



THE TOWN COUNCIL  
OF  
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ROBERT NASH ACIS DMS  
Clerk to the Town Council

6<sup>th</sup> June 2019

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 13<sup>th</sup> JUNE 2019 commencing at 6.00 pm.**

The business will be as set out below.

Yours faithfully,

**Clerk to the Town Council**

To:- Councillors Navdeep Atwal, Julija Boulton, David Brunson, Will Bryce, Heather Calver, Amy Evans, Jennifer McAllister, and Louisa Radice.

Mr J. Mather (Leamington International Twinning Society)

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

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### **AGENDA**

1. **APPOINTMENT OF CHAIRMAN**
2. **APPOINTMENT OF VICE-CHAIRMAN**
3. **APOLOGIES FOR ABSENCE**
4. **DECLARATIONS OF INTEREST**

Members are invited to declare any interest they may have in an item identified for discussion at the Meeting.

5. **PUBLIC FORUM**

To receive representations from Members of the public in accordance with Council Standing Orders.

6. TOWN TWINNING MATTERS

To consider matters relating to Twinning activity, including preparations for the 50<sup>th</sup> anniversary of the signing of the Twinning Agreement with Sceaux over the period 18<sup>th</sup>-22<sup>nd</sup> October, 2019.

A representative of Leamington Twinning Society will be in attendance for this item.

7. MINUTES

To approve and sign as a correct record the Minutes of the Meeting of the Cultural and Community Committee held on 28<sup>TH</sup> February, 2019 (Report No.7)

8. MATTERS ARISING FROM THE MINUTES

Tree Planting and Renewal

To note the completed schedule of tree planting for 2018/19.

(Report No. 8)

9. COMMUNITY GRANT FUND 2019/20

To consider the attached Report (Report No. 9)

Site	Requestor	Species	Size	Notes	LTC approval
The Fairways	GC	Crataegus laevigata 'Plena'			Yes
Warwick New Rd	GC	Liriodendron tulipifera		To replace recently removed Lime	Yes
Edmondscote Rd	GC	Quercus robur		To replace tree planted last season that died	Yes
Portland Street	GC	1x Tilia x europaea 'Palida'		to replace previous	Yes
6 Lillington Close	GC	Sorbus latifolia 'Atrovirens'		To replace tree once existing is removed	Yes
10 Lillington Close	GC	Sorbus aucuparia 'Cardinal Royal'		To replace tree once existing is removed	Yes
18 Northumberland Rd	Resident	Liquidambar styraciflua 'Lane		To replace previous tree	Yes
42-44 Northway	Jill Barker	Crataegus x prunifolia 'Splendens'		Existing tree failed	Yes
55-57 Claremont Rd	Jill Barker	Prunus serotina 'Royal Burgundy'			Yes
4 Telford Avenue	Sarah Board	Crataegus x prunifolia 'Splendens'			Yes
6 Telford Avenue	Sarah Board	Malus baccata 'Street Parade'			Yes
8 Telford Avenue	Sarah Board	Prunus x subhirtella 'Autumnalis'		To replace previous Malus that failed	Yes
10 Telford Avenue	Sarah Board	Amelanchier arborea 'Robin Hill'			Yes
Llewellyn Road / Northway	Jill Barker	Tilia mongolica		Replacement of 16AF?	Yes
Warwick New Rd	GC	Liriodendron tulipifera		Tree planted 2017-2018 season vandalised so	Yes
St Marys Crescent opp 44/46	GC	Betula pendula 'Zwisters Glorie'		To replace previous failed new plant tree	Yes
Sydenham Drive Prospect	GC	Acer campestre		To replace previous tree that was vandalised	Yes
Sydenham Drive Prospect	GC	Carpinus betulus		To replace previous tree that was vandalised	Yes
Gaveston Rd	GC	Betula pendula 'Tristis'			Yes
13-15 Milverton Terrace	GC	Sorbus aria 'Magnifica'			Yes
Milverton Terrace outside	GC	Sorbus aria 'Magnifica'			Yes
By Lillington Road	GC	Metasequoia glyptostroboides			Yes
Queensway opp 6-7	GC	Liquidambar styraciflua 'Lane			Yes
Queensway opp 18-20	GC	Liquidambar styraciflua 'Lane			Yes
Queensway o/s 22	GC	Quercus robur			Yes
Queensway o/s 12 - 14	GC	Quercus robur			Yes
Queensway o/s 2	GC	Quercus robur			Yes
Sydenham Drive next to	GC	Ostrya carpinifolia			Yes
Cottage Square Sydenham	GC	Ostrya carpinifolia			Yes
Cottage Walk Sydenham	GC	Alnus cordata			Yes
Cottage Walk Sydenham	GC	Alnus x spaethii 'Spaethi'			Yes
Hornbeam Grove off	GC	Carpinus japonica			Yes
Gainsborough Drive					
Sydenham	GC	Carpinus betulus			Yes
Solway Close off					
Gainsborough Drive					
Sydenham	GC	Acer davidii			Yes
St Davids Close off					
Gainsborough Drive					
Sydenham	GC	Betula utilis 'Jaquemontii'			Yes
St Fremund Way next to junction with Beavers Brook Close					
Lambourn Crescent	GC	Malus baccata 'Street Parade'			Yes
Sydenham					
Brunswick St outside no. 141	GC	Liquidambar styraciflua 'Lane Roberts'			Yes



**REPORT TO A MEETING OF THE CULTURAL AND COMMUNITY COMMITTEE TO BE HELD ON 13<sup>TH</sup> JUNE 2019**

**COMMUNITY GRANT FUND**

1. **PURPOSE OF THE REPORT**

To assess applications from Community Organisations and not for profit bodies for assistance from the Community Grant Fund.

2. **APPLICATION PROCESS**

2.1 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 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 13<sup>TH</sup> June but members are strongly advised to familiarise themselves with each application before the meeting.

2.3 The funding available for Community Grants in 2019/20 is £45,000. This is an increase of £5,000 on the previous year which arises as the Council no longer provides revenue funding for youth related projects specifically. The funding allocated in previous years to this has therefore been redirected to the Community Grant Fund. There are two further opportunities for applicants to bid to the fund with closing dates of 15<sup>th</sup> August and 9<sup>TH</sup> December, 2019.

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.

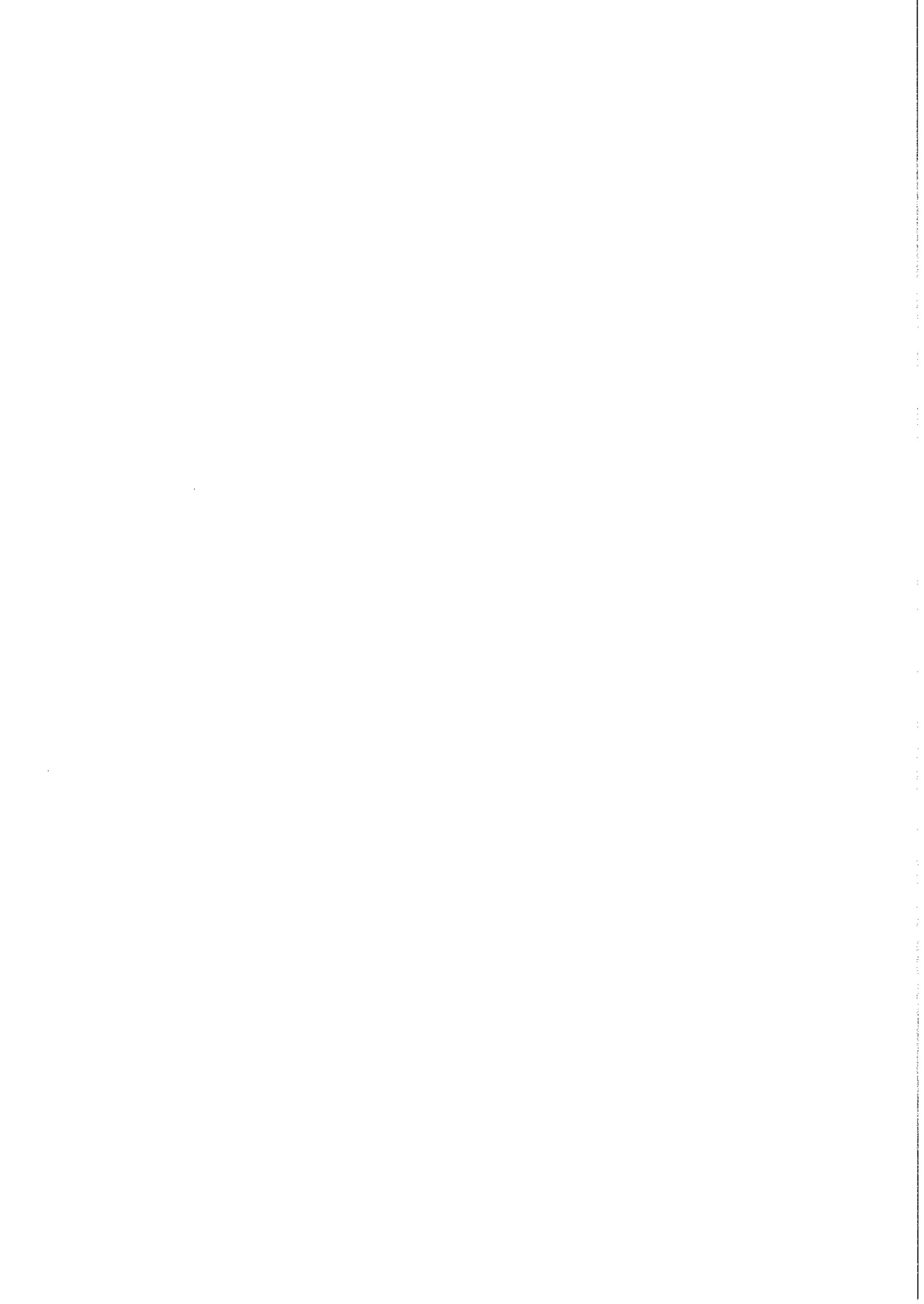
3.2 The evaluation matrix is intended to assist consideration of the respective applications. It should be read in conjunction with each application form.

3.3 Each application should be considered on its merits against the criteria within the Community Grant Scheme. For the benefit of new Councillors this is set out in Appendix 3 to the Report.

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 2016)	Amount Awarded
1	Young People First	Brunswick Youth Project Summer Scheme	£1,410.00	This is successor body to (Warwickshire of Youth Clubs) As YPF awarded £2,250 - October 2017	
2	Leamington Music	Leamington Music Festival & Winter Season	£2,000.00	Leamington Music has been supported over many years with grants for this Festival - Jan 2018 - £1,440)	
3	Lillington Olympic Festival	Lillington Community Fun Day	£1,679.00	Community Fun Day - May 2018 - £1,000	
4	Time 4 Hope	Time 4 Change - Peer Group Counselling sessions	£2,000.00	First Grant awarded in 2018 - £2,000	
5	New Hope Christian Counselling	Working with Trauma - Counselling sessions for Homeless and people with dependency issues	£1,740.00	New Prospects courses - £1500 - 2015; £1816 - 2016; £1582 - 2017; Drug and Alcohol Counselling - £1669 - 2018	
6	Leamington International Twinning Society	50th Twinning Anniversary - Sceaux	£1,371.50	The Council provides a revenue grant to meet the costs with hosting a Civic Dinner for visitors from the Twin Towns. This is met from within a separate budget. 1st Bid to this fund	
7	One World Link	Day of the African Child	£475.00	The Day of the African Child-£1385 May 2017; Teacher visit to Leamington Spa from Bo, Sierra Leone-£1300 May 18	
8	Leamington Old Town Ltd	BikerLott 2019	£2,000.00	Canal Festival - May 18- £1,000	
9	Muscular Dystrophy Support Centre	Muscular Dystrophy physiotherapy for Leamington Spa residents	£2,000.00	This was a new applicant in 2018 receiving £1,000 for Physiotherapy for MD patients	
10	Warwickshire Pride	Warwickshire Pride 2019	£1,374.00	Warwickshire Pride 2017- £670- Feb 17; Warwickshire Pride 2018 - £852	
11	Brazilian Culture & Arts Community	Brazilian Festival of Arts & Culture	£1,500.00	New Applicant	
12	Leamington Carnival	Leamington Carnival 2019	£2,000.00	The Carnival Committee received an initial grant of £3500 on 2016 but has not been supported since.	
		<b>Total of applications this time</b>	<b>£19,549.50</b>	Total awarded	<b>£0</b>
		<b>Total awarded for year Budget</b>	<b>£45,000.00</b>	Total of Grants previously awarded	<b>£0</b>
		<b>Remaining Budget</b>	<b>£45,000.00</b>	<b>Total Fund now available</b>	<b>£45,000.00</b>





Applicant	Young People First	Leamington Music	Lillington Olympic Festival	Time 4 Hope	New Hope Christian Counselling	Learn International Twinning Society	One World Link	Leamington Old Town Ltd	Muscular Dystrophy Support Centre	Warwickshire Pride	Brazilian Culture & Arts Community	Leamington Carnival
Application Evaluation (Maximum points)												
<b>Criterion</b>												
Funding Priorities												
<b>Projects that will contribute to one or more of the following funding priorities:</b>	35 (up to five points for each category)											
Dealing with loneliness and isolation	5	4	3	4	5	5	1	1	4	5	1	1
Promoting Health & Wellbeing	5	4	4	3	5	5	2	4	5	2	4	3
Addressing skilling and unemployment	5	3	1	1	1	1	1	1	1	1	1	1
Providing positive activities for young people	5	5	4	5	1	1	4	5	1	1	4	1
Promoting community spirit	5	4	4	5	4	3	4	5	1	5	5	4
Enhancing the natural or built environment	5	1	1	1	1	1	1	1	1	1	1	1
Supporting Music and the Arts	5	1	5	1	1	1	3	5	1	1	3	1
<b>Partnership Working</b>												
Projects that work effectively with other organisations	5	4	4	5	3	5	4	5	1	5	5	3
<b>Quality</b>												
Projects that are well thought out, with clear objectives, timescales, budget and demonstrate value for money	5	4	4	5	3	5	4	5	4	4	5	1
<b>Reducing Inequalities</b>												
Projects that will benefit a local community or group of people experiencing specific disadvantage or exclusion from mainstream activities	5	5	3	5	4	5	1	1	4	5	1	2
<b>Legacy</b>												
Projects that will create lasting benefits beyond the end of the funding	5	3	3	3	4	4	3	5	5	4	4	0
<b>Total Points</b>	<b>55</b>	<b>38</b>	<b>38</b>	<b>32</b>	<b>36</b>	<b>28</b>	<b>38</b>	<b>24</b>	<b>26</b>	<b>36</b>	<b>36</b>	<b>18</b>



### **IMPORTANT INFORMATION**

The Community Grant Fund has been established as a means of helping Community and Voluntary groups with projects that are of benefit to the wider community. It will contribute to the Town Council's objective of involving community representatives in identifying local needs and facilitate collaboration between the Council and partner organisations.

Applications will need to satisfy the following conditions to be considered for a grant:

- (1) Bids should be made for projects which will be of benefit to the whole community or a specific group whose principal objectives are not those of a single individual. Applications will not be entertained where the benefit is to a single individual.
- (2) The project should be of benefit to a significant number of persons living within the Parish of Royal Leamington Spa. If you are unsure of the boundary of the Parish, please contact us for further guidance.
- (3) Applications should normally be for one-off projects and usually for sums up to and including £2,000 maximum. On-going revenue funding will be considered exceptionally where an organisation offers a range of services over successive years.
- (4) Where a project or scheme is subject to applications to other funding sources (lottery fund, other local authority etc), applications will need to be supported with appropriate details of such other potential funders.
- (5) Projects should lie outside the responsibility of any single agency or service. They will not be funded if they are eligible for funding through conventional statutory means, unless there is matched funding or an agreement with other agencies to meet on-going costs after the initial contribution from the Town Council. Where this is the case, applications should be supported with details of the third party funding.
- (6) Applications must be supported with the audited accounts of the relevant organisation for a period of two financial years prior to the date of application, and indicate expenditure, income, assets and liabilities, together with funding obtained from other Public Bodies, if appropriate. Additionally, your application should be supported with a breakdown of the proposed expenditure and, for items in excess of £250, a minimum of two quotations must be provided.
- (7) Start-up organisations will be eligible to apply to the fund, subject to such applications being supported by bank statements and evidence that they are formally constituted and financially accountable.
- (8) Applications must be made in the name of the organisation to which the agreed project funding is to be granted and be supported by those persons authorised for such purposes in the relevant Constitution and/or Articles of Association of the organisation concerned.

- (9) Applications will be considered only from “*not for profit*” organisations.
- (10) Applications must be made on the relevant application form and must be supported by appropriate documentation.
- (11) Applications will be evaluated according to a number of criteria:
- Reducing social inequality or specific disadvantage
  - Promoting health and wellbeing
  - Addressing unemployment and providing opportunities for skills development
  - Providing positive activities for young people
  - Promoting community spirit and cohesion
  - Partnership working to maximize reach and effect of project
  - Enhancing or protecting the natural or built environments
  - Promoting equality and diversity across Leamington
  - Supporting arts and cultural opportunities
  - Providing lasting benefit to current and future residents of Leamington
- (12) The Grant Fund does not support applications that promote or encourage any political or religious belief.

Applications will be assessed according to how they satisfy the above criteria. Few applications will meet all these but those that are likely to be successful will demonstrate a commitment to a number of these factors.

Successful applicants will be expected to provide the Council with an assessment of the project subsequent to its implementation. This can be in the form of a written assessment or individual feedback to the Cultural and Community Committee at one of its Meetings.

The Community Grant Fund is divided into three bidding rounds – May , August and December. You can only bid to one of these rounds of funding within one financial year. The closing dates for this year’s bidding rounds are:-

**13<sup>th</sup> May 2019**

**15<sup>th</sup> August 2019**

**9<sup>th</sup> December 2019**

Further advice on the application process can be obtained from the Democratic Support Officer (email [admin@leamingtonspatowncouncil.gov.uk](mailto:admin@leamingtonspatowncouncil.gov.uk))