

HARBOROUGH DISTRICT COUNCIL

MINUTES OF THE MEETING

OF THE CABINET SUB-COMMITTEE GRANTS

held at

The Council Chamber, The Symington Building, Adam and Eve Street, Market
Harborough, LE16 7AG

On Tuesday 8th November 2022

Commencing at 6.30 pm.

Present:

Councillors: Bateman, Galton, Hallam, Mahal, Mrs Robinson, and Whelband
(Chairman)

Officers (present): S. Baldwin – Democratic Officer, D. Atkinson-Director of
Planning & Regeneration, S. Pickering-Community Safety Manager & Team Leader
Parish and Grants, R.Felts- Communications & Customer Services Manager,
A.McDaid- Parish Liaison Officer

1. APOLOGIES FOR ABSENCE

Cllr Critchley offered his apologies.

2. DECLARATION OF MEMBERS' INTERESTS

Councillors Hallam and Mahal declared an interest in application 001 R1 CGF
22/23 (Great Glen Parish Council) in that the application sits within their ward.

Councillor Bateman declared an interest in application 010 R1 CGF 22/23 (All
Saints Church, Gilmorton) in that the application sits within his ward.

Councillor Whelband declared an interest in application 012 R1 CGF 22/23
(Kibworth Beauchamp Parish Council) in that the application sits within his
ward.

They confirmed this would not impact their involvement in the debate or
consideration of the recommendations.

3. DRAFT MINUTES-CABINET SUB-COMMITTEE GRANTS- 27TH SEPTEMBER 2022

RESOLVED that the Minutes of the meeting of the Sub-Committee held on the 27th September 2022 be taken as read and signed by the Chairman as a true record.

4. THE PLATINUM JUBILEE GRANT REPORT 2022

A report was considered by the Sub-Committee to consider the allocation of £700,000 to community grants for The Platinum Jubilee Grant Fund in 2022. Prior to the meeting it had been noted that there was an error in the report and the Executive Summary should read that nine, rather than six applications would be considered by the Committee. After a total of twelve applications were received and assessed against the grant criteria, a total of nine applications were presented to the Sub-Committee for consideration. The Community Safety Manager noted that the recommendation should therefore refer to nine applications proposed for approval, rather than six. The bids submitted amounted to a total of £630,000.00 with £70,000 being granted for each application approved.

a: 001 R1 CGF 22/23 - Great Glen Parish Council- Supported by the Ward Councillors. The Committee voted in favour unanimously to approve the funding application.

b:002 R1 CFG 22/23- Claybrooke Magna Parish Council- Supported by the Ward Councillor. The Committee voted in favour unanimously to approve the funding application.

c: 003 R1 CFG 22/23 - South Kilworth Parish Council- Supported by the Ward Councillor. The Committee voted in favour unanimously to approve the funding application.

d: 005 R1 CFG 22/23-Lutterworth Church Community Centre - Supported by the Ward Councillor. The Committee voted in favour unanimously to approve the funding application.

e: 006 R1 CFG 22/23- Lutterworth Parish Council- Supported by the Ward Councillor. Cllr Bateman asked for clarification on whether the application is from Lutterworth Town Council or Lutterworth Parish Council. The Parish Liaison Officer confirmed this is an error and the report should read Lutterworth Town Council. The Committee voted in favour unanimously to approve the funding application.

f: 007 R1 CFG 22/23 - Ashby Parva Village Hall- Supported by the Ward Councillors. The Committee voted in favour unanimously to approve the funding application.

g: 010 R1 CFG 22/23- All Saints Church, Gilmorton- Supported by the Ward Councillor. The Committee voted in favour unanimously to approve the funding application.

h: 011 R1 CFG 22/23- Houghton Field Association- Supported by the Ward Councillor. The Committee voted in favour unanimously to approve the funding application.

i: 012 R1 CFG 22/23- Kilworth Beauchamp Parish Council- Supported by the Ward Councillors. The Committee voted in favour unanimously to approve the funding application.

It was therefore,

RESOLVED, that the nine applications as noted above and detailed in Appendix A to these minutes, be approved.

The following grant applications were not considered by the Cabinet Sub-Committee:

- a. 004 R1 CFG 22/23 - Scraftoft Parish Council;**
- b. 008 R1 CFG 22/23- Houghton Village Hall;**
- c. 009 R1 CFG 22/23 - North Kilworth Parish Council**

5. ANY URGENT BUSINESS

There was none.

The Meeting ended at 18:58pm.

MINUTES - APPENDIX A – COMMUNITY GRANT JUBILEE FUND-ROUND 1 22/23

Project Number	Applicant	Application Summary	Allocation	Comments from Officers Panel/Conditions
01 R1 CFG 22/23	Great Glen Parish Council	The project is to install an inclusive play and outdoor gym equipment that is accessible and imaginative.	£70,000	<ul style="list-style-type: none"> • Standard T&Cs apply. Include HDC logo • The PC have applied due diligence • The PC have regular contact with their junior council • The projects are intergenerational as it includes adult outdoor gym equipment as well as accessible equipment • Consulted with Scope who have provided a detailed report on accessible play equipment • Project incorporates enhancing outside spaces, physical activity, young people and supports mental health • No financial concerns.
002 R1 CFG 22/23	Claybrooke Magna Parish Council	The project is to install a Jubilee footpath walk for pedestrians on a well-used verge to improve the environment and character of the area.	£70,000	<ul style="list-style-type: none"> • Standard T&Cs apply. Include HDC logo • A specification was drawn up with a local contractor to submit to other tenders • 7 Contractors were contacted but only two have quoted. The other five contractors declined the job • Evidence provided of contact with other contractors who declined. Due diligence has been applied • The land is owned by LCC who have been contacted about the project, this has been confirmed. LCC will maintain the footpath and the bridge • Consultation has been carried out in the form of a village survey

				<ul style="list-style-type: none"> • Organisation will be reclaiming VAT- Quote is £70,700.00 excluding VAT • No financial concerns.
003 R1 CFG 22/23	South Kilworth Parish Council	The project is to add to their facilities by building a Multi-Use Games Area (MUGA) within the village playing fields providing sports facilities for the local primary school that they currently lack access to.	£70,000	<ul style="list-style-type: none"> • Standard T&Cs apply. Include HDC logo • Pre-planning application has been discussed with HDC • Regular village meetings that support MUGA. • Project reaches to surrounding villages • Holders of the title for the land to be used • Access for the school opposite who do not have suitable access to an all-weather pitch • Sporting events well attended during the summer by 5–13-year-olds highlighting interest amongst that age group • No financial concerns.
05 R1 CFG 22/23	Lutterworth Church	The project is to renovate the Community Centre to make it fully accessible and inclusive by making renovations and to expand to building's use to other community groups and to local schools/education facilities, the NHS, voluntary organisations, and other groups such as SNACS.	£70,000	<ul style="list-style-type: none"> • Standard T&Cs apply. Include HDC logo. Subject to planning permission is applicable. Subject to additional financial check • Full structural and condition surveys of the building have been carried out and discussions with planning department predict this does not need permission. • Project is sustainable • Exit route and legacy good • Different firms will be carrying out elements of work but comparable • Organisation not VAT registered and will not be reclaiming • Intend to dedicate the main room and restored entrance to Her Majesty Queen Elizabeth the second

				<ul style="list-style-type: none"> • Working with HDC Economy and Business Service Manager. Submitted EOI to apply and secure a changing places grant for specialised toilet facilities- confirmed. • Verbal agreement with The Parochial Church Council of the Ecclesiastical Parish of St Marys Lutterworth to donate the space. Permission from church and long-term lease still needed. • Financial check complete.
06 R1 CGF 22/23	Lutterworth Town Council	The project is to refurbish the existing play area in Coventry Road by replacing with new equipment to include creative role play, sensory and accessibility. It is to be renamed as the Platinum Jubilee Play Area.	£70,000	<ul style="list-style-type: none"> • Standard T&Cs apply. Include HDC logo. Consultation to be carried and submitted to HDC before purchasing. Subject to planning permission if needed • Promotes health and wellbeing which is a high priority. Creates free places where people and children be active is more important than ever. The park will be more accessible and complies with the equality act • No public consultation yet and complaints have been received. To engage with the public at a later date to gain their preferences on quotes obtained • May need planning permission dependant on the height of equipment chosen • The Town Council have a good reputation delivering projects. • No financial concerns.
007 R1 CFG 22/23	Ashby Parva Village Hall	The project is to build a multi-functional, all-encompassing garden focussing around 7 areas (one for each decade of Her Majesty's reign) including the following:	£70,000	<ul style="list-style-type: none"> • Standard T&Cs apply. Include HDC logo • Only 2 quotes for play area due to contractor availability and materials • Exciting project with an active space designed to keep residents physically and mentally well

		<ul style="list-style-type: none"> • a new play area • a community food garden • a large patio • a sensory garden • a quiet area with reflective pool, an environmental area and a pavilion for functions and shelter. 		<ul style="list-style-type: none"> • The variety of spaces should support the majority of activity and compliment the inside space • Realistic land improvements for better utilisation of key community asset. Sustainable practices to ensure sustainable inclusivity for the village and parish, with other amenities available for wider district benefit • Community involved with development with vision shared and education on the process being delivered • Parish support • No financial concerns
010 R1 CFG 22/23	All Saints Church, Gilmorton	The project is to install a new inner porch with glass etched doors to commemorate the Queens Jubilee and to create an internal community area.	£70,000	<ul style="list-style-type: none"> • Standard T&Cs apply. Include HDC logo. Gather more evidence of consultation and evidence of how the space will be used • Benefit to a cross-section of local residents with some positive yet potential outcomes identified • Supported by PC and Church Council • The glass doors leading to the communal area would include the logo for the Queen's Platinum Jubilee, subject to permission • Passers by were asked verbally if they would be more likely to enter/use the church facilities but no official public consultation has taken place. • An additional survey has been requested by officers to close on 4th November and results be made available at the meeting. • Permission/faculty from diocese in relation to works outstanding and may take some months to procure • Lasting legacy of the Jubilee, magnified by existing memorial to Queen Victoria.

011 R1 CFG 22/23	Houghton Field Association (HFA)	The project is to create a legacy for the community by laying a footpath around the field perimeter that is accessible to all in all weathers, 5 benches, fixed dog and litter bins and a Jubilee Walk commemoration plaque with acknowledgement of funders.	£70,000	<ul style="list-style-type: none"> • Standard T&Cs apply. Include HDC logo. Subject to planning. Contact waste department to arrange additional disposal • It will broaden the experience of users to a more inclusive audience • Thorough quoting gives good reflection of costing • Parish Council support • No financial concerns. • Project will open the playing fields for all, ensuring inclusivity and a lasting impact • Would have liked to see wider consultation for this project.
012 R1 CFG 22/23	Kibworth Beauchamp Parish Council	The project is to complete a Jubilee walk with Queens canopy in Smeeton Road park with the following attributes: <ul style="list-style-type: none"> • A bound gravel park • 25 differing species of mature trees with metal guards identifying each village organisation • Knee rails to protect the trees • 2 insect hotels, 2 hedgehog houses, and 2 bird boxes • Seating along the pathway <ul style="list-style-type: none"> • And an armillary sundial and stone plinth and 2 memorial 	£70,000	<ul style="list-style-type: none"> • Standard T&Cs apply. Include HDC logo • Good number of quotes, 3 quotes for the larger items • A realistic and confident project benefitting Kibworth and surrounding areas, visitors, biodiversity, and the overall environment in a sustainable way • Maintenance schedule and general upkeep also considered • Acting on results of community consultation and communication existing groups who presently use space to develop and maintain inclusivity. Original plans amended on the findings • Multiple areas of quotation with some aspects going with preferred supplier for consistency and previous dealings with some due to bespoke requirements with detailed methodology provided • Detailed application for a strong, long-lasting, and sustainable project

		plaques with dyslexia friendly font.		<ul style="list-style-type: none"> • Would like sensory plans to be included- could go in T&C's • No financial concerns.
Amount Requested	£630,000.00			
Amount Awarded	£630,000.00			