

**BALDOCK & DISTRICT AREA COMMITTEE**  
**04 June 2018**

**\*PART 1 – PUBLIC DOCUMENT**

**AGENDA ITEM No.**

**TITLE OF REPORT: GRANTS & COMMUNITY UPDATE**

**REPORT OF THE COMMUNITIES MANAGER**

**EXECUTIVE MEMBER FOR COMMUNITY ENGAGEMENT AND RURAL AFFAIRS**

**PRIORITY: ATTRACTIVE AND THRIVING / PROSPER AND PROTECT / RESPONSIVE  
AND EFFICIENT**

**1. EXECUTIVE SUMMARY**

- 1.1 To advise the Committee on the current expenditure and balances of the Area Committee budgets.
- 1.2 To bring to the Committee's attention details of recent requests received for Area Committee Grant Funding, made by community groups and local organisations, which conform to the Authority's Grants Policy approved by Cabinet on June 14<sup>th</sup> 2016.
- 1.3 To advise the Committee of the activities and schemes with which the Community Officer has been involved.
- 1.4 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 considers Grant Award of £400 to Baldock Community Orchestra to help towards the costs of equipment as detailed in 8.1.1.
- 2.2 That the Committee consider Grant Award of £700 to Baldock Young at Heart Club to help towards venue hire, publicity costs and entertainment costs as detailed in 8.1.2.
- 2.3 That the Committee considers Grant Award of £880 to Merry Go Round Under 5's to help towards the costs for a fenced off vegetable garden and storage unit as detailed in 8.1.3.
- 2.4 That the Committee considers Grant Award of £250 to Ashwell United Reformed Church to help towards the costs of equipment as detailed in 8.1.4.
- 2.5 That the Committee considers Grant Award of £150 Ashwell Village Trust to help towards the costs for a storage unit at the Ashwell Community Garden as detailed in 8.1.5

- 2.6 That the Committee considers Grant Award of £500 to Friends of Sandon School to help towards the costs of resurfacing the playground as detailed in 8.1.6
- 2.7 That the Committee considers Grant Application of £2,500 to Headway to help towards the costs for running local support groups and providing home based sessions with brain injury survivors and their carers as detailed in 8.1.7.
- 2.8 That the Committee considers an in principle grant award of £410 to Letchworth, Baldock & Ashwell District Scouts, subject to officers receiving the appropriate supporting documentation in line with the Authority's grant criteria and as detailed in 8.1.8
- 2.9 That the Committee allocates funding in the first instance from underspent budgets from the 2017/18 financial year.
- 2.10 That the Committee endorses the actions taken by the Community Officer to promote greater community capacity and well-being for Baldock.

### **3. REASONS FOR RECOMMENDATIONS**

- 3.1 To ensure the Committee is kept informed of the work of the Community Officer.
- 3.2 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 June 2016.
- 3.3 The awarding of financial assistance to voluntary organisations and the use of discretionary spending allows the Committee to further the aims of the Corporate 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 with regard to funding proposals for Area Committee Funds.

### **6. FORWARD PLAN**

- 6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

## 7. BACKGROUND

- 7.1 Members are asked to note the information detailed in Appendix 1 Baldock Area Committee Budget Spread sheet, which relates to the Area Committee budget balances for 2018/19.
- 7.2 The spreadsheet also details pre-allocated sums carried forward from the previous financial years, including balances and past expenditure relating to the allocated and unallocated Area Capital Visioning Budgets available to the Committee.
- 7.3 Funding remaining for the Committee to allocate in the 2018/19 is summarised below:

	2017/18 Carry Forward	2018/19 Base Budget	Total
<b>Baldock Town</b>	£3,269	£3,000	£6,269
<b>Baldock East</b>	£1,983	£1,200	£3,183
<b>Arbury</b>	£1,097	£1,100	£2,197
<b>Weston &amp; Sandon</b>	£0	£900	£900

## 8. RELEVANT CONSIDERATIONS

### 8.1 Update on Community Engagement & Grant Request

#### 8.1.1 Baldock Community Orchestra

The Baldock Community Orchestra is seeking funding support from the Baldock & District Area Committee to purchase new equipment including music stand banners and a digital drum pad. Funding will also be used to assist with publicity costs.

The Baldock Community Orchestra was set up in September 2015 and is made up of 7 Committee Members, 1 part time paid staff and 15 volunteers. The group meets weekly at Knights Templar School and currently has 22 members with the age range ranging from 13 to 70 years.

The Orchestra gives performances in a variety of settings including local community festivals (Baldock Festival, Baldock Christmas Fair, and Baldock Beer Festival), schools, community arts centres, gardens and pubs. As the orchestra grows they are also keen to bring music to those who may find it difficult to attend concerts such as residents of care homes.

The group currently has 4 concerts planned for 2018. The application is criteria compliant.

This organisation receives no Rate Support or other formal benefits from NHDC.

This organisation has not received an NHDC grant in the last five years.

### 8.1.2 Baldock Young at Heart Club

Baldock Young at Heart Club is seeking funding support from the Baldock & District Area Committee to assist with room hire costs, publicity costs and costs for hire of entertainment at their sessions.

Baldock Young at Heart Club was previously known as the Baldock Seniors Club. The group meets at Baldock Community Centre. The group used to meet on a weekly basis but due to funding constraints currently meets monthly.

The group is looking to increase membership and also increase the frequency of its meetings to twice monthly. Funding support will help them to better promote the club and to attract new members. This is an important group which enables elderly residents of the town to meet socially.

This organisation receives no Rate Support or other formal benefits from NHDC.

This organisation last received a grant in June 2016 when it was known as the Baldock Seniors Club.

### 8.1.3 Merry Go Round Under 5s

Merry Go Round Under 5s would like to build a dedicated vegetable garden.

The funding requested would be used to cover the cost of fencing off the area and a storage unit for storing gardening tools. The school has a number of children who due to their living accommodation have no access to a garden. The group would like to give not just these but all children at the group the opportunity to grow their own fruit and vegetables which they can then eat at snack time. Alongside the fruit and vegetables the school would like to plant sensory plants e.g. smells, touch and colour. These are beneficial for all children but children with additional needs would find these particularly beneficial. The group will also encourage them to explore the natural world around them and understand how everyone has a part to play in looking after it.

Merry Go Round Under 5's is a registered charity that has been operating for 30 years. The group is made up of 9 committee members, 12 part time paid staff and 2 volunteers.

The group caters for approximately 50 children aged 2 1/2 to 5. It provides an essential early years education programme to the children of Baldock. As well as providing key learning, the group also gets involved in community initiatives including the Princes Trust Team Programme and the Duke of Edinburgh Award Scheme. The application is criteria compliant.

This organisation receives no Rate Support or other formal benefits from NHDC.

In the last five years, this organisation has received the following awards:

03/03/2014	Funding Support for new play equipment,	£950
03/03/2014	Funding Support for new play equipment,	£300
02/03/2015	Funding support for the purchase of a listening post,	£115
02/03/2015	Funding support for the purchase of a listening post,	£365

Total awards: £1730.

#### 8.1.4 Ashwell United Reformed Church

The church is currently undergoing works to fix its ceiling. The church is using the opportunity to redecorate and improve the whole church building including the vestibule and two vestry rooms returning them to their unique English art nouveau style. The church building is currently used by non-church organisations for concerts, events and meetings, installing the kitchenette facility in one of the vestry rooms will greatly enhance the use of the church providing a refreshment making facility independent of the hall which will mean that the two buildings can be used at the same time but independently by the village.

The church has managed to secure the £53k for the project through grants from Thames North Synod URC (£20k), Beds & Herts Churches Trust (£10k) and the churches own funds. The church is seeking funding of £500 to assist with the purchase of equipment for the new kitchenette including cups and saucers, plates, glasses, new kettles etc

The Ashwell United Reformed Church and the Church Rooms are both well used and considered the centre of the village. By upgrading the kitchenette in the main church, the church will be able to open its doors to more community groups and events in the future. The group has match funding in place and the Arbury Ward member has agreed to support the application. The application is criteria compliant and the recommendation is an award of £250.

This organisation receives no Rate Support or other formal benefits from NHDC.

In the last five years, this organisation has received the following awards:

18/07/2011 Improvement works to toilet and changing facilities at Hall, £312  
31/08/2012 Funding support for purchase of tables and chairs for the church, £500  
22/01/2013 replacement of cast iron arch window, £4000

Total awards: £4812.

This organisation receives no Rate Support or other formal benefits from NHDC.

#### 8.1.5 Ashwell Village Trust

Ashwell Village Trust is seeking funding support from the Baldock & District Area Committee to assist with costs for a storage unit to store gardening equipment at the Community Garden.

The Ashwell Village Trust is a registered charity that was set up in 1986. The group is made up of 8 committee members and 10 volunteers. The Trust is responsible for and maintains the community garden in the centre of Ashwell. Volunteers attend the garden on a monthly basis and the funding would allow for a permanent storage unit at the site for storing of gardening tools and other equipment.

The application is criteria compliant and the officer recommendation is an award of £150.

This organisation receives no Rate Support or other formal benefits from NHDC.

#### 8.1.6 Friends of Sandon School

Friends of Sandon School group is working on a project to enhance the playground area at the school. This will involve resurfacing and extending the playground and lining for a range of sports.

Sandon School places high importance on health and fitness and this is emphasised by the wide range of outdoor afterschool clubs offered at the school on the playground. As well as school activities, the outdoor areas of the school are also used by the Friends of Sandon School for the annual summer fete, the annual 5km/10km fun run and the quarterly Farmers Market. The funding requested will help towards costs for replacing and extending the playground. The works are also being carried out on health and safety grounds as the current surface and matting is slippery and dangerous.

Whilst Sandon School is in the Weston & Sandon ward it should be noted that a third of pupils that attend the school are from Baldock. The application is criteria compliant and the recommendation is an award of £500.

This organisation receives no Rate Support or other formal benefits from NHDC.

#### 8.1.7 Headway

Headway Hertfordshire is a registered charity set up in Hitchin in 2001 aiming to reach all those affected by brain injury in Hertfordshire and help them lead the best lives they can. The application is for funds to support local group and home-based therapeutic sessions, peer-support groups, and activity sessions (arts & crafts, well-being, etc.)

The annual cost of providing services is £20k. Headway is aiming to cover 50% the costs of therapeutic and peer support activities. They have applied for £6,000 from Letchworth Garden City Heritage Foundation and £4000 from the Peoples Post Code Lottery fund.

The organisation has requested grant funding support to a total of £10,000 from North Hertfordshire District Council to go towards the cost of these sessions for those affected by a brain injury.

The service supports people from Hitchin, Letchworth & Baldock. The £10k has been divided by per capita percentage between the three Area Committees £3,750 from both Letchworth and Hitchin and £2,500 from Baldock.

There is a need to support a highly vulnerable group of people affected by a brain injury, to enable them to reach their potential. Running the project will enable those individuals to return to meaningful activity, reducing social isolation and enable them to rebuild their confidence.

This organisation receives no Rate Support or other formal benefits from NHDC.

This organisation has not received an NHDC grant in the last five years.

#### 8.1.8 Letchworth, Baldock & Ashwell District Scouts.

The Letchworth, Baldock & Ashwell District Scouts are seeking £410 to assist with the purchase of 30 numbered bibs that will be used for both day and night hikes. These are needed for hikes that will be taking place in July.

At the time of compiling this report, the group was unable to submit the required paperwork within the application deadline window. If the Committee was minded to consider an award, grant funding could be released in time via the Delegated Authority process.

In terms of breakdown, 54 cubs/scouts are from Ashwell, 118 cubs/scouts are from Baldock and 248 cubs/scouts are from Letchworth. The bibs being purchased will be made available to all those scouts within Letchworth, Baldock & Ashwell District Scouts.

Based on the numbers above, if an award was to be approved, contributions from the Letchworth and Baldock & District Area Committees would work out to be:-

- Letchworth Area Committee £246
- Baldock & District AC - Town Ward £123 and Arbury Ward £41.

#### 8.1.9 St George's Day Parade

The Baldock CO and Communities Manager assisted the Scouts with the St George's Day Parade which was held in Baldock on Sunday 22<sup>nd</sup> April. Support included assistance with road closure arrangements and marshal support on the day. The parade was well supported with up to 600 Beavers, Cubs Scouts, Explorers and Leaders in attendance.

#### 8.2.0 Baldock Festival

The Baldock CO provided event support to the Baldock Festival Committee including support with licence applications, parking arrangements and paperwork as required by the NHSAG. The Baldock CO also provided publicity support for the festival and marshal support at the Street Festival on Saturday 19<sup>th</sup> May and also support at the two Community Lunches which were held on Friday 11<sup>th</sup> and Friday 18<sup>th</sup> May.

#### 8.2.1 Sports Therapy 4 U Charity 5km run

The Baldock CO continues to support Sports Therapy 4 U with plans for a 5km run which will be held in Baldock in September.

The event is being organised by the business as part of its 10 years of operation celebrations. The race will start and finish on the grassed area of Whitehorse Street.

The Baldock CO is providing advice on the course route and continues to liaise with colleagues in Highways and Police regarding the road closure requirements.

#### 8.2.2 Baldock Big Lunch and Baldock Cycle Challenge

The Baldock CO is providing support and advice to the Baldock Events Forum for their two upcoming events namely the Baldock Big Lunch on Sunday 3<sup>rd</sup> June and the Baldock Cycle Challenge which will be returning for a 7<sup>th</sup> time on Sunday 15<sup>th</sup> July. As well as providing advice, the Baldock CO will also provide marshal support at both events

### 8.2.3 Baldock Fair

The Baldock Fair will be returning to Baldock High Street and Whitehorse Street in October, operating on the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> October. The Baldock CO will be helping with the event paperwork and will be assisting with Traffic Management arrangements and publicising the event to the households and businesses of the town. The Baldock CO and Community Manager will also assist and oversee the removal of street furniture prior to the fairs arrival and will be attendance to oversee the Fair pulling onto Baldock High Street at midnight on 1<sup>st</sup> October.

### 8.2.4 Baldock Community Fireworks

The Baldock Community Fireworks event will be returning to Hartsfield School for a sixth time on Saturday 20<sup>th</sup> October. The Baldock CO will assist the event organisers with the planning of the event and will also provide marshal support at the fireworks.

### 8.2.5 Developer Contributions / s106 & other Capital Funding projects

The Baldock Community Officer & Communities Manager have worked with external groups and colleagues in the Planning Department in the potential utilisation developer contributions and other sources of capital funding available..

#### Sandon School Friends of Group

- As well as assisting the friends of group to find external funding to enhance the outside sporting & play provision at the school, officers have contacted the Parish Council to see if it would support the utilisation of some of the collated Pitch Sports & Play Space developer contributions collated for the Sandon area to go towards the scheme of works.

If the PC is in agreement and has no current schemes of a similar nature planned within the Parish, officers will formally seek authority from colleagues in Planning to possibly assign such funds over to the scheme.

#### Baldock Arts & Heritage Centre

- The Management Committee at the BH&C plans to refurbish and reconfigure the majority of the ground floor of the former Town Hall Building utilising funding via a number of sources including a Capital Projects Grant from the Authority, Phase 2 improvement works capital funds and some developer contributions assigned to DDA works which are to be encompassed within the overall enhancements.

#### Baldock Community Centre

- As with the Arts & Heritage, the Management Committee at the Community Centre is seeking to refurbish the foyer and toilet area possibly next Summer. Community Officers will assist & advise the project team in securing appropriate funding for the scheme as well as procuring project plans & specification costings in order for the works to be tendered out.

#### Ashwell Parish Council

- Officers have met with the Parish Clerk & Vice Chair to run through possible schemes likely to be able to make a call on collated developer contributions collated for the Ashwell area.
- The main project the PC is considering relates to significant enhancements of the toilet facilities on the recreation ground. At present approximately £40k of developer contributions have been assigned to such works and officers have suggested that the PC submits a grant application to the next round of the Community Facilities Capital Projects Fund schedule for later in the year.



### 8.3 **Highways Matters**

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.

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 The Area Committees have delegated power under section 9.8.1 (a) & (b) to allocate discretionary budgets and devolved budgets within the terms determined by the Council and outlined in the current Grant Policy agreed by Cabinet in June 2016.

Section 9.8.2 (g) of Constitution in respect of Area Committees' Terms of Reference provides 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 Section 1 of the Localism Act 2011 provides a General Power of Competence which gives local authorities the powers to do anything:-

- An individual may generally do
- Anywhere in the UK or elsewhere
- For a commercial purpose or otherwise, for a charge or without a charge
- Without the need to demonstrate that it will benefit the authority, its area or person's resident or present in its area.

9.3 Section 137 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 In 2018/19 the Baldock & District Area Committee has an overall budget of £6,200, which is split as follows – Baldock Town £3,000, Baldock East £1,200, Arbury £1,100 and Weston & Sandon £900.

10.2 The Baldock & District Area Committee has carried over budget of £6,349 from 2017/18 which is split as follows – Baldock Town £3,269, Baldock East £1,983 and Arbury £1,097.

10.3 Members are asked to spend from their carry forward prior to allocating from the 2018/19 base budgets.

## 11. **RISK IMPLICATIONS**

11.1 There are no relevant risk entries that have been recorded on Pentana Performance, 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 a positive impact on the community and wider environment. The projects outlined in this report seek to advance equality of opportunity and foster good relations between all members of the community. ..

## **13. SOCIAL VALUE IMPLICATIONS**

- 13.1 The Social Value Act and “go local” policy do not apply to this report.

## **14. HUMAN RESOURCE IMPLICATIONS**

- 14.1 There are no pertinent Human Resource implications associated with any items within this report.

## **15. APPENDICES**

- 15.1 Appendix 1 - 2017/18 financial year budget sheet

## **16. CONTACT OFFICERS**

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## **17. BACKGROUND PAPERS**

- 17.1 Review of Policies and Procedures for Financial Assistance to Voluntary and Community Organisations, November 2002.
- 17.2 Review of Grant Policy Cabinet June 2016.