

# HEREFORD CITY COUNCIL

## MINUTES OF MEETING OF THE COMMUNITY DEVELOPMENT COMMITTEE: *COMMUNITY GRANT APPLICATIONS*

HEREFORD CITY COUNCIL COMMITTEE ROOM, Town Hall, Hereford  
MONDAY 23 JULY 2018 at 10.00am

**PRESENT:** The Right Worshipful, the Mayor, Cllr Boulter and Cllrs Bushkes (Chair), Edwards, Hey (Vice Chair), Lloyd-Hayes, Stevens and Tillett.

**IN ATTENDANCE:** Tracy Morriss (Deputy Town Clerk), Lesley Robinson (Administrative, Finance & Information Officer).

### **CD2018/19.43 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Kenyon and Rone.

### **CD2018/19.44 SUBSTITUTES**

There were no substitute members.

### **CD2018/19.45 DECLARATIONS OF INTEREST**

Cllr Edwards declared a non-pecuniary interest as a volunteer Coordinator for the Country Park Supporters group (Belmont and Haywood Country Park).

Cllr Hey declared a non-pecuniary interest as a user of Belmont and Haywood Country Park.

Cllr Lloyd-Hayes declared a non-pecuniary interest in Cantilupe Street Residents' Group's community gardens project.

### **CD2018/19.46 GRANT COMPLETION FORMS**

- **WHEELED SPORTS FOR HEREFORD LTD** – Closed Circuit Cycling Track - The completion form for this had been sent out to members in response to their requests for updates on the project.

The Chairman confirmed that the project had secured planning permission and now required more money to progress to the next stage. Cllr Kenyon was seeking sponsorship and submitting applications for funding to various bodies.

Whilst members agreed there was a need for City Council's £30,000 kick-start funding, the project had highlighted the high cost of using professional consultancy services and served as a reminder and useful learning experience to all Councillors to be aware of such high costs when granting start-up funding for future projects.

The Chairman commented that all invoices from Owen Davies Consulting Ltd (ODCL) showed the quantity of hours charged for and there was a phenomenal amount of work to achieve, however, it was pointed out by Cllr Lloyd-Hayes that ODCL's invoices had no

actual description of work done, until the environmental solutions breakdown shown on WYG Engineering Ltd's invoices, and she would have liked all ODCL's invoices to show similar breakdowns.

In response to a question, the Deputy Clerk confirmed that City Council had also granted an extra £10,000 for the project's feasibility study, including eco surveys etc, to look at suitable sites and had identified HALO as the best site from three options.

Members noted the completion form.

- **HEREFORDSHIRE RAF 100 COMMITTEE** - Centenary of The Royal Air Force -

Members noted the completion form.

### **CD2018/19.47 SMALL GRANT APPLICATIONS**

Members received a presentation on the following:

#### **(10.10 am) FRIENDS OF BLACKFRIARS ROSE GARDENS – 2018/2019 –** Request for £1,726.00 – (Reviving the Blackfriars Rose Gardens)

Cllrs Paul Stevens and Matthew Bushkes had previously visited the Rose Gardens site. Anne Harbour, from FoBRG, circulated printed colour brochures and application forms for joining the community group, then presented the application to members which covered the following:

- **How project began** - Permission secured from Herefordshire Council (HC) as owner of the property and also the Arts Society.
- An official agreement signed by all concerned, including Officer in Charge of Parks & Gardens for HC and Balfour Beatty Living Places (BBLP).
- **Group's aims and objectives:** Restoring the neglected gardens, replanting where necessary, reviving 29 rose beds as a community asset for local residents and city's visitors to enjoy in conjunction with site's mediaeval heritage.
- **Group's activities:** Gardening work to rose beds by volunteers, from September 2017 to date - Began with regular deadheading, weeding, feeding etc, pruning in November, followed by hard pruning in February, general ongoing maintenance.
- **Advertising:** To form FoBRG group initially and for ongoing volunteers to join - Colour brochure printed in attempt to recruit more volunteers.
- **Achievements:** Big improvements since volunteer work started - Many roses are blooming, gardens looking much tidier.
- **Challenges:** 6-10 rose beds are struggling with few National Trust rose plants left. Group may replace with alternative rose variety as don't want to pay full price for new plants - In negotiation with Wyevale Garden Centre for discounts, plus collaborating with Kevin Knight, Head of Hereford in Bloom.
- **Tourism:** TiC directs tourists to Blackfriars Rose Gardens - Site was in poor state last year, source of embarrassment for city.
- **Forthcoming visits:** England in Bloom to inspect the site. David Austin Roses due 6th August - will find out quantity of roses being donated.
- **Financial management:** Group's money ringfenced within their accounts. Need committee meetings to decide how to spend funds, with advice from the experts on board.

- **Small changes to grant application:** Compost heap to be constructed this week, later than originally planned. Tea party event booked for Wednesday from 2-4pm.
- **City Council grant funding:** Would use to obtain more soil and plants etc.
- **Other funding:** Seeking around £12k funding from various organisations and donations - Half to go towards digital development to incorporate garden's historical aspects, plus liaison with Coningsby Trust and Arts Society.
- **Future improvement:** Site needs a new gate, onto Widemarsh Street - ideally taller, attractive metal gate to help entice more people into the gardens.
- **New ideas:** Potential competition for local college students to design and make new gate, e.g. Holme Lacy College Blacksmithing students.

Members' questions and comments covered the following:

- Admiration for group's work, aims and achievements, so far.
- Proposed Widemarsh Brook city walking route (as shown in Hereford Civic Society's newsletter), from railway station includes rose gardens - Suggested FoBRG contact Mairead Lane, Herefordshire Council's Senior Officer involved in planning of new highways and infrastructure for more information.
- Tourism aspects - including City Council's involvement with TiC and funding provided.
- Other sources for support - Suggested by Committee Chair, Cllr Bushkes (as a Director of Hereford Make) that this community social enterprise company could be offered a blacksmithing commission to produce proposed new metal gate.
- Support via City Council links - The Youth Council and Close House (via the Deputy Clerk) - providing potential for more volunteers. Also, Hereford College of Art - potential support for future, once students finished current project at Skate Park.

Cllr Stevens thanked Anne Harbour for showing him and Cllr Bushkes around the rose gardens during their recent site visit. There being no further questions, the Chair thanked Anne for attending the meeting and she left the room.

#### **CD2018/19.48 HEREFORD CITY COMMUNITIES IN BLOOM FUNDING APPLICATION**

Members considered the following submitted funding application:

##### **CANTILUPE STREET RESIDENTS' GROUP - 2018/2019 – Request for £200.00 - (Cantilupe Gardens).**

The Chairman and Cllr Stevens had visited the group on Monday and observed that the people involved had been working hard in transforming the Cantilupe Gardens community area near the duck pond. In order to water the area, volunteers were having to drag a hose pipe across the road from a resident's garden, hence a need for a standpipe to be installed.

Members' questions and comments covered the following:

- Concern about overflowing bins.
- Volunteers disheartened by general acts of vandalism including signs being ripped down and thrown into duck pond, Asda trolley in pond etc.
- Compliments for local residents on their initiative and dedication to improving their own

- city community area, with small amounts of money.
- Praise and support for the overall project.
- HCC as Council body could map/track all City in Bloom projects and groups we are supporting - Useful to log how many areas this covers and also keep in touch with groups involved, possibly via HiB.
- If the projects were mapped, HCC could help to keep individuals interested and motivated.
- Suggested development of a Hereford City Gardens walking trail.

The Deputy Clerk praised the suggestion of mapping the City in Bloom projects as a good opportunity to produce interactive maps for events. City Council is currently looking into a Geo app for the Sculpture Trail and could also consider this option for the Blackfriars Rose Gardens. More information, when it was available, would be published on the City Council's website.

#### **CD2018/19.49 COMMUNITY PARK SUPPORTERS - SLA FOR ONGOING GRANT AWARD**

Members considered a proposal, submitted by Cllr Edwards, to agree an SLA for an ongoing City Council grant award in respect of the maintenance of Belmont & Haywood Country Park by the Country Park supporters (CPS).

Cllr Edwards, having earlier declared a non-pecuniary interest as a volunteer with CPSG, handed out some background information in support of the request before briefly speaking to members about the proposal. He explained that the group was seeking a more secure way forward on future funding with support to provide stability in paying their operating bills, etc, and he highlighted some of CPS group's activities and challenges, as follows:

- Project capital funding - Obtained funds for a new secure shed to house the expensive uprated mower.
- Maintaining notice board and educational information boards for visitors.
- Key activity is providing 'on the job' teaching and learning for young volunteers, i.e. school leavers and students.
- Element of insecurity - CPS are spending funds but not recouping any money.
- Considered ways of charging visitors to recover some money - Unable to impose entry fee for a public open space.
- Pointed out area is involved in Community Led Plan.

Members' questions and comments covered the following:

- Does CPSG receive any help from Belmont Rural?
- Disappointment that map requested from the Clerk for this meeting had not been produced.
- What is latest on CPS boardwalk project for Haywood Lane walkway, funded by City Council?
- What is Herefordshire Council's input to Belmont & Haywood Country Park?
- CPSG has only 30 volunteers - Any likelihood of this increasing?
- Does CPS have any other sources of funding?
- CPSG could ask for voluntary donations which would be legal.
- How often are events put on?
- Is the group looking for money up front?

- Group's noticeboard is exemplary - regarded as most interesting board in the city with new displays every month.
- Who is responsible for the play area, equipment and maintenance?
- What would happen if group folded within the 10-year time period?
- How much is the group requesting and how will group manage if costs increase in that time?
- City Council must be careful with public's money - too much unknown risk with a 10-year agreement.
- Does group have an SLA with Herefordshire Council?

Cllr Edwards responded to members' queries as follows:

- CPSG received no support from Belmont Rural.
- Projected costs for boardwalk are around £190,000, with £26,000 provided by City Council.
- BBLP taking longer than anticipated, running about 2.5 years behind schedule. Money is in bank for project but, BBLP waiting for a bat survey on trees before project can proceed – Delay is very frustrating.
- Herefordshire Council's input - Mowing tall grass, scattering wild flower seed in October, cutting two thirds of hedging. No financial contribution from HC, however they do empty some bins.
- Huge challenges with finding funds - CPSG and park users very grateful for CC's funding provision over past 3 years.
- Group can't afford to put on events, not held any in past 18 months.
- Group desperately need money to do basic maintenance in park.
- Local butchers offered very good discount for previous hog roast event - Good weather resulted in attendance of 1200 people.
- Holding events would be a problem if weather was bad, contributing to poor attendances.
- HC, through BBLP, are responsible for maintenance of play area and equipment including replacement of rubberised matting when required.
- CPSG has no SLA with HC - HC owns the land and cuts grass in conjunction with BBLP.
- CPSG is requesting funding of £1,300-£1,900.

Cllr Edwards explained that, in trying to think ahead, a ten-year funding agreement was being proposed as he needs absolute assurance that CPSG would continue to be funded by City Council and an SLA secured to meet annual revenues. He suggested that a funding agreement could operate in one-year chunks rather than five or ten years and emphasised that this was not a bid for capital funds towards a new mower but, for ongoing funding to meet the group's revenues, subject to the relevant SLA. This would ensure the group are able to continue with what they've been doing for the past three years whilst being able to meet relevant ongoing costs. He added that it would be useful if members could suggest ideas and share information about their own experiences on how monies could be raised.

The Deputy Clerk asked Cllr Edwards whether the previous Chairman of Moor Farm Community Association had been in touch with regard to his interest in assisting with organising events at the Belmont and Haywood Country Park.

## CD2018/19.50 RESOLUTION ON GRANTS

Members considered and agreed the following resolutions:

### **FRIENDS OF BLACKFRIARS ROSE GARDENS – 2018/2019 –** Request for £1,726.00 – (Reviving the Blackfriars Rose Gardens)

Cllr Lloyd-Hayes proposed that the grant amount be increased to £2,000 due to the work being done by the group.

The Deputy Clerk responded that Committee would not normally propose a larger grant at this stage or offer an applicant more funding than the amount they had applied for, and that the group could still apply for more funding, up to £3,000, in the same financial year.

The Chairman asked members if there was a seconder for Cllr Lloyd-Hayes' proposal to increase the grant and there was none.

Members discussed the application further and referred to the policy on applicants returning any grant money not used or spent and it was suggested that the group could be allowed to retain any leftover funds after the costs of the project had been met. The award letter would also confirm that the grant application process was still open to the group for the future. It was noted that the group was also seeking funding from other sources.

Cllr Lloyd-Hayes reiterated her proposal to increase the grant amount to £2,000.

In response, the Deputy Clerk advised that there was no clear justification for awarding additional money over and above the amount applied for by the group.

Cllr Tillett then seconded the proposal by Cllr Lloyd-Hayes.

Cllr Stevens voiced concern about looking after the tax payer's money and proposed that the original funding amount be awarded. This was seconded by Cllr Hey.

### **The Chair asked members to vote on the proposal put forward by Cllr Lloyd-Hayes, viz:**

- To increase the grant amount to £2,000: 2 in favour, 3 against, 1 abstention.

### **Members were then asked to vote on the proposal by Cllr Stevens, viz:**

- To award the original grant amount applied for: All were in favour and it was unanimously

### **RESOLVED:**

**To release grant funding of £1,726.00 towards the cost of reviving the Blackfriars Rose Gardens project.**

## **CANTILUPE STREET RESIDENTS' GROUP - 2018/2019 –**

Request for £200.00 - (Cantilupe Gardens).

Members recognised the work and dedication put in to this project by the local residents. It was proposed by Cllr Edwards, seconded by Cllr Lloyd-Hayes and unanimously

### **RESOLVED:**

**To release grant funding of £200.00 towards the costs of the community floral display project.**

## **COMMUNITY PARK SUPPORTERS - SLA FOR ONGOING GRANT AWARD**

Members discussed this proposal in some detail and, whilst they recognised that some impressive work had already been accomplished and could relate to Cllr Edwards' concerns due to similar issues in their own ward areas, they questioned the proposal to secure City Council funding for ten years, seeing this timeframe as ambitious and too far ahead and, it was felt that three to five years would be more realistic. Although it was upsetting that Herefordshire Council had to severely cut funds and do not seem to be offering much help, members shared the view that other groups had all made efforts to fund themselves over the years.

Members were also aware that Cllr Edwards had paid some money out of his ward budget in the past, however, were not comfortable with granting a ten-year agreement and believed that three years was sufficient.

**Cllr Stevens proposed offering £2,000 per year for three years, linked to the retail price index in the second and third years.**

Cllr Lloyd-Hayes added that she was happy to second this.

Members discussed the request further and echoed the views that:

- Site is owned by Herefordshire Council who have a duty of care - City Council is opposed to taking on vast areas of land from HC.
- Sad that group only has 30 volunteers from the community - There are around 10,000 local residents.
- Area could be a revenue earner - CPSG needs to do more to support themselves.
- Important that City Council supports revenue costs for CPSG but only for three years.
- Councillors could share ideas and offer advice to Cllr Edwards on how their own groups are run, for CPS group to take on board towards helping themselves.
- Sympathy and support for Cllr Edwards - Demography of his ward means there is no spare money.
- Some of the neighbourhood not part of Cllr Edwards' ward - CPSG could be encouraged to look at the wider area for funding and who may be more readily prepared to buy into the country park area.

With regard to the group's events, the Deputy Clerk stated she was not aware of CPSG putting on their event twelve months ago and also felt there was not enough enthusiasm from the country park supporters for raising funds. She therefore advised that members support this project for no longer than a three-year agreement and that a proper SLA would need to be drawn up, signed and dated by both parties. She also pointed out that there are numerous other organisations that CPSG could approach for funding, e.g. Lyons Club, Rotary Club, etc.

It was proposed by Cllr Stevens, seconded by Cllr Lloyd-Hayes and unanimously

**RESOLVED:**

**To award £2,000 grant funding per year for three-years, linked to the retail price index in the second and third years, with an appropriate Service Level Agreement being drawn up and signed by both parties.**

**CD2018/19.51 DATES OF FUTURE MEETINGS:**

<u>Routine meeting:</u>	Tuesday 18 SEPTEMBER 2018, 6 PM	COMMITTEE ROOM
<u>Grants meeting:</u>	Monday 8 OCTOBER 2018, 10 AM	COMMITTEE ROOM

There being no further business, the Chairman closed the meeting at 11:46 am.

Signed .....

Dated .....