

## HEREFORD CITY COUNCIL

### COMMUNITY DEVELOPMENT GRANTS COMMITTEE 14 FEBRUARY 2022

#### MINUTES OF MEETING

**Present:** The Right Worshipful the Mayor Councillor Paul Stevens, Councillor Sue Boulter (Chair) and Councillors Jim Kenyon, Kath Hey, Aubrey Oliver, Rob Williams, Cat Hornsey, Ange Tyler, Brian Wilcox and Elizabeth Foxton (non-member attending the meeting)

**Attending:** Steve Kerry, Town Clerk; Dave Tristram External Funding and Community Support Officer

#### **CD2021/22.59 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Owens and Carwardine.

#### **CD2021/22.60 SUBSTITUTIONS**

None.

#### **CD2021/22.61 DECLARATIONS OF INTEREST**

Councillor Williams declared a non-pecuniary interest in the item relating to the Gang Show. The Clerk confirmed that under the revised code of conduct now in place that meant he could remain in the meeting and add information but not vote on the matter.

#### **CD2021/22.62 GRANT COMPLETION FORMS**

The completion form for Melody Dance Company and their "Spooky Spectacular" was presented and unanimously accepted.

#### **CD2021/22.63 ANNUAL REPORTS**

None were presented at this meeting.

#### **CD2021/22.64 SMALL GRANT APPLICATION**

Inspiration@ Work Here CIC – it was reported that the organisation had withdrawn their application.

#### **CD2021/22.65 LARGE GRANT APPLICATION – PARK RUN**

The Chair welcomed John Edwards and Nicky Tyler to present their application. The rules established by Parkrun require that each event has a separate director and the children's event which will be on Sunday morning is therefore separate from the adult event taking place already every Saturday morning. The children's run is 2km whereas the adult one is 5km and although some younger people do take part in the adult event, this is not official, and they cannot get their times recorded, etc. The nearest children's runs are in the Forest of Dean, Cheltenham, and Monmouth so there is a gap in provision in the county. The start-up costs are £4,000 for which Parkrun will supply a portable defibrillator, which is one of the mandatory requirements for registration, together with hi-vis tabards and other kit. They also supply a registration which enables a runner to take part in an event anywhere in the world and keep an IT based record of times so children can measure their improvement, which is a great incentive to keep going. Apart from the obvious benefit of safe, organised exercise, there are additional benefits from socialising and encouraging one another to progress. The event will probably attract up to 200 children every Sunday once it is established, which may take a few months. It is held on the racecourse behind the HALO centre in Holmer.

In answer to questions from members the following additional information was provided.

There has been no advertising yet. That had to wait until the essential core team of volunteers to provide the supervision and stewarding was in place, which it now is. DBS checks from other organisations are transferrable, which keeps costs down. Insurance is covered by Parkrun as a one off cost of registration, which is maintained without further cost to the local organisers. There is no external sponsorship, only the corporate sponsorship through Vitality.

The AED (defibrillator) cannot be shared with the adult event who use a borrowed one from HALO. This is because the adult event was set up at a time when Parkrun rules allowed for this, but that is no longer the case. It was acknowledged that the application had come in without a detailed breakdown of how much each item cost, which was an issue for some members of the Committee. Most of the publicity for the event will be through social media, as that is how to reach the target audience.

At this point Councillor Hornsey declared a non-pecuniary interest as she is a member of the adult group.

It was confirmed that this is the only application the organisation has made for external funding.

Several members added that although they acknowledged there were some gaps in the form and the information on specific costs within the global figure of £4,000 was sparse, they felt this was a worthy effort to improve fitness and health among children, that it was badly needed and that the impressive effort of the volunteers to get this far should be supported.

Members discussed whether to support the full bid for £4,000 as a referral to Council or to award up to £3,000 with the suggestion that Dave Tristram assist with other possible sources of funding, especially for the defibrillator which might be something Rotary might support. There was also some concern expressed that the funds would eventually end up as income for a national organisation rather than being spent for local benefit, but that there was no alternative that would enable this event to go ahead in a timely way other than using the Parkrun structure.

The Chair thanked Nicky and John for their presentation.

#### **CD2021/22.66 LARGE GRANT APPLICATION SOUTH MARCHES DISTRICT SCOUT ASSOCIATION GANG SHOW**

The Chair welcomed David Fraser-Owen to the meeting and invited him to present his application. The Gang Show idea is 90 years old this year and the event in Hereford will be the fiftieth time it has happened in the City. It is performed every two years at the Courtyard, but the 2020 event was cancelled (twice) and again in 2021 due to COVID-19 restrictions. This has led to the cast falling away somewhat from 140 to 60 youngsters, starting from six years old. It is one of the few district shows left in the UK and David feels if it is not run this year it might disappear from the scene completely in Hereford. There are no auditions, all levels of skill and ability are welcome at a fully inclusive event. Two years ago, there was a surplus of £40,000 in the accounts which had been used up on ticket refunds and costs from the cancelled shows. The budget has been trimmed and costs are being reused as part of that exercise and because he has to use much larger rehearsal rooms to enable children to space out for COVID-19 safety.

In answer to members' questions the following additional points were noted.

The £3,000 grant in 2020 was spent and fully receipted. South Marches includes Leominster and Kington. Leominster have been approached for funding, but have not responded. An apparent discrepancy in the balances held in bank accounts was explained. The Scouts move money from one account to another to keep within the protected £85,000 with one banking group, so more funds are in the Gang Show account than are actually available to them for the show. There is a major building project at Scouts Corner which will be a full community centre with additional capacity well beyond the needs of the local Scouts, and balances are being built up for that project. COVID-19 funding was received from Herefordshire Council, but went to District for running expenses and is not available for Gang Show. The details of what funding was supplied and when were clarified.

In order to break even the show needs to sell around 1,200 tickets, currently sales are at 511. The smaller cast means fewer parents and family members, so that will affect sales.

Members expressed their enthusiasm for the Show, thanked the volunteers for their hundreds of hours of effort both in putting it on and in running scouting in the city and were keen to know more about the Scout Corner development. Dave Tristram will contact them to see if he can assist with funding advice.

The Chair thanked Mr Fraser-Owen for attending the meeting.

#### **CD2021/22.67 RESOLUTIONS ON GRANT APPLICATIONS**

##### **a) PARKRUN**

Members considered whether the benefits of having national and international registration and recording of times, together with provision of insurance cover and a defibrillator were a good use of £4,000, and where this would bring commensurate benefit to the City. Some members were concerned at the lack of a fully completed form and therefore with gaps in the information. The Clerk advised that it was up to members to decide if they had sufficient information now, on which to come to a decision.

Councillor Kenyon proposed, and Councillor Stevens seconded that the organisation receives £3,000 and that Dave Tristram assists with funding advice for the defibrillator.

There was then discussion of whether more information was needed to officers before a payment was authorised, and if so, what that information was. No amendment was made to the proposals. It was noted that this item had not been on the agenda last week because all supporting information had not been received, and the officer dealing had been off sick when it came in. It was considered important that the Committee's previous statements about not taking late items were applied; even though they had been waived in the past on several occasions.

On being put to the vote, with Councillor Hornsey abstaining having declared a non-pecuniary interest it was

**RESOLVED To award Parkrun a grant of £3,000 and to offer the assistance of the External Funding and Community Support Officer in obtaining further funding to enable the registration to take place.**

##### **b) Gang Show**

There was widespread support for this application, and it was

Proposed by Councillor Hey, seconded by Councillor Wilcox and (with Councillor Williams abstaining having declared a non-pecuniary interest)

**RESOLVED That the Committee recommends the Council to award of a grant of £5,000 to South Marches District Scout Council for the 2022 Gang Show.**

#### **CD2021/22.68 ITEMS FOR FUTURE MEETINGS**

The Clerk circulated a report from Three Choirs concerning their outreach event. The original event, on which the grant had been awarded of £24,000 was called Gaspard's Foxtrot, and was loosely based on Peter and the Wolf. With the Shire Hall unusable, there was no venue available to hold this and the Three Choirs leadership had come up with an alternative. If members felt it needed more discussion regarding a possible variation of the grant, then this could be scheduled for the next regular meeting, but if not and members were satisfied the event was within the spirit of the grant award that would not be necessary.

After some discussion it was decided that there was sufficient basis for having this as an agenda item at the next routine meeting of the Committee.

#### **CD2021/22.69 JUBILEE COMMEMORATIVE BENCHES**

The Clerk introduced the item and explained that at this stage no specific sites had been identified. The report was to enable a resolution to be passed if members wished to proceed which would release funds. Members would be asked to nominate sites in some detail so site inspections could be organised with Balfour Beatty to determine if there were any cables, etc. that would prevent a bench being installed, or mean it had to be moved slightly.

Members were mostly keen to support the idea as part of the commemorative Platinum Jubilee although Councillor Oliver asked for it to be noted that he felt very strongly this was not a suitable commemoration. There was some discussion of setting a budget sufficient for one bench per ward and then leaving the Clerk to negotiate the best terms possible for sale, delivery, and installation. Some installations might be carried out by volunteers if they had the ability and the equipment e.g. Friends of Aylestone Park, who had fixed benches in that park, might be able to assist in that part of the city. It was noted that there is not a local supplier with a design ready to go and time is short if we are to order in time for the Jubilee itself.

It was then Proposed by Councillor Kenyon seconded by Councillor Tyler and by eight votes to one.

**RESOLVED That the Clerk is authorised to order up to 16 benches and to spend up to £25,000 on delivery and installation, with each member asked to nominate one site within their ward.**

**That the Clerk is authorised to agree specific details of installation with Balfour Beatty's site officers.**

At the conclusion of this item Councillors Foxton, Kenyon and Tyler, who had advised the Chair that they had other appointments, left the meeting.

#### **CD2021/22.70 CHRISTMAS LIGHTS**

The Clerk presented what was in essence an information report, members having previously expressed a concern to see one contract and one design theme for lights throughout the City. With the Old Market having reached the end of their contract, and with Herefordshire Council now keen to join in with better lighting for the Maylord Shopping Centre, there was the

prospect of a single procurement process. The most complicated issue would be tying up three procurement processes. The most complex was Herefordshire Council and having two agencies as sub-contractors of the third might be too difficult to resolve. If that was the case, there could be three contracts drawn from a single offer on design and price.

It was confirmed that the BID are not involved as Christmas Lights were a council service before the BID was formed and therefore they cannot contribute.

It was proposed by Councillor Williams, seconded by Councillor Wilcox and unanimously

#### **RESOLVED**

**That the Committee endorses the work done so far to establish a joint procurement of lights throughout the centre of Hereford and the major shopping centres and agrees to this continuing.**

**That the Committee will receive a report on the bids from the competing bidders at the appropriate time and decide its response to the joint recommendation of the parties and confirm the preferred supplier.**

#### **CD2021/22.71 EXTERNAL FUNDING OFFICER UPDATE**

Dave Tristram, External Funding and Community Support Officer, presented what will be the first in a series of regular reports on activity relevant to the Committee's remit. The first few weeks after Dave started in November had been quite slow as December is a hard time to get anything started. Since the New Year things had picked up and over forty contacts had been made with groups or individuals seeking advice. These range from established groups like the River Carnival, Marches Family Network and CAB, to individuals. In addition, Dave has joined the team working on the future of the Town Hall and would be supporting the development of a further and better business case for the Electric Bus Stronger Towns Fund project.

After being told he could not take any contact details or information with him from Herefordshire Council due to GDPR restrictions, it has now been agreed that he can work closely with Elaine Edwards and Philippa Lydford who develop community activity for Herefordshire Council, and he would be meeting them regularly to liaise on projects of interest to the City. It was noted that it would be useful to have one or both of these officers at the next Council Meeting to talk to members about the Talk Community concept and how this is being delivered, and how it can link best with the work the City does through Dave on community development.

Finally, Dave said he was very happy to be working with the City Council, very much appreciated the offer of employment and was settling in well to a different and more open way of working than the very corporate approach he had become used to at Herefordshire.

The Chair welcomed Dave to his new role, thanked him for valuable work done so far and asked for a report like this at each meeting of the Committee going forward.

#### **CD2021/22.72 CITY COUNCIL GRANT APPLICATION FORM**

The External Funding and Community Support Officer reported that he is currently working on a much simpler and more user friendly application process for grants – ours is cumbersome by comparison with other similar funding bodies. This had started with a working group of two members and two officers and would be brought to completion in time for the March meeting so the new forms would be in place by the new financial year in April.

Noted this would be an item for the next meeting.

**CD2021/22.73 PLAQUES FOR GRANT RECIPIENTS**

The External Funding and Community Support Officer had noted that while some groups do make an effort to acknowledge the City Council’s support for their activities, this is patchy, and some groups do little or nothing. We publish details of grant decisions when they are made through social media, but this does not have a lasting effect. He suggested that a metal plaque could be designed to fix onto property or other fixed assets we had helped to pay for, and members added that the same logo and message on a weatherproof adhesive label would be a good addition to this for items like lawn mowers. In all cases the intention is to raise the profile of the City Council as an agency that is making a positive difference to the community.

It was agreed without a vote that the existing group of Dave Tristram, Becci O’Reilly and Councillors Boulter and Williams would work on this and bring forward a proposal as soon as it was ready.

**CD2021/22.74 RIVER CARNIVAL UPDATE**

The Clerk presented the latest update from the River Carnival organisers, noting that the event was now scheduled for August. He added that the proposal from Climate and Biodiversity Committee for “green” awards to be announced and represented at the Carnival was acceptable to the organisers, and would be included in the programme, although the work of seeking nominations and making decisions would all need to be done before that, to avoid clashing with school holidays.

**CD2021/22.75 EVENTS LISTING**

The Events and Administration Manager, Becci O’Reilly, joined the meeting and presented the information report on planned events for the coming year. There was some discussion about liaising with the Scouts district leadership regarding the lighting of a Jubilee beacon. It was noted that Bruno Peek from Windsor was again trying to appear to be organising everything and setting timings, etc., but that he has no authority from the Crown for this and is not an official spokesman for Her Majesty on Jubilee matters. Contacts would be through the Lord Lieutenant’s office as he is the official representative of the Crown in the County.

**CD2021/22.76 DATES OF FUTURE MEETINGS**

Routine Meeting Tuesday 29 March 2022 at 6 pm (including consideration of Three Choirs proposal for a revision to the purpose of their grant, and presentation of revised grant applications forms and notes)

Grants Meeting 25 April 2022 at 10 am (Including an update on activities from the External Funding and Community Support Officer

Signed .....

Date .....