

NORTH HERTFORDSHIRE DISTRICT COUNCIL



17 June 2022

Our Ref Royston and District Committee/29 June 2022

Contact. Committee Services
Direct Dial. (01462) 474655
Email. committee.services@north-herts.gov.uk

To: Members of the Committee: Councillor Tony Hunter (Chair), Councillor Gerald Morris (Vice-Chair), Councillor Ruth Brown, Councillor Adam Compton, Councillor Jean Green, Councillor Chris Hinchliff and Councillor Carol Stanier

NOTICE IS HEREBY GIVEN OF A

MEETING OF THE ROYSTON AND DISTRICT COMMITTEE

to be held in the

**HARDWICKE HALL, ROYSTON TOWN HALL, MELBOURN
ROAD, ROYSTON**

On

WEDNESDAY, 29TH JUNE, 2022 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	
2.	APOLOGIES FOR ABSENCE	
3.	MINUTES - 8 MARCH 2022, 26 MAY 2022 To take as read and approve as a true record the minutes of the meetings of the Committee held on the 8 March 2022 and 26 May 2022.	(Pages 5 - 14)
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.	PUBLIC PARTICIPATION To receive petitions, comments and questions from the public.	
7.	GRANTS AND COMMUNITY UPDATE REPORT OF THE POLCY AND COMMUNITY MANAGER To advise the Committee on the current expenditure and balances of the Committee Grant budgets. To advise the Committee of the activities and schemes with which the Community Engagement officer has been involved in. To bring to the Committee's attention some important community-based activities that will take place during the next few months.	(Pages 15 - 26)

8. HIGHWAYS ISSUES

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

9. WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

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

This page is intentionally left blank

Public Document Pack Agenda Item 3

NORTH HERTFORDSHIRE DISTRICT COUNCIL

ROYSTON AND DISTRICT COMMITTEE

MEETING HELD IN THE COUNCIL CHAMBER, DISTRICT COUNCIL OFFICES,
LETCWORTH GARDEN CITY
ON THURSDAY, 26TH MAY, 2022 AT 7.30 PM

MINUTES

Present: *Councillors: Ruth Brown, Adam Compton, Jean Green, Chris Hinchliff, Tony Hunter, Gerald Morris and Carol Stanier*

In Attendance: *William Edwards (Committee, Member and Scrutiny Manager)*

35 APOLOGIES FOR ABSENCE

Audio recording – 35 minutes 43 seconds

N.B There is no separate recording for this meeting. The time stamp refers to the recording of Annual Council on 26 May 2022.

There were no apologies for absence.

36 ELECTION OF A CHAIR FOR CIVIC YEAR 2022/23

Councillor Gerald Morris proposed, and Councillor Adam Compton seconded and, following a vote it was:

RESOLVED: That Councillor Tony Hunter be elected as Chair of the Royston and District Area Committee for the Civic Year 2022/23.

37 ELECTION OF A VICE-CHAIR FOR CIVIC YEAR 2022/23

Councillor Tony Hunter, as Chair, proposed and Councillor Jean Green seconded and, following a vote it was:

RESVOLED: That Councillor Gerald Morris be elected as the Vice-Chair for the Royston and District Area Committee for the Civic Year 2022/23.

The meeting closed at 8.07 pm

Chair

This page is intentionally left blank

Public Document Pack

NORTH HERTFORDSHIRE DISTRICT COUNCIL

ROYSTON AND DISTRICT COMMITTEE

MEETING HELD IN THE HARDWICKE HALL, ROYSTON TOWN HALL, MELBOURN
STREET, ROYSTON
ON TUESDAY, 8TH MARCH, 2022 AT 7.30 PM

MINUTES

Present: *Councillors: Councillor Tony Hunter (Chair), Councillor Sarah Dingley (Vice-Chair), Ruth Brown, Adam Compton, Gerald Morris and Carol Stanier*

In Attendance: *James Lovegrove (Committee, Member and Scrutiny Officer) and Ashley Hawkins (Community Engagement Officer)*

Also Present: *At the commencement of the meeting Herts County Councillor Fiona Hill and approximately 2 members of the public, including registered speakers.*

25 WELCOME

Audio recording – 37 seconds

The Chair welcomed Members, Officers and public participants to the meeting.

26 APOLOGIES FOR ABSENCE

Audio recording – 1 minute 26 seconds

Apologies for absence were received from Councillor Jean Green.

27 MINUTES - 20 OCTOBER 2021

Audio Recording – 1 minute 39 seconds

Councillor Gerald Morris proposed and Councillor Sarah Dingley seconded and it was:

RESOLVED: That the Minutes of the Meeting of the Committee held on 20 October 2021 be approved as a true record of the proceedings and be signed by the Chair.

28 NOTIFICATION OF OTHER BUSINESS

Audio recording – 2 minutes 03 seconds

There was no other business notified.

29 CHAIR'S ANNOUNCEMENTS

Audio recording – 2 minutes 20 seconds

- (1) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded;

- (2) 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.

30 ROYSTON FIRST UPDATE

Audio recording – 2 minutes 45 seconds

The Chair advised that Royston First were unable to attend this Committee meeting.

31 PUBLIC PARTICIPATION

Audio recording – 2 minutes 58 seconds

Sergeant Jon Vine, from Herts Police Safer Neighbourhood Team, thanked the Chair for the opportunity to address the Committee and gave a verbal update on the work being done in the Royston and District Area, including:

- There had been a few staffing changes in Royston, but the numbers of officers remained the same, with 3 Police Constables and 4 PCSOs covering both the town and rural areas with 4 cars and 1 quad bike.
- The following crime statistics were provided; all crime has gone up from 872 incidents in 2020/21 to 897 in 2021/22.
- Burglary at a dwelling had risen to 12 this year from 11 last year. Some of these were technical offences, which did not necessarily mean a crime had taken place and when these were removed it left only 4 instances of burglary at a dwelling. Generally burglars came from outside the district.
- Burglary from a business had risen from 21 last year to 23 this year.
- Theft of tools from vehicles had reduced dramatically since last year. However, there had been an increase in instances of theft of metal from vehicles, such as catalytic converters. This was attributed to the increasing price of metal and the police were working to highlight this issue to motorists.
- There were 327 offences of violence against a person recorded for 2021/22.
- The night-time economy had greatly improved from previously and Operation Artemis was no longer required.
- Reports of shoplifting were down.
- There had been a decrease in anti-social behaviour, dropping to 300 this year from 332 in 2020/21. But there was an increase in pseudo gang related drug activity, which had been driven by new people coming to the town. Whilst this was not a problem at this stage, there was a desire to, using intelligence led policing, stamp this out before it developed into a wider issue.
- The three priorities for the area, set every 6 months, were now; theft from a motor vehicle, speeding and anti-social behaviour.
- Overall the picture in Royston was good, with very few specific issues to report.
- The police had struggled to engage with young people during the pandemic, so officers were unable to form relationships and connections with younger residents.
- There had been a “mini police” workshop held at a local primary school with 7 and 8 year olds, where PCSOs ran an 8-week course looking at topics such as, stranger danger, being a good citizen and internet safety. This course culminated in a trip to the police station. It was hoped this could be expanded further.
- With an increase of report of dog thefts, the Dog Watch scheme was reinvigorated but there had been no reported dog thefts.
- While there was a lot of bad news about police in the news at the moment, the team in and around Royston were doing a lot of good work which was not necessarily reported on.

- At a recent meeting a venue had been offered for a youth project, funded from various sources including the Herts County Council Locality Budget. The project was due to start at the Limitless Club in April 2022. This would involve learning skills, music and performance skills, which would hopefully culminate in a live performance from attendees.
- There had been a WhatsApp group set up for the rural areas which had around 290 members and was managed by a former police officer. While this is not run by Herts Police, it gives a great channel of communication to report suspicious activity or crime in the rural areas and make residents and landowners aware.
- The SNT are currently looking at whether CCTV could be set up in rural areas and then images shared via this WhatsApp group, which would hopefully deter criminals from coming to the area in the first place.
- With the previous ANPR cameras around the town, the publicity on these reduced crime more than the cameras themselves.

The following Members asked questions:

- Councillor Tony Hunter
- Councillor Sarah Dingley
- Councillor Ruth Brown
- Councillor Gerald Morris

In response to questions, Sergeant Vine advised:

- The use of the rural WhatsApp group was ideal for the sharing of images and, because this is a private group, there is minimal police involvement. The CCTV images collected would be from private land.
- There were various camera options available nowadays, so it would be possible to get something suitable in place.
- The work to engage young people in the town would not solve all issues of crime, but will help get young people engaged with the police and get people actively supporting police schemes in the town.
- The “Mini Police” event was an annual project across the district. It had positive outcomes for both the young attendees and the officers running the course.
- Reports of hare coursing seemed to have been fairly average, but he did not have the exact figures available. There had been a move away from doing this on foot, to doing it from a car within a field. It was hoped a crushed car could be displayed around Royston to highlight the punishments available for this type of crime and to deter those thinking of committing the crime.

The Community Engagement Officer advised that there was potentially some Section 106 money available to support the youth project. The Area Committee could give grant funding to a scheme, should an application be received.

The Chair thanked Sergeant Vine for his presentation.

The Chair invited Mr Nicholas Shaw to give a verbal presentation in support of the grant application for Barley Town House. Mr Shaw thanked the Chair for the opportunity and advised:

- The Town House had been built in 1530 and had served various functions throughout the centuries.
- It is now heavily used as a wedding venue, as smaller venues became more popular and this had a positive impact on interest in the Town House. The cost of a weekend hire (Friday to Sunday) for a wedding was £1500 and hirers were free to do as they wished with the space during this time.
- Due to the age of the building, a lot of maintenance was required to maintain standards.

- The south facing side of the building had seen the timber rot in the sun and there was ongoing work to replace and repair this at the moment, which was hoped would last another 10-20 years.

The following Members asked questions:

- Councillor Ruth Brown

In response to questions, Mr Shaw advised that they had received a £10,000 grant from the government and still had some of these funds remaining. At the moment the Town House was losing money as the building still had to be run, but with groups emerging from the pandemic, it was expected income would start to rise. The cost of the refurbishment should not necessarily be increased due to the listed status of the building, as some parts can be reused.

The Chair thanked Mr Shaw for his presentation.

32 GRANTS AND COMMUNITY UPDATE

Audio recording – 45 minutes 15 seconds

Grant Application

The Community Engagement Officer advised that the details of the remaining grant funds were included in the report and that there would be £1130 to carry forward if tonight's application was approved.

The Community Engagement Officer confirmed that the base budget was £6000 for the civic year 2021/22, but was unsure whether this would be the same for the civic year 2022/23.

Councillor Ruth Brown proposed and Councillor Gerald Morris seconded and, following a vote, it was:

RESOLVED: That grant funding of £500 be awarded to Barley Town House to assist with costs for essential repair and renovation works to the south facing windows, frames, doors, and timber at the building as outlined in 8.1.1.

Free After 3pm Parking in Royston

The Chair led a discussion on Free After 3pm Parking in Royston scheme and the following Members took part in the debate:

- Councillor Ruth Brown
- Councillor Tony Hunter
- Councillor Adam Compton
- County Councillor Fiona Hill

The following points were raised in the debate:

- There was no evidence that the scheme encourages people into the town and increases footfall. Royston First were looking into this at the moment.
- When the scheme started, there was an estimated figure provided of how many people were entering and exiting car parks, as no data was available for this, and the funds have been granted for the scheme ever since. There was a clear visible increase in cars in the car parks after 3pm.
- The amount given by NHDC should be explored to see whether this is an appropriate amount and the percentage of NHDCs contribution. If it is deemed excessive then monies could be recovered and put back into the grant funds.

- It has always been difficult to find exact figures to support the scheme, due to the nature of different charges at Royston car parks.
- The expansion of the RingGo app across car parks should help to provide data to support the scheme, but this was not used across all parking in town.
- NHDC are looking at whether this scheme increases footfall and any decision on this should be based on firm evidence of benefit.
- It is not necessarily understood by car park users that the Council provide funds for this scheme.

Councillor Tony Hunter, as Chair, proposed and Councillor Adam Compton seconded and, following a vote, it was:

RESOLVED: That the Committee allocate £1,500 from the 2021/22 base budget for the Free After 3pm Parking Initiative as outlined in 8.3.1.

Royston High Street Planters

The Chair led a discussion on Royston High Street planters and the following Members took part in the debate:

- Councillor Gerald Morris
- Councillor Tony Hunter
- Councillor Sarah Dingley
- County Councillor Ruth Brown
- Councillor Fiona Hill
- Councillor Adam Compton

The following points were raised in the debate:

- Retailers in the town had already had a difficult time and were just starting to recover and the planters are taking up vital parking spaces in the town centre and often these planters are empty or dilapidated.
- Parking would still be available for deliveries and disabled users and the money granted would help to improve the look of the planters.
- New black planters were planned, with funds approved by Royston Town Council, and additional funding provided from the Herts County Council Locality Budget.
- Several residents had raised concerns that the planters had prevented people from going for a quick trip into town.
- While there was not always an issue with the parking on the High Street, it was exacerbated on market days.
- Cars circling for spaces in the town centre had reduced with the move to disabled and delivery vehicle parking only.
- The 20 minute short stay parking would not achieve much in terms of town centre recovery. These are generally quick trips and prevent people from extending their stay in the town centre.
- The original consultation on the planters with businesses in the town centre had recorded only 7 objections, and some of these were removed with some small changes to the scheme.
- Similar market towns had demonstrated that if you take away short term parking and introduce a 'pay-on-exit' scheme you increase time and money spent in the town.
- The cost of these planters seems high, but this is to cover maintenance of planters and contents which represents the highest cost, as well as the initial installation.

Councillor Tony Hunter, as Chair, proposed and Councillor Ruth Brown seconded and, following a vote, it was:

RESOLVED: That the Committee allocate £500 from the 2021/22 base budget for the annual maintenance of the planters on Royston High Street as outlined in 8.3.2.

Grants and Community Update

Councillor Tony Hunter proposed and Councillor Sarah Dingley seconded and, following a vote, it was:

RESOLVED:

- (1) That the Committee agrees that any unspent funds from the 2021/22 financial year be allocated to Community & Environmental Initiatives for the 2022/23 period.
- (2) That the Committee endorse the actions taken by the Community Engagement Officer to promote greater community capacity and well-being for Royston

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 January 2020.
- (3) 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) The Committee is asked on an annual basis to provide financial support from its base budget for the Free After 3pm Parking Initiative.
- (5) The Committee is requested to provide financial support from its base budget for the maintenance of the planters on Royston High Street.

33 HIGHWAYS ISSUES

Audio recording – 72 minutes 40 seconds

The Chair led a discussion regarding Highways Issues and invited Herts County Councillor Fiona Hill to provide an update to the Committee, including:

- Parish Councils had been updated with Highways schemes planned in the villages.
- Footpath schemes around Royston had been completed with funds from the Highways Locality Budget, including Coltsfoot Drive, Lingfield Road, Wheatfield Crescent, Kingsway and Victoria Crescent.
- Pram crossings had been created on Mill Road/Lumen Road.
- Investigatory works had been programmed on Queens Road.
- Footpath schemes had been proposed for Melbourn Road, Maple Way, Mill Road, Serby Avenue and Parthia Close. A new speed indicator device was planned for Melbourn Road.
- The Integrated Works Programme for 21/22 had seen some schemes delayed due to recent weather conditions, but work should be completed on A10, A505, Yeats Close, Lingfield Road, Orchard Road, York Road, Shakespeare and Hardy Drive in the coming weeks.

- After our objections to the 50mph speed limit on Baldock Road, an extension to the 40mph zone had been consulted on.
- The speed indicator on the A10 at Reed was due to be moved.

The following Members asked questions:

- Councillor Adam Compton

In response to questions, County Councillor Hill advised that there were planned footpath works for Serby Avenue and not road resurfacing. Any new defects should be reported.

34 WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

Audio recording – 76 minutes 38 seconds

The Chair led a discussion on ward matters and outside organisations. The following issues were discussed:

Melbourn Area Youth Development Club

Councillor Carol Stanier advised:

- Funding had been provided by the Committee for the Club, but this could not be spent due to the Covid restrictions at the time.
- Before Christmas 2021, there was a consultation with the young attendees to see what they would like to see from their club. Some suggestions were sports and baking, but also computer gaming, which organisers were keen to explore and see how this could be supported at the Club.
- There was another meeting planning in the next few weeks which would look at the consultation responses further.

Royston First

Councillor Ruth Brown advised:

- The BID were looking at putting together a promotional video for Royston using a drone to film, which would build on and update a previous version.
- Surveys were being conducted around footfall in the town.
- EU funding was available and, working with East Herts, some of these funds would be spent on exploring High Street recovery from Covid.
- There had been an ambition to work more collaboratively and the Christmas lights switch on had seen the Town Council, Town Manager and BID work together to run this pilot event.
- Royston Markets Committee now had a member of the BID on their board.

Town Twinning

Councillor Ruth Brown highlighted that the Twinning Group would be making their first trip to France for two years at the end of May 2022. There was a North Herts Twinning Workshop planning for the 19 March 2022 to discuss ideas, policies/projects and a joint diary of events, and encouraged all to attend.

Platinum Jubilee Events

Councillor Sarah Dingley advised that a Picnic in the Park event was planned for the Platinum Jubilee weekend, as this was felt most suitable to support local street parties, as well as provide an opportunity for those in flats or without green spaces available. The BID would be running trails through the town.

Councillor Ruth Brown noted that the Market would be doing something for the Jubilee celebrations.

County Councillor Fiona Hill advised that County were making it easier to close roads for street parties and the deadline for this was 21 April 2022. There was some money available from the Locality Budget to support events, if this was required.

The meeting closed at 8.53 pm

Chair

**ROYSTON COMMITTEE
29 JUNE 2022**

***PART 1 – PUBLIC DOCUMENT**

TITLE OF REPORT: GRANTS & COMMUNITY UPDATE

REPORT OF: THE POLICY & COMMUNITIES MANAGER

EXECUTIVE MEMBER: COMMUNITY ENGAGEMENT

COUNCIL OBJECTIVES: PEOPLE FIRST, SUSTAINABILITY, A BRIGHTER FUTURE TOGETHER

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 agree the future frequency for Councillor Surgeries and Town Talks as detailed in 8.2.1.
- 2.2** 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.

3. REASONS FOR RECOMMENDATIONS

- 3.1** To ensure the Committee is kept informed of the work of the Community Engagement Officer.
- 3.2** With reference to point 2.1 above, the Community Engagement Officer is seeking advice from the Committee on the best way forward with regards to future provision of Town Talk and Councillor Surgeries.

- 3.3 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.
- 3.4 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.

7.1. 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 2022/23. 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 2022/23 is summarised below:

	2021/22 Carry Forward	2020/21 Base Budget	Total Budget Remaining
Royston	£1 ,130*	£6,000	£7,130

**The carry forward from 2021/22 was £3,130 but the Committee agreed to the allocation of £1500 to the Free After 3pm Parking Initiative and £500 for the maintenance of the High Street Planters. This funding is to be released during May/June 2022.*

8.0. RELEVANT CONSIDERATIONS

8.1. Future Grants

- 8.2. The Royston Community Engagement Officer (CEO) has been working with several groups / organisations who are seeking funding support from the Royston & District Committee. The applications below were not able to be tabled at the June meeting so have been deferred until a meeting in the 2022/23 financial year. Details of the applications are included in the table below:

Group	Project	Funding Requested
Royston Choral Society	Funding support to assist with publicity, equipment and venue hire costs for concert to be held during early 2022.	Not known at this stage.
Royston Town Youth Football Club	Funding support to assist with costs for the purchase of 4 sets of mini goals for the club.	The goals are £2.5k per set. The Royston Community Engagement Officer has signposted the club to other funding streams including Sport England and the Football Foundation as funding required is greater than the Committee's annual budget. The Royston CEO has provided an update on this project under 8.17 below.

8.3. Community Engagement Updates

8.4. Town Talk & Councillor Surgeries in Royston

- 8.5. Town Talk and Councillor Surgeries were introduced to Royston in 2020 as mechanisms for better engaging with residents on local issues.
- 8.6. Royston & District was the last committee to set up Town Talks which are well established and supported in the other towns, particularly Hitchin and Letchworth.
- 8.7. In terms of Councillor Surgeries, these are run in Hitchin, Letchworth and Royston but not currently in Baldock who instead hold ad-hoc Q&A sessions. Baldock have held one such session which proved popular. The session was held in conjunction with a well-established community event which helped drive footfall for the Q&A session. Councillor Surgeries are held monthly in Letchworth & Hitchin and on a 6/7-week basis in Royston.

- 8.8. During the two years of running Town Talk and Councillor Surgeries in Royston, attendance has been low, especially with Town Talk which only attracts 1 or 2 members of the Public. It has often been the case that whilst attendance has been better for the Councillor Surgeries, number of issues raised remain low.
- 8.9. In terms of resourcing, both Town Talk and Councillor Surgeries are promoted on social media by the Royston CEO and NHC Communications Team and posters are also displayed around the town on public notice boards and in shop fronts. The Royston CEO also liaises with The Listing and the local Parish Councils.
- 8.10. In terms of both Town Talk and Councillor Surgeries there is also a requirement for both Officers and Members to attend sessions during the early evening and at weekends, with on most occasions' officers/members heavily outnumbering members of the public in attendance.
- 8.11. The Royston CEO would like the Committee to consider and agree on the following options for Town Talks and Councillor Surgeries in Royston.
- Option 1** – Continue with Town Talk as it is currently with a session to be held before each Area Committee Meeting.
- Option 2** – Remove Town Talk and hold themed Town Talks prior to the Area Committee Meeting as and when required.
- Option 3** – Continue with Councillor Surgeries in the current frequency of 6-7 weeks.
- Option 4** – Reduce the frequency of Councillor Surgeries to once every two months.
- Option 5** – Reduce the frequency of Councillor Surgeries to once every two months with these on occasion being held as Q&A type sessions as part of Community events around the Town.
- 8.12. Royston Environment Group
- 8.13. The Royston Community Engagement Officer (CEO) was assisting Royston Environment Group with a funding application to the Royston Area Committee for funding support for their Sustain-ability event in October.
- 8.14. The group was seeking funding for several elements that could not be funded via the Committee such as waste collection arrangements and Public Liability Insurance which would have been paid for prior to the Committee meeting.
- 8.15. Through good connections with Johnson Matthey, the Royston CEO was able to signpost the group to funding from Johnson Matthey who were able to provide the full funding of £800 for the Sustain-ability event.
- 8.16. Royston Town Youth Football Club
- 8.17. As detailed in point 8.1 above under Future Grants, the Royston CEO has been working with Royston Town Youth Football Club to identify funding for the purchase of 4 sets of mini goals for the club. The Royston CEO has liaised with colleagues in Planning and it

has been possible to allocate £10k from S106 Community Facilities funding for the new goals. Royston Town Youth Football Club have been sent the S106 funding application form and the funds will be released to the club on receipt of the invoice for the equipment.

8.18. Royston Rockets BMX Track

8.19. The Royston CEO has been assisting Royston Rockets in identifying funding streams for the resurfacing of the BMX track on Burns Road. Royston Rockets had originally submitted a funding application to the Royston Committee, but this was not necessary as the Royston CEO was able to find £12k support from the S106 Community Facilities pot. The funding from S106 has now been allocated and will be drawn down when the resurfacing works are complete. The overall project cost for the resurfacing project is £16k. The club is providing £3k to the project and the remaining £1k has been secured via funds from Johnson Matthey.

8.20. The Club was hoping to carry out the resurfacing works during the first half of 2022 but due to cost and availability of materials, the works are now scheduled for September/October 2022.

8.21. Bus Shelter for Melbourn Street

8.22. The Royston CEO first investigated a bus shelter for Melbourn Street back in March 2019 but due to Covid-19 and supply issues the installation was continually delayed.

8.23. The shelter was finally installed during early June 2022 and is being well used by residents and visitors to the town.

8.24. Ramped access to Market Hill Carpark

8.25. Following the installation of the bike shelter on Market Hill Carpark in 2021, it has been suggested by users of the bike shelter to have a sloped section to the stairs leading from the A10 into the car park.

8.26. This potential scheme is being investigated by the Royston CEO in conjunction with County Councillors, Highways Engineers and the Royston Town Council Market manager.

8.27. A site visit is scheduled for June 2022 to discuss the feasibility of the project and S106 Sustainable Transport funds have been identified for funding the project.

8.28. Trinity Life Church Community Facility Project

8.29. Trinity Life Church was successful in its application for funding from the Community Facilities Capital Projects funding Stream, securing £50k to assist with the refurbishment and alterations of The Old School House Building. The project will include replacing the kitchen and toilets, improving disabled access, and improving the rear office space.

- 8.30. Phase 1 of the project as detailed above is now complete and the final payment for the works funded by North Herts Council via the Community Facilities Capital projects funding stream will be released during June 2022. It should be noted that North Herts Council only provided financial support for Phase 1 of the project and that works to the building will be ongoing during 2022. Phase 2 will involve replacing the roof and phase 3 potentially putting in a mezzanine floor.
- 8.31. Barkway Village Market Event
- 8.32. The Barkway Village Market Event was held on Saturday 7th May and was extremely well supported with around 4000 visitors on the day.
- 8.33. The Royston CEO assisted with the paperwork as required by the North Herts Safety Advisory Group (SAG) and also provided marshal support on the day.
- 8.34. Reed Beacon Event
- 8.35. The Royston CEO assisted Barkway Parish Council with the planning for their Beacon lighting ceremony as part of the Queen's Platinum Jubilee Celebrations.
- 8.36. The Royston CEO assisted with the TCPA Road Closure application and provided advice on the Traffic Management Plan and marshal arrangements.
- 8.37. The event was held on Thursday 2nd June and was well supported by residents from both Barkway and Reed.
- 8.38. Signposting to Royston Bowls Club
- 8.39. The Royston CEO was approached by the Chair of Royston Bowls Club seeking support for signage to direct people to the bowls club.
- 8.40. The Royston CEO has liaised with officers at Hertfordshire Highways and County Councillors and signage has been agreed for Green Drift to signpost people to the bowls club. It is hoped that the signage will be erected during the next couple of months. The project will be funded via Councillor Steve Jarvis's Herts County Council Locality Budget.
- 8.41. Sanitiser for local groups and events
- 8.42. The Royston CEO received a donation of 1300 units of hand sanitiser from a company in Royston during April 2022.
- 8.43. The Royston CEO has distributed all of the sanitiser to venues in Royston and for events in the local area.
- 8.44. Events across North Herts
- 8.45. As well as supporting events in Royston, the Royston CEO is also assisting organisers of events planned in Letchworth including the Letchworth Colour Run which will be held

on Sat 11th June and Armed Forces Day and Fountain to Fountain Hike which will both be held on Saturday 25th June 2022. The Royston CEO has assisted with paperwork as required by the North Herts Safety Advisory Group and will also provide support with event set up and take down.

8.46. Queens Platinum Jubilee Celebrations

8.47. The Royston CEO was the link officer within the Community Engagement Team for people /groups looking to organise street parties as part of the Queens Platinum Jubilee Celebrations. The Royston CEO signposted groups to the Herts County Council link for road closures and also provided support to groups with the required paperwork as required by North Herts Safety Advisory Group (SAG). There were 5 street party events held across Royston over the Jubilee weekend.

8.48. As well as supporting the Street Parties, the Royston CEO also provided support for the Royston Picnic in the Park Jubilee event which was held on Sunday 5th June. Support included help with event publicity and also marshal support on the day.

8.49. Developer Contributions / s106 & other Capital Funding projects

8.50. 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
- Bike Shelter at Market Square Car park
- Bus Shelter at Icknield Walk
- Bike racks at Heath Sports and Social Club
- Kitchen and accessibility improvements in the main hall of Royston Town Hall.
- Bus Shelter at Melbourn Street.

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 was on the work programme for 2020/21 but has been delayed due to the Covid-19 Pandemic)

- A505 Cycle Path project
- All weather Hockey pitch for Royston
- Barkway PC re the installation & disabled access to the Recreation Ground & Pavilion

- 8.51. 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.
- 8.52. 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.
- 8.53. 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.
- 8.54. **Highways Matters**
- 8.55. 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.
- 8.56. 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 2021/22.
- 10.2 The agreed base budget for this financial year is £6,000. The Committee has £1,130 to allocate from the 2021/22 carry forward. This gives the Committee a total of £7,130 to allocate across the 4 meetings of the 2022/23 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

- 17.1 Author: Ashley Hawkins, Community Engagement Officer for Baldock & Royston
Email: ashley.hawkins@north-herts.gov.uk ext.4225
- Contributors: Reuben Ayavoo, Policy & Communities Manager
Email: reuben.ayavoo@north-herts.gov.uk ext. 4212
- Anne Miller, Assistant Accountant
Email: Anne.Miller@north-herts.gov.uk ext. 4374
- Yvette Roberts, Legal Officer
Email: Yvette.roberts@north-herts.gov.uk ext. 4310
- Rebecca Webb , HR Operations Manager
Email: rebecca.webb@north-herts.gov.uk ext. 4481
- Tim Everitt, Performance & Risk Officer
Email: tim.everitt@north-herts.gov.uk ext. 4646
- Georgina Chapman, Policy Officer
Email: georgina.chapman@north-herts.gov.uk ext. 4121

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 July 2021.

ROYSTON AREA COMMITTEE BUDGET 2022/23

SUMMARY/ TOTALS	Funding	Allocated	Spent	Outstanding	Unallocated Budget					
CARRY FORWARD BUDGET 2021/22	£3,130	£2,000	£0	£2,000	£1,130					
BASE BUDGET 2022/23	£6,000	£0	£0	£0	£6,000					
Total	£9,130	£2,000	£0	£2,000	£7,130					

2021/22	Funding		Project	Allocated	Date	Spent	Outstanding	Unallocated Amount	Comments
CARRY FORWARD BUDGET 2021/22	£3,130		22/23 Free After 3pm parking	£1,500	08/03/2022	£0	£1,500		
			Maintenance of Planters	£500	08/03/2022	£0	£500		
							£0		
Total	£3,130			£2,000		£0	£2,000	£1,130	

2022/23	Funding		Project	Allocated	Date	Spent	Outstanding	Unallocated Amount	Comments
BASE BUDGET 2022/23	£6,000						£0		
							£0		
							£0		
							£0		
							£0		
Total	£6,000			£0		£0	£0	£6,000	

This page is intentionally left blank