



# BRAUNSTONE TOWN COUNCIL

[www.braunstonetowncouncil.org.uk](http://www.braunstonetowncouncil.org.uk)

*Darren Tilley – Executive Officer & Town Clerk*

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

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12th May 2021

**To:** *Committee Members (to be determined at the Annual Council meeting on Thursday 13th May 2021).*

Dear Councillor

You are summoned to attend a meeting of the **COMMUNITY DEVELOPMENT COMMITTEE** to be held in the Council Chamber at Braunstone Civic Centre on **Thursday, 20<sup>th</sup> MAY 2021** commencing at **7.45pm**, 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://zoom.us/j/95118773340?pwd=MHJ1L1ZrVEVudklyK2I0dDNYQXg3dz09>

Meeting ID: 951 1877 3340

Passcode: 998565

Yours sincerely,

Executive Officer & 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 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 15th April 2021**  
To confirm the accuracy of the Minutes of the Meeting held on 15<sup>th</sup> April 2021 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. **Community Safety and Neighbourhood Policing Update**  
To receive an update on local community safety and policing initiatives.
7. **Speed Sign**  
To receive an update on the Council's Speed Signs (**Enclosed**).
8. **Franklin Park Community Orchard - Events and Community Activities**  
To consider whether any events and/or community activities should be organised for Franklin Park Community Orchard during 2021/2022.
9. **Fete - progress update**  
To receive a progress update on preparations for the annual Summer Town Fete at Mossdale Meadows.
10. **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**).
11. **Community Grant Applications**  
To consider a Community Grant Application as follows (**Enclosed**):
  - a) Braunstone Town Horticultural & Craft Show - £300
12. **Improvements to Parks and Open Spaces**  
To receive a progress report on current projects and funding.
13. **Financial Comparisons**  
To receive Financial Comparisons for the period 1st April 2021 to 30th April 2021 (**Enclosed**).
14. **Approval of Accounts**  
To consider payments from 1st April 2021 until 11th May 2021 (**Enclosed**).

*Next Scheduled Meeting: 8<sup>th</sup> July 2021.*

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 USING ZOOM VIDEO AND WEB CONFERENCING SOFTWARE**

**THURSDAY 15th APRIL 2021 AT 7.45PM**

**PRESENT:** Councillor Anthea Ambrose (Chair), Councillor Tracey Shepherd (Vice-Chair) and Councillor Nick Brown, Alex DeWinter, Sam Fox-Kennedy, Amanda Hack, Paul Kennedy, Becca Lunn Scoppie, Sam Maxwell and Christiane Startin-Lorent.

Also in attendance was the Town Mayor, Councillor Parminder Basra.

**Officers in attendance:** Darren Tilley, Executive Officer & Town Clerk, Pauline Snow, Deputy Executive Officer & Community Services Manager

There were no members of the public present at the meeting.

**127. Apologies**

An apology for absence were received from Councillor Ajmer Basra.

**128. Disclosures of Interest**

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

**129. 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.

**130. Minutes of the Meeting held 11th February 2021**

The Minutes of the Meeting held on 11<sup>th</sup> February 2021 were circulated (item 4 on the agenda).

**RESOLVED** that the Minutes of the meeting held on 11<sup>th</sup> February 2021 be approved and signed by the Chairperson as a correct record.

**131. 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. The Town Mayor reported that due to the ongoing Covid-19 restrictions she had been unable to arrange any

fund-raising events. However, she was undertaking a Walk & Talk event where residents could go for a walk with family members or one other person, where permitted, for exercise and to talk to help with both physical and mental wellbeing. Residents could ask to be sponsored to do this and then donate funds through a "Just Giving" page that the Town Mayor had set up. The Town Mayor would share the link to all Councillors and asked if they could support her with this by sharing to family and friends.

The Town Mayor would also be hosting an Awards of Merit via online conferencing facilities on 7<sup>th</sup> May 2021 and awarding nominees with an Award of Merit for their work in the community 2019/2021.

**RESOLVED** that the update be noted

*Reason for Decision*

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

### **132. Community Safety and Neighbourhood Policing Update**

The Committee received an update from the Local Neighbourhood Police Beat team on local community safety and policing initiatives. Sergeant Alex Goldsmith had sent his apologies to the meeting.

The Chair welcomed PCSO Duane Wright from the Police who gave an update on the current crime statistics and ongoing issues over the previous 30 days. Crimes recorded included theft from and of vehicles, theft of number plates, residential and commercial burglaries, criminal damage and issues with motorbikes. It was noted that signs had been put in place on parks and open spaces regarding the riding of motorbikes and seizure of bikes if apprehended.

PCSO Wright also advised that two drug warrants had been carried with 9 people being arrested.

Concern was raised about attacks on the person that had taken place at Thorpe Astley. PCSO Wright was unaware of the incident and advised that no Community Impact Statement had been released from the Police regarding public safety following this incident. Full details of crime statistics, including attacks on the person, were available on the Police UK website. It was noted that an attack on a person took place in February 2021 but this was picked up by the Police Response Team and not the local Beat Officers. Members asked for an update on attacks on the person for the next meeting.

It was noted that several number plates had been recovered during recent local litter picks and it was advised that the police be informed of the number plates and location for their records. The plates could then be disposed of as no forensic evidence would be intact.

Work was still going on to apprehend drivers of stolen motorbikes or anti-social behaviour with regards bikes. However, it was very difficult to apprehend these people safely without causing harm to the driver or members of the public.

It was noted that covert speed cameras had been in place on Turnbull Drive

following concerns about speeding vehicles but it was noted the mean average speed of vehicles recorded for the road was 27mph. The Town Council had recently installed one of the speed activation signs on Turnbull Drive that would provide further details of vehicle speed on this road.

**RESOLVED** that

1. the update be noted; and
2. that an update on attacks on the person be submitted to the next meeting.

*Reasons for Decisions*

1. To ensure that current community safety and policing updates were received.
2. To enable the committee to ascertain the levels and impact of such crimes.

### **133. Speed Sign Data**

The Committee received an update on the Council's Speed Signs.

It was noted that both speed activation signs were now operational and installed on Turnbull Drive and Murby Way. It was agreed that the sign on Turnbull Drive would remain in place until data was removed for the next meeting and a decision made on where it would be placed next. It was suggested that the sign on Murby Way could be installed on Meridian Way.

A request had been received to install one of the speed activation signs on Ravenhurst Road but it was noted that this road had a high number of parked vehicles and a 20mph speed in the vicinity of the school and it was thought unlikely that vehicles could have the opportunity to speed. Details were being obtained from Leicestershire County Council regarding the installation of the signs on lampposts and the associated costs.

**RESOLVED** that further information be requested on the reasons for installing the sign in this location.

*Reason*

*To ascertain the need and benefits*

### **134. Options for deterring Speeding**

The Committee examined options for deterring drivers from exceeding the speed limit; including schemes offered by Leicestershire County Council (item 8 on the agenda). It was noted that a Community speed Watch initiative and bin stickers had already been in operation on Murby Way along with regular installation of the speed activation sign. Leicestershire County Council were proposing to run a Community Speed Management Initiative and Murby Way and Braunstone Lane had been registered with the scheme as areas of concern. Members requested that Meridian Way is also registered as an area of concern. The County Council had advised that following forthcoming meetings with the Police, they would be in a position to confirm the arrangements for the commencement of the initiative.

## **RESOLVED**

1. That the speed activation signs continue to be used throughout the Town to collect data on vehicle speed;
2. that registration of Murby Way, Braunstone Lane and Meridian Way to the Leicestershire County Council Community Speed Management Initiative be noted and pursued.

### *Reasons for Decision*

1. *To ensure that data was collected on speeding vehicles to ascertain the level of the problem and implement appropriate action to help reduce speeding within Braunstone Town.*
2. *To consider all possible options and support for the management of speeding vehicles in Braunstone Town.*

## **135. 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 (item 9 on the agenda).

It was noted that the Local Area Coordinator was now receiving an increasing number of referrals and requests for support. A large amount of the referrals included residents suffering from loneliness, isolation and mental health difficulties due to the Covid -19 restrictions but under the current restrictions in place, local groups and events were unable to go ahead. As from 30<sup>th</sup> April the Local Area Co-ordinator would be attending the Braunstone Civic Centre between 1pm and 3pm to offer any support to vulnerable residents attending the Foodbank.

Following funding from Leicestershire County Council for Community Libraries that the Town Council had been successful in obtaining, work was ongoing to arrange several community events in the library over the coming year within any restrictions in place at the time. These events would provide opportunities for residents become involved in and help with loneliness and isolation. Consultation work with the community would also be carried out to ascertain what was required in the community.

It was also noted that work to obtain lateral flow testing kits for local residents was being investigated. An update on this was provided to members to advise that Leicestershire County Council was consulting on what opportunities were available to supply the kits to the community and what support or facilities the Town Council could offer.

**RESOLVED** that the report be noted.

### *Reasons for Decision*

*To receive an update on the priorities and achievements of the Local Area Co-ordination Project in Braunstone Town.*

**136. Summer Fete 2021**

The Committee received a progress report on arrangements for the Summer Fete 2021.

Following the current easing of restrictions due to the Covid19 pandemic, early preparations for the summer fete 2021 had commenced. Application forms for stalls had been sent to previous stall holders inviting them to participate in this year's events and applications were now being received. Bookings had also been made for Go karts, a food stall and donkey rides. Restrictions due to covid 19 would need to be considered during the arrangements of the fete.

**RESOLVED** that the approach be supported.

*Reason for Decision*

*To enable a community event to take place in a covid secure environment.*

**137. Programme of Events 2021/2022**

The Committee considered the merits and arrangements for running a Programme of Events in 2021/2022, in the context of potential Covid-19 restrictions (item 11 on the agenda).

It was suggested that local groups be contacted to ascertain their thoughts and willingness to participate in the Programme of Events 2021/2022. It was agreed that any programme of events suggested should be minimal and flexible in order to comply with any covid-19 restrictions put in place at the time of the events. However, members were keen to ensure events were arranged to encourage residents to return to events and activities and give them confidence that this could be done safely. It was also suggested that some events could be arranged outside.

**RESOLVED**

1. that the principle of undertaking a Programme of Events for the 2021/2022 autumn / winter season, based on the criteria set out at Appendix 1, be approved; and
2. that delegated authority be given to the Executive Officer & Town Clerk to approve the programme, events, dates, and capacity taking into account Covid-19 regulations and restrictions and to make any changes or adjustments to the approved programme if required.

*Reason for Decision*

1. *To confirm the format of the Programme of Events for 2021/2022 within any restrictions in place due to Covid-19.*
2. *To ensure flexibility in any schedule that was approved and to allow for any changes in Covid -19 regulations / restrictions to ensure that events planned or suitable alternatives could go ahead in a Covid-19 secure environment.*

### **138. Summary of Grant Applications**

The Committee received a list of grants paid to date and applied for from external sources (item 12 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.*

### **139. Community Grant Applications**

The Committee noted that no Community Grant Applications had been received.

### **140. Improvements to Parks and Open Spaces**

The Committee received a progress report on current projects and funding.

It was noted that grant applications towards the funding of the Shakespeare Park playground project had been made to Tesco Community Fund and Severn Trent Community Fund. The Tesco application had been successful and £1000 had been granted towards the Shakespeare Park playground project. The application to Severn Trent had been refused due to the high number of applications received and the Town Council would not be able to reapply for the grant for the same project. An application had also been submitted to the Suez Community Fund but due to the location of Shakespeare Park this was not eligible as the boundary criteria did not extend to the park. Very few funding sources were available for the projects requiring a grant with one last application currently being drawn up for the National Lottery.

Following a site visit with the contractor of the Shakespeare Park pavilion and the tennis court refurbishment, it was agreed that the surface to the tennis courts required further work than anticipated due to soft tarmac and damage caused by the use of the courts as an equipment compound for the pavilion work. This would add a further £20,000 to the anticipated costs of the court refurbishment. A recommendation would be made to the next Policy & Resources Committee that savings made on both the Pavilion and the tennis works be used, along with money from the Town Council reserves, to finance the works to the tennis court. This would allow the work to the tennis courts to go ahead rather than delay the opening whilst funding is sourced.

### **141. Financial Comparisons**

The Committee received Financial Comparisons for the period 1st April 2020 to 31st March 2021 (item 15 on the agenda).

**RESOLVED** that the report be noted.

*Reason for Decision*

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

**142. Approval of Accounts**

The Committee considered payments from 1st February 2021 until 31st March 2021 (item 16 on the agenda).

**RESOLVED** that the list of Approved Expenditure Transactions for the period 1st February 2021 until 31st March 2021 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 9.10pm.

NOTE:

CRIME & DISORDER ACT 1998 (SECTION 17) – The Council has an obligation to consider Crime & 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.

These issues were considered in connection with each of the above decisions. Unless otherwise stated under each item of this report, there were no implications.

*These minutes are a draft and are subject to consideration for approval at the next meeting.*

## **BRAUNSTONE TOWN COUNCIL**

### **COMMUNITY DEVELOPMENT COMMITTEE – 20<sup>th</sup> MAY 2021**

#### **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 Councillor Parminder Basra’s Town Mayor’s Activities up to 13<sup>th</sup> May 2021

<b>DATE/TIME</b>	<b>EVENT</b>	<b>LOCATION</b>
March / April 2021	Walk & Talk Initiative	Various Locations
07/05/21 7.00pm	Town Mayor’s Awards Evening	Zoom

Councillor Parminder Basra’s Town Mayor Walk & Talk Initiative aimed to help raise awareness of Life Links’ work given the challenges faced with the Covid-19 pandemic. Residents planned a walk and talk session and got people to sponsor them. The initiative raised over £1,100 for her Town Mayor’s charity, Life Links.

A slimmed down Town Mayor’s Awards Evening was held on 7th May using Zoom Video Conferencing Software. Awards of Merit were given to the following groups:

- Kingsway Flower Club – in recognition of the club’s many years of promotion and education of flower arranging to the community and providing a community group;
- Braunstone Wombles – in recognition of their your work in the community of Braunstone Town undertaking litter picking and environmental awareness; and
- Braunstone Town Community Food Bank – in recognition of their work in supporting vulnerable residents in Braunstone Town during the Covid-19 pandemic and providing vital food and welfare support.

Despite the Covid-19 pandemic and the restrictions in organising fundraising events, during her term as Town Mayor, Councillor Parminder Basra was able to raise a total of £5,015 from events in the Programme of Events, Summer Fete, raffles, specific fundraising events and donations for her chosen charity, Life Links.

##### Councillor Darshan Singh’s Forthcoming Town Mayor’s Activities

<b>DATE/TIME</b>	<b>EVENT</b>	<b>LOCATION</b>
07/08/21 11.00am	Summer Fete	Mossdale Meadows

## **BRAUNSTONE TOWN COUNCIL**

### **COMMUNITY DEVELOPMENT COMMITTEE – 20<sup>th</sup> MAY 2021**

#### **Item 7 – Town Mayor’s Report**

##### Purpose

To receive an update on the Council’s Speed Signs.

##### Background

Problems experienced earlier in the year with both speed signs have been resolved and one speed activation sign has been located on Turnbull Drive and the other briefly on Murby Way. However, problems have been reported with the sign installed on Murby Way and there are currently being investigated.

Unfortunately, due to staffing capacity issues, it has not been possible to download the results from either speed sign for this meeting. The figures will be reported to the next scheduled meeting of the Committee in July.

At the meeting on 15th April 2021, a request was received from Councillor Aslam (as a Ward Councillor) to install one of the speed activation signs on Ravenhurst Road. The Committee noted that this road had a high number of parked vehicles and a 20mph speed in the vicinity of the school and members thought it was unlikely that vehicles could have the opportunity to speed.

To ascertain the need and benefits; the Committee resolved that further information be requested on the reasons for installing the sign in this location (minute 133).

Councillor Aslam has advised that speeding on Ravenhurst Road has been observed and reported to him and he is not convinced that the road is narrow and there is no need for a speed watch camera. Councillor Aslam expressed his wish to put his request to the Committee and has been invited to attend the meeting.

**GRANT APPLICATIONS 1st April 2021 – 30th April 2021**  
**BRAUNSTONE TOWN COUNCIL GRANTS**

<b><u>GROUP</u></b>	<b><u>APPLIED TO</u></b>	<b><u>WHEN</u></b>	<b><u>AMOUNT REQUESTED</u></b>	<b><u>OUTCOME</u></b>
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No Community Grant Applications have been received during the period.

**EXTERNAL GRANTS**

<b><u>GROUP</u></b>	<b><u>APPLIED TO</u></b>	<b><u>WHEN</u></b>	<b><u>AMOUNT REQUESTED</u></b>	<b><u>OUTCOME</u></b>
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The following grants have been awarded for the current financial year:

Braunstone Town Council (Shakespeare Playground)	Tesco	Feb 2021	£1,000	Granted
Braunstone Town Council (Library projects)	Cultural Communities Network	March 2021	£5,750	Granted
Braunstone Town Council	Lawn Tennis Association	April 2021	£6,020	Granted

**TOTAL £12,770**



**BRAUNSTONE TOWN COUNCIL**  
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**FIXED TERM AMENDMENT FOR UNTIL 7th OCTOBER 2021**

**GRANTS FOR COMMUNITY GROUPS INCLUDING SUPPORT FOR COVID-19 EXPENDITURE / LOSS OF INCOME**

**INTRODUCTION**

Braunstone Town Council makes small grants available to various organisations, including organisations involving young people, to assist their work. Due to the ongoing Covid-19 pandemic the Town Council has extended the grant scheme to 7th October 2021 to allow groups to apply for an additional £200 to cover direct financial costs or loss of income due to the pandemic. The aims are to:-

- **Encourage the formation of new community groups leading to the provision of a wider range of services at local level**
- **Assist with the recruitment of new members to existing groups**
- **Support existing groups to provide new services, equipment and running costs**
- **To support groups during the Covid-19 pandemic to ensure the groups continues and is able to safely return to meetings as soon as possible**

The Town Council can also advise on funding from other sources and will encourage and assist community groups in making applications for funding from other sources

**APPLICATION CRITERIA**

- Grant applications are invited from non-profit making organisations
- Grant applications will only be considered from groups whose principle activities are of benefit to Braunstone Town residents
- Grants may be used to pay for equipment, transport costs, hire of rooms, guest speakers, training, education workshops for young people etc. for groups responding to local needs and community life up to a maximum of £300
- A supplementary grant may be applied for to cover costs directly associated with the Covid-19 pandemic and could include costs for licences/equipment to allow virtual meetings such as Zoom, purchase of Personal Protective Equipment for safe return to meetings for members, costs of ongoing expenditure for such items as venue hirer in order to retain booking, supplementary income if a group is likely to close due to financial pressures etc. A total grant of £500 may be applied for if all the expenditure is directly related to Covid-19 issues.

- Grants may be applied for separately up to a maximum of £500 per group during the 2020/21 financial year
- Projects for young people must directly benefit young people in areas such as the arts, sports, improvement to health or awareness of the environment.
- A breakdown of costs will be required for each item in your application. All expenditure must be itemised and marked as general expenditure or Covid-19 expenditure
- Funding may be full or part cost of the event or project. The final decision on the amount of the grant is at the sole discretion of the Town Council
- The Council will expect the group to show that it is making some contribution to the costs from their own efforts through fundraising or charges to its members unless the costs are solely associated with Covid-19
- The Council will give favourable consideration to groups that have applied for funding from other organisations (i.e. Blaby District Council, Leicestershire County Council, Lottery Funding etc)
- Where a significant number of the group's members are not residents of Braunstone Town, the Council reserves the right to reduce the maximum grant available
- Please specify a specific amount for your grant – if you do not specify a figure the application may be refused
- Groups will be asked to provide details of past applications and funding granted by the Town Council
- A copy of the most recent Bank Statement and previous year's audited accounts will be required. In the case of new groups, a budget indicating expected annual income and expenditure can be provided.
- A copy of the group's constitution will be required

## **OTHER FUNDING AND HELP FOR COMMUNITY GROUPS**

### **ARTS AND ENTERTAINMENT**

The Town Council promotes the arts by working in partnership with local groups and good causes. A minimum of ten events are held in the Autumn/Spring of each year. The Town Council underwrites the cost of each event and passes on 100% of the net proceeds to a local group or good cause. The Town Council produces a 'What's On' guide which is delivered to all households in Braunstone Town, maintains a mailing list, produces tickets and publicity material and organises the events. The sponsored groups are asked to support the event and assist with ticket sales. Groups can organise a fundraising raffle and /or provide refreshments at the interval. By involving the local community groups, a programme of well supported events has been established and this initiative by the Town Council allows local groups and organisations to help promote arts and events of regional and national importance. If you would like your group or organisation to be considered for inclusion in the next Programme of Events please complete the attached application form. Application forms have to be received by the Executive Officer & Town Clerk by 1<sup>st</sup> March each year.

### **FREE USE COMMUNITY ROOMS**

The Winstanley, Ravenhurst, small meeting room, interview room and Fosse rooms at Braunstone Civic Centre and the Thorpe Astley Large meeting room, Activity room and small meeting rooms are available for non-profit making community groups between 9.00am and 5.00pm Monday to Friday free of charge. Regular users include the Citizen's Advice Bureau, Braunstone Town Community Minibus, Asian Elderly Community Group, Thursday Over 60's, etc. The rooms enable small groups and organisations to meet free of charge on a regular basis. Help and advice on setting up a new group is also available.

If you require further information or advice on funding or grant applications please contact Mrs Pauline Snow, Deputy Executive Officer & Community Services Manager, telephone 0116 2899270 or [pauline.snow@braunstonetowncouncil.org.uk](mailto:pauline.snow@braunstonetowncouncil.org.uk)

**GRANT APPLICATION COVER SHEET**

**Community Groups**

<b>GROUP</b>	Braunstone Town Horticultural & Craft Show	
<b>PROJECT</b>	Braunstone Town Horticultural & Craft Show	
<b>AMOUNT REQUESTED</b>	£300	
<b>MEMBERSHIP</b>	<b>Membership Numbers</b>  <b>Braunstone Town residents?</b>	This information has been requested. The applicant had submitted the individual grant form.
<b>PURPOSE OF GRANT</b>	<b>Purpose of grant matches criteria?</b>	Yes, can be used for equipment, transport costs, hire of rooms.
<b>PROJECT COSTS</b>	<b>Comments</b>	Some detail, some rounded sums. Reference to miscellaneous but details not provided.
<b>INCOME</b>	<b>Balances with project costs?</b>  <b>Comments on other grants?</b>  <b>Amount requested from Braunstone Council?</b>	No. Costs £589.50 with £100 committed income.  Reference to application to Blaby District Council but no details.  £300.
<b>PREVIOUS APPLICATIONS?</b>	<b>YES/NO</b>  <b>How much?</b>	No  N/A
<b>REQUIRED DOCUMENTATION</b>	<b>All received as required?</b>  <b>Documents not included and reason for not including?</b>	No, documents missing and requested: <ul style="list-style-type: none"> <li>• latest bank statement</li> <li>• annual accounts</li> </ul> New Project - budget with expected annual income and expenditure can be provided.
<b>SIGNATURE</b>	<b>Signed and date?</b>	Yes

**From:** [Darren Tilley](#)  
**To:** [REDACTED]@ntlworld.com  
**Cc:** [Kim Cusack](#)  
**Subject:** Grant Application - further information  
**Date:** 12 May 2021 12:39:00  
**Attachments:** [BT\\_HORTICULTURAL\\_SHOW.pdf](#)  
[Grant Form - Community Groups 2018 with GDPR.pdf](#)

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Good Afternoon Philomena,

I am in receipt of your grant application, application for community group rates and a copy of your group's constitution.

Please accept my apologies, but you have been given the wrong grant application form. You have the individual grant from rather than the Community Group Grant form, which I have attached.

You are welcome to resubmit using the Community Group Grant Form or you can respond to the specific questions below, which are needed for a Community Group Grant and I can take your responses to the common questions from the forms you have submitted.

1. NAME OF GROUP?
2. WHERE DO YOUR ACTIVITIES TAKE PLACE?
3. MEMBERSHIP NUMBERS?  
  
HOW MANY RESIDENTS ARE FROM BRAUNSTONE TOWN?
4. IS MEMBERSHIP OPEN TO ALL BRAUNSTONE TOWN RESIDENTS?
5. WHAT ARE THE AIMS OF YOUR GROUP?

We also need a copy of the following documentation to progress your application

1. LATEST BANK STATEMENT
2. ANNUAL ACCOUNTS

If you have any queries, please do not hesitate to contact me.

Look forward to hearing from you.

Kind Regards,  
Darren.

Darren Tilley,  
Executive Officer, Town Clerk & Responsible Financial Officer,  
Braunstone Town Council.  
Telephone (PA): 0116 2899270  
Fax: 0116 2824785  
Email: [darren.tilley@braunstonetowncouncil.org.uk](mailto:darren.tilley@braunstonetowncouncil.org.uk)  
Website: [www.braunstonetowncouncil.org.uk](http://www.braunstonetowncouncil.org.uk)

**Our Services are gradually reopening:** from 12th April Braunstone Civic Centre and the Library began their phased reopening. Details of the Covid-19 roadmap out of lockdown and the phased reopening



**BRAUNSTONE TOWN COUNCIL**  
 Braunstone Civic Centre, Kingsway  
 Braunstone Town, Leicester, LE3 2PP  
 Tel: 0116 2890045 Fax: 0116 2824785  
 www.braunstonetowncouncil.org.uk



**APPLICATION FOR A GRANT - INDIVIDUAL**

NAME OF INDIVIDUAL MRS. PHILOMENA Ellis (BRAUNSTONE TOWN Horticultural ARTS & CRAFT Show)  
 ADDRESS 49 TURNBULL drive  
LEICESTER  
 POST CODE LE3 2JU TELEPHONE 0116 2336935/07982435232  
 EMAIL P-Phil.Ellis@ITWorld.com  
 HOW LONG HAVE YOU LIVED IN BRAUNSTONE TOWN? 35 years

**PURPOSE OF GRANT** (Please ensure that the project is compatible with all our criteria – Please attach any supporting documents, evidence for your application)  
This GRANT is for the use of 'BRAUNSTONE TOWN Horticultural ARTS & CRAFT Show'  
As we could not have the show last year we will try our best to hold it August 22 2021. The first in our community. It is an all day event.

START DATE OF PROJECT August 22 2021 9AM FINISH DATE OF PROJECT 6 PM TO

**GRANT CRITERIA**  
 An application for an Individual Grant must comply with all three criteria in order to be considered. Please complete each of the following boxes showing how your project matches the criteria

**Show evidence of an outstanding skill or talent or provide details of an exceptional opportunity, especially where this involves elements of service to the community**  
The aim of the group is to draw like minded people together especially after isolation in the pandemic, to encourage Gardening, Arts & Crafts to become available to all people, irrespective of age, race, creed or ability.

**Show how a modest grant will make a real difference in developing their skill or talent or in enabling them to take up an opportunity**  
This is the first time that something of this nature has been held at the Civic Centre.

**Demonstrate how financial hardship or other circumstances would bar their progress unless a grant were made**  
Non profit making.  
Very low entry fees so all in community can participate

**VAN HIRE / PLANTS FOR PLANT SALE) RAGLE PRIZES / TICKETS / TROPHIES**

BREAK DOWN OF PROJECT COSTS	AMOUNT
Please give individual costs for each item	
ROOM HIRE	£ 301.50
JUDGES FEES 4 @ £17.	£ 68.00
STATIONERY / JUDGING MATERIALS	£ 40.00
CATERING / TABLE SETTINGS (SHOUL)	£ 100.00
TOTAL COSTS IN EXCESS OF	£ 589.50

£80 SCHEDULES, ADVERTISING, MISCELLANEOUS. FULL DETAILS CAN BE PROVIDED

INCOME FROM	AMOUNT
Your own contribution <b>TIME + PERSONAL MONEY</b>	£ 100 + OWN RESOURCES (IE ROSETTES)
Other organisations/grant scheme	£ APPLICATION TO BLABY D.C.
Fundraising	£ NOT ABLE TO DO THIS DUE TO RESTRICTIONS
Other	£ NO AS FIRST SHOW.
Amount requested from Braunstone Town Council up to £300	£ 300.
TOTAL INCOME	£

HAVE YOU APPLIED TO BRAUNSTONE TOWN COUNCIL BEFORE FOR A GRANT YES/NO

FUNDING RECEIVED £ \_\_\_\_\_ DATE RECEIVED \_\_\_\_\_

The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime & Disorder in its area.

Will your application have a positive or negative impact on Crime Reduction and if so, please give details -

**POSITIVE - OPPORTUNITY FOR COMMUNITY PARTICIPATION VIA SAFE**  
**I UNDERTAKE TO** **HAD AFTER RESTRICTIONS/LOCKDOWN/PANDEMIC.**

- ✓ a) To provide Braunstone Town Council with three of my latest bank statements **New project so not for long**
- ✓ b) Provide Braunstone Town Council with a written report on the project/trip (outcomes/experiences etc) **currently** within 4 weeks of the finish date
- ✓ c) To repay all monies received from Braunstone Town Council should the project/trip not proceed for any reason

IF GRANT IS AGREED PLEASE ADVISE HOW YOU WISH TO BE PAID

- CHEQUE - PAYABLE TO \_\_\_\_\_
- BACS (Please complete the enclosed form)

**DATA PROTECTION:** by applying for a grant you agree to Braunstone Town Council collecting and processing your personal data to enable us to deal with your application and any other related service request. A copy of the Council's Data Protection Policy and our General Privacy Notice, which sets out more information about the Council's lawful basis for collecting, processing and retaining personal data, are available from Reception or the Council's website.

Signed *P. L. Ellis* Print Name Philomena Ellis  
 Date 3 / MAY 2021

It may be useful for you to discuss your project before making an application or request assistance in completing the form. Please do not hesitate to contact Pauline Snow, Deputy Executive Officer & Community Services Manager on telephone 0116 2899270 or paulinesnow@braunstonetowncouncil.org.uk if you require any advice or help with the grant application. Insufficient or incomplete information may result in the application being refused



**BRAUNSTONE TOWN COUNCIL**  
**APPLICATION FORM TO HIRE ROOMS AT BRAUNSTONE TOWN**  
**COUNCIL COMMUNITY CENTRES AT COMMUNITY RATES**

Name of Organisation BRAUNSTONE TOWN HORTICULTURAL ARTS + CRAFT SHOW  
 Name of Contact Person PHIL ELLIS  
 Address 49 Turnbull drive Leicester  
 .....Post Code LE3 2JY  
 Telephone Number 07982 43532 E-mail Address P.Phil.ellis@ntlworld.com  
 Purpose of Event/Hiring.....HORTICULTURAL, ARTS + CRAFTS show

Is the proposed hiring for personal or commercial gain (If NO please complete sections A or B)  YES /  NO

**Is the event/function:**  
 (please tick only one below – please note we cannot consider your application if none are ticked)  
 Public event open to all Braunstone Town residents without invitation   
 By invitation/referral benefiting Braunstone Town residents only   
 Staff Training/conference/meeting/ by invite or referral non Braunstone Town residents

**Section A or B must be fully completed to be eligible for Community Group Rates**

**SECTION A**  
 Registered Charity No. ....  
 Head Office .....

**A Letterhead or Authority to hire room must be attached to qualify for Community Group Rates**

OR

**SECTION B**  
 Aims of Organisation (Community Benefit)

The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime & Disorder in its area.

\* Will your application have a positive or negative impact on crime reduction, if so, please give details  
Positive - opportunity for community participation

Chairperson's Name, Address & Telephone No. (AS ABOVE) MRS. Philomena Ellis  
49, Turnbull drive

Secretary's Name, Address & Telephone No. MRS HELEN BRET,  
11 BRAUNSTONE LANE EAST, LEICS LE3 2FD 07752051866

Treasurer's Name, Address & Telephone No. SUE KILLNGLEY 17 COLBERT DRIVE  
BRAUNSTONE, LEICS LE3 2JB 07954 604 698

**A copy of your group's Constitution must be attached to qualify for Community Group Rates \***

**DATA PROTECTION:** by applying for Community Group rates you agree to Braunstone Town Council collecting and processing your personal data to enable us to deal with your application and any other related service request. A copy of the Council's Data Protection Policy and our General Privacy Notice, which sets out more information about the Council's lawful basis for collecting, processing and retaining personal data, are available from Reception or the Council's website.

Signed P. Ellis ..... Dated 3/MAY/2021.....

# Constitution

## NAME

The name of the organisation shall be BIZANSTONE TOWN Horticultural &

*\*The name of the group should be simple and clear, and it should reflect your group's identity.* <sup>Craft show</sup>

**AIMS** The aim of the group is to draw like minded people together to Encourage Gardening, arts and crafts to become available to all. The aims of the Group shall be to People we aim to encourage this by providing

*\*This sets out the main purpose of your group in no more than a few sentences (why it exists or what it hopes to achieve), also who will benefit from your group.)* <sup>A vehicle for exhibiting</sup>

The above skills and in doing so enable others to participate irrespective of age, race, creed or ability.

## POWERS

To further these aims the committee shall have power to:

(a) Obtain, collect and receive money or funds by way of contributions, donations, grants and any other lawful method towards the aims of the Group.

(b) Associate local authorities, voluntary organisations and the residents of BIZANSTONE TOWN in Blaby District (the area you work in) in a common effort to carry out the aims of the Group.

(c) Do all such lawful things as will further the aims of the Group.

*\*This clause gives your group powers to do activities in order to reach your aims.*

## MEMBERSHIP

(a) Voting membership shall be open to The Group

*(suggested clause: anyone over the age of 16 who supports the aims of the group)*

(b) The Management Committee shall have the power to approve or reject applications for membership or to terminate the membership of any member provided that the member shall have the right to be heard by the committee before a final decision is made.

*\*All voluntary and community groups have a membership structure. In legal terms a member is a person or group who agrees to abide by the constitution in return for rights given in the constitution. Members will be entitled to attend the Annual General Meeting (AGM). The constitution should define who is eligible for membership, categories of membership (i.e. voting and non- voting), how membership is approved, membership subscriptions and members' meetings. You will need to adhere to the Principles of Data Protection, as detailed in the Data Protection Act 1998, if you are keeping records of members contact details. This means personal data is safeguarded and cannot be used without their consent. Members will be able to attend the AGM and have a vote.*

## **MANAGEMENT**

(a) A Management Committee elected annually at the Annual General Meeting (AGM) shall manage the Group.

*\*Your group will need to set up a Management Committee to make decisions about the group. It is also necessary to have Annual General Meeting (AGM) where the Management Committee is elected by the membership.*

(b) The committee shall consist of a chair, secretary, treasurer, and \_\_\_\_\_ other voting members.

*\*Unincorporated Associations have, as a minimum, a Chair, Secretary and Treasurer who each have specific roles and responsibilities.*

(c) The committee may co-opt up to a further \_\_\_\_\_ voting members who shall resign at the next Annual General Meeting.

*\*This clause is optional. The management committee has the power to co-opt people onto the committee, who would have full voting rights. This process may be used to fill places which were not filled at an election, fill vacancies which arise between elections and bring people with specific skills or experience onto the committee but they must stand down at the next AGM.*

**(d) The committee shall meet at least 6 times each year.**

*\*You need to specify how often your Management Committee will meet each year. This will depend on the activities that you will undertake, and how often decisions will need to be made (around 6 meetings a year).*

**(e) At least 3 committee members must be present at a committee meeting to be able to make decisions.**

*\*Here you should determine how many members of the management Committee should be present to enable decisions to be made about the group. We have suggested 3, but this could be more, depending on how many members of the management committee there are.*

**(f) A proper record of all transactions and meetings shall be kept.**

*\*You will need to take proper records (minutes) of the meeting and keep these in a proper minute book. This task is generally the responsibility of the Secretary.*

## **GENERAL MEETINGS**

**(a) An Annual General Meeting shall be held within 12 months of the date of the adoption of this constitution and each year thereafter.**

*\*It is standard practice for a group to have one formal meeting of all members each year.*

**(b) Notices of the AGM shall be published three weeks beforehand and a report on the Group's financial position for the previous year will be made**

available at the same time.

*\*You will need to give members as much notice as possible about the AGM. By Notices we mean informing members about the meeting, when and where it will take place as well as the agenda items.*

(c) A Special General Meeting may be called at any time at the request of the committee, or not less than one quarter of the membership. A notice explaining the place, date, time and reason shall be sent to all members three weeks beforehand.

*\*This clause sets out the rule about calling any member meetings other than the AGM. You can adapt this depending on your needs.*

(d) One third of membership or four members being present, whichever is the greater, shall enable a General Meeting to take place.

*\*This sets out how many of the members must be present in order to hold any member meetings. This will depend on the number of members that you have.*

(e) Proposals to change the constitution must be given in writing to the secretary at least 28 days before a general meeting and approved by a two thirds majority of those present and voting.

*\*This clause explains the procedure for making changes to the constitution.*

## ACCOUNTS

(a) The funds of the group including all donations, contributions and bequests, shall be paid into an account operated by the management committee. All cheques drawn on the account must be signed by at least two members of the Management Committee.

(b) The funds belonging to the group shall be applied only to further the aims of the group.

(c) A current record of all income, funding and expenditure will be

kept.

*\*The constitution needs to lay down the basic procedures for handling accounts and state that funds raised will only be used for the group.*

**DISSOLUTION**

(a) The Group may be dissolved by a resolution passed by a simple two-thirds majority of those present and voting at a Special General Meeting.

(b) If confirmed, the committee shall distribute any assets remaining after the payment of all bills to other charitable group(s) or organisation(s) having aims similar to the Group or some other charitable purpose(s) as the Group may decide.

*\*Dissolution simply means what will happen if your group closes down (dissolves). Part (a) sets out how many people must be present in order to dissolve the group, and part (b) sets out what will happen to any resources that your group has if it dissolves*

(c) Signed by Chair P. Killin Date 9/10/19  
+  
Show Secretary

Signed by Secretary DAVID KILLINGLEY Date 9/10/19

Signed by Treasurer SUE KILLINGLEY Date 9/10/19

*\*The Management Committee needs to sign and date the constitution.*

Signature Secretary/Assistant Helen C Brett  
HELEN C BRET 9/10/19.

*\*This clause is optional. The management committee has the power to co-opt people onto the committee, who would have full voting rights. This process may be used to fill places which were not filled at an election, fill vacancies which arise between elections, and bring people with specific skills or experience onto the committee but they must stand down at the next AGM.*

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### Sponge Cake Recipe for (men only cake)

125g/4oz butter.  
125g/4oz caster sugar,  
2 medium free range eggs,  
125g/4oz self raising flour.

#### Method

1. Heat oven to 180c/350F/gas 4.
2. Line two 18cm/7" cake tins with greaseproof paper.
3. Cream butter and sugar together until pale. Use mixer or hand held electric mixer.
4. Beat in the eggs.
5. Sift flour and gently fold in the flour using a metal spoon.
6. The mixture should be of a dropping consistency. If not add a table spoon of milk.
7. Divide mixture of equal measure between the lined cake tins and spread evenly.
8. Bake for 20-25 minutes, insert skewer until it comes out clean.
9. Remove from oven and allow to stand in the tins for 5 minutes to cool. Do not turn on to a wire rack as this will leave tracks on the cake.
10. Sandwich the cakes together with Raspberry jam and sprinkle a dusting of castor sugar on top. DONE



## BRAUNSTONE TOWN HORTICULTURAL ARTS & CRAFT SHOW SCHEDULE



**HELD AT  
THE CIVIC CENTRE KINGSWAY  
BRAUNSTONE TOWN LE3 2PP**

**SUNDAY 22nd AUGUST 2021**

**Admission £1.00 Adults  
Accompanied Children Free Entry**

Vegetables, Flowers, Jams & Pickles, Crafts, Cakes, Wines, Fruit  
Art & Photography, Floral Art, Children's exhibits,  
Plants & Craft Sale

## OFFICIAL JUDGES

From the Leicester & Leicestershire  
Horticultural Guild of Show Judges



Judging starts at 11.30 am prompt  
Viewing Open to Public at 2.30 pm  
Presentation of Trophies and Awards at 3.30  
Drawing of Raffle

### HINTS AND TIPS

Hints and tips for new and inexperienced Exhibitors

1. All Flowers and vegetables should be clean and in a good condition and uniform in size, shape and colour.
2. All Fruit and Vegetables must have stalks on, try not to spoil the natural Bloom.
3. Root Vegetables must have the taproot intact but free from side roots. Foliage should be trimmed to approximately 75mm.
4. Fruits and Berries should wherever possible be ripe but not soft.
5. Potatoes should be a reasonable size but not baking size please.
6. Leeks must be washed clean with flags and roots intact and free from bulbing at the base.
7. Tomato calyces should be intact and fresh and fruit should be ripe and richly coloured but firm.
8. Exhibits should be free from blemishes, handling marks and pest and disease.

### PRESENTATION OF TROPHIES & AWARDS

1. The Ellis Cup - Presented for overall best in show. Sponsored by Mr. and Mrs. Phil & Tony Ellis.
2. The ROSAMOND cup - Presented for best in Onion class. Sponsored by Braunstone Town horticultural show committee.
3. The Braunstone Town cup - Presented for best in Floral Art class.
4. The Garden Club Cup - Presented for best garden foliage class. Sponsored by the Garden club.
5. Gold medal award - Presented for best in garden flower class.
6. A gold medal award - Presented for overall best in fruit.
7. A gold medal award - Presented for best in Vegetable classes.
8. A gold medal award - Presented for best in Wine class.
9. Home produce award - Presented for best in section.
10. Handicraft award - Presented for best in section.
11. A Gold medal award - Presented for best in photography class.
12. Children Section Cup - Presented for overall best in show.
13. Children 13-15 -Trophy for best in computer design class. Sponsored by Barry Jones of ST Publications.
14. Children 12-11yrs best in miniature garden on seed tray class.
15. Children 10-7yrs best in models made from fruit vegetables class.
16. Children under 6yrs be creative and paint the picture in the schedule class.

**BRAUNSTONE TOWN HORTICULTURAL & CRAFT SHOW is a non profit making community organisation, run for the benefit of community gardeners, allotment holders and arts and crafts. If you wish to donate or sponsor a class in the schedule please contact:**

**Chair/show Secretary Mrs P. Ellis. [p-phil.ellis@ntlworld.com](mailto:p-phil.ellis@ntlworld.com)  
07982 435232  
Thank you  
The Committee**

**The aim of our group is to draw like minded people together to encourage Gardening and Arts & Crafts to become available to all people. We aim to encourage this by providing a vehicle for exhibiting the above skills and in doing so enable others to participate irrespective of AGE, RACE, CREED or ABILITY.**

## HOME PRODUCE

61. Bottle of homemade wine (clear glass bottle with a flanged cork).
62. Jar of fruit jam -must have label with date and type of fruit.
63. Jar of Chutney/Relish.
64. Jar of pickled onions.

## HOME BAKING

65. Victoria Sandwich evenly matched, sandwiched with Raspberry jam filling, light dusting of CASTOR sugar. 8" cake own recipe.
66. Men only Victoria sandwich, raspberry filling with a dusting of castor sugar. 7" cake (see recipe on back cover)
67. 4 Shortbread biscuits, buttery flavour, pale golden colour.
68. Light fruit cake 8".

## HANDICRAFT

69. A photograph of around BRAUNSTONE town 6"x4"/15cmx6cm).
70. An item of knitting or crotchet.
71. Handmade soft toy.
72. Any other item of handicraft not in the schedule.

## CHILDREN'S SECTION

73. Children 13-15yrs - a computer design of a garden layout with water feature, fruit trees, flowers and raised beds for growing vegetables. Path ways but no decking.
74. Children 12-11yrs - Miniature garden on a standard seed tray.
75. Children 10-7yrs - Models made from fruit and vegetables.
76. Children under 6yrs, - Be creative and paint the picture in the schedule.



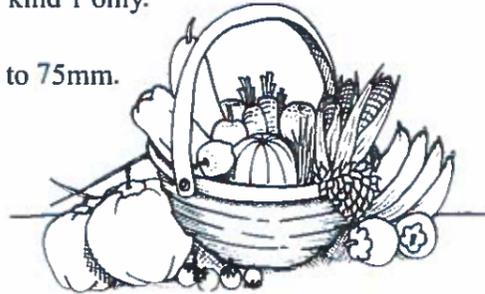
## SHOW RULES

1. Staging will be between 9.45 am to 11.00 am. Exhibitors will then immediately leave the hall in preparation for judging.
2. All exhibits must be grown or made by the exhibitor except for floral art classes, where flowers may be home grown or bought and arranged by the exhibitor.
3. Adult exhibitors may exhibit any number of exhibits at an entry fee of 50p per entry.
4. All vegetables will be washed before admittance.
5. Children's entries are free, but limited to one entry per child and have their age clearly marked on the entry form.
6. Exhibitors are responsible for ensuring each exhibit bears the number issued to them by the show secretary.
7. Exhibitors will provide their own vases, plates and equipment at their own risk.
8. Entries are to be submitted on the form provided in the schedule.
9. Judges have the right to reject any exhibit unworthy of a prize.
10. The judge's decision is FINAL.
11. No exhibit may be removed until after the presentation of Trophies and Awards.
12. No exhibitor will move or handle any exhibit once staged. If space to stage is insufficient; help will be sought from a steward.

## VEGETABLE CLASSES

### Class

1. 2 Courgettes.
2. 4 White potatoes.
3. 4 Coloured potatoes.
4. 3 Beetroots (globe) tops cut to 75mm.
5. 6 Runner beans with stalks.
6. 6 French beans with stalks.
7. Longest runner bean (1st and 2nd prizes awarded).
8. 3 Parsnips tops trimmed to 75mm.
9. 3 Onions 250g or under dressed.
10. Heaviest Onion -with top trimmed to lowest leaf.
11. 3 Onions over 250g dressed.
12. 3 Onion as grown over 250g.
13. 6 Shallots small – ring size 30mm.
14. 6 Shallots large.
15. 3 Carrots tops cut to 75mm.
16. 2 Sweetcorn.
17. 1 Cabbage, red or green (stem cut to 75mm).
18. 1 Cauliflower stem cut to 75mm.
19. 2 Leeks - long (roots washed and not cut).
20. 2 Leeks - pot (roots washed and not cut).
21. 4 Medium tomatoes with calyces.
22. 9 Cherry tomatoes with calyces.
23. 1 Marrow.
24. 2 Cucumbers with stalks.
25. A collection of 4 kinds of vegetables 1 of each on a seed tray.
26. Funny shaped vegetable any kind 1 only.
27. 1 Squash or gourd.
28. 3 sticks of Rhubarb, leaf cut to 75mm.
29. Peas 5 pods.
30. 2 Sweet peppers.
31. 5 Chilli peppers.
32. Broad beans 5 pods.



## FRUIT CLASSES

33. 3 Cooking apples with stalks.
34. 4 Dessert apples with stalks.
35. 3 Pears with stalks.
36. 6 Plums with stalks.
37. Soft fruit 9 of one variety with stalks.
38. Black currants arranged for effect on a small tea plate
39. Red currants arranged for effect on a small tea plate.
40. A pair of fruit not listed in the schedule.



## FLORAL CLASSES

41. 1 Specimen Rose in small vase.
42. 3 Decorative Dahlias.
43. 5 Stems of Sweet peas.
44. 3 Stage Roses-1 buds 1 half bloom 1 full bloom.
45. Vase of mixed garden flowers 3 kinds.
46. 3 large blooms Chrysanthemums.
47. 5 Asters.
48. 1 Rose judged for scent.
49. 3 Dahlias-pom pom (not exceeding 52mm in dia).
50. 3 Cactus Dahlias.
51. 1 pot plant flowering.(pot size 8"/20cm).
52. 1 pot plant Foliage(pot size 8"/20cm).
53. Vase of 4 kinds of garden foliage.
54. Vase of 5 kinds of Herbs arranged for effect.
55. Gladioli 2 spikes.
56. 5 Stems of cosmos.
57. 1 Pot Cacti or Succulent.
58. Foliage arrangement of garden only.
59. Small petite arrangement of garden flowers not exceeding 23cm.
60. Floral arrangement to incorporate wood no taller than 18"/46cm and no wider than 18"/46cm.



# Financial Budget Comparison

Comparison between 01/04/21 and 30/04/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/21

		2021/2022	Reserve Movements	Actual Net	Balance	
<b>7. Community Development</b>						
<b>Income</b>						
709	Covid-19 Community Response	£0.00	£0.00	£0.00	£0.00	
770	Programme of Events	£0.00	£0.00	£0.00	£0.00	
771	Summer Fete					
771/1	Current Year	£0.00	£0.00	£0.00	£0.00	
771/2	Next Year	£0.00	£0.00	£0.00	£0.00	
771	Total	£0.00	£0.00	£0.00	£0.00	
775	Civic Functions	£0.00	£0.00	£0.00	£0.00	
776	Town Mayor's Charity - Pre May	£0.00	£0.00	£0.00	£0.00	
777	Town Mayor's Charity - after May	£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	£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	
799	Miscellaneous	£0.00	£0.00	£0.00	£0.00	
<b>Total Income</b>		£100.00	£0.00	£0.00	-£100.00	£0.00
<b>Expenditure</b>						
7040	Town Mayor's Allowance					
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	£0.00	£375.00	
7040	Total	£750.00	£0.00	£0.00	£750.00	

# Financial Budget Comparison

Comparison between 01/04/21 and 30/04/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/21

	2021/2022	Reserve Movements	Actual Net	Balance		
7080	Loan Interest & Repayments (PWL B 490422)	£4,430.00	£0.00	£0.00	£4,430.00	
7090	Covid-19 Community Response	£1,000.00	£0.00	£0.00	£1,000.00	
7260	Service Level Agreements (CAB)	£3,000.00	£0.00	£0.00	£3,000.00	
7340	Signs	£500.00	£0.00	£0.00	£500.00	
7700	Programme of Events	£4,000.00	£0.00	£0.00	£4,000.00	
7710	Summer Fete					
7710/1	Current Year	£2,000.00	£0.00	£100.00	£1,900.00	
7710/2	Next Year	£300.00	£0.00	£0.00	£300.00	
7710	Total	£2,300.00	£0.00	£100.00	£2,200.00	
7750	Civic Functions	£1,850.00	£0.00	£0.00	£1,850.00	
7760	Town Mayor's Charity - Pre May	£0.00	£0.00	£100.00	-£100.00	
7770	Town Mayor's Charity - after May	£0.00	£0.00	£0.00	£0.00	
7850	Community Grants	£6,000.00	£0.00	£0.00	£6,000.00	
7870	Grants for 75th Anniversary of VE Day	£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	
7900/2	Crime Prevention	£100.00	£0.00	£0.00	£100.00	
7900	Total	£100.00	£0.00	£0.00	£100.00	
7950	Community Safety	£500.00	£0.00	£0.00	£500.00	
7990	Miscellaneous	£100.00	£0.00	£9.00	£91.00	
<b>Total Expenditure</b>		<b>£24,530.00</b>	<b>£0.00</b>	<b>£209.00</b>	<b>£24,321.00</b>	<b>£0.00</b>

# Financial Budget Comparison

Comparison between 01/04/21 and 30/04/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/21

	<b>2021/2022</b>	<b>Reserve Movements</b>	<b>Actual Net</b>	<b>Balance</b>
Total Income	£1,077,839.00	£0.00	£2,433.00	
Total Expenditure	£1,096,839.00	£0.00	£166,548.29	
<b>Total Net Balance</b>	<b>-£19,000.00</b>		<b>-£164,115.29</b>	

# Paid Expenditure Transactions

between 01/04/21 and 11/05/21

Start of year 01/04/21

Cheque	Paid date	Tn no Order	Gross	Vat	Net Cttee	Details	Heading
110796	24/04/21	15979	£100.00	£0.00	£100.00	7. CD Leicestershire Life Links	Donation Town Mayors Charity 7760
BACS210408T BOF	15/04/21	15935	£100.00	£0.00	£100.00	7. CD The Best of Fun Ltd	Deposit for go Karts 7710/1
BACS210409S NOW	15/04/21	15938	£9.00	£0.00	£9.00	7. CD Pauline Snow	Flowers fro tables Duke of Edingburgh 7990
<b>Total</b>			£209.00	£0.00	£209.00		