



ROBERT NASH ACIS DMS
Clerk to the Town Council

THE TOWN COUNCIL
OF
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17th May, 2018

Dear Councillor,

You are summoned to a meeting of the Cultural and Community Committee to be held in Meeting Room 5 at the Town Hall, Parade, Royal Leamington Spa on **THURSDAY 24TH MAY, 2018 commencing at 6.00 pm.**

The business will be as set out below.

Yours faithfully,

Clerk to the Town Council

To:- Councillors Heather Calver, Judith Clarke, Caroline Evetts, Tom Kenyon-Brown, Jojo Norris, Mota Singh, Amanda Stevens and Andrew Thompson.

Mr J. Mather (Leamington International Twinning Society)

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

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

To consider any matters relating to Town Twinning.

A Member of Leamington Twinning Society will be 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 10th April, 2018 (Report No.5)

6. MATTERS ARISING FROM THE MINUTES

7. COMMUNITY GRANTS

To consider the attached Report (report No. 7)

8. LEAMINGTON IN BLOOM

To consider and note the Minutes of the meeting of the Leamington in Bloom Committee held on 9th May, 2018 (Report No. 8)

9. WORLD WAR 1 COMMEMORATIVE ARRANGEMENTS

Town Clerk to report orally.

MINUTES OF A MEETING OF THE CULTURAL AND COMMUNITY COMMITTEE HELD ON 10th APRIL 2018 AT THE TOWN HALL, PARADE, LEAMINGTON SPA

Present: Councillors Amanda Stevens (Chairman), Heather Calver, Judith Clarke, Caroline Evetts, Tom Kenyon Brown, Jojo Norris and Andrew Thompson.

In attendance: Margaret Begg (Leamington International Twinning Society)

45. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mota Singh .

46. DECLARATIONS OF INTEREST

The following declarations of interest were made:-

Councillor	Item	Nature of Interest
Andrew Thompson	National Tribute to Centenary Celebrations	Member of the Executive of Warwick District Council

47. PUBLIC FORUM

There were no representations from Members of the Public.

48. TOWN TWINNING MATTERS

(i) Invitation to Celebratory Events – Mioveni. Romania

Consideration was given to a letter from the Mayor of Mioveni in which a delegation of Town Council representatives was invited to attend celebrations to mark the centenary of Romanian Unity over the period 29th June- 2nd July.

The Committee was reminded that it had previously considered a request from Mioveni to develop closer links with Leamington but this had not been pursued in view of the distance between the United Kingdom and Romania. There was also no indication that a demand for closer ties between the two Towns was supported by residents of Leamington Spa. Though gratified by the invitation, the Committee was therefore not persuaded that a visit to Mioveni was justified at this time.

RESOLVED that the Mayor of Mioveni is thanked for his Council's invitation and advised that the Council is unable to support the visit of Councillors from Leamington Spa at this time.

(ii) Twining Matters

Margaret Begg reported on matters relating to the Twinning Society. Including:-

- The Annual General Meeting of the Society had been held in March and was well attended
- A social week-end on 6th-8th April in Bruges had taken place involving people from Leamington, Sceaux and Bruhl.

- The exchange visit to Sceaux would this year occur over the period 1st-5th June- further details of the programme would be circulated in due course.
- In 2019, Leamington and Sceaux would celebrate the 50th Anniversary of the signing of the original Twinning Agreement. The precise date for this event had yet to be agreed and would need to recognise the elections taking place in May 2019.
- The incoming visit from Bruhl would be taking place over the period 13th-17th October 2018. The party from Bruhl was traditionally large in number therefore volunteer hosts were most welcome.

The Town Clerk reported email correspondence from Councillor Sarah Boad who had recently met with members of the HKIV Committee in Heemstede. The Committee were encouraged that the newly elected Mayor was more favourably disposed to twinning than her predecessor and a meeting between HKIV and the Mayor's office to discuss matters further was anticipated. An exchange visit to Warwickshire involving local Choirs was also being planned for later in the year.

The Committee welcomed the positive news from Heemstede.

Margaret was thanked for the Report and left the Meeting.

49. **MINUTES**

Consideration was given to the Minutes of the Meeting of the Cultural and Community Committee held on 14th November 2017.

RESOLVED that the Minutes of the Meeting of the Cultural and Community Committee held on 13th February 2017 are confirmed and signed as a correct record.

50. **MATTERS ARISING**

(i) Provision of Planters – Leamington Town Hall

The Town Clerk reported that the District Council had confirmed that it would not permit commercial sponsorship of street furniture and hence the new planters intended for outside the Town Hall had been ordered and would be paid for by the Town Council. The re-planting of these items would be undertaken by the District Council and the recurring cost met from its revenue budget.

The Committee welcomed the initiative and agreed that this should be marked with a formal acceptance of the planters by the Mayor and an accompanying Press Release.

RESOLVED that the Report is noted and the Town Clerk ensures appropriate arrangements for the publicity of the acceptance of these items upon arrival.

51. **NATIONAL TRIBUTE TO CENTENARY OF END OF WORLD WAR 1**

The Town Clerk informed the Committee of informal discussions held with representatives of the Leamington Branch of the Royal British Legion and Warwick District Remembers concerning the format for the commemoration of the centenary of the end of the First World War on 11th November 2018. A summary of the points of agreement reached thus far were included in a Report (Report No.7).

The Committee had previously indicated that it wished to utilise the exiting beacon on Newbold Comyn for the commemoration and this had now been agreed in principle with the landowner Warwick District Council, subject to the completion of the usual event application procedures. The Royal British Legion was supportive of the suggestion that the beacon lighting is followed by a firework display as a means of

providing a celebratory element to the occasion. In addition the RBL had suggested that the event is preceded with a torch lit procession from the War Memorial to the beacon. The Committee endorsed this in principle and also suggested that a reception is included for invited guests at the Newbold Comyn Arms after conclusion of the firework display.

The Town Clerk advised that Whitnash Town Council had indicated it would wish to support the event and make a small financial contribution.

RESOLVED

- (i) that the arrangements contained in the Report are approved;
- (ii) that a firework display is arranged to follow the beacon lighting ceremony;
- (iii) that a Working Group comprising Councillors Calver, Norris, Thompson and Kenyon-Brown is composed to further develop the planning and implementation of the event; and
- (iv) that the interest of Whitnash Town Council in supporting the event is positively acknowledged.

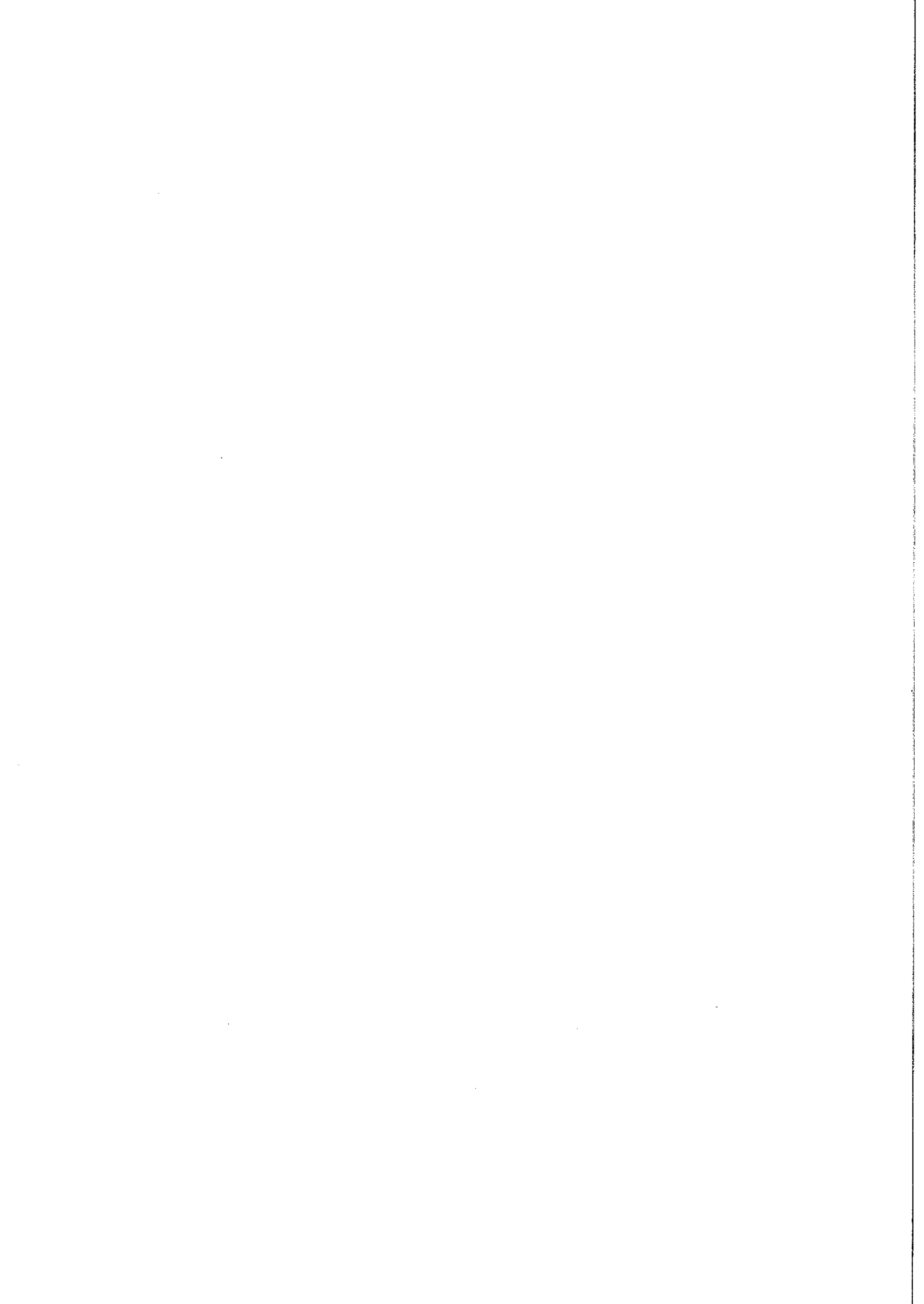
52. LEAMINGTON IN BLOOM

Consideration was given to the Minutes of the meeting of the Leamington in Bloom Committee held on 7th March, 2018 (Report No. 8).

It was noted that the Leamington in Bloom Committee had agreed to dispense with a domestic garden competition and the awards evening and that the cost savings arising could be used for a small grants award scheme that would encourage local schools and amenity groups to bring forward communal planting schemes to improve the environment of the Town. The Committee raised no objection to this budgeted use of funding allocated by the Council to the Leamington in Bloom project.

RESOLVED that the Report is noted

The meeting commenced at 6.00 pm and ended at 7.05 pm.



REPORT TO A MEETING OF THE CULTURAL AND COMMUNITY COMMITTEE TO BE HELD ON 24th MAY 2018

COMMUNITY GRANT FUND

1. PURPOSE OF THE REPORT

To assess applications for assistance under the Community Grant Fund.

2. APPLICATION PROCESS

2.1 The Committee will be aware that the procedure for evaluating and assessing applications to the Community Grant Fund was reconsidered in 2017 by the Policy and Resources Committee. A new procedure was adopted which included amendments to the timetable for applications such that there are now three application windows in which applicants can apply for assistance. This report covers the first bidding round.

2.2 A total of 12 applications have been submitted in this bidding round. These are detailed in application forms that have been uploaded to the Council website for Members to read prior to the Meeting. A hard copy will be also available at the meeting on 24th May but members are strongly advised to familiarise themselves with each application before the meeting.

2.3 The funding available for Community Grants in 2018/19 is £40,000. This is a reduction of £9,500 on the previous year. There are two further opportunities for applicants to bid to the fund with closing dates of 14th August and 18th December, 2018.

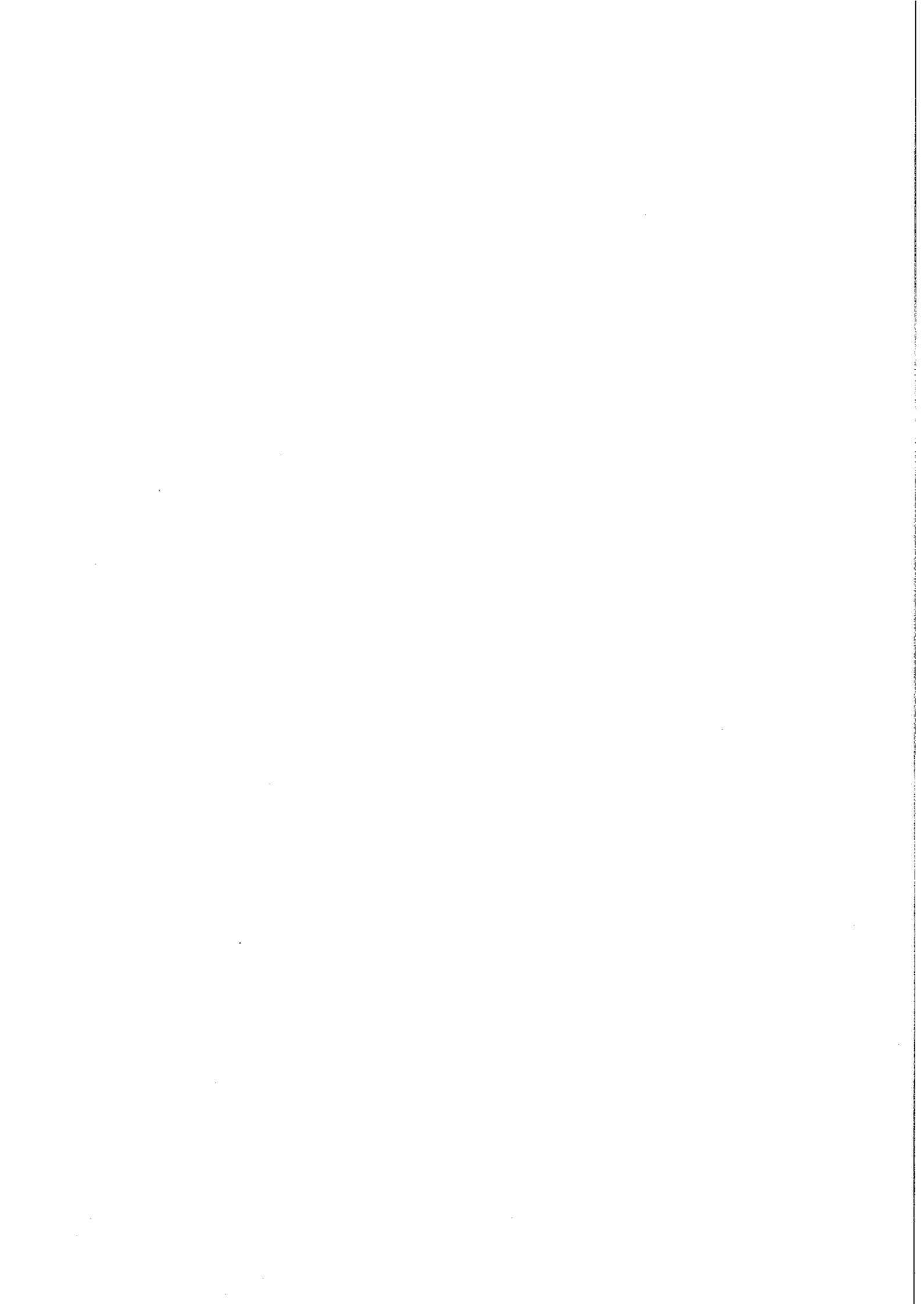
3. EVALUATION

3.1 The applications have been evaluated according to the criteria approved by the Policy and Resources Committee. The evaluation is included as Appendix 2 to this Report. The applications are summarised along with a record of previous grant assistance in Appendix 1.

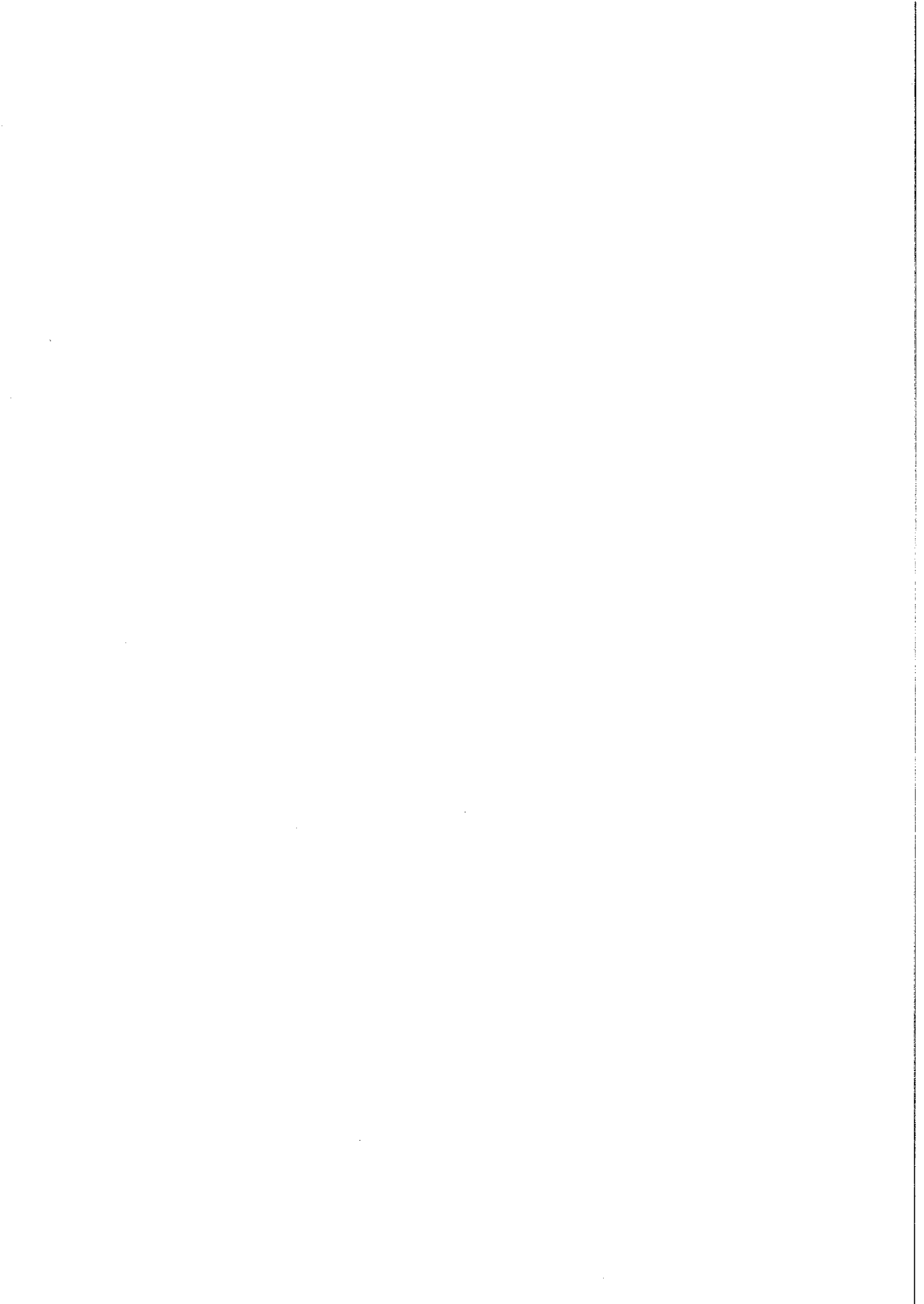
3.2 The evaluation matrix is intended to assist consideration of the respective applications. It should be read in conjunction with each application form.

4. RECOMMENDATION

4.1 The Committee is required to consider each of the applications submitted and agree an appropriate grant award in each case.



No	Applicant	Project	Amount Requested	Previous Awards (since 2013)	Matrix Score	Amount Awarded
1	Lillington Primary School	Education for Democracy: the fight for women's suffrage	£595.00	Nil	26	
2	Lillington Olympic Festival	Lillington Community Fun Day	£1,553.00	Lillington Community Fun Day 2013 - £500 - 2013	27	
3	Achieving Results in Communities	Hanging Gardens of Lillington	£1,100.00	Rebuilding of compost toilet at Foundry Wood - £500 - Feb 2015; Mosaic at the Way Ahead Homeless Drop-in Centre- £1590 - Sept 2017	31	
4	One World Link - Warwick District	Teacher visit to Leamington Spa from Bo, Sierra Leone	£1,300.00	The Day of the African Child-£1385 May 2017	29	
5	Warwickshire Hearts	Provision of Responder Device to Community Responder Car	£930.00	Provision of personal protective equipment and suction - Warwick CFR Response Vehicle- £1188- Feb 2017	23	
6	Leamington Old Town Ltd	Leamington Canal Festival	£1,890.00	Nil	19	
7	Public Arts and Media	Flipping the Script (therapeutic creative writing programme)	£2,000.00	Nil	28	
8	Entrust Care Partnership	Dad to Dad- support group for fathers and male carers of disabled people	£1,995.00	Play & Stay - £1736 - Feb 15 ; Workshops for parents and carers of disabled - £1960 - Sept 17	30	
9	Central England Lipreading support Trust	Lipreading Course	£2,000.00	Nil	20	
10	Warwickshire Pride	Warwickshire Pride 2018	£1,320.00	Warwickshire Pride 2017- £670- Feb17	31	
11	Own Books	Own Book Inspires	£2,000.00	Nil	18	
12	Safeline	Keeping vulnerable young people safe	£2,000.00	This application was approved in the sum of £2,000 in September but the application was subsequently withdrawn and funding returned	28	
		Total of applications this time	£18,683.00			
		Total of Grants previously awarded	£0.00			
		Budget	£40,000.00			
		Remaining Budget	£21,317.00			



	Applicant	1	2	3	4	5	6	7	8	9	10	11	12
2	5	3	4	4	4	4	3	4	4	0	4	0	4
3	5	4	4	4	4	4	2	2	4	2	4	3	4
4	5	3	4	3	3	2	4	4	4	5	4	4	4
5	5	3	3	3	4	5	2	2	4	3	3	4	4
6	55	26	27	31	29	23	19	28	30	20	31	18	28

Appendix 2 Community Grant Applications – January 2018 – Evaluation Matrix

	Applicant	1	2	3	4	5	6	7	8	9	10	11	12
Criterion	Evaluation (Maximum points)												
1. Funding Priorities Projects that will contribute to one or more of the following funding priorities: (as per paragraph 5.2 above)	35 (up to five points for each category)												
Dealing with loneliness and isolation	5	3	3	0	0	0	2	4	4	4	4	2	2
Promoting Health & Wellbeing	5	0	1	3	1	4	0	5	4	4	3	0	4
Addressing skilling and unemployment	5	2	0	3	3	1	0	4	2	2	0	1	0
Providing positive activities for young people	5	4	3	4	4	0	0	1	0	0	2	4	4
Promoting community spirit	5	3	4	3	4	3	3	2	4	0	4	0	2
Enhancing the natural or built environment	5	1	0	3	0	0	0	0	0	0	0	0	0
Supporting Music and the Arts	5	0	1	1	2	0	3	0	0	0	3	0	0

MINUTES OF THE LEAMINGTON IN BLOOM COMMITTEE HELD ON 9th MAY 2018 AT THE TOWN HALL, LEAMINGTON SPA

Present: Richard Cunningham, Peter Bailey, Kate Bailey, Annabel Rainbow, Simon Wheeler, Katherine Geddes, Katy Wild (WDC) and Gary Rudd (WDC).

24. **APOLOGIES**

Apologies for absence were received from Robert Nash and Cllr Caroline Evetts.

25. **MINUTES**

The Minutes of the meeting held on 11th April had been circulated and were discussed.

26. **FLORAL TRAINS**

- a) All plant plugs, pots and compost collected from AR and successfully delivered to schools taking part. No feedback.
- b) Collection from schools is **Monday 25th June/Tuesday 26th June** – KG has written to participating schools
- c) Deliver plants to Peter and Kate's house (7 Garway Close CV32 6LH)
- d) WDC should collect all plants from Peter and Kate's house – SW to contact Jon Holmes to arrange collection by them for **Wednesday 27th June** if possible
- e) Planting up of trains to take place on **Monday 2nd July** at the depot – RN awaiting confirmation
- f) May be short of one container for tender – SW to ask staff at the depot
- g) Launch date for Floral Trains is Thursday 5th July.**
- h) Studio in Jephson Gardens has been booked as has the Mayor.
- i) Schools have been informed and invited to launch – town council to provide refreshments for children as usual
- j) KG awaiting confirmation from Chiltern Rail that train is ok to be installed there on 5th July

27. **COMPETITIONS/SMALL GARDENING GRANTS**

No response as yet to photo comp but closing date isn't until 17th August. It has been publicised on the website, Twitter and Instagram. **AR to contact colleges. RC to contact any fellow photographers.** Tweets and Instagram could be #igerswarwickshire and #warwickshirecollege. People can either upload their entries to the website or send in hard copies to the Town Hall.

KG to send hard copies of poster to secondary schools and all to promote wherever possible

Grants – There are 3 (with a 4th on way) applications for Green Spaces and 2 for schools. Closing date is 18th May and if no more schools apply, it was agreed that the money should go to the extra green spaces application if it's suitable.

28. OPEN DAY

The portico has been hired on 2nd June for £150. Each group will have a table and 2 chairs plus space for a pop up etc.

KG gave out copies of the poster and all agreed to put up wherever possible. It will be for 3 hours between 11am and 2pm (half an hour each side for setting up and taking down) with seed planting and craft activities. Everyone was asked to volunteer if possible (PB and KB gave apologies).

29. JUDGES' VISIT

Katy and Gary were invited to comment on the tour – copies provided by PB. They couldn't foresee any problems and would try to get rid of epicormic growth on trees on the route.

It was agreed that **PB would be with the judges to the Midland Oak Field where Gary or Katy or Jamie Wicks would take over and take the judges to Jephson Gardens. AR will go on to Foundry Wood and Vitsoe.** Everyone to meet at Vitsoe for lunch by 12:45pm.

Areas for concern on the route were noted including the area opposite Vitsoe which is in need of a litter pick nearer the time. Concern also about Pound Land. **Katy to check whether WDC owns any of this land** and if not the In Bloom team will arrange a tidy up nearer the time. **KG to see if the Community Payback team would be interested in helping out.**

30. MAGAZINE

All going well. It will be ready on time to read on Issuu and by pdf download. A few copies will be printed for those groups in the magazine, judges, and WDC. Also it may be worth considering a few extra hard copies for anyone who wishes to purchase a copy. **KG to check with WDC on costs** etc

31. PORTFOLIO

Work to start shortly. **Ann Goodey and KG to prepare a draft.** Team to add suggestions, and **Richard to produce the copy** – layouts etc – to give a professional look! Draft should be ready by next meeting and be printed by mid-June.

32. AOB

Inclusion of the railway station gardens on this year's tour was discussed. It was felt that the station gardens had been included many times before and there was a need to show the judges new projects. Whilst appreciating the amount of hard work the volunteers do in the gardens, and the high degree of horticultural excellence, we were unable at this stage to alter the tour to include them. It was agreed that next year would be a possibility. **KG to write to Marianne and Archie Pitts to explain.**

SW reported on holiday plans – might mean **alternative arrangements have to be made for plug deliveries** (PB/KB kindly offered their house instead)

SW also reported on need for an extra square tub for the tenders on floral trains
AR asked about **yellow health and safety jackets** with LIB on the back. Not only an essential for working in public spaces but an ideal chance to advertise LIB to passers-by. PB suggested **we write to WDC before the next tour, to say thank you for their In Bloom efforts** – they really leave little for us to do horticulturally and it's appreciated. AR to draft letter and send to PB/KG/RN for amendments.
AR/KB/RC agreed to tidy the area around the spa tap just before the judges' visit – wash the mosaics etc.

Next meeting - 6th June, 6:15pm, Room 5, Town Hall

