

03/09/2024

Our Ref Royston and District Community Forum
11 September 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, 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

WEDNESDAY, 11TH 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. Community Governance Review The Council resolved to commence a Community Governance Review for the whole district which focuses on parish level arrangements. The first stage of the review is to consult, and the council is inviting residents, parish councils and any interested parties to have their say on current arrangements as well as suggestions for future arrangements via a survey which is open until 7 October . There is a dedicated webpage on the Council's website titled 'Community Governance Review' which includes a link to the survey. Please can I encourage you to complete the survey. If anyone has any queries regarding the Consultation, please email CommunityGovReview@north-herts.gov.uk	
3. PUBLIC PARTICIPATION - GRANT APPLICATIONS To consider community grant applications for recommendation to the Executive Member for Community and Partnerships.	(Pages 5 - 18)
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 19 - 20)
5. ROYSTON TOWN COUNCIL Presentation by Mayor John Rees.	

- 6. HERTFORDSHIRE COUNTY COUNCIL**
Presentation by Cllr Fiona Hill.
- 7. PRESENTATION - SUSTAINABLE TRAVEL TOWN**
Presentation by NHC Town Centre Project Officer Anna Bradley.
- 8. PRESENTATION - CREATE COMMUNITY**
Presentation by Create Community. [Create Community \(create-community.co.uk\)](http://create-community.co.uk)
- 9. PRESENTATION - STEP 2 SKILLS**
Presentation by JacQuie Gascoigne and Anne Tinker.

[Step2Skills Home \(hertfordshire.gov.uk\)](http://hertfordshire.gov.uk/Step2SkillsHome)
- 10. PRESENTATION - HERTS FUTURES**
Presentation by Hertfordshire Futures.

[Hertfordshire Futures | Hertfordshire Futures \(hertfordshirelep.com\)](http://hertfordshirelep.com/HertfordshireFutures)
- 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 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 - Hitchin - **£1,063** towards online support groups and workshops for families of children with autism and ADHD.
- 2.4. Creative Chefs - **£1,612** towards healthy eating cooking sessions for children.
- 2.5. Groundworks East - **£2,367** towards Grow It, Cook It, Share It course for families.
- 2.6. Royston and District Parkinsons Group - **£1,092** towards two Sum Up machines and venue hire.

3. BACKGROUND/ RELEVANT CONSIDERATIONS

- 3.1 The Community Grant base budget for Royston Community Forum 2024/25 is **£11,001**
- 3.2 **£3,807** has been allocated to date in 2024/25, leaving **£7,194** available for community grants for the Royston area.

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 3.2 and detailed in Appendix 1, the available budget is **£7,194**.

5.2 The total amount of funding requested at this meeting is **£6,134**.

5.3 If the applications outlined in Appendices 2, 3, 4 & 5 are recommended by the Forum and subsequently approved by the Executive Member for Community & Partnerships, there will be **£1,060** 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 positive environmental 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. Royston and District Community Forum Budget - September 2024
- 12.2 Appendix 2. Angels Support Group Hitchin
- 12.3 Appendix 3. Creative Chefs CIC
- 12.4 Appendix 4. Groundwork East
- 12.5 Appendix 5. Royston and District Parkinsons Group

13. CONTACT OFFICERS

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ROYSTON AND DISTRICT COMMUNITY FORUM

SUMMARY FINANCIAL POSITION 2024/25

<u>Original Budget</u> <u>2024/25</u>	<u>Carry Forward</u> <u>Budget 2023/24</u>	<u>Total Funding</u> <u>2024/25</u>	<u>Grants</u> <u>Allocated</u>	<u>Unallocated</u> <u>Budget</u>
£11,000	£1	£11,001	£3,807	£7,194

FUNDED PROJECTS

<u>Project</u>	<u>Forum Date</u>	<u>Grant Allocated</u>
Royston Swimming Club - training new swimming coaches	11-Jun-24	£1,295
Barkway Preschool - two ipads, sports equipment and sweeping brushes	11-Jun-24	£1,218
Outside of the Box Community Investment Company - six chrome books and two sensory mats	11-Jun-24	£1,294
TOTAL ROYSTON AND DISTRICT		£3,807

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Appendix 2. Angels Support Group Hitchin

=Document Control:

Version	Issue Date	Changes
1.0	NA	First Draft (BE)

Reference	6063		
Name of Organisation	Angels Support Group Hitchin		
Organisation Type	Registered Charity		
Ward	Royston		
Project Type	Online support groups and workshops		
Green option considered?	/		
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	
Total applied for	£1,063	Total project cost	£1,515
Officer Summary			
<p>Angels Support Group Hitchin 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. 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 towards their online support groups and workshops for a year, to cover the cost of their Royston-based families. They are also applying to all other Community Forums, to cover the costs of attendees from those areas.</p> <p>The group run 50 online groups a year comprising of 38 x 2-hour daytime groups and 12 evening online support groups. As the project is run virtually, they can have up to 50 participants per group. Last year 245 parents attended the online support groups, attending an average of three groups over the year. Eighty-two of those parents were from North Herts and 17 of those were from Royston.</p> <p>They are contributing £348 from fundraising monies and £104 from a National Lottery grant.</p> <p>The applicant has provided full costs for the whole project for attendees from across Hertfordshire but is only seeking funds from this committee proportionate to how many people from Royston and surrounding villages have attended in previous years.</p> <p>Below is a breakdown of the funding they are applying for from the other Community Forums.</p> <ul style="list-style-type: none"> • Baldock Community Forum - £1,828 • Hitchin Community Forum - £1,940 • Letchworth Community Forum - £1,502 • Southern Rural Community Forum - £2,232 			

*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	6069			
Name of Organisation	Creative Chefs CIC			
Organisation Type	Registered charity			
Ward	Royston			
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 known.			
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	£1,612	Total project cost	£1,612	

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.

The following schools have expressed interest in and been identified for sessions.
 Ickneid Walk First School
 Roman Way Academy
 Tannery Drift First School

Four sessions will be held at each school, reaching a total of 180 children going into year 1 (ages 5 to 6).

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

Appendix 3: Creative Chefs CIC

Below is a breakdown of the funding they are applying for from another Community Forum.

- Baldock Community Forum - £1,940

Appendix 4. Groundwork East

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Version	Issue Date	Changes
1.0	NA	First Draft (BE)

Reference	6084		
Name of Organisation	Groundwork East		
Organisation Type	Registered Charity		
Ward	Royston Palace		
Project Type	Wellbeing project for families		
Green option considered?	Attendees will gain a better awareness around collective impacts/responsibilities on the environment where topics will include reducing food miles, recycling green waste etc.		
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	
Total applied for	£2,367	Total project cost	£2,367

Officer Summary

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.

They are applying for funding for their Grow It, Cook It, Share It. Sessions are delivered in person, over six weeks, with two-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.

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.

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.

The course will take place at Royston & Villages Family Centre, where they have an established partnership and have delivered these courses for a number of years. They predict 20 beneficiaries per course.

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.

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

Appendix 4. Groundwork East

- Letchworth Community Forum - £2,367
- Baldock & District Community Forum - £2,367
- Southern Rural Community Forum - £1,982
- Hitchin Community Forum - £2,367

Appendix 5. Royston and District Parkinsons Group

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Version	Issue Date	Changes
1.0	NA	First Draft (BE)

Reference	6067		
Name of Organisation	Royston and District Parkinson's Group		
Organisation Type	Parkinsons Support Group		
Ward	Royston and district		
Project Type	Funding for hall hire and two sum up machines		
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
	Demonstrates clear governance	Yes	Yes
Total applied for	£1,092	Total project cost	£1,192
Officer Summary			
<p>Parkinson's UK commissions group all over the country to help and support people living with Parkinson's and their families. One way they support is to get groups to run clubs and sessions based on Staying Active with Parkinson's. Last year, North Herts and Stevenage Parkinson's Group held sessions in Royston aimed at helping the voice with singing and voice exercises. Gradually these became known to others and in the new year it was decided by Parkinson's UK that Royston should become a hub for activities such as the voice sessions. This meant breaking away from the North Herts and Stevenage Group.</p> <p>The Royston branch host sessions on a Thursday which combine singing with research presentations, discussion groups, taster sessions for Pilates and similar and Q&A sessions with Granta. The group have more activities in mind for the future which will include Nordic Walking, boxercise, games mornings, visits from dieticians and hopefully a seminar.</p> <p>The group are asking for grant funding for hall hire and card readers so that the uncertain amount of money they might receive (based on people turning up on the day and paying £5) can help make the sessions and group more sustainable for the future, as they are becoming more well known. They have many ideas of fundraising which they will start to put into action in the coming months.</p> <p>The card readers will ensure the group can make paying more accessible.</p> <p>The group are contributing £100 of their own money toward the project.</p>			

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

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Districtwide Community Updates

- 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.
- Sharing and disseminating information on social media and to mailing lists, keeping in touch with the community, voluntary, statutory, and non-statutory agencies.
- 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 was midnight on 1st September. Successful applicants should receive funding by the end of October, to be spent by end of March 2025.

Area Community Updates

- Have met with local village halls, groups and Parish Councils to discuss future projects, any internal funding streams and external opportunities to support them.
- Continuing to attend Parish Council meetings to make closer links with the parishes.

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