

NORTH HERTFORDSHIRE DISTRICT COUNCIL



5 March 2021

Our Ref Royston and District Committee/17.03.21
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To: Members of the Committee: Councillors Tony Hunter (Chair), Councillor Bill Davidson (Vice-Chair), Ruth Brown, Jean Green, Gerald Morris and Carol Stanier

**NOTICE IS HEREBY GIVEN OF A
MEETING OF THE ROYSTON AND DISTRICT COMMITTEE**

to be held as a

VIRTUAL MEETING

On

WEDNESDAY, 17TH MARCH, 2021 AT 7.30 PM

Yours sincerely,

Jeanette Thompson
Service Director – Legal and Community

****MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION ON YOUR TABLET BEFORE ATTENDING THE MEETING****

Agenda Part I

Item	Page
1. WELCOME AND REMOTE/PARTLY REMOTE MEETINGS PROTOCOL SUMMARY Members are requested to ensure that they are familiar with the attached summary of the Remote/Partly Remote Meetings Protocol. The full Remote/Partly Remote Meetings Protocol has been published and is available here: https://www.north-herts.gov.uk/home/council-and-democracy/council-and-committee-meetings .	(Pages 5 - 6)
2. APOLOGIES FOR ABSENCE	
3. MINUTES - 15 JANUARY 2020 TO 2 DECEMBER 2020 To take as read and approve as a true record the minutes of the meetings of the Committee held on: 15 January 2020; 1 July 2020; 7 October 2020; 2 December 2020.	(Pages 7 - 40)
4. NOTIFICATION OF OTHER BUSINESS Members should notify the Chair of other business which they wish to be discussed at the end of either Part I or Part II 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 Chair will decide whether any item(s) raised will be considered.	
5. CHAIR'S ANNOUNCEMENTS Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chair 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, wishing 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.	
6. HERTFORDSHIRE CONSTABULARY To receive a presentation from Hertfordshire Constabulary.	

7. PUBLIC PARTICIPATION

To receive petitions, comments and questions from the public.

8. ROYSTON PARKING CHARGES

To receive a verbal update from the Strategic Infrastructure and Projects Manager regarding Royston parking charges.

9. GRANT APPLICATIONS AND COMMUNITY UPDATE

REPORT OF THE POLICY AND COMMUNITY ENGAGEMENT MANAGER

(Pages
41 - 52)

To bring to the Committee's attention some important community-based activities that will take place during the next few months.

10. HIGHWAYS ISSUES

The Chair to lead a discussion regarding any issues raised, including current and proposed highways schemes.

11. WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

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

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REMOTE/PARTLY REMOTE MEETINGS PROTOCOL SUMMARY

A protocol regarding remote meetings has been devised as a result of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392 ('the Regulations') to provide guidance for the conduct of any remote meeting of the Council, and its various Committees and Sub-Committees, held under the provisions of the Regulations and subsequent changes to the Constitution.

The full Remote / Partly Remote Meetings Protocol has been published and is available to view on the Council's website via the following link: <https://www.north-herts.gov.uk/home/council-and-democracy/council-and-committee-meetings>

The Council's adopted Constitution will continue to apply to meetings of the Council and its various Committees and Sub-Committees. Where there is a conflict between the protocol and Constitution the Constitution takes precedence.

The protocol applies to this meeting. It outlines processes for conducting remote meetings. Some key points are highlighted here for guidance:

- Prior to the start of a meeting the Committee, Member and Scrutiny Officer/Manager ('The Officer') will confirm the meeting is being streamed live. They will confirm that they can see and hear all participating Members, Officers and/or members of the public at the start or upon reconvening a meeting.
- Any person attending the meeting remotely should join no later than 15 minutes prior to allow for technical checks. They should ensure that their name on screen appears in the agreed format, as indicated in the Protocol. They should mute their microphone when not speaking. Their background should be nondescript or virtual/blurred if possible. Headsets are recommended to reduce audio feedback.
- Remember to stay in view of the camera. While on camera everything you do is visible; please observe as far as possible the etiquette you would as if attending a meeting in person.
- Be careful to prevent exempt or confidential papers being seen within the video-feed. When a meeting is in private session there should be only those entitled to be present in the room. The live stream will continue with a holding card displayed.
- If a Member wishes to speak, they should use the raise hand function. Please wait to be invited by the Chair to address the meeting. The normal procedure rules with respect to debate and speaking times will apply as per the Constitution.
- If a Member has declared a Disclosable Pecuniary Interest and is required to leave the meeting during the consideration of an item, they will be placed in the waiting room. It is the responsibility of the Member in question to remind the Chair at the start of such item. The Officer will remind the Chair to return the Member as appropriate.
- Members will need to use the tools in the "Participants" function to vote: using a green tick to indicate 'for', a red cross to indicate 'against', or the "raise hand" tool to indicate an abstention. Where a Member has had to dial into the meeting by telephone, the Chair will ask for verbal confirmation as to how they wish to vote. Leave the vote in situ until told otherwise by either the Chair or Officer.
- The Officer will clearly state the result of the vote and the Chair will then move on.
- Details of how Members voted will not be kept or minuted unless a Recorded Vote is requested or an individual requests that their vote be recorded, although voting may be seen and/or heard on the video recording.
- If there are Part 2 (confidential) items Members will be invited to join a breakout room for these items. You must accept this invitation.
- Once Part 2 (confidential) discussions have concluded Members will need to leave the breakout room. Please do not leave the meeting.

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Agenda Item 3

The following Minutes are attached for the Royston and District Committee to consider and approve:

15 January 2020;

1 July 2020;

7 October 2020;

2 December 2020.

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NORTH HERTFORDSHIRE DISTRICT COUNCIL

ROYSTON AND DISTRICT COMMITTEE

**MEETING HELD IN THE ROOM 11, ROYSTON TOWN HALL, MELBOURN ROAD,
ROYSTON**

ON WEDNESDAY, 15TH JANUARY, 2020 AT 7.30 PM

MINUTES

Present: *Councillors: Tony Hunter (Chair), Ruth Brown, Gerald Morris and Carol Stanier*

In Attendance: *Reuben Ayavoo (Policy and Community Engagement Manager), Louise Symes (Strategic Infrastructure and Projects Manager), Ashley Hawkins (Community Engagement Officer) and Matthew Hepburn (Committee, Member and Scrutiny Officer)*

Also Present: *At the commencement of the meeting approximately 6 members of the public and Councillors Fiona Hill (Hertfordshire County Council) and Marguerite Phillips (Royston Town Council)*

36 APOLOGIES FOR ABSENCE

Audio recording – 14 Seconds

Apologies for absence were received from Councillors Jean Green and Bill Davidson.

37 MINUTES - 9 OCTOBER 2019

Audio Recording – 22 Seconds

RESOLVED: That, subject to amendments below, the Minutes of the Meeting of the Committee held on 9 October 2019 be approved as a true record of the proceedings and be signed by the Chairman:

- On page 6 – Minute 30, the following sentence be corrected from - ‘the following questions asked questions’ - to read - ‘the following Members asked questions’;
- On page 7 – Minute 31, that Councillor Ruth Brown be listed as having asked questions of the Democratic Services Manager and the Electoral Services Manager;
- On page 9 – Minute 34, the job title of ‘Transport Project Officer’ be amended to ‘Parking Officer’ and;
- On page 10 – Minute 34, the spelling error ‘iminent’ be corrected to ‘imminent’.

38 NOTIFICATION OF OTHER BUSINESS

Audio recording – 2 Minutes 41 Seconds

There was no other business notified.

39 CHAIRMAN'S ANNOUNCEMENTS

Audio Recording – 2 Minutes 48 Seconds

- (1) The Chairman welcomed those present at the meeting;
- (2) On behalf of Councillor Jean Green, the Chairman invited Members to Councillor Green's Civic Service which was due to take place on Sunday 19 January at 3pm at the St Thomas Of Canterbury & The English Martyrs Catholic Church in Royston;
- (3) The Chairman advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (4) 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.

40 GRANTS & COMMUNITY UPDATE

Audio Recording – 49 Minutes 35 Seconds

The Committee received a Grants and Community Update from the Community Engagement Officer and the following information was provided:

- £34 could be added to the total funds as there was an underspend on the banner purchased for Royston Councillor Surgeries, making the total funds available to the Committee £2,938;
- If Members were minded to provide funding of £1,500 requested under recommendation 2.1 for the Free after 3pm Scheme, this would leave £1,438 for the remaining meeting of the Committee in the 2019/20 financial year;
- Reed Cricket Club had applied for grant funding of £1k in order to purchase replacement netting.
- An update on Pathway at end of Green Drift as explained at Paragraph 8.2.1 on page 17 of the report;
- An update regarding issues at Coombes Community Association was provided, as further detailed at Paragraph 8.2.2 on page 17;
- The Community Engagement Officer continued to sit on the Royston Town Centre working party and the work focused on tackling waste issues within the town;
- The Community Engagement Officer was working with colleagues at Hertfordshire County Council and its contractors to install two new bus shelters in the town;
- The Community Engagement Officer was liaising with Royston Town Council Councillors in order to install additional bicycle racks into the town which would be installed in the Market Hill car park area, owned by the Royston Town Council; and
- The projects in process as detailed at Paragraph 8.2.11 on page 18 within the report.

The following Members raised questions:

- Councillor Ruth Brown;
- Councillor Carol Stanier; and
- Councillor Tony Hunter.

In response to Members' questions, the Community Engagement Officer advised:

- There was currently only one grant application in the pipeline and this was Reed Cricket Club;
- There would be a carry-over of approximately £400 in the grant fund;
- The deadline for grant applications was the end of January; and
- Funding was already in place for the bus shelters, as explained in Paragraph 8.2.4 of the report. Installing green roof bus shelters would delay the process because the contractor and price had already been agreed.

RESOLVED:

- (1) That the release of £1,500 in support of the Free after 3pm Parking initiative scheme for the town be agreed by the Committee and;
- (2) That the actions taken by the Community Engagement Officer to promote greater community capacity and well-being for Royston and District be endorsed.

REASONS FOR DECISIONS:

- (1) To ensure the Committee is kept informed of the work of the Community Engagement Officer;
- (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; and
- (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.

41 NHDC PARKING STRATEGY DRAFT PARKING OPERATIONAL GUIDELINES

Audio Recording – 5 Minutes

The Strategic Infrastructure & Projects Manager presented the report entitled NHDC Parking Strategy Draft Parking Operational Guidelines and advised the following:

- The North Hertfordshire District Council Parking Strategy 2019-2031 was approved in January 2019;
- New opportunities to manage the parking stock across the District and generate additional income has been included in the draft Parking Operational Guidelines, which included;
 - Other Services in Council Car Parks;
 - Charging for On-Street Parking;
 - Employee Parking Schemes and;
 - Sale of Permits to Non-Residents in Controlled Parking Zones.
- The North Hertfordshire District Council Parking Operational Guidelines document should be read alongside the Parking Strategy;
- It was important that the Parking Operational Guidelines remained a living document in order to ensure it provided a flexible approach to emerging issues;
- The Parking Issues Reporting Pack allowed members of the public to report parking issues;

- The Reporting Pack sought to educate members of the public on parking related issues and different types of parking controls;
- Applicants must keep a log of parking issues over a four week period in order to allow for the severity to be assessed;
- 80% of residents must agree with the parking issue and;
- A similar reporting pack was in use at Hertfordshire County Council.

The following Members asked questions:

- Councillor Carol Stanier;
- Councillor Tony Hunter;
- Councillor Gerald Morris; and
- Councillor Ruth Brown.

Points and questions raised by Members and Hertfordshire County Councillor, Fiona Hill, were as follows:

- Whether keeping the log of parking issues over a four week period could be reduce to two weeks;
- Whether an introductory note could be added to the Parking Reporting Pack in order to provide members of the public with an explanation of what they should and should not expect from the reporting pack;
- Whether a contact number could be added to the reporting pack to enable members of the public to contact the department in case there was a need for clarification or explanation;
- It was a good initiative to sell non-resident permits especially on streets such as Victoria Crescent, Baldock Street and London Road or streets that were situated near the train station;
- Existing zones could be extended to incorporate nearby roads not covered;
- The added financial cost of Parking Enforcement Officers working at weekends, evenings and Bank Holidays as a result of the proposed changes to the charging period would negate any benefit;
- Charging for parking at weekends, evenings and on Bank Holidays would have a negative effect and exasperate existing problems on residential roads;
- The possibility of implementing dedicated parking in the town centre for residents living in properties without parking;
- In relation to item 8 under Policy 2 on page 44 of the report, users of Council car parks in Royston were, at present, not required to take and display a Pay and Display ticket during the 'Free after 3pm' period;
- Each town and each individual car park was different and this should be respected when considering charges; and
- There was support for the positive environmental proposals i.e. sustainability.

In response to questions and points raised by Members, the Strategic Infrastructure & Projects Manager provided the following:

- Residents could work together to gather evidence of the parking issue;
- The Parking Reporting Pack would provide the department with data and evidence in order that the team could decipher what was a genuine parking issue, affecting more than one resident;
- The Parking Reporting Pack would be trialled to see its advantages and disadvantages;
- The aim of consulting Area Committees was to obtain comments from Members in order that any necessary changes could be made before submitting it the draft to Cabinet;
- The document was due to go to Cabinet in March 2020;

- The document suggested District-wide proposals;
- Anything that was or had been proposed would require consultation;
- At present, during the 'Free after 3pm' period, there was no data on car park usage as users did not need to take and display ticket;
- The consultation period would end in the middle of February 2020 to allow for the team to collate comments. Further comments could be submitted by email; the deadline of which was 15 February 2020; and
- Hertfordshire County Council and town/parish councils and Members would be included in the consultation.

RESOLVED:

- (1) That the Draft North Hertfordshire District Council Parking Operational Guidelines at Appendix A of the report be noted;
- (2) That the Draft North Hertfordshire District Council Parking Issues Reporting Pack 1 and Part 2 at Appendix B and C of the report be noted.

RECOMMENDED TO CABINET:

- (1) That the Draft North Hertfordshire District Council Parking Operational Guidelines at Appendix A be considered and adopted;
- (2) That the Draft North Hertfordshire District Council Parking Issues Reporting Pack 1 and Part 2 at Appendix B and C be considered and adopted;
- (3) That delegated authority be given to Service Director - Regulatory to approve minor amendments and format changes to the draft Parking Operational Guidelines as required in consultation with the Executive Member and Deputy for Planning and Transport;
- (4) That officers proceed with the work associated with the key projects listed in the Parking Strategy Strategic Action Plan using the Parking Operational Guidelines to implement the policy framework.

REASON FOR DECISIONS: The draft Parking Operational Guidelines will provide the necessary guidance and assessment criteria for the Parking Strategy policy framework for managing parking across the District in a most cost efficient way that accords with the Council's Corporate Objectives and its Medium Term Financial Strategy.

42 COMMUNITY GRANTS POLICY REVIEW

Audio Recording – 38 Minutes 59 Seconds

The Policy and Community Engagement Manager presented the report entitled Community Grants Policy Review and advised the following:

- The report outlined the proposed changes to the grants policy;
- The process had been simplified;
- The policy was last reviewed in 2016;
- Changes to the eligibility criteria were on page 90 of the report at paragraph 8.2.1;

- Organisations with charitable status, voluntary sector groups, community groups, Community Interest Companies, Community Interest Organisations, Schools, Academies, Business Improvement District Groups, Parish and Town Councils were now able to apply for grants;
- The 2016 Policy stated that applicants were ineligible for funding if they had other funding from NHDC within 2 years. This would no longer apply under the new policy;
- These changes would encourage a variety of organisations to apply;
- The new criteria was similar to that of other local authorities and;
- Cabinet had approved two proposals relating to community grants which included the creation of a one-off District-wide pot of £10,000 in 2020/21.

The following Members asked questions:

- Councillor Tony Hunter;
- Councillor Carol Stanier;
- Councillor Ruth Brown; and
- Councillor Gerald Morris.

The Policy and Community Engagement Manager provided the following responses to questions raised by Members:

- The District-wide pot of £10,000 would be administered by the Community Engagement Team, in the same way as the Capital Grants Fund is;
- Officers would promote the grant scheme to encourage applications from organisations who had not applied in the past; and
- Funding a statutory service such as waste collection at an event would need to be further looked at.

Councillor Ruth Brown, as Deputy Executive Member for Community Engagement, provided the following responses to points and questions raised by Members:

- Waste Collection at charity events should be eligible for funding;
- It was the intention to widen the scope and increase the number of applications;
- As a result of the policy change, the Committee may receive more applications than money to grant. In which case, the Committee would have to make decisions around who to grant money to; and
- If the same organisation repeatedly applied for funding, that would influence the decision as to whether to grant funding or not.

RESOLVED: That the proposed review of the Community Grants Policy and criteria be noted.

RECOMMENDED TO CABINET: That the criteria and outline consultation process be approved.

REASON FOR DECISION: The awarding of grant funding awards to organisations, charities and voluntary groups, and the use of grant budgets devolved to Area Committees allows the Authority to further its aims and overarching Priorities of the Council and District.

43 HIGHWAYS ISSUES

Audio recording – 59 Minutes

The Committee was informed of the following on-going and forthcoming highways matters in Royston by Hertfordshire County Councillor Fiona Hill:

- Royston was investigating the possibility of becoming a Sustainable Travel Town and a group had been formed of Town, District and County Councillors, together with relevant officers;
- Councillor Hill had been appointed as the Hertfordshire County Council representative on the Steering Group, which would be looking at the A505 between Granta Park and Royston;
- The programme of school visits would be taking place again that year;
- The bus to Royston Gateway was in operation and working well;
- The North Hertfordshire Bus Users' Group meeting was taking place that week and Councillor Hill would be in attendance;
- Several Speed Indicator Devices were being moved;
- Speed and Volume surveys in a number of roads had been commissioned including Burns Road and The Warren;
- The TRO (Traffic Regulation Order) process was continuing on the proposals for the Grange Estate, Ridings Estate and Green Street;
- There were also safety issues in Layston Park, which would be addressed next financial year; and
- Widespread resurfacing work had been carried out in town, including Melbourn Road and Stamford Avenue.

Councillor Fiona Hill responded accordingly to a series of questions raised by Members.

44 WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

Audio recording – 1 Hour 10 Minutes 30 Seconds

The Chairman advised that there were two consultations open, both of which would close on 30 March 2020:

- Hertfordshire County Council Rail Strategy Consultation; and
- The North Central Growth and Transport Plan.

The Chairman suggested and the Committee agreed that they would work with the Town Council and Hertfordshire County Council in order to put together a working party to gather comments for the consultations and feed these back to Members.

The meeting closed at 8.50 pm

Chair

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NORTH HERTFORDSHIRE DISTRICT COUNCIL

ROYSTON AND DISTRICT COMMITTEE

**MEETING HELD AS A VIRTUAL MEETING
ON WEDNESDAY, 1ST JULY, 2020 AT 7.30 PM**

MINUTES

Present: *Councillors: Ruth Brown, Bill Davidson, Jean Green, Tony Hunter and Gerald Morris*

In Attendance: *County Councillor Fiona Hill and Steve Jarvis, Simon Ellis (Development and Conservation Manager), Ashley Hawkins (Community Engagement Officer) and Hilary Dineen (Committee, Member and Scrutiny Manager)*

1 WELCOME AND INTRODUCTION

Audio Recording – 4 seconds

The Committee, Member and Scrutiny Manager welcomed everyone to this virtual Hitchin Committee that was being conducted with Members and Officers at various locations, communicating via audio/video and online.

She then gave guidance as follows:

Attendance

A roll call was undertaken to ensure that all Members and Officers could hear and be heard.

Live Streaming

The meeting was being streamed live on the Council's You Tube channel. If live streaming failed the meeting would adjourn. If the live stream could not be restored within a reasonable period then the remaining business would be considered at a later date.

If for any reason the meeting was not quorate an Officer would notify attendees by interjecting the meeting. The meeting would adjourn immediately. Once the meeting was quorate the meeting would resume. If connection could not be restored within a reasonable period, then the remaining business would be considered at a later date.

Only Members present for the entire debate and consideration of an item were entitled to vote.

If technology failed for a Member during the debate and they rejoined the meeting, they would not be able to vote on that item.

Noise interference

Electronic devices should be muted and all present should have the mute button on their tablet or computer activated when not speaking.

Rules of Debate

The raise hand button (located under participants) should be used to alert the Chair that you wish to speak. Please wait for the Chair to invite you to speak before doing so.

Voting

Voting would be undertaken using the Green tick for “Yes”, Red Cross for “No” and Blue Raise Hand for “abstain”, located in the participants section at the bottom of the screen. To enable the votes to be counted, votes should not be cleared until requested to do so.

Details of how Members voted will not be kept or minuted unless a Recorded Vote was requested or an individual requests that their vote be recorded, and it will not be heard or seen on the audio and YouTube recordings of the meeting.

2 ELECTION OF A CHAIR FOR THE CIVIC YEAR 2020/21

Audio Recording – 2 minutes 41 seconds

The Committee, Member and Scrutiny Manager called for nominations for Chair of the Royston Committee for the Civic Year 2020/21

Councillor Bill Davidson proposed, Councillor Gerald Morris seconded and there being no further nominations it was:

RESOLVED: That Councillor Tony Hunter be appointed Chair of Royston and District Committee for the Civic Year 2020/21.

Councillor Tony Hunter took the Chair.

3 APOLOGIES FOR ABSENCE

Audio Recording – 2 minutes 45 seconds

Apologies for absence were received from Councillor Carol Stanier.

4 ELECTION OF A VICE-CHAIR FOR THE CIVIC YEAR 2020/21

Audio Recording – 4 minutes

The Chair called for nomination for Vice-Chair of the Royston Committee for the Civic Year 2020/21.

Councillor Tony Hunter proposed, Councillor Gerald Morris seconded and there being no further nominations it was:

RESOLVED: That Councillor Bill Davidson be appointed Vice-Chair of Royston and District Committee for the Civic Year 2020/21.

5 NOTIFICATION OF OTHER BUSINESS

Audio Recording – 4 minutes 25 seconds

No other business was notified.

6 CHAIR'S ANNOUNCEMENTS

Audio Recording – 4 minutes 34 seconds

(1) The Chair thanked those who attended Town Talk.

- (2) The Chair advised that, in accordance with Council policy, this meeting was being audio recorded and live streamed on the Council's YouTube channel.
- (3) Members were reminded to make declarations of interest before an item, the longer reminder about this and speaking rights is set out under Chair's Announcements on the agenda.

7 PUBLIC PARTICIPATION

Audio recording – 5 minutes 10 seconds

There were no presentations by members of the public.

8 S106 OBLIGATIONS ANNUAL UPDATE

Audio recording – 5 minutes 16 seconds

The Development and Conservation Manager presented the report entitled Annual Update on S106 Obligations for Royston and District Committee together with the following appendix:

- Appendix 1 - Table 4 - Current held funds for Royston and District.

He drew attention to the following:

- It had been hoped that there would be more to report, but the examination of the Local Plan had been cancelled due to the Covid.19 Pandemic;
- New dates for these hearings had not yet been set and this had an impact on the presentation of the SPDs;
- The Developer Contributions SPD would be presented to Cabinet in July;
- A report would be considered by Cabinet in December regarding CIL (Community Infrastructure Levy);
- Paragraph 4.2 detailed a new requirement that all Section 106 activities will need to be reported to central Government;
- Paragraph 8.4.5 detailed the discretionary Section 106 funds remaining for the Royston and District area.

The following Members asked questions and took part in the debate:

- Councillor Ruth Brown;
- Councillor Tony Hunter.

In response to questions the Development and Conservation Manager advised:

- That if identified projects don't make progress with the timescales then money would have to be refunded;
- NHDC had only ever refunded £7,000 across the whole district;
- He would look at funding with a short time limit and consider asking for variations to allow an extension of time.

RESOLVED:

- (1) That the content of the report entitled Annual Update on S106 Obligations be noted.

- (2) That a report shall continue to be presented on an annual basis to Royston and District Committee, which sets out full records of all Section 106 activity for the preceding financial year and which reflects changes in legislation and practice.
- (3) That, other than where a contribution has been negotiated for a specific purpose or project, Ward Members of the area where the Section 106 Obligation or Unilateral Undertaking funding is generated and the Area Committee be consulted prior to funding being allocated away from that area. Members must note that the discretionary funds are rapidly diminishing and will not be replaced under current legislation and practice, for reasons that are set out in this report.

REASONS FOR DECISIONS:

- (1) To ensure that there is a robust system for negotiating and managing Section 106 Obligations and Unilateral Undertakings, that records activity for each financial year and is placed in the public domain.
- (2) To ensure that the process is kept under constant review and Member scrutiny and that the risk associated with this activity is managed in an appropriate manner.

9 GRANTS & COMMUNITY UPDATE

Audio Recording – 16 minutes 38 seconds

The Community Engagement Officer presented the report entitled Grants and Community Update together with the following appendix:

- Appendix 1 - 2020/21 financial year budget sheet.

He advised Members that:

- The grant application for £1300 to North Herts Emotional Support in Schools Service (NESSIE) that was due to be considered by this Committee had been funded from the Covid-19 Community Support Fund;
- That grant funding of £450 had been awarded to Royston Round Table to assist the Royston Vs Coronavirus Support Group via delegated decision;
- That the Committee needed to consider the annual allocation of funds from the Committee towards the Free after Three Parking initiative;
- Several events had been cancelled due to the impact of the Covid-19 pandemic including:
 - May Fayre;
 - Royston In Bloom
 - Royston Kite Festival.
- It should be noted that, due to events being cancelled, community groups had lost the opportunity to raise funds and businesses had also been affected.

The following Members took part in the debate:

- Councillor Ruth Brown;
- Councillor Jean Green;
- Councillor Tony Hunter;
- Councillor Gerald Morris.

The following issues were raised by Members:

- That due to the Covid-19 pandemic lockdown the grant funding allocated to Free after Three should be reduced;
- Projects such as the installation of bike racks and shelters had been delayed due to the Covid-19 pandemic;
- That Councillor Surgeries held via Zoom had been successful and enabled engagement with a different group of people and these should continue even after face to face surgeries can be held.

County Councillors Fiona Hill and Steve Jarvis both supported a reduced amount of grant funding for the Free after Three parking initiative.

Councillor Tony Hunter proposed and Councillor Jean Green seconded that:

The Community Engagement Officer requested to make enquiries as to the amount of reduction that could be expected in respect of the grant made from this Committee, County Councillors and the BID to free after three parking and that the amount paid this year is reduced accordingly.

Following detailed discussion it was proposed that:

That the Councillor Surgeries in Royston be held on a monthly basis via Zoom and six weekly as socially distanced face to face and that the first face to face Surgery be planned for 25 July 2020.

Upon the vote it was:

RESOLVED:

- (1) That the Councillor Surgeries in Royston be held on a monthly basis via Zoom and six weekly as socially distanced face to face and that the first face to face Surgery be planned for 25 July 2020;
- (2) That the award of £450 via Delegated Authority to Royston Round Table to assist the Royston Vs Coronavirus Support Group be noted;
- (3) That the Community Engagement Officer be requested to make enquiries as to the amount of reduction that could be expected in respect of the grant made from this Committee, County Councillors and the BID to free after three parking and that the amount paid this year is reduced accordingly;
- (4) That the Councillor Surgeries in Royston be held on a monthly basis via Zoom and six weekly as socially distanced face to face and that the first face to face Surgery be planned for 25 July 2020;
- (5) That the actions taken by the Community Engagement Officer to promote greater community capacity and well-being for Royston be endorsed.

REASON FOR DECISIONS: To ensure the Committee is kept informed of the work of the Community Engagement Officer.

NB: County Councillor Steve Jarvis left the meeting at 20.00.

10 HIGHWAYS ISSUES

Audio Recording – 54 minutes 38 seconds

County Councillor Fiona Hill gave the Committee a verbal update on highways issues as follows:

- There had been a lot of work undertaken regarding social distancing in the High Street;
- The Greater Cambridge Partnership were supporting the Melbourn Greenway including a bridge over the A505;
- The A10 at Market Hill had been resurfaced;
- Resurfacing at Orchard Road had been completed;
- The following resurfacing of footpaths was planned:
 - Victoria Crescent;
 - The Warren;
 - Newmarket Road;
 - Brampton Road.
- The following resurfacing of roads was planned:
 - Dacre Green;
 - Gas Lane, Barway.
- There were some safety schemes planned including:
 - Feasibility traffic study in Burns Road;
 - Speed and volume surveys for Melbourn Road and Newmarket Road.
- Speed Indicator Devices were planned for
 - the A10 at Reed;
 - Nuthampstead;
- Drainage Works were planned in Kneesworth Street, Dog Kennel Lane and Garden Walk;
- Resurfacing works were planned for Kneesworth Street and Old North Road.

The following Members asked questions and took part in the debate and asked questions:

- Councillor Ruth Brown;
- Councillor Tony Hunter.

In response to questions County Councillor Fiona Hill advised:

- That the Greater Cambridge Partnership had endorsed the Melbourn Greenway. There were lots of funding streams could apply for and use of S106 funding.

11 WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

Audio Recording – 1 hour 3 minute 1 seconds

The following matters were discussed:

Citizens Advice North Herts

Councillor Ruth Brown advised:

- They had responded quickly to the Covid-19 pandemic and moved services online;
- They were now considering recovery and looking at what went well during the lockdown and could be retained.
- They had appointed a new Trustee with the specific remit of equality, diversity and inclusion;

- NHDC were still funding a Courts officer;
- They were expecting a sharp increase in workload following the pandemic.

Royston and District Community Transport

Councillor Tony Hunter advised:

- They had been active throughout the pandemic;
- They had applied for funding from the Covid-19 support fund;

Coombes Community Centre Play Group

Councillor Jean Green advised:

- The Coombs Community Play Group had now closed due the Coronavirus;
- This meant that Coombes Community Centre would loose income from the hire of that room.

The meeting closed at 8.41 pm

Chair

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NORTH HERTFORDSHIRE DISTRICT COUNCIL
ROYSTON AND DISTRICT COMMITTEE
MEETING HELD AS A VIRTUAL MEETING
ON WEDNESDAY, 7TH OCTOBER, 2020 AT 7.30 PM

MINUTES

Present: *Councillors: Tony Hunter (Chair), Bill Davidson (Vice-Chair), Ruth Brown, Jean Green, Gerald Morris and Carol Stanier*

In Attendance: *Louise Symes (Strategic Infrastructure and Projects Manager), Daniel Washington (Transport Policy Officer), Ashley Hawkins (Community Engagement Officer), Hilary Dineen (Committee, Member and Scrutiny Manager) and Anna Gouveia (Committee, Member and Scrutiny Officer)*

12 WELCOME AND INTRODUCTION

Audio Recording – 4 seconds

The Chair welcomed everyone to this virtual Royston and District Committee meeting that was being conducted with Members and Officers at various locations, communicating via audio/video.

The Committee, Member and Scrutiny Officer undertook a roll call and gave guidance as follows:

The meeting was being streamed live on the Council's YouTube channel. If live streaming failed the meeting would adjourn. If the live stream could not be restored within a reasonable period then the remaining business would be considered at a later date.

If for any reason the meeting was not quorate an Officer would notify attendees by interjecting the meeting. The meeting would adjourn immediately. Once the meeting was quorate the meeting would resume. If connection could not be restored within a reasonable period, then the remaining business would be considered at a later date.

Only Members present for the entire debate and consideration of an item were entitled to vote.

If technology failed for a Member during the debate and they rejoined the meeting, they would not be able to vote on that item.

Electronic devices should be muted and all present should have the mute button on their tablet or computer activated when not speaking.

The raise hand button should be used to alert the Chair that you wish to speak. Please wait for the Chair to invite you to speak before doing so.

Voting would be undertaken using the Green Tick for "Yes", Red Cross for "No" and Blue Raise Hand for "Abstain. To enable the votes to be counted, votes should not be cleared until requested to do so.

Details of how Members voted would not be kept or minuted unless a Recorded Vote was requested or an individual requests that their vote be recorded, and it will not be heard or seen on the audio and YouTube recordings of the meeting.

The Chair, Councillor Tony Hunter started the meeting proper.

13 APOLOGIES FOR ABSENCE

Audio Recording – 4 minutes 41 seconds

There were no apologies for absence.

14 NOTIFICATION OF OTHER BUSINESS

Audio Recording – 4 minutes 47 seconds

No other business was notified.

15 CHAIR'S ANNOUNCEMENTS

Audio Recording – 4 minutes 52 seconds

- (1) The Chair thanked those who had attended the Town Talk which had been held prior to the Committee meeting and welcomed those present at the meeting, especially those who had attended to give updates to the Committee;
- (2) The Chair advised that, in accordance with Council Policy, this meeting was being audio recorded as well as filmed. The audio recordings would be available to view on Mod.gov and the film recording via the NHDC YouTube channel.
- (3) The Chair 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.

16 PUBLIC PARTICIPATION

Audio Recording – 5 minutes 38 seconds

There were no presentations by members of the public.

17 GRANTS & COMMUNITY UPDATE

Audio Recording – 5 minutes 43 seconds

The Community Engagement Officer presented the report entitled Grants and Community Update together with the following appendix:

- Appendix 1 – 2020/21 Financial Year Budget Sheet.

He advised Members that:

- The Committee had £4,700 remaining in its budget to allocate for the year;
- £1,250 had been awarded to NESSIE via delegated decision as funding was needed prior to the meeting;
- A refund of £375 had been proposed in respect of the “Free After Three” parking initiative due to the impact of Covid-19 and significant reduction of parking in Royston from March – June 2020;
- Due to Covid-19, Councillors Surgeries had not been able to take place every six weeks as planned, and would now take place virtually online;

- He continued to support the local coronavirus community support groups and the Royston Community Transport as a volunteer driver;
- There had been plans to hold a “Street Food Heroes” event at the Coombes Community Centre but due to issues with the street trading licence this had not been possible - it was hoped this event would return next year;
- The Royal British Legion project for a new centre had commenced and would now be carried out in one phase at a total project cost of £53,000 (£49,000 of which was being funded by the Council);
- A new bus shelter was being considered on Melbourn Street. The contractor had provided some costings to survey the land for two possible sites. The funding would be covered by Section 106 monies;
- Following a site visit by interested parties, a company was being sought to install new cycle racks;
- Youth Connexions were holding remote workshops with young people in Royston;
- Royston Town Council were looking to set up a Youth Council;
- Works had commenced on the outside classroom at Therfield First School;
- Royston Day Centre had made an application to the Covid-19 Support Fund for £2,000 for essential PPE. This had been considered at the Grant Panel meeting on 23 September and had been agreed.

The following Members asked questions and took part in debate:

- Councillor Tony Hunter
- Councillor Ruth Brown
- Councillor Gerald Morris
- Councillor Carol Stanier

County Councillor Fiona Hill informed the Committee about the North Herts Youth Council which was run by Youth Connexions and advised that they were looking for representatives from Royston. She advised meetings were held on a Monday and that she could provide more information if required.

RESOLVED:

- (1) That the award of £1250 via Delegated Authority to North Herts Emotional Support in Schools Service (NESSIE) to assist with costs associated with providing the on-line and telephone counselling service be noted;
- (2) That the actions taken by the Community Engagement Officer to promote greater community capacity and well-being for Royston be endorsed;
- (3) That the refund in relation to the ‘Free After Three’ parking initiative in Royston, due to this initiative not being used during the Covid-19 pandemic, be returned to the Committee’s budget;
- (4) That the Community Engagement Officer be requested to circulate the proposed refund figures for the ‘Free after Three’ initiative by email to Committee Members, County Councillors and Royston First;
- (5) That the Councillor Surgeries in Royston for the remainder of 2020 be held as virtual events on Zoom with the intention of reverting back to face-to-face surgeries in 2021.
- (6) That it be noted that Member-led surgeries would continue to be held as virtual events on Zoom on the first Saturday of every month;

- (7) That the Community Engagement Officer be requested to liaise with the relevant parties to invite those involved in the Royston Youth Council to attend the virtual Youth Democracy event taking place in November 2020;
- (8) That Members be requested to advise County Councillor Fiona Hill of any individuals who may wish to represent Royston on the North Herts Youth Council.

REASONS FOR DECISIONS: To ensure the Committee is kept informed of the work of the Community Engagement Officer.

18 HIGHWAYS ISSUES

Audio recording 23 minutes 58 seconds

The Strategic Infrastructure and Projects Manager gave the Committee a verbal update on the Parking Review.

She advised that:

- WSP had been appointed from a framework with Hertfordshire County Council as consultants to undertake the Royston Parking Review;
- The project had been delayed due to the Covid-19 pandemic, but the consultants were now on site looking at Scheme 1 (York Way Industrial Area/Rock Road Residential Area) and Scheme 2 (Gower Road/Queens Road/Mill Road);
- Options for various schemes would go out for pre-consultation to all residents and businesses in the designated locations;
- It was anticipated that feedback would be able to be provided to the Committee in December;
- Plans for the Briary Lane/Princes Mews area would then follow at the end of the year;
- The last area to be looked at would be Eastfield Road/Newmarket Road;
- The work was being project managed by Marie Pritchett;
- WSP already worked with Hertfordshire County Council which was the Highway Authority in relation to traffic regulation orders, so it was hoped that this would streamline the process;
- There would be some difficulty in knowing what impact Covid-19 would have on commuter behaviour in the future, and this would have to be taken into account in the review;
- Pre-consultation would be followed by formal consultation before schemes were implemented.

The following Members asked questions and took part in debate:

- Councillor Tony Hunter.
- Councillor Ruth Brown;
- Councillor Gerald Morris;
- Councillor Carol Stanier;
- Councillor Gerald Morris.

Members expressed concern that, due to the uncertainty of the future brought about by the Covid-19 pandemic as commuter numbers were currently greatly reduced and this would not result in a meaningful report and asked how much funding had been ringfenced for the project.

The Strategic Infrastructure and Projects Manager assured Members that any work previously undertaken regarding parking over a number a years would be included.

The Transport Officer gave the Committee a verbal update on transport matters including:

- Bike racks – new cycle stands had been installed in locations around the town centre funded by Hertfordshire County Council with funding received from the Department for Transport as part of the Emergency Active Travel Fund to encourage people to avoid public transport during the Covid-19 pandemic;
- The last set of cycle stands would be going in adjacent to the North Hertfordshire District Council car park on Fish Hill;
- The amount of S106 funding currently held for sustainable transport schemes in Royston was £119,082.30 (cycle stands and bus shelter to be funded from this total);
- The Transport Officer was liaising with the public transport team at Hertfordshire County Council to clarify S106 amounts from new housing developments for public transport improvements, likely to be the No. 16 Royston Town bus service;
- An application had been submitted by the Town Council for Royston to become a sustainable travel town – Hertfordshire County Council were delaying the decision regarding this until December 2020;
- The project looking at amalgamating the 915 and 127 bus services has been re-started, which was looking to improve the bus service between Royston and Letchworth – there would be no reduction in the new service which was hoped to commence in April 2021.

The following Members took part in the debate:

- Councillor Hunter.

County Councillor Fiona Hill gave the Committee a verbal update on highways issues including:

- Hertfordshire County and District Councillors had been invited to join the Strategic Steering Group looking at the A505 corridor from Royston to Granta Park in Cambridgeshire. This work linked in with the study Hertfordshire County Council has been carrying out from Royston to Luton covering the whole A505 corridor;
- A safer crossing over the A505 is being developed – further funding is needed;
- Localised flooding has been a problem, including in Barley – work is being done to clear ditches and drains and in Burns Road (bus turning point);
- Highways Locality Budget Schemes – a full list will be sent for the minutes. The HLB scheme for Brampton Road Footpath is scheduled for the 14 – 16 October;
- Yellow lines have been installed on the Ridings (Valley Rise and Studlands Rise), Green Street and roads off Barkway Road;
- DriveSafe has taken place in Newmarket Road and Melbourn Road, with other locations planned;
- Some of the speed indicator devices will be turned around and new ones installed on the A10 at Reed and in Nuthampstead;
- Speed and volume surveys are scheduled for Melbourn Road, Newmarket Road and in the villages.

Councillor Ruth Brown thanked County Councillor Hill for the work done on the yellow lines which had much improved the area around Green Street for cycling.

RESOLVED: That the Strategic Infrastructure and Projects Manager be requested to re-circulate details of the Parking Review schemes to Committee Members and County Councillors to remind them of the programme and cost of the project.

REASON FOR DECISION: To ensure the Committee is informed of the work being carried out under the Parking Review.

19 WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

Audio Recording 55 minutes 19 seconds

The following matters were discussed:

Citizen's Advice North Herts

Councillor Ruth Brown advised:

- They had an AGM the following week;
- They were starting to return to office-working following the Covid-19 pandemic and were looking at opening the Royston office one day per week;
- In future they would be looking at delivering a blended service using telephone, online and face-to-face contact;
- They were looking for medium to long-term sustainable funding.

Royston BID

Councillor Ruth Brown advised:

- The BID had agreed with North Hertfordshire to take over the grant for the Christmas Tree on The Cross and funding for this would be transferred;
- It was also organising the lights and possibly another Christmas Tree in the park in collaboration with the Town Council;
- It was in discussion with the District and County Councils over how to maintain the planters that were going to be placed in the High Street.

Twinning

Councillor Ruth Brown informed Members that:

- Bands from Royston's twin towns of Großalmerode in Germany and Villanueva de la Cañada in Spain had contributed by video to the Arts Festival Finale Concert;
- The Arts Festival had been a successful event, despite the pandemic, and had been viewed 5000 times online.

North Hertfordshire Centre for Voluntary Service (NHCVS)

Councillor Hunter advised that:

- He had attended the AGM for the NHCVS;
- They continued to do sterling work in the community helping many residents with their transport needs;
- They were now working from the office on certain days.

Remembrance Sunday

The Committee, Member and Scrutiny Manager advised that:

- It had been difficult to establish exactly what commemoration events were being held this year due to the Covid-19 restrictions in place and limitations on numbers of people gathering;
- The Royal British Legion nationally had advised not to hold large ceremonies or parades;

- A small ceremony was due to take place in Royston with a very limited number of people;
- Official details were yet to be confirmed but it was planned that Councillor Hunter would lay a wreath as a representative from District Council and County Councillor Hill would lay a wreath as a County Councillor;
- Members who were not directly involved were encouraged strongly not to attend these events due to the restrictions on numbers of people gathering during the current phase of the Covid-19 pandemic;
- Members would be kept informed of when and where events were happening.

Councillor Stanier advised that it was planned for the event to be live-streamed if possible and Members could direct others to this service once the online location of the live-stream had been confirmed.

Royston Community Transport

Councillor Hunter advised that:

- The Royston Community Transport AGM would be held on Tuesday 13 October at 3.30pm in the Town Hall.

The meeting closed at 8.36 pm

Chair

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NORTH HERTFORDSHIRE DISTRICT COUNCIL
ROYSTON AND DISTRICT COMMITTEE
MEETING HELD AS A VIRTUAL MEETING
ON WEDNESDAY, 2ND DECEMBER, 2020 AT 7.30 PM

MINUTES

Present: *Councillors: Tony Hunter (Chair), Bill Davidson (Vice-Chair), Ruth Brown, Jean Green, Gerald Morris and Carol Stanier*

In Attendance: *Marie Pritchett (Parking Projects Officer), Ashley Hawkins (Community Engagement Officer), Matthew Hepburn (Committee, Member and Scrutiny Officer) and Anna Gouveia (Committee, Member and Scrutiny Officer)*

Also Present: *At the commencement of the meeting approximately 2 members of the public, including registered speakers.*

20 WELCOME AND REMOTE/PARTLY REMOTE MEETINGS PROTOCOL SUMMARY

Audio recording 4 seconds

The Chair welcomed everyone to this Royston and District Area Committee meeting that was being conducted with Members and Officers at various locations, communicating via audio/video and online. There was also the opportunity for the public and press to listen to and view proceedings.

The Chair invited the Committee, Member and Scrutiny Officer to explain how proceedings would work and to confirm that Members and Officers were in attendance.

The Committee, Member and Scrutiny Officer undertook a roll call to ensure that all Members, Officers and registered speakers could hear and be heard and gave advice regarding the following:

The meeting was being streamed live onto YouTube and recorded via Zoom.

Extracts from the Remote/Partly Remote Meetings Protocol were included with the agenda and the full version was available on the Council's website which included information regarding:

- Live Streaming;
- Noise Interference;
- Rules of Debate;
- Voting; and
- Part 2 Items

Members were requested to ensure that they were familiar with the Protocol.

The Chair of the Royston and District Area Committee, Councillor Tony Hunter started the meeting proper.

21 APOLOGIES FOR ABSENCE

Audio recording – 2 minutes 41 seconds

There were no apologies for absence.

22 NOTIFICATION OF OTHER BUSINESS

Audio recording – 2 minutes 46 seconds

There was no other business notified.

23 CHAIR'S ANNOUNCEMENTS

Audio recording – 2 minutes 52 seconds

- (1) The Chair thanked those who had attended the Town Talk and welcomed those present at the meeting, especially those who had attended to give a presentation;
- (2) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded as well as filmed. The audio recording would be available to view on Mod.Gov and the film recording via the NHDC YouTube channel;
- (3) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question;
- (4) The Chair advised that he would be taking Item 7, Highways Matters, first on the agenda.

24 PUBLIC PARTICIPATION - 1ST ROYSTON SCOUTS

Audio recording – 17 minutes 13 seconds

Mr Patrick Leighton, 1st Royston Scouts, thanked the Chair for the opportunity to address the Committee in support of the grant application as follows:

- They were seeking funding of £796 for 8 replacement tents that would be used by approximately 85-90 children;
- This was the first time since 2005 that the group had approached the Committee for funding;
- The groups had been meeting on Zoom but had not been charging subs, however they still had to pay an annual fee to keep the organisation going;
- The tents would be used after lockdown for pitching and camping.

The following Members asked questions:

- Councillor Ruth Brown

Mr Leighton advised that tent pitching could continue during the pandemic in the group "bubbles", but tents would not generally be lent out to individuals to ensure they were kept in good condition. Tents had a shelf-life of approximately 4 years and were used regularly for camps in all weathers.

The Chair thanked Mr Patrick Leighton for his presentation.

25 PUBLIC PARTICIPATION - 7TH ROYSTON (BARKWAY) SCOUTS

Audio recording 38 minutes 37 seconds

NB Mr Stuart Farrow, 7th Royston (Barkway) Scouts, had been unable to attend the meeting due to an urgent work commitment and have given his apologies during the meeting.

The Committee agreed that, due to the length of time until the next Committee meeting in March, the funding request from 7th Royston (Barkway) Scouts would be considered at this meeting.

The Community Engagement Officer presented the application from the 7th Royston (Barkway) Scouts including:

- The 7th Royston (Barkway) Scouts were seeking funding of £795 for equipment, tents, and some cooking equipment;
- They were seeking funding for bush saws not buzz saws as stated in the report;
- This was the first time they had sought funding from the Committee;
- The equipment could be used for training activities as well as camping.

The Chair thanked the Community Engagement Officer for presenting the funding request on behalf of 7th Royston (Barkway) Scouts.

26 PUBLIC PARTICIPATION - MELBOURN AREA YOUTH DEVELOPMENT

Audio recording 25 minutes 4 seconds

Mr John Travis, Melbourn Area Youth Development, thanked the Chair for the opportunity to address the Committee in support of their grant application as follows:

- Melbourn Area Youth Development (MAYD) was a jointly funded youth club based in Melbourn, located close to Melbourn Village College;
- Funding was shared between four Cambridgeshire villages based on attendance and was reviewed annually;
- A specialist youth work contractor, Groundwork East, was employed by the youth club;
- Changes were made to the catchment area of Melbourn Village College which now included almost 80 students from Royston who also used the youth club;
- Royston Town Council had been approached for funding but were unable to help;
- The funding request of £902 was proportional to the anticipated participation of youth from Royston for the year commencing January 2021;
- MAYD would welcome representation from Royston on the Joint Committee which managed the youth club.

The following Members asked questions:

- Councillor Gerald Morris;
- Councillor Carol Stanier;
- Councillor Ruth Brown;
- Councillor Tony Hunter.

Mr Travis advised that the two six-week workshop sessions to be delivered were planned to take place at the pavilion on Melbourn Recreation Ground not online via Zoom.

Mr Travis advised that Groundwork East delivered a programme including drama, art and music and also worked with the youth club members on issues such as anxiety and sexual

health. Membership was from a mixed demographic, including those from difficult backgrounds.

The Community Engagement Officer confirmed that the funding request met the Committee's grant funding criteria as children from Royston would benefit from attending the youth club.

The Chair thanked Mr John Travis for his application.

27 GRANT APPLICATIONS AND COMMUNITY UPDATE

Audio recording 41 minutes 14 seconds

The Community Engagement Officer presented the report entitled Grants and Community Update together with the following appendix:

- Appendix 1 – 2020/21 Financial Year Budget Sheet.

He advised Members that:

- The Committee had £5,138 remaining in its budget to allocate for the year which included a refund of £438 in respect of the "Free After Three" parking initiative;
- If the Committee was minded to allocate funding in accordance with the applications received for this meeting, and taking into account the funding of the "Free After Three" parking initiative for the next financial year, a budget of £1,145 would remain for the Committee to allocate at its March meeting;
- The bus shelter on Icknield Walk was due to be installed by the end of the year, the exact location would be confirmed.

It was proposed by Councillor Tony Hunter, seconded by Councillor Carol Stanier and:

RESOLVED:

- (1) That the refund of £438 into the Royston Base Budget 2020/21 against the payment made in April for the Free After 3pm parking Initiative in Royston, be noted;
- (2) That the actions taken by the Community Engagement Officer to promote greater community capacity and well-being for Royston be endorsed;
- (3) That Councillor Carol Stanier be nominated as a member of the Melbourn Area Youth Development Committee.

REASON FOR DECISIONS: To ensure the Committee is kept informed of the work of the Community Engagement Team.

28 GRANT APPLICATION - 1ST ROYSTON SCOUTS

Audio recording 45 minutes 21 seconds

Prior to consideration of the item Councillor Carol Stanier declared a declarable interest in that her husband was District Secretary for the Scouts and her son was a member of 1st Royston Cubs. She advised that she would leave the meeting during both the debate and the vote on this item.

The Chair advised that 1st Royston Scouts was requesting £796 in grant funding.

It was proposed by Councillor Tony Hunter, seconded by Councillor Ruth Brown and:

RESOLVED: That grant funding of £796 be awarded to 1st Royston Scouts to assist with the costs of purchasing new tents and equipment that could be used for training and learning experiences during the pandemic and then for camps throughout 2021.

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

29 GRANT APPLICATION - 7TH ROYSTON (BARKWAY) SCOUTS

Audio recording 46 minutes 19 seconds

Prior to consideration of the item Councillor Carol Stanier declared a declarable interest in that her husband was District Secretary for the Scouts. She advised that she would leave the meeting during both the debate and the vote on this item.

The Chair advised that the 7th Royston (Barkway) Scouts were requesting £795 in grant funding.

It was proposed by Councillor Gerald Morris, seconded by Councillor Ruth Brown and:

RESOLVED: That grant funding of £795 be awarded to 7th Royston (Barkway) Scouts to assist with the costs of purchasing new tents and equipment that could be used for training and learning experiences during the pandemic and then for camps throughout 2021.

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

30 GRANT APPLICATION - MELBOURN AREA YOUTH DEVELOPMENT

Audio recording 47 minutes 56 seconds

NB Councillor Stanier re-joined the meeting at 8.18pm

The Chair advised that Melbourn Youth Development was requesting £902 in grant funding.

It was proposed by Councillor Ruth Brown, seconded by Councillor Gerald Morris by show of hand and:

RESOLVED: That grant funding of £902 be awarded to Melbourn Area Youth Development to assist with the costs of running the youth provision via Groundwork East and venue hire costs at Melbourn Recreation Ground Pavilion.

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

31 HIGHWAYS ISSUES

Audio recording – 3 minutes 44 seconds

County Councillor Fiona Hill gave the Committee a verbal update on highways issues including:

- Speed and volume surveys were due to be carried out in various areas of the town;
- The speed indicator device in Newmarket Road had now been turned around;

- There were issues with regard to speeding around schools and various areas of the town, particularly around Tannery Drift School where speeding mitigation measures and 20mph zones had been requested;
- Dropped kerbs and crossings would be installed in Orchard Road and in York Way;
- There have been some resurfacing works in Barkway.

County Councillor Steve Jarvis gave the Committee a verbal update on highways issues including:

- An investigation had been requested into the introduction of a 20mph limit and traffic calming measures to be put in place around Tannery Drift School;
- Highway works around the town had been subject to some disruption, for example, resurfacing work to the pavement that used to lead to Morrisons;
- There was some footway work to be done in Green Drift;
- The installation of double yellow lines in Layston Park was underway;
- Patching work was planned to roads around Therfield;
- Confirmation was awaited regarding Royston's application for sustainable travel town status.

The following Members asked questions:

- Councillor Tony Hunter

County Councillor Jarvis confirmed that there would be a statutory period for people to submit objections to the Layston Park scheme once the Traffic Regulation Orders had been published. The target completion date was March 2021 before budget year end.

The Parking Projects Officer gave an update on the Royston Parking Review including:

- The pre-consultation for Schemes 1 and 2 had been postponed due to lockdown restrictions but were due to start the following week and run for an extended period of 6 weeks up until the 17th January 2020 to account for the Christmas and New Year holidays;
- The objectives of both schemes were to make the affected roads both safer and also to propose implementing an extension of the controlled parking zone or introduce a new one. In Scheme 1 a commercial parking scheme in the York Way Industrial Estate was being proposed and the views of the business community would be sought on this;
- Scheme 3 (Princes Mews/Briary Lane area) and Scheme 4 (parking restrictions in Eastfield Road off Newmarket Road) pre-consultations would be delayed until January;
- The Parking Projects Officer advised that she would be able to provide a fuller update on the pre-consultation exercise at the next meeting of the Committee.

The following Members asked questions:

- Councillor Carol Stanier

The Parking Projects Officer advised that additional areas might be able to be considered as part of the review should the original areas under consideration no longer be relevant for review.

32 WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

Audio recording – 51 minutes 03 seconds

The Chair led a discussion regarding Ward Matters and Outside Organisations. The following issues were discussed:

Doorstep Carols Event

Councillor Carol Stanier advised that:

- the Doorstep Carols Event was taking place on 16th December;
- various local radio stations would be playing carols with the idea that people could sing along;
- everyone was encouraged to take part on their doorsteps.

Royston First

Councillor Ruth Brown advised that Royston First had been doing a lot of work around the run up to Christmas including:

- Encouraging people to shop local and support local businesses;
- East Herts and North Herts were taking part in the “Shop Safe – Shop Local” initiative and there would be a photoshoot around Royston to encourage this;
- EU funding for an additional five hand sanitisers had been received;
- Planters had been installed in the town;
- Working in conjunction with the Town Council to get the Christmas lights up;
- Shop windows had been painted;
- A reindeer trail in the shop windows was being organised for children;
- The vast majority of the bid levy had been received despite the pandemic;

Citizen’s Advice

Councillor Ruth Brown advised that Citizen’s Advice:

- have had to change the way they deliver their service due to the pandemic, moving to phone, email and webchat;
- had seen an increase in people needing support which was no surprise;
- were introducing a video service soon and were offering a limited face-to-face service in Letchworth;
- were re-designing the way they delivered their services, considering e.g. free phones in public places and a bus or van to reach rural areas;
- were delivering exceptional value for money - every £1 invested would return nearly £5 in financial savings and much more in wider economic and social benefits;
- were preparing for an expected continued increase in demand in the next six months with the end of the furlough scheme, unemployment rising, etc.
- were a very much needed service which should be commended to the community.

Royston and District Community Transport

Councillor Tony Hunter advised that:

- They continued to maintain the best service they could within Covid restrictions.

Grants for Businesses

Councillor Tony Hunter advised that:

- government grants were available to businesses and an application form could be found on the NHDC website;
- the cut-off date for applications was 15th December 2020 and Members were encouraged to promote this to businesses.

The meeting closed at 8.30 pm

Chair

**ROYSTON COMMITTEE
17 MARCH 2021**

***PART 1 – PUBLIC DOCUMENT**

TITLE OF REPORT: GRANTS & COMMUNITY UPDATE

REPORT OF THE POLICY & COMMUNITY ENGAGEMENT MANAGER

EXECUTIVE MEMBER: COMMUNITY ENGAGEMENT

COUNCIL OBJECTIVES: BUILD THRIVING AND RESILIENT COMMUNITIES

1 EXECUTIVE SUMMARY

- 1.1** To advise the Committee on the current expenditure and balances of the Committee Grant budgets.
- 1.2** To advise the Committee of the activities and schemes with which the Community Engagement officer has been involved in.
- 1.3** 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 endorse the actions taken by the Community Engagement Officer to promote greater community capacity and well-being for Royston.
- 2.2** That the Committee agrees to the carry forward of £1,500 from the current budget to the 2021/22 financial year to continue to support the Free After 3pm Parking Initiative in Royston.
- 2.3** That the Committee agrees that any unspent funds from the 2020/21 financial year be allocated to Community & Environmental Projects for 2021/22.

3. REASONS FOR RECOMMENDATIONS

- 3.1** To ensure the Committee is kept informed of the work of the Community Engagement 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 January 2020.
- 3.3 With reference to the Free After 3pm Initiative as detailed in 2.2, funding support is necessary from the Royston & District Committee on an annual basis to ensure the project can continue for the benefit of residents and businesses of Royston. The support of Hertfordshire County Councillors via their Locality Budget and Royston First is also crucial in securing the future of this initiative for Royston.
- 3.4 The awarding of financial assistance to voluntary organisations and the use of discretionary spending allows the Committee to further the aims of the Council 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 regarding funding proposals for Committee Funds.

6. FORWARD PLAN

- 6.1 This report does not contain a recommendation on a key Executive decision and has therefore not been referred to in the Forward Plan.

7. BACKGROUND

- 7.1 With reference to the Council's Constitution, Section 9.3 Area Committees will include budgets for the purpose of providing grants and discretionary budgets that may be used within the area of the Committee for economic, social and environmental well-being. Under the current grant criteria there is no upper limit outlined for grant funding to be allocated which can be decided at the Committee's discretion.
- 7.2 Members are asked to note the information detailed in Appendix 1. Royston Area Committee Budget Spread sheet, which relates to the Area Committee budget balances for 2020/21. The spreadsheet also details pre-allocated sums carried forward from the previous financial year, including balances and past expenditure.
- 7.3 Funding available for the Committee to allocate during 2020/21 is summarised below:

	2019/20 Carry Forward	2020/21 Base Budget	Total Budget Remaining
Royston	£0	£2,645	£2,645

8. RELEVANT CONSIDERATIONS

8.1 Grants in the Pipeline

The Royston Community Engagement Officer (CEO) has been working with several groups / organisations who are seeking funding support from the Royston & District Committee. Due to a number of factors these applications were not in a position to be tabled at the March meeting so have been deferred until a future meeting. Details of the applications are included in the table below:

Group	Project	Funding Requested
Royston Town Youth Football Club	The group is looking for funding support to replace the pitch dividing nets at the Astro pitch facility that they use at King James Academy.	The group is looking for £1695.
Coombes Community Association	The Coombes Community Association is seeking funding support to assist with the purchase of new chairs for the centre, to replace old ones which no longer meet safety standards.	The group is looking for £1200

8.2 Community Engagement Updates

8.2.1 Free After 3pm Parking Initiative in Royston

As detailed in bullet point 2.2 and 3.3 above, the Committee is requested to allocate and carry forward for spending in the 2021/22 financial year, £1,500 to assist with the costs for operating the Free After 3pm Parking Initiative in Royston. With the Committee's agreement the funding will be released to the relevant service area at NHDC in April 2021. As well as the contribution from Royston & District Committee, the support from the two Hertfordshire County Councillor's Locality Budgets and Royston First is crucial in maintaining this project for Royston.

In 2020, the Royston & District Committee along with Hertfordshire County Council and Royston First received a refund or discounted rate on the initiative due to the Covid-19 Pandemic. The Royston CEO will liaise with relevant parties on a refund or discount if the Pandemic continues to affect the service during 2021.

8.2.2 Delivery of Hand Sanitiser to local community groups

During January 2021, the Royston CEO repeated the task of October 2020, delivering hand sanitiser to local groups and venues on behalf of North Herts CVS. Beneficiaries of the free hand sanitiser included Coombes Community Centre, Royston Royal British Legion and Royston Day Centre.

8.2.3 Delivery of Covid-19 Social Distancing Signage to Royston and Village Locations

The Royston CEO was contacted by Reed Parish Council for support with Covid-19 Social distancing signage for use in their recreational areas. The Royston CEO was able to secure signage from Hertfordshire County Council. As well as securing signage for Reed, the Royston CEO also provided and delivered signage for Barkway Parish Council, Royston BMX, Royston Royal British Legion and Coombes Community Centre. Signage is still available if Members are aware of other venues that may require support.

8.2.4 Community Salt Bins in Royston

During January 2021, in preparation for the cold weather spell, the Royston CEO replenished the salt in the Community Salt bins around Royston. This was necessary on two separate occasions due to increased usage of salt during the Winter period.

8.2.5 Chair's Volunteer Achievement Awards 2021

The Royston CEO assisted the Community Engagement Team with the collection and processing of nominations for the Chair's Volunteer Achievement Awards. The Royston CEO also organised the glass trophies for the 5 winners. At the time of writing this report it is not possible to release the names of the winners, but I can disclose that 2 of the winners represent groups from Royston.

8.2.3 Funding Support for The Diary Newsletter Committee

The Royston CEO was approached by The Diary Newsletter Committee who were seeking funding support to ensure the continuity of the publication. The Diary is a monthly newsletter that is delivered to around 670 households in Barkway, Barley, Reed and Nuthampstead, Newsells, Buckland and Chipping. Due to the current Pandemic the Committee had seen a dramatic drop in income from business advertisements and needed £1500 to ensure the publication could be produced in February, March and April. With support from County and District Councillors the Royston CEO was able to secure the necessary funding through a successful Herts County Council Health Grant application as well as funding contributions from Barkway, Barley & Reed Parish Council and East Herts Council.

8.2.4 Support for Businesses during the Covid-19 Pandemic

The Royston CEO continues to signpost local businesses and community groups to business support grants that are available to them during the Pandemic. This has included funding support available during the tier 3 period as well as the current national lockdown. At the time of writing this report I can confirm that both Coombes Community Centre and Royston Royal British Legion have received the business support funds that are currently available.

8.2.5 Bus Shelters

There is currently no update available on when the bus shelter agreed for Ickniel Walk will be installed. The purchase order for this shelter was raised by Royston Town Council back in January 2020 but has been constantly delayed due to the current Pandemic and Brexit which has impacted on stock levels and deliveries.

The Royston CEO will continue to work with the Town Council and the contractors Clear Channel on this project.

As part of the original purchase order, funding was agreed for the installation of a shelter on Melbourn Road. When it became apparent that this shelter was going to be funded as a direct result of a recent housing development, the funding was redirected to providing a bus shelter on Melbourn Street.

During January 2021 a site visit was arranged to look at possible locations for a bus shelter on Melbourn Street. Following the site visit a scan was undertaken to ensure that no services would be disrupted by the installation.

The scan revealed no issues and the Royston CEO is working with the Council's Transport Officer to allocate the funding from S106 Sustainable Transport. The purchase order for the works will be raised by Royston Town Council.

8.2.6 Bicycle Racks

The Royston CEO continues to work with the NHDC Transport Officer and colleagues at Royston Town Council on the installation of a shelter with bike racks on Market Hill carpark.

Since the December meeting there have been several site visits with potential contractors. At the time of writing this report a contractor has not yet been appointed.

The Royston CEO is also awaiting confirmation from Highways that there are no sight line issues with the shelter's location.

Funding has been allocated from North Herts District Council's S106 Sustainable Transport pot for the project and it is hoped that the shelter will be installed before the Summer months.

8.2.7 Potential new band stand for Priory Memorial Gardens

The Royston CEO is working with Royston Town Council on a project to install a new band stand on Priory Memorial Gardens. This project is still in the early stages but discussions have taken place between Royston Town Council and North Herts District Council's Ground Maintenance team.

Funding for the project has been agreed in principle from the S106 Community Facilities pot. £200k is available under S106 Community Facilities from the housing development at Hedera Gardens.

Priory Memorial Gardens is used for a number of community events annually including Royston May Fayre, Royston Historical Pageant, Royston Festival and Street Food Heroes. The building of a new band stand will help to increase the usage of the park for community events in the future.

8.2.8 Additional Outside Classroom at Therfield First School

The Royston CEO has been liaising with the Headteacher at the school as well as officers at NHDC Planning & Conservation and Hertfordshire County Council. The Royston CEO was able to identify £10k within Hertfordshire County Council's S106 Education funding which could be utilised for the project.

The Herts County Council S106 Education funding was released in November.

The building work is now complete and the new classroom is being well used for small group lessons.

8.2.9 Trinity Life Church Community Facility Project

The Royston CEO has had initial discussions with Cate Hall from Trinity Life Church regarding a potential Community Facilities Capital Projects Funding Stream application. The Church has recently purchased The Old School House in Market Hill and are looking at a refurbishment project to create a new community hub for the town which can be used for the Make Lunch Project as well as numerous other community groups. The Royston CEO will assist the group with the application form and will provide support with regards to other sources of funding.

A site meeting was set up in January 2021 between the Royston CEO, Trinity Life Church and local contractors to look at the scale of the project.

The Royston CEO has advised the group to adopt a phased approach to the project and to look at utilising Community Facilities Capital Projects funding for Phase 1 which will be enhancements to the main hall of the building.

8.2.10 Developer Contributions / s106 & other Capital Funding projects

The Royston CEO has worked with external groups and colleagues in the Planning Department in the potential utilisation developer contributions and other sources of capital funding available. Under s106 of the Town and Country Planning Act 1990, as amended, contributions/obligations can be sought from developers towards the costs of providing community and social infrastructure, the need for which has arisen as a result of a new development taking place. This funding is commonly known as 'Section 106'.

Projects Completed:

- Fencing project at side of Coombes Community Centre to address anti-social behaviour
- Fencing project at Royston BMX to address anti-social behaviour

Projects in process:

- Enhancement of sporting facilities at Royston Heath with the Conservators.
- The possibility of seeking a new venue for Royston Scouts currently based at Roysia School.
- Enhanced provision of Bus Shelters at potential sites within the town
- Provision of cycle racks around Royston Town Centre.
- Youth / Spectator Shelter to address anti-social behaviour around Coombes Area
- Resurfacing and lighting project on Public Right of Way Land linking Ivy Farm with Green Drift. (this project is still on the work programme for 2020/21 but may be delayed due to the Covid-19 Pandemic)
- A505 Cycle Path project
- Access and Disability Discrimination Act (DDA) improvements to Royston Town Hall
- All weather Hockey pitch for Royston
- Barkway PC re the installation & disabled access to the Recreation Ground & Pavilion
- Kitchen and toilet improvements in the main hall of Royston Town Hall.

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

The Community Engagement 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 Community Engagement Officer.

8.3 Highways Matters

- 8.3.1 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.
- 8.3.2 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 Sections 9.8.1 (a) and 9.8.1 (b) of the Council's Constitution in respect of the Area Committees' Terms of Reference, notes the following:- To allocate discretionary budgets within the terms determined by the Council and to allocate devolved budgets and activities within the terms determined by the Council. This is outlined in the current Grant Policy agreed by Cabinet in January 2020. Section 9.8.2 (h) of the Constitution

in respect of Area Committees' Terms of Reference notes 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 if 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 As outlined in Appendix 1 Committee budget 2020/21.

10.2 The agreed base budget for this financial year is £6,000. This has been maintained at the same level as 19/20, following full council's agreement to reverse the planned efficiencies. Funding left to allocate is £2,645.

10.3 Members are asked to note that if the £1500 is allocated from the base budget for the Free After 3pm Parking Initiative, the Committee will have £1,145 budget remaining to carry forward to the 2021/22 financial year.

11. RISK IMPLICATIONS

11.1 There are no relevant risk entries that have been recorded on Pentana Risk, 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 positive impact on the community and wider environment. The projects outlined in this report seek to advance equality of opportunity and foster good relations.

13. SOCIAL VALUE IMPLICATIONS

13.1. The Social Value Act and "go local" requirements do not apply to this report.

14. ENVIRONMENTAL IMPLICATIONS

14.1. There are no known Environmental impacts or requirements that apply to this report.

15. HUMAN RESOURCE IMPLICATIONS

15.1 There are no pertinent Human Resource implications associated with any items within this report.

16. APPENDICES

16.1 Appendix 1 - 2020/21 Financial Year Budget Sheet.

17. CONTACT OFFICERS

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18. BACKGROUND PAPERS

18.1 Review of Policies and Procedures for Financial Assistance to Voluntary and Community Organisations, November 2002.

18.2 Review of Grant Policy Cabinet January 2020.

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ROYSTON AREA COMMITTEE BUDGET 2020/21

SUMMARY/ TOTALS	Funding	Allocated	Spent	Outstanding	Unallocated Budget					
CARRY FORWARD BUDGET 2019/20	£2,900	£2,900	£2,900	£0	£0					
DEVELOPMENT BUDGET 2020/21	£6,000	£3,355	£3,355	£0	£2,645					
Total	£8,900	£6,255	£6,255	£0	£2,645					

DEVELOPMENT BUDGETS

	Funding		Project	Allocated	Date	Spent	Outstanding	Unallocated Amount	Comments
CARRY FORWARD BUDGET 2019/20	£2,900		Royston Free After 3pm Initiatvie	£1,500	26/05/2020	£1,500	£0		
			Royston Free After 3pm Initiatvie	-£438	16/11/2020	-£438	£0		Refund of £437.50 for this in 2020/21 due to Covid-19 - added to base budget
			Reed Cricket Club	£1,000	08/04/2020	£1,000	£0		
			Royston & District Round Table	£450	11/05/2020	£450	£0		
			North Herts Emotional Support in Schools Service (NESSIE)	£388	25/08/2020	£388	£0		Total Grant £1250
Total	£2,900			£2,900		£2,900	£0	£0	

DEVELOPMENT BUDGETS

	Funding		Project	Allocated	Date	Spent	Outstanding	Unallocated Amount	Comments
BASE BUDGET 2020/21	£6,000								
			North Herts Emotional Support in Schools Service (NESSIE)	£862	25/08/2020	£862	£0		
			1st Royston Scouts	£796	02/12/2020	£796	£0		
			7th Royston (Barkway) Scouts	£795	02/12/2020	£795	£0		
			Melbourn Area Youth Development	£902	02/12/2020	£902	£0		
							£0		
Total	£6,000			£3,355		£3,355	£0	£2,645	

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