



ROBERT NASH ACIS DMS  
Clerk to the Town Council

**THE TOWN COUNCIL**  
OF  
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18<sup>TH</sup> March, 2014

Dear Councillor,

A meeting of the Cultural and Community Committee will be held in Meeting Room 5 at the Town Hall, Parade, Royal Leamington Spa on **MONDAY 24<sup>TH</sup> MARCH 2014 commencing at 6.30 pm.**

The business will be as set out below.

Yours faithfully,

**Clerk to the Town Council**

To:- Councillors H. Calver, J. Clarke, R. Copping, G. Dulay, S. Ingleby, Y. Moore, Mota Singh and A. Stevens.

Mr J. Mather (Leamington International Twinning Society)

(All other Members of the Town Council – Agenda for information only)

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### **AGENDA**

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**  
Members are invited to declare any interest they may have in an item identified for discussion at the Meeting.
3. **PUBLIC FORUM**  
To receive representations from Members of the public in accordance with Council Standing Orders.

4. TOWN TWINNING MATTERS

(i) Twinning Working Group

To consider and approve the recommendations arising from the meeting of the Twinning Working Group held on 13<sup>th</sup> February 2014. (report No. 4 )

(ii) To consider matters arising in relation to Town Twinning.

*Members of Leamington Twinning Society are in attendance for this item.*

5. MINUTES

To approve and sign as a correct record the Minutes of the Meeting of the Cultural and Community Committee held on 13<sup>th</sup> February 2014 (Report No.5)

6. MATTERS ARISING FROM THE MINUTES

To consider any matters identified.

7. LEAMINGTON IN BLOOM

(i) To consider applications submitted under the Gardening in the Community category.

Applications 1-5 enclosed.

(ii) Notes of a meeting of the Leamington in Bloom Committee. (Report No. 7)

8. COMMUNITY GRANT AWARD CRITERIA -

To consider the attached Report (Report No. 8)

9. COMMUNITY GRANT MONITORING INFORMATION

To consider the latest monitoring information received in relation to previous Grant Awards.

**MINUTES OF A MEETING OF THE TWINNING WORKING GROUP HELD ON 13<sup>TH</sup>  
FEBRUARY 2014 T THE TOWN HALL, PARADE LEAMINGTON SPA**

Present: Councillors Judith Clarke, (Chairman), Roger Copping, Amanda Stevens. John Mather, Colin Beadle (Leamington International Twinning Society), and Robert Nash (Town Clerk)

An apology for absence was received from Councillor Sue Ingleby.

1. **ARRANGEMENTS FOR BRUHL VISIT**

The reciprocal visit from Bruhl to Leamington Spa was taking place over the period 4<sup>th</sup> - 8<sup>th</sup> September 2014. The format for the week was discussed with regard to accommodating both the conventional hosting arrangements arranged by LITS and the civic events organised by the Town Council to recognise the 40<sup>th</sup> Anniversary of the Twinning Agreement.

Following discussion, it was

**RESOLVED** to recommend that the following events would be supported:-

4 <sup>th</sup> September- 7.00 pm	Reception on arrival at Town Hall. Hosted by Mayor. Drinks (both alcoholic and tea/coffee, plus light refreshment)
5 <sup>th</sup> September	Excursion arranged by LITS. The evening will be free time with hosts
6 <sup>th</sup> September	Leamington Food and Drink Festival. LITS/Twinning partners display including products items of interest from Bruhl/Sceaux/Leamington. Guided Walking tour of Leamington arranged by History Society and Guild of Guides 7.30 pm Civic Dinner at Warwick School – Guest speaker possibly MP/MEP
7 <sup>th</sup> September	10.30 am – Civic service at All Saints Church to acknowledge New Friendships and the ending of hostilities after WW1. Invitation to local Schools to provide musical accompaniment. Refreshments after. Afternoon with hosts Evening – to be arranged at local venue (LITS)
8 <sup>th</sup> September	Depart

It was noted that the Bruhl delegation would bring with them the commemorative bench which the Cultural and Community Committee had agreed should be erected in the Pump Room Gardens. A token of the Town's acknowledgement of the 40<sup>th</sup> Anniversary of the signing of the Twinning Agreement would need to be presented to the representative of the Burgermeister of Bruhl and it was suggested that this be an Ailanthus altissima (tree of heaven). It was also agreed that letters of invitation to attend the celebrations are extended to the Mayors of Bruhl and Sceaux together with the Chairmen of the respective Twinning Associations, including the Chairman of Heemstede Twinning Society.

**RESOLVED** to recommend

- (i) that the 40<sup>th</sup> anniversary of the Twinning agreement is recognised with the planting of a tree of heaven at a suitable location;
- (ii) the bench donated by Bruhl Town Council is placed in the Pump Room Gardens;
- (iii) Invitations to Leamington over the period 4<sup>th</sup>-7<sup>th</sup> September are extended to Mayors of Bruhl and Sceaux together with the Chairmen of the respective Twinning Associations, including the Chairman of Heemstede Twinning Society;
- (iv) that the Town Clerk assesses the costs associated with accommodating invitees and reports to the Cultural and Committee.

2. **BRUHL-SCEAUX – 50TH ANNIVERSARY CELEBRATIONS**

Discussion took place on the invitation to Leamington Town Council and LITS to attend the celebrations at Bruhl to commemorate 50<sup>th</sup> Anniversary of the Bruhl – Sceaux, partnership over the 5th-9th June 2014. The invitation had been recorded in the Mayoral diary and would be communicated to all Councillors. It was not yet known how many members of the Twinning Society would wish to attend this occasion.

**RESOLVED** that further consideration of participation in the above event is deferred to await the formal invitation for Bruhl.

The Meeting commenced at 5.00 pm and ended at 6.15 pm.

**MINUTES OF A MEETING OF THE CULTURAL AND COMMUNITY COMMITTEE HELD ON 13<sup>TH</sup> FEBRUARY 2014 AT THE TOWN HALL, PARADE, LEAMINGTON SPA**

Present: Councillors Judith Clarke (Chair), Heather Calver, Roger Copping, John Knight, (substituting for Cllr Dulay), Yvonne Moore, Mota Singh, Amanda Stevens and Alan Wilkinson (substituting for Cllr Ingleby).

Apologies for absence were received from Councillors Sue Ingleby and Gurpreet Dulay,

Also Present: John Mather and Colin Beadle (Leamington International Twinning Society).

**40. DECLARATIONS OF INTEREST**

In accordance with the Council's Code of Conduct, the following declarations of interest were made by Members of the Committee

<b>Councillor</b>	<b>Item</b>	<b>Nature of Interest</b>	<b>Left Meeting</b>
John Knight	Community Grant No 16 – Friends of the Dell	Non Pecuniary	No
Alan Wilkinson	Community grant No 28	Non Pecuniary	No
Roger Copping	Community Grant No. 2	Non Pecuniary	No
Amanda Stevens	Community Grant No. 8	Non Pecuniary	No
Mota Singh	Community Grant No.25	Pecuniary	Yes

**41. TOWN TWINNING MATTERS**

John Mather referred to the confirmed dates for various twinning events to take place during 2014 including the following:-

28 <sup>th</sup> February	LITS AGM
4-8 <sup>th</sup> April	Outgoing visit to Sceaux
5-9 <sup>th</sup> June	Outgoing visit to Brühl – celebration of 50 <sup>th</sup> Anniversary of Bruhl/Sceaux Agreement
19-22 <sup>nd</sup> June	Incoming visit from Heemstede
4-8 <sup>th</sup> September	Incoming from Brühl – return visit to celebrate 40 <sup>th</sup> Anniversary of Leamington/Bruhl Twinning Agreement

There being no other Twinning matters to be discussed, Mr Mather and Mr Beadle left the meeting.

**42. MINUTES OF THE LAST MEETING**

**RESOLVED** that the Minutes of the meeting of the Cultural and Community Committee held on 2<sup>nd</sup> January 2014 are confirmed and signed as a correct record.

**43. MATTERS ARISING FROM THE MINUTES**

The Town Clerk reported a letter from Relate concerning the grant of £1722 awarded in 2013 by the Committee in connection with a Guidance/Counselling scheme. As previously reported, Relate Warwickshire had become insolvent and as such was unable to continue trading and providing services. However, relationship counselling services in Warwickshire were now being provided by Relate Coventry which had given an undertaking to deliver the project funded by the Town Council in an amended format, using its own resources. It was hoped to re-establish relationships with local Solicitors in the near future and for the Project to commence during the Spring 2014.

A representative of Relate would be attending the meeting of this Committee on 2<sup>nd</sup> June to provide a further report on progress.

**RESOLVED** that the report is noted.

**44. COMMUNITY GRANTS**

Consideration was given to a Report (Report No7) setting out applications for assistance from the Community Grant Fund.

Following consideration of individual applications papers, it was

**RESOLVED** that the applications are awarded as follows:-

<b>No</b>	<b>Organisation</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Awarded - 2014</b>
1	Leamington Football Club	Ground & Facilities Development	1,300.00	0
2	Leamington Rugby Football Club	Provision of access and toilet facilities for the disabled. Refurbishment of ladies and gents toilets and players' showers	1,169.00	500
3	Spa Theatre Company	Strictly Young Dancing'	950.00	0
4	Entrust Care Partnership C.I.C.	Wish I had...	1,995.00	1995
5	New Hope Counselling	New Prospects Phase 2 - Develop and consolidate	1,500.00	1500
6	Wriggle Dance Theatre	Wriggle Dance Theatre Family Dance Workshops	790.00	0
7	The PBC Foundation	The Bear Facts	128.64	128

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8	Age UK Warwickshire	The Wheels Appeal	2,000.00	<b>2000</b>
9	Hindu Religious Society	Crown Terrace, Billboard Project	1,800.00	<b>500</b>
10	RoSA	RoSA Support	2,000.00	<b>1500</b>
11	Friends of Sydenham Children's centre	Adult Learning Support Project for Leamington Families	2,070.00	<b>1000</b>
12	Kids Run Free	Kids Marathon	922.65	<b>865</b>
13	Warwickshire Clubs for Young People	Person Development Summer Residential/Training	2,000.00	<b>1500</b>
14	GALS	Gardening around Leamington	200.00	<b>0</b>
15	Warwickshire Association of Youth Clubs	Active South Leamington	900.00	<b>900</b>
16	Friends of the Dell	The Dell Party	605.00	<b>227</b>
17	Myton Church	Westbury Community Centre Upgrade	500.00	<b>500</b>
18	St Mary's Church	Financial Freedom Project	2,000.00	<b>2000</b>
19	**Not formally Constituted	Bootq Clothing Collection	2,775.00	<b>0</b>
20	All Saints' Church	Out in the cold; life on the streets	2,000.00	<b>1000</b>
21	Girl guiding Leamington Arden,	Arden 2014	1,540.00	<b>770</b>
22	Chapter 1 (Warford Lodge)	Feel Good	1,192.00	<b>Application withdrawn</b>
23	Potential Plus UK (formerly known as National Assoc for Gifted Children	Leamington Spa Big Family Weekend	2,000.00	<b>500</b>
24	NCT Warwickshire Central	Breastfeeding Support Service	1,381.00	<b>500</b>
25	Community Arts Workshop	Positive signs - Old town Mosaic Project	2,000.00	<b>1000</b>

26	Push Projects	Warwickshire Pride 2014	1,000.00	500
27	The Chain	Lillington Arty Families Club	2,000.00	0
28	Heritage Matters	Leamington Looks Back 2014	1,450.00	500
29	Leamington Night Shelter	Helping Homeless & Vulnerable Adults	687.60	688
30	BID Leamington	Bringing Chelsea back to Leamington	2900.00	1600
		Total of applications	<b>43,755.89</b>	<b>22173</b>
		Available budget	<b>22,173.00</b>	
		<b>Shortfall</b>	<b>21,582.89</b>	

#### 45. GRANT MONITORING REPORTS

The Town Clerk that monitoring reports had recently been received from the following grant recipients in 2012:-

Friends of Leamington Station	– Restoration of Art- Deco Panels
Action 21	- Skills Training
Sikh Cultural and Sports Centre	- Hall refurbishment
Sydenham Neighbourhood Initiatives	-Festival of Light
The Chain	-Breastfeeding Training Project
British Asian Business & Professional Ass.	-Diwali Lights Festival
Way Ahead Support Services	-Skills development for disabled people
St Mary's Church	-Pathway Project

The Monitoring Reports were available for inspection at the meeting and have been added to the application papers.

In relation to the grant to Friends of Leamington Station, the Committee was advised that it had not been possible to implement the restored Art deco panels due to the closure of the refreshment room over a prolonged period. Discussion with Chiltern Railways had indicated that essential work to upgrade the electricity supply had been put forward for consideration in the forthcoming budget discussions with Network rail and it was hoped that this would be secured in order to permit the Project to proceed.

#### **RESOLVED**

- (i) that the explanation for the delay in the implementation of the restoration of art-deco panels at Leamington Railway Station is noted; and
- (ii) that the Monitoring Reports are received.

The meeting commenced at 6.30 pm and ended at 8.50 pm.



Gardening in the Community Grant Applications March 2014

No.	Applicant	Organisation	Address	Project Title	Amount Requested	Ack	Monitoring Form ret'd
1	Dan Jhutti	Bromford Hub	Town Hall, CV32 4AT	The Hub Herbery Garden	£250		
2	Archie Pitts	Friends of Leamington Station	4 Leam Terrace CV31 1BB	Garden Maintenance	£250		
3	Annabel Rainbow	GALS	11 Knightcote Drive CV32 5FA	Gardening around Leamington Spa	£200		
4	Mrs V Donajigodzki	Kingsway Community Primary School	Baker Avenue, CV31 3HB	Kingsway Community Allotments	£250		
5	Steve Woodward	Brunswick Healthy Living Centre	Brunswick Street	Bringing Blooms to Brunswick	£250		

Total

**1,200.00**



## LEAMINGTON IN BLOOM

### NOTES from the Committee Meeting held on Monday 10 March 2014

**PRESENT:** Enid Simms (Chair), Councillor Heather Calver, Jim Dean, June Doull, George Dunkley, Jackie Parker, Gordon Simms

**Apologies:** Nick Gray, Jonathan Huxley, Chris Walton, Jackie Webb

**Minutes of the Previous Meeting:** Jim Dean wished to point out a slight discrepancy to Point 4.4.7. The wording should be: Jim expressed his view that this patriotic choice of colours (ie red, white and blue) was not an appropriate way of commemorating this anniversary, It was agreed by the committee that poppies would have been a better choice.

Jim also commented on 4.4.11 - Geraniums. He said that 1,100 geraniums were ordered last year were not all planted in the trains due to lack of space. In previous years St Paul's Primary School had planted some of the surplus plants at Whittle Court, but last year they did not take part in the project. Either the number of schools taking part would have to be restricted, or the number of geraniums per school should be limited. It was suggested that a limit of 40 geraniums per school would enable all the current schools to take part and would ensure that there was not an oversupply of plants. Each school are given a few extra plants in case of breakage when planting.

Enid added that it should be noted that the residue were distributed around the town. Some very small plants were left at the Depot for WDC to plant at a later date, other plants went to the Sydni Centre, and Brownie and Guides Groups.

**E-Mails:** The Chair read out emails Jackie Webb had sent and received prior to her holiday. The first from Jon Holmes explaining that Simon Richardson had done the bedding designs for this year which had been completed before Christmas. Euston Place had already been designed and poppies would not have been appropriate.

They are in the process of procuring an artist to produce a sculpture for WW1 and once this has been agreed there may be a small area beneath it for planting.

*Other planting projects:* The sensory garden in Jephson Gardens is to be revamped.

Asda island/ Campion School is to be sown with wild flowers including poppies. Wild flowers with poppies are also to be sown outside Morrison's. The island in Gresham Avenue, Lillington has been tidied and will also be sown with wild flowers.

Jackie had also been in contact with the RHS and Jenny Redfern, Regional Co-ordinator for Heart of England In Bloom regarding the numbers in each category which would put Leamington into the Small City group. This is to be discussed, but we have had no feedback as yet .

Jackie also sent a further email to Jenny Redfern following our last meeting indicating that with great reluctance Royal Leamington Spa would not be entering the Heart of England In Bloom competition this year.

**Gardening in the Community:** Jackie W had confirmed that Forms had been sent out to various Community Groups including the schools, Bromford Housing, Brunswick Healthy Living Centre, the Sydni Centre, Friends of ..... including Dragon Field, WDC and the committee, and the closing date would be 3 March. The maximum grant is £250 and the grants will be decided by the Council's Community and Cultural committee which will meet later in the month. The question was raised as to whether there had been sufficient publicity for this funding project.

### **GERANIUM TRAINS**

Thanks to Jackie W for sending out the letters to the schools, which had mostly now been returned. Jim had had to contact some and said that it would appear that St Paul's had not been sent a letter inviting them to participate last year! However Enid said that she understood that Simon Wheeler had contacted them regarding the planting of the bed at Whittle Court.

Jim reported that St Patrick's, Arnold Lodge and Lillington are unable to grow our plants this year. Enid said that Lillington are undergoing a large building project which may have resulted in their decision this year. However all other schools are still very keen to be participating in this scheme, in fact some have asked if they can have more than the allocated 40 plants. It was unanimously decided by the committee that Jim order 1,000 plugs, but will contact Rob Nash to confirm this is OK before ordering from Baginton Nurseries together with compost. Jim has found that we can obtain 1,000 10cm pots from Amazon for £60. We can get 20 x 60lt bags of compost from Homebase for the schools. The total cost will be approx £300.

*Distribution to the schools will be during the week 29 April - 7 May.*

### **HEALTHY LIVING CENTRE/CHARLES GARDNER SQUARE**

Jackie Parker said that a general tidy-up session is going on at the moment, primarily to see which plants are still in a good condition. She asked if anyone had any extra seedlings they did not need as they would be welcome in this area. Fliers are being distributed around the area for anyone to help but the biggest problem is that they have no water. Derek Knight has been contacted re this problem. Thanks to Jackie for her interest in this scheme.

### **DOMESTIC GARDEN LEAFLET**

Enid asked if the committee felt any alterations should be made to this apart from dates. A short discussion ensued regarding the categories, but this will be finalised at our next meeting after everyone has had time to peruse this.

It was decided that we would not have our 'launch' in the Royal Priors this year so the printing of the leaflet is not so critical.

**DATE OF NEXT MEETING: Monday 31 March 2014 at 6.15pm**



**REPORT TO A MEETING OF THE CULTURAL AND COMMUNITY COMMITTEE TO BE  
HELD ON 24<sup>TH</sup> MARCH 2014**

**COMMUNITY GRANT AWARD CRITERIA**

**1. PURPOSE OF THE REPORT**

At the meeting of full Council held on 5<sup>th</sup> March, a question was raised by Councillor Boad in relation to the decision of the Cultural and Community Committee to not award funding to the application submitted by Lillington Arty Families Club. It was agreed by the Council that the Cultural and Community Committee should be requested to review the application of its criteria for awarding grants in the light of the awards made at the meeting on 13<sup>th</sup> February.

**2. COMMUNITY GRANT CRITERIA**

- 2.1 The Committee will be aware that all applications for community grants must be made on an application form which enables each application to be assessed in relation to specific questions. All applications are viewed by Members of the Committee and are supported by a marking matrix which is applied to each application by the Town Clerk. This is circulated to Members at least a week prior to the Meeting.
- 2.2. The Matrix consists of a number of factors which refer to aspects identified in the guidance notes given to all applicants. These are:-
- Deprivation/inclusion (Max 3)
  - Public Involvement/ Community Benefit (Max 3)
  - Environmental Sustainability (Max 2)
  - Partnership/Match funding (max 1)
  - Maximum Total- 9 points
- 2.3 The nature of the application will determine how many points it scores. For example an application relating to an environmental improvement will score points under sustainability but may not score on deprivation and inclusion. Applicants are advised that their applications will be assessed according to how they satisfy the above criteria and that whilst they may not meet all the factors, those that are likely to receive favourable consideration will need to demonstrate a commitment to at least some of them.
- 2.4 Whilst this matrix is a guide for members in evaluating the merits of respective applications, it is just one part of the process in determining the level of financial support to be allocated. Members of the Committee will introduce their own judgement to the process based on an understanding of the application and an appreciation of the limitations of the Community Grant budget.

### 3. LILLINGTON ARTY FAMILIES CLUB

- 3.1 The application submitted by this Club related to a 12 week course of art and craft sessions to help improve skills and encourage working together on a community art project. A grant of £2,000 was sought to assist with the costs of venue hire, payment of a tutor, art materials and printing. As with many applications based at the Lillington Community Centre, the application was submitted with supporting financial information from the Chain (Lillington) Ltd.
- 3.2 The application scored 2 points of a maximum 9 within the marking matrix, reflecting the fact that that it addressed the needs of people from disadvantaged backgrounds and helped to deliver a project of some community benefit. It did not score points in terms of environmental sustainability, partnership funding or public involvement in the delivery of the project itself. It was not evident as to the number of participants expected to attend each workshop and therefore difficult to evaluate the possible outcomes. The Committee was also made aware of the fact that in recent years' considerable assistance had been advanced to the Chain (Lillington) Ltd for a variety of projects at this venue.

### 4. CONCLUSION

- 4.1 The Committee's consideration of the current award criteria is requested in the light of the Council's decision arising from the decision not to support the application submitted by Lillington Arty Families Club.