

NORTH HERTFORDSHIRE DISTRICT COUNCIL



31 May 2024

Our Ref Royston and District Community Forum
11 June 2024
Contact. Community Partnerships
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To: Members of the Committee: Councillors Ruth Brown (Chair), Bryony May (Vice-Chair), Matt Barnes, Cathy Brownjohn, Ruth Clifton, Chris Hinchliff, Tim Johnson and Martin Prescott

NOTICE IS HEREBY GIVEN OF A

**MEETING OF THE ROYSTON AND DISTRICT COMMUNITY
FORUM**

to be held in the

**HARDWICKE HALL, ROYSTON TOWN HALL, MELBOURN
STREET, ROYSTON, SG8 7BZ**

On

TUESDAY, 11TH JUNE, 2024 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. APOLOGIES FOR ABSENCE	
2. 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.	
3. PUBLIC PARTICIPATION - GRANT APPLICATIONS To consider community grant applications for recommendation to the Executive Member for Community and Partnerships.	(Pages 5 - 16)
4. COMMUNITY UPDATE To provide the Forum with an update to ensure Members are kept informed of the work of the Community and Partnerships Team.	(Pages 17 - 18)
5. ROYSTON TOWN COUNCIL Presentation by Mayor John Rees.	
6. PRESENTATION - MIND IN MID HERTS Presentation by Sharn Tomlinson, CEO of Mind in Mid Herts.	
7. PRESENTATION - NHC HEALTH & WELLBEING Presentation by Helen Rae, Community Health & Wellbeing Team Leader at North Herts Council.	
8. HERTFORDSHIRE COUNTY COUNCIL Overview of the recent HCC Health Scrutiny Board meeting by Cllr Fion https://democracy.hertfordshire.gov.uk/documents/s60235/03.%20Item	
9. PRESENTATION - GRANTA MEDICAL PRACTICES	

Presentation by Tim Harrison, CEO Granta Medical Practices.

- 10. S106 UPDATE**
An update regarding S106 monies for Royston and the surrounding villages.
- 11. WARD MATTERS & OUTSIDE ORGANISATIONS**
To receive any verbal reports from Members and members of the public regarding Ward matters and Outside Organisations.
- 12. OPEN DISCUSSION**
To open the floor to questions and discussion relevant to Royston and the surrounding villages.
- 13. FUTURE AREA FORUMS**
To discuss topics for future meetings.

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Agenda Item 3

REPORT (FOR RECOMMENDATION & NOTING BY COMMUNITY FORUM)

ROYSTON COMMUNITY FORUM
11 JUNE 2024

*PART 1 – PUBLIC DOCUMENT

SERVICE DIRECTORATE: LEGAL & COMMUNITY

1. EXECUTIVE SUMMARY

- 1.1 To advise the Community Forum on the current expenditure and balances of the Community Grant budget.
- 1.2 To bring to the Forum's attention details of recent requests received for community grant funding, made by community groups and local organisations.
- 1.3 To enable Forum Members to make recommendations to the Executive Member for Community & Partnerships on grant applications.
- 1.4 To advise the Forum of the activities and schemes with which Community & Partnerships officers have been involved in and some important community-based activities that will take place during the next few months.

2. RECOMMENDATIONS

THAT THE COMMUNITY FORUM:

- 2.1. Considers and notes the information within this report.
- 2.2. Makes recommendations to the Executive Member for Community & Partnerships on the grant applications detailed below.
- 2.3. Barkway Preschool - **£1,218** towards sports equipment and iPads.
- 2.4. Outside of the Box CIC - **£1,294** towards Mellow Mats and Chrome Books.
- 2.5. Royston Swimming Club - **£1,295** towards funding Swim England swimming coach training courses.

3. BACKGROUND/ RELEVANT CONSIDERATIONS

- 3.1 The Community Grant base budget for Royston Community Forum 2024/25 is **£11,000**
- 3.2 The grant budget carried over from 2023/24 is **£1**.
- 3.3 The budget available for community grants for the Royston area stands at **£11,001**.

4. LEGAL IMPLICATIONS

- 4.1 Following the decision of Full Council on 18 April 2023, a Community Forum (formerly Area Forum) shall consider applications for community grants in its area and make recommendations to the Executive Member for Community & Partnerships on them.

The Executive Member has delegated authority to make these Executive decisions under section 14.6.8(b)((ii)A 5 of the constitution, in consultation with the Service Director: Legal & Community. That decision will be subject to a 5 clear working day call-in period, following publication in the Members Information Service (MIS) and on the Council's website.

- 4.2 Other issues raised in this report are for information and noting and therefore no direct legal implications arise.

5. FINANCIAL IMPLICATIONS

- 5.1 As outlined in paragraph 3.3 and detailed in Appendix 1, the available budget is **£11,001**.

- 5.2 The total amount of funding requested at this meeting is **£3,807**.

- 5.3 If the applications outlined in Appendix 2, 3 and 4 are recommended by the Forum and subsequently approved by the Executive Member for Community & Partnerships, there will be **£7,194** available for Community Grants for the remainder of the 2024-2025 financial year.

6. RISK IMPLICATIONS

- 6.1 Good risk management supports and enhances the decision-making process, increasing the likelihood of the Council meeting its objectives and enabling it to respond quickly and effectively to change. When taking decisions, risks and opportunities must be considered.

- 6.2 There are no relevant risk entries that have been recorded on Ideagen Risk Management, 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.

7. EQUALITIES IMPLICATIONS

- 7.1 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.

- 7.2 Community Grant funds are 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.

8. SOCIAL VALUE IMPLICATIONS

- 8.1 The Social Value Act and "go local" policy do not apply to the matters contained within this report, as there are no recommendations on procurement.

9. ENVIRONMENTAL IMPLICATIONS

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

10. HUMAN RESOURCE IMPLICATIONS

- 10.1 The activities of the Community Partnerships team are covered by existing budgets.
- 10.2 The proposed grant to Barkway Preschool would fall under the Subsidy Control Act, as there is a commercial market for childcare provision. The organisation has confirmed on their application form that the grant would be treated as Minimal Financial Assistance under the Act. If the grant is approved then they will be asked to formally confirm this

11. BACKGROUND PAPERS

- 11.1 Terms of Reference for Community Forums, Section 9 of the Council Constitution updated April 2024.
- 11.2 Community grants Criteria Policy May 2023.

12. APPENDICES

- 12.1 Appendix 1. Community Forums - Opening Funding 24-25
- 12.2 Appendix 2. Barkway Preschool
- 12.3 Appendix 3. Outside of the Box CIC
- 12.4 Appendix 4. Royston Swimming Club

13. CONTACT OFFICERS

13.1 Author

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AREA FORUMS

SUMMARY FINANCIAL POSITION 2024/25

<u>Area Forum</u>	<u>Original Budget 2024/25 *</u>	<u>Carry Forward Budget 2023/24 **</u>	<u>Total Funding 2024/25</u>
Baldock	£10,000	£2,229	£12,229
Hitchin	£16,000	£2,147	£18,147
Letchworth	£16,000	£652	£16,652
Royston	£11,000	£1	£11,001
Southern Rural	£13,700	£2,855	£16,555

* Original budget for each forum includes one-off additional amount of £5,000 for 2024/25.

** Carry forward budget amounts subject to Cabinet approval.

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Appendix 2. Barkway Preschool

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Version	Issue Date	Changes
1.0		First Draft (BE)

Reference	6058		
Name of Organisation	Barkway Preschool		
Organisation Type	Registered Charity		
Ward	Ermine		
Project Type	Sports equipment and iPads.		
Green option considered?	N/A		
NHC Councillor involvement that may constitute a conflict of interest	None known		
Previous financial support within six years	None		
Documentation reviewed and approved*	Safeguarding	Yes	Accounts
	Demonstrates clear governance	Yes	Yes
Total applied for	£1,218	Total project cost	£1,218
Officer Summary			
<p>Barkway Preschool provide early years education and childcare for children aged 2-5. They are requesting funding for sports equipment, sweeping brushes and iPads.</p> <p>PE equipment and brushes</p> <p>The Preschool has an external provider for PE lessons. The children are really enjoying the PE sessions, but the PE teacher takes away the equipment after each session, so the children cannot extend their learning experiences.</p> <p>If the Preschool had their own sports equipment, it would further help support and develop the children's gross motor skills and team building.</p> <p>The children at the Preschool enjoy helping with tasks, the brushes would allow them to help safely with cleaning the outside area.</p> <p>Two iPads</p> <p>The Early Years Foundation Stage (EYFS) requires preschool staff to track children's development. Currently, the preschool use the Tapestry app to build up the children's learning journals, using 2 donated old iPads to record development and take pictures of key learning moments. As the number of staff and children has increased this year, key moments are lost while a staff member is waiting for a tablet to become available.</p> <p>The group are requesting funding to purchase two additional iPads.</p> <p>Alternative devices have been considered; however staff are used to using iPads, and as devices need to be interchanged between 14 staff members, familiarity and continuity is important.</p> <p>The Preschool are currently raising funds and using reserves to refurbish the spaces they use so are unable to put any funds towards these items.</p>			

*Funding will only be released on receipt and approval of all supporting documentation

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Appendix 3. Outside of the Box

=Document Control:

Version	Issue Date	Changes
1.0		First Draft (BE)

Reference	6036		
Name of Organisation	Outside of the Box		
Organisation Type	CIC		
Ward	Royston and surrounding areas		
Project Type	Sensory mats and iPads.		
Green option considered?	N/A		
NHC Councillor involvement that may constitute a conflict of interest	None known		
Previous financial support within six years	None		
Documentation reviewed and approved*	Safeguarding	Yes	Accounts
	Demonstrates clear governance	Yes	Yes
Total applied for	£1,294	Total project cost	£1,294
Officer Summary			
<p>Outside of the Box (OotB) are a new CIC which aims to improve the health and well-being of youngsters with Special Educational Needs (SEN) and their wider family, focussing on those struggling accessing education. They do this by providing a variety of activities which are fully inclusive covering well-being, arts & crafts, vocational qualifications and educational/training opportunities.</p> <p>OotB are aiming to make a community for children and young people with SEN and their family at the heart of everything they do. Attendees will have the opportunity to be involved in the development and running of the programme.</p> <p>They would like funding to purchase:</p> <p>Two Mellow Mats - these are sensory mats that can be used flexibly in the comfy area. Many of the youngsters who attend OotB's activities will have sensory needs and this will allow them to be comfortable if sitting on the floor and also protect them from the hard flooring. The mats will also provide sensory feedback that many of the youngsters seek. As they are rugs they can be easily stored when not in use keeping the space flexible allowing us to maximise use of the area.</p> <p>Six Chrome Books - OotB will use these to offer courses/training on internet safety for adults and youngsters as well as offering courses for touch typing, coding, CV writing etc. They will also be used to help some youngsters regulate when they are struggling, allowing access to activities designed to help them regulate. Within the target community there will be some youngsters who do not have access to a computer so they will be able to access them at Outside of the Box.</p> <p>Outside of the Box are a new CIC and are just getting off the ground. They are unable to put any monies towards these items due to the funds they have being used for overheads and other items.</p>			

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Appendix 4. Royston Swimming Club

=Document Control:

Version	Issue Date	Changes
1.0		First Draft (BE)

Reference	6037		
Name of Organisation	Royston Swimming Club		
Organisation Type	Club		
Ward	Royston and surrounding areas		
Project Type	Swim England coaches training.		
Green option considered?	N/A		
NHC Councillor involvement that may constitute a conflict of interest	None known		
Previous financial support within six years	None		
Documentation reviewed and approved*	Safeguarding	Yes	Accounts
	Demonstrates clear governance	Yes	Yes
Total applied for	£1,295	Total project cost	£1,695
Officer Summary			
<p>Royston Swimming Club (RSC) is a not for profit, inclusive club that promotes technically proficient swimming for children from 8 years old and encourages competitive swimming from 9 years old. The club has 59 full members of varying ages and seven affiliate members. It serves a wide catchment as there are not many swimming clubs in the area.</p> <p>RSC are requesting funding towards training courses for new swimming coaches. They are asking for support to be able to train one Swim England assistant swimming coach (Level 1) and two Swim England swimming coaches (Level 2).</p> <p>Swim England have recently updated their coaching guidance and have stipulated that a Level 2 swimming coach must be present at every training session and at galas. This is a change from their previous requirements.</p> <p>RSC currently only has one regular Level 2 coach, their Head Coach. The club needs to be able to train more coaches to increase the resilience of their coaching team, allowing them to continue running the club to Swim England standards. Without additional Level 2 coaches, there is a risk that training sessions cannot run, that attendance at competitions cannot be supported and worst case, the club may fold.</p> <p>One of the club's existing assistant swimming coaches (L1) is keen to complete the Level 2 course, and the club will therefore need to replace them. They have identified several people who are interested in completing the Level 1 course.</p> <p>While the club has some existing funds, they are anticipating rising costs. They also need to employ additional coaches to support their Head Coach and ensure that they have a robust, resilient coaching team. These costs will considerably impact the club's current reserves. They are currently fundraising in order to keep the club viable. RSC are putting £400 from their reserves / fundraising towards the training.</p>			

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Districtwide Community Updates

- Under Delegated Decision the action was made to change the name of Area Forums to Community Forums.
- Member inductions have taken place at which the Community Partnerships team introduced themselves to new members.
- Dr Bike - North Herts Council received £2,000 from Active Travel England to support people getting back on their bikes. We have partnered with Dr Bike to provide free cycle maintenance at events around North Herts. This is being arranged by Edward Leigh.
- Team members worked with North Herts & Stevenage CVS and Letchworth Garden City Heritage Foundation to successfully deliver the All About Us community conference on 21 May.
- Co-ordinating various local and district wide Network Groups including Youth Action, Food Provision, Arts and Culture, and Green and Growing Group.
- Coordinating voluntary support response to Asylum Seekers based in North Herts.
- Continuing to facilitate NHC Councillors' Community Surgeries – the Police are invited to all surgeries.
- Sharing and disseminating information on social media and to mailing lists, keeping in touch with the community, voluntary, statutory, and non-statutory agencies.

Area Community Updates

Community Partnerships Officer update:

- Met with various groups to discuss their funding needs.
- Visited Parish Council meetings to make closer links with the parishes.
- Attended the RCA quarterly meeting, meeting the new Assistant Manager.
- Laura Hartley and I chatted with Royston Rotary about possible new avenues of youth engagement.
- Visited Royston Radio to learn more about them and advise on grant funding.

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