

NORTH HERTFORDSHIRE DISTRICT COUNCIL



30 August 2024

Our Ref Baldock and District Community Forum
9 September 2024
Contact. Community Partnerships
Direct Dial. (01462) 474226
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To: Members of the Committee: Councillors Alistair Willoughby (Chair), Emma Rowe (Vice-Chair), Rhona Cameron, Steve Jarvis, Michael Muir, Tom Tyson and Stewart Willoughby

NOTICE IS HEREBY GIVEN OF A

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

to be held in the

BALDOCK LIBRARY, SIMPSON DRIVE, BALDOCK, SG7 6DH

On

MONDAY, 9TH SEPTEMBER, 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 3 - 14)
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 15 - 16)
5. PRESENTATION - BALDOCK EVENTS FORUM Talk from Baldock Events Forum, followed by a Q&A.	
6. PRESENTATION - BALDOCK BEATS WASTE Talk from Baldock Beats Waste, followed by Q&A.	
7. WARD MATTERS & OUTSIDE ORGANISATIONS To receive any verbal reports from Members and questions from members of the public regarding Ward matters and Outside Organisations.	
8. FUTURE COMMUNITY FORUMS To discuss topics for future meetings.	

REPORT (FOR RECOMMENDATION & NOTING BY COMMUNITY FORUM)

BALDOCK & SURROUNDING VILLAGES COMMUNITY FORUM
DATE 9 SEPTEMBER 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 Angels Support Group - **£1,828** to help fund online support groups and workshops.
- 2.4 Creative Chefs CIC - **£1,940** to help pay for cooking sessions that teach children the importance of making healthy food choices.
- 2.5 Groundwork East - **£2,367** to fund their Grow It, Cook It, Share It course for 6 weeks.

3. BACKGROUND/ RELEVANT CONSIDERATIONS

- 3.1 There is total resource of **£12,229** for Baldock & surrounding villages Community in 2024/25. Community grant payments totalling **£4,200** have been made to date, as itemised in Appendix 1. The remaining budget available for community grants for the Baldock & surrounding villages area for 2024/25 therefore stands at **£8,029**.

4. LEGAL IMPLICATIONS

- 4.1 Following the decision of Full Council on 18 April 2023, a Community 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 3.1 and detailed in Appendix 1, the remaining Community Grant budget available is **£8,029**.

- 5.2 The total amount of funding requested for this meeting is **£6,135**.

- 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 would be **£1,894** available for Community Grants for the remainder of the 24-25 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 positive implications associated with Groundwork East's grant application. They will be helping the community to gain a better awareness around collective impacts/responsibilities on the environment, topics will include reducing food miles, recycling green waste etc.

10. HUMAN RESOURCE IMPLICATIONS

10.1 The activities of the Community & Partnerships team are covered by existing budgets.

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. Baldock & Surrounding Villages Community Grant Budget 23-24

12.2 Appendix 2. Angels Support Group

12.3 Appendix 3. Creative Chefs CIC

12.4 Appendix 4. Groundwork East

12.5 Appendix 5. Community Updates

13. CONTACT OFFICERS

13.1 Author

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BALDOCK AND DISTRICT COMMUNITY FORUM

SUMMARY FINANCIAL POSITION 2024/25

<u>Original Budget</u> <u>2024/25</u>	<u>Carry Forward Budget</u> <u>2023/24</u>	<u>Total Funding</u> <u>2024/25</u>	<u>Grants</u> <u>Allocated</u>	<u>Unallocated</u> <u>Budget</u>
£10,000	£2,229	£12,229	£4,200	£8,029

FUNDED PROJECTS

<u>Project</u>	<u>Forum Date</u>	<u>Grant Allocated</u>
Balstock Community Interest Company - Community festival	17-Jun-24	£2,000
Bygrave Parish Council - Defibrillator for Lower Bygrave	17-Jun-24	£1,000
Respair Therapy Community Interest Company - Dance Movement Psychotherapy	17-Jun-24	£1,200
TOTAL BALDOCK AND DISTRICT		£4,200

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Appendix 2: Angels Support Group

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Version	Issue Date	Changes
1.0	NA	First Draft (BE)

Reference	6078			
Name of Organisation	Angels Support Group Hitchin			
Organisation Type	Registered Charity			
Ward	Baldock & surrounding villages			
Project Type	One-to-one support service			
Green option considered?	/			
NHC Councillor involvement that may constitute a conflict of interest	None that we are aware of.			
Previous financial support within six years	None			
Documentation reviewed and approved*	Safeguarding	Yes	Accounts	Yes
	Demonstrates clear governance	Yes		
Total applied for	£1,828	Total project cost	£2,889	
Officer Summary				
<p>Angels Support Group provide support and guidance to parents/carers/siblings of children who are diagnosed with Attention Deficit Hyperactivity Disorder (ADHD) and/or Autistic Spectrum Disorder (ASD) and their associated conditions.</p> <p>Based in Hertfordshire, they provide individualised, professional expertise and advice. They work alongside parents to build understanding of their children's conditions, their rights, ensuring their needs are met at home, at school, and in the community. Their key aim is to maximise the individual potential of each child and young person.</p> <p>They are applying for funding to part-fund their one-to-one service supporting families for a year providing direct, individualised support via phone calls, emails, zoom meetings and support at meetings with professionals. The method of delivery is determined by the needs of the parents/carers, and it can involve Angels staff attending in-person meetings at schools or with other professionals. The service involves 5 members of staff with specialist training providing weekly support to parents/carers.</p> <p>Last year 415 families received support through one-to-one service, receiving 686 hours of support. 156 of those families were from North Herts and 16 of those were from Baldock and District.</p> <p>They are contributing £667 through community fundraising. £198 from the National Lottery. £84 from the Tesco Stronger Starts grants and £112 from Masonic Charitable Foundation.</p> <p>Below is a breakdown of the funding they are applying for from the other Community Forums. Costs have been worked out in proportion to how many attendees they expect from each area.</p> <ul style="list-style-type: none"> • Letchworth Community Forum - £1,502 • Royston Community Forum - £1,063 • Southern Rural Community Forum - £2,232 • Hitchin Community Forum - £1,940 				

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

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Appendix 3: Creative Chefs CIC

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Version	Issue Date	Changes
1.0	NA	First Draft (BE)

Reference	6079			
Name of Organisation	Creative Chefs CIC			
Organisation Type	Registered charity – charity number 15227087			
Ward	Covers the whole of Baldock & surrounding villages			
Project Type	Teaching children the importance of making healthy food choices through fun cooking sessions.			
Green option considered?	/			
NHC Councillor involvement that may constitute a conflict of interest	None that we are aware of.			
Previous financial support within six years	£1,951 received from Letchworth Forum in June 2024			
Documentation reviewed and approved*	Safeguarding	Yes	Accounts	Yes
	Demonstrates clear governance	Yes		
Total applied for	£1,940	Total project cost	£1,940	

Officer Summary

Creative Chefs CIC provide fun cooking sessions for children. During the sessions children create a healthy recipe (main meal) to take home.

Each child will receive educational information on the importance of making healthy food choices and they will have the opportunity to try seasonal vegetables in the session. The programme invites children to taste, touch and smell the ingredients as the session progresses. This instils a sense of interest in the food they eat and mindfulness while eating. The children will have fun creating a main meal alongside their peers. Each child will receive a recipe booklet to take home with more family friendly recipes for them to try at home with their family. The children will learn skills they can take into adulthood encouraging them to make healthy food choices and reducing health inequalities within the local population.

The service does not finish with the delivery of sessions. They can support families if they have any questions on budget recipes for all the family.

The group have been delivering these sessions throughout North Herts through the Household Support Fund via the North Herts Council and have managed these sessions independently arranging them with schools and reached more than 550 “chefs”. Without exception they have had positive feedback with many requests to return. Using seasonal affordable ingredients is both environmentally and economically more sustainable.

These sessions will be for the children of Weston Way Nursery and St Marys Infants along with their families. They are having 3 intakes this year so 2 to 4 years. St Marys Infants - they were talking about delivering to year 1. Age 5 to 6 years. The 6-week programme will be timetabled once the funding comes through after September 2024.

Below is a breakdown of the funding they are applying for from the other Community Forums.

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- Royston Community Forum - £1,612

Appendix 4: Groundwork East

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Version	Issue Date	Changes
1.0	NA	First Draft (BE)

Reference	6080			
Name of Organisation	Groundwork East			
Organisation Type	Registered Charity			
Ward	Covers the whole of Baldock & surrounding villages			
Project Type	Wellbeing project for families			
Green option considered?	/			
NHC Councillor involvement that may constitute a conflict of interest	None that we are aware of.			
Previous financial support within six years	None			
Documentation reviewed and approved*	Safeguarding	Yes	Accounts	Yes
	Demonstrates clear governance	Yes		
Total applied for	£2,367	Total project cost	£2,367	
Officer Summary				
<p>Groundwork East takes practical action to create a fair and green future in which people, places, and nature thrive. They support local communities and businesses to build capacity and resilience to tackle hardship, achieve a just transition to net-zero and help nature recover in a way that reduces inequality and leads to better work and healthier, happier lives.</p> <p>They are applying for funding for their Grow It, Cook It, Share It course at Holly Blue Family Centre. It is delivered in person, over 6 weeks, with 2-hour sessions each week. It teaches families how to grow their own fruit and vegetables through supervised gardening and how to prepare healthy meals through simple cooking sessions.</p> <p>By working together on the practical tasks, and sharing a meal together, families will have the chance to develop their confidence; build friendships and support networks that will last beyond the formal learning environment. By encouraging learners to participate in outdoor practical activities they are also supporting them to improve their physical health and mental wellbeing and that of their whole family.</p> <p>The course will take place at the Holly Blue Family Centre, where they have an established partnership and have delivered these courses for a number of years. Both their outdoor space and classroom setting is utilised. On average, they predict 20 beneficiaries per course.</p> <p>Courses are delivered by experienced tutors who have practical skills and experience of growing and cooking, as well as working with adult and pre-school children. Course delivery is underpinned by a tried-and-tested quality system. Funding for the course would enable individuals to attend the course free of charge.</p>				

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

Below is a breakdown of costs of the project:

- Staff time per session (including travel from main office in Hatfield) 3 hours x £53 = £159, 6 sessions - **£954**
- Planning, Preparing & Purchasing resources (food, seeds, etc). 2.5 hours x £53 = £132.50 x 6 - **£795**
- Site Visit, Risk Assessment, Management/Evaluation, Marketing: 6 hours (£53) - **£318**
- Project Costs: seeds, food for cooking activities, composts, pots, growing diaries for families, printing, etc. - **£150**
- Mileage for 6 Sessions & Site Visit - **£150**

Below is a breakdown of the funding they are applying for from the other Community Forums. Costs have been worked out in proportion to how many attendees they expect from each area.

- Letchworth Community Forum - £2,367
- Royston Community Forum - £2,367
- Southern Rural Community Forum - £1,982
- Hitchin Community Forum - £2,367

Districtwide Community Updates
<ul style="list-style-type: none"> • Co-ordinating various local and district wide Network Groups including Youth Action, Food Provision, Arts and Culture and Green and Growing Group. • Continuing to facilitate NHC Councillors' Community Surgeries. • Police support at all NHC Councillors' Community Surgeries has been arranged. • Sharing and disseminating information on social media and to mailing lists, keeping in touch with the community, voluntary, statutory, and non-statutory agencies. • Due to the huge success of last year's Youth Showcase event, we are again working with Hitchin Rotary Club to help deliver a second Youth Showcase event in Hitchin. • Letchworth has achieved 'Bee Friendly' status with the work done by our contractors John O'Conner's. The bee corridor can now be extended into other towns. • The Community Partnerships Team Leader has been working with the Save Club 85 Steering Group to continue the operations of Club 85, a live music venue on Whinbush Road in Hitchin. The building's owner needs to sell, and the group has explored renting or purchasing a new location. However, purchasing the current building is the most practical option. After negotiations, the owner has agreed to sell to Club 85 if they can raise the funds. The group plans to set up a Community Interest Company (CIC) with shareholders to enable community ownership of the building. They have started an initial fund to cover professional legal advice for setting up a not-for-profit company with robust governance which will facilitate the application to large-scale funding pots. They will also look to engage a professional fundraiser to apply for suitable project funding. The group has successfully raised around £10,000 and will soon establish the CIC to raise the £2 million needed to purchase the building. • The team have a budget of £210,000 from the Department for Levelling Up, Housing and Communities (DLUHC) to use for applications for grant funding of between £5,000 and £20,000. The deadline for applications is midnight on 1st September. Successful applicants should receive funding by the end of October, to be spent by end of March 2025. • Working with SAG and town centre managers preparing for the Farmer's Christmas Lights Tractor Tour 2024. • Working with the Royal British Legion and Letchworth BID to deliver the Letchworth Remembrance Day parade 2024.
Area Community Updates
<ul style="list-style-type: none"> • Discussions around Baldock Community Centre as the lease of centre has reached its contractual expiry date. • Promoting the Healthy Hub teams activities taking place in Baldock. • Working with Growing Baldock/ Urban & Civic towards setting up a new Strategy Group. • Potentially forming a new NHDC Baldock Network Group. • Working with the Living Theatre company to see if they can deliver workshops to Baldock schools. • Supporting the Baldock Beats Waste event. • Ward walks with new Local Councillors to be arranged.

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