well as assisting with licensing applications the Baldock CO also provided practical support during the set up and take down of the Street Festival

8.2.2 **Baldock Events Forum**

The Baldock CO continues to provide support and assistance to the Baldock Events Forum with the planning of their events for the remainder of 2017 including The Big Lunch, Baldock Cycle Challenge and the Baldock Christmas Weekend. The Baldock CO currently meets on a bi-weekly basis with Richard Sell who is the Baldock Events Forum co-ordinator.

8.2.3 **Armed Forces Day**

The Baldock CO is supporting the Royal British Legion in their planning for Armed Forces Day which will be held in Baldock High Street on 24th June.

8.3 **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.

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 aid/financial support but excluding grants for district-wide activities. The Committee has delegated powers, as a body, to allocate discretionary budgets and devolved budgets within the terms determined by the Council and outlined in the current Grant Policy agreed by Cabinet in June 2016.

- 9.2 Section 1 of the Localism Act 2011 provides a General Power of Competence which gives local authorities the powers to do anything:-
- An individual may generally do
 - Anywhere in the UK or elsewhere
 - For a commercial purpose or otherwise, for a charge or without a charge
 - Without the need to demonstrate that it will benefit the authority, its area or person's resident or present 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.

10. FINANCIAL IMPLICATIONS

- 10.1 All Area Committees saw a 55% decrease in funding in the 2016/17 financial year. There are 4 meetings in the 2017/18 Committee cycle and members must ensure that sufficient funding is available for all meetings.

11. RISK IMPLICATIONS

- 11.1 There are no relevant risk entries that have been recorded on Covalent, the Council's performance and risk system. Individual events should have their own risk assessments in place to mitigate any health and safety issues. Whenever a request for grant funding for equipment is received, the recipient of the funding will be advised to obtain insurance for the item to avoid a repeat request for funding in the event of the equipment being stolen or damaged. 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 1st October 2010, a major piece of legislation. The Act also created a new Public Sector Equality Duty, which came into force on the 5th 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 their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.3 All projects that are assigned area committee funding are assessed to ensure that they do not negatively impact on any part of the local community. The only deviation to this is where a minority or marginalised 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 The Social Value Act and "Go Local" policy do not apply to this report.

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 A – Baldock & District Area Committee Budget Sheet
- 15.2 Appendix B - Grant Form for Christchurch Baldock
- 15.3 Appendix C – Grant Form for Hinxworth Allotments Group
- 15.4 Appendix D – Grant Form for Weston Village Hall
- 15.5 Appendix E – Grant Form for Sandon Sports & Social Club
- 15.6 Appendix F – Grant Form for Balstock Music Festival

16. CONTACT OFFICERS

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17. BACKGROUND PAPERS

- 17.1 Review of Policies and Procedures for Financial Assistance to Voluntary and Community Organisations, November 2002.
- 17.2 Review of Grants Policy Report to Cabinet June 2016.

FUNDS BROUGHT FORWARD FROM 2016/17

<u>SUMMARY/ TOTALS</u>	<u>Funding</u>	<u>Allocated</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>					
BALDOCK TOWN	£5,967	£3,908	£0	£3,908	£2,059					
BALDOCK EAST	£2,541	£1,219	£0	£1,219	£1,322					
ARBURY	£1,138	£871	£0	£871	£267					
WESTON & SANDON	£3,474	£1,121	£0	£1,121	£2,353					
Total	£13,120	£7,119	£0	£7,119	£6,001					

BASE BUDGET 2017/18

<u>SUMMARY/ TOTALS</u>	<u>Funding</u>	<u>Allocated</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>					
BALDOCK TOWN	£4,300	£0	£0	£0	£4,300					
BALDOCK EAST	£1,600	£0	£0	£0	£1,600					
ARBURY	£1,500	£0	£0	£0	£1,500					
WESTON & SANDON	£1,200	£0	£0	£0	£1,200					
Total	£8,600	£0	£0	£0	£8,600					

<u>BALDOCK TOWN</u>	<u>Funding</u>		<u>Code</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Funds Brought Forward from 16/17	£5,967		11951026823	Friends of Baldock Green Spaces - Dog Bins	£44	05.11.13	£0	£44		
			11951026826	Baldock Community Mini Bus	£3,800	07.03.16	£0	£3,800		
			11951026826	Area Committee Banner	£64	06.03.17	£0	£64		
Total	£5,967		11951026980		£3,908		£0	£3,844	£2,059	

<u>BALDOCK TOWN</u>	<u>Funding</u>		<u>Code</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
17/18	£4,300							£0		
								£0		
								£0		
								£0		
Total	£4,300		11951026980		£0		£0	£0	£4,300	

<u>BALDOCK EAST</u>	<u>Funding</u>	<u>Code</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Funds Brought Forward from 16/17	£2,541	11951046826	Baldock Community Mini Bus	£1,200	07.03.16	£0	£1,200		
			Area Committee Banner	£19	06.03.17	£0	£19		
Total	£2,541	11951046980		£1,219		£0	£1,219	£1,322	

<u>BALDOCK EAST</u>	<u>Funding</u>	<u>Code</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Base Budget 17/18	£1,600						£0		
							£0		
Total	£1,600	11951046980		£0		£0	£0	£1,600	

<u>ARBURY</u>	<u>Funding</u>	<u>Code</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Funds Brought Forward from 16/17	£1,138	11951126826	Baldock Community Mini Bus	£850	07.03.16	£0	£850		
			Area Committee Banner	£21	06.03.17	£0	£21		
							£0		
Total	£1,138	11951126980		£871		£0	£871	£267	

<u>ARBURY</u>	<u>Funding</u>	<u>Code</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Base Budget 17/18	£1,500						£0		
							£0		
							£0		
							£0		
							£0		
Total	£1,500	11951126980		£0		£0	£0	£1,500	

<u>WESTON & SANDON</u>	<u>Funding</u>		<u>Code</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Funds Brought Forward from 16/17	£3,474		11951136818	Village Community Facilities	£285	19.03.14	£0	£285		
				Village Projects	£70	26.3.15	£0	£70		
			11951136826	Baldock Community Mini Bus	£750	07.03.16	£0	£750		
				Area Committee Banner	£16	06.03.17	£0	£16		
Total	£3,474		11951136980		£1,121		£0	£1,121	£2,353	

<u>WESTON & SANDON</u>	<u>Funding</u>		<u>Code</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>	<u>Comments</u>
Base Budget 17/18	£1,200									
Total	£1,200		11951136980		£0		£0	£0	£1,200	

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URN: 4073

NORTH HERTFORDSHIRE DISTRICT COUNCIL

AREA COMMITTEE DEVELOPMENT GRANT APPROVAL FORM

1. Committee: **Baldock & District Area Committee**2. Date: **03/07/2017**3. Summary of application: **Funding support to assist with costs for running a week long summer camp**Name of organisation: **Christchurch Baldock**Sum requested: **£200**Total project cost: **£1470**

Brief details:

Christchurch Baldock is seeking funding support from the Baldock & District Area Committee to assist with costs for running a free holiday club at Knights Templar School for children Reception age to Year 6. The holiday club will run from 10-230pm every day between 24th and 28th July.

Matched / linked funding: **£1000**Funder: **Tesco Groundwork**Matched /linked funding : **£370**
or DRRFunder: **Christchurch Baldock**Matched / linked funding: **£0**

Funder:

Comments from Development Officer:

Christchurch have been running the holiday club since 2005. It is a registered charity consisting of 2 committee members, 1 full time paid staff and 25 volunteers. 100+ children and their families will benefit from the project. The application is criteria compliant and the group has match funding in place, Funding will assist with hall hire costs, publicity costs and stationary cost. The officer recommendation is an award of £200

This organisation receives no Rate Support or other formal benefits from NHDC.

In the last five years, this organisation has received the following awards:

13/06/2011 Summer Holiday Club for 5-11 year olds, £72

13/06/2011 Summer Holiday Club for 5-11 year olds, £228

02/03/2015 Funding support to assist with room hire costs for Summer Playscheme, £312

02/03/2015 Funding support to assist with room hire costs for Summer Playscheme, £98

Total awards: £710.

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NORTH HERTFORDSHIRE DISTRICT COUNCIL

AREA COMMITTEE DEVELOPMENT GRANT APPROVAL FORM

1. Committee: **Baldock & District Area Committee**2. Date: **03/07/2017**3. Summary of application: **Purchase of Heavy Duty Lawn Mower**Name of organisation: **Hinxworth Allotment Group**Sum requested: **£200**Total project cost: **£480**

Brief details:

Hinxworth Allotment Group are seeking funding support form the Baldock & District Area Committee to assist with the purchase of a heavy duty lawn mower which they can use to keep the walk ways and surrounding area in good order.

Matched / linked funding: **£130**Funder: **Organisation funds**Matched /linked funding : **£150**
or DRRFunder: **Fundraising**Matched / linked funding: **£0**

Funder:

Comments from Development Officer:

Hinxworth Allotment Group is an unregistered charity that was set up in 2010 and is run by 9 volunteers. The Allotments are well used and most of the 20 plots are currently occupied.. As well as helping to maintian the allotment areas, the mowing of the pathways will help to reduce the risj of users falling or tripping in the long grass. The application is criteria compliant and the officer recommendation is the award of £200.

This organisation receives no Rate Support or other formal benefits from NHDC.

In the last five years, this organisation has received the following awards:

05/05/2012 Funding support for fencing project at Hinxworth Allotments, £365

08/05/2014 Purchase of a storage shed for Hinxworth Allotments, £415

Total awards: £780.

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URN: 4075

NORTH HERTFORDSHIRE DISTRICT COUNCIL

AREA COMMITTEE DEVELOPMENT GRANT APPROVAL FORM

1. Committee: **Baldock & District Area Committee**2. Date: **03/07/2017**3. Summary of application: **Insulation works to Village Hall as part of refurbishment project**Name of organisation: **Weston Village Hall**Sum requested: **£1000**Total project cost: **£16087**

Brief details:

Weston Village Hall are seeking funding support from the Baldock & District Area Committee to assist with their refurbishment of the hall project which is focusing on insulating the main hall.

Matched / linked funding: **£4000**Funder: **Weston Village Hall**Matched /linked funding : **£2000**
or DRRFunder: **Parish Council**Matched / linked funding: **£8000 tbc**Funder: **National Lottery**

Comments from Development Officer:

Weston Village Hall has been operating since 1927. It is a registered charity and is made up of 9 committee members and 3 volunteers. The hall is well used by a variety of clubs and groups including a strength and balance class, pilates, yoga, ballet, lucheon clubs, badminton, bridge, model aircraft flying, pre-school nursery and needlecraft. It also has a cinema club and is used for Parish Council Meetings, Village Hall Meetings, parties and local fundraisers. The insulation of the hall will be to the benefit of all users. It will make the building more environmentally friendly. The application is criteria compliant and the recommendation is £1,000

This organisation receives £2,419 as CASC and

In the last five years, this organisation has received the following awards:

18/07/2011 Funding support for Weston Strength and Fitness Class, £250

06/06/2016 replacement of fluorescent & incandescent lighting by LED, £550

Total awards: £800

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URN: 4077

NORTH HERTFORDSHIRE DISTRICT COUNCIL

AREA COMMITTEE DEVELOPMENT GRANT APPROVAL FORM

1. Committee: **Baldock & District Area Committee**2. Date: **03/07/2017**3. Summary of application: **New windows and external repairs to the Pavilion**Name of organisation: **Sandon Sports & Social Club**Sum requested: **£750**Total project cost: **£1,500**

Brief details:

Sandon Sports & Social Club management committee is seeking funding support from the Weston & Sandon Ward Budget to help undertake some repairs and minor enhancements to the pavilion, situated on Roe Green.

The pavilion is home to the Village's Cricket Club and resident Football Club.

The pavilion requires new lockable windows for the rear of the building and repairs to the external fascias, soffits and gable ends.

The estimated total cost of the repairs is £1,500 and the Club is seeking support funding in the region of 50%.

Matched / linked funding: **£ tbc**Funder: **Parish Council via UUs**Matched /linked funding: **£ tbc**
or DRRFunder: **SS&SC own reserves**

Comments from Development Officer:

Communities Officers will seek additional sources of funding with the management committee and liaise with the Parish Council to look at the possibility of unlocking any Planning Contributions / UUs already collected for the Sandon area under the category of Pitch Sports & Leisure.

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URN: 4078

NORTH HERTFORDSHIRE DISTRICT COUNCIL

AREA COMMITTEE DEVELOPMENT GRANT APPROVAL FORM

1. Committee: **Baldock & District Area Committee**2. Date: **03/07/2017**3. Summary of application: **Funding support to assist with up front & publicity costs for Balstock**Name of organisation: **Balstock Music Festival**Sum requested: **£500**Total project cost: **£9000**

Brief details:

Balstock Community Event will be returning for a seventh year between the 9th and 10th September 2017. The event is growing annually and is an important event for the pubs and other businesses within the town, which positively benefit from the increased footfall and customer, spend over the event weekend.

Matched / linked funding: **£8500**Funder: **Sponsorship, fundraising, reserves**Matched /linked funding : **£0**
or DRR

Funder:

Matched / linked funding: **£0**

Funder:

Comments from Development Officer:

Balstock is a free music event held within 16 venues around the town with a main Community Event held in Baldock High Street combining live music and fun activities for all the family, including inflatables and a number of food vendors. The coordinators of the event are seeking funding in the region of £500 from the Area Committee to assist with publicity costs, first aid provision, security provision and equipment hire.

The organisers estimate the overall costs for staging this year's event to be approximately £9,000.

Any surplus in funds made from contributions received from all the venues and other income, will as in previous years, be donated to 5 chosen charities. The Community Officer has informed the group that following this application, in line with the new grant policy, they will not be able to apply for further funding until 2019.

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