

**COMMUNITY AND LEISURE COMMITTEE held at COUNCIL OFFICES  
LONDON ROAD SAFFRON WALDEN at 7.45 pm on 2 NOVEMBER 2004**

Present:- Councillor D J Morson – Chairman  
Councillors E C Abrahams, H D Baker, P Boland, J E Menell,  
J P Murphy, S V Schneider, G Sell and F E Silver.

Also present Councillors M A Gayler, R T Harris, A R Row and M J Savage,  
and Mr E Planterose, Museum Society.

Officers in attendance:- G Bradley, D Burrige, N Harris, C Roberts,  
A Stewart and C Wingfield.

**CL33 DECLARATIONS OF INTEREST**

The following Members declared interests:

Councillor J E Menell as a Director of the Primary Care Trust.  
Councillor J Murphy as regards his membership of the Great Dunmow Town  
Council and Trustee of the Dunmow Society.  
Councillor G Sell as regards his membership of Stansted Parish Council.

**CL34 MINUTES**

The Minutes of the meeting of the Committee held on 7 September 2004 were  
received, confirmed and signed by the Chairman as a correct record.

It was then agreed that items 11 and 12 on the agenda be considered before  
the other items.

**CL35 SERVICE PLANS, BUDGET AND COUNCIL PRIORITIES 2005/06**

The Committee considered this report which was presented by the Principal  
Accountant.

Members were informed that the report before them showed only direct costs.  
The apportioned and allocated costs of support services would appear in the  
next report to the January meeting. It was important to note that the  
Government's desire for a low Council tax increase meant that, based on  
existing budgets and Government funding, savings in the order of £150,000  
would be necessary.

It was noted that in the summary of spending pressures the figure £125,000  
for CCTV upgrade should appear in the capital column.

It was also necessary to add to this list an item of £15,000 for Civil  
Contingency Bill and one of £2,150 for Emergency Radio System  
Replacement (capital costs £10,000). Michael Perry, the Executive Manager  
Corporate Governance, explained that the expenditure was needed to fund  
the Council's new responsibilities as a first line authority for emergency

planning. A consultant was to be hired to prepare plans for business continuity in the face of disaster.

Members were concerned about the possible effect of the prioritisation process on staff morale.

Councillor Gayler said that prioritisation was in accordance with accepted key themes under the Quality of Life Plan. Some costs were high however and budgetary savings would be required. Further information on quality and cost would be available in the next cycle and at the next meeting of the Resources Committee.

At the request of the Chairman the Executive Manager Corporate Governance explained that the CCTV costs arose from problems with linkage of the CCTV equipment and the need for monitoring to make the system effective.

RESOLVED that

- 1 the Committee approves the revised 2004/05 budget and draft 2005/06 budget, and submits them to the Resources Committee for approval.
- 2 the Committee approves the elements of the draft Service Plans relating to this Committee's activities, and in particular the new spending pressures identified and submits them to the Resources Committee subject to correction of the reference to CCTV upgrade to show £125,000 as capital expenditure and to the addition to the list of spending pressures of Civil Contingency Bill expenditure-£15,000 (one-off) and Emergency Radio System replacement-£2150 (on-going) (£10,000 capital see item 12 and Mimute CL36 below).
- 3 the Committee prioritises those spending pressures in key theme order for the information of the Resources Committee and notes the prioritisation analysis contained in Appendix 3 to the report before the Committee.

CL36

### **DRAFT CAPITAL PROGRAMME**

The Committee considered a report from the Principal Accountant on capital strategy, prioritisation, the progress of the asset management plan and the proposed draft capital programme.

He stressed that the "affordability" of schemes would include revenue consequences. The list of schemes additionally needed to include £10,000 provision for emergency radio system replacement, and £16,000 for capital project grants.

Members asked about the report on cinema provision and the Leisure Manager agreed to investigate and let the Committee know the position.

RESOLVED that the Committee approves its 2005-06 draft capital programme as set out in the report for submission to the Resources Committee with the addition of the following schemes and projects that it wishes the Capital Strategy Officer Group to evaluate:- £10,000 (emergency radio replacement), and £16,000 (reorganisation of Community Project Grant Scheme)

CL37

**MUSEUM RESOURCE CENTRE – CONSIDERATION OF THE MINUTES OF THE MEETING OF THE MUSEUM RESOURCE CENTRE PROJECT TEAM 1 OCTOBER 2004**

The Chairman of the Committee reminded Members that the Resources Committee had not accepted the Committee's recommendation that capital contribution be made sufficient to attract Heritage Lottery Grant for the Museum Resource Centre. Some Members found this decision most unwelcome.

Councillor Gayler suggested that this item should return to the Committee when more work had been done on the financial aspects of this scheme and particularly whether it had the potential for income generation.

RESOLVED that the Minutes be approved and adopted subject to amendment of Minute 4 Recommendation 2 to read "the brief of the Resource Centre Project Team be extended to enable it to consider all options including the storage issue and the viability of the Museum for which a solution should be established by not later than December 2005.

CL38

**USE OF GOLDS ENTERPRISE ZONE ELSENHAM FOR TEMPORARY MUSEUM STORAGE**

The Committee considered a report from the Museum Curator examining all implications of this possible form of storage and submitting a number of possible options for action. In answer to questions she also outlined the results of research she had undertaken regarding use of a number of other premises for the same purpose.

The option of taking one or two units at Golds remained as a last resort if severe flooding occurred at Newport again before a permanent solution could be found. Though all cabinets and storage units on the ground floor had now been raised to keep them above likely flood levels, this involved continuing risk to collections from humidity, and to the wooden floor at Newport from repeated saturation. The same interim risk would have applied if the Museum Service had been able to proceed with the Resource Centre project immediately, due to the time such projects take to complete.

It was considered that in the meantime the Committee could not afford to immobilise a large sum of money to support a grant application for a resource centre.

RESOLVED that Museum staff should not take any units at Golds immediately, but continue investigating options for a permanent alternative, i.e. Resource Centre or equivalent.

#### CL39 **THAXTED FESTIVAL GRANT**

The Committee considered a report from the Community and Development Manager on a request from the Thaxted Festival Foundation for an annual grant of £3,500 per annum for three years

The report noted that the Festival provided an economic and cultural focus of international re-known for the District. Comments from Festival attendees suggested that there was a consensus that the Festival should continue and should encourage new artists into the musical arena.

The Community and Development Manager explained that by continuing to fund the Festival, the Council would be contributing to fulfilling the Quality of Life Plan through encouraging participation by young people in activities in Uttlesford and supporting the continued economic prosperity of the area.

Members were nevertheless anxious to know what contribution the Foundation received from the Essex County Council and the Community and Development Manager agreed to obtain this information for the Committee.

RESOLVED that the Council funds the Festival for the next three years to the tune of £2,500 (05/06), £3,000 (06/07) and £3,500 (07/08) subject to the Festival reporting back each year on how the money has been used.

#### CL40 **COMMUNITY PROJECT GRANT SCHEME**

The Committee received a report by the Community and Development Manager conveying the recommendations of the Grant Review Task Group for re-organisation of the existing scheme and the Promotion of Local Centres Grant Scheme to redress an apparent existing inequality in relation to grant provision and to benefit the district financially.

All the Town and Parish Councils would be able to lever in monies from other bodies where there had been some pump priming from the Council in the first instance and all projects would be expected to raise 50% matched funding.

RESOLVED that the Resources Committee be requested to approve the following amendments to the existing schemes:-

- 1 the former Promotion of Local Centres Grant Scheme to be merged into the Community Project Grant Scheme by increasing the budget by £16,000 and ring fencing this amount for use by the four main centres.

- 2 the existing Community Project Grant Scheme budget of £24,000 capital funding to be increased by £16,000 (ring fenced for the four main settlements)
- 3 all Parish Councils in the District to be eligible to apply for funding irrespective of their population size.
- 4 all applicants to be expected to have raised at least 50% matched funding.

CL41

**E T FOAKES MEMORIAL HALL CHARITY TRUST**

The Committee received a report by the Community and Development Manager on an ad hoc request made on behalf of the ET Foakes Memorial Hall Charity Trust for funding to refurbish the main Hall toilets in accordance with Health and Safety requirements and the Disability Discrimination Act.

The Community and Development Manager explained that the Trust required £27,125 to progress this scheme and had investigated the possibility of grants from at least 12 relevant bodies of which it has been possible to progress applications to only three

- (a) Essex County Council – maximum grant of £25% of the costs = £6,781
- (b) Essex Community Foundation – maximum grant of £10,000 and all other finance must be in place before application. Figure was more likely to be in the region of £2,000 to £3,000.
- (c) “Awards for All” – maximum grant of £5,000, similarly, all other finance needed to be in place before submitting an application.

The Trust had budgetary provision of £8,500 towards the scheme to which they could add £1,000 from reserves. If the Trust received funding from all bodies, there would still be a shortfall of £2,844. Had the Trust been eligible to apply to the Community Project Grant Scheme however, it would have been eligible to apply for a grant up to £3,500.

RESOLVED that the Council provides an ad hoc capital grant of £2,844 to underwrite the shortfall in available funding for essential refurbishment of the toilets in the main part of the Foakes Memorial Hall.

CL42

**MULTI-CULTURAL FESTIVAL**

The Committee received a report by the Leisure Manager on a proposal to hold a multi-cultural festival in the District during 2005. Members heard that The Comprehensive Performance Assessment guidance encouraged local authorities to provide services for hard to reach groups. The event would encourage a diverse range of people to celebrate living in Uttlesford.

The Leisure Manager agreed to obtain information and costings for such an event with the objective of opening channels of communication and building relations with members of ethnic minority groups.

RESOLVED that a Multi-Cultural event be organised in the District during 2005 subject to consultation with appropriate community leaders.

CL43

### **ESSEX COUNTY COUNCIL YOUTH SERVICE PROVISION**

The Committee received a report by the Leisure Manager on changes being made to the Youth Service provision in the District, with particular reference to Newport and Takeley Youth Centres. It was suggested that the Essex County Council should be asked to clarify uncertainties about Youth Service provision in these parishes.

RESOLVED that Essex County Council be asked:-

- (a) what will be the future use of the Newport and Takeley Youth Club buildings and will the Newport Youth Club will be sold?
- (b) if the Newport building is to be sold how much of the proceeds will be re-invested in Newport youth provision?
- (c) what will be the future level of funding from the Youth Service revenue budget for the provision of youth services in Newport and Takeley?
- (d) what staffing support will be provided for youth service in other premises and how many outreach hours and what method of operation will be used in both Newport and Takeley?

CL44

### **DATES OF MEETINGS**

Councillor F E Silver suggested amendments to the dates of future meetings. However it was felt these might be linked to other arrangements and should be left as at present.

The meeting ended at 10.15pm.