

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

PART 1 – PUBLIC DOCUMENT

Any interest to declare/ or conflict and any dispensation granted for the Officer or Executive Member **[As the Executive Member for Community & Partnership, Cllr Val Bryant, voted on grants 1.2, 1.3, 1.4 and 1.5, the Decision Taker will be Cllr Daniel Allen as Leader of the Council.]**

Any conflict with any Member of the Panel and the bodies concerned **[YES Cllr Keith Hoskins who declared his interest in relation to grant 1.3 and 1.4. Also Cllr Jon Clayden in relation to 1.3 but wasn't present at the meeting.]**

SERVICE DIRECTORATE: Legal and Community

1. DECISION TAKEN

- 1.1 The approval of the allocation **Hitchin Community Grant** funding of:
- 1.2 Carers in Hertfordshire - **£1,393** towards setting up and running a support hub in.
- 1.3 The British Schools Museum - **£1,133** towards updating display room for exhibitions.
- 1.4 Hitchin Town Youth Football Club - **£1,300** towards two sets of goal posts.
- 1.5 Caudwell Youth - **£1,800** towards the salary of a Youth Support Coordinator.

2. DECISION TAKER

- 2.1 Cllr Daniel Allen, Leader of Council, in consultation with the Service Director – Legal and Community.

3. DATE DECISION TAKEN:

18 December 2024

4. REASON FOR DECISION

- 4.1 The **Hitchin Community Forum** held on 10 December 2024 considered funding applications from:
 - Carers in Hertfordshire
 - The British Schools Museum
 - Hitchin Town Youth Football Club
 - Caudwell Youth

and recorded their recommendations. This is part of the process for the formal commitment of Community Grant funds via the delegated authority process.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 There are no other reasonable alternative options.

6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)

- 6.1 Consultation has taken place with the Hitchin Community Forum Members in a public meeting on 10 December 2024. Members are in favour and recommend that the Hitchin Community Grant budget should be used for this purpose.

7. FORWARD PLAN

- 7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

8. BACKGROUND/ RELEVANT CONSIDERATIONS

- 8.1 The grant applications were considered by the Hitchin Community Forum on 10 December 2024. The report with the application details is set out under item 4, available on the Council's website [\[CLICK HERE\]](#).
- 8.2 Carers in Hertfordshire, as referred to in 1.2, has applied to Royston Community Forum for grant funding towards running a hub in Royston for 12 months.
- 8.2.1 Royston Community Forum have recommended that Carers in Hertfordshire be granted £1,000.
- 8.3 Hitchin Town Youth Football Club, as referred to in 1.4, has applied to Southern Rural Community Forum for grant funding towards the two sets of goal posts.
- 8.3.1 Hitchin Town Youth FC received a recommendation for the full amount requested (£700) from Southern Rural Community Forum.
- 8.3.2 The recommendation is on condition that funds will be released once a robust Safeguarding policy have been received.
- 8.4 Caudwell Youth, as referred to in 1.5, has applied to Royston Community Forum for grant funding towards the salary of a Youth Support Coordinator
- 8.4.1 Royston Community Forum have recommended that Caudwell Youth be granted £1,000.
- 8.5 This delegated decision confirms that the recommendation made by the Community Forum members was accepted by the Executive Member for Community & Partnerships, and Service Director on applications 1.2, 1.3, 1.4 and 1.5.

9. LEGAL IMPLICATIONS

- 9.1 Following the decision of Full Council on 18 April 2023, a Community Forum shall consider applications for community grants in its area and make recommendations to the Executive Member for Community & Partnerships on them. The Executive Member has delegated authority to make these Executive decisions under section 14.6.9(b)((ii)A of the constitution, in consultation with the Service Director: Legal & Community. The Executive Member, however, voted on the items and therefore the decision is taken by the Leader of Council – under his overall executive member delegations 14.6.16.1. That decision will be subject to a five clear working day call-in period, following publication in the Members Information Service (MIS) and on the Council's website.
- 9.2 These grants have been assessed against the Subsidy Control Act 2022.

10. FINANCIAL IMPLICATIONS

- 10.1 The total community budget for Hitchin for 2024/25 stood at **£18,147**.
- 10.2 Prior to the meeting on 10 December **£9,969** had been allocated.

- 10.3 The amount left to utilise in the budget stands at **£8,178**.
- 10.4 The grant applications for this meeting total **£5,626**. If the grants are awarded as outlined in 1.2, 1.3, 1.4 and 1.5 the remaining balance will be **£2,552** available for Community Grants for the remainder of the 2024-25 financial year.

11. RISK IMPLICATIONS

- 11.1 Good Risk Management supports and enhances the decision-making process, increasing the likelihood of the Council meeting its objectives and enabling it to respond quickly and effectively to change. When taking decisions, risks and opportunities must be considered.
- 11.2 There are no relevant risk entries that have been recorded on Ideagen Risk, the Council's performance and risk system. Individual events should have their own risk assessments in place to mitigate any health and safety issues. Whenever a request for grant funding for equipment is received, the recipient of the funding will be advised to obtain insurance for the item to avoid a repeat request for funding in the event of the equipment being stolen or damaged. There are no pertinent risk implications for the Authority associated with any items within this report.

12. EQUALITIES IMPLICATIONS

- 12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.2 Community Grant funds are awarded to community groups that clearly demonstrate positive impact on the community and wider environment. The projects outlined in this report seek to advance equality of opportunity and foster good relations.

13. SOCIAL VALUE IMPLICATIONS

- 13.1 The Social Value Act and "go local" policy do not apply to the matters contained within this report, as there are no recommendations on procurement.

14. ENVIRONMENTAL IMPLICATIONS

- 14.1 There are no known Environmental impacts or requirements that apply to this report.

15. HUMAN RESOURCE IMPLICATIONS

- 15.1 The activities of the Community & Partnership team are covered by existing budgets.

16. BACKGROUND PAPERS

- 16.1 Terms of Reference for Community Forums, see section 9 Constitution page: <https://www.north-herts.gov.uk/council-constitution>.
- 16.2 [Community Grants Policy, 9th May 2023](#)
- 16.3 [Royston and District Community Forum](#) – 4 December 2024
- 16.4 [Southern Rural Community Forum](#) – 12 December 2024
- 16.5 [Notes from the Hitchin Community Forum](#)

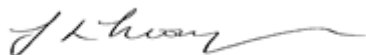
17. APPENDICES

17.1 See website links above.

NOTIFICATION DATE

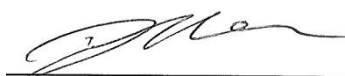
20.12.24

Signature of Service Director Consulted



Date: 18.12.24

Signature of Leader of the Council



Decision Taker

Please Note: that *unless urgency provisions apply* EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in. Call-in does not apply to NON-EXECUTIVE DECISIONS