



BRAUNSTONE TOWN COUNCIL

Serving the communities of Braunstone Town and Thorpe Astley

Darren Tilley – Chief Executive & Town Clerk

Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP

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29th November 2023

To: Councillor Anthea Ambrose (Chair), Councillor Rebecca Lunn (Vice-Chair), and Councillor Sevim Aslan, Nick Brown, Alex Dewinter, Andy Evans, Richard Forrest, Sam Fox-Kennedy, Paul Kennedy, Christiane Startin-Lorent, Marion Waterton and Mark Widdop.

Dear Councillor

You are summoned to attend a meeting of the **COMMUNITY DEVELOPMENT COMMITTEE** to be held in the Ravenhurst Room at Braunstone Civic Centre on **Thursday, 7th December 2023** commencing at **7.30pm**, for the transaction of the business as set out below.

Alternatively, members of the public may observe this meeting, and make contributions under the Public Session item, using Zoom video and web conferencing software (details below).

Join Zoom Meeting

<https://us06web.zoom.us/j/89041589652?pwd=u2CZROwwUxT0RSfqZ182qvpFZLd aXK.1>

Meeting ID: 890 4158 9652

Passcode: 031545

Yours sincerely,

Handwritten signature of Darren Tilley in cursive.

Chief Executive & Town Clerk

AGENDA

1. Apologies

To receive apologies for absence.

2. Disclosures of Interest

To receive disclosures of Interest in respect of items on this agenda:

- a) Disclosable Pecuniary Interests,
- b) Other Interests (Non-Pecuniary).

3. **Public Participation**
Members of the public may submit a petition and/or make representations, give evidence, or answer questions in respect of any item of business included on the agenda. At the discretion of the Chairperson, the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest.
4. **Minutes of the Meeting held 5th October 2023**
To confirm the accuracy of the Minutes of the Meeting held on 5th October 2023 to be signed by the Chairperson (**Enclosed**).
5. **Town Mayor's Report**
To receive a report on the activities of the Town Mayor and any proposals for initiatives during the Civic Year (**Enclosed**).
6. **Report from Commbus**
To provide an update on the Commbus Community Transport Service in Braunstone Town.
7. **Community Safety and Neighbourhood Policing Update**
To receive an update from the Local Neighbourhood Police Beat team on local community safety and policing initiatives.
8. **Speed Sign Data**
To consider recent speed sign data (**Enclosed**).
 - a) Murby Way
 - b) Turnbull Drive
9. **Town Council Events 2024**
To determine and approve initial arrangements for Council organised events in 2024; including:
 - Thorpe Astley on the Beach;
 - Summer Fete; and
 - Apple Day.
10. **Update on arrangements for commemorating 80th Anniversary of D-Day in June 2024**
To receive an update on proposals for commemorating the 80th Anniversary of D-Day in June 2024 (**Enclosed**).
11. **Library – Community Engagement/involvement and Social Inclusion**
To receive an update in initiatives to develop community involvement in Braunstone Town Library and provide for social inclusion (**Enclosed**).
12. **Outside Body Report**
To receive reports from members of Outside Bodies:
Braunstone West Social Centre

13. **School Governing Body Reports**
To receive reports from members of School Governing Bodies.
14. **Summary of Grant Applications**
To receive a list of grants paid to date and applied for from external sources and to receive acknowledgements for Town Council Grants (**Enclosed**).
15. **Community Grant Applications**
To note that no Community Grant Applications have been received.
16. **Draft Climate Change & Environmental Action Plan**
To consider a proposed action plan to deliver the Climate Change and Environmental Strategy's Objectives (**Enclosed**).
17. **Community Development Priorities and Objectives**
To consider the Community Development Priorities and Objectives and determine whether they were relevant to address current and emerging issues faced by the Council and the community (**Enclosed**).
18. **Financial Comparisons**
To receive Financial Comparisons for the period 1st April 2023 to 28th November 2023 (**Enclosed**).
19. **Capital plan and Budget Estimates 2024/2025**
To consider a Statement of Expenditure for 1st April 2022 to 31st March 2023, a list of capital projects for 2024/2025 and beyond and a proposed budget for 2024/2025 for recommendation to Policy & Resources Committee (**Enclosed**).
20. **Approval of Accounts**
To consider payments from 27th September 2023 until 28th November 2023 (**Enclosed**).

Next Scheduled Meeting: 7th December 2023



NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime and Disorder implications of all its activities and to do all that it can to prevent Crime and Disorder in its area.
EQUALITIES ACT 2010

Braunstone Town Council has a duty in carrying out its functions to have due regard to:-

- *eliminate unlawful discrimination, harassment and victimisation;*
- *advance equality of opportunity between different groups; and;*
- *foster good relations between different groups*

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

BRAUNSTONE TOWN COUNCIL

MINUTES OF COMMUNITY DEVELOPMENT COMMITTEE

HELD AT BRAUNSTONE CIVIC CENTRE

THURSDAY 5th OCTOBER 2023 AT 7.30pm

PRESENT: Councillor Anthea Ambrose (Chair), Councillor Becca Lunn Scoppie (Vice-chair) and Councillors Nick Brown, Andy Evans, Richard Forrest, Paul Kennedy, Marion Waterton and Mark Widdop.

Officers in attendance: Darren Tilley, Chief Executive & Town Clerk and Pauline Snow, Deputy Chief Executive & Community Services Manager.

There were no members of the public present.

33. Apologies

Apologies for absence were received from Councillors Sevim Aslan, Alex DeWinter, Sam Fox-Kennedy and Christiane Startin-Lorent.

34. Disclosures of Interest

There were no disclosures of any Disclosable Pecuniary or Non-Pecuniary Interests by Members.

35. Public Participation

In accordance with Standing Order 3.6, members of the public may attend the meeting for the purpose of making representations, giving evidence or answering questions in respect of any item of business included on the agenda.

There were no members of the public present.

36. Minutes of the Meeting held 6th July 2023

The Minutes of the Meeting held on 6th July 2023 were circulated (item 4 on the agenda).

RESOLVED that the Minutes of the meeting held on 6th July 2023 be approved and signed by the Chairperson as a correct record.

37. Town Mayor's Report

The Committee received a report on the activities of the Town Mayor and any proposals for initiatives during the Civic Year (Item 5 on the agenda).

It was noted that the Braunstone Life Quiz Night due to be held on Friday 6th October had been cancelled due to low tickets sales.

RESOLVED that the update on the Town Mayor's Engagements be noted.

Reason for Decision

To monitor and review the effectiveness of the Town Council's community engagement activities.

38. Community Safety and Neighbourhood Policing Update

Apologies had been received from the Police Beat Team as none of the team members were available to attend the meeting.

It was noted that a meeting had been held on 15th September 2023 with the Police, Chair of Community Development Committee, Chief Executive & Town Clerk and Deputy Chief Executive Officer & Community Services Manager to discuss current crime issues in Braunstone Town and Thorpe Astley. A report was enclosed (Item 6 on the agenda).

RESOLVED that the report be noted.

Reason for Decision

To ensure that current community safety and policing updates were received.

39. Crime Statistics

The Committee received the latest crime statistics, including comparative figures (Item 7 on the agenda).

It was noted that figures for all crimes had shown a decrease compared to the previous year's figures.

It was suggested that the latest crime statistics be made available on the Town Council website and social media to reassure local residents that crime levels were relatively low in the Town and had decreased compared with the same time last year.

RESOLVED

1. that enquiries be made as to whether there had been any change to the methodology in recording crimes;
2. that the latest crime statistics be made available on the Town Council website and social media platforms; and
3. that the full list of recorded crimes in the Town be forwarded to members.

Reasons for Decision

1. *To ensure that the reduction in crime throughout Braunstone Town and Thorpe Astley was not a result of a change in the way the Police recorded crime statistics.*
2. *To reassure local residents of the actual level of crime taking place in the Town.*
3. *To ensure that members were fully aware of all the crimes recorded as taking place in Braunstone Town and Thorpe Astley.*

40. Speed Sign Data

The Committee received recent speed sign data for:

- a) Murby Way
- b) Turnbull Drive

(Item 8 on the agenda)

RESOLVED

1. that the speed activation signs be re-installed on Turnbull Drive and Murby Way; and
2. that the speed activation reports for Murby Way and Turnbull Drive be forwarded to the Police Beat Team.

Reasons for Decision

1. *To ensure that any concerns of speeding on roads within the Town would be monitored and data collected; and*
2. *To assist the Police with identifying where speeding was a concern in order to consider enforcements.*

41. Local Area Co-ordination

The Committee received a progress report concerning the priorities and achievements of the Local Area Co-ordination Project in Braunstone Town and Thorpe Astley (Item 9 on the agenda).

It was noted that Katie Barradell would shortly be leaving her role as the Local Area Co-ordinator for Braunstone Town and Thorpe Astley.

RESOLVED

1. that a letter of thanks be sent to Katie Barradell for her hard work on supporting the vulnerable residents of Braunstone Town and Thorpe Astley during her time as the Local Area Co-ordinator; and
2. that local services set up and supported by the Local Area Co-ordinator be supported during the transition and recruitment of a new Local Area Co-ordinator.

Reasons for Decision

- 1. To acknowledge the support given to local residents.*
- 2. To ensure that vital services continue to receive help and support in the interim period of recruitment for a new Local Area Co-ordinator.*

42. Library – Delivering Community Engagement and Social Inclusion Initiatives

The Committee considered the criteria and principles for using the Library space for community engagement and social inclusion activities while ensuring that the Library remained available for library users (Item 10 on the agenda).

RESOLVED

1. that the criteria, set out in Appendix 2, include an additional item that any new activities proposed for the library did not adversely impact on peak library use at school leaving time and early evening;
2. that the criteria for the Chief Executive & Town Clerk to determine all future applications for use of the library be relocated to the bottom of the Criteria and Guidelines document;
3. that the criteria for considering new activities and initiatives in the library as set out in Appendix 2, including the amendments noted above, be adopted; and
4. that delegated authority be given to the Chief Executive & Town Clerk to
 - a) approve an application form for new proposed activities and initiatives in the library to be completed by third party organisations; and
 - b) determine applications received in consultation with the Officer Management Team and Chair of Community Development Committee (including, where possible, the Library Consultation Group).

Reasons for Decision

- 1. To ensure that the library remains a suitable place for study and research for children and other users.*
- 2. To ensure all new activities and initiative proposals for the library would be considered against a formal criteria.*
- 3. To acknowledge this was a procedural guideline and not a criteria for activities.*
- 4. To ensure that full details of proposed activities be provided in order to ensure that the proposal matches the criteria for use of the library and to authorise applications avoiding any delay.*

43. Outside Body Report

The Committee noted that there was no further update on the activities at Braunstone West Social Centre.

RESOLVED that contact be made by telephone to ascertain the situation concerning attendance by the Council's representative at meetings.

Reason for Decision

To ensure that links could be maintained and the facility supported.

44. Arrangements for Commemorating 80th Anniversary of D-Day in June 2024

The Committee considered whether to hold a mini programme of events and a small grants scheme to help community groups organise events to commemorate the 80th Anniversary of D-Day in June 2024 (item 12 on the agenda).

RESOLVED

1. that adaption of existing lights in Memorial Garden be undertaken;
2. that Poppy seeds be sown in suitable locations to commemorate the Anniversary;
3. that plans for the commemoration be focused on the connection with Braunstone Town and Thorpe Astley with the 82nd Airbourne Division that was stationed on Braunstone Park and took part in the D-Day landing;
4. that local history and veterans' groups be contacted to invite them to work with the Town Council on commemorative ideas and activities;
5. that a mini programme of events, based on the same criteria as the main Programme of Events, be made available for local community groups to arrange suitable events;
6. that a budget £1000 be considered in the annual budget 2024/2025 for a small grant scheme to be made available for community groups to apply to for funding events; and
7. that a further report be submitted to the next meeting of the Community Development Committee to agree details of a potential programme and the support offered to the groups.

Reasons for Decisions

1. *To provide a suitable commemoration in lieu of lighting a beacon for the anniversary and for other appropriate events in the future.*
2. *To provide an ecological and long-lasting commemoration of the anniversary on the Council's Parks and Open Spaces and/or in other locations.*
3. *To acknowledge the importance and strong connection that Braunstone Town and Thorpe Astley had to the D-Day landing operation.*
4. *To utilise local experience and knowledge of historical events and enhance any proposals undertaken by the Town Council to commemorate the Anniversary.*
5. *To promote and support events organised by community groups to commemorate the Anniversary.*

6. *To provide financial support to community groups wishing to organise events.*
7. *To ensure that a co-ordinated and focussed programme of events are undertaken by the Council and the community.*

45. New Year's Eve Event Applications

The Committee determined whether free use of rooms should continue for community New Year's Eve events (Item 13 on the agenda).

RESOLVED

1. that the use of free rooms to local community groups for New Year's Eve events be offered on the same criteria as part of the Community Centres offers and booked on a first come first served basis, if the group and event met the criteria set out for use of free rooms for New Year's Eve events; and
2. that delegated authority be given to the Chief Executive & Town Clerk to determine the administrative and application of the criteria.

Reasons for Decision

1. *To ensure that the offer of the use of free rooms for New Year's Eve events for community group fundraising be available, if required.*
2. *To ensure that the process was integrated with the Community Centres booking procedures.*

46. Initial Arrangements for Summer Fete 2024

The Committee considered initial arrangements for the Summer Fete 2024.

RESOLVED that the Summer Fete 2024 held on Mossdale Meadows be arranged for Saturday 10th August 2024.

Reason for Decision

To ensure that arrangements for the Summer Fete to be made in a timely manner.

47. Grant Applications Procedure

The Committee considered updating the criteria for Community Grants and Individual Grants to enable the Committee to make informed and transparent decisions on all grant applications (Item 15 on the agenda).

RESOLVED

1. that the amendments to the Community Group and Individual community grant criteria as outlined in red on the attached Appendices, be approved subject to inclusion of Customer Services contact details; and

2. that any incomplete community grant applications or missing documentation be rejected if not received by the deadline date for each Committee meeting.

Reasons for Decision

1. To ensure that only fully completed Community Grant and Individual Community grant applications would be submitted to Committee in order for informed and transparent decisions to be made on the applications.
2. To ensure that incomplete application forms were dealt with in a timely manner and remove potential burdensome responsibility on the Town Council for chasing incomplete applications. Community Groups and Individuals were ultimately responsible for ensuring that any application for a grant was complete.

48. Summary of Grant Applications

The Committee received a list of grants paid to date and applied for from external sources, along with acknowledgements for Town Council Grants (Item 16 on the agenda).

RESOLVED that the report be noted.

Reason for Decision

To monitor progress with supporting community groups with identifying sources of funding and with the award of grants under the Council's Community Grants scheme.

49. Community Grant Applications

The Committee considered Community Grant Applications which had been received (Item 17 on the agenda).

RESOLVED that the following grant application be approved

- | | |
|-----------------|------|
| a) Swagat Group | £300 |
|-----------------|------|

Reason for Decision

The grant application met the scheme criteria

50. Financial Comparisons

The Committee received Financial Comparisons for the period 1st April 2023 to 26th September 2023 (Item 18 on the agenda).

RESOLVED that the report be noted.

Reason for Decision

There were no issues identified with income and expenditure to date.

51. Approval of Accounts

The Committee considered payments from 28th June 2023 until 26th September 2023 (Item 19 on the agenda).

RESOLVED that the list of Approved Expenditure Transactions, for the periods 28th June 2023 until 26th September 2023, be approved.

Reason for Decision

To authorise payments in accordance with the Accounts & Audit Regulations and the Council's Financial Regulations.

The Meeting closed at 9.00pm

NOTE:

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EQUALITIES ACT 2010

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- advance equality of opportunity between different groups; and;*
- foster good relations between different groups*

To ensure that no person receives less favourable treatment on the basis of race, disability, sex, gender re-assignment, sexual orientation, age, religion or belief, marriage or civil partnership, pregnancy or maternity.

These minutes are a draft and are subject to consideration for approval at the next meeting scheduled for 7th December 2023.

BRAUNSTONE TOWN COUNCIL

COMMUNITY DEVELOPMENT COMMITTEE – 7th DECEMBER 2023

Item 5 – Town Mayor’s Report

Purpose

To receive a report on the activities of the Town Mayor and any proposals for initiatives during the Civic Year.

Summary of Town Mayor’s Councillor Tracey Shepherd until 7th December 2023

DATE/TIME	EVENT	LOCATION
12 th October 2023 10-1pm	Job Fair	Civic Centre
28 th October 2023 3-6pm	Thanksgiving Event	St Crispin’s
29 th October 2023 1.30-3.30pm 5-7pm	Children’s Halloween Disco	Thorpe Astley Community Centre
3 rd November 2023 10.10-12pm	Social Warm Space	St.Crispin’s Church
3 rd November 2023 7pm-10pm	Diwali Celebrations	Civic Centre
11 th November 2023 10:45-11:15 am	Armistice Day	Civic Centre
Sunday 12 th November 2023 10:45-11:30am	Remembrance Sunday	Civic Centre
Thursday 16 th November 2023 8pm	Council	Civic Centre
Saturday 18 th November 2023 11-3pm	Christmas Craft Fair	Civic Centre
Wednesday 29 th November 2023	Star Council Awards	House of Lords London
Thursday 7 th December 2023 7.30pm	Community Development Committee	Civic Centre

Forthcoming Town Mayor’s Activities

DATE/TIME	EVENT	LOCATION
Saturday 16 th December 7.30- 9.30pm	Christmas Band Concert	Civic Centre

Traffic Report

Turnbull Drive, lamppost 15, facing up hill towards St Crispin's Church
 Traffic Overview from Wed Oct 18 2023 to Tue Nov 28 2023

ITEM 8a

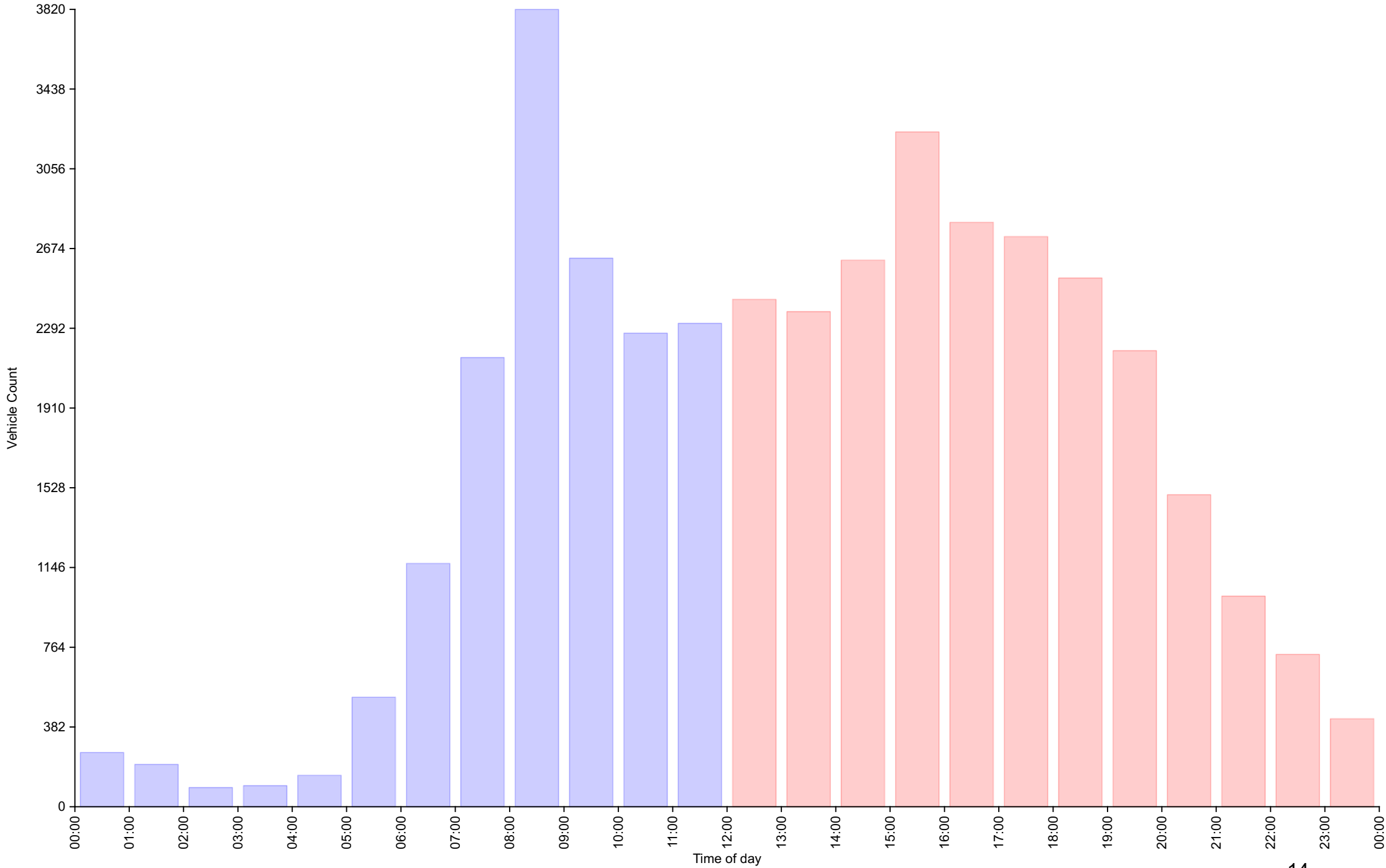
Vehicle Speed Classes (Mph)

	<15	15 20	20 25	25 30	30 35	35 40	40 45	45 50	50 55	55 60	60 65	65 70	>70	Total	85th Percentile
00:00	1	9	47	94	84	17	4	3	0	1	0	0	0	260	32.9
01:00	0	6	27	62	65	38	3	1	1	0	0	0	0	203	34.9
02:00	0	1	15	30	35	7	4	0	0	0	0	0	0	92	32.9
03:00	1	4	10	34	42	9	1	0	0	0	0	0	0	101	32.8
04:00	1	3	33	39	40	13	15	7	0	0	0	0	0	151	38.3
05:00	1	6	48	218	190	54	8	0	0	0	0	0	0	525	33.3
06:00	6	12	127	466	423	115	17	0	0	0	0	0	0	1166	33.1
07:00	3	17	191	887	822	208	23	1	0	0	0	0	0	2152	33.1
08:00	8	30	309	1592	1512	322	45	2	0	0	0	0	0	3820	32.8
09:00	5	17	196	1101	1012	256	30	10	1	0	0	0	0	2628	33.1
10:00	2	24	193	927	842	242	28	9	2	0	0	0	0	2269	33.5
11:00	4	21	238	906	886	230	27	4	0	0	0	0	0	2316	33.1
12:00	1	16	207	920	968	262	47	7	3	0	0	0	0	2431	33.6
13:00	5	25	204	876	988	245	23	5	1	0	0	0	0	2372	33.4
14:00	7	18	243	987	1010	297	47	8	2	0	0	0	0	2619	33.7
15:00	6	24	232	1205	1336	360	59	11	0	0	0	0	0	3233	33.7
16:00	7	34	254	1214	995	263	26	6	1	0	0	0	0	2800	33.0
17:00	7	26	343	1187	914	218	32	5	0	0	0	0	0	2732	32.7
18:00	6	36	332	1172	785	173	22	5	2	0	0	0	0	2533	32.4
19:00	4	30	302	946	716	162	21	2	2	0	0	0	0	2185	32.5
20:00	3	24	211	654	447	115	30	8	3	0	0	0	0	1495	32.8
21:00	3	16	135	437	315	88	11	3	0	0	1	0	0	1009	32.7
22:00	0	14	106	291	228	68	19	2	2	0	0	0	0	730	33.4
23:00	0	6	67	193	102	45	8	1	0	0	0	0	0	422	33.3
AM Total	32	150	1434	6356	5953	1511	205	37	4	1	0	0	0		
PM Total	49	269	2636	10082	8804	2296	345	63	16	0	1	0	0		
Total	81	419	4070	16438	14757	3807	550	100	20	1	1	0	0		
Percent	0.20%	1.04%	10.11%	40.85%	36.67%	9.46%	1.37%	0.25%	0.05%	0.00%	0.00%	0.00%	0.00%		

Total Vehicles : 40244
 30th Percentile : 26.8 MPH
 50th Percentile : 28.8 MPH
 85th Percentile : 33.1 MPH
 95th Percentile : 36.1 MPH
 Average Speed : 29.4 MPH
 Highest Speed : 60.2 MPH

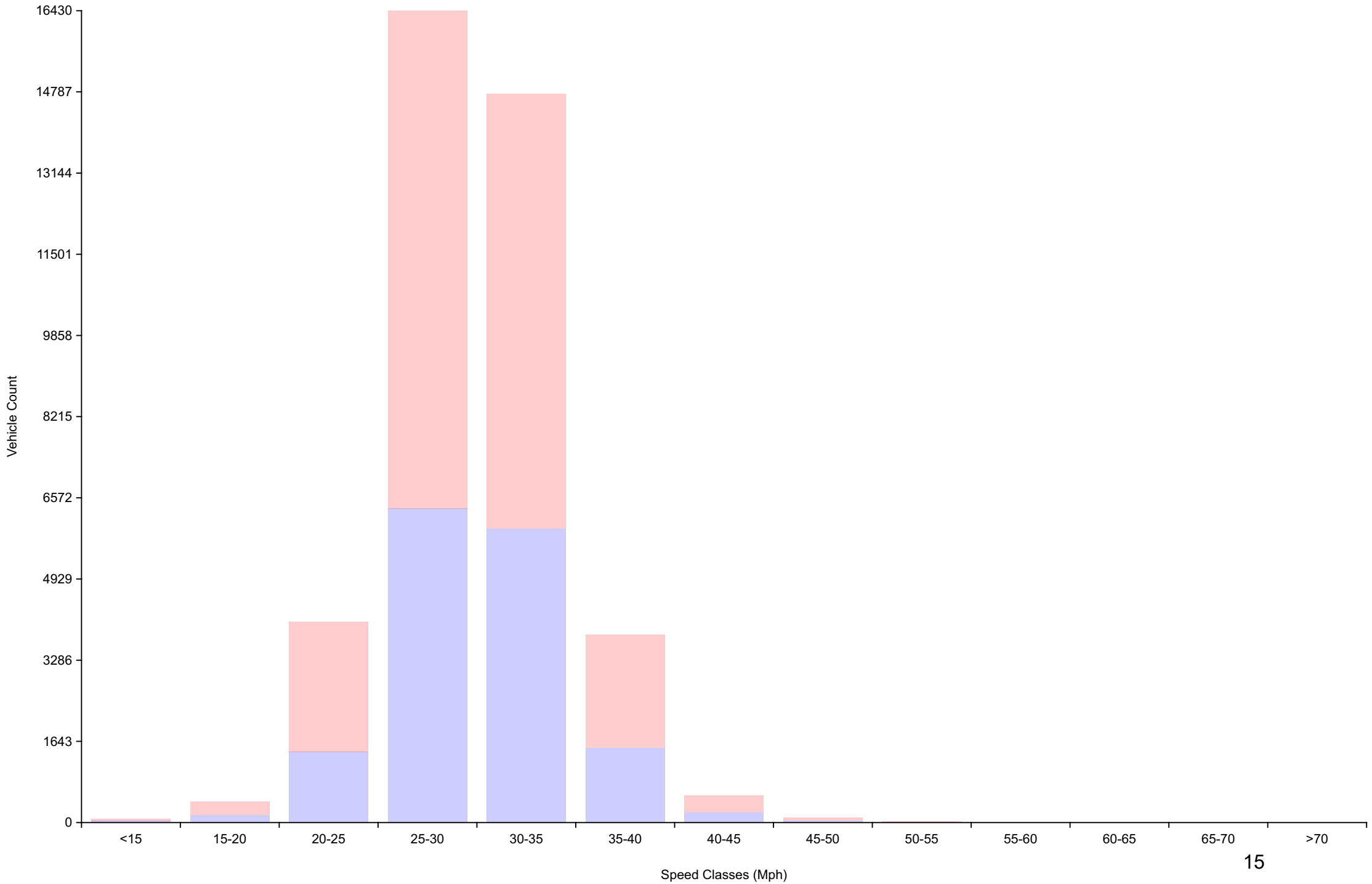
Vehicle Counts By Hour

Traffic Overview from Wed Oct 18 2023 to Tue Nov 28 2023
(60 Minute Resolution)



Vehicle Counts By Speed Class

Traffic Overview from Wed Oct 18 2023 to Tue Nov 28 2023



Traffic Report

Turnbull Drive, lamp post 15, facing up hill towards St Crispin's Church
 Traffic Overview from Wed Oct 18 2023 to Tue Nov 28 2023

ITEM 8b

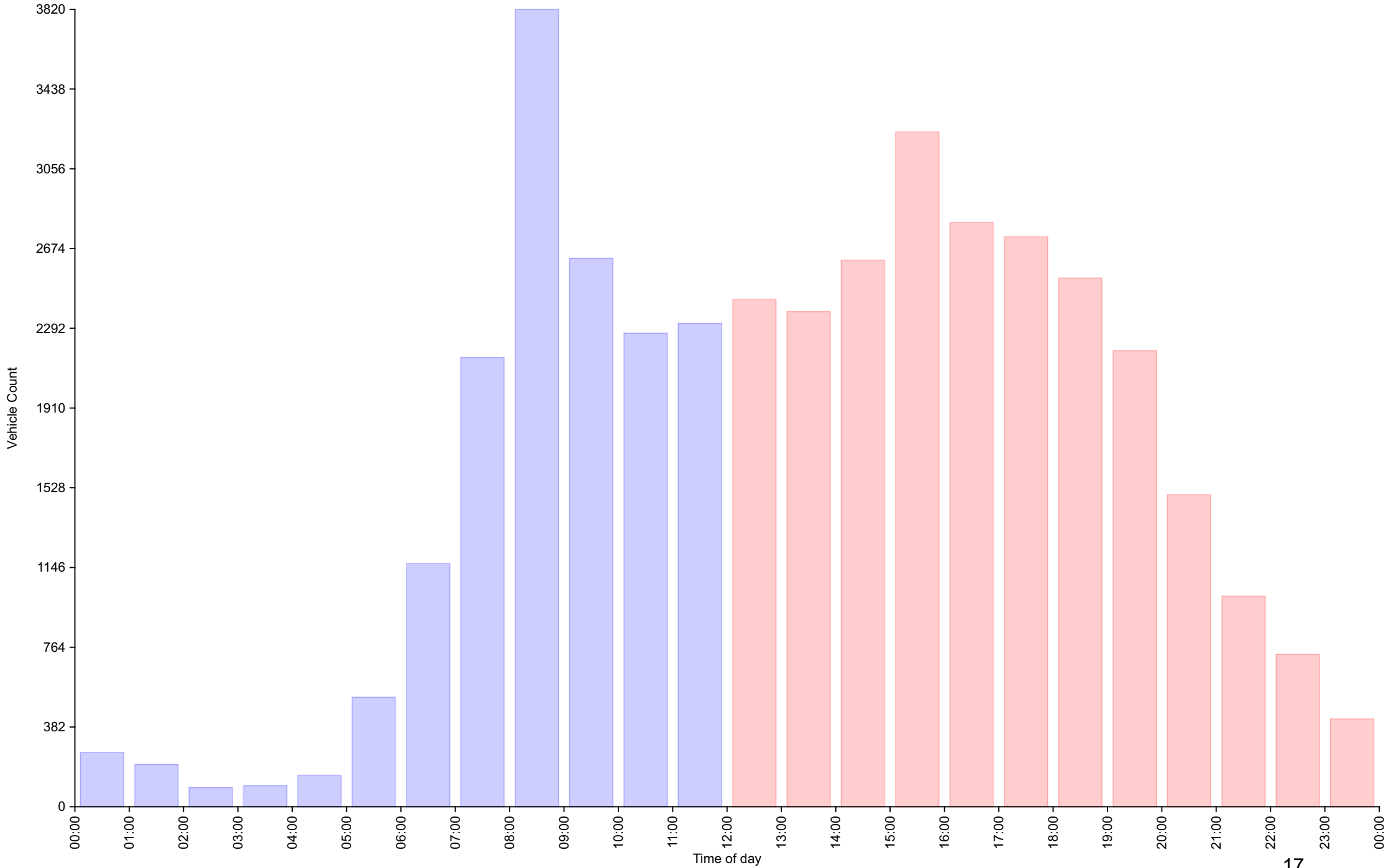
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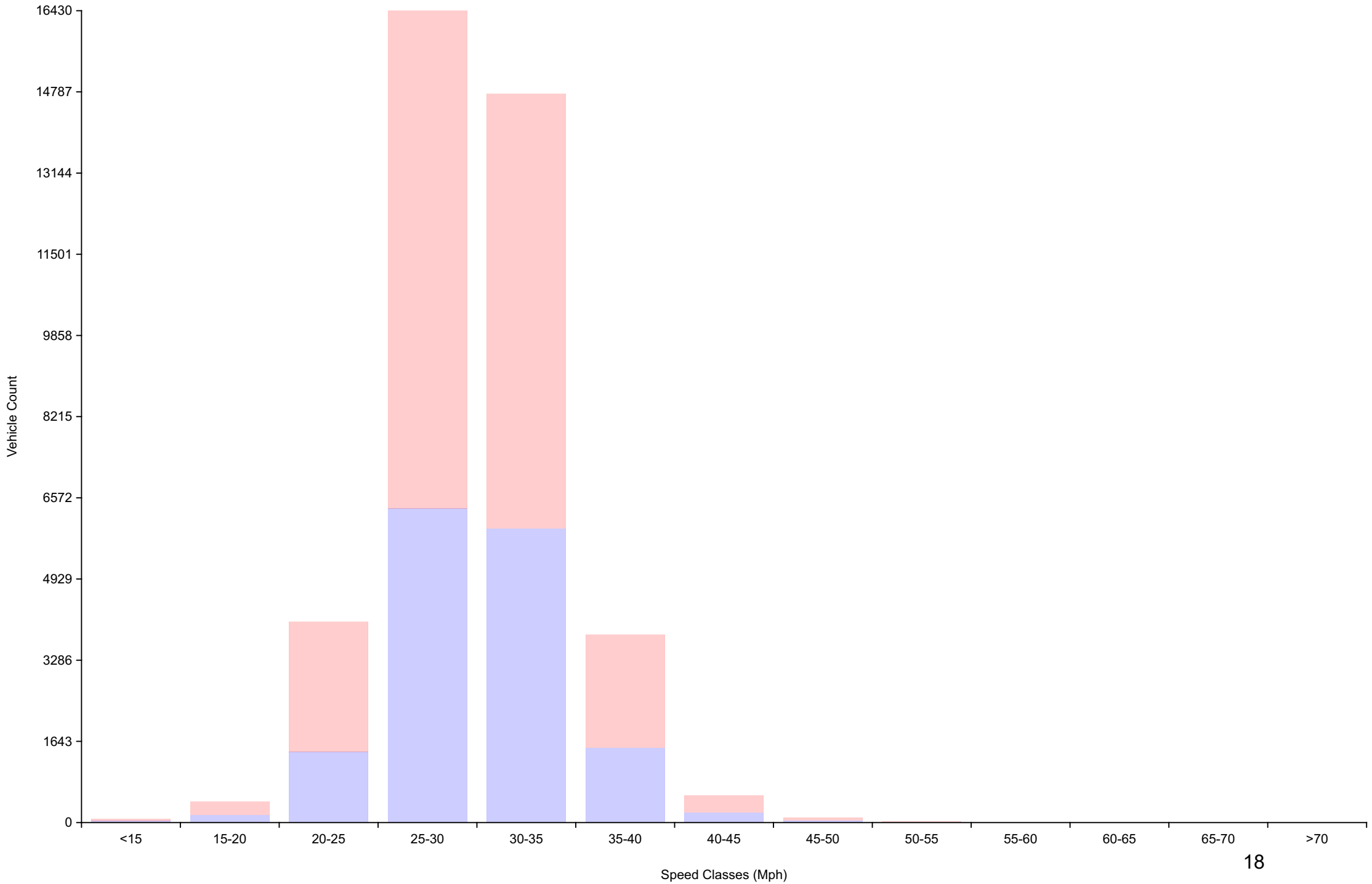
Vehicle Counts By Hour

Traffic Overview from Wed Oct 18 2023 to Tue Nov 28 2023
(60 Minute Resolution)



Vehicle Counts By Speed Class

Traffic Overview from Wed Oct 18 2023 to Tue Nov 28 2023



BRAUNSTONE TOWN COUNCIL

COMMUNITY DEVELOPMENT COMMITTEE – 7th DECEMBER 2023

Item 10 – Update on arrangements for Commemorating 80th Anniversary of D-Day in June 2024

Purpose

To receive an update on proposals for commemorating the 80th Anniversary of D-Day in June 2024.

Background

On 6th June 2024 the international community will commemorate the 80th Anniversary of the Normandy Landings in France. Also known as D-Day, the historic operation saw the Allied Forces mount a large-scale invasion of Nazi-occupied France that ultimately tipped the course of the Second World War in the Allies' favour.

Community Development Committee on 5th October 2023 considered how the Town Council could support the commemoration of the 80th Anniversary of D-Day, including its coordination role and support for community groups to organise events.

Suggestions for activities and events to commemorate the Anniversary had been also been received from representatives of local community groups and include the following.

1. *That adaption of existing lights in Memorial Garden be undertaken; to provide a suitable commemoration in lieu of lighting a beacon for the anniversary and for other appropriate events in the future.*

The Memorial Garden based at Braunstone Civic Centre, has lighting installed to light the poppy cascade for the annual Armistice Service. Modifications to the lights to attach temporary foil covers, could provide colour for the 80th Anniversary of D-Day to light up the Civic Centre. Rolls of gel foils can be purchased cheaply, cut to size and temporarily installed to add colour to the floodlights.

2. *That Poppy seeds be sown in suitable locations to commemorate the Anniversary; to provide an ecological and long-lasting commemoration of the anniversary on the Council's Parks and Open Spaces and/or in other locations.*

The locations could include the Town Council's parks & open spaces, gateways to the Town and the Civic Centre Memorial Garden. Poppy seeds can only be cultivated on raked/rotavated land and therefore these would need to be sown on land owned by the Town Council.

3. *That local history and veterans' groups be contacted to invite them to work with the Town Council on commemorative ideas and activities; to utilise local experience and knowledge of historical events and enhance any proposals undertaken by the Town Council to commemorate the Anniversary.*

It is important to acknowledge the importance and strong connection that Braunstone Town and Thorpe Astley had to the D-Day landing operation. A local commemoration could be focused on the connection with Braunstone Town and Thorpe Astley with the 82nd Airbourne Division that was stationed on Braunstone Park and took part in the D-Day landing.

The Braunstone Heritage Archive Group had confirmed that they are keen to arrange displays and photographs of the D-Day Landings.

4. *That a mini programme of events, based on the same criteria as the main Programme of Events, be made available for local community groups to arrange suitable events; to promote and support events organised by community groups to commemorate the Anniversary.*

Community groups may wish to arrange their own events to commemorate the anniversary, the Town Council may support a Mini programme based on the same criteria as the main Programme of Events organised by the Town Council.

It was suggested that a short service of commemoration be arranged in the Civic Centre Memorial Garden on Thursday 6th June at 11am and a Deputy Lord Lieutenant be invited to attend.

Services held at the Memorial Garden generally include refreshments in one of the rooms at the Civic Centre but it is proposed that for this commemoration, this is extended into a larger event where refreshments, cakes etc. can be served and residents invited to attend. Discussions with the library volunteers that run the Wednesday morning Coffee Morning would be held to see if they would be willing and able to help with this event with support from the Town Council to provide additional food and supplies.

5. *That a budget £1,000 be considered in the annual budget 2024/2025 for a small grant scheme to be made available for community groups to apply to for funding events; to provide financial support to community groups wishing to organise events.*

The Council has agreed it will provide a small grant scheme of up to £200 per group, for local community groups to apply to for support.

Further discussions with representatives of local community groups would be arranged and the committee updated.

A report had also been submitted to the Citizen's Advisory Panel held on 30th November for comment and suggestions.

Recommendation

That the proposed activities and events be approved.

Reason

To ensure that the 80th Anniversary of the D-Day Landings is suitably commemorated and that local community groups have appropriate support to organise their own events if they wish to.

BRAUNSTONE TOWN COUNCIL

COMMUNITY DEVELOPMENT COMMITTEE – 7th DECEMBER 2023

Item 11 – Library – Community Engagement/Involvement and Social Inclusion

Purpose

To receive an update on initiatives to develop community involvement in Braunstone Town Library and provide for social inclusion.

Activities

The Summer Reading scheme in the library took place over the summer months with 115 children taking part and 44 completing the scheme. Children completing the scheme received a certificate and medal.

The Family Learning Team from Leicestershire County Council ran a one-day craft session for families during the Summer holidays on Thursday 3rd August, 2.30pm – 4.00pm and was very well attended.

The team will be returning on Monday 11th December to run a family Christmas Craft session in the library from 3.30pm to 5pm. Again, this is free for families to attend but booking a place is essential.

The latest figures from Leicestershire County Council show that new joiners to the library had fallen in October compared to the previous October by 33% (30 new joiners compared to 20 in 2023). However, the cumulative total for April 2022 to April 2023 shows an increase in joiners to the library of 28%.

Book borrowing in October had fallen slightly compared to September from 219 to 191.

Updating of books and jigsaws at Thorpe Astley Community Centre took place on 29th November and investigations would be made to establish Thorpe Astley Story time sessions.

Recommendation

That the report be noted.

Reason for Decision

To ensure that the Community Library continues to thrive and support local residents,

GRANT APPLICATIONS 1st April 2023 – 31st March 2024
BRAUNSTONE TOWN COUNCIL GRANTS

All Grants are awarded by the Council's Community Development & Social Inclusion Service for a period of 12 months.

<u>GROUP</u>	<u>PURPOSE OF GRANT</u>	<u>WHEN</u>	<u>AMOUNT</u>	<u>OUTCOME</u>	<u>PAID</u>
Winstanley Wizards Table Tennis Club	Team Registration costs	May 2023	£300	Approved	£300
The Friday Social	Room hire, refreshments/food	May 2023	£500	Approved	£500
3 rd Braunstone Brownies	Support for overnight stay and accommodation for pack	May 2023	£300	Approved	£300
3 rd Braunstone Rainbows	Support for day trip costs for Rainbow pack	May 2023	£150	Approved	£150
Asian Elderly Group	Refreshments, stationery etc.	July 2023	£300	Approved	£300
Namaste Group	Tutors, trips, kitchen rent, etc.	July 2023	£500	Approved	£300
Braunstone Horticultural Group	Room hire, Judges fees, Catering, van hire	July 2023	£300	Approved	£300
Becky Cook (Individual Grant)	Expenses for band competition	July 2023	£300	Approved	£300
Braunstone Athletic FC	Running of club house, goals football equipment	July 2023	£500	Approved	£500
Shakespeare Park Sports Pavilion Association	To help with set up costs for new management of pavilion	July 2023	£500	Approved	£500
Swagat Group	Tutor fees, room hire, trips & activities, petty cash	Oct 2023	£300	Approved	£300

TOTAL £3750

EXTERNAL GRANTS APPLIED FOR

<u>GROUP</u>	<u>PURPOSE OF GRANT</u>	<u>WHEN</u>	<u>AMOUNT</u>	<u>OUTCOME</u>	
Braunstone Town Council	National Lottery 2 nd Round (SP playground)	April	£45000	Approved	£45,000

BRAUNSTONE TOWN COUNCIL

COMMUNITY DEVELOPMENT COMMITTEE – 7TH DECEMBER 2023

Item 16 – Draft Climate Change & Environmental Action Plan

Purpose

To consider a proposed action plan to deliver the Climate Change and Environmental Strategy's Objectives.

Background

On 23rd September 2021, the Town Council adopted a Climate Change and Environmental Strategy. Underpinning the Strategy is the need to take action and Chapters 7 and 8 set out details of the annual action planning and monitoring process, including the need to set appropriate timescales for review, depending upon the size and scale of the actions to be delivered.

The Strategy requires that Policy & Resources Committee will seek the input of the Council's Community Development Committee, Planning & Environment Committee and Citizens' Advisory Panel, particularly in respect of

- (a) Supporting the Local Community
 - (b) Protecting and Enhancing Green Spaces.
- (extract attached at Appendix 1).

Review of the Action Plan

Due to timescales and the need to deliver some large Capital Projects, the first Climate Change & Environmental Action Plan, attached at Appendix 2, covered a period of 22 months. This Action Plan was developed following a Carbon Audit of the Council's activities and included 9 of the 11 recommendations of the Carbon Audit. The intention is to review the Action Plan on an annual basis and an update on delivery of the projects is included in the *Timescales for Delivery* column.

Timescales

Following consideration by the Standing Committees and the Citizens' Advisory Panel, Policy & Resources Committee on 11th January 2023 will review and update the Action Plan and adopt it for the next financial year (April 2024 to March 2025).

Once the final action plan is agreed, recommendations can be made to Council to update the Capital Plan accordingly.

Action Requested

With reference to the Chapters at Appendix 1, and the current Climate Change and Environmental Action Plan, attached at Appendix 2; the Committee are invited to identify whether there are specific actions which should be considered for inclusion as part of the annual review of the Climate Change and Environmental Action Plan.

4. SUPPORTING THE LOCAL COMMUNITY

OBJECTIVE: Promote and encourage awareness and action on climate change, environmental protection and recycling by local residents, businesses and community organisations.

Braunstone Town Council actively supports the objective of Blaby District Council and Leicestershire County Council for the Town, District and County to become carbon neutral no later than 2050.

Being "carbon neutral" means that the carbon dioxide emitted by all the activities in the community, be they individual, domestic, commercial, industrial or transport related, are removed by some other means.

The Council will seek to provide leadership at a local level, including in partnership with the principal Councils (including the City Council) and other organisations, to support our community to respond to the climate change agenda; this includes:

- (a) raising awareness of and promoting "local"; be it local businesses and retail or local producers;
- (b) raising awareness of existing cycling and walking routes around the Town, particularly to community facilities, leisure facilities, employment locations, schools and neighbourhood parades;
- (c) supporting and facilitating initiatives to improve cycling and walking routes in order to provide sustainable transport connections between the various communities, facilities and services in our Town and also between the Town and the City Centre, Fosse Park, railway stations, bus stations and other surrounding retail and employment areas;
- (d) support and promote initiatives to improve air quality, recognising the importance of also preventing a deterioration in air quality in the context of the new developments at Lubbesthorpe and in and around the Motorway Retail and Employment Area;
- (e) supporting and promoting initiatives which help residents make sustainable life style choices; such as using low or zero carbon energy and transport,
- (f) support and promote efforts by the principal Councils for the Town to reduce its waste and recycle more; and
- (g) provide opportunities for residents to recycle more of their waste when visiting the Town's parks & open spaces and community facilities and work with the District Council to increase provision across the Town.

The long term aim will be for Braunstone Town to reach "net-zero". "Net-zero" means that all activities in the Town emit no carbon dioxide into the atmosphere.

In the medium term the Town Council will need to assess where and how its residents access services, employment and education. The Town Council will need to work with the District and County Council's, as well as with the City Council, to either ensure this can be accessed by sustainable transport or alternatively can be provided for in the community.

6. PROTECTING AND ENHANCING GREEN SPACES

OBJECTIVE: To protect and enhance the town's Green spaces, promote and encourage tree planting, and seek to increase and enrich biodiversity.

The Town Council is responsible for most of the Town's Parks and Open Spaces. These urban green spaces not only provide for sport, recreation and play but also for an enriched natural environment protecting the Town from and mitigating the effects of climate change and air pollution.

The Council will:

- (a) help fight pollution and climate change by planting trees on our parks;
- (b) produce an Environment and Biodiversity Strategy for our Parks and Open Spaces, which will set out the Council's approach to tree planting and maintenance, along with the Council's commitment to enhancing and enriching biodiversity;
- (c) reuse more of the waste generated from the maintenance of our parks and open spaces (e.g. tree and hedge clippings and grass cuttings) to enhance the biodiversity and environmental aspects of our parks and open spaces;
- (d) where we cannot reuse the waste ourselves, develop arrangements where the waste could be reused by others, composted or recycled;
- (e) identify measures for the management of our land and assets, which reduce the likelihood of flooding and provide for a rolling programme of water course maintenance as part of the annual winter works programme;
- (f) encourage the involvement of local residents, particularly young people and schools, in projects and initiatives to enhance the natural environment; and
- (g) source materials, including play equipment, which is durable and long lasting, made from sustainable sources and compliments the natural environment.

In the medium term the Council will consider reviewing access to and provision of green space across the Town. In the long term the Council, in partnership with the District and County Councils, will need to develop plans to enhance the built environment across the Town, including tree planting, protecting hedgerows and encouraging wild flower and biodiversity.



BRAUNSTONE TOWN COUNCIL CLIMATE CHANGE & ENVIRONMENTAL ACTION PLAN JUNE 2022 – MARCH 2024

Nature of Action to be delivered	Reason for inclusion	Benefits (Council and Community)	Resources Required	Potential Barriers to Delivery	Delivery Actions	Timescales for Delivery	Priority Level
Install solar PV identified in the Carbon Audit.	1. Reduction in Carbon footprint of approx.18%; 2. significant savings with energy costs set to rise significantly.	1. Reduction of Carbon Footprint; 2. savings reinvested in other carbon reduction actions and/or services.	Significant financial resources to purchase and install (potentially over £100k) Consider working with partners.	1. Older roofs may need reinforcing; 2. Legal arrangements for the library building are complex.	1.Structural surveys of roof condition; 2.remedial action if necessary; 3.tender exercise; 4.obtaining finance.	April 2022 to March 2023. Delivered at Community Centres August to October 2023	High
Insulate roof at Mosssdale Meadows Changing Rooms/Depot	1. Capital Plan item; 2. Prevent energy wastage.	Reduce costs	Estimated below £10k	Roof not good quality and may need replacing or upgrading	1.Roof condition survey; 2.Obtain quotes	2023/2024 Outstanding recommend 2024 - 2026	Medium
Install smart meters	For ongoing analysis of the buildings' energy performance.	Provide consumption figures for reviewing the Carbon Audit in 2024.	None	None	Arrange with supplier	October 2022 Library Complete. Recommend October 2024	High

Nature of Action to be delivered	Reason for inclusion	Benefits (Council and Community)	Resources Required	Potential Barriers to Delivery	Delivery Actions	Timescales for Delivery	Priority Level
Upgrade the electric heating at Mosssdale Meadows Changing Rooms/Depot	Maximise heating efficiency	Reduce costs	Estimated below £10k	Capital Plan item for refurbishment of changing facilities.	1. Assess deliverability with wider improvements; 2. Obtain quotes.	2023/2024 Outstanding recommend 2024 - 2026	Medium
Install LED lighting at Mosssdale Meadows Changing Rooms/Depot	Energy efficiency and Carbon reduction	Reduction in carbon footprint and reinvestment of savings	Estimated below £5k	Capital Plan item for refurbishment of changing facilities.	1. Assess deliverability with wider improvements; 2. Obtain quotes.	2023/2024 Outstanding recommend 2024 - 2026	Medium
Encourage walking, cycling, and working from home	Reduced pollution and carbon emissions	1. Reduction in carbon; 2. Healthy living; 3. Work/home life balance	Dependent on individual actions	Limited impact on carbon footprint due to numbers and occasions	1. Improvements to Cycling facilities Capital Plan item 2. Strategy delivery objectives 4(b) & 4(c) 3. Develop Working at home policy & procedure 4. Join Bike to work scheme	2022/2023 Item for Capital Plan Review Ongoing Scheduled for 2024 Completed	Medium

Nature of Action to be delivered	Reason for inclusion	Benefits (Council and Community)	Resources Required	Potential Barriers to Delivery	Delivery Actions	Timescales for Delivery	Priority Level
Encourage walking, cycling, and working from home <i>Continued</i>					5. Produce / provide information guides and maps for cycling and walking routes	2023/2024 Recommend 2025/2026	Low
Purchase renewable electricity	To help decarbonise buildings and transport	Community Leadership	Unit rate may be slightly higher	Limited global impact due to supply issues	Swop supplier at contract renewal	2024/2025 Completed	Low
Install a hybrid air source heat pump at Thorpe Astley Community Centre	Decarbonise Community Centre heating; 10% reduction of total Council emissions.	1. Reduction of Carbon Footprint; 2. savings reinvested in other carbon reduction actions and/or services.	Significant financial resources to purchase and install (potentially £50k to £100k)	Finance	1. heat loss calculation 2. tender exercise 3. obtaining finance	April 2022 – March 2023 Completed August 2023	High

Nature of Action to be delivered	Reason for inclusion	Benefits (Council and Community)	Resources Required	Potential Barriers to Delivery	Delivery Actions	Timescales for Delivery	Priority Level
Replace parks diesel pick-up trucks with electric or hybrid	Reduced pollution and carbon emissions	<ol style="list-style-type: none"> 1. reduced pollution on parks & open spaces; 2. fuel cost savings 	Vehicles leased so no up front cost, although maybe slightly higher lease cost	<ol style="list-style-type: none"> 1. Leases in place 2. Limited market availability 	<ol style="list-style-type: none"> 1. Review operational working arrangements 2. Review availability at renewal; 3. if limited consider shorter lease period. 	2024/2025 Recommend 2028/2029	Medium
Installation of Electric Vehicle Charging points at community facilities and parks depot	To provide fast charging for service users, hirers and staff who use an electric vehicle.	<ol style="list-style-type: none"> 1. Electric vehicle becomes an option; 2. modest Income generation 	Approximately £50k Consider working with partners.	Installation works could be significant at some locations.	<ol style="list-style-type: none"> 1. Tender exercise 2. Identifying finance 	June 2022 – March 2023 Delivered at Community Centres May to July 2023	High
Continue to reduce our waste and recycle more	To reduce overall carbon footprint and pressure on landfill.	Provides residents, users and staff with opportunities to recycle and therefore reduce waste.	Cost of new bins	<ol style="list-style-type: none"> 1. capacity and finance to upgrade receptacles; 2. encouraging use and correct use. 	<ol style="list-style-type: none"> 1. Review receptacles in rooms, offices and kitchens and make more high profile 	Rolling programme from 2022 to 2024 Due to complete	Medium

Nature of Action to be delivered	Reason for inclusion	Benefits (Council and Community)	Resources Required	Potential Barriers to Delivery	Delivery Actions	Timescales for Delivery	Priority Level
Continue to reduce our waste and recycle more <i>Continued</i>					2. provide recycling receptacles on parks 3. Work with District Council and others to increase opportunities for residents to reuse and recycle more items	2023/2024 Due to complete 2026 Recommend Ongoing to 2028	
Commission a study of the Council's Parks & Open Spaces in order to develop a Management Plan to deliver the objectives in the Environment & Biodiversity Strategy	To assess opportunities for the expansion of tree provision, and their nature and biodiversity potential, including wildlife and woodland corridors	1. To help fight pollution and climate change. 2. To stop the loss of habitats and to protect and enhance both nature and biodiversity.	Cost of commissioning the study and developing an action plan.	Large study of 32 hectares of land, which is split into several parcels and includes varied use – may need to focus in on specific areas.	1. Identify areas for study 2. Commission study 3. Include an Audit of Wildlife Corridors to produce a map of Wildlife Corridors 4. Develop Management Plan	August 2022 to July 2023 Study scheduled for Spring 2024 Recommend 2024/2025	Medium

Nature of Action to be delivered	Reason for inclusion	Benefits (Council and Community)	Resources Required	Potential Barriers to Delivery	Delivery Actions	Timescales for Delivery	Priority Level
Commission a study of the Council's Parks & Open Spaces <i>Continued</i>					5. Consider objective to install Bird Boxes on newly planted trees with. Children from the area painting the boxes as an activity.	Recommend 2024 onwards	
Develop and implement sustainable Procurement objectives	No occasion should be missed to guide procurement expenditures towards efficient low-carbon choices in products, services and public works	Supporting sustainable supplies and suppliers for the long term benefit of both the Council and the Community	None specific, however, implementation of sustainable Procurement objectives in the short to medium term may increase the overall cost of procurement.	None to the Objectives; however, implementation could be difficult where there is limited choice.	1. Initially prioritise implementation for new contracts and suppliers. 2. Roll out to all contractors and suppliers	January 2023 – March 2023 Delivered 2023/2024 Scheduled 2024/2025	Medium

Nature of Action to be delivered	Reason for inclusion	Benefits (Council and Community)	Resources Required	Potential Barriers to Delivery	Delivery Actions	Timescales for Delivery	Priority Level
Develop Sustainable Planning Policies	To ensure that new development and changes to existing development include carbon reduction measures and measures to mitigate any adverse impact on the environment and air quality.	The Community and residents benefit from carbon and energy efficient properties.	Committee and Officer time developing policies and liaising with the Planning authority to ensure they could be delivered through the development control process.	National Planning Policy Framework, legislation and the District Local Plan may not provide for or may limit sustainable conditions being considered as part of the planning process.	<ol style="list-style-type: none"> 1. Consider potential sustainable planning policies 2. Check deliverability 3. Feed into local plan review and development control consultations 	2023 Recommend 2024	Medium

Approved by Policy & Resources Committee, 28th April 2022; updated 16th June 2022.

BRAUNSTONE TOWN COUNCIL

COMMUNITY DEVELOPMENT COMMITTEE – 7th DECEMBER 2023

Item 17 – Community Development Priorities and Objectives

Purpose

To consider the Community Development Priorities and Objectives and determine whether they were relevant to address current and emerging issues faced by the Council and the community.

Town Council Mission

The Council's Mission Statement sets out its vision to provide high quality services and support the needs of the community, while recognising that this is only sustained by ensuring that the resources to do it are available.

Mission Statement - We exist:

1. *to ensure that local services and the environment reach the highest possible standards within the resources available for citizens, visitors and those who work in Braunstone Town;*
2. *to provide a focus for civic pride;*
3. *to listen, identify and respond to agreed local needs; and*
4. *to help develop a strong, secure, self-reliant, self-confident community, free from unlawful discrimination.*

"Spectemur. Agendo" translates "Let us be Judged by Our Actions"

Strategic Aims and Delivery Objectives

In 2021, the Council refocussed its 10 priorities into 4 Strategic Aims for the medium term. Each Strategic Aim has Delivery Objectives for the financial year, which the Council reviews annually as part of the annual review of the Council's Business Plan, Capital Plan and the annual setting of the budget and Council Tax precept.

The 2023/2024 Delivery Objectives, which either in full or part fall within the remit of the Community Development Committee, are set out below with an update on progress, along with proposed amendments and new Delivery Objectives for 2024/2025:

1. Protect and Enhance our Parks and Open Spaces

Aim: To invest in and maintain high quality urban green spaces for sport, recreation and play, while enriching the natural environment.

Delivery Objectives		
Ref	Objective	Progress/Notes/Recommendation
(b)	Open the New Shakespeare Pavilion building for use by the community	COMPLETED June 2023 with Licence to Occupy to the new Management Association.

Delivery Objectives		
Ref	Objective	Progress/Notes/Recommendation
(c)	Support existing Clubs at Shakespeare Park to grow while supporting new sporting activities, such as Tennis and Petanque	One off Grant fund. Support for Bowls Green costs. Struggled to get support for Tennis & Pétanque initiatives. Pick up after Christmas for Spring 2024. Roll onto 2024/25.

3. Support and Connect the Local Community

Aim: To both nurture and enhance the Town's community life and connect our communities to reduce isolation and build community cohesion.

Delivery Objectives		
Ref	Objective	Progress/Notes/Recommendation
(a)	Support new and existing community activities and initiatives through our Community Grants Schemes and Programme of Events	Ongoing - Roll onto 2024/25. Mini-programme of events to commemorate the 80th Anniversary of D-Day in June 2024.
(b)	Co-ordinate community events, such as Apple Day, Coronation of King Charles III, and a Thorpe Astley Summer Event – Thorpe Astley by the Sea;	COMPLETED AND ONGOING. 80th Anniversary of D-Day in June 2024. With availability of the Shakespeare Pavilion for hire; a Spring Open Day may assist with promoting the facility and the sports activities at the park. Roll onto 2024/25 as “Co-ordinate community events, such as Apple Day, 80th Anniversary of D-Day, Shakespeare Park Open Day, Thorpe Astley on the Beach”.
(c)	Develop Library events, initiatives and continue community engagement; including children's reading, heritage displays and arts & craft events	Successful summer of events, reading, heritage displays and craft events in place. Outstanding are outreach reading at Thorpe Astley. Roll onto 2023/24 as “Develop outreach Children's reading and activities at Thorpe Astley Community Centre.
(d)	Support the Local Area Coordination Project	Ongoing - Roll onto 2024/25.

For information, the other two Strategic Aims are:

2. Provide Vibrant Community Facilities: *To provide vibrant, accessible and cost effective community facilities, which continue to be used by and respond to the needs of our community.*
4. Respond to Climate Change and champion sustainable development: *To embed climate and environmental awareness in our decision making and actions and play our part in supporting the community to do the same.*

Other Matters

As part of last year's review of priorities, the Committee resolved "that the review of Civic Memorial Annual Remembrance Events, approved by the Committee on 6th February 2020 (Minute 69 2019 – 2021), be postponed and considered for rescheduling as part of the 2023 annual review of Objectives, along with plans to mark the anniversary of the D-Day Landings in June 2024" (Minute 69 2022/2023).

Given the importance of delivering initiatives and projects within the Strategic Aims, including the commemorations to mark the 80th anniversary of the D-Day Landings in June 2024; it is recommended that Citizens' Advisory Panel be asked to review the annual commemorative and remembrance events at the Civic Memorial and make any recommendations to Community Development Committee.

Committee/Service Objectives

In addition, the Council has key objectives relating to its Committees and Service Areas, which are reviewed on an annual basis.

The overall Community Development Service Objective is "Nurturing and enhancing community life, equal opportunities and social inclusion".

Specific Objectives are as follows:

Young people

1. To create opportunities for young people to have a voice
2. To identify young people's needs and give support to new local initiatives including summer holiday activities
3. To maintain positive relations with local school, pre-school and education providers

Crime reduction services

4. Working with the Police, reduce opportunities for crime, increase public safety and establish a community spirit.

Social inclusion, recreation & culture

5. To work with our partners to attract increased funding and the provision of a wider range of sporting and other services at local level
6. To provide support for the Office of Town Mayor and to promote Civic, Ceremonial and commemorative functions, including the flying of flags
7. To assist local clubs and societies to undertake their work for the benefit of the citizens of Braunstone Town

8. To direct grants to organisations where this will be of greatest benefit to the citizens of Braunstone Town
9. To organise arts events/ entertainment's/ Civic Occasions which bring people together
10. To encourage the formation of new community groups by promoting free/subsidised use of the Council's Community Facilities
11. To promote social inclusion

The Objectives are considered relevant and fit for purpose. However, following consideration of the outcome of Blaby District Council's Community Governance Review of Braunstone Parish in 2022; Policy & Resources Committee on 27th September 2022 resolved that the Town Council recognise Thorpe Astley as a distinct community and settlement within the Parish of Braunstone and that the Council's corporate logo include the names of both communities, Braunstone Town and Thorpe Astley, alongside the name "Braunstone Town Council" (Policy & Resources Committee Minute 25 2022/2023). Therefore, it is recommended that Objectives 7 and 8 state "Braunstone Town and Thorpe Astley".

Reviewing Delivery and Service Objectives

Following adoption by Council in November of the Medium Term Priorities and Financial Planning, each Standing Committee reviews its Delivery and Service Objectives, alongside recommending its budget, for the forthcoming year, with a view to Council adopting any changes in January when it sets the budget and precept.

Recommendations

1. That the progress with the Community Development Delivery Objectives (2023/2024), as set out in the report, be received and noted;
2. that Citizens' Advisory Panel be asked to review the annual commemorative and remembrance events at the Civic Memorial and make any recommendations to the Committee;

THAT IT BE RECOMMENDED TO POLICY & RESOURCES COMMITTEE THAT IT BE RECOMMENDED TO COUNCIL

3. that, with the exception of those which have been completed, the Community Development Delivery Objectives set out in the report, as amended where appropriate, be included in the 2024/25 Business Plan; and
4. that the Community Development Committee/Service Objectives, as set out in the report, be approved; subject to Objectives 7 and 8 being amended to include reference to Thorpe Astley as well as to Braunstone Town.

Reasons

1. To note progress with the implementation of the 2023/24 Community Development Delivery Objectives so far.
2. To focus on delivering initiatives and projects within the Strategic Aims and Delivery Objectives, including the commemorations to mark the 80th anniversary of the D-Day Landings in June 2024.

3. To focus the Council's resources on four main areas of activity in the medium term to ensure effective delivery of initiatives and projects given the limits on resources.
4. The Service Objectives continue to be the focus for nurturing and enhancing community life, equal opportunities and social inclusion. The wording of Objectives 7 and 8 being slightly amended in line with the Council's decision to recognise Thorpe Astley as a distinct community and settlement within the Parish of Braunstone.

Financial Budget Comparison

for 7. Community Development

Comparison between 01/04/23 and 28/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	Reserve	Actual Net	Balance
7. Community Development					
Income					
707	Projects	£0.00	£0.00	£0.00	£0.00
770	Programme of Events	£0.00	£0.00	£3,225.37	£3,225.37
771	Summer Fete				
771/1	Current Year	£0.00	£0.00	-£226.68	-£226.68
771/2	Next Year	£0.00	£0.00	£0.00	£0.00
771	Total	£0.00	£0.00	-£226.68	-£226.68
775	Civic Functions	£0.00	£0.00	£0.00	£0.00
776	Town Mayor's Charity - Pre May	£0.00	£0.00	£135.00	£135.00
777	Town Mayor's Charity - after May	£0.00	£0.00	£438.50	£438.50
786	Community / Social Inclusion Project Grant	£0.00	£250.00	£250.00	£0.00
790	Consumer Products (Sales)				
790/1	History Publications	£0.00	£0.00	£0.00	£0.00
790/2	Crime Prevention	£50.00	£0.00	£0.00	-£50.00
790/3	General	£50.00	£0.00	£0.00	-£50.00
790	Total	£100.00	£0.00	£0.00	-£100.00
794	Warm Spaces Initiative	£0.00	£0.00	£0.00	£0.00
799	Miscellaneous	£0.00	£0.00	£0.00	£0.00
Total Income		£100.00	£250.00	£3,822.19	£3,472.19

Expenditure

7040 Town Mayor's Allowance

Financial Budget Comparison

for 7. Community Development

Comparison between 01/04/23 and 28/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	Reserve	Actual Net	Balance
7040/1	Town Mayor's Travel & Subsistence Allowance	£375.00	£0.00	£0.00	£375.00
7040/2	Town Mayor's Entertainment Allowance	£375.00	£0.00	£84.00	£291.00
7040	Total	£750.00	£0.00	£84.00	£666.00
7070	Projects				
7070/1	Climate Change	£0.00	£0.00	£0.00	£0.00
7070	Total	£0.00	£0.00	£0.00	£0.00
7080	Loan Interest & Repayments (PWL B 490422)	£4,430.00	£0.00	£3,713.50	£716.50
7340	Signs	£500.00	£0.00	£0.00	£500.00
7700	Programme of Events	£4,000.00	£0.00	£4,559.49	-£559.49
7710	Summer Fete				
7710/1	Current Year	£2,800.00	£0.00	£3,038.57	-£238.57
7710/2	Next Year	£200.00	£0.00	£0.00	£200.00
7710	Total	£3,000.00	£0.00	£3,038.57	-£38.57
7715	Thorpe Astley Summer Event	£3,000.00	£0.00	£2,859.02	£140.98
7720	General Events				
7720/1	General	£0.00	£0.00	£0.00	£0.00
7720/2	Apple Day	£400.00	£0.00	£800.16	-£400.16
7720/3	Open Days	£100.00	£0.00	£0.00	£100.00
7720	Total	£500.00	£0.00	£800.16	-£300.16

Financial Budget Comparison

for 7. Community Development

Comparison between 01/04/23 and 28/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/2024	Reserve	Actual Net	Balance
7750	Civic Functions	£1,500.00	£0.00	£148.09	£1,351.91
7760	Town Mayor's Charity - Pre May	£0.00	£4,079.17	£4,440.81	-£361.64
7770	Town Mayor's Charity - after May	£0.00	£0.00	£88.10	-£88.10
7850	Community Grants	£5,000.00	£1,472.57	£5,522.57	£950.00
7860	Community / Social Inclusion Project Grant	£0.00	£0.00	£927.52	-£927.52
7880	Grants for King's Coronation	£1,000.00	£0.00	£196.45	£803.55
7900	Consumer Products (Purchase for resale)				
7900/1	History Publications	£0.00	£0.00	£0.00	£0.00
7900/2	Crime Prevention	£100.00	£0.00	£0.00	£100.00
7900	Total	£100.00	£0.00	£0.00	£100.00
7940	Social Inclusion Initiatives				
7940/1	General	£800.00	£0.00	£332.54	£467.46
7940/2	Warm Spaces Initiative	£200.00	£0.00	£142.06	£57.94
7940	Total	£1,000.00	£0.00	£474.60	£525.40
7950	Community Safety	£500.00	£0.00	£0.00	£500.00
7990	Miscellaneous	£100.00	£0.00	£72.50	£27.50
Total Expenditure		£25,380.00	£5,551.74	£26,925.38	£4,006.36

BRAUNSTONE TOWN COUNCIL

COMMUNITY DEVELOPMENT COMMITTEE – 7th DECEMBER 2023

Item 19 – Capital Plan and Budget Estimates 2024/2025

Purpose

To consider a Statement of Expenditure for 1st April 2022 to 31st March 2023, a list of capital projects for 2024/2025 and beyond and a proposed budget for 2024/2025 for recommendation to Policy & Resources Committee.

Background

Policy and Resources Committee on 2nd November 2023 and Council on 16th November 2023 approved the Council's Medium-Term Priorities and Financial Planning, which sets the framework for planning the budget estimates and setting of the precept.

As part of this process each Committee recommends to Policy and Resources Committee a proposed budget. To assist the Committee, the budget outturn for last financial year, 2022/2023, is attached at Appendix 1. The Financial Comparisons for the current financial year, 2023/2024, is enclosed at the previous item on the agenda. A proposed budget for Community Development's Service Area for the next financial year, 2024/2025, is attached at Appendix 2.

Budget Estimates 2023/2024

The Management & Administration apportionment (both the percentage and amount) is set by Policy & Resources Committee. For illustrative purposes the apportionment shown in Appendix 2 is based on the assumptions set out in the Medium Term Priorities and Financial Planning assessment.

Projects

A small amount, £250, is proposed for the Council's climate change and biodiversity work, where this is supported by the community and/or local volunteers; this will be to facilitate the objectives "Supporting the Local Community" and "Protecting and Enhancing Green Spaces".

Signs

Previously £500 had been allocated in the budget towards signs; essentially these were neighbourhood watch signs. The Town Watchers Scheme no longer exists and traditional neighbourhood watch schemes have been superseded by the online Neighbourhood Link. Therefore, it is proposed to delete this budget.

Summer Fete and Thorpe Astley on the Beach

Both popular community events; which have seen the impact of rising prices as many of the businesses used for attractions have increased their prices to cover their increased costs. Therefore, these budgets are proposed to increase by the average inflation rate over the last 12 months, approximately 10%. In the case of Thorpe Astley on the Beach the 10% increase is based on the actual spend in 2023.

On 2nd February 2023, Community Development Committee approved:

- the net proceeds from Thorpe Astley on the Beach be used towards the cost of the event (minute 80 2022/2023); and
- 75% of Summer Fete net proceeds be donated to the Town Mayor's charity and 25% towards the cost of the event (minute 81 2022/2023).

Estimated income has therefore been included at Appendix 1.

General Events

In addition to the Summer Fete and the Programme of Events, the Council from time to time hosts other community events, such as Apple Day and Open Days.

Following the success of Apple Day since 2021, the Committee has expressed its desire to continue to hold similar events.

In 2022 an open day was held at Shakespeare Park Sports Pavilion for the official opening of the facility and for showcasing the sports and attracting potential hirers. Now that Shakespeare Park Sports Pavilion Management Association is established, the facility is available for hire. Also, the refurbishment of the play area has now been undertaken, completing the programme of improvements at the site. Therefore, there is an opportunity to hold another open day at Shakespeare in spring 2024.

Therefore, the current budget of £500 has been increased to £1,000 for both Apple Day and Shakespeare Park Open Day.

Similarly, there is corresponding income for the fees which the Council receive from stall holders at Apple Day.

Grants for Community Events to Commemorate 80th Anniversary of D-Day (June 2024)

Last year, the Committee approved a one off mini-programme of events in May 2023 along with a specific grants scheme to support local community groups with organising and holding community celebratory events the Coronation of King Charles III. A budget of £1,000 was included for 2023/2024 to provide community grants in order to arrange events for the Coronation.

Community Development Committee on 5th October 2023 considered how the Town Council could support the commemoration of the 80th Anniversary of D-Day, including its coordination role and support for community groups to organise events.

The Committee agreed to Co-ordinate a mini-programme of events and provide community grants for community events. Therefore, the budget of £1,000 can be retained in 2024/25 for this purpose.

Social Inclusion Initiatives

Last year a small budget of £1,000 was included to support Town Council events and social inclusion activities run by local volunteers, so there were sufficient funds for the activities to remain viable.

These funds included £200 for another Warm Spaces initiative; which, following the review of the 2021/2022 warm space, the Town Council chose not to deliver this year. Therefore, £200 has been removed from the proposed budget.

Community Safety

£500 is in the base budget to contribute towards crime reduction and community safety initiatives. Most of the work in this area is covered by existing resources. Therefore, it is proposed to make a small saving of £200.

Consumer Products

£100 has been provided in the base budget to purchase crime prevention items for sale and £50 income from sales. In addition, £50 income was identified for History and Heritage publications. The Council has a stock of both items and therefore, no provision is needed to purchase stock. Sales are small and therefore, predicted income has been reduced accordingly.

Summary of Proposals

Taking into account the proposed budget increases, savings and additional income, excluding the Management & Administration recharges (which will be considered by Policy & Resources Committee in January 2024), the net requirement will decrease from £25,280 in 2023/2024 to £25,110 in 2024/2025 (-0.67%).

Capital Plan

The current Capital Plan, approved by Council on 26th January 2023, updated by Council on 29th June 2023, does not contain any items under Community Development and Social Inclusion service areas. There have been no recommendations by officers or the Committee during the current financial year for new items to be included.

Recommendations

That it be recommended to Policy & Resources Committee that it be recommended to Council

1. that the following budgets be created:
 - a) a budget of £1,000 be included as a one-off in the 2024/2025 budget for Grants for community events to commemorate the 80th Anniversary of D-Day, and
 - b) £250 for community Projects relating to climate change and biodiversity;
2. that the following expenditure budgets be increased for 2024/2025:
 - a) Summer Fete by £300 to £3,300,
 - b) General Events by £500 to £1,000, and
 - c) Thorpe Astley on the Beach by £145 to £3,145;
3. that the income budgets for events be approved;
4. that the "Signs" budget heading be deleted; and
5. that the draft Estimates for the Community Development Committee, as attached at Appendix 2, be included in the Budget Estimates for 2024/2025.

Reasons

1. To ensure appropriate financial support to:
 - a) enable events commemorating the 80th Anniversary of D-Day to be organised and to ensure their success,
 - b) community/volunteer activities tackling climate change and supporting biodiversity;
2. To ensure the resources for successful events kept up with increased costs.
3. To off-set some of the cost increases by retaining a proportion of the income.
4. The Town Watchers Scheme no longer exists and traditional neighbourhood watch schemes have been superseded by the online Neighbourhood Link.
5. To ensure appropriate resources for the Community Development and Social Inclusion Services.

Financial Budget Comparison

APPENDIX 1

Comparison between 01/04/22 and 31/03/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

	2022/2023	Reserve Movements	Actual Net	Balance	Variance
7. Community Development					
Income					
707	Projects	£0.00	£0.00	£0.00	0.00%
770	Programme of Events	£0.00	£4,110.45	£4,110.45	100.00%
771	Summer Fete				
771/1	Current Year	£0.00	£1,840.21	£1,840.21	100.00%
771/2	Next Year	£0.00	£66.67	£66.67	100.00%
771	Total	£0.00	£1,906.88	£1,906.88	100.00%
775	Civic Functions	£0.00	£0.00	£0.00	0.00%
776	Town Mayor's Charity - Pre May	£0.00	£15.00	£15.00	100.00%
777	Town Mayor's Charity - after May	£0.00	£205.88	£205.88	100.00%
786	Community / Social Inclusion Project Grant	£0.00	£0.00	£0.00	0.00%
790	Consumer Products (Sales)				
790/1	History Publications	£0.00	£0.00	£0.00	0.00%
790/2	Crime Prevention	£50.00	£0.00	£-50.00	100.00%
790/3	General	£50.00	£0.00	£-50.00	100.00%
790	Total	£100.00	£0.00	£-100.00	100.00%
794	Warm Spaces Initiative	£0.00	£750.00	£750.00	100.00%
799	Miscellaneous	£0.00	£0.00	£0.00	0.00%
Total Income		£100.00	£6,988.21	£6,888.21	£100.00
Expenditure					
7040	Town Mayor's Allowance				

Financial Budget Comparison

Comparison between 01/04/22 and 31/03/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		2022/2023	Reserve Movements	Actual Net	Balance	Variance
7040/1	Town Mayor's Travel & Subsistence Allowance	£375.00	£0.00	£0.00	£375.00	100.00%
7040/2	Town Mayor's Entertainment Allowance	£375.00	£0.00	£155.00	£220.00	141.94%
7040	Total	£750.00	£0.00	£155.00	£595.00	383.87%
7070	Projects					
7070/1	Climate Change	£0.00	£0.00	£0.00	£0.00	0.00%
7070	Total	£0.00	£0.00	£0.00	£0.00	0.00%
7080	Loan Interest & Repayments (PWL B 490422)	£4,430.00	£0.00	£3,839.50	£590.50	15.38%
7260	Service Level Agreements (CAB)	£3,150.00	£0.00	£0.00	£3,150.00	100.00%
7340	Signs	£500.00	£0.00	£0.00	£500.00	100.00%
7700	Programme of Events	£4,000.00	£0.00	£3,504.84	£495.16	14.13%
7710	Summer Fete					
7710/1	Current Year	£2,100.00	£0.00	£3,331.11	-£1,231.11	-36.96%
7710/2	Next Year	£300.00	£0.00	£847.50	-£547.50	-64.60%
7710	Total	£2,400.00	£0.00	£4,178.61	-£1,778.61	-42.56%
7715	Thorpe Astley Summer Event	£0.00	£0.00	£300.00	-£300.00	-100.00%
7720	General Events					
7720/1	General	£0.00	£0.00	£24.55	-£24.55	-100.00%
7720/2	Apple Day	£500.00	£0.00	£1,125.28	-£625.28	-55.57%
7720/3	Open Days	£500.00	£0.00	£430.17	£69.83	16.23%

Financial Budget Comparison

Comparison between 01/04/22 and 31/03/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/22

		2022/2023	Reserve Movements	Actual Net	Balance	Variance
7720	Total	£1,000.00	£0.00	£1,580.00	-£580.00	-36.71%
7750	Civic Functions	£1,850.00	£0.00	£2,780.68	-£930.68	-33.47%
7760	Town Mayor's Charity - Pre May	£0.00	£3,207.74	£3,207.74	£0.00	0.00%
7770	Town Mayor's Charity - after May	£0.00	£0.00	£99.88	-£99.88	-100.00%
7850	Community Grants	£6,000.00	£420.58	£6,307.00	£113.58	1.80%
7860	Community / Social Inclusion Project Grant	£0.00	£0.00	£0.00	£0.00	0.00%
7870	Grants for Queen's Platinum Jubilee	£1,000.00	£0.00	£345.67	£654.33	189.29%
7880	Grants for King's Coronation	£0.00	£0.00	£0.00	£0.00	0.00%
7900	Consumer Products (Purchase for resale)					
7900/1	History Publications	£0.00	£0.00	£0.00	£0.00	0.00%
7900/2	Crime Prevention	£100.00	£0.00	£0.00	£100.00	100.00%
7900	Total	£100.00	£0.00	£0.00	£100.00	100.00%
7940	Social Inclusion Initiatives					
7940/1	General	£0.00	£0.00	£27.75	-£27.75	-100.00%
7940/2	Warm Spaces Initiative	£0.00	£0.00	£428.36	-£428.36	-100.00%
7940	Total	£0.00	£0.00	£456.11	-£456.11	-100.00%
7950	Community Safety	£500.00	£0.00	£254.21	£245.79	96.69%
7990	Miscellaneous	£100.00	£0.00	£190.28	-£90.28	-47.45%
Total Expenditure		£25,780.00	£3,628.32	£27,199.52	£2,208.80	£25,380.00

ALTERNATIVE COUNCIL LEADER PROPOSAL

DRAFT ESTIMATES 2023/2024

Represents an increase in Council Tax paid of 7.37%

COUNCIL TAX CALCULATION		£
<u>COMMITTEE REQUIREMENT</u>		
Corporate Management	#REF!	
Braunstone Civic Centre	#REF!	
Thorpe Astley Centre	#REF!	
Parks & Open Spaces	#REF!	
Library	#REF!	
Community Development	£79,766.23	
Planning & Environment	#REF!	
TOTAL REQUIREMENT	<u>#REF!</u>	#REF!
DEDUCT FROM RESERVES		£3,000.00
NET REQUIREMENT		#REF!
SCALED COUNCIL TAX BASE		4,904.03
NET REQUIREMENT ÷ SCALED COUNCIL TAX BASE = BAND 'D' COUNCIL TAX		#REF!

COUNCIL TAX BANDS	A(+D/R) (5/9)	A (6/9)	B (7/9)	C (8/9)	D (9/9)	E (11/9)	F (13/9)
NUMBER OF PROPERTIES IN EACH BAND	6	917	3646	1511	728	219	3
ANNUAL PAYMENT	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!	#REF!

7.37% Increase

KEY TO ACTS (followed by Section Number in Brackets)

1. Local Government Act 1972
2. Parish Councils Act 1957
3. Local Government and Ratings Act 1997
4. Local Government (Miscellaneous Provisions) Act 1976
5. Local Government Finance Act 1992
6. Representation of the People Act 1983 and 85 (as amended by the Local Government Finance (Repeals and Consequential Amendments) Order 1991)
7. Open Spaces Act 1906
8. Litter Act 1983
9. Local Government Pension Scheme Regulations 1995
10. Local Authorities (Members' Allowances) (England) Regulations 2003 (As amended by the Local Authorities (Members' Allowances) (England) (Amendment) Regulations 2004)
11. Local Government & Housing Act 1989
12. The Climate Change and Sustainable Energy Act 2006
13. Localism Act 2011 (s1 - 8 to be used as the power of last resort)
14. Local Government Act 2003

APPENDIX 2
COMMUNITY DEVELOPMENT COMMITTEE
DRAFT ESTIMATES 2024/2025

KEY	EXPENDITURE	
	SOCIAL INCLUSION	
	Management & Administration Apportioned to services as follows:-	
		8.62%
		54,656.23
1.(s15(5))	Town Mayor's Travel & Subsistence Allowance	375.00
1.(s15(5))	Town Mayor's Entertainment Allowance	375.00
12	Projects	250.00
3.(s31)	Signs	0.00
1.(s145)	Programme of Events	4,000.00
11.(s28)	Summer Fete	3,300.00
11.(s28)	Thorpe Astley On The Beach	3,145.00
13	Civic Functions	1,500.00
13	Community Grants	5,000.00
1.(s112)	Grants for the King Charles III Coronation (2023)	0.00
1.(s145)	General Events	1,000.00
1.(s112)	Grants for D-D Commemorations (2024)	1,000.00
7.(ss9&10)	Loan Interest & Repayments (No.490422)	4,430.00
13	Social Inclusion Initiatives	800.00
1.(s31)	Community Safety	300.00
3.(s31)	Consumer Products (Purchase for resale) Crime Prevention	0.00
13	Miscellaneous	100.00
	TOTAL EXPENDITURE	80,231.23
KEY	INCOME	
	Civic Functions	0.00
	Consumer Products (Sales) General	10.00
	Consumer Products (Sales) Crime Prevention	5.00
	Projects	0.00
	Thorpe Astley On The Beach	200.00
	Summer Fete	200.00
	General Events	50.00
	Miscellaneous	0.00
	TOTAL INCOME	465.00
	NET REQUIREMENT	79,766.23

Climate change and biodiversity work supported by the community and/or local volunteers

Neighbourhood Watch Signs no longer needed

Summer Fete & Thorpe Astley on the Beach - 10% increase to cover rises in costs.

Income from stall / pitch holders at events.

£1,000 Grants for the Coronation was one-off in 2023/24.

Double General Events budget to cover popular Apple Day and a Shakespeare Open Day

£1,000 One-off: Grants for Community Events commemorating D-Day.

Reductions in expenditure and income based on predicted outturn.

KEY TO ACTS (followed by Section Number in Brackets)

1. Local Government Act 1972
3. Local Government and Ratings Act 1997
7. Open Spaces Act 1906
11. Local Government & Housing Act 1989
12. The Climate Change and Sustainable Energy Act 2006
13. Localism Act 2011 (s1 - 8 to be used as the power of last resort)

Paid Expenditure Transactions

ITEM 20

paid between 27/09/23 and 28/11/23, for the 7. Community Development

Start of year 01/04/23

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
		19179/1		£41.47	£6.91	£34.56	7. CD	Petty Cash	Tablecloths for Library 7990
BCARD230911 HAYLES	01/10/23	19252	4415	£84.00	£14.00	£70.00	7. CD	Hayles Fruit Farm	3 mixed packs of apple juice samples for Apple Day 7720/2
BACS231003A MAZO7587	06/10/23	19224	4446	£16.38	£2.74	£13.64	7. CD	Amazon UK	Christmas crafts for Craft N Chatter group grant 7940/1
BACS231003A MAZOABEI	06/10/23	19225		£29.64	£4.95	£24.69	7. CD	Amazon UK	Christmas crafts for Craft N Chatter group grant 7940/1
BACS231003A MAZO3966	06/10/23	19226		£11.79	£1.97	£9.82	7. CD	Amazon UK	Christmas crafts for Craft N Chatter group grant 7940/1
BACS231003A MAZO3997	06/10/23	19227		£19.56	£3.26	£16.30	7. CD	Amazon UK	Christmas crafts for Craft N Chatter group grant 7940/1
BACS231003A MAZO1497	06/10/23	19228		£5.98	£1.00	£4.98	7. CD	Amazon UK	Christmas crafts for Craft N Chatter group grant 7940/1
BACS231003A MAZO3421	06/10/23	19229		£8.85	£1.48	£7.37	7. CD	Amazon UK	Christmas crafts for Craft N Chatter group grant 7940/1
BACS231003A MAZOMF63	06/10/23	19230		£10.94	£1.82	£9.12	7. CD	Amazon UK	Christmas crafts for Craft N Chatter group grant 7940/1
BACS232909B RATHLETIC	06/10/23	19233		£887.57	£0.00	£887.57	7. CD	Braunstone Athletic Football Club Mens 2023-2024	Sports Club Grant 7850
110889	13/10/23	19266		£300.00	£0.00	£300.00	7. CD	SWAGAT	Community Grant 7850
BACS231023A MAZON718	24/10/23	19318	4461	£27.18	£4.54	£22.64	7. CD	Amazon UK	bamboo cups and napkins for diwali and halloween POE 7700
BACS231023A MAZONABEI	24/10/23	19319		£59.35	£9.90	£49.45	7. CD	Amazon UK	bamboo cups and napkins for diwali and halloween POE 7700
		19327/4		£11.20	£0.00	£11.20	7. CD	Petty Cash	Apples for Apple Day 7700
		19327/6		£12.00	£2.00	£10.00	7. CD	Petty Cash	Umbrella for Civic Functions 7750
		19348/10		£1,841.00	£0.00	£1,841.00	7. CD	Public Works Loan Board	PW490422 7080
		19353/2		£43.50	£7.25	£36.25	7. CD	Petty Cash	Soft drinks for Halloween disco 7700
		19353/4		£44.20	£7.37	£36.83	7. CD	Petty Cash	Soft drinks for Diwali 7700
BACS231122C HILLI4485	27/11/23	19420	4485	£1,900.00	£0.00	£1,900.00	7. CD	Chilli Guys	Balance of Diwali hot food for 200 7700
Total				£5,354.61	£69.19	£5,285.42			