

16 September 2008

Our ref: HD/Letchworth/Sept.08
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To: Members of the Letchworth Committee of North Hertfordshire District Council (Councillors D. Levett (Chairman), Melissa Davey (Vice-Chairman), S. Bloxham, John Booth, J.M. Cunningham, Gary Grindal, T.W Hone, David Kearns, Lorna Kercher, Paul Marment, Elliot Needham, Mrs. L.A. Needham and Michael Paterson).

You are invited to attend a

MEETING OF THE LETCHWORTH COMMITTEE

to be held at

**WESTBURY PRIMARY SCHOOL, WEST VIEW,
LETCWORTH GARDEN CITY, HERTFORDSHIRE.**

on

WEDNESDAY, 24 SEPTEMBER 2008

at

7.30p.m.

Yours sincerely,



David Miley
Democratic Services Manager

AGENDA
PART I

ITEM	PAGE
1. APOLOGIES FOR ABSENCE	-
2. MINUTES – 23 JULY 2008 To take as read and approve as a true record the minutes of the meeting of this Committee held on the 23 July 2008.	-
3. NOTIFICATION OF OTHER BUSINESS Members should notify the Chairman of other business which they wish to be discussed by the Committee at the end of either Part I or Part II business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency. The Chairman will decide whether any item(s) raised will be considered.	-
4. CHAIRMAN'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 prejudicial or personal interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a prejudicial interest should leave the room and not seek to influence the decision during that particular item.	-
5. PUBLIC PARTICIPATION Presentations from: 1. Westbury Action Group 2. Rap - Aid 3. Letchworth Town Centre Manager	1
6. LETCHWORTH AREA COMMITTEE DEVELOPMENT & AREA VISIONING BUDGETS 2008/2009 REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT & CULTURAL SERVICES <i>The report contains the current budget balances for the Committee, and an application for a grant as follows:</i> <i>Letchworth Town Centre Partnership Ltd</i>	3
7. CHAMPION NEWS – LETCHWORTH AREA COMMITTEE REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES <i>A summary of the activities undertaken by the Community Development Officer for Letchworth Garden City since the meeting of the Committee held on 23 July 2008 and events taking place in the future.</i>	13
8. WARD AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS To receive oral reports from Members regarding Ward matters and Outside Organisations including: Cllr M Paterson regarding the Letchworth Arts Centre.	17

The dates for Letchworth Area Committee Meetings in the Civic Year 2008/2009 as follows:

- | | |
|-------------------------|--|
| 19 November 2008 | Wilbury Junior School, Bedford Road,
Letchworth Garden City, Hertfordshire. SG6 4DU |
| 14 January 2009 | Grange Junior School, Sparhawke,
Letchworth Garden City, Hertfordshire. SG6 4PY |
| 11 March 2009 | District Council Offices, Gernon Road,
Letchworth Garden City, SG6 3JF |

<p style="text-align: center;">LETCWORTH AREA COMMITTEE 24 September 2008</p>

<p>*PART 1 – PUBLIC DOCUMENT</p>	<p>AGENDA ITEM No.</p> <p style="text-align: center;">5</p>
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PUBLIC PARTICIPATION

Three presentations are expected during public participation as follows:

1. Westbury Action Group
2. Rap - Aid
3. Letchworth Town Centre Manager

TITLE OF REPORT: LETCHWORTH AREA COMMITTEE DEVELOPMENT & AREA VISIONING BUDGETS 2008/09

REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES

PORTFOLIO HOLDER COUNCILLOR TRICIA GIBBS

1. SUMMARY

- 1.1 To advise the Committee on the current expenditure and balances of the Area Committee delegated budgets.
- 1.2 To bring to the Committee's attention details of recent requests received for Area Committee Development Discretionary Grant Funding made by community groups and local organisations.
- 1.3 To ask the Committee to consider projects for funding from the Area Committee delegated budgets.

2. FORWARD PLAN

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

3. BACKGROUND

- 3.1 Not applicable

4. FUNDING DECISIONS TO BE MADE / CONSIDERED

- 4.1 A spreadsheet showing the detailed spend to date of the Area Development budget is enclosed as Appendix 1.
- 4.2 One grant funding request has been made for the Area Committee to consider:
 - 1. Letchworth Town Centre Partnership Ltd.** – support funding with Christmas Lights Switch-on Celebration event.

5. LEGAL IMPLICATIONS

- 5.1 The Committee has delegated powers to administer funds from the budgets described.
- 5.2 There are no other legal implications pertinent to this report.

6. FINANCIAL AND RISK IMPLICATIONS

- 6.1 Members are asked to note the information detailed in Appendix 1 of the report, which relates to the Area Committee budget balances for the current financial year 2008/09.
- 6.2 The spreadsheet also details the pre-allocations carried forward from the previous financial year 2007/08 to the current financial year 2008/09.
- 6.3 In addition, the spreadsheet includes the balances relating to allocated Visioning Budgets available within the Letchworth area.

7. HUMAN RESOURCE AND EQUALITIES IMPLICATIONS

- 7.1 There are no human resource and equalities implications pertinent to this report.

8. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

- 8.1 Consultation with Members has occurred in connection with the allocation of funds for Community Projects.
- 8.2 Consultation with the respective officers and external agencies / groups has taken place with regard to the funding proposals for Area Committee Discretionary Development Funds.

9. RECOMMENDATIONS

- 9.1 The Committee is asked to note the budgetary expenditure, balances and carry forwards from the Development Budgets and the Visioning Budgets.
- 9.2 That the Committee notes and acknowledges the amounts of uncommitted Development Discretionary Funds within each respective Budget and considers the allocation of those funds to projects and initiatives.
- 9.3 That the Committee allocates a grant of £2,000 as support funding associated to the Letchworth Town Centre Partnership's Town Centre Christmas Lights switch on event.

10. REASONS FOR RECOMMENDATIONS

- 10.1 The allocation of funds will improve the services provided by local organisations and groups that are available and accessed by members of the community.

11. APPENDICES

- 11.1 Appendix 1 – Spreadsheet of Committee Delegated Budgets 2008/09.
11.2 Appendix 2 – Letchworth Town Centre Partnership Group Grant Form.

12. CONTACT OFFICERS

- 12.1 Ashuk Ahmed
Community Development Officer
Telephone: 01462 474225
E Mail ashuk.ahmed@north-herts.gov.uk
- 12.2 Lois Stewart
Group Accountant
Telephone: 01462 474566
E Mail lois.stewart@north-herts.gov.uk

Letchworth Budget 2008/2009

<u>REVENUE VISIONING</u>	<u>Funding</u>	<u>Year Allocated</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated</u>	<u>Comments</u>
Preallocated amount C/F from 2007/08	£22,888	2004/2005	Youth Council	£2,000	22.12.04	£167	£1,833		
		2006/2007	Street Planting	£5,000	05.07.06	£3,589	£1,411		
		2006/2007	Toddler & Youth Groups - Jackmans Library	£6,263	07.03.07	£2,843	£3,420		
		2007/2008	3 Dog Waste Bins	£795	23.01.08	£789	£6		
		2007/2008	Wilbury Youth Diversionary Project	£8,830	19.03.08	£5,080	£3,750		
Total	£22,888			£22,888		£12,468	£10,420	£0	

<u>CAPITAL VISIONING</u>	<u>Funding</u>	<u>Year Allocated</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated</u>	<u>Comments</u>
Capital Visioning	£92,100		Youth Facility - Jackmans Estate	£30,000	02.10.06	£0	£30,000		
			Grange Community Garden Project	£45,745	13.12.06	£0	£45,745		
			Norton Common Management Plan	£16,355	19.03.08	£0	£16,355		
	£92,100			£92,100		£0	£92,100	£0	

DEVELOPMENT BUDGETS

<u>SMALL AREA GRANTS</u>	<u>Funding</u>	<u>Year Allocated</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated</u>	<u>Comments</u>
Base Budget 2008/09	£13,470		Letchworth Arts Centre	£5,380	02.10.06	£0	£5,380		
			Extra Opening Hours - Letchworth Outdoor Pool	£5,370	04.06.08	£0	£5,370		
Total	£13,470			£10,750		£0	£10,750	£2,720	

Discretionary Budgets	Funding		Project	Allocated	Date	Spent	Outstanding	Unallocated	Comments
Preallocated Funds Brought Forward from 07/08	£500		Haselfoot Lighting	£500	19.09.07	£500	£0		
Base Budget 2008/09	£23,250		Letchworth Arts Centre	£11,750	02.10.06	£11,750	£0		
less overspend on Memorial Garden	-£90		Jack Wilkinson Memorial Garden	£300	04.06.08	£393	-£93		
			Letchworth Caribbean Harmony Group	£1,000	23.07.08	£1,000	£0		
			Howard Garden Social and Day Care Centre	£900	23.07.08	£900	£0		
Total	£23,660			£14,450		£14,543	-£93	£9,210	

GENERAL (TOWN CENTRE)	Funding		Project	Allocated	Date	Spent	Outstanding	Unallocated	Comments
Preallocated Funds Brought Forward from 07/08	£3,540		Hanging Baskets	£3,540	19.03.08	£1,760	£1,780		
Base Budget 2008/09	£9,430		Letchworth Arts Centre	£5,370	02.10.06	£0	£5,370		
Total	£12,970			£8,910		£1,760	£7,150	£4,060	

TITLE OF REPORT: CHAMPION NEWS - LETCHWORTH AREA COMMITTEE

REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES

1. PURPOSE OF REPORT

- 1.1 To advise the Committee of the activities and schemes with which the Community Development Officer has been involved.
- 1.2 To bring to the Committee's attention some important community based activities that will be taking place during the next few months.

2 THE FORWARD PLAN

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

3. PROJECT/ ACTIVITY/ SCHEME DETAILS

3.1 Wilbury Youth Scheme

A programme of football coaching for young people, aged 6 – 15 is being provided on every Tuesday and Thursday, 11am–1.00 pm at Archers Way Recreational Ground. A total of 43 (38 boys and 5 girls) young people attended.

Local young people also had the opportunity to participate in a dance and variety of art workshops, which were provided at Mrs. Howard Memorial Hall. A total of 20 (8 girls and 12 boys) young people attended the arranged sessions.

In addition they also utilized the other available resources at the Hall including the use of the games room and time on the bank of PC's which all have internet connection.

The programme of activities were piloted during the summer holidays. Young people are being currently consulted with a view to identify a suitable day and time to continue the scheme through the term time to December 2008.

3.2 Letchworth Youth Council

The group are planning a launch event on Saturday 27th September 2008 at the Hall, which is designed to coincide with the Youth Services Summer Youthoria (Holiday Programme of activities) feedback celebration.

3.3 **Grange Youth Club**

Grange Youth Club has successfully received their charity registration number with support from the CDO and the recently arranged hiring of the centre for HCC Adult Care Services during the day is working well.

3.4 **Letchworth Garden City Community Group (LGCCG)**

LGCCG is the umbrella organisation responsible for managing the Mrs Howard Memorial Hall.

The CDO is supporting the group with a 2nd stage Lottery Family Learning Application, with the view to maximise the usage of the centre and enhance the range of services provided.

Partnership is being developed to assist with the bid, involving HCC Letchworth Children Centres', Museum Services, Rap-aid and the North Herts Learning Partnership.

The total value of the application bid is approximately £150K.

3.5 **Mind Yourself**

Mind Yourself is a community based organisation working mainly with people with mental and physical disabilities in Letchworth Garden City.

The CDO has recently supported the group with an Awards for All funding application for £10K. If successful it will enable the group to purchase relevant equipment, develop a community food growing / gardening project and the ability to provide additional activities for their members, including educational and activity a day trips and outings.

3.6 **Westbury Youth Provision**

During the summer holidays Westbury Action Group (WAG) organised outdoor sports activities for young people on Hillbrow. These sessions allowed the group to seek the views of the local young people on how provisions could be improved.

As a result of the suggestions, the WAG has identified a range of facilities on Hillbrow, including a Youth Shelter, swings designed for teenagers, a combination goal and a set of goal posts for the football pitch that could be provided. Further consultations are being planned with other residents.

WAG is working towards setting up a Youth Action Group, who will be encouraged to become actively involved on youth matters, including looking after the proposed youth shelter.

The cost of the overall project is estimated at approximately £20K. North Herts Homes, Howard Cottage, LG Town Council, The Heritage Foundation and Herts Police have all indicated possible future funding support for the scheme.

The CDO and Parks & Open Space Officer are advising and supporting the group on appropriate matters, including fund raising.

The £5k earmarked for Westbury Youth Provision by the Letchworth Area Committee will be committed to the proposed Hillbrow Youth scheme. The Elected Members for the area have given their full support.

Further details for the group is available on their website.

<http://westbury-lgc.no-ip.org>

3.7 Jackmans Community Festival

A community led festival was held on Saturday 7th September 2008 on and around the Ivel Court area on the Jackmans Estate.

The Community Development Team & Letchworth CDO gave prior assistance in planning & promoting the event via the production of flyers and posters advertising the event and also helped out on the day.

An estimated 1,000 local people attended during the whole event.

4. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

- 4.1 Consultation has taken place with the respective agencies, organisations and ward members with regards to the activities and events mentioned in section 3 of the report.

5. RECOMMENDATIONS

- 5.1 That the Committee endorses the actions taken by the Community Development Officer to promote greater community capacity and well - being for Letchworth Garden City.

6. CONTACT OFFICERS

- 6.1 Ashuk Ahmed, Community Development Officer, Letchworth. Te: x4225
e-mail ashuk.ahmed@north-herts.gov.uk

*PART 1 – PUBLIC DOCUMENT	AGENDA ITEM No. 8
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WARD AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

To receive oral reports from Members regarding Ward matters and Outside Organisations including:

Cllr M Paterson regarding the Letchworth Arts Centre.