

URGENCY ITEMS - MINUTE OF DECISION

Delegation arrangements for dealing with matters of urgency

Paragraph 7.2.1 of the Council's Constitution provides that Chief Officers may take urgent decisions if they are of the opinion that circumstances exist which make it necessary for action to be taken by the Council prior to the time when such action could be approved through normal Council Procedures. They shall, where practicable, first consult with the Leader and Chairman (or in their absence the Vice-Chairman) and the Opposition Spokesperson of the appropriate committee.

Given the current emergency in respect of the Covid 19 pandemic and the decision taken to suspend committee meetings while social distancing measures continue, the urgency decision provision under Paragraph 7.2.1 of the Council's Constitution has been widened to extend the consultation to include the Leaders of all the political groups on the Council.

Subject: Parish & Town Council Initiative Fund and Community, Sports & Arts Grants Scheme

Appropriate Committees: Leisure & Environment, Homes & Communities and Policy & Finance

Details of Item

This urgency item is required to secure delegated authority to make grant awards under the Parish & Town Council Initiative Fund and the Community, Sports & Arts Grants Scheme in order to comply with the Council's Constitution and Financial Regulations.

Members will be aware that the Parish & Town Council Initiative Fund was approved by Policy & Finance Committee on 26 September 2019. However, the recommendation did not secure the necessary officer delegation to the appropriate Director to confirm the grant awards based on the recommendations of the Member Panel.

The Member Panel established by the Policy & Finance Committee met virtually on 21 May 2020 and the notes from this meeting are attached as an appendix to this urgency item. This urgent decision gives delegated authority to the Director – Housing Health & Wellbeing, following consultation with the Member Panel, to make the grant awards in accordance with the Council's approved Constitution and Financial Regulations. This delegation covers the decisions made on 21 May 2020 and future panel meetings going forward.

This urgency item also clarifies the position in respect of the Council's Community, Sports & Arts Grant Scheme. This scheme has been in operation for many years and was last reviewed when the Council operated a Cabinet System of decision-making. During this period of administration, the Portfolio Holder had delegated power to make decisions on grant awards through this scheme. However, following the return to the Committee System the recommendations of the Member Panel (Chairman and Vice Chairman and Opposition Spokesperson of Leisure & Environment Committee) are now to be delegated to the Director

– Housing, Health & Wellbeing for decision, to ensure that the decisions are in accordance with the Council’s approved Constitution and Financial Regulations.

Decision

That the Director – Housing, Health & Wellbeing be given delegated authority to approve grants based on Member recommendations through the Parish & Town Council Initiative Scheme and the Community, Arts & Sports Grant Scheme to ensure that the decisions are in accordance with the Council’s approved Constitution and Financial Regulations.

Members Consulted:

Cllr. David Lloyd – Leader of the Council and Chairman of Policy & Finance
Cllr. Paul Peacock – Leader of the Labour Group/Opposition Spokesperson for Policy & Finance
Cllr. Peter Harris – Leader of the Liberal Democrat Group
Cllr. Gill Dawn – Leader of the Independent Group
Cllr. Roger Jackson – Chairman of Leisure & Environment
Cllr. Yvonne Woodhead - Opposition Spokesperson for Leisure & Environment
Cllr. Tim Wendels – Chairman of Homes & Communities
Cllr. Kath Arnold - Opposition Spokesperson for Home & Communities

All Members consulted on 18 August 2020, Urgency Item emailed and follow up telephone call or voice mail message left.

Signed: 

Date: 24 August 2020

Director – Housing, Health and Wellbeing

PARISH AND TOWN COUNCIL INITIATIVE FUND - GRANT PANEL

THURSDAY, 21ST MAY, 2020

Present:

Councillors Maureen Dobson (Committee Member), K Girling (Committee Member), P Harris (Committee Member), R Holloway (Committee Member), R Jackson (Committee Member), N Mison (Committee Member), P Peacock (Committee Member) and T Wendels (Committee Member)

Apologies: Councillor D Lloyd

1 Appointment of Chairman

AGREED Councillor R Jackson was appointed Chairman of the Parish & Town Council Initiative Fund – Grant Panel for the ensuing year.

2 Declarations of Members Interests

Councillor P Peacock declared an interest on the Edwinstowe Parish Council Grant application on the grounds of bias, as he was a member of Edwinstowe Parish Council and took no part in the vote.

3 Terms of Reference

The Grant Panel considered the Terms of Reference for the Parish and Town Council Initiative Fund – Grant Panel.

The District Council's Community Relations Team managed the Parish and Town Council Initiative Fund established to assist and enable communities to bring about a positive and lasting change for the benefit of the whole community.

Applications for funding were sought from Town and Parish Council's within the Newark and Sherwood district. Where no formal parish council existed, the local District Councillor, with endorsement from the parish, would be eligible to apply on its behalf.

The focus of the £200,000 grant fund would be Cleaner, Safer, Greener (CSG) in line with the Council's commitment to making the District a better place to live and to 'improve the cleanliness and appearance of the local environment'. The grant fund would have themed rounds and would be available for projects that demonstrate lasting community benefit aligned to CSG principles.

The funding could contribute towards any project that improved a community asset whether that was a community building, the purchase of new equipment, the creation of local community projects and initiatives and supporting community focused groups in order to improve community engagement and community resilience in respect of the principles of CSG.

Members suggested that the scoring matrix be included in the report for future meetings and also requested how the funds would be distributed over the next four rounds of meetings. It was confirmed that a report regarding the distribution of the funding would be submitted to the next meeting of the Panel.

AGREED that:

- (a) the Terms of Reference for the Parish and Town Council Initiative Fund – Grant Panel be noted;
- (b) the scoring matrix be included in the report for future meetings; and
- (c) a report regarding the distribution of the funding be submitted to the next Panel meeting.

4 Parish & Town Council Grant Applications

The Panel considered applications from six Parish Councils: Blidworth, Edingley, Edwinstowe, Kings Clipstone, South Clifton and South Muskham.

The project outlined the total cost, the amount the applicant had applied for and whether the request met the Greener criteria. The information was contained within a table for Member consideration. Each application which was appended to the report, was considered individually.

a) Blidworth Parish Council

An application had been submitted on behalf of Blidworth Parish Council requesting a Grant for £220, 49% of the project cost of £448. The project met the Greener criteria and scored 100/100.

The project aimed to provide litter picking equipment for use in the village. Purchase of litter picking equipment including 20 litter pickers, 10 handy hoop bag holders, 48 pairs of protective gloves and 2 large boxes of refuse sacks.

Members commented that the scheme was suitable and met the criteria, the equipment cost however appeared expensive and they questioned whether the equipment could be sourced by the Council through procurement to achieve a better cost.

AGREED (unanimously) that:

- (a) a Grant for £220 be awarded to Blidworth Parish Council for the purchase of litter picking equipment for use in the village; and
- (b) the Health Improvement & Community Relations Manager make enquiries regarding securing the equipment through the Council's procurement procedure, to secure best value.

Councillor	Vote
Mrs M Dobson	For
K Girling	For
P Harris	For
R Holloway	For
R Jackson	For
D Lloyd	Apology
N Mison	For
P Peacock	For
T Wendels	For

b) Edingley Parish Council

An application had been submitted on behalf of Edingley Parish Council requesting a Grant for £9,403.60, 50% of the project cost of £18,807.20. The project could offer greener elements but would be subsidiary and scored 50/100.

The project would repurpose a builder's yard (including derelict portacabins) and provide a grass matrix mat surfaced car park on part of school field behind Edingley Old Schoolroom. The car park would help to reduce on street parking near the busy village hall, thereby reducing congestion. The increased parking facilities would be a benefit to businesses in the centre of the village as more people would be able to visit. There was also the potential to attract more passing trade enhancing the centre of the village.

Members considered the application and felt that the scheme did not meet the criteria, but was more suited to the 'Safer' scheme which would come in the next round of funding. The Health Improvement & Community Relations Manager confirmed that he would work with Edingley Parish Council to try and secure them funding through a different scheme.

AGREED (unanimously) that a Grant would not be awarded to Edingley Parish Council.

Councillor	Vote
Mrs M Dobson	Against
K Girling	Against
P Harris	Against
R Holloway	Against
R Jackson	Against
D Lloyd	Apology
N Mison	Against
P Peacock	Against
T Wendels	Against

c) Edwinstowe Parish Council

An application had been submitted on behalf of Edwinstowe Parish Council requesting a Grant for £20,000, 29% of the project cost of £69,000. The project met the Greener criteria and scored 100/100.

The project included the installation of a 30.36kWp Solar PV System with a 49kWh Lithium Battery Storage System and a 1000l Hot Water System heated purely by Solar PV fitted to pavilion at Sherwood Fields, Edwinstowe. The project also included de-commissioning of the current ineffective gas boilers and isolation of the gas supply. The pavilion was owned by Edwinstowe Parish Council with a long term lease to the Robin Hood Colts, an Edwinstowe based sports organisation that provided football activities for boys and girls of all ages, including two senior teams.

Members considered the application and felt that the scheme was suitable to be awarded grant funding.

AGREED (unanimously) that a Grant be awarded to Edwinstowe Parish Council.
(Having declared an interest, Councillor P Peacock took no part in the vote).

Councillor	Vote
Mrs M Dobson	For
K Girling	For
P Harris	For
R Holloway	For
R Jackson	For
D Lloyd	Apology
N Mison	For
P Peacock	Did not vote
T Wendels	For

d) Kings Clipstone Parish Council

An application had been submitted on behalf of Kings Clipstone Parish Council requesting a Grant for £9,431.79, 52.6% of the project cost of £17,930. The project did have some green aspects but were subsidiary and scored 97/100.

The Parish Council purchased a playing field in 2017 and the Councillors and a group of residents started to develop what was a storage shed into a meeting place. The “Village Shed”, a new community facility was established, however for this to be successful on a regular basis, more permanent facilities were required, such as a kitchen and additional shed to accommodate toilet facilities were essential. The “Village Shed” had easy access for all and was in walking distance for most residents and would aid community spirit & social inclusion.

Members considered the application but felt that the scheme did not meet the greener criteria. The Health Improvement & Community Relations Manager commented that there had been a Government Village Hall scheme which had currently run out of money, however he thought that as the scheme had been successful a future scheme may come forward. The Health Improvement & Community Relations Manager would work with Kings Clipstone Parish Council and try and secure some funding through alternative schemes.

AGREED (unanimously) that a Grant would not be awarded to Kings Clipstone Parish Council.

Councillor	Vote
Mrs M Dobson	Against
K Girling	Against
P Harris	Against
R Holloway	Against
R Jackson	Against
D Lloyd	Apology
N Mison	Against
P Peacock	Against
T Wendels	Against

e) South Clifton Parish Council

An application had been submitted on behalf of South Clifton Parish Council requesting a Grant for £266.44, 31% of the project cost of £859.72. The project met the Greener criteria and scored 100/100.

The project would provide a Refill Station to be established at South Clifton's Sports Pavilion as part of an initiative to reduce consumption of domestic single-use plastic. The Refill Station would allow villagers in South and North Clifton and adjacent communities to purchase environmentally-friendly household and personal care products which were cruelty-free, plastic-free and organic that could be decanted directly into their own containers. The scheme would significantly reduce quantity of single-use plastics bought and disposed of, as well as promoting products that were more earth-friendly. The refill station would open once a week initially and would be run by a team of volunteers.

Members considered the application and felt that the scheme was perfect to achieve grant funding.

AGREED (unanimously) that a Grant be awarded to South Clifton Parish Council.

Councillor	Vote
Mrs M Dobson	For
K Girling	For
P Harris	For
R Holloway	For
R Jackson	For
D Lloyd	Apology
N Mison	For
P Peacock	For
T Wendels	For

f) South Muskhams Parish Council

An application had been submitted on behalf of South Muskhams Parish Council requesting a Grant for £3,900, 41.8% of the project cost of £9,322.60. The project met the Greener criteria and scored 100/100.

The project included the installation of 24 solar panels on the village hall roof to generate renewable energy to increase energy efficiency of the building and reduce reliance on

importing power. The hall was the only public building serving 2 rural villages, neither of which had mains gas nor was in the designated place of safety in the event of flooding, loss of power or other emergency as outlined in the Parish Councils Emergency plan.

Members considered the application and felt it was a good scheme.

AGREED (unanimously) that a Grant be awarded to South Muskham Parish Council.

Councillor	Vote
Mrs M Dobson	For
K Girling	For
P Harris	For
R Holloway	For
R Jackson	For
D Lloyd	Apology
N Mison	For
P Peacock	For
T Wendels	For

5 Future meeting dates

Members commented that the Microsoft Teams meeting had gone well and would welcome future virtual meetings as this was a more efficient use of their time. It was suggested that the next meeting takes place in October 2020, preferably on a Monday at 2.30pm.

AGREED that the next meeting would take place in October 2020, on a Monday at 2.30pm.