



STEPHEN MARKS
Clerk to the Town Council

THE TOWN COUNCIL
OF
ROYAL LEAMINGTON SPA
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26th October 2020

Dear Councillor,

You are summoned to a meeting of the Cultural and Community Committee to be held on **MONDAY 2nd NOVEMBER 2020, commencing at 6.00 pm.**

This meeting will be held remotely and can be joined as follows:-

Join Zoom Meeting:

<https://us02web.zoom.us/j/87076749069pwd=WEQvSUhtWFF4M2VpTmV5QzVKbngxdz09>

Meeting ID: 870 7674 9069

Passcode: 653643

The business will be as set out below.

Yours faithfully,

CLERK TO THE TOWN COUNCIL

To:- Councillors Julija Boulton, David Brunson, Will Bryce, Judith Clarke, Amy Evans, Jennifer McAllister, Louisa Radice and Amanda Stevens.

Ms Karen MacQueen (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 any items 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 matters relating to twinning activity.
5. MINUTES
To approve and sign as a correct record the Minutes of the Meeting of the Cultural and Community Committee held on 5th October 2020 (Report No.5).
6. MATTERS ARISING FROM THE MINUTES
 - (i) To note progress on requests for further information on those grant applications deferred on 5th October.
7. LEAMINGTON SINGS – EXCEPTIONAL GRANT REQUEST
To consider an exceptional grant application from Leamington Sings regarding a virtual Christmas concert for Leamington Spa on 20th December 2020.
8. COUNCIL OBJECTIVES
To receive an update report on the Town Council Objectives relevant to this Committee including agreed associated actions (Report No 8)
9. LEAMINGTON CREATIVE QUARTER
To receive a report on the current status of the Creative Quarter project and an upcoming consultation on the next stage of the project (Report No 9)
10. LEAMINGTON IN BLOOM
To receive a written update on Leamington in Bloom activities since 5th October 2020 (Report No 10).
11. TREES
To receive a verbal update on progress with the tree maintenance and planting schedule for Leamington Spa in 2020
12. BUDGET 2021/22
To consider items for possible inclusion in the budget for 2021/22 (Report No 12 to follow)

MINUTES OF A MEETING OF THE CULTURAL AND COMMUNITY COMMITTEE HELD ON 5th OCTOBER 2020

The meeting was held remotely in accordance with the Coronavirus Act 2020.

Present: Councillors David Brunson, Will Bryce, Amy Evans, Jennifer McAllister, Louisa Radice, Amanda Stevens and Susan Rasmussen.

Also present: Mr Barry Franklin (Leamington History Group) and Ms Karen MacQueen (Leamington International Twinning Society)

18. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Judith Clarke and Julija Boulton.

19. **DECLARATIONS OF INTEREST**

Councillor Amanda Stevens declared a non-pecuniary interest as the Town Council member representative in the Leamington International Twinning Society (agenda item 4) and Councillor Will Bryce declared a non-pecuniary interest as he is involved in the retail of Bach Choir music purchases (agenda item 7).

20. **PUBLIC FORUM**

There were no representations from Members of the public

21. **TOWN TWINNING MATTERS**

Karen McQueen (Chair of the Leamington International Twinning Society) was welcomed to the meeting and gave a verbal update on the ongoing work of the group:

- LITS held a Coffee in the Park meeting in August which more than 20 people attended – this was the only social event to be held this year.
- Two Newsletters have been produced and sent out over the summer and another will be out by the end of October.
- A new Treasurer and new Secretary have been elected to the LITS Committee, the website is to be launched by the end of October and a new Friends of LITS membership category has been introduced. This category is for those who are unable to host visitors but still wish to be involved.
- A promotional film is planned as a visual aid for people to explain the experience of being a member of LITS and the different ways they can get involved. It is hoped this will help encourage more people to join up.
- The group is still aiming to visit Sceaux in April 2021 if possible (to be reviewed January 2021).

- The involvement of young people in LITS was then discussed with Karen McQueen explaining that LITS has a Young Person's Fund which can be used to help young people access the trips and events. The Fund would benefit from wider publicising and this is something the group is looking at improving.

The Committee passed on their thanks for the ongoing sterling work being done to maintain and develop LITS this year, given the Covid 19 situation.

RESOLVED that the Report is received and noted.

Karen McQueen was thanked for her attendance and left the meeting.

22. **MINUTES**

RESOLVED that the Minutes of the Meeting of the Cultural and Community Committee held on 13th July 2020 are confirmed and signed as a correct record.

23. **MATTERS ARISING FROM THE MINUTES**

(i) To note the progress of Leamington History Group's next stage of its "People & Places" project (a further film which will explore the development of Leamington Spa after the wane of its popularity as a Spa Town)

Barry Franklin (Chair of The Leamington History Group) was welcomed to the meeting and gave a verbal update on the ongoing work of the group:

- The second film in a planned series of films in the groups' "People & Places" project is due out by the end of October. This one will be entitled "Leamington's Victorian Legacy".
- The first film which covered the birth of Leamington Spa as a spa town has had over 12,000 views on Facebook.
- The third film in the series (for which funding is being sought via the Town Council's Community Grant Fund) will be about the history and works of Leamington Borough Council up to its dissolution in 1974. The group is hoping to engage local school children to help narrate this film.
- The group reiterates its thanks for the funding received from the Cultural & Community Committee for the second film which was transferred from the Town Walks budget.

RESOLVED that the Report is received and noted.

Barry Franklin was thanked for his attendance and left the meeting.

24. **COMMUNITY GRANTS**

Consideration was given to a schedule of applications for grants under the Community Grant Fund. Individual applications had been uploaded to the Council website and were considered by the Committee prior to the meeting.

Following consideration of the applications it was

RESOLVED that the following Grants are approved:-

Applicant	Project	Amount Requested	Amount Awarded
Air Ambulance	Funding for one mission – restricted funding for Leamington Spa	£1700	£1700
Bach Choir	Redesign and reimplementation of website	£2000	£2000
Central England Lipreading Trust (CELST)	Two ten-week lipreading courses at Brunswick Hub	£2000	<i>Request further information (£2000)</i>
Myton Hospice	18 Myton at Home visits	£1908	£1908
Marie Curie Nursing Service	3 nights of care and support	£540	£540
Time 4 Hope	Peer group support for 5 sessions and 1:1 counselling for 6 weekly sessions via Microsoft Teams. For families with complex disabilities	£2000	£2000
St John the Baptist Church	SJB Youth & Community Garden	£2000	<i>Require evidence of permissions in place before funding to be released (£2000)</i>
RLS Archery Society	Generator, storage and installation	£2000	Unsuccessful - £0
Friends of Leamington Station	Repaint running in boards, rebuild compost bins	£1150	£1150
NW Active Community Foundation CIC	Art and yoga sessions for young people with mental health and anxiety issues	£1980	£1980

Age UK – Painting's Plantation (Campion School Nature Reserve)	Path extension	£2000	£2000
Arts Uplift CIC	Covid 19 Recovery Arts Programme for ex-offenders on probation	£2000	£2000
Castel Froma Neuro Care	Keep Connected – purchase of 5 I pads for residents	£1745	£1745
Leamington History Group	Creation of Spa Town video	£2000	£2000
Saturday Friendship Group – St Peter Apostle	Continued support of the Way Ahead Project	£2000	<i>Request further information (£2000)</i>

Note: In accordance with the Council's Code of Conduct, Councillor Bryce, having previously declared a non-pecuniary interest in the application by the Bach Choir remained in the meeting but took no part in the discussion and voting on the application.

25. **LEAMINGTON IN BLOOM**

A verbal update was given on the ongoing activities of Leamington in Bloom by the Democratic Support Officer:

- The three winners of this year's Photographic Competition were:
1st Roger Wagstaff (£50)
2nd John Bray (£35)
3rd Laura Valadez (£20)
Theme was "Connectivity in Leamington Spa"
- Shops, Pubs & Restaurants competition had 19 winners – certificates are framed and being distributed. A socially distanced photo opportunity has been arranged with the photographic winners, a sample of the Shops, Pubs & Restaurants competition winners and the Mayor where she will give out cheques and certificates.
- 14 photos have been chosen by LiB members for the 2021 calendar – 100 copies have been printed and these will be sold via the Town Hall, the TIC in the Pump Rooms and online at www.leamingtoninbloom.co.uk They are £3/copy.

- The LiB 2020 Magazine has been printed. There were 200 copies and these have been distributed via LiB members and via the Town Hall and the TIC. They have been given away to green groups, community groups, nurseries, local gardeners etc.
- The group will meet with Simon Richardson on 6th October 2020 to choose the colours and plants for the hanging baskets and beds for 2021, as well as for the Floral Trains. The group will need a new supplier of plants for next year as Baginton's Nursery has ceased to trade.
- LiB will not meet again after that until December for an annual review and consideration of possible activities for next year.
- LiB Twitter, Facebook and Instagram are ongoing and regularly updated

26. TREES

Gavin Callard (Warwickshire County Council arboricultural officer) is currently on extended leave so no 2020 update report has been received for this meeting.

Members are requested to consider new locations for the tree planting schedule for 2021.

Actions: 1. Suggestions for new tree locations to be sent to the DSO

2. DSO to chase update report for 2020

The meeting commenced at 6.00 pm and ended at 8:15 pm.

COMMUNITY GRANT APPLICATION FORM - GUIDANCE

Description	Detail
<p>Please confirm you have included your group's last two years of audited accounts (or last three months bank statements if new group):</p>	<p><i>Y/N This is an essential requirement unless you are a new organization which does not have audited accounts. Please see Important Information.</i></p> <p>This is a joint application between Maddy Kerr, Executive Director Heartbreak Productions and David Clargo. We confirm we have enclosed the last 2 years' Heartbreak accounts.</p> <p>Background</p> <p>We are two Leamington residents and friends who have decided to work together on this project. We believe that in the current situation activity and engagement with our neighbours and the wider local community is hugely important for mental health and well-being. Furthermore it can help develop 'new' communities and a sense of place. Due to the nature of the project and timescale, we have not set up a charity or community interest company. But we are using the infrastructure, experience and business systems of Heartbreak Productions as a co-applicant of this project.</p> <p>About us</p> <p>Maddy Kerr is Executive Director of Heartbreak Productions. I live and work in Leamington, although Heartbreak perform locally, nationally and internationally. We are Key Clients of Warwick District Council and resident in the Creative Quarter. 2021 will be the 30th year of delivering entertainment across the UK. I have organised Christmas Concerts at Princethorpe and St Peter's Church in recent years.</p>

	<p>David Clargo is Head of Audio Training at the BBC Academy. I live in Leamington and work from home. I have over 25 years' experience as a BBC programme maker and journalist and have run three BBC Local radio stations, responsible for output, finance and people. I have experience in devising and producing large-scale online events. I was the former Performance Director at Leamington's Art in Park.</p>
<p>Project Title:</p>	<p>The Leamington Sings! Christmas Carol Concert</p> <p>https://leamingtonsings.co.uk/</p> <p>https://www.facebook.com/leamsings/</p> <p>https://twitter.com/leamsings</p> <p>https://www.instagram.com/leamingtonsings/</p>
<p>Description of Project:</p>	<p>We plan to create, produce and deliver a live virtual Christmas Carol concert that will be free of charge and streamed online. It will be on Sunday 20 December at 6pm.</p> <p>The programme will be a mix of Christmas music and readings. It will be purely secular and open to all.</p> <p>We have secured a conductor (Andy Guthrie who runs The Workplace Choir), accompanist and choir who will provide the music. We have found local people who will read Christmas readings and stories. The programme will also include:</p> <ul style="list-style-type: none"> • An instrumental trio of a specially commissioned piece that will be recorded prior to and played out as part of the event

	<ul style="list-style-type: none"> • Carol and recorder pieces by children at the Sydenham Primary school. This will be also recorded prior to and played out as part of the event • The Leamington Sings! Virtual Choir. We are encouraging people to sign up to and take part in this fun, informal and virtual choir. There will be four hour-long rehearsals during November. We have found a conductor (Derry Pope) who has a massive amount of experience in leading and running such choirs. After the rehearsals, they will be asked to record their voice and send it in to us. In turn we will edit and mix this into a virtual song. We have selected 'It's the Most Wonderful Time of the Year' as the song. This will then be played out during the concert. <p>There will also be several audience carols for people at home to join in with, the words will be available on the screen.</p> <p>The event will stream live from North Hall, Spencer Yard, Leamington. We have carefully scheduled the programme to include recorded items to minimize the number of people in the hall. However, there will be enough space for all performers, presenters and technical crew who will be there on the night to be at the correct social distance.</p> <p>The concert – as well as the virtual choir video - will be available on demand to watch again on YouTube for 12 months.</p> <p>There will be an online retiring collection in aid of the Leamington Night Shelter. http://www.leamingtonnightsheiter.org.uk/</p>
Location of Project:	The concert will take place and streamed live from North Hall, Spencer Yard, Leamington Spa. The concert will be available to a number




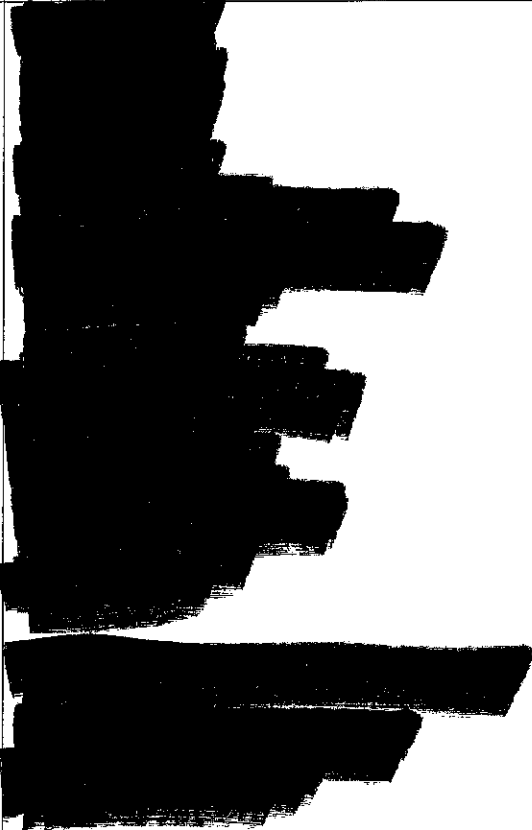
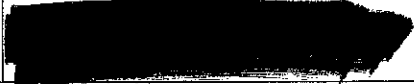
	<p>of people to join via a Zoom meeting (we are keen to be as interactive as possible) as well as being streamed on Facebook Live and YouTube and available free to all.</p>
<p>Amount of funding requested: (please provide itemized list of costs, including two quotations/estimates for items over £250)</p>	<p>Maddy Kerr and David Clargo are the joint organisers of this event. We are doing this on an entirely voluntary basis for the wider community enjoyment.</p> <p>However, as previous mentioned Heartbreak Productions is offering support in kind (see partners section.)</p> <p>We are working with some professionals who provide these services as part of their day jobs. We have agreed very competitive rates with them, the grant application is to cover their fees.</p> <p>The Concert Choir Fee for conductor Andy Guthrie https://www.andyguthriemusic.co.uk/ 4 rehearsals, 1 live performance 5 sessions @ £50 per session. Subtotal: £250</p> <p>Andy is our musical director and will lead this work, arranging musical numbers, leading rehearsals and conducting on the night.</p> <p>The Virtual Choir Fee for leader/conductor or virtual choir Derry Pope https://derrypopesinging.com/ 4 virtual rehearsals @ £50 per session Post-production to record all voices, edit and process them and mix into 'final' song £100. Subtotal: £300</p> <p>The Accompanist Fee for Christine O'Grady 4 rehearsals and 1 live performance @ £25 per session Subtotal: £125</p>


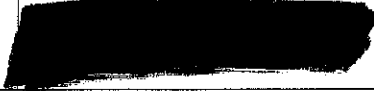
<p>Total amount requested:</p>	<p>The Adams Family Trio 1 rehearsal, 1 recording. 3 people @ £50 each Subtotal: £150</p> <p>£825</p> <p>We are trying to secure other funding to cover the technical costs.</p>
<p>Partners (other groups/agencies involved) Indicate here any other funding agencies (either actual or potential) involved in this project. If there are other funding partners, please indicate the proportion of the project to be funded by these partners:</p>	<p><i>If you are going to be delivering your project in conjunction with another group/agency, please list them here and give a brief outline of what contribution, financial or in kind, they will be making.</i></p> <p>Maddy Kerr/Heartbreak Productions are offering time and resources 'in kind.' This includes:</p> <ul style="list-style-type: none"> • Artistic vision and programming • Administration and financial transaction support • Social Media and marketing production effort and expertise • Use of technical kit (cameras, lights, sound mixing desk, streaming kit etc.) • Use of North Hall as rehearsal and performance space • Staffing to help support at the concert <p>David Clargo is offering time in kind for:</p> <ul style="list-style-type: none"> • Overall project management and logistics time • Building the website and social media platforms • Devising the communication strategy and creating various assets • Scripting and hosting the concert itself <p>Warwick District Council Have offered their support in promoting the event on their website and social media channels and well as internally to their staff.</p> <p>BID Leamington We have been in discussions with BID Leamington who are keen to support us. They have offered promotion for the concert in</p>

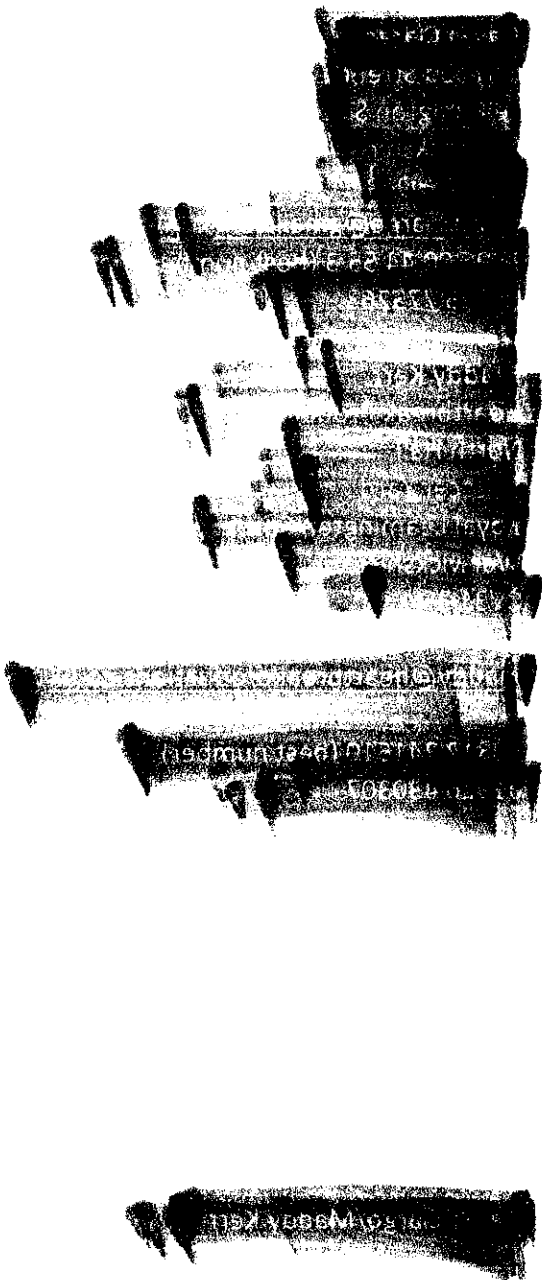
	<p>their mail outs, website and social media channels. They are also considering a small financial contribution, which would enable us to pay fees to the technical team on the night.</p>
<p>What specific community needs does your project aim to fulfill?</p>	<p><i>Tell us which of the criteria listed on page 2 your project will meet. If there are any other criteria you think your project will meet which are not listed here, please include them here. Please use a separate sheet of paper to tell us as much about your application and its objectives as possible.</i></p> <p>The concert will address the following criteria:</p> <ul style="list-style-type: none"> • Promoting community spirit and cohesion • Addressing social isolation and loneliness • Enhancing or protecting the natural or built environments • Promoting equality and diversity across Leamington • Supporting arts and cultural opportunities
<p>Evidence of community need:</p>	<p><i>Tell us how you identified the need for your project in your group and/or community, and how you think your project will meet this need.</i></p> <p>We are aware that the current situation means that many regular Christmas Carol Concerts and Services are not taking place this year. Warwick District Council's Christmas Lights switch-on event has been cancelled as has Bid Leamington's Lantern Parade.</p> <p>Initially our research was with family and friends, but this quickly widened. The response was extremely well received by performers and artists. Almost everyone we asked has agreed to take part, if available. Our Facebook page alone has been seen by 8,500</p>

	<p>people. To date 30 people have signed up to be part of the virtual choir.</p> <p>We believe this demonstrate a lively and supportive appetite for an occasion which would give people the following:</p> <ul style="list-style-type: none"> • To have in the diary and to look forward to. • To give the sense of belonging to a wider community and to promote festive anticipation. • To provide a focus for professional musicians, school music groups, singers and readers to come together and create an artistic, uplifting event.
<p>How will your project meet this need?</p>	<p><i>Explain here how you have planned your project to meet this need and how you think it would be possible to sustain the outcomes of your project in the long term.</i></p> <p>Christmas can be a difficult as well as joyous time. This year will bring its own specific issues. We believe this project will:</p> <ul style="list-style-type: none"> • Give all individuals and separate social units an event to feel connected to and part of Leamington. This could be by taking part in the four-week virtual choir rehearsal period, taking part in the event as a performer or part of the production/technical team, or by simply viewing on the night. • Provide an opportunity for families, social bubbles and households to come together to participate in a community event. We have invited all religious and secular organisations; the event is open to everyone.

	<ul style="list-style-type: none"> • Fill the void created by the need for social distancing and its impact on the 'usual' seasonal events eg: face to face Christmas Concerts/Service, Christmas Lights switch-on, Lantern Parade and the other regular activities. • Promote and widen the image of Leamington. Although our focus is the town itself, the nature of the project is that the concert will be available globally. This is an excellent opportunity to portray an image of a community-focused, inclusive, open and welcoming place. • Enable the Workplace Choir, Derry Pope Singing, and Heartbreak Productions to benefit from the artistic experience, and widening their connection and engagement with the wider local community. • Already the engagement online and social media has been strong and encouraging. We believe this is a robust enough model to be developed for similar community events in the future and activities. • As the concert, and its component parts will be available online on demand following the event for 12 months, there will be a digital legacy which could be used by Leamington Town Council and others to promote their commitment and investment in local community projects.
<p>Timetable for implementation and completion:</p>	<p><i>List project start date, anticipated end date and any significant milestones in between.</i></p> <p>The project launched on the 17th October with a website, Facebook, Instagram and Twitter feeds. In just six days our Facebook page has reached over 8,000 people.</p>

 	<p>The virtual choir meet on the 2nd, 9th, 16th and 23rd November for practice and the concert choir rehearsing on 4 Sundays in November.</p> <p>'Tickets' (which are free) will be released for the Zoom audience on in November.</p> <p>Following this we will promote the (also free)  Live and YouTube channels.</p> <p>The concert will be on Sunday 20 December at 6pm. It will last 75 minutes approximately.</p>
<p>Name and Address of Organisation:</p> <p>Telephone no:</p> <p>Email:</p>	
<p>Contact details for person responsible for the grant if awarded:</p>	<p>As above</p>
<p>If awarded, who should the grant cheque be made payable to?</p>	<p>Name of group member responsible for finances and budgeting</p> 

	Payment to: 
Contact details for person responsible for monitoring project (including budgetary control):	This is the group member who will have regular oversight of the project and complete the end of project monitoring form 



REPORT TO A MEETING OF THE CULTURAL AND COMMUNITY COMMITTEE TO BE HELD ON 2nd NOVEMBER 2020

COUNCIL OBJECTIVES

1. **PURPOSE OF THE REPORT**

To consider a progress report on the Town Council Objectives relevant to this Committee including agreed associated actions.

2. **PERTINENT OBJECTIVES AND AGREED ACTIONS**

OBJECTIVE 1 (*Develop collaborative working arrangements with Warwickshire County Council (WCC) and Warwick District Council (WDC), especially in relation to Town Centre development and planning in particularly deprived neighbourhoods*)

- (i) Collaborative working arrangements with other local authorities are useful and productive if mutually beneficial and responsive. This may become more essential if the move towards a form of unitary authority for Warwickshire continues and the Town Council is potentially asked to assume responsibility for more assets and services in Leamington Spa.

Such arrangements have in the past been variable in their success rates – the most success has been achieved where regular, planned and well-structured meetings/discussions have taken place. These have resulted in improved visibility, clarity and accountability so trust and a shared sense of purpose has been developed.

Having such meetings is only possible if the authorities involved are aware of each other's personnel and who is best to talk to/give advice in different scenarios. WDC produces an Organisational Structure Chart listing who the Heads of Services are but no officers below that level are listed. WCC has various webpages listing their departments and again Heads of Service – each webpage has a varying level of useful information and contacts provided. The problem each of the authorities has is that as soon as a list of officers is published it quickly becomes out of date.

A list of current officers and their contact details (pertinent to this Committee's work) is attached as Appendix 1. The best way to ensure this list is up to date is to maintain regular contact with these officers so changes filter through quickly.

- (ii) Specific open space grant support is given by the Council mainly via the green grants promoted and run by the Town Council-supported Leamington in Bloom group. There are currently six grants of £200 available – three for local green groups and three for local schools. Successful applicants are invited to take part in the Heart of England in

Bloom judges' annual tour of Leamington Spa each July. Previous participants have included the Canal Community Group, Champion School, Milverton Primary School and the Friends of the Pump Room Gardens.

There are occasional applications to the Town Council's Community Grant Fund by groups wishing to establish a new green space in town or further develop an existing one e.g. the SJB Youth & Community Garden this year. These too will be included on the list of potential locations for the judges to visit once the projects come to fruition.

OBJECTIVE 3 *(Promote the rich culture of Royal Leamington Spa)*

- (i) An up to date list of Town Council grant funding allocated to arts and music organisations over the last 3 years is attached as Appendix 2 for consideration.
- (ii) Coventry City of Culture is due to take place from May 2021 – May 2022. It was resolved at the meeting of this Committee on 13th July 2020 that a mooted "Lights of Leamington" project echoing the Lights of Leamington festival that used to occur in Jephson Gardens in the 1950s not be progressed further due to a lack of viability in terms of cost, timescale and environmental sustainability.

The Committee is asked to consider if there are any other potential project ideas which could be delivered within the town to coincide with City of Culture and which they would like to be investigated further.

OBJECTIVE 4 *(Promote equality for all, and particularly in the more socially deprived areas in the Town)*

- (i) It was envisaged that this objective would be furthered through more and better engagement with the Third Sector by April 2021. This ambition has not been realisable during 2020 due to the ongoing Covid-19 public health situation and will not be so until the situation becomes (hopefully) more normalized as 2021 progresses.
- (ii) One means of strengthening links with Warwickshire CAVA and local community/voluntary groups was for the Town Council to host a Community Fair as a means of publicising projects and co-ordinating advice to residents. Again, this will not be possible in the short term but is something to be investigated post Covid-19.
- (iii) **An annual review of the Community Grants Scheme to be undertaken and delivered to this Committee by its March meeting. To include locations, types, amounts, issues and areas for development.**

OBJECTIVE 5 (Improve the Environment)

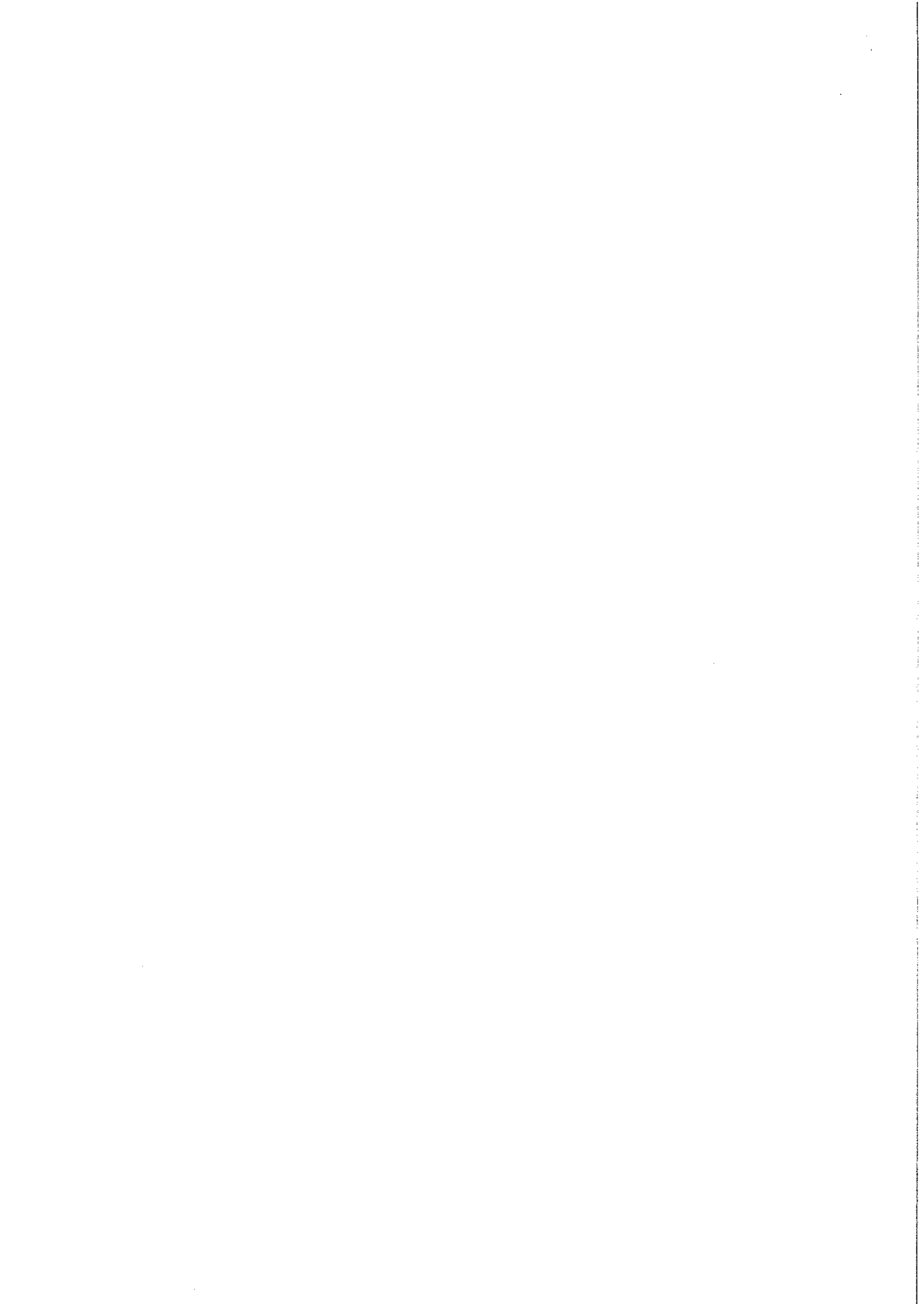
- (i) **An annual feedback report from the Arboricultural Officer at Warwickshire County Council will be sought and delivered to the Committee with an update on expenditure and achievements for each year.**
- (ii) **Members to identify locations for new trees by each October meeting of this Committee and make those known to the DSO. Members of the public may contact their Councillor or the Town Council office to request new tree locations as well - this to be better advertised.**

OBJECTIVE 6 (Raise awareness of the role of the Town Council)

- (i) The positive and supportive impact of the Town Council's Community Grants Fund can be further highlighted via more press releases, photo opportunities and the Council's social media feeds and website. This is also the case for Leamington in Bloom, the Blue Plaques group, the Town Walk Guides (when operational) and Leamington International Twinning Society. The DSO attends the Warwickshire Towns Quarterly Network wherein there is up to date information from WDC and WCC in terms of potential and planned events as well as updates from all the towns around the county on how they deliver annual events.
- (ii) Warwickshire CAVA is the main point of contact and conduit of information for community and voluntary groups in Leamington Spa. **A Town Council officer would usually attend the Information Day for Warwick District that CAVA delivers annually and run a stall promoting the Community Grants – there have been no Information Days in 2020. When these are re-established, this input will resume.**
- (iii) The Community Partnership team at WDC organise and run the North and South Leamington Community Forums twice annually. A Town Council officer attends these meetings as and when there is information from the Town Council to be shared. **The Forums are not currently meeting but when they do resume, it could be helpful to have an officer attend regularly so the Town Council is up to date on the issues discussed.**

3. RECOMMENDATION

The Committee is requested to confirm satisfaction with the Objectives pertinent to this Committee and the associated actions highlighted in bold type.



APPENDIX 1

Officers and Contacts at Warwick District Council (2020)

(all District Council email addresses are firstname.lastname@warwickdc.gov.uk)

Marcus Ferguson – Business Support Team Manager 01926 456012

Gary Rudd – Business Support & Events Officer 01926 456018

Elizabeth Young – Community Partnership Team Manager 01926 456019

Bernadette Allen – Localities and Partnerships Officer/Armed Forces Liaison 01926 456020

Jon Holmes – Green Space Development Manager

Simon Richardson – Green Space Development Officer 01926 456216

Neil Bridges – Parking and Community Rangers Manager 01926 456321

Lucy Stockley (maternity leave)/Nicky Bellenger (maternity cover)- Community Engagement Officer
01926 456213

David Guilding – Arts Manager 01926 737155

Carole Sleight – Arts Officer 01926 456231

Bronwyn Alsop – Marketing and Programming Supervisor (Town Hall, Pump Rooms and Spa Centre)
01926 737160

Phil Clarke – Interim Head of Planning 01926 456518

Martin O'Neill – Projects and Economic Development Officer 01926 456064

Guy Collier – Projects Officer (Creative Quarter) 01926 456514

Jon Barnett - Community Safety 01926 456021

Officers at Warwickshire County Council (2020)

(all County Council email addresses are fullname@warwickshire.gov.uk)

Gavin Callard – Tree Manager 01926 413469

Teresa Llewellyn – Administrator, Forestry Service 01926 736494

Jonathan Toye – Group Manager, Trading Standards and Community Safety 07401611737

Rebecca Coles – Senior Learning and Community Engagement Officer 01926 412069

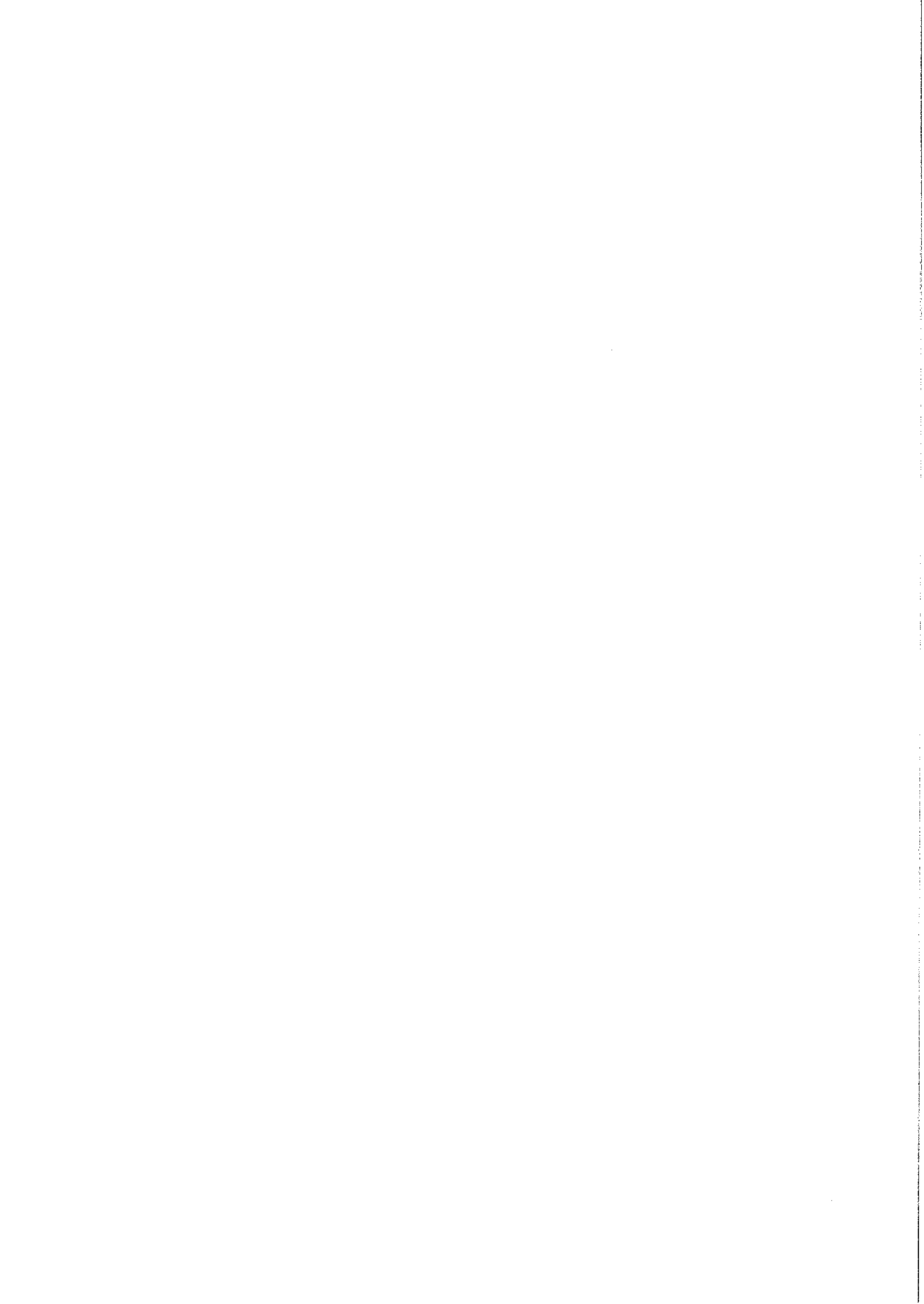
Gary Timlin – Youth and Community Worker 01926 428142



APPENDIX 2

RLSTC Community Grants Expenditure on Arts and Music Organisations (Sept 2017 – Oct 2020)

<u>Name of Organisation</u>	<u>Grants applied for</u>	<u>Total Received</u>
ARC CIC	Sept 17 - £1590	£1590
Art in the Park	Jan 18 - £1440, Jan 19 - £2000	£3440
Bach Choir	Sept 19 - £1400, Oct 20 - £2000	£3400
Brazilian Culture & Arts Community	May 19 - £500	£500
Creative Leamington	May 20 - £1000	£1000
Leamington History Group	Oct 20 - £2000	£2000
Leamington Music Festival	Jan 18 - £1440, May 19 - £2000	£3440
Leamington Poetry Festival	Jan 19 - £2000	£2000
Leamington Old Town Traders (canal festival and bikers gathering)	May 18 - £1000, May 19 - £1000	£2000
MELA	Sept 17 - £2000	£2000
Public Domain Arts & Media CIC	Sept 18 - £2000	£2000
Sydenham Neighbourhood Initiatives	Sept 18 - £2000	£2000
Sydenham Primary School	Sept 18 - £2000	£2000
	Overall Total	£27,370



REPORT TO A MEETING OF THE CULTURAL AND COMMUNITY COMMITTEE TO BE HELD ON 2nd NOVEMBER 2020

CREATIVE QUARTER UPDATE

1. PURPOSE OF THE REPORT

To provide an update on the current and planned activities of Complex Development Projects with regard to Leamington Creative Quarter

2. STAKEHOLDER FORUM

Meetings of the Stakeholder Forum have resumed with the first being held virtually on 16th October 2020. This is a non-political group with input from representatives of interested groups and organisations based in Leamington Spa, and particularly in the location in question. Membership includes the Town Council, BID Leamington, ARC CIC, Creative Leamington, Warwick District Council (WDC), Action 21, Purple Monster and Heartbreak Productions. The Democratic Support Officer represents the Town Council.

This meeting included an update on where the project had got to in terms of the “Big Picture” Plan which was created following public consultations and forums in 2018. The “Big Picture” was signed off by WDC’s Executive in March 2019 and identified Spencer Yard and the United Reform Church (URC) as being the best locations within the Quarter to kick start regeneration. A link to the “Big Picture” document can be found here:

3. THE PROJECT

Members of the group were shown drawings and plans for the URC, the Nursery and the Old Dole Office which included flexible office space, event space, breakout areas and potential artists pods. These drawings have been subject to pre-application discussions with planning officers at WDC with a view to submitting a formal planning application at the start of December 2020.

The URC is more constrained in terms of what can be done to the building as it is Grade 2 listed – it is envisaged that every floor will be utilised including the basement and disabled access will be gained via a ramp and a lift. The Nursery will become more of a flagship building on the site, incorporating elements of camouflage into its active frontage to demonstrate the area’s heritage. It is envisaged that each of the three buildings will offer working space which is as flexible as possible given the current public health restraints and the possible requirements of unknown future tenants. Event space will be predominantly located outside in the Yard itself.

4. CONSULTATION

There will be a two-week online consultation including a Google survey and a virtual exhibition of the plans beginning on Monday 2nd November 2020. This will be

advertised by CDP with members of the Stakeholder Group also publicising it via their websites, social media channels and contact databases.

Concerns were expressed about those who do not have the technology or know-how to access the online materials. CDP will offer short telephone calls to those not online to talk through the survey. Posters and press releases will also be necessary to raise awareness. Hard copies cannot be placed around the town as usual due to the Covid-19 situation. A short video will be produced which will cover FAQs and be available via CDP's website. Links to the video can be placed on the Town Council website. All the usual social media channels (Facebook, Twitter, Instagram) will be utilised to promote the survey and video.

It should be noted that a statutory consultation period will accompany the planning application in December as well. The Town Council will be invited to respond to both consultations.

5. RECOMMENDATION

(i) The Committee notes both the resumption of the Stakeholder Forum for the Creative Quarter and the dates of the two-week online consultation (2nd - 16th November 2020).

(ii) Committee members consider the CDP consultation and return comments to the DSO by 9am on 11th November. These comments to then be collated by the DSO into a formal coherent response by this Committee on behalf of the Town Council. This response to be circulated to all members by 5pm on 12th November for confirmation by 9am on 16th November. Agreed response to be submitted to CDP on 16th November.

LEAMINGTON IN BLOOM 2020

Events/activities achieved since 5th October:

- Photographic competition – all winners have received their cheques and complimentary calendars
- Shops, pubs and restaurants awards – Gold, Silver, Bronze and Highly Commended certificates have been awarded and distributed by LiB members. There were also three Special Mention certificates for establishments which do not fall within these business categories (hotel, guest house, care home).
- Socially distanced photo opportunity took place with some of the competition winners and the Mayor on the front steps of the Town Hall on 19th October.
- Magazine – 20 copies still available from the Town Hall
- Calendar – 14 photographs were selected by the group including the three winning shots for inclusion on next year's Calendar = designed and printed by WDC Print Room. Now on sale for £3/copy from the Town Hall, the TIC at the Pump Rooms and via the LiB website – www.leamingtoninbloom.co.uk
- Met with WDC Green Spaces Development Officer Simon Richardson on 6th October and agreed colours for beds and baskets for 2021 (these to be white, bright pink and orange)
- Three Green Grants awarded to Friends of Christchurch Gardens, Friends of the Railway Station and Painting's Plantation - £200 each.

