

**NORTH HERTFORDSHIRE DISTRICT COUNCIL**

**BALDOCK AND DISTRICT COMMITTEE**

**MEETING HELD IN THE BALDOCK COMMUNITY CENTRE, SIMPSON DRIVE, BALDOCK  
ON MONDAY, 4TH JUNE, 2018 AT 7.30 PM**

**MINUTES**

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

**In Attendance:** *Simon Ellis (Development and Conservation Manager), Ashley Hawkins (Communities Officer) and Ian Gourlay (Committee and Member Services Manager).*

**Also Present:** *At the commencement of the meeting approximately 10 members of the public, including registered speakers.*

**4 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**5 MINUTES - 5 MARCH 2018**

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 5 March 2018 be approved as a true record of the proceedings and be signed by the Chairman.

**6 MINUTES - 17 MAY 2018**

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 17 May 2018 be approved as a true record of the proceedings and be signed by the Chairman.

**7 NOTIFICATION OF OTHER BUSINESS**

There was no other business notified.

**8 CHAIRMAN'S ANNOUNCEMENTS**

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

**9 PUBLIC PARTICIPATION - BALDOCK COMMUNITY ORCHESTRA**

[Note: Prior to the consideration of this item, Councillor Jim McNally made a Declarable Interest as his partner was a member of the Baldock Community Orchestra)

Roy Scott and Brenda Marriott gave a verbal presentation regarding the grant funding application for the Baldock Community Orchestra.

Mr Scott (the Chairman) advised that the Orchestra had started in 2015. The Orchestra attempted to reach out in the community by encouraging returning musicians, as well as young musicians, to join their ranks. They had performed at a number of local events, and were hoping that a small group of them would soon to be performing at local Care Homes.

Brenda Marriott (the Treasurer) explained that the Orchestra had a membership of 18-20 musicians, but wished to undertake a publicity campaign to attempt to attract new members, including a prominent advertisement in the Comet advertisement. She hoped that the Committee would support the Orchestra's request for grant funding.

After some questions and answers, the Chairman thanked Roy Scott and Brenda Marriott for their presentation.

## **10 PUBLIC PARTICIPATION - BALDOCK YOUNG AT HEART CLUB**

Susan Clark gave a verbal presentation regarding the grant funding application for the Baldock Young at Heart Club.

Susan Clark advised that the Club, which was formerly known as the Baldock Senior Citizens' Club, had started over 30 years ago and met in the Baldock Community Centre. It had 20 or so members, and had recently attempted to attract new members through articles in local publications.

Susan Clark stated that the Club charged £8 a year membership and £2 per meeting for members and £3 per meeting for non-members. Due to declining membership and finances, the Club had started to meet on a monthly (rather than the previous weekly) basis. The Club was hoping to reduce costs by meeting in a smaller room at the Community Centre, but wished to revert back to more regular (possibly fortnightly) gatherings, in order to be more attractive for potential new members. The grant request was for £500 was to assist with venue hire, publicity costs and entertainment costs.

After some questions and answers, the Chairman thanked Susan Clark for her presentation.

## **11 PUBLIC PARTICIPATION - MERRY GO ROUND UNDER 5s**

{Note: Prior to the consideration of this item, Councillor Michael Muir made a Declarable Interest in view of his role as a Governor of Hartsfield School, on whose land the Merry Go Round Under 5s is situated.]

Karen Forsdike gave a verbal presentation regarding the grant funding application for the Merry Go Round Under 5s.

Karen Forsdike advised that she was the volunteer Chair of the Merry Go Round Pre-School and Nursery, which was started 30 years ago by 2 Baldock mothers, and which was based in the grounds of Hartsfield School. Most of the children attending the Pre-School and Nursery were from Baldock, although some came from Weston and others from the eastern side of Letchworth Garden City.

Karen Forsdike stated that the grant request was for £880 to assist with the provision of a fruit/vegetable and garden area for the children, for both sensory and educational reasons. Funds of £350 had already been raised by the Pre-School/Nursery.

After some questions and answers, the Chairman thanked Karen Forsdike for her presentation.

**12 PUBLIC PARTICIPATION - ASHWELL UNITED REFORMED CHURCH**

Jackie Embury gave a verbal presentation regarding the grant funding application for the Ashwell United Reformed Church.

Jackie Embury (the Church Treasurer) advised that Phase 1 of the Church refurbishment works had been completed. Phase 2, comprising the refurbishment of the Vestry rooms was programmed to commence in July 2018. The costs for Phase 2 would be £53,000. Grants had been achieved for £30,000 of these costs, with the remaining £23,000 proposed to be covered by donations and fund raising events. However, the provision of kitchen equipment post-refurbishment had not been included in the calculations, hence the request to the Committee for grant funding of £250.

After some questions and answers, the Chairman thanked Jackie Embury for her presentation.

**13 PUBLIC PARTICIPATION - ASHWELL VILLAGE TRUST**

There was no one in attendance to present the grant application request from the Ashwell Village Trust.

**14 PUBLIC PARTICIPATION - FRIENDS OF SANDON SCHOOL**

Steph Clark gave a verbal presentation regarding the grant funding application for the Friends of Sandon School (FOSS).

Steph Clark (the Chairman of FOSS) advised that the school playground, which was used by the school and for community purposes, was in a dangerous state of disrepair. Community events held on the playground included a market, fetes and fairs. The cost of resurfacing the playground would be £25,000, of which £22,000 had already been raised through fundraising. The grant request was for £500 to assist with the remaining balance for the works.

After some questions and answers, the Chairman thanked Steph Clark for her presentation.

**15 PUBLIC PARTICIPATION - HEADWAY**

John Archer gave a verbal presentation regarding the grant funding application for Headway.

Mr Archer advised that Headway was a charity supporting those with brain acquired injuries, together with their carers. The charity tried to achieve a level of resourcing to provide enhanced support to local group and home-based therapeutic sessions, peer support groups and activity sessions.. The cost to establish this service in North Hertfordshire would be £20,000. £6,000 had been secured from the Letchworth Garden City Heritage Foundation and £4,000 from the People's Post Code Lottery. In order to finance the remaining £10,000, Mr Archer was requesting grant funding of £2,500 from the Committee and would be requesting £3,750 from each of the Hitchin and Letchworth Committees.

After a period of questions and answers, the Chairman thanked Mr Archer for his presentation.

**16 PUBLIC PARTICIPATION - LETCHWORTH, BALDOCK AND ASHWELL SCOUTS**

Wendy Tierney gave a verbal presentation regarding the grant funding application for the Letchworth, Baldock and Ashwell Scouts.

Wendy Tierney advised that she was the new District Commissioner for the Scouts, and had been asked by two local sections to request funding to assist with the purchase of 30 numbered bibs to be used for both day and night hikes. The funding request to the Committee was for £164, and the balance of £246 would be requested from the Letchworth Committee.

After a period of questions and answers, the Chairman thanked Wendy Tierney for her presentation.

## 17 SECTION 106 AND UNILATERAL UNDERTAKINGS

The Development and Conservation Manager presented a report in respect of Section 106 and Unilateral Undertakings.

The Development and Conservation Manager advised that the National Planning Policy Framework (NPPF) contained three statutory tests that must be satisfied in order for planning obligations to be required:

- Necessary to make the proposed development acceptable in planning terms;
- Directly related to the proposed development; and
- Fair and reasonable related in scale and kind to the proposed development.

The Development and Conservation Manager explained that the pooling limit introduced in April 2015 applied to any obligations completed after 2010. From April 2015, in the determination of a planning application after this date the Local Planning Authority was not allowed to request Section 106 funding for an “infrastructure project” or “types of infrastructure” if more than 5 obligations since 6 April 2010 had already been committed to that project.

In relation to Baldock, the Development and Conservation Manager drew attention to the following Section 106 discretionary funds which remain to be allocated projects over the coming year:

Sustainable Transport: £7,188.32  
Play Space: £21,010.36  
Open Space: £17,546.50  
Leisure: £34,106.00  
Informal Open Space: £13,887.12  
Community Centres: £22,499.80

The Development and Conservation Manager commented that, in terms of the discretionary funding element, the emphasis going forward would be on deciding would any Section 106 funding would be used for at the beginning of the process, rather than nearer the end of the process.

In respect of the future proposed housing expansion north-east of Baldock, the Committee urged the Development and Conservation Manager to ensure that the Section 106 contributions relating to the expansion contained appropriate levels of funding to be earmarked for leisure/playing fields provision for the Baldock area.

It was noted that the appendix pages only related to Section 106 matters for Baldock and not the Arbury and Weston and Sandon Wards. The Development and Conservation Manager apologised for this oversight and undertook to send the relevant Ward Members the details for the above Wards.

### **RESOLVED:**

- (1) That the contents of the report be noted;
- (2) That a report continue to be presented on an annual basis to each of the Area Committees; and

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- (3) That, other than where a contribution has been negotiated for a specific purpose or project, Ward Members of the area where Section 106 or Unilateral Undertaking funding is generated and the Area Committee be consulted prior to funding being allocated away from that area or from a village location to a town.

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

## **18 BALDOCK COMMUNITY EVENTS**

The Committee considered an oral update from Councillor Jim McNally regarding Baldock Community Events.

Councillor McNally advised that the Baldock Big Lunch held on Sunday, 3 June 2018 had been a great success, and had epitomised the spirit of the Baldock community. Over 250 people had attended and experienced al fresco dining in the town centre, provided by local restaurants, as well as entertainment throughout the day. He thanked everyone involved, and paid special tribute to the Communities Officer for his help with the event.

Councillor McNally stated that the next Baldock Community Event would be the Cycle Challenge on 15 July 2018, and advised that the date for the annual Christmas Fair would be 1 December 2018.

**RESOLVED:** That the oral update on the work of the Baldock Community Events Forum CIC be noted.

## **19 GRANTS & COMMUNITY UPDATE**

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

The Communities Officer referred to the update on local issues and community events, as set out in Paragraphs 8.1.9 to 8.2.5 of the report, regarding the St. George's Day Parade, Baldock Festival, Sports Therapy 4 U Charity 5km run, Baldock Big Lunch and Baldock Cycle Challenge, Baldock Fair, Baldock Community Fireworks and Developer Contributions/Section 106 and other Capital Funding projects.

**RESOLVED:**

- (1) That grant funding in the first instance be allocated from underspent budgets from the 2017/18 Financial Year; and
- (2) That the actions taken by the Communities Officer to promote greater community capacity and well-being for Baldock 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.

## **20 GRANT APPLICATION - BALDOCK COMMUNITY ORCHESTRA**

**RESOLVED:** That grant funding of £400 (split between the Baldock Town and Baldock East Ward Budgets) be awarded to the Baldock Community Orchestra, to assist with the purchase of equipment.

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

**21 GRANT APPLICATION - BALDOCK YOUNG AT HEART CLUB**

**RESOLVED:** That grant funding of £500 (split between the Baldock Town and Baldock East Ward Budgets) be awarded to the Baldock Young at Heart Club, to assist with venue hire, publicity costs and entertainment costs.

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

**22 GRANT APPLICATION - MERRY GO ROUND UNDER 5s**

**RESOLVED:** That grant funding of £615 (split between the Baldock Town and Baldock East Ward Budgets and with £60 from the Weston & Sandon Ward Budget) be awarded to the Merry Go Round Under 5s, to assist with the costs of a fenced off vegetable garden and storage unit.

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

**23 GRANT APPLICATION - ASHWELL UNITED REFORMED CHURCH**

**RESOLVED:** That grant funding of £250, from the Arbury Ward Budget, be awarded to the Ashwell United Reformed Church, to assist with the purchase of equipment.

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

**24 GRANT APPLICATION - ASHWELL VILLAGE TRUST**

**RESOLVED:** That the application by the Ashwell Village Trust for grant funding be deferred to a future meeting.

**REASON FOR DECISION:** To promote the Committee's decision that applicants for grant funding should attend the meeting to present their case..

**25 GRANT APPLICATION - FRIENDS OF SANDON SCHOOL**

**RESOLVED:** That grant funding of £500, from the Weston & Sandon Ward Budget, be awarded to the Friends of Sandon School, to assist with the costs of resurfacing the playground at the school.

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

**26 GRANT APPLICATION - HEADWAY**

**RESOLVED:** That, whilst fully supporting the work carried out by Headway, no grant funding be approved, and that Headway be advised that a more appropriate place for them to apply for grant funding would be via Hertfordshire County Council and/or County Councillor Locality Budgets.

**REASON FOR DECISION:** To direct the applicant to a more appropriate source of grant funding..

**27 GRANT APPLICATION - LETCHWORTH, BALDOCK AND ASHWELL SCOUTS**

**RESOLVED:** That grant funding of £164 (split between the Baldock Town and Baldock East Ward Budgets and with £41 from the Arbury Ward Budget) be awarded to the Letchworth,

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Baldock and Ashwell Scouts in principle, to assist with the purchase of 30 numbered bibs to be used for both day and night hikes, subject to officers receiving the appropriate supporting documentation in line with the Authority's grant criteria.

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

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

No Ward matters were raised by Members.

The meeting closed at 9.36 pm

Chairman