RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

***PART 1 – PUBLIC DOCUMENT**

Any interest to declare/ or conflict and any dispensation granted: [NO]

SERVICE DIRECTORATE: *Governance*

1. DECISION TAKEN

Allocation of Letchworth Community Grant Funding

Decision taken to approve the allocation of Letchworth Community Grant Funding to:

1.1 Headway Hertfordshire Limited - £1,100 towards the running costs of fortnightly peer support group sessions.

1.2 Growing Resilience in Teens (GRIT) - £1,200 towards training for Coaches.

1.3 Saracens Sport Foundation - £1,190 towards dance classes designed for over 50s.

1.4 Resolve - £1,500 towards the costs of a Key Worker who runs the Group Therapy and Key Work Sessions.

1.5 Whitethorn Bowls Club - £1,500 towards installing a metal mesh fence around the bowling green (subject to confirmation of third-party advice that the method intended to be used to keep foxes out of the green is suitable).

1.6 Jackmans Community Association - £1,987 towards replacement of a back gate.

2. DECISION TAKER

2.1 Cllr Val Bryant, Leader of the Council, in consultation with the Director – Governance.

3. DATE DECISION TAKEN:

29/10/2026

4. REASON FOR DECISION

The **Letchworth Community Forum** held on 7 October 2026 considered funding applications from:

- Headway Hertfordshire Limited
- Growing Resilience in Teens (GRIT)
- Saracens Sport Foundation
- Resolve
- Whitethorn Bowls Club
- Jackmans Community Association

and recorded their recommendations. This is part of the process for the formal commitment of Community Grant funds via the delegated authority process.

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 There are no other reasonable alternative options.

6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)

6.1 Consultation has taken place with the Letchworth Community Forum Members in a public meeting on 7 October 2026. Members considered the applications and agreed to recommend that the Letchworth Community Grant budget be allocated as set out.

7. FORWARD PLAN

7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

8. BACKGROUND/ RELEVANT CONSIDERATIONS

8.1 The grant applications were considered by the Letchworth Community Forum on 7 October 2026. The report with the application details is set out under item 6, on the agenda, available on the Council's website [CLICK HERE].

8.2 Whitethorn Bowls Club, as referred to in 1.5, has been recommended on the condition of receiving confirmation of third-party advice that the method intended to be used to keep foxes out of the green is suitable.

8.3 GRIT have also applied to Hitchin Community Forum and were awarded £1,500 towards training for Coaches.

8.4 Resolve have also applied to Royston & Villages Community Forum and were awarded £500 towards the costs of a Key Worker who runs the Group Therapy and Key Work Sessions.

8.5 This delegated decision confirms that the Leader of the Council, following consultation with the Director: Governance, accepted the Community Forum's recommendation on applications 1.1 - 1.6.

9. LEGAL IMPLICATIONS

9.1 Following the decision of Full Council on 18 April 2023, the Community Forum shall consider applications for community grants in its area and make recommendations to the relevant Executive Member. In accordance with section 9.7.2 of the Constitution, the Executive Member approves community grants in consultation with the relevant Director. That decision will be subject to a five clear working day call-in period, following publication in the Members Information Bulletin (MIB) and on the Council's website.

9.2 The Terms of Reference of the Community Forum can be found in Section 9 of the constitution which states that the forum will *'consider and act as an advisory body to the relevant Executive Member responsible for grants who approves these (in consultation with the relevant Director)'.*

9.3 These grants have been assessed against the Subsidy Control Act 2022.

10. FINANCIAL IMPLICATIONS

10.1. The total community budget for **Letchworth** for 2026/27 stood at **£21,404.**

10.2. Prior to the meeting on 7 October **£3,051** had been allocated.

10.3. The amount left to utilise in the budget stands at **£18,353.**

10.4. The grant applications for this meeting total **£8,477**. If the grants are awarded as outlined in 1.1 - 1.6 the remaining balance will be **£9,876** available for Community Grants for the remainder of the 2026/27 financial year.

10.5. In accordance with the Subsidy Control Act 2022, the Council has considered whether each award constitutes a "subsidy" using the four-limb test (public resources; economic advantage to an enterprise engaged in economic activity; specificity; and a more-than-incidental potential effect on competition/investment). On that basis:

- Grants 1.1 – 1.6 are not subsidies as they do not fund economic activity offered on a market and therefore do not meet the "enterprise/economic advantage" limb.

11. RISK IMPLICATIONS

11.1 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.

11.2 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.

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 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.

13. SOCIAL VALUE IMPLICATIONS

13.1 The Social Value Act and "go local" policy do not apply to this decision.

14. ENVIRONMENTAL IMPLICATIONS

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

15. HUMAN RESOURCE IMPLICATIONS

15.1 The activities of the Community & Partnership team are covered by existing budgets.

16. BACKGROUND PAPERS

16.1. Terms of Reference for Community Forums, see section 9 Constitution page*:* https://www.north-herts.gov.uk/council-constitution.

16.2. Community Grants Criteria Policy, March 2025.

16.3. Letchworth Community Forum notes – 7 October 2026

NOTIFICATION DATE

30/10/2026

Please Note: that *unless urgency provisions apply* EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in.

Call-in does not apply to NON-EXECUTIVE DECISIONS