

# Public Document Pack

31 August 2018

Our Ref Southern Rural Committee  
13.09.18

Your Ref.  
Contact. Hilary Dineen  
Direct Dial. (01462) 474353  
Email. hilary.dineen@north-herts.gov.uk

To: Members of the Committee: Councillor Claire Strong, Councillor Steve Deakin-Davies, Councillor David Barnard, Councillor John Bishop, Councillor Faye S Frost, Councillor Cathryn Henry, Councillor Ian Moody, Councillor Lisa Nash, Councillor Harry Spencer-Smith and Councillor Terry Tyler

You are invited to attend a

## **MEETING OF THE SOUTHERN RURAL COMMITTEE**

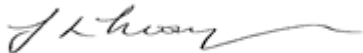
to be held in the

**COUNCIL CHAMBER, COUNCIL OFFICES,  
GERNON ROAD, LETCHWORTH GARDEN CITY**

On

**THURSDAY, 13TH SEPTEMBER, 2018 AT 7.30 PM**

Yours sincerely,



Jeanette Thompson  
Service Director – Legal and Community

## **Agenda**

### **Part I**

Item	Page
<b>1. APOLOGIES FOR ABSENCE</b>	
<b>2. MINUTES - 14 JUNE 2018</b> To take as read and approve as a true record the minutes of the meeting of this Committee held on the 14 June 2018.  These Minutes are to follow.	
<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, wished to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then 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:  <div style="margin-left: 20px;"><b>1.</b> Ickleford Cricket Club; <b>2.</b> Cassel Memorial Hall; <b>3.</b> Ickleford Burial Ground Trust; <b>4.</b> Stevenage Starlets FC.</div>	
<b>6. GRANTS AND COMMUNITY UPDATE</b> 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.	(Pages 1 - 14)

**7. EXPERIENCES REGARDING THE NEW WASTE CONTRACT**

The Chairman to lead a discussion on experiences regarding the new waste contract the Minute of which to be referred to the Overview and Scrutiny Committee meeting due to be held on 18 September 2018.

**8. WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS**

To receive any oral reports from Members regarding Ward matters and Outside Organisations.

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**SOUTHERN RURAL COMMITTEE  
13 SEPTEMBER 2018**

**\*PART 1 – PUBLIC DOCUMENT**

**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 be recommended to consider the provision of grant funding to the organisations outlined below:
- 2.2 Cassel Memorial Hall, Lilley £2,000 to purchase new stacking chairs as outlined in 8.1.1
- 2.3 Ickleford Burial Ground Trust £375 to purchase a memorial plaque as outlined in 8.1.2
- 2.4 Stevenage Starlets £500 to purchase a equipment as outlined in 8.1.3
- 2.5 Ickleford Cricket Club - £1786 to purchase a defibrillator as outlined in 8.1.4

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|-----|--|
| 2.6 | That the Committee endorses the actions taken by the Community Officer to promote greater community capacity and well-being for the Southern Rural Area. |
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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 1 Southern Rural Area Committee Budget Spread sheet, which relates to the Area Committee budget balances for 2018/19.
- 7.2 The spreadsheet also details pre-allocated sums carried forward from the previous financial years, including balances and past expenditure.

7.3 The current level of unallocated funds within the Committee's Development Budget for 2018/19 is **£8,400**.

7.4 The current level of unallocated within the Committee's Ward Members 2018/19 Budget is **£3,900**.

## **8. RELEVANT CONSIDERATIONS**

### **8.1 Grant Applications for Consideration**

#### **8.1.1 Cassel Memorial Hall, Lilley**

<b>Applicant</b>	Cassel Memorial Hall, Lilley
<b>Project</b>	Purchase 100 stackable chairs
<b>Sum requested</b>	£2,000
<b>Total project cost</b>	£4,908
<b>Match funding</b>	£2,375
<b>Annual expenditure</b>	£16,943
<b>Funds held</b>	£6,137
<b>Previous support</b>	£1,630 in 2011 towards a new boiler
<b>NHDC Policy met</b>	Yes
<b>Strategic objective met</b>	Attractive & Thriving and Prosper & Protect

The Cassel Memorial Hall Committee is applying for £2,000 for the purchase of 100 chairs.

Members will notice on Appendix 1 Budget Sheet that the hall was allocated £1,173 in March 2016. This amount could now approved for release to assist with the purchase of the chairs and if minded Members may wish to consider approving the remaining £827 via the 2017/18 unallocated carry forward development budget.

The current chairs have sustained damage to the seats, backs and legs over the years with frequent use, constant moment and stacking. They do not meet current fire regulations as the can not be linked together and this is necessary for the film club events held in the hall.

New and better quality chairs will ensure that hall is a more attractive prospect to future hirers especially in the case of weddings and parties.

The new chairs that have been selected are better quality than the previous ones, which were purchased approximately a decade ago. They have stronger frames and are more suitable for stacking when the hall is being used for events that do not require seating.

#### 8.1.2 Ickleford Burial Ground Trust

<b>Applicant</b>	Ickleford Burial Ground Trust
<b>Project</b>	Purchase of a memorial plaque
<b>Sum requested</b>	£375
<b>Total project cost</b>	£1,075
<b>Match funding</b>	£700
<b>Annual expenditure</b>	£2,437.77
<b>Funds held</b>	£11,332.67
<b>Previous support</b>	None
<b>NHDC Policy met</b>	Yes
<b>Strategic objective met</b>	Attractive & Thriving and Prosper & Protect

Ickleford Burial Ground Trust along with, St Katharine's Church, Ickleford School, the WI, local scouts, beavers and cubs, and the Parish Council, with the input of the local branch of the Royal British Legion are organising a series of events on 11<sup>th</sup> November 2018 to commemorate the centenary of the armistice.

These are:

- Service of Remembrance – open to those of all faiths and of none
- Commemorative tree planting ceremony
- Parade to the newly-installed commemorative plaque on the village Upper Green, followed by two-minute silence, 'The Last Post', wreath laying, readings, poems and prayers, and bell ringing
- Peace Party and Roll of Honour
- Candle lighting as part of the National Act of Beacon Lighting

Currently, Ickleford does not have a formal war memorial – an omission which has been commented on by residents during this centenary year. While organisations (e.g. The War Memorials Trust) exist to support the upkeep of existing commemorative monuments, no bespoke funding groups or organisations exist to finance the installation of war memorials in those communities which do not currently have one.

The range of events, and the involvement of all key village groups, will ensure that these are fully inclusive. Village-wide communications have already begun, with particular focus aimed at identifying relatives of those ex-servicemen to ensure all the relevant people are identified for the Roll of Honour and that their surviving relatives play a pivotal role in the events.

The involvement of the school and youth organisations are particularly welcome in ensuring that the next generation will continue to remember the sacrifices which were made on everyone's behalf.

It is expected that these events will bring the various strands of the village together, and the presence of those from the wider armed-services community will bring added poignancy and power to this Remembrance Day.



The memorial plaque will, of course, be a permanent legacy which will be used as the focal point on all subsequent Remembrance Days. Therefore, the community and social cohesion that the memorial plaque provides will be of lasting importance.

#### 8.1.3 Stevenage Starlets FC

<b>Applicant</b>	Stevenage Starlets FC
<b>Project</b>	Purchase of balls, cones and bibs for additional teams
<b>Sum requested</b>	£500
<b>Total project cost</b>	£4,900
<b>Match funding</b>	£4,164
<b>Annual expenditure</b>	£22,244.32
<b>Funds held</b>	£5,211.41
<b>Previous support</b>	none
<b>NHDC Policy met</b>	yes
<b>Strategic objective met</b>	Attractive & Thriving

Starlets FC is a girls only football club founded in April 2017. The Club's plans were to grow at the rate of 1 to 2 teams per season in order to cover additional age groups. However, by January this year the Club had 4 teams in the league football and growth has far exceeded all expectations. By September the Club will have approximately 80 girls playing league football across 8 teams (under 8's and under 12's) in addition to a group of mini starlets training to join the league next year.

The additional teams and players create an unplanned incremental expense in terms of kit and equipment and hire of training and match day facilities for the additional teams. The players pay an annual membership fee, but this covers training, matches and tournaments only.

Starlets FC are requesting funding to help equip their teams with balls, bibs cones and other equipment.

The additional equipment will allow all the girls to be involved in activities at the same time which will assist in running more successful training sessions.

It has been proven that girls are often intimidated within playing football with boys as boys are stronger and have usually been playing longer. Starlets FC have provided an alternative to other clubs in the area where boys train at the same time as the girls. This 'girls only' environment has really been a factor that has influenced many girls to try football.

Out of the approximately 80 girls in the club just over a quarter of them are living in the North Hertfordshire district in Great Ashby, Knebworth and the surrounding villages.

Starlets FC are keen to encourage girls to get more active and see more women in Football. They are starting to hold Mum's football sessions in conjunction with Stevenage FC foundation.

The club has been successful in securing £4,164 in sponsorship from Skechers UK and CLM Fireproofing. They have a shortfall of funding of £736 of which they are requesting £500 which would cover the cost of the Balls, Cones and bibs. They will continue fundraising efforts to cover the shortfall.

The new season starts in September and weekly training and matches will take place at Lodge Farm Primary School and Thomas Alleyne Academy, in Stevenage.

8.1.4	<b>Applicant</b>	<u>Ickleford Cricket Club</u>
	<b>Project</b>	Defib Kit plus two pads, a stainless steel cabinet lock box, Signage, training for volunteers and 4 year support costs
	<b>Sum requested</b>	£1786
	<b>Total project cost</b>	£2586
	<b>Match funding</b>	£800
	<b>Annual expenditure</b>	£20869.43
	<b>Funds held</b>	£1086.34
	<b>Previous support</b>	£1,500 in January 2014 for electronic scoreboard
	<b>NHDC Policy met</b>	yes
	<b>Strategic objective met</b>	Attractive & Thriving

Ickleford Cricket Club is an unregistered charity who provides cricket facilities for the local community.

They want to purchase a defibrillator to be located near to the Cricket Pitch in Holwell. They are requesting £1786 grant funding toward the total quote of £2586. The quote includes the cost of Defib Kit plus two pads, a stainless steel cabinet lock box, Signage, training for volunteers and 4 year support costs. The shortfall of £800 is being provided by the Cricket Club.

All players and supporters will benefit from having a defibrillator on sight, those trained will be able to use the defibrillator in the case of an emergency.

The equipment would also be available to the Holwell Bowls Club, Hitchin Youth Football Club who use the facilities in the winter months and the general public.

If the equipment is public access then the organisation maybe able apply to the British Heart Foundation who will provide PAD (Public Access Defibrillators) at a donation of £600. The community officer has emailed details to the Club secretary.

This application was made to the Committee in June when it was suggested they apply to the DiPPs Charity. An application has been made but at the time of writing no response in terms of an agreement to provide funding has been received.

Therefore officers are bringing the grant back to Committee. If (by the time of the meeting) the group have received funding from other sources this application will be withdrawn.

## 8.2 Update on Community Engagement

### 8.2.1 Dacre Rooms - Formal Opening Event Thurs 27<sup>th</sup> September 2018

Following completion of all the enhancements works carried out at the Dacre Rooms, Kimpton, which included the utilisation of an NHDC Capital Grant award of £50k, S106 funds and a number of invaluable Area Committee grants over the years, the Management Committee has organised an official opening event on the afternoon of Thursday 27<sup>th</sup> September 2018 to showcase all the improvements undertaken and to thank all those individuals & agencies which have supported the transformation of the facility.

### 8.2.2 Developer Contributions / s106 Funding projects

Community Officers have worked with external groups and colleagues in the Planning Department in the potential utilisation developer contributions and other sources of capital funding available.

Pirton Parish Council – Environmental Enhancements to Toot Hill

- The Parish Council has been successful in seeking approval to formally utilise UU contributions collated under Informal Open Space to the sum of £1,295 to help undertake various enhancements to the open space within the village known as Toot Hill over the next couple of years and as recommended by Countryside Management Services.

Gt Offley – Cricket Pavilion

- The Parish Council has been successful in seeking approval to formally utilise s106 contributions related to the Croudace development to the sum of £4,800 to help renew the roof of the Cricket Pavilion.

Kimpton Parish Council - Enhancements to The Green

- The Parish Council has been successful in seeking approval to formally utilise s106 & UU contributions collated under Informal Open Space to the sum of £4,637.37 to help undertake various enhancements to the open space within the village known the Green.

Preston Parish Council - Village Hall

- Advice & support is being given to the Parish Council re the drawing down of s106 / UUs funds to assist with costs related to improving access to the front of the Village Hall.

If members have any projects in mind which may potentially benefit from utilising capital funds derived via the Planning process please contact the Communities Officer to investigate further possibilities.

The Communities Team is also collating a database of future requirements in terms of community need across the District in preparation & response to potential developments arising from the Local Plan.

Such perceived need will be communicated to planning officers to assist when negotiating any new planning obligation with prospective developers. Similarly, if members have any suggestions of suitable projects or possible future requirements within their wards please inform the Communities Officer.

### **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 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. Section 9.8.2 (g) of the 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".
- 9.2 Chapter 1, s1-8 of the Localism Act 2011 provides a General Power of Competence which gives local authorities the powers to do anything provided that it is not specifically prohibited in legislation.
- 9.3 Section 137 of the 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 There are carry over amounts from 2017/18 development budgets of £3,924. The 2017/18 ward member budgets of £1,800 carried over have now been included in this amount

In total the amount of funding available for allocation is £16,224

## **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 Area committee funding is awarded to community groups that clearly demonstrate a positive impact on the community and wider environment. The projects outlined in this report seek to advance equality of opportunity and foster good relations between all members of the community.

## **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 – Southern Rural Committee Budget Sheet 2017/18

## **16. CONTACT OFFICERS**

- 16.1 Author: Claire Morgan, Senior Communities Officer  
Email: [claire.morgan@north-herts.gov.uk](mailto:claire.morgan@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)

Yvette Roberts, Legal Officer  
Email: [Yvette.roberts@north-herts.gov.uk](mailto:Yvette.roberts@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

**SOUTHERN RURAL AREA COMMITTEE BUDGET 2018/19**

<b><u>SUMMARY/ TOTALS</u></b>	<b><u>Funding</u></b>	<b><u>Allocated</u></b>	<b><u>Spent</u></b>	<b><u>Outstanding</u></b>	<b><u>Unallocated Budget</u></b>						
<b><u>Development Budget Brought Forward from 17/18</u></b>	£5,524	£1,600	£0	£1,600	£3,924						
<b><u>Development Budget 18/19</u></b>	£8,400	£0	£0	£0	£8,400						
<b><u>Preallocated Member Ward Budgets Brought Forward from 17/18</u></b>	£400	£400	£0	£400	£0						
<b><u>Member Ward Budgets 18/19</u></b>	£3,900	£0	£0	£0	£3,900						
<b><u>TOTAL</u></b>	<b>£18,224</b>	<b>£2,000</b>	<b>£0</b>	<b>£2,000</b>	<b>£16,224</b>						

<b><u>DEVELOPMENT BUDGETS 1718</u></b>	<b><u>Funding</u></b>			<b><u>Project</u></b>	<b><u>Allocated</u></b>	<b><u>Date</u></b>	<b><u>Spent</u></b>	<b><u>Outstanding</u></b>		<b><u>Unallocated Amount</u></b>	<b><u>Comments</u></b>
Funds Brought Forward from 2017/18 (includes £1800 unallocated from 17/18 Member Ward budgets)	£5,524			Gt Ashby Community Gardening Project	£427	03.12.15	£0	£427			Original allocation £1500 spent £1073 balance to remain allocated pending re further planting / works in the future
				Lilley Village Hall	£1,173	03.03.16	£0	£1,173			
	£5,524				£1,600		£0	£1,600		£3,924	

<b><u>DEVELOPMENT BUDGETS 18/19</u></b>	<b><u>Funding</u></b>			<b><u>Project</u></b>	<b><u>Allocated</u></b>	<b><u>Date</u></b>	<b><u>Spent</u></b>	<b><u>Outstanding</u></b>		<b><u>Unallocated Amount</u></b>	<b><u>Comments</u></b>
Base Budget 18/19	£8,400							£0			
(includes £1000 trf re Member Allowances)								£0			
	<b>£8,400</b>				<b>£0</b>		<b>£0</b>	<b>£0</b>		<b>£8,400</b>	



<u>MEMBER WARD BUDGETS 18/19</u>	<u>Funding</u>			<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>		<u>Unallocated Amount</u>	<u>Comments</u>
Base Budget 18/19 (£350 Per Member plus £40 from allocation of Member Allowances)											
Cllr Barnard	£390	Hitchwood, Offa & Hoo						£0			
Cllr Frost	£390	Hitchwood, Offa & Hoo						£0			
Cllr Strong	£390	Hitchwood, Offa & Hoo						£0			
Cllr Deakin-Davies	£390	Knebworth						£0			
Cllr Nash	£390	Knebworth						£0			
Cllr Henry	£390	Chesfield						£0			
Cllr Tyler	£390	Chesfield						£0			
Cllr Spencer-Smith	£390	Cadwell						£0			
Cllr Moody	£390	Codicote						£0			
Cllr Bishop	£390	Kimpton						£0			
	£3,900				£0		£0	£0		£3,900	

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