

# Public Document Pack

24 November 2017

Our Ref Baldock and District  
Committee/4.12.17  
Your Ref.  
Contact. Ian Gourlay  
Direct Dial. (01462) 474403  
Email. [ian.gourlay@north-herts.gov.uk](mailto:ian.gourlay@north-herts.gov.uk)

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, 4TH DECEMBER, 2017 AT 7.30 PM**

Yours sincerely,



David Miley  
Democratic Services Manager

## **Agenda** **Part I**

<b>Item</b>	<b>Page</b>
<b>1. APOLOGIES FOR ABSENCE</b>	
<b>2. MINUTES - 4 SEPTEMBER 2017</b> To take as read and approve as a true record the minutes of the meeting of the Committee held on 4 September 2017.	(Pages 1 - 6)
<b>3. NOTIFICATION OF OTHER BUSINESS</b> 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.	
<b>4. CHAIRMAN'S ANNOUNCEMENTS</b> 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.	
<b>5. PUBLIC PARTICIPATION</b> To receive petitions and presentations from members of the public including:  1. Baldock Bowls Club	
<b>6. PRESENTATION FROM THE ENVIRONMENT AGENCY</b> To consider a presentation from the Environment Agency in respect of water levels in the River Ivel.	
<b>7. GREEN SPACE MANAGEMENT STRATEGY - PROGRESS: INFORMATION NOTE</b> INFORMATION NOTE OF THE PARKS & COUNTRYSIDE MANAGER  To consider the Information Note on progress regarding the Green Space Management Strategy.	(Pages 7 - 20)
<b>8. BALDOCK COMMUNITY EVENTS</b> To receive a quarterly oral update on Baldock Community Events.	

**9. GRANTS AND COMMUNITY UPDATE**  
**REPORT OF THE COMMUNITIES MANAGER**

(Pages  
21 - 30)

To update the Committee on the activities and actions of the Communities Officer, to advise on the current expenditure and balances of the delegated budgets and to consider applications for grant funding.

**10. WARD MATTERS 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 IN THE BALDOCK COMMUNITY CENTRE, SIMPSON DRIVE, BALDOCK  
ON MONDAY, 4TH SEPTEMBER, 2017 AT 7.30 PM

#### MINUTES

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

**In Attendance:**

*Ashley Hawkins (Communities Officer), Steve Cobb (Licensing Manager), Colin Broadhurst (Licensing Officer), Amelia McNally (Committee and Member Services Officer) and Ian Gourlay (Committee and Member Services Manager)*

**Also Present:**

*At the commencement of the meeting approximately Councillor Lynda Needham; Mr Alessandro Marsili (Affinity Water); Mr Nigel Beaven (Affinity Water); Mr Jake Rigg (Affinity Water) and 28 members of the public, including public speakers, were present.*

#### 23 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Valentine Shanley.

#### 24 MINUTES - 3 JULY 2017

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 3 July 2017 be approved as a true record of the proceedings and be signed by the Chairman.

#### 25 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

#### 26 CHAIRMAN'S ANNOUNCEMENTS

- (1) The Chairman welcomed everyone to the meeting including the general public and the public speakers for Public Participation. He also welcomed Members of the Committee and the Community Officer. The Chairman advised that Mr Alessandro Marsili Senior Asset Scientist of Hydrogeology would be giving a presentation on behalf of Affinity Water and that Mr Marsili would be available to answer questions.
- (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.

**27 PUBLIC PARTICIPATION - BALDOCK, BYGRAVE AND CLOTHALL NEIGHBOURHOOD PLANNING GROUP**

Mr Michael Bingham thanked the Chairman for the opportunity to address the Committee and gave a verbal presentation regarding the Baldock, Bygrave and Clothall Neighbourhood Planning Group.

Mr Bingham advised that the Baldock, Bygrave and Clothall Neighbourhood Planning Area had been designated by the Council in July 2017, which gave the Neighbourhood Planning Group formal status as a neighbourhood planning organisation.

Mr Bingham advised that the Group's work was ongoing, and that a considerable amount of work had already been done over the past year or so. That work had been done in the Group members' own time, on a voluntary basis, and had incurred some costs. He felt that a modest grant from the Committee would help the Group to meet those costs and further costs going forward.

Mr Bingham stated that the type of expenditure included hire of meeting rooms, production of publicity material, materials for events and limited travelling expenses. He commented that the Neighbourhood Plan was being produced within the framework of the emerging District Local Plan, with the aim of making the most for whatever happened to Baldock, Bygrave and Clothall.

Mr Bingham concluded by explaining that the exercise was quite a lot more challenging than other Neighbourhood Plans which were in progress throughout the District, given that it covered a large area of one town and two parished areas with a significant amount of potential housing growth. He therefore asked if the Committee would consider favourably an award of £500 to assist in this work, subject to the Group submitting the necessary grant application paperwork.

The Chairman thanked Mr Bingham for his presentation.

**28 PRESENTATION FROM AFFINITY WATER**

Mr Alessandro Marsili (Affinity Water), assisted by Mr Nigel Beaven (Affinity Water) and Mr Jake Rigg (Affinity Water) gave a presentation and answered member's questions regarding water supply issues in the Baldock area.

Mr Marsili's presentation covered the following issues:

- National Environment Programme (NEP) Study of the Ivel Headwaters;
- Summary of the NEP Study outcomes;
- Ivel Spring Area – Hydrogeology;
- Pumping Stations and level constraints;
- Current resources situation; and
- Proposed development and potential issues.

In response to a series of Members' questions, Mr Marsili and his colleagues responded as follows:

- The study had revealed that ground water tended to move from the west side of Letchworth towards the Baldock area;
- Water to fully supply the proposed new housing development to the North East of Baldock would need to be transferred from other areas;
- Affinity as a water company needed to meet the demand for water supply. Affinity currently supplied 3.5 million people, the population of which was expected to increase by 600,000 (17%) up to 2040. This would be challenging, but had been built in to Affinity's Business Plan. A water saving programme had been launched in 2015 to help address the issue by reducing leakage and reducing the use of water per head per day;
- £500 Million would be spent on Affinity's network between 2015 and 2020 on building up infrastructure. Until details of the North East Baldock development emerged it was difficult to speculate on the level of infrastructure changes/improvements required;

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- 60% of water was ground water and the other 40% came from river/reservoirs. Water would be moved around Affinity's network in order to service new developments and to meet demand;
- Since 2015, all new homes were required to be fitted with water meters;
- The representatives were confident that Affinity would be able to supply water to the 5,500 homes planned for the North East of Baldock and Letchworth; and
- Affinity Water would be keen to engage further with Members as part of the pre-consultation on its draft Water Resource Management Plan.

The Chairman thanked the Affinity Water representatives for their presentation and attendance at the meeting.

**RESOLVED:**

- (1) That the representatives from Affinity Water be thanked for their presentation;
- (2) That the representatives from Affinity Water be requested to:

Respond to the Committee Members on the extent to which developers paid for the increased/enhanced water infrastructure construction costs incurred on new housing developments; and

Copy in the Chairman of the Committee on any e-mails between Affinity Water and the Environment Agency relating to the Ivel Spring area.

**REASON FOR DECISION:** To keep Members of the Committee abreast of water supply matters in the Baldock area.

**29 PRESENTATION FROM BALDOCK TOWN YOUTH FOOTBALL CLUB**

Mr Barry Kingham addressed the Committee and gave a verbal presentation regarding Baldock Town Youth Football Club Business Plan.

Mr Kingham presented the final Business Plan to the Committee, and thanked the Chairman and Councillor McNally for their previous input into the Plan. He commented that this input had been incorporated into the Plan.

The Committee reiterated its support to the aims and objectives of the Club, and agreed that, once the Business Plan has been considered at a meeting to be held between the Football Club and Committee Members, the final version be passed to the Hertfordshire County Council Land Service and the NHDC Executive Member for Leisure.

**RESOLVED:**

- (1) That the aims and objectives of the Baldock Town Football Club Business Plan be supported;
- (2) That, once the Business Plan has been considered at a meeting to be held between the Football Club and Committee Members, the final version be passed to the Hertfordshire County Council Land Service and the NHDC Executive Member for Leisure.

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

## 30 CONSULTATION IN RELATION TO THE PROPOSED STREET TRADING POLICY 2018-2025

The Licensing Manager presented a report in respect of the proposed Street Trading Policy 2018-2015. He advised that consultation had commenced on a revised Policy, part of which was to seek the views of Area Committees

By way of background, the Licensing Manager explained that the Council had adopted the appropriate Street Trading legislation in 2005. In Street Trading terms, a “street” was a road, footway or other areas to which the public had free access (eg. car parks, shopping arcades). Street Trading was the selling of goods that could be purchased and taken away at the time of purchase.

The Licensing Manager further explained that Charter Markets were exempt from Street Trading, as were shops that displayed some of their wares outside their frontages. Typically, Street Trading covered burger vans, ice cream vans, ad hoc markets and community events. In this latter regard, he stated that the revised Policy sought to continue to those parts of the existing Policy which provided encouragement for community events.

The Licensing Manager advised that the Council was able to designate streets as consent streets, where its consent was required to be able to trade within such streets; prohibited streets, where trading would not be permitted at any time; or not to designate at all. In 2005, the Council had chosen to designate as consent streets all streets within the District’s four main towns and the arterial roads which linked them. Village roads/streets had been excluded from such designation.

The Licensing Manager commented that the Policy did not contain any prohibited streets, but appended to it was a list of streets where consent would not normally be granted.

In respect of Advertising Boards (A Boards) and tables and chairs outside restaurants/cafes, the Licensing Manager confirmed that those matters did not fall within the remit of street trading, but were instead the responsibility of Hertfordshire County Council under the Highways Act 1980.

The Licensing Manager stated that the main objective of the Policy was to protect the public from unregulated street traders. The Policy also aimed to make things easier for community events to go ahead without having to go through the same process as commercial operators. Accordingly, it was possible for an annual Town Centre consent to be issued to an appropriate Town Centre organisation (such as a BID company or Community Events Forum), so that all community or commercial operators wishing to trade within the town could approach the Town Centre organisation for permission to use their annual consent. A cost could be levied on a commercial operator for use of the consent, with no charge for not-for-profit community organisations.

The Committee commented that consideration should be given in the Policy to Licence Holders being responsible for the removal of any litter within the vicinity of the consent site, with the definition of vicinity being determined on a case by case basis. The list of arterial roads included in the Policy was mentioned, and the Licensing Manager undertook to review these in the light of any changes to road designations since the original Policy was adopted. It was hoped that the Baldock Community events Forum would be in contact with the Licensing Manager with a view to obtaining an annual Town Centre consent.

**RESOLVED:** That the report be noted, and the following comment considered by the Licensing Manager in the final version of the proposed Street Trading Policy 2018-2015:

The Licence Holder shall be responsible for the removal of any litter within the vicinity of the consent site, with the definition of vicinity being determined on a case by case basis.



**REASON FOR DECISION:** To provide local input into the proposed Street Trading Policy 2018-2015.

### **31 BALDOCK COMMUNITY EVENTS**

The Communities Officer and Councillor Jim McNally updated the Committee on a number of recent and forthcoming Baldock Community Events.

The Communities Officer advised that the Baldock Cycle Challenge had taken place on 23 July 2017, and 180 cyclists had taken part. The event had raised £1,800 for the Baldock Community Events Forum, and would return next year, but would be held during National Bike Week towards the end of June 2018.

Councillor Jim McNally stated that the next event would be the Christmas Fair, scheduled to take place on 2 December 2017. A local business whose 10<sup>th</sup> Anniversary was due to take place in 2018 had agreed to sponsor a 10Km run to mark the event. He commented that the Baldock Events Forum were looking to recruit a Fund Raising Director, together with further helpers, to run various events. He was also looking for someone to organise and run a 200 Club.

### **32 GRANTS AND COMMUNITY UPDATE**

The Communities Officer introduced the report of the Communities Manager in respect of Grants Applications and Community Update.

The Communities Officer outlined the Base Budgets for the Committee for the 2017/18 Year, as set out in Paragraph 7.3 of the report.

The Communities Officer referred to the request for grant funding of £500 from the Baldock, Bygrave and Clothall Neighbourhood Planning Group, as per the presentation made by a member of the Group earlier in the meeting (see Minute 27 above).

The Communities Officer advised that a grant application from the Baldock Bowls Club would be submitted to the next meeting of the Committee in December 2017. If Members were aware of any other organisations requiring grant funding, then he asked that they get in touch with him as soon as possible.

#### **RESOLVED:**

- (1) That a grant award of £500 for the Baldock, Bygrave and Clothall Neighbourhood Planning Group be approved in principle, subject to officers receiving the appropriate supporting documentation in line with the Authority's grant criteria outlined in Paragraph 8.1.1 of the report, to be funded from the Arbury, Baldock East, Baldock Town and Weston & Sandon Ward Budgets on the basis of the usual percentage split; and
- (2) That the actions taken by the Community Development Officer to promote greater community capacity and well-being for Royston 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.

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

The Chairman commented that he had spent virtually all of his £90,000 Hertfordshire County Council Locality Budget for 2016/17. For 2017/18, he had asked for the resurfacing of Salisbury Road and renewal of pavements, together with some further pavement works and white lining around the town.

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Councillor Steve Jarvis advised that he had about £4,500 of his Hertfordshire County Council Locality Budget left to spend.

The meeting closed at 9.23 pm

Chairman

<b>BALDOCK &amp; DISTRICT COMMITTEE</b> <b>4 DECEMBER 2017</b>
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<b>*PART 1 – PUBLIC DOCUMENT</b>	<b>AGENDA ITEM No.</b>  <b>7</b>
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**TITLE OF INFORMATION NOTE: GREEN SPACE MANAGEMENT STRATEGY**

**INFORMATION NOTE OF THE HEAD OF LEISURE & ENVIRONMENTAL SERVICES**

**1. SUMMARY**

- 1.1 This information note details the steps taken and the progress made in identifying interested groups and organisations to safely provide facilities previously provided by the Council.

**2. STEPS TO DATE**

**2.1 CABINET**

At the 24th January 2017 Cabinet meeting the following was resolved:

**RESOLVED:**

(1) That the results of the consultation, as identified in the body of the report, be noted, and that it be further noted that Cabinet was satisfied that demographics and size of the focus groups were appropriate for the type of consultation, and that the views of young people and children who were the main users of these facilities had been included in the consultation results;

(2) That the draft new Green Space Management Strategy (GSMS) 2017 – 2021, as attached at Appendix A to the report, be formally adopted;

(3) That it be noted that, prior to removing facilities identified in the Strategy, the Council shall allow up to 1 March 2018 for interested parties to put forward sustainable proposals that would fund both the capital and revenue requirements to safely continue to provide such facilities, and that a proactive approach be adopted in seeking community groups to take on facilities, including advertising that support would be offered to guide groups through the process, particularly through use of social media;

(4) That the work programme in the new Green Space Management Strategy be incorporated into the 2017/18 budget setting process; and

(5) That, so far as Cabinet's authority is required in respect of any variation to the contract with the Grounds Maintenance contractor, to give effect to any future revenue saving options identified within the GSMS, such authority be delegated to the Head of Leisure and Environmental Services, in consultation with the Executive Member for Waste, Recycling and Environment.

**REASON:** To best enable the retention of the green space within the budgets available to the Council.

## 2.2 OVERVIEW & SCRUTINY

On the 15th February 2017 Overview & Scrutiny received a call-in of the decisions made by cabinet on 24th January 2017 – review of green space management strategy and the following was resolved:

### RESOLVED:

- (1) That the decisions made by Cabinet on 24 January 2017 regarding the Review of the Green Space Management Strategy not be referred back to Cabinet;
- (2) That the Head of Leisure and Environmental Services be requested to produce a report detailing the steps taken and the progress made in identifying interested groups and organisations to safely provide facilities and present it to this Committee at the meeting due to be held on 18 July 2017;
- (3) That the Head of Leisure and Environmental Services be requested to produce a report detailing the steps taken and the progress made in identifying interested groups and organisations to safely provide facilities, together with details of play areas that have not attracted any interested groups and would likely close following the deadline of 1 March 2018 and present it to this Committee at the meeting due to be held in March 2018.

REASON FOR DECISION: To enable the Overview and Scrutiny Committee to consider the Call - In of decisions made by Cabinet on 24 January 2017 regarding the Review of the Green Space Management Strategy.

## 2.3 LOCAL GOVERNMENT OMBUDSMAN.

In addition to the Overview & Scrutiny call in, a formal complaint was made to the Local Government Ombudsman. The Ombudsman found no fault with the Council and endorsed our method of consultation with the use of focus groups.

## 2.4 ACTIONS TAKEN AND PROGRESS

A communication plan has been produced and is shown at Appendix A. It lists agreed actions between Jan 2017– April 2018.

As per the agreed actions in the Councils adopted Green Space Management Strategy 2017-2021 pavilions identified as being beyond economic repair have now been closed. (Bakers Close, Baldock, St. Johns Road, Cadwell Lane and Walsworth Common, Hitchin.) Prior to removing pavilions there is a period of time until 1<sup>st</sup> March 2018 for interested parties to put forward sustainable proposals.

Also as per the agreed actions in the Councils adopted Green Space Management Strategy 2017-2021, Local neighbourhood play areas identified as lower usage shall have until 1st March 2018 for interested parties to put forward sustainable proposals. (13 sites)

## SUMMARY OF ACTIONS TAKEN

### 2.4.1 Pavilions

Date	Action
Feb 2017	All current users of football pavilions contacted seeking expressions of interest for asset transfer. Appendix B details letter sent to existing users.
Feb 2017	Received expression of interest from interested party for use of Bakers Close pavilion as venue for beer festival. (later withdrawn)
Feb 2017	Contacted Hertfordshire Football Association for interest in asset transfer of pavilions
Feb 2017	Met with Hitchin Sunday Football League. Provided detailed information on maintenance and repairs required to pavilions.
Feb 2017	Expression of interest received from Hitchin Town Youth FC. Provided detailed information on maintenance and repairs required to pavilions.
Feb 2017	Received outline business case from community group for use of Bakers Close pavilion. Detailed business case to follow later in year.
April 2017	Followed up Sunday Football League for proposals for pavilions.
April 2017	Followed up Hitchin Town Youth for proposals for pavilions (No response)
April 2017	Complaint received from Sunday Football League re closure of pavilions.
May 2017	Received expression of interest from St. Johns FC to take on St. Johns pavilion. Provided detailed information on maintenance and repairs required to pavilion. Various meetings took place between May – August.
June 2017	Received expression of interest from Albion FC to take on Cadwell pavilion. Provided detailed information on maintenance and repairs required to pavilion. (Later withdrawn).
Aug 2017	Private company expressed interest in Bakers Close pavilion as fitness centre. Currently developing business case.
July 2017	Emailed community group for update on proposals for Bakers Close pavilion.
Sept 2017	Local Government Ombudsman response to a complaint found no fault with Council and endorsed use of focus groups.
Oct 2017	Emailed St. John's FC for update on business case.

### 2.4.2 Play Areas

Date	Action
Jan 2017	Article in Mercury paper requesting asset transfer of play areas.
Feb 2017	Contacted 38 residents who expressed an interest in play areas for expressions of interest for asset transfer.
Feb 2017	Contacted 46 PTA's and 85 community groups seeking expressions of interest for asset transfer.
Feb 2017	Play area information sheet on Web site (see appendix C)
Feb 2017	Contacted Royston Town Council and North Herts Homes seeking interest in asset transfer.
Feb 2017	Met with Gt. Ashby Council re options for play area. (They are undertaking residents survey results due in July)
Feb 2017	Tweeted offer of support for community groups.
Feb 2017	Provided Royston Councillors maintenance cost of play areas.
Mar 2017	Article in Comet paper requesting community groups to run play areas.
Mar 2017	Article in Royston Crow paper requesting community groups to run play areas.
Mar 2017	Article in Comet online requesting community support for Rosehill play area.
Mar 2017	Contacted Town Centre managers for funding for play areas.

Mar 2017	New sponsorship page on web site (see appendix D) Emailed link to Town Centre Managers & NHDC Business development officer to include in business newsletter.
Mar 2017	Met with planning to discuss future options for new play areas.
Apr 2017	Community management signs erected in 13 play area (see appendix E)
Apr 2017	Royston Town Council resolved not to fund play areas.
May 2017	Met with Community group who expressed interest in taking on Jackmans Recreation Ground play area.
May 2017	Petition received to save Rosehill play area.
June 2017	Community Development working on a business plan with Community group who expressed interest in taking on Jackmans Recreation Ground play area.
Sept 2017	Gt. Ashby Community Council expressed interest in taking on 3 play areas and funding new equipment for those listed as minimal investment.
Oct 2017	Contacted Hitchin Members with proposal for Rosehill play area.
Oct 2017	Mr Hall confirmed he was in the process of setting up community group to take on responsibility for Jackmans play area.

### 3. INFORMATION TO NOTE

#### 3.1 SUMMARY OF PROGRESS MADE

Colour	Status
	No interest from third parties
	Expressions of interest received
	Interested group secured

##### 3.1.1 Pavilions

Site	Progress
<b>Bakers Close Pavilion, Baldock</b>	Outline business case received from community group to develop as social club with retained changing rooms and additional community use. Awaiting final business case.
<b>St. Johns changing rooms, Hitchin</b>	Expression of interest received from St. Johns FC to take on building. Provided detailed maintenance cost and condition survey. Community Development working with St. Johns FC on business case.
<b>Cadwell Lane changing rooms, Hitchin</b>	Expression of interest received from Albion FC to take on building. Later withdrawn.
<b>Walsworth changing rooms, Hitchin</b>	No expressions of interest received for existing building. Aiming to secure section 106 money for new build in 2020/21.

### 3.1.2 Play Areas

Site	Progress
Generic	Seeking sponsorship of some of our larger play area sites, which may generate additional income to offset the cost to help retain some of the smaller sites. We are also seeking opportunities for alternative play provision in the locality of our existing play areas through negotiations with landowners and stakeholders.
Betjeman Road, Royston	No interest from Royston Town Council. Royston District Councillors seeking options for alternative funding.
Farrier Court, Royston	No interest from Royston Town Council.
Ivel Road, Baldock	No expressions of interest received.
Dacre Road, Hitchin	No expressions of interest received.
Rosehill, Hitchin	Lots of community support to retain play area. Officers have potentially found a long term sustainable solution to retain a children's play area for the residents of Rosehill. Officers will be recommending to Cabinet in March 2018 that the existing play facility remains until such a time as a new play area is provided in the locality by an independent provider which it is expected would be at nil cost to the Council.
Symonds Rd, Hitchin	No expressions of interest received.
Jackmans Recreation Ground, Letchworth	Expression of interest received from community group to fund play area. Community Development working with group to formalise status.
Linnet Close, Letchworth	Some community support to retain play area. No offers of funding.
Oaktree Close, Letchworth	No expressions of interest received.
Chilterns, Gt. Ashby	Gt. Ashby Community Council have agreed to take on responsibility of play area.
Cleveland Way, Gt. Ashby	Gt. Ashby Community Council have agreed to take on responsibility of play area.
Fairfield Crescent, Gt. Ashby	Play area reclassified as not having formal play equipment.
Merrick Close, Gt. Ashby	Gt. Ashby Community Council have agreed to take on responsibility of play area..

## 4. NEXT STEPS

- 4.1 In March 2018 provide a progress report to Overview & Scrutiny and report to Cabinet on any completed or proposed asset transfers.

## **5. APPENDICES**

Appendix A: Communication Plan  
Appendix B: Letter sent to existing pavilion users  
Appendix C: Play Area information sheet  
Appendix D: Parks Sponsorship page

## **6. CONTACT OFFICERS**

Steve Geach  
Parks & Countryside Development Manager  
Ext 4553  
Email: [steve.geach@north-herts.gov.uk](mailto:steve.geach@north-herts.gov.uk)

## **7. BACKGROUND PAPERS**

Green Space Management Strategy 2017-2021



## Appendix A: Communication Plan

### OUTLINE TIMELINE FOR COMMUNICATIONS – GSMS

Timing	Action	Who is responsible?	Complete
Jan 2017	Article in local press seeking interested parties for asset transfer	Comms	Yes
Feb	Contact residents who expressed an interest in play areas	SG	Yes
Feb	Contact local football clubs advising of closure of pavilions and seeking interest in asset transfer	SG	Yes
Feb	Contact Herts FA seeking interest in asset transfer	SG	Yes
Monthly	Inform Chairman of Overview and Scrutiny Committee	SG	ongoing
Feb	Meet with Gt. Ashby Community Council re asset transfer of play areas	SG	Yes
Feb	Meet with Sunday Football League seeking interest in asset transfer	SG	Yes
Feb	Contact PTA's of all Schools in District seeking interest in asset transfer	SG	Yes
Feb	Produce information pack/toolkit for asset transfer of play areas	SG	Yes
Feb	Publish information pack/toolkit on a web page on NHDC website	SG	Yes
Feb	Contact community groups who may have an interest in asset transfer	SG	Yes

Feb	Press release	Comms	Yes
Feb	Social media	Comms	Yes
March/April	Erect notices in play areas seeking interest in asset transfer	SG	Yes
April	Contact local companies for sponsorship of play areas	SG	Yes
June	Article in Summer Outlook seeking interest in asset transfer	Comms	Yes
June/July	Social media	Comms	Yes
July	Progress report to Overview & Scrutiny	SG	Yes
Oct/Nov	Press release – last chance	Comms	Yes
Oct/Nov	Social media – last chance	Comms	Yes
Oct/Nov	Briefing note for Area Committees	SG	Yes
March 2018	Progress report to Overview & Scrutiny	SG	
March	Report to Cabinet on any completed or proposed asset transfers	SG	
April	Erect removal of equipment notices at play areas not transferred explaining what will happen to the site	SG	
April/May	Remove equipment and landscape sites not transferred	SG	
March/April	Article in Spring Outlook promoting importance of green space	Comms	

## **Appendix B. Letter sent to existing pavilion users**

Dear

On the 24th January 2017 the Council's Cabinet discussed the future of green space and adopted a four year Green Space Management Strategy to ensure its protection in North Herts. The following link provides details of the Cabinet report listed at item 9. Appendix A. details the adopted 2017-2021 Green Space Strategy.

<http://web.north-herts.gov.uk/aksnherts/users/public/admin/kab14.pl?operation=SUBMIT&meet=102&cmte=CA&grpId=public&arc=71>

You will see that the stated aim of the strategy is 'to provide a sustainable, strategic approach for the future management of green space'. The key driver of the strategy is to retain and maintain the green space in our urban environments for current and future generations to enjoy.

In relation to Football Pavilions:

The Council recognises that many of its pavilions are beyond economic repair and costly to maintain. It has been agreed that at the end of the current football season, the following pavilions shall be closed: St. Johns Road, Cadwell Lane and Walsworth Common, Hitchin.

The Council will allow up to 1 March 2018 for interested parties to put forward viable proposals for the transfer of these facilities to a third party.

If you feel you may have a viable proposal please contact North Hertfordshire District Council on 01462474553 or email [steve.geach@north-herts.gov.uk](mailto:steve.geach@north-herts.gov.uk).

# **Managing a play area**

In order to ensure continued investment in its major play areas, the Council is looking for interested parties to put forward viable proposals that would fund both the maintenance and as required the replacement of the equipment for some small play areas.

These play areas include:

Dacre Road, Rosehill and Symons Rd play areas in Hitchin;

Jackmans Recreation Ground, Linnet Close and Oaktree Close play areas in Letchworth;

Ivel Road play area in Baldock;

Betjeman Road & Farriar Court play areas in Royston; and

Chilterns, Cleveland Way, Fairfield Crescent and Merrick Close play areas in Gt. Ashby

Firstly, if not already established you will need to form a legally recognised body such as a registered Friends of Group or Residents Association. Our Community Development team will be happy to assist you in this. Please contact our Community Manager, Stuart Izzard on 01462 474854 or email [stuart.izzard@north-herts.gov.uk](mailto:stuart.izzard@north-herts.gov.uk).

## **What we will do**

The Council will transfer the play area to the group in the form of a 25 year lease. The lease will be legally binding and it is recommended that you obtain your own legal advice to ensure you are happy with it. The lease will stipulate what the Council expects from you and what you can expect from the Council.

The Council will continue to maintain the grass and any trees or shrubs that may be present along with litter picking the area and emptying the bins.

## **What you will do**

In summary you will become responsible for the regular inspection and maintenance of the play area including the equipment, safety surfacing, litter bins, seat, fencing etc. You will also be responsible for the replacement of equipment as and when required.

You will need to take out your own public liability insurance. This [charity insurance page](#) provides useful information on insurance and other information of interest to community groups.

## **Inspections and risk assessments**

The play area must remain open for general public use and the Council expects you to maintain it in a safe and clean condition for use.

Currently the Council inspects its play areas on a daily basis and you may wish to contact our grounds maintenance contractor for a quote to do this on your behalf. Our contractor can be contacted via [andrew.mills@north-herts.gov.uk](mailto:andrew.mills@north-herts.gov.uk). We have found that these recorded daily inspections pay dividends in defending insurance claims. If you wish to do the inspections yourself The Royal Society for the Prevention of Accidents (RoSPA) can arrange suitable training. RoSPA can be contacted at [enquiries@rospa.com](mailto:enquiries@rospa.com).

Each year you will be required to undertake an independent risk assessment of the play area and send a copy to the Council. The Council will expect you to undertake any remedial work

highlighted in the report. If any highlighted work identified as a risk to users is not undertaken, the Council may have no option but to remove the item of equipment; if there are regular failures, the Council will need to consider whether to terminate the lease.

The Council has negotiated a reduced rate with a specialist playground inspection company for these annual inspections and you may wish to take advantage of this service. The current charge is £50.00. If you prefer to make your own arrangements RoSAP will be able to provide a suitable list of companies.

## Considerations when taking on a play area

The check list below is not exhaustive but identifies some of things that you will need to consider prior to taking on a play area:

Becoming qualified to undertake play area inspections.	Retaining records of safety inspections.
Routine maintenance of the equipment such as replacement swing seats and chains.	Arranging public liability insurance.
How to respond to public / media enquiries	Training for routine maintenance for example how to safely replace a swing seat.
Who will paint the equipment	Arranging annual risk assessment
What to do if you find hazardous waste such as needles from drug users.	What contact number to have displayed at the play area in case of emergencies or complaints.
How to quickly make safe a dangerous item of play equipment.	How to clean noxious substances from play equipment e.g. dog mess, sick etc.

## Further help and information

This may all sound rather daunting but it is important to realise upfront what is involved in managing a play area. This information may help prevent future unexpected surprises.

If you google 'Community Playgrounds' you will see that a number of Councils have adopted a similar approach. You will also be able to contact a number of community groups that already manage play areas.

There are also a number of playground companies that will be able to offer help and guidance especial on funding opportunities for community playgrounds. Below is a brochure from Wicksteed Playgrounds that you may find of use.

If you wish to proceed with taking on the responsibility of your local play area, please contact Steve Geach, Parks & Countryside Development Manager, [steve.geach@north-herts.gov.uk](mailto:steve.geach@north-herts.gov.uk), or call 01462 474553.

Attachment	Size
<a href="#">Wicksteed Playgrounds Funding Brochure</a>	1.02 MB

## Park Sponsorship Scheme

The Parks service of North Hertfordshire District Council runs a sponsorship scheme, designed to offer local businesses the opportunity to advertise in popular destinations around the district.

Roadside bedding displays, play areas, water splash parks and skate/BMX parks in North Hertfordshire are available to sponsor with all proceeds being used to improve the surrounding park areas. You can see an example of a sign [below](#).

Some of the sites on offer include main town gateway locations such as those entering Letchworth Garden City and large floral beds in the Green Flag award winning Priory Memorial Gardens in Royston. Also available to sponsor are the extremely popular and recently improved and well used larger play areas in our towns. Four popular interactive water splash parks including the large water pool at Howard Park in Letchworth are also available to sponsor along with our newly constructed skate park at Norton Common in Letchworth.

For more information please contact the Parks Department on 01462 474000 or by email via [services@north.herts.gov.uk](mailto:services@north.herts.gov.uk) to learn more about the scheme and discuss how it could help your business.

### Sites available for sponsorship

Site	Size (M2)	Description
<b>Letchworth Garden City</b>		<b>The World's first Garden City</b>
Pixmore Way roundabout flower beds	177m2	Flora display at main gateway into town centre
Howard Park play area	1950m2	Play area located adjacent large interactive water splash park attracting many thousands of visitors each year.
Norton Common, skate park	1205m2	New district wide skate boarding facility.
<b>Baldock</b>		<b>Historic market town</b>
Avenue Park water splash park	390m2	Interactive water splash park, open May–September each year.
<b>Royston</b>		<b>Historic market town</b>
Priory Memorial gardens, flora displays.	617m2	Town centre gardens. Displays include herbaceous borders and annual bedding.

Priory Memorial gardens, water splash park	300m2	Interactive water splash park, open May –September each year.
<b>Hitchin</b>		<b>Historic market town</b>
Bancroft Recreation Ground, water splash park	300m2	Interactive water splash park, open May –September each year.
Ransoms Recreation Ground, play area	798m2	Recently refurbished play area including equipment for all ages and multi use games area
Walsworth Common, Play Area	1914m2	Recently refurbished play area including equipment for all ages and ball games area

#### Attachment

#### Size

[Sponsorship sign example](#)

244.21 KB

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<b>BALDOCK &amp; DISTRICT COMMITTEE</b> <b>4 DECEMBER 2017</b>
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<b>*PART 1 – PUBLIC DOCUMENT</b>	<b>AGENDA ITEM No.</b>  <b>9</b>
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**TITLE OF REPORT: GRANTS AND COMMUNITY UPDATE**

REPORT OF THE COMMUNITIES MANAGER

EXECUTIVE MEMBER FOR COMMUNITY ENGAGEMENT AND RURAL AFFAIRS

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 14<sup>th</sup> 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 considers grant award of £500 to Baldock Bowls Club to help towards the costs of equipment as detailed in 8.1.1.
- 2.2 That the Committee endorses the actions taken by the Community Officer to promote greater community capacity and well-being for Baldock.

**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 1 Baldock Area Committee Budget Spread sheet, which relates to the Area Committee budget balances for 2017/18.
- 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.
- 7.3 Funding remaining for the Committee to allocate in the 2017/18 is summarised below:

	<b>2016/17 Carry Forward</b>	<b>2017/18 Base Budget</b>	<b>Total</b>
<b>Baldock Town</b>	£1,647	£4,300	£5,947
<b>Baldock East</b>	£1,194	£1,600	£2,794
<b>Arbury</b>	£0	1,477	£1,477
<b>Weston &amp; Sandon</b>	£888	1,200	£2,088

#### **8. RELEVANT CONSIDERATIONS**

##### **8.1 Update on Community Engagement & Grant Request**

###### **8.1.1 Baldock Bowls Club**

Baldock Bowls Club is seeking £500 funding from the Baldock & District Area Committee to assist with costs for running a bowling programme with students from Knights Templar School over a 3 year period commencing in Spring/Summer 2018. Between 12 and 36 young people will benefit from the programme annually. The funding will be used to purchase bowls, bowls bags, bowling shirts and shoes and other accessories. The overall cost for the project is £1,700.

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

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

14/11/2011 Purchase of a Green House for the Bowls Club, £192

14/11/2011 Purchase of a Green House for the Bowls Club, £608

Total awards: £800.

#### 8.1.2 Balstock

The Balstock Family Run Weekend was held for the 6<sup>th</sup> time in Baldock High Street on Saturday 9<sup>th</sup> and Sunday 10<sup>th</sup> September. As well as the activities on the High Street there was live music performed in all of the Baldock Public Houses throughout the weekend.

As well as being a key income generator for the Public Houses, the event also helped to drive footfall for the local businesses and eateries of the town.

The Baldock Communities Officer (CO) provided pre- event support to the Balstock organisers and also provided support with set up on the day and event marshalling.

The event proved as popular as ever and passed without incident.

This year the event raised funds for the following charities and good causes:

- Addenbrookes Breast Cancer Appeal – £6,100
- North Herts Sanctuary – £1,220
- Baldock Art & Heritage Centre – £1,220
- North Herts Women's Centre – £1,220
- Magic Moments Pre-school – £1,220
- Baldock Girl Guides - £1,220

#### 8.1.3 Baldock Fair

The Baldock Fair returned to Baldock in October and traded on Monday 2<sup>nd</sup>, Tuesday 3<sup>rd</sup> and Wednesday 4<sup>th</sup> October. The Baldock CO and CM were in attendance to oversee the arrival of the fair and monitored the event throughout. At the close of the event all street furniture was re-installed by the Baldock CO & CM.

The Fair, which is a key community event in the Baldock Calendar, proved as popular as ever with high attendance throughout the three days of operation.

There were no problems during the Fair and the area was left clean and tidy with no damage reported.

#### 8.1.4 Baldock Community Fireworks

The Baldock Community Fireworks was held for a fifth time on Sunday 5<sup>th</sup> November. The event was originally planned for Saturday 21<sup>st</sup> October but was deferred due to adverse weather conditions.

The Baldock CO provided support to the organisers throughout the planning process and also provided marshal support at the event.

The event was again well supported by the people of Baldock and surrounding villages with just under 2000 people attending the show.

As well as being a good fundraiser for Hartsfield PTA, Knights Templar School and Baldock Brownies, the event also generated £3,000 profit, which is being shared amongst 6 schools in Baldock.

#### 8.1.5 Baldock Christmas Event

The Baldock Event Forum will be holding its Baldock Christmas Event on Saturday 2<sup>nd</sup> December. The event is being held across the town with Baldock Churches, Baldock Community Centre, Baldock Arts & Heritage Centre and the Baldock Event Forum all having activities planned throughout the day.

There will be the Christmas Tree Festival, Father Christmas's Grotto and Tower visits at the Church and craft stall and activities at the Town Hall and Baldock Community Centre.

In the High Street there will be 20+ market stalls, live music, a food court, funfair rides / inflatables, reindeer petting corner and an outside bar.

The Baldock CO is meeting with the group regularly to ensure a co-ordinated approach on the day. The Baldock CO is assisting with event publicity, event paperwork support and will also provide event and marshal support on the day.

#### 8.2 **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 Section 9.8.2 (g) of Constitution in respect of Area Committees' Terms of Reference provides that they may: "establish and maintain relationships with outside bodies/voluntary organisations operating specifically with the area including, where appropriate, the provision of discretionary grant aid/financial support etc. but excluding grants for district-wide activities". The Area Committees also have delegated power under section 9.8.1 (a) & (b) 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.
- 10.2 In 2017/18 the Baldock & District Area Committee has an overall budget of £8,600, which is split as follows – Baldock Town £4,300, Baldock East £1,600, Arbury £1,500 and Weston & Sandon £1,200.
- 10.3 As detailed in 7.3 above, members have carry forward from the 2016/17 financial year. Members are asked to spend from their carry forward prior to allocating from the 2017/18 base budgets.

## **11. RISK IMPLICATIONS**

- 11.1 There are no relevant risk entries that have been recorded on Pentana Performance, 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 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, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.2 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 1 - 2017/18 financial year budget sheet.

## **16. CONTACT OFFICERS**

- 16.1 Author: Ashley Hawkins Community Officer  
Email: [ashley.hawkins@north-herts.gov.uk](mailto:ashley.hawkins@north-herts.gov.uk)
- 16.2 Contributors: Anne Miller, Assistant Accountant  
Email: [anne.miller@north-herts.gov.uk](mailto:anne.miller@north-herts.gov.uk)

Kerry Shorrocks, Corporate Human Resources Manager  
Email: [kerry.shorrocks@north-herts.gov.uk](mailto:kerry.shorrocks@north-herts.gov.uk)

Tim Everitt, Performance & Risk Officer  
Email: [tim.everitt@north-herts.gov.uk](mailto:tim.everitt@north-herts.gov.uk)

Reuben Ayavoo, Senior Policy Officer  
Email: [reuben.ayavoo@north-herts.gov.uk](mailto:reuben.ayavoo@north-herts.gov.uk)

Marie Searle, Property Solicitor  
Email: [marie.searle@north-herts.gov.uk](mailto:marie.searle@north-herts.gov.uk)

## **17. BACKGROUND PAPERS**

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

BALDOCK AREA COMMITTEE BUDGET 2017/18

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	£4,320	£476	£3,844	£1,647					
BALDOCK EAST	£2,541	£1,347	£147	£1,200	£1,194					
ARBURY	£1,138	£1,138	£288	£850	£0					
WESTON & SANDON	£3,474	£2,586	£1,836	£750	£888					
Total	£13,120	£9,391	£2,747	£6,644	£3,729					

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	£23	£23	£0	£1,477					
WESTON & SANDON	£1,200	£0	£0	£0	£1,200					
Total	£8,600	£23	£23	£0	£8,577					

<u>BALDOCK TOWN</u>	<u>Funding</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			Friends of Baldock Green Spaces - Dog Bins	£44	05.11.13	£0	£44		
				Baldock Community Mini Bus	£3,800	07.03.16	£0	£3,800		
				Area Committee Banner	£64	06.03.17	£64	£0		
				Christchurch Baldock	£152	03.07.17	£152	£0		£48 funding from Baldock East
				Baldock Bygrave and Clothall Planning Group	£260	13.10.17	£260	£0		
Total	£5,967				£4,320		£476	£3,844	£1,647	

<u>BALDOCK TOWN</u>	<u>Funding</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				£0		£0	£0	£4,300	

<u>BALDOCK EAST</u>	<u>Funding</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			Baldock Community Mini Bus	£1,200	07.03.16	£0	£1,200		
				Area Committee Banner	£19	06.03.17	£19	£0		
				Christchurch Baldock	£48	03.07.17	£48	£0		£152 funding from Baldock Town
				Baldock Bygrave and Clothall Planning Group	£80	13.10.17	£80	£0		
Total	£2,541				£1,347		£147	£1,200	£1,194	

<u>BALDOCK EAST</u>	<u>Funding</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				£0		£0	£0	£1,600	

<u>ARBURY</u>	<u>Funding</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			Baldock Community Mini Bus	£850	07.03.16	£0	£850		
				Area Committee Banner	£21	06.03.17	£21	£0		
				Hinxworth Allotment Group	£200	03.07.17	£200	£0		
				Baldock Bygrave and Clothall Planning Group	£67	13.10.17	£67	£0		
Total	£1,138				£1,138		£288	£850	£0	

<u>ARBURY</u>	<u>Funding</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			Baldock Bygrave and Clothall Planning Group	£23	13.10.17	£23	£0		
								£0		
								£0		
								£0		
								£0		
								£0		
Total	£1,500				£23		£23	£0	£1,477	



<u>WESTON &amp; SANDON</u>	<u>Funding</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			Baldock Community Mini Bus	£750	07.03.16	£0	£750		
				Area Committee Banner	£16	06.03.17	£16	£0		
				Weston Village Hall	£1,000	03.07.17	£1,000	£0		
				Sandon Sports and Social Club	£750	03.07.17	£750	£0		
				Baldock Bygrave and Clothall Planning Group	£70	13.10.17	£70	£0		
Total	£3,474				£2,586		£1,836	£750	£888	

<u>WESTON &amp; SANDON</u>	<u>Funding</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				£0		£0	£0	£1,200	

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