



# 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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6th December 2017

*To: Councillor Anthea Ambrose (Chair), Councillor David Di Palma (Vice-Chair) and Councillors Ajmer Basra, Sharon Betts, Nick Brown, Alex DeWinter, Sam Fox-Kennedy, Amanda Hack, Paul Kennedy, Sam Maxwell and Gary Sanders*

Dear Councillor

You are summoned to attend a meeting of the **COMMUNITY DEVELOPMENT COMMITTEE** to be held in the Fosse Room at Braunstone Civic Centre on **Thursday, 14<sup>th</sup> December 2017** commencing at **7.45pm**, for the transaction of the business as set out below.

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 12th October 2017**  
To confirm the accuracy of the Minutes of the Meeting held on 12<sup>th</sup> October 2017 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. **Local Area Co-ordination**  
To receive a progress report concerning the priorities and achievements of the Local Area Co-ordination Project in Braunstone Town (**Enclosed**).
7. **Speed Sign Update**  
To consider progress with purchase of new speed signs.
8. **Summary of Grant Applications**  
To receive a list of grants paid to date and applied for from external sources (**Enclosed**).
9. **Community Grant Applications**  
To consider Community Grant Applications as follows (**Enclosed**):
  - a) Our Space - £300
  - b) Friends of Highway Spinney - £268
10. **Initial Arrangements for Summer Fete 2018**  
To approve initial arrangements for the Summer Fete 2018.
11. **Improvements to Parks and Open Spaces**  
To receive a progress report on current projects and funding.
12. **Community Development 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**).
13. **Financial Comparisons**  
To receive Financial Comparisons for the period 1st April 2017 to 30th November 2017 (**Enclosed**).
14. **Capital Plan and Budget Estimates 2018/2019**  
To consider a Statement of Expenditure for 1st April 2016 to 31st March 2017, a list of capital projects for 2018/2019 and beyond and a proposed budget for 2018/2019 for recommendation to Policy & Resources Committee (**Enclosed**).
15. **Approval of Accounts**  
To consider payments from 4th October until 5th December 2017 (**Enclosed**).
16. **Termination of Meeting**

**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**

**THURSDAY 12<sup>th</sup> OCTOBER 2017 AT 7.45PM**

**PRESENT:** Councillor Anthea Ambrose (Chair), Councillor, David Di Palma (Vice Chair), and Councillors Ajmer Basra, Roger Berrington (substituting for Paul Kennedy), Nick Brown, Alex DeWinter, Sam Fox-Kennedy, Sam Maxwell, Gary Sanders and Bob Waterton (substituting for Amanda Hack)

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

There was one member of the public present at the meeting.

**35. Apologies**

Apologies for absence were received from Councillors Sharon Betts, Amanda Hack, Paul Kennedy and Bill Wright Town Mayor (ex-officio).

**36. Disclosures of Interest**

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

**37. 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 was one member of the public present.

**38. Minutes of the Meeting held 13th July 2017**

The Minutes of the Meeting held on 13<sup>th</sup> July 2017 were circulated (item 4 on the agenda).

**RESOLVED** that the Minutes of the meeting held on 13<sup>th</sup> July 2017 be approved and signed by the Chairperson as a correct record.

**39. Town Mayor's Report**

The Committee received a report setting out 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 Town Mayor had successfully completed an abseil challenge on 30<sup>th</sup> September to raise funds for his chosen charity.

**RESOLVED** that the update be noted

*Reason for Decision*

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

**40. 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 6 on the agenda). It was noted that the pilot Local Area Co-ordination Project had now been confirmed as a permanent service. The Local Area Co-ordination project based in Braunstone Town would now also extend into Leicester Forest East.

It was also noted that Simon Dalby and Roo Peake would attend the next meeting of the Community Development Committee to present an update on the project.

**RESOLVED** that the progress report be noted.

*Reason for Decision*

*To keep up to date with progress and ensure that appropriate support was provided by the Town Council to enable the project to be successful.*

**41. Speed Sign Data**

The Committee considered recent speed sign data for Withers Way (item 7 on the agenda). Comparisons were made with the figures for Withers Way from the previous time that this was recorded and it was noted that there was a considerable improvement in the instances of speeding. However, it had been noted that the speed sign was currently having problems and it was felt that the figures received for Withers Way may not be reliable enough to use as accurate data.

**RESOLVED** that the figures downloaded be discounted as there was concern that the data may be inaccurate due to a faulty sign

*Reason for Decision*

*To ensure that speed data used for information was accurate and reliable.*

**42. Crime Statistics**

The Committee received the latest crime statistics, including comparative figures (item 8 on the agenda). PCSO Calum Loades reported on the current crime statistics. It was noted that the incidents of Anti-Social Behaviour had

reduced in June 2017 compared to those recorded in June 2016. However, all other incidents of reported crime had increased.

Theft from vehicles had increased but it was noted that a number of these vehicles had been left unlocked by the owners. The Police would be undertaking targeted leaflet drops in areas where these incidences had taken place.

#### **43. Braunstone Life Patronage**

The Committee considered arrangements for the Town Council's patronage to the Braunstone Life (item 9 on the agenda).

**RESOLVED** that the Braunstone Life Patronage be renewed with a gift of £300

*Reason for Decision*

*To support the work of Braunstone Life as a community newspaper, which was operated by volunteers*

#### **44. Summary of Grant Applications**

The Committee received a list of grants paid to date and applied for from external sources (item 10 on the agenda).

**RESOLVED** that the position be noted.

*Reason for Decision*

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

#### **45. Community Grant Applications**

The Committee considered a Community Grant Application which had been received (item 11 on the agenda). At the Committee meeting held on 13<sup>th</sup> July 2017 members requested that further information be obtained from Winstanley School with regard to other sources of funding that had been applied to for their project.

Information had subsequently been received confirming this.

**RESOLVED**

1. that the grant application from Winstanley School be granted in the sum of £100; and
2. that it be suggested to Winstanley Community College that items such as cardboard boxes could be recycled to be used as containers therefore

reducing the cost to provide bins.

*Reasons for decision*

1. *The application had met the criteria of the grant scheme and the required information had been submitted.*
2. *That recycling of other containers was a more proactive recycling action than purchasing specific bins to collate items*

**46. Grant Schemes – Review of criteria and process**

The Committee updated the scheme and process to ensure that applicants were fully aware of the scope and criteria of the grant schemes and that the application form encouraged the applicant to provide the necessary evidence as required by the criteria (item 12 on the agenda).

**RESOLVED**

1. that the amended Individual Grant Scheme Criteria (attached as Appendix 1 to the report) and application form (attached as Appendix 2 to the report) be approved and adopted; and
2. that no changes be applied to the Community Grant Scheme or Youth initiatives Grant Scheme at the present time.

*Reasons for Decision*

1. *To ensure that applicants were fully aware of the scope and criteria of the Individual Grant Scheme and that the application form encouraged the applicant to provide the necessary evidence as required by the criteria.*
2. *There had been no recent issues concerning the Community Grant Scheme or the Youth Initiatives Grant Scheme, which would require clarification of the criteria or amendment to the application form.*

**47. Review of Events and Promotions at Franklin Park Community Orchard**

The Committee considered and reviewed events and promotions held at Franklin Park Community Orchard, including Apple Day (item 13 on the agenda). It was noted that the Apple Day event was originally set up to promote the Community Orchard and to allow the public access to the area once a year as it was originally closed to the public. However, the Community Orchard was opened to the public on a permanent basis in 2015 and subsequent Apple Day events had seen a decline in attendance. It was also noted that there was a notable shortage of apples from the orchard for Apple Day once the orchard had been opened to the public resulting in apples having to be purchased. However, it was felt that the Community Orchard was an excellent amenity for the residents and that local schools could be encouraged to use the area for study and projects

## RESOLVED

1. that the annual Apple Day at Franklin Park Community Orchard be discontinued; and
2. that local schools be contacted to invite them to use the Community Orchard and Open Spaces in Braunstone Town to enhance school projects.

### *Reasons for decision*

1. *The original intension of the Apple Day event was to allow access to the Community Orchard, which was now permanently open, and the event was no longer as popular or supported as it was in previous years.*
2. *To ensure that the vision behind the Community Orchard, as a place for local wildlife and to cultivate wildlife habitat was utilised by local schools.*

## 48. **100<sup>th</sup> Anniversary of the end of World War 1**

To assess the feasibility of options for commemorating the 100th anniversary of the end of World War I in November 2018 (item 14 on the agenda). Ideas for commemorating the 100<sup>th</sup> Anniversary of the end of World War 1 were discussed at a meeting of the Citizen's Advisory Committee. Several ideas were put forward by residents on how the occasion could be commemorated and local organisations had presented ideas for projects.

## RESOLVED

1. that a programme of events for the 100th Anniversary of the end of World War 1 be coordinated by the Town Council to be operated from April to December 2018 and based on the same principles as the Annual Programme of Events; and
2. THAT IT BE RECOMMENDED TO POLICY & RESOURCES COMMITTEE THAT IT BE RECOMMENDED TO COUNCIL that a budget of £1,000 be included as a one-off for the anniversary in 2018/2019 budget to provide financial support of up to £200 for each group/event.

### *Reasons for decision*

1. *To provide a coordinating role for community to mark 100th the Anniversary of the end of World War 1.*
2. *To ensure appropriate financial support to enable events to be organised and ensure their success.*

**49. Improvements to Parks and Open Spaces**

The Committee received a progress report on current projects and funding. It was noted that a planning application for the improvements to Shakespeare Park had been forwarded to the District Council for approval. Once planning permission had been agreed tender documents would be prepared and distributed to relevant organisations.

An application for funding was in the process of being prepared and Blaby District Council had also agreed to help the Town Council in sourcing grants and sponsorship for the project.

It was noted that play equipment on Franklin Park that had been vandalised in June would be replaced in December and that funds from the insurance company had already been received.

**50. Financial Comparisons**

The Committee received Financial Comparisons for the period 1st April 2017 to 30th September 2017 (item 16 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 5th July 2017 until 3rd October 2017 (item 17 on the agenda).

**RESOLVED** that the list of Approved Expenditure Transactions for the period 5th July 2017 until 3rd October 2017 be approved.

*Reason for Decision*

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

**52. Purchase of Speed Signs**

**RESOLVED:-** that in view of the special / confidential nature of the business to be transacted, it is in the public interest that the press/public be temporarily excluded and they be instructed to withdraw (Standing Orders 3.5 and 3.7 apply). *Reason for exception – Commercial Interests.*

The Committee considered the need to purchase a replacement for the Town Council's speed sign along with a recommendation from Planning & Environment Committee that the Town Council should purchase a second

speed sign and to determine quotes received.

## **RESOLVED**

1. that the quote from Messagemaker be accepted; and
2. that two signs be purchased (subject to a discount being obtained for purchasing two units) to replace the existing unit and provide a second unit to be used in Thorpe Astley.

### *Reasons for Decision*

1. *The sign provided by Messagemaker offers the best value in cost and necessary equipment required to operate the system;*
2. *To ensure that issues of speeding in Braunstone Town could be monitored in both areas of the Town and that value for money is achieved if purchasing two units*

### **53. Termination of Meeting**

The meeting closed at 8.50pm.



#### **NOTE:**

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*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 a subject to consideration for approval at the next meeting, scheduled for 14<sup>th</sup> December 2017.*

## **BRAUNSTONE TOWN COUNCIL**

### **COMMUNITY DEVELOPMENT COMMITTEE – 14<sup>th</sup> DECEMBER 2017**

#### **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 Activities up to 6th December 2017**

<b>DATE/TIME</b>	<b>EVENT</b>	<b>LOCATION</b>
07/10/17 7.30pm	“And all that jazz” concert organised by RAFA	Leicester Cathedral
27/10/17 7.30pm	Diwali Celebration	Civic Centre
28/10/17 5.00pm	Halloween Disco	Thorpe Astley Community Centre
29/10/17 7.00pm	Festival of Remembrance	De Montfort Hall
10/11/17 11.00am	Visiting the Remembrance Day display	Winstanley School
10/11/17 7.30pm	Kingsway Flower Club, Flower Demonstration	Civic Centre
11/11/17 10.50am	Remembrance Service	Civic Centre
12/11/17 10.45am	Annual Service of Remembrance	St Crispin’s Church
25/11/17 11.00am	Christmas Craft Fair	Civic Centre
01/12/17 7.30pm	Quiz & Games Night	Civic Centre
02/12/17 11.00am	Cultivating Communities Open Day	The plot next to Braunstone Skills Centre, Fullhurst Avenue

##### **Forthcoming Town Mayor’s Activities**

<b>DATE/TIME</b>	<b>EVENT</b>	<b>LOCATION</b>
10/12/17 6.00pm	Annual Carol Service	St Crispin’s Church

<b>DATE/TIME</b>	<b>EVENT</b>	<b>LOCATION</b>
13/12/17 11.00am	Guru Nanak Dev Ji's Birthday Celebrations	Guru Nank Community Centre, Manor House, Haddenham Rd
13/12/17 7.15pm	Christmas Carol Service	Blaby District Council
15/12/17 7.30pm	Ratby Mid Band Christmas Extravaganza Concert	Civic Centre
06/01/18 2.00pm	Pantomime	Civic Centre
21/01/18 7.30pm	Myths & Legends Show	Thorpe Astley Community Centre

## **BRAUNSTONE TOWN COUNCIL**

### **COMMUNITY DEVELOPMENT COMMITTEE – 14th DECEMBER 2017**

#### **Item 6 – Local Area Co-ordination**

##### Purpose

To receive a progress report concerning the priorities and achievements of the Local Area Co-ordination Project in Braunstone Town.

##### Background

Local Area Co-ordination has been present for 2 and a half years in Leicestershire. One of its key aims is to work alongside individuals to identify what a good life looks like, what skills, gifts and talents they have and how we can provide “just enough support” to enable a person to be as independent as possible. Another key aim of Local Area Co-ordination is to support the development of community capacity and cohesion, enabling communities to be resilient and sustain their independence, thus reducing the need for more costly and increasingly overstretched formal services.

Local Area Co-ordination through working with individuals, community groups and partner organisations identified the theme of financial hardship in Braunstone Town of which was reported to the Community Development Committee meeting in July 2017. As a means to support citizens with a wide range of financial issues it was agreed that a money event would be organised and this was in collaboration with Braunstone Town Council who kindly provided the room free of charge for this event.

The management of financial issues remains an issue within the Town Council area and with the impact of the welfare reform, individuals, groups and partners will regularly need support and guidance in the changing situation and circumstances.

##### Current Position

Following the independent evaluation of Local Area Co-ordination and the outcomes achieved it has been agreed that the programme should expand to have a presence in each of the Borough District areas across the county. This has seen the team grow to 20, covering new areas and additional posts in each of the existing areas. In addition there has also been a Local Area Co-ordination post for travelling families

Each of the areas have been carefully mapped looking at Public Health data and Adult Social Care data, along with the evaluation to ensure that the new post holders are best placed to make the biggest impact over the shortest period of time.

Many of the new team members are now in post and there is an additional location of Blaby which is covered by a Local Area Co-ordinator. The current areas of the existing team are also likely to grow as community capacity is released with the Local Area Co-ordinator for Braunstone also starting to cover Leicester Forest East as capacity enables.

Linking to financial management it has also been identified that there is a theme surrounding food poverty and skill. With this in mind a group- Our space has been developed by the Local Area Co-ordinator to use food donated, make a lunch and to provide ideas for preparation and participation. Food Hygiene training has also been organised through the Leicestershire Adult Learning Service. This has proven to be successful with approximately 14 people attending on a regular basis. This has provided a sound opportunity for people to develop their skills, meet new people and to find safe and innovative ways to food preparation, utilising gifted food from local shops and supermarkets.

#### Recommendation

That the update be received and the issues highlighted in the report be supported.

#### Reason

To keep up to date with progress and ensure that appropriate support was provided by the Town Council to enable the Local Area Co-ordination project to be successful.

**GRANT APPLICATIONS 1<sup>st</sup> April 2017 – 4<sup>th</sup> October 2017**  
**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>
Namaste Exercise Group	Braunstone Town Council	April 2017	£300	£300
Braunstone Cricketers Cricket Club	Braunstone Town Council	April 2017	£300	£300
Punjabi Cultural Society Leicester	Braunstone Town Council	April 2017	£300	£150
Punjabi Cultural Society Leicester	Braunstone Town Council	April 2017	£300	£150
3 <sup>rd</sup> Braunstone Rainbows	Braunstone Town Council	April 2017	£200	£200
3 <sup>rd</sup> Braunstone Brownies	Braunstone Town Council	April 2017	£300	£300
Swagat Group	Braunstone Town Council	April 2017	£300	£300
Braunstone Town Watchers	Braunstone Town Council	April 2017	£300	Deferred
Winstanley Wizards Table Tennis	Braunstone Town Council	April 2017	£300	£300
Braunstone Town Football Club	Braunstone Town Council	April 2017	£240	£120
X-cellent	Braunstone Town Council	April 2017	£220	Refused
Kingsway Rangers FC	Braunstone Town Council	May 2017	£300	£300
Over 60's Club	Braunstone Town Council	May 2017	£280	£280
Asian Elderly Club	Braunstone Town Council	May 2017	£225	£225
Jeremy Lish	Braunstone Town Council	May 2017	£210	Refused
Braunstone Heritage Archive Group	Braunstone Town Council	May 2017	£279.27	£279.27
Winstanley Community College	Braunstone Town Council	July 2017	£300	Deferred
Elizabeth Sibson	Braunstone Town Council	July 2017	£294	Refused
Poppy-Jane Sibson	Braunstone Town Council	July 2017	£294	Refused
Abbey-Jay Sibson	Braunstone Town Council	July 2017	£300	Refused
Friends of Highway Spinney	Braunstone Town Council	Dec 2017	£268	Pending
Our Space	Braunstone Town Council	Dec 2017	£300	Pending

**TOTAL £3204.27**



# 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 COMMUNITY GROUP GRANT

NAME OF GROUP      Our Space

WHERE DO YOUR ACTIVITIES TAKE PLACE?      Braunstone Town Civic Centre

MEMBERSHIP NUMBERS? 15      HOW MANY RESIDENTS ARE FROM BRAUNSTONE TOWN? 15  
(An estimated or actual number of members must be specified)

IS MEMBERSHIP OPEN TO ALL BRAUNSTONE TOWN RESIDENTS? Yes.  
(We intend to expand our numbers in the new year!)

**WHAT ARE THE AIMS OF YOUR GROUP?**

The aims of the Group shall be to

- Bring residents of the local community together.
- Share a hot meal with people who live on low incomes.
- Reduce loneliness and increase social capital between residents living in Braunstone Town

**PURPOSE OF GRANT (Please ensure that the project is compatible with our criteria)**

Room Hire of the Council Chamber due to increasing membership.  
Purchase of Kitchen equipment for use in the civic centre kitchen.

BREAK DOWN OF PROJECT COSTS Please give individual costs for each item	AMOUNT
Food Hygiene Courses for Volunteers	£250.00
Public Liability Insurance	£99.00
Room Hire	£1,032.00 (£21.50 per session x 50 weeks)
Food (not donated)	£300 (per year)
Kitchen equipment	£100 (estimated)
	£
<b>TOTAL COSTS</b>	<b>£1,781.00</b>

INCOME FROM	AMOUNT
Your own organisation/Members Donations	£100
Everyone Active Grant	£500
Fundraising	£0
Shires Grant	£TBC
Adult Learning	£250
Amount requested from Braunstone Town Council up to £300	£300
<b>TOTAL INCOME</b>	<b>£1,150</b>

HAVE YOU APPLIED TO BRAUNSTONE TOWN COUNCIL BEFORE FOR A GRANT

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, if so, please give details **Yes, this project is bringing together neighbours in an informal situation which will build connections between families to support each other and reduce ASB.**

NAME OF CONTACT PERSON IN YOUR ORGANISATION Roo Peake

ADDRESS OF CONTACT PERSON Braunstone Town Childrens Centre, Kingsway North, Leicester. LE3 3BD

TELEPHONE 07889 537009 EMAIL roo.peake@leics.gov.uk

NAMES AND ADDRESSES OF COMMITTEE MEMBERS

CHAIRPERSON Stephanie Hammond, 11 Tilley Close, Thorpe Astley. Leicester. LE3 3TD

SECRETARY Sophie Tyrrell, 7 Cranberry Close, Braunstone Town Leicester. LE3 3DL

TREASURER Roo Peake, Braunstone Town Childrens Centre, Kingsway North, Leicester. LE3 3BD

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

- CHEQUE – PAYABLE TO Our Space
- BACS (Please complete the enclosed form)

In order for your grant to be considered you will need to enclose the following documentation with your application

LATEST BANK STATEMENT

ANNUAL ACCOUNTS

GROUP CONSTITUTION

If you are unable to supply this information please set out the reasons below

X

X

If you require any assistance in completing the form please contact Pauline Snow, Deputy Executive Officer & Community Services Manager on telephone 0116 2899270 or [paulinesnow@braunstonetowncouncil.org.uk](mailto:paulinesnow@braunstonetowncouncil.org.uk) FOR  
Please note that insufficient or incomplete information may result in the application being refused

# Constitution

## **NAME**

The name of the organisation shall be Our Space

## **AIMS**

The aims of the Group shall be to

- Bring residents of the local community together.
- Share a hot meal with people who live on low incomes.
- Reduce loneliness and increase social capital between residents living in Braunstone Town.

## **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 Braunstone Town and Thorpe Astley 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.

## **MEMBERSHIP**

- (a) Voting membership shall be open to all attendees 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.

## **MANAGEMENT**

- (a) A Management Committee elected annually at the Annual General Meeting (AGM) shall manage the Group.
- (b) The committee shall consist of a chair, secretary and treasurer.
- (c) The committee shall meet at least 3 times each year.
- (d) At least 3 committee members must be present at a committee meeting to be able to make decisions.
- (e) A proper record of all transactions and meetings shall be kept.

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

## 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.

## 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.

(c) Signed by Chair.....*Shammond*.....

Date.....*25/10/2017*.....

Signed by Secretary.....*Sophie Frydell*.....

Date.....*25/10/2017*.....

Signed by Treasurer.....*Ruonke*.....

Date.....*25/10/2017*.....



**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 COMMUNITY GROUP GRANT

NAME OF GROUP FRIENDS OF HIGHWAY SPINNEY  
 WHERE DO YOUR ACTIVITIES TAKE PLACE? BRAUNSTONE WEST SOCIAL CLUB  
 MEMBERSHIP NUMBERS? 34 HOW MANY RESIDENTS ARE FROM BRAUNSTONE TOWN? 27  
 (An estimated or actual number of members must be specified)  
 IS MEMBERSHIP OPEN TO ALL BRAUNSTONE TOWN RESIDENTS? YES

WHAT ARE THE AIMS OF YOUR GROUP? TO IMPROVE & MAINTAIN THE SPINNEY TO A HIGH STANDARD SO THE LOCAL COMMUNITY CAN FEEL SAFE AND ENJOY THIS LOCAL AMENITY AND ALSO WILDLIFE CAN THRIVE

PURPOSE OF GRANT (Please ensure that the project is compatible with our criteria)  
TO HIRE HALL FOR MEETING  
GUIDED WALKS  
OFFICERS EXPENSES

BREAK DOWN OF PROJECT COSTS Please give individual costs for each item	AMOUNT
<u>HIRING HALL</u>	<u>£ 88</u>
<u>WALKS &amp; TALKS</u>	<u>£ 105</u>
<u>OFFICERS EXPENSES</u>	<u>£ 75</u>
	<u>£</u>
	<u>£</u>
	<u>£</u>
<b>TOTAL COSTS</b>	<b><u>£ 268</u></b>

INCOME FROM	AMOUNT
Your own organisation	<u>£</u>
Other organisations/grant scheme	<u>£ please see last years</u>
Fundraising	<u>£ balance sheet enclosed</u>
Other	<u>£</u>
	<u>£</u>
Amount requested from Braunstone Town Council up to £300	<u>£ 268</u>
<b>TOTAL INCOME</b>	<b><u>£ 268</u></b>

HAVE YOU APPLIED TO BRAUNSTONE TOWN COUNCIL BEFORE FOR A GRANT

YES  NO

FUNDING RECEIVED £ 188-00

DATE RECEIVED 10/7/2014

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 A POSITIVE IMPACT.

REMOVING LITTER, DETERRING VANDALISM & REMOVING DOG COUL  
REMOVING GRAFFITI

NAME OF CONTACT PERSON IN YOUR ORGANISATION MRS ANN ALLEN

ADDRESS OF CONTACT PERSON 1 HOLMFIELD AVE EAST

LEICESTER

POST CODE LE3 3FD

TELEPHONE 0116 2892518 EMAIL ann\_baker118@hotmail.com

NAMES AND ADDRESSES OF COMMITTEE MEMBERS

CHAIRPERSON GEOFF STAGG 297 GOODING AVE LE3 1JN

SECRETARY JANICE LOCK 452 BRAUNSTONE LANE LE3 3DG

TREASURER ANN ALLEN 1 HOLMFIELD AVE EAST

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

CHEQUE - PAYABLE TO FRIENDS OF HIGHWAY SPINNEY

BACS (Please complete the enclosed form)

In order for your grant to be considered you will need to enclose the following documentation with your application

LATEST BANK STATEMENT

ANNUAL ACCOUNTS

GROUP CONSTITUTION

If you are unable to supply this information please set out the reasons below

If you require any assistance in completing the form please contact Pauline Snow, Deputy Executive Officer & Community Services Manager on telephone 0116 2899270 or [Pauline.snow@braunstonetowncouncil.org.uk](mailto:Pauline.snow@braunstonetowncouncil.org.uk)  
Please note that insufficient or incomplete information may result in the application being refused

# CONSTITUTION

## 1 NAME

The name of the organisation shall be Friends of Highway Spinney

## 2 AIMS

The aims of the Group shall be to:

1) Improve and maintain Highway Spinney to a high standard so that the local community can feel safe to use and enjoy this local amenity and so wildlife can thrive.

2) Raise awareness of Highway Spinney as an important site in Braunstone for Heritage and Natural history.

## 3 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 the Braunstone, Braunstone Town, Braunstone Frith and Leicester Forest East areas as well as residents of the wider Leicester City area 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.

## 4 MEMBERSHIP

(a) Voting membership shall be open to members who are over the age of sixteen.

(b) The 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.

## 5 MANAGEMENT

(a) A committee elected annually at the Annual General Meeting shall manage the Group.

(b) The committee shall consist of a chair, secretary and a treasurer. And up to a maximum of six members in total.

- (c) The committee may co-opt up to a further two voting members who shall resign at the next Annual General Meeting.
- (d) The committee shall meet at least four times each year.
- (e) One third of the committee being present shall enable the business of the group to be carried out.
- (f) A proper record of all transactions and meetings shall be kept.

## **6 GENERAL MEETINGS**

- (a) An Annual General Meeting shall be held within 15 months of the date of the adoption of this constitution and each year thereafter.
- (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.
- (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.
- (d) One third of membership or four members being present, whichever is the greater, shall enable an Annual General Meeting to take place.
- (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.

## **7 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 objectives of the group.
- (c) A current record of all income, funding and expenditure will be kept.

## **8 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.

Signed *[Signature]* .....Chair ..1/2/13 Date

Signed *[Signature]* .....Secretary ..1/2/13 Date

Signed *[Signature]* .....Treasurer ..1/2/13 Date

Friends of Highway Spring  
Balance sheet for year end Jan 31 2017

		f	p
INCOME	Raffle	24	00
	Cards	19	50
	Refrimats	8	45
	Donations	605	95
	Grat		
		<u>656</u>	<u>95</u>

		f	p
Expenditure	Hire of Hall	77	00
	Refrimats	8	72
	Flowers & Tools	52	06
	Repairs	18	06
	Office Equipment	40	18
	Speaker	30	00
	Insurance	86	00
	Officer Expen	21	96
		<u>333</u>	<u>98</u>
In		656	95
-		333	98
		322	97
+		801	20
		<u>f1.124</u>	<u>.17</u>

Bank says 1.124.17 on 2/2/2017  
statement

H Caterwell Treasurer  
A short & snappy b-inspired

Friends of Highway Spinney  
 Balance Sheet for year end  
 Jan 31<sup>st</sup> 2017

	£	p.
income.		
Papple	24.	00
Cardo	19	50
Repayments	8	45
Donations / Grants	605	95
	656	95

	£	p.
Expenditure		
Hire hall	77	00
Repayments	8	72
Flowers / Tools	52	06
Repairs	18	06
office Equ.	40	18
Speaker	30.	00
Insurance	86	00
office Exp	21.	96

In. 656. 95	333	98
- 333 - 98		
322. 97		

+ 801 17 B F	H Catterwell.
£1,124. 17	checked by Anne Short

## BRAUNSTONE TOWN COUNCIL

### COMMUNITY DEVELOPMENT COMMITTEE – 14th DECEMBER 2017

#### Item 12 – Community Development 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 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; to provide a focus for civic pride; to listen, identify and respond to agreed local needs; and 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"*

##### Town Council Priorities (2017/2018)

In addition to the Mission Statement, the Town Council has nine Key Priorities for 2017/2018, four of which either in full or part fall within the remit of the Community Development Committee:

#### 3. Quality of Life Services

The Town Council continues to provide and support important quality of life initiatives, such as crime reduction and grants for community groups, youth projects and individuals and on tackling poor air quality, recognising the importance of air quality in light of the new Lubbethorpe development, which could result in an increase in air pollution in Blaby District. Since 2014, the Town Council has supported the Local Area Co-ordination project connecting it with the community and by providing a base from which it can operate.

#### 4. Enhancing a Socially Inclusive and Vibrant Community

To positively and proactively respond to the evolving and changing social demographic of the community through developing and supporting new and existing events and community/social inclusion initiatives.

5. Meet the needs of Thorpe Astley residents by facilitating the delivery of services and events at Thorpe Astley Community Centre

To enable consideration of whether there was a need to extend Customer Services to Thorpe Astley Community Centre in order to reduce isolation and provide better access to services for Thorpe Astley residents. To provide a vibrant community centre, a place for community groups offering a range of activities and events for the community.

6. Braunstone Town Library

The Town Council continues to work to keep Braunstone Town Library open, this involves, as a community leader, representing the views and aspirations of the community for the future shape of the Library Service and as a Landlord recognising the changing nature of Library service provision while ensuring the sustainability of all services provided from the Civic Centre site. It is anticipated that this role will continue to evolve over the forthcoming years.

For information, the remaining five key priorities are:

1. Shakespeare Park
2. Community Centres
7. Thorpe Astley Open Spaces
8. Lubbethorpe
9. Efficient Services

Town Council 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

*Crime reduction services*

3. Reduce opportunities for crime, increase public safety and establish a community spirit

*Social inclusion, recreation & culture*

4. To work with our partners to attract increased funding and the provision of a wider range of sporting and other services at local level
5. To provide support for the Office of Town Mayor
6. To assist local clubs and societies to undertake their work for the benefit of the citizens of Braunstone Town

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

### Reviewing Priorities and Objectives

Following adoption by Council in November of the Medium to Long Term Priorities and Financial Planning, each Standing Committee reviews its priorities and 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.

### Action Requested

Review the Community Development priorities and objectives in order to make recommendations to Policy & Resources Committee, with a view to the Council adopting any changes in January 2018.

# Financial Budget Comparison

Comparison between 01/04/17 and 30/11/17 inclusive.

Excludes transactions with an invoice date prior to 01/04/17

		2017/2018	Actual Net	Balance
<b>7. Community Development</b>				
<b>Income</b>				
726	Service Level Agreements			
726/1	Blaby District Council	£15,000.00	£15,000.00	£0.00
726/2	Leics County Council	£0.00	£0.00	£0.00
726	Total	£15,000.00	£15,000.00	£0.00
770	Programme of Events			
770/1	General	£6,000.00	£2,626.40	-£3,373.60
770	Total	£6,000.00	£2,626.40	-£3,373.60
771	Summer Fete			
771/1	Current Year	£1,200.00	£3.50	-£1,196.50
771/2	Next Year	£0.00	£0.00	£0.00
771	Total	£1,200.00	£3.50	-£1,196.50
775	Civic Functions	£0.00	£235.00	£235.00
776	Town Mayor's Charity - Pre May	£0.00	£505.50	£505.50
777	Town Mayor's Charity - after May	£0.00	£1,460.77	£1,460.77
790	Consumer Products (Sales)			
790/1	History Publications	£0.00	£360.00	£360.00
790/2	Crime Prevention	£300.00	£9.66	-£290.34
790/3	Waste & Garden Bags	£560.00	£289.48	-£270.52
790	Total	£860.00	£659.14	-£200.86
799	Miscellaneous	£0.00	£0.00	£0.00
<b>Total Income</b>		<b>£23,060.00</b>	<b>£20,490.31</b>	<b>-£2,569.69</b>
<b>Expenditure</b>				
7040	Town Mayor's Allowance	£750.00	£530.47	£219.53
7080	Loan Interest & Repayments	£4,570.00	£4,469.50	£100.50
7260	Service Level Agreements			
7260/1	Library & Service Shop	£0.00	£0.00	£0.00
7260/2	Citizens Advice Bureau	£2,627.00	£2,627.00	£0.00
7260	Total	£2,627.00	£2,627.00	£0.00
7340	Signs	£500.00	£854.20	-£354.20
7700	Programme of Events	£6,000.00	£5,578.35	£421.65
7710	Summer Fete			
7710/1	Current Year	£2,500.00	£1,461.97	£1,038.03
7710/2	Next Year	£0.00	£0.00	£0.00
7710	Total	£2,500.00	£1,461.97	£1,038.03
7750	Civic Functions	£2,350.00	£2,378.58	-£28.58
7760	Town Mayor's Charity - Pre May	£0.00	£2,394.00	-£2,394.00
7770	Town Mayor's Charity - after May	£0.00	£162.79	-£162.79

# Financial Budget Comparison

Comparison between 01/04/17 and 30/11/17 inclusive.

Excludes transactions with an invoice date prior to 01/04/17

		<b>2017/2018</b>	<b>Actual Net</b>	<b>Balance</b>
7850	Community Grants	£5,000.00	£3,304.27	£1,695.73
7860	Young People Grant	£1,000.00	£0.00	£1,000.00
7900	Consumer Products (Purchase for resale)			
7900/1	History Publications	£0.00	£1,184.17	-£1,184.17
7900/2	Crime Prevention	£300.00	£0.00	£300.00
7900/3	Waste & Garden Bags	£420.00	£289.74	£130.26
7900	Total	£720.00	£1,473.91	-£753.91
7950	Community Safety	£0.00	£4,227.50	-£4,227.50
7990	Miscellaneous	£0.00	£562.74	-£562.74
<b>Total Expenditure</b>		<b>£26,017.00</b>	<b>£30,025.28</b>	<b>-£4,008.28</b>

# Financial Budget Comparison

Comparison between 01/04/17 and 30/11/17 inclusive.

Excludes transactions with an invoice date prior to 01/04/17

	2017/2018	Actual Net	Balance
Total Income	£1,780,833.00	£707,567.91	
Total Expenditure	£1,780,833.00	£564,104.95	
<b>Total Net Balance</b>	<b>£0.00</b>	<b>£143,462.96</b>	

## **BRAUNSTONE TOWN COUNCIL**

### **COMMUNITY DEVELOPMENT COMMITTEE – 14th DECEMBER 2017**

#### **Item 14 – Capital Plan and Budget Estimates 2018/2019**

##### Purpose

To consider a Statement of Expenditure for 1st April 2016 to 31st March 2017, a list of capital projects for 2018/2019 and beyond and a proposed budget for 2018/2019 for recommendation to Policy & Resources Committee.

##### Background

Policy and Resources Committee on 26th October 2017 and Council on 23rd November 2017 approved the Council's Medium to Long 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, 2016/2017, is attached at Appendix 1. The Financial Comparisons for the current financial year, 2017/2018, is enclosed as a separate item on the agenda. A proposed budget for Community Development's Service Area for the next financial year, 2018/2019, is attached at Appendix 2.

##### Budget Estimates 2018/2019

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 current year's amount.

Based on current year outturn projections, the following expenditure budgets are proposed for amendment:

- *Loan Interest & Repayments*, decreased by £140 to £4,430 since the repayment decreases as capital is repaid;
- *Summer Fete*, decreased by £200 to £2,300;
- *Civic Functions*, decreased by £500 to £1,850; and
- *Programme of Events*, decreased by £2,000 to £4,000 since there are costs included in the expenditure which is off-set by income from tickets sales (adjustment also made to income).

The Citizens Advice Bureau SLA is due from renewal from April 2018. Based on the current contract, there is an increase in costs of 2.5% each year, therefore, based on this existing assumption, the budget has been increased by 2.5% from £2,627 to £2,680.

On 12th October 2017, the Committee assessed the feasibility of options for commemorating the 100th anniversary of the end of World War I in November 2018.

It was agreed to include a one-off item in the proposed budget for 2018/2019 of £1,000 for financial support to enable events to be organised to mark the anniversary (see Minute 48).

No budget should be set for the Programme of Events and Summer Fete since there is no net income arising from either. Income is either donated to the Town Mayor's Charity or off-sets initial expenditure. The expenditure which is off-set by ticket sales is around £2,000 on an annual basis for the Programme of Events.

The Planning & Environment Committee is responsible for the sale of Poop Scoops, while the Community Development Committee is responsible for the sale of Waste & Garden Bags, given this is a similar service and both are more closely aligned to the Council's Environment Objectives, it is recommended that the budgets (both income and expenditure) for Waste & Garden Bags is transferred to Planning & Environment Committee.

### Capital Plan

The current Capital Plan, approved by Council on 26th January 2017, 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.

### Recommendation

That it be recommended to Policy & Resources Committee that it be recommended to Council that the draft Estimates for the Community Development Committee, as attached at Appendix 2, be included in the Budget Estimates for 2018/2019.

### Reason

To ensure appropriate resources for the Community Development and Social Inclusion Services.

# Financial Budget Comparison

Comparison between 01/04/16 and 31/03/17 inclusive.

Excludes transactions with an invoice date prior to 01/04/16

		2016/2017	Actual Net	Balance
<b>7. Community Development</b>				
<b>Income</b>				
726	Service Level Agreements	£35,000.00	£7,500.00	£-27,500.00
770	Programme of Events	£6,000.00	£4,061.42	£-1,938.58
771	Summer Fete	£1,200.00	£1,471.57	£271.57
775	Civic Functions	£0.00	£341.96	£341.96
776	Town Mayor's Charity - Pre May	£0.00	£853.05	£853.05
777	Town Mayor's Charity - after May	£0.00	£160.96	£160.96
790	Consumer Products (Sales)	£300.00	£500.70	£200.70
799	Miscellaneous	£0.00	£79.00	£79.00
<b>Total Income</b>		<b>£42,500.00</b>	<b>£14,968.66</b>	<b>£-27,531.34</b>
<b>Expenditure</b>				
7040	Town Mayor's Allowance	£750.00	£210.76	£539.24
7080	Loan Interest & Repayments	£4,690.00	£4,595.50	£94.50
7260	Service Level Agreements	£22,563.00	£479.67	£22,083.33
7340	Signs	£500.00	£123.00	£377.00
7700	Programme of Events	£6,000.00	£6,406.57	£-406.57
7710	Summer Fete	£2,500.00	£3,263.98	£-763.98
7750	Civic Functions	£2,500.00	£2,050.86	£449.14
7760	Town Mayor's Charity - Pre May	£0.00	£0.00	£0.00
7770	Town Mayor's Charity - after May	£0.00	£333.75	£-333.75
7850	Community Grants	£6,000.00	£3,261.50	£2,738.50
7860	Young People Grant	£1,200.00	£0.00	£1,200.00
7900	Consumer Products (Purchase for resale)	£300.00	£470.00	£-170.00
7990	Miscellaneous	£0.00	£682.80	£-682.80
<b>Total Expenditure</b>		<b>£47,003.00</b>	<b>£21,878.39</b>	<b>£25,124.61</b>

# Financial Budget Comparison

Comparison between 01/04/16 and 31/03/17 inclusive.

Excludes transactions with an invoice date prior to 01/04/16

	<b>2016/2017</b>	<b>Actual Net</b>	<b>Balance</b>
Total Income	£782,007.00	£728,795.69	
Total Expenditure	£782,007.00	£763,421.79	
<b>Total Net Balance</b>	<b>£0.00</b>	<b>-£34,626.10</b>	

**APPENDIX 2**  
**COMMUNITY DEVELOPMENT COMMITTEE**  
**DRAFT ESTIMATES 2018/2019**

KEY	EXPENDITURE	
	<b>SOCIAL INCLUSION</b>	
	Management & Administration Apportioned to services as follows:-	
		17.96%
		<b>89,969.48</b>
1.(s15(5))	Town Mayor's Allowance	750.00
<b>7. (ss9&amp;10)</b>	<b>Loan Interest &amp; Repayments (No.490422)</b>	<b>4,430.00</b>
<b>13</b>	<b>Citizens Advice Bureau SLA</b>	<b>2,680.00</b>
3.(s31)	Signs	500.00
<b>1.(s145)</b>	<b>Programme of Events</b>	<b>4,000.00</b>
<b>11.(s28)</b>	<b>Summer Fete</b>	<b>2,300.00</b>
<b>13</b>	<b>Civic Functions</b>	<b>1,850.00</b>
13	Community Grants	5,000.00
<b>1.(s112)</b>	<b>Grants for End of WW1 Commemorations (2018)</b>	<b>1,000.00</b>
1.(s112)	Young People Grant	1,000.00
3.(s31)	Consumer Products (Purchase for resale) Crime Prevention	300.00
<b>3.(s31)</b>	<b>Consumer Products (Purchase for resale) Waste &amp; Garden Bags</b>	<b>0.00</b>
13	Miscellaneous	0.00
	<b>TOTAL EXPENDITURE</b>	<b>113,779.48</b>
KEY	INCOME	
	SLA - Blaby District Council	15,000.00
	Programme of Events	0.00
	Summer Fete	0.00
	Civic Functions	0.00
	Consumer Products (Sales) General	0.00
	Consumer Products (Sales) Crime Prevention	300.00
	Consumer Products (Sales) Waste & Garden Bags	0.00
	Miscellaneous	0.00
	<b>TOTAL INCOME</b>	<b>15,300.00</b>
	<b>NET REQUIREMENT</b>	<b>98,479.48</b>

**NOTE:** The Management & Administration apportionment (both the percentage and amount) is set by Policy & Resources Committee. For illustrative purposes the apportionment shown is based on the current year's amount.

*Average increase for current Citizens Advice SLA is 2.5% per year.*  
*One-off End of WW1 Commemorations, approved 12th October (Minute 48).*  
*Expenditure items adjusted based on the current year projected outturn for actual costs.*  
*Transfer to Planning & Environment to align with Environment Objectives.*  
*Delete: there is no Net income arising from the Programme of Events & Summer Fete.*

## Paid Expenditure Transactions

between 04/10/17 and 05/12/17

Start of year 01/04/17

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Cttee	Details	Heading
100970	17/11/17	13543		-£375.00	£0.00	-£375.00	7. CD	Bill Wright	Contra 13200, Town Mayors Allowance- INCORR7040
110562	09/10/17	13368		£50.00	£0.00	£50.00	7. CD	Helen Lawson	Cheque for the winner of the free prize draw of £ 7750
110566	27/10/17	13447		£51.00	£0.00	£51.00	7. CD	Royal British Legion	3 x poppy wreaths 7750
110567	27/10/17	13453		£100.00	£0.00	£100.00	7. CD	Winstanley Community Colleg	Community Grant 7850
		13487/2		£6.05	£0.00	£6.05	7. CD	Braunstone Town Council	Drinks Diwali 7700
		13487/3		£7.00	£0.00	£7.00	7. CD	Braunstone Town Council	Supplies Diwali 7700
		13487/4		£6.50	£0.00	£6.50	7. CD	Braunstone Town Council	Supplies Diwali 7700
110578	17/11/17	13515		£548.80	£0.00	£548.80	7. CD	Kingsway Flower Club	DEMONSTRATOR FEE 7700
BACS171012A SIANROADS	18/10/17	13388		£200.00	£0.00	£200.00	7. CD	Asian Roadshow	DJ/DISCO FOR DIWALI CELEBRATION 7700
BACS171026P LAHA	27/10/17	13464		£200.00	£0.00	£200.00	7. CD	Amit Plaha	DJ for Diwali 7700
		13450/1		£1,060.00	£0.00	£1,060.00	7. CD	PR Litho Printers	Braunstone History publication of 20s/30s to coin 7900/1
BACS171026P RLITHO	27/10/17	13450	2452	£1,060.00	£0.00	£1,060.00		PR Litho Printers	Print ready project bound book. A4, landscape 7900/1 x 400 copies.
BACS171106 HAWKWISE	10/11/17	13499		£325.00	£0.00	£325.00	7. CD	Hawkwise Falconry	7750
		13539/9		£2,219.00	£0.00	£2,219.00	7. CD	Public Works Loan Board	Loan number 490422 7080
BACS171109 MESSAGEMA K	10/11/17	13498		£5,073.00	£845.50	£4,227.50	7. CD	Messagemaker Ltd	2x MM SAM speed vehicle activated signs. 2x Da7900/2
		13509/2		£15.00	£0.00	£15.00	7. CD	Rainbows	x50 Christmas cards for Town Mayor to send to c7040
DD171016BS DABCARD	16/10/17	13491		£32.15	£0.00	£32.15	7. CD	Asda	Supplies for Apple Day 7750
DD171016CH EGWORTHAS D	16/10/17	13495		£42.60	£7.10	£35.50	7. CD	Chegworth Valley Farm	15 bottles of apple juice 7750
		13492/3		£26.00	£0.00	£26.00	7. CD	Interflora	Flowers for Braunstone Town resident turning 11 7040
		13493/1		£149.00	£24.83	£124.17	7. CD	Nielson Book Services	ISBN no's for History publications relating to 90th 7900/1
DD171016NIE LSONBCARD	16/10/17	13493	2451	£149.00	£24.83	£124.17		Nielson Book Services	10 x ISBN numbers 7900/1
<b>Total</b>				£9,736.10	£877.43	£8,858.67			