

# **NORTH HERTFORDSHIRE DISTRICT COUNCIL**

## **DECISION SHEET**

**Meeting of the Letchworth Committee held as a Virtual Meeting  
on Wednesday, 10th March, 2021 at 7.30 pm**

### **1 WELCOME AND REMOTE/PARTLY REMOTE MEETINGS PROTOCOL SUMMARY**

The Vice-Chair welcomed everyone to this Letchworth 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 Vice-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.

Voting would be done using the 'raise hand' button.

The Vice-Chair of the Letchworth Area Committee, Councillor Helen Oliver started the meeting proper.

### **2 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor David Levett.

### **3 MINUTES - 11 MARCH 2020 TO 9 DECEMBER 2020**

#### **RESOLVED:**

- (1) That the Minutes of the meetings of the Letchworth Committee held on 11 March, 17 June, 14 October and 9 December 2020 be approved as a true record of the proceedings;
- (2) That, with the authorisation of the Vice-Chair, her electronic signature and initials be attached to the Minutes approved in (1) above.

**4 NOTIFICATION OF OTHER BUSINESS**

There was no other business notified.

**5 CHAIR'S ANNOUNCEMENTS**

- (1) The Vice-Chair welcomed those present at the meeting, especially those who had attended to give a presentation;
- (2) The Vice-Chair advised that, in accordance with Council Policy, the meeting would be audio recorded as well as filmed. The audio recordings would be available 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.

**6 HERTFORDSHIRE CONSTABULARY**

Sergeant Stephen Oliphant, Hertfordshire Constabulary, thanked the Vice-Chair for the invitation to address the Committee and provided Members with a verbal presentation.

The Vice-Chair thanked Sergeant Oliphant for his presentation.

**RESOLVED:** That further details be forwarded by email to the Committee from Sergeant Oliphant on the current rates of prosecution.

**REASON FOR DECISION:** To inform the Committee of local matters relating to crime and disorder.

**7 PUBLIC PARTICIPATION - OPEN ART BOX CIC**

Ms Christina Armstrong, Open Art Box CIC, thanked the Vice-Chair for the opportunity to address the Committee in support of the grant application.

The Vice-Chair thanked Ms Armstrong for her application.

**8 PUBLIC PARTICIPATION - TRANSITION TOWN LETCHWORTH/ WOOLGROVE FAMILY LEARNING ALLOTMENT**

Ms Diane Ketcher, Transition Town Letchworth/ Woolgrove Family Learning Allotment, thanked the Vice-Chair for the opportunity to address the Committee in support of the grant application.

The Vice-Chair thanked Ms Ketcher for her application.

**9 PUBLIC PARTICIPATION - WILBURY AND ICKNIELD SCHOOL PARENTS ASSOCIATION**

Mr Glyn Holt, Wilbury and Icknield School Parents Association, thanked the Vice-Chair for the opportunity to address the Committee in support of the grant application.

The Vice-Chair thanked Mr Holt for his application.

**13 GRANT APPLICATIONS AND COMMUNITY UPDATE**

**RESOLVED:** That the actions taken by the Community Engagement Team to promote greater community capacity and well-being for Letchworth be endorsed.

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

**14 GRANT APPLICATION - OPEN ART BOX CIC**

**RESOLVED:** That grant funding of £2,500 be awarded to Open Art Box CIC for home workshop packs.

**15 GRANT APPLICATION - TRANSITION TOWN LETCHWORTH/WOOLGROVE FAMILY LEARNING ALLOTMENT**

**RESOLVED:** That grant funding of £400 be awarded to Transition Town Letchworth for the Woolgrove Family Learning Allotment project.

**16 GRANT APPLICATION - WILBURY AND ICKNIELD SCHOOL PARENTS ASSOCIATION (WISPA)**

**RESOLVED:** That grant funding of £2000 be awarded to Wilbury and Icknield School Parents Association (WISPA) for the purchase of a portacabin to store and sort recycling (includes deduction of the planning application fee (£234), as detailed in paragraph 8.1.3 of the report of the Assistant Community Engagement Officer), subject to any necessary permission being granted, if required, as detailed in paragraph 8.1.3 of the report of the Assistant Community Engagement Officer.

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

There were no reports from Members on ward matters or outside organisations.