

|                 |                                    |
|-----------------|------------------------------------|
| <b>MEETING:</b> | North Area Council                 |
| <b>DATE:</b>    | Monday, 21 September 2015          |
| <b>TIME:</b>    | 2.00 pm                            |
| <b>VENUE:</b>   | Meeting Room 1, Barnsley Town Hall |

## AGENDA

- 1 Declarations of pecuniary and non-pecuniary interests

### Minutes

- 2 Minutes of the North Area Council meeting held on 27th July, 2015  
(Nac.21.09.2015/2) *(Pages 3 - 8)*

### Items for information

- 3 Anti-poverty and financial inclusion project - introduction by DIAL Barnsley and Barnsley CAB.
- 4 Summer Holiday Internship 2015 Project Update - C&K Careers.

### Items for decision

- 5 Commissioning and Procurement Update - Summer Holiday Internship.  
(Nac.21.09.2015/5) *(Pages 9 - 16)*
- 6 Commissioning and Procurement Update - Environmental Enforcement.  
(Nac.21.09.2015/6) *(Pages 17 - 24)*
- 7 Parks Contingency Fund (Nac.21.09.2015/7) *(Pages 25 - 26)*
- 8 Devolving Area Council Funds to the Ward Alliances (Nac.21.09.2015/8) *(Pages 27 - 34)*

### Project updates

- 9 Celebration Event Update (Nac.21.09.2015/9) *(Pages 35 - 36)*
- 10 Community Magazine update (Nac.21.09.2015/10) *(Pages 37 - 38)*

### Ward Alliances

- 11 Report on the use of Devolved Ward Budgets and Ward Alliance Funds  
(Nac.21.09.2015/11) *(Pages 39 - 46)*
- 12 Notes from the Ward Alliances (Nac.21.09.2015/12) *(Pages 47 - 64)*  
Darton East – held on 3<sup>rd</sup> September, 2015  
Darton West – held on 6<sup>th</sup> July, 17<sup>th</sup> August, and 7<sup>th</sup> September, 2015  
Old Town – held on 1<sup>st</sup> July, 5<sup>th</sup> August, and 2<sup>nd</sup> September, 2015  
St Helen's – held on 3<sup>rd</sup> September, 2015

To: Chair and Members of North Area Council:-  
Councillors Burgess (Chair), Cave, Cherryholme, Davies, Duerden, Grundy,  
Howard, Leech, Miller, Platts, Spence and Tattersall

Phil Hollingsworth, Lead Locality Officer  
Rosie Adams, North Area Council Manager  
Elizabeth Barnard, Council Governance Officer  
Cheryl Hobson, NHS Barnsley Clinical Commissioning Group Link Officer  
Anne Asquith, Commissioning Manager, Commissioning and Market Development

Please contact Elizabeth Barnard on 01226 773420 or email  
[governance@barnsley.gov.uk](mailto:governance@barnsley.gov.uk)

Friday, 11 September 2015

**NORTH AREA COUNCIL**

**27<sup>th</sup> July, 2015**

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**NORTH AREA COUNCIL**

**27<sup>th</sup> July 2015**

11. **Present:** Councillors Burgess (Chair), Cave, Cherryholme, Davies, Grundy, Howard, Leech, Miller, Platts, Spence, and Tattersall

12. **Declarations of pecuniary and non-pecuniary interests.**

No Members declared an interest in any item on the agenda.

13. **Minutes from the North Area Council meeting held on 1<sup>st</sup> June, 2015.**

The Area Council received the minutes of the previous meeting, held on 1<sup>st</sup> June, 2015.

With regards to the editorial group for the community magazine, the following names were put forward: St. Helens – Cllr Leech; Old Town – Cllr Cherryholme; Darton East – Cllr Duerden and Darton West – Cllr Burgess.

**RESOLVED:-**

- (i) That the minutes of the North Area Council meeting, held on 1<sup>st</sup> June, 2015 be approved as a true and correct record and
- (ii) That members of the editorial group be noted.

14. **RVS – Barnsley North Looking Out for Older People**

Representatives from the RVS were welcomed to the meeting and gave an overview of the service they are commissioned to provide. The RVS is a national charity comprising over 34,000 volunteers. Isolated older people are identified and provided with a service using a social prescribing model with the aim of reducing social isolation and improving integration within the community. They may need help with sorting bills out, shopping or other activities which may impact on their health. Referrals are received from social workers, neighbours, health workers and even self referrals. It is anticipated that GPs will also come on board with the service, referring older people on by email, telephone etc. The role of the inclusion officer is to be visible within the community, visiting other projects, community centres, health centres and recruiting volunteers to help older people locally. Representatives were thanked for their attendance and contribution.

**RESOLVED:-**

- (i) That members will be provided with the RVS contact details and will promote the organisation within their wards

**27<sup>th</sup> July, 2015**

**15. SWYPT – Healthy Eating, Healthy Lifestyles**

Representatives from SWYPT were welcomed to the meeting to talk about the 'Now You're Cooking' project commissioned by Barnsley North Area Council. The aim of the project is to raise awareness of the benefits of eating a healthy, balanced diet through a range of activities, including cooking courses, healthy eating activities, one to one advice and support sessions and staff training. SWYPT are halfway through an 18 month contract and are meeting all milestones and targets. Specific details of performance, along with case studies, were provided within the performance report. SWYPT aim to engage with at least one supermarket in each area. A dedicated Facebook page has proved very popular, with over 220 'likes' and which is updated every 2/3 days. The Facebook page is also used to signpost people to other health-related activities.

**RESOLVED:-**

- (i) That members note the SWYPT 'Now You're Cooking' update.

**16. Commissioning and procurement update including financial position and project performance update**

The Area Council Manager presented this report, which provided members with an updated financial position for all North Area Council spend; the unallocated amount remaining for 2015/16; a performance report for the current commissioned projects and an update on the procurement of a clean and green service and a financial inclusion service. The procurement report for the clean and green contract was tabled. This recommended that The Forge (Anvil CIC) as the most economically advantageous provider to tender for the contract and successfully complete the procurement process. Contract value £150,192.00.

Members were asked to give consideration to the unallocated budget and potential services to be procured for 2016/17 delivery. A comprehensive performance management report was provided for each commissioned service. The C & K Careers project commissioned as a joint venture along with the North East Area Council is live at the moment and is taking place all week at The Core, Barnsley. It was pointed out that Kingdom Security's Quarter 4 report is due very soon and that the project is achieving and indeed exceeding its targets and milestones in some areas.

Members were made aware that the Pogmoor Area Residents Association (PARA) project for the Hollingworth Park Sensory Garden Project was no longer going ahead due to the requirement for them to maintain the sensory garden after completion, concerns over the number of volunteers this would require on an on-going basis and the need to obtain public liability and employers liability insurance.

The Area Council Manager gave a verbal update in respect of the financial inclusion project, which is to become operational from mid-September and stressed that as this is a new way of working for the Citizens' Advice Bureau it is important that it is located in the right area.

## **NORTH AREA COUNCIL**

**27<sup>th</sup> July, 2015**

### **RESOLVED:-**

- (i) That North Area Council members note the updated financial position for all North Area Council spend and the unallocated amounts remaining for 2015/2016 and 2016/2017.
- (ii) That members note the Project Performance Report
- (iii) That members note the progress made regarding procurement of a clean and green service and a financial inclusion service and approve the recommendations included in the Clean and Green tender report to award the contract.
- (iv) That members note the performance report of the commissioned services and use this information together with the information provided by the Research and Business Intelligence Unit to help inform decision making with regards to future projects for commissioning based on the priority workshop held on Thursday 16<sup>th</sup> July, 2015.

### **17. Environmental Enforcement Contract**

The Area Council Manager presented this report, which provided members with an opportunity to reach a decision about whether the North Area Council will continue to commission an Environmental Enforcement Service together with options regarding the scale of a future commissioned service. A workshop took place on 16<sup>th</sup> July to discuss this in detail. Currently Kingdom Security provide enforcement activity around littering, dog fouling and parking. It was felt that there is a need to ensure sustainability and to look at communications, particularly how to share the message that it is NOT okay to drop litter. Fines received will be used to offset the cost of service provision. A question was asked about court costs and a response was given that BMBC process court actions. A query was raised about staff turnover and uniforms as there seems to be a lot of new faces at the moment and every time a new officer is appointed a new uniform is also issued, which may be expensive if staff turnover is high. The Area Council Manager will raise these issues at contract management meetings with the provider.

### **RESOLVED:-**

- (i) That North Area Council members agree to continue to commission an environmental enforcement service to help address the Area Environment priority;
- (ii) That the contract be advertised for a minimum of 2 years at a value of £125,000 for 4 Enforcement Officers on the understanding that it is 'let' one year at a time with 'break' clauses included, should funding be discontinued.
- (iii) That appropriate performance management information will be provided to coincide with Area Council meetings; and

## **NORTH AREA COUNCIL**

**27<sup>th</sup> July, 2015**

- (iv) That the Area Council Manager will investigate the cost of uniforms and also staff turnover

### **18. North Area Council Celebration Event**

The Area Council Manager presented a report, which provided members with an opportunity to discuss hosting a North Area Council Celebration Event. The report outlined how such an event could be planned and organised with the full involvement of North Area Council members together with outlining options about how the event could be funded.

#### **RESOLVED:-**

- (i) That North Area Council will host a Celebration Event in the Autumn of 2015;
- (ii) That a Celebration Event Planning Working will be established to progress the planning and organisation of the event, with at least one member from each ward on the group and
- (iii) That the event will be funded through the North Area Council budget to a maximum amount of £3000 and the Town Hall is being considered as the venue for the event.

### **19. Update from the North Area Council Priorities Workshop held on 16<sup>th</sup> July 2015**

The Area Council Manager presented this report, which provided members with a summary of the workshop held on the 16<sup>th</sup> July to discuss area priorities, financial position and projection for the area budget based on existing commissioned projects together with projects for commissioning in 2016/17. Two items require further development, namely the Parks Contingency Fund and devolving funds to Ward Alliances, for which more information is required.

#### **RESOLVED:-**

- (i) That North Area Council members note the current financial position statement of the Area Council in relation to live projects and associated spend.
- (ii) That the Environmental Enforcement project and Community Magazine distribution costs will be taken forward;
- (iii) That a decision will be reached in respect of the Summer Internships project and Stronger Communities Grant in September once further information has been received; and

## **NORTH AREA COUNCIL**

**27<sup>th</sup> July, 2015**

- (iv) That the Area Council Manager will work up the proposals in respect of the Parks Contingency Fund and devolved funds to Ward Alliances in more detail to enable a decision to be made.

### **20. Report on the use of Devolved Ward Budgets and Ward Alliance Funds**

The report was introduced by the Area Council Manager, and attention drawn to the progress made in each ward in expending the Devolved Ward Budget, Ward Alliance Fund and Public Health financial contribution. Members were urged to give thought to which projects they would like to see progressed as there is the possibility that funding not allocated may not be carried forward and will be withdrawn.

#### **RESOLVED:-**

- (i) That the report be noted and;
- (ii) That each Ward in the North Area Council area prioritises the efficient expenditure of the remaining Devolved Ward Budgets and Ward Alliance Funds in line with the guidance on spend.

### **21. Notes from the Ward Alliances**

The meeting received the notes from the Darton East Ward Alliance held on 14<sup>th</sup> May 2015; Darton West Ward Alliance held on 1<sup>st</sup> June, 2015; Old Town Ward Alliance held on 3<sup>rd</sup> June, 2015; and St. Helen's Ward Alliance held on 14<sup>th</sup> May, 11<sup>th</sup> June and 9<sup>th</sup> July 2015.

Members noted that new ways of community networking are being explored in Darton West ward. A workshop meeting has also been held with Julie Mitchell and Cath Fairweather to improve reporting on community safety activity.

It was reported that the St. Helen's Ward Gala had been a great success. Businesses on Carlton Industrial Estate had contributed towards funding for hanging baskets in the area.

**RESOLVED** that the notes of the respective Ward Alliances be noted.

.....  
Chair

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**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**North Area Council Meeting:  
21<sup>st</sup> September 2015**

**Agenda Item: 5**

**Report of North Area Council  
Manager**

**Commissioning and Procurement Update – Summer Holiday Internship**

**1. Purpose of Report**

- 1.1 This report includes an update regarding the Summer Holiday Internship which has been delivered during July and August 2015.
- 1.2 This report confirms the intention of the North Area Council to recommission a Summer Internship Opportunity for summer 2016.

**2. Recommendations**

**It is recommended that:**

- 2.1 **Member note Appendix 1, Summer Internship 2015 Performance Update**
- 2.2 **Members are asked to give consideration to the performance update presentation by C&K Careers at the beginning of the meeting.**
- 2.3 **Members confirm that they wish for the Summer Internship 2016 contract to be advertised at a maximum contract value of £45,000. Please refer to Appendix 2 for the service overview.**
- 2.4 **Members acknowledge that there may be an opportunity to run the project in partnership with the North East Area Council an approach that has been identified as good practise to maximise outputs and achieve best value.**

**3. Background**

- 3.1. At the Area Council meeting on the 27<sup>th</sup> July, 2015 it was agreed in principle to run a Summer Holiday Internship in 2016, provided the feedback from summer 2015 was satisfactory.
- 3.2. The North Area Council commissioned a Summer Holiday Internship opportunity which was delivered in Summer 2014. The project was so successful that the Area Council agreed to fund the project again in Summer 2015. The project has been run in partnership with the North East Area Council

over the summer. South Area Council have also offered an summer internship delivered by the same provider.

- 3.3. To recommission the service the opportunity will need to be advertised and a full procurement process will be necessary.

#### **4. Procurement Process**

- 4.1. It has been proposed that the opportunity should be advertised in November 2015 to ensure that a service provider is in place to deliver preparatory work during the spring term 2016.

**Officer Contact:**  
Rosie Adams

**Tel. No:**  
01226 773583

**Date:**  
September 2015

## Appendix 1

C&K Careers are in the process of producing their report to mark the end of their summer delivery period. The North and North East areas ran the summer internship in partnership during 2015. Below is a breakdown of which schools the young people originated from.

| School                    | Number of young people attending |
|---------------------------|----------------------------------|
| Darton College            | 24                               |
| Carlton Community College | 25                               |
| Shafton ALC               | 24                               |
| Holy Trinity              | 11                               |
| Hemsworth                 | 2                                |

A number of the Councillors from both North and North East area were able to visit The Core where the workshops were delivered. This gave a real flavour of the content and C&K's delivery style. The students were then able to attend a wide range of different placement opportunities across the borough. Some of the employers offered multiple opportunities this year which showed that their commitment to this project is strong.

The Celebratory Event is planned for Tuesday 15<sup>th</sup> September and all the North Area Councillors were invited to attend.

Please find below some of the comments that have been received during the project's delivery:

### Student Comments

A positive experience. I am more open minded now as to my future. I am more confident and know what I want to do in the future now.

It has helped greatly with confidence- knowing I can deal with new people, adults and children.

Time has gone really quickly. I can't believe it is Friday already

I feel I have progressed as a person, Feel I have been growing.

It was better than I expected. I feel more confident about working with new people and doing new things.

I've learned that I am capable of catching the bus in the morning to get there on time. I feel the project has given me more of a grown-up attitude.

The project has encouraged me and given me more confidence for the future.

## **Student Comments Cont.**

My parents have been impressed at me getting up and getting there on time.

It has confirmed what I want to do for a career.

It has made me more optimistic "all the doors in my brain have opened. I will keep an open mind"

It has given me more ideas for the future and I know more about how to find out about different careers.

I really enjoyed my placement and would have liked it to be 2 weeks instead of 1.

The placement has helped me look at my future plans and possibly consider Graphics as a future career.

I feel a lot more confident and more willing to take on opportunities when back in school.

Without the training I wouldn't be able to go on placement as I did not have the confidence I do now. I found the teamwork and developing communication skills particularly useful.

It has pushed me to achieve greater things.

I will now be more tolerant to Retail staff as I know what it is like.

Libraries are more complicated than I first thought.

I have realised there are a lot of jobs out there that are quite interesting.

It has given me more of an insight into the working day and how to behave in the work place.

It has changed my thinking about the age range of children I want to work with.

I found connecting with the children easier than I thought it would be.

I found out more about work and organisations and not to be "one track" about career choice.

I learned that work isn't as easy as it seems. It can be hard eg if you've spoken to someone on the phone you have to remember what has been said and take notes for records.

## Employer Comments

Worked hard throughout the week and made progress each day. She was willing regarding tasks given and was always punctual.

*Playmania*

Showed great independence throughout and worked brilliantly with the animals even though he had never been around horses

*Rockley Equestrian Centre*

Very confident in coping with adult work scenarios. H is fun to work with and has a kind and caring nature. She is good at working creatively. She is a credit to her parents and her school.

*Lounge Hopper*

Very pleasant young person , happy, co-operative, polite and punctual

*Sykes Garage*

Has a positive attitude to work and completed all tasks with no trouble

*Script Media*

D was fantastic..., a great example of a work placement student. She was more than we expected and we miss her already

*Peekaboo Day Nursery*

Got stuck in from Day 1. Used her initiative and was able to supervise group activities really well

*Peekaboo Day Nursery*

An excellent student. A bit quiet but think this will improve with confidence and time

*Lesley Francis Hair Studio*

Has fitted in well. Polite and eager to learn

*Barnsley FC Community Sports and Education Trust*

S has gained confidence with communication within the workplace as well as the ability to work more on her own initiative

*Script Media*

J has been an asset to the reserve in the short time he has been here. He is interested, articulate and very capable in all he does. He is a credit to his school and the project. He is welcome to join us as a volunteer any time. We'd like to thank him for all his hard work

*RSPB*

Excellent student. Undertook all tasks with enthusiasm

*Playmania*

C has been fantastic. She gets on with all staff and works hard. She is polite and helpful with customers and always has a smile

*The Entertainer*

M has been very friendly and worked hard

*Morrisons*

A is polite and a pleasure to work with.

*BMBC Waste Management*

It was pleasing to know that S had visited our website before attending to find out about our organisation

*Priory Campus*

**Employer Comment Cont.**

J has shown 100% commitment and is enthusiastic in his approach at all times. I think it is a great and positive action taken by J to actively do work experience in his own time

*Berneslai Homes Construction*

Very impressed all round

*Berneslai Homes Construction*

## Appendix 2 – Specification extract for the Summer Holiday Internship Project

### 5. THE SERVICE/ACTIVITIES TO BE DELIVERED

5.1 Facilitation of the project from initiation to evaluation. The successful bidder will be required to work with the Area Council via the Area Chair and Area Manager to –

- develop an offer for young people from employers (sourcing up to 50 placements). These placements should be sourced taking into account the needs and aspirations of each young person and prepare the provider for this specialist programme
- ensure risk assessments are carried out for the placements
- working with the schools to advertise the opportunity to local young people
- working with the schools recruit young people to the programme, ensuring the targets are achieved
- provide an induction opportunity prior to commencing the two week programme
- produce an individual plan for young people and carry out preliminary preparation, reviews whilst the young people are on placement
- visit each young person during their placement week
- develop a five year plan for each young person that will help them to secure employment in the future
- provide an evaluation of the programme and report on its impact

Up to 50 young people will each attend a two week block, to include:

Week 1 may include CV writing & application forms, interview skills, understanding the workplace, personal goals and objective setting. (Provider to advise on recommended time commitment and schedule. Accessible venue and costs to be met by provider.)

Week 2 will provide the young people with an internship opportunity in industry.

The service will be available to young people from across the North Area Council's geographic area (Electoral Wards include: Darton East, Darton West, Old Town, St Helens)

Provider to determine dates and delivery schedule during summer holiday period 2015.

The students will complete the programme with a five year aspirational plan that will help to map out how they will work towards their own positive destination.

Connections will be made between the students and the IKIC Alumni Network (a network of young people who used to attend schools in the area and now volunteer to support existing young people in the area). This will ensure that the students make links with local people who have been successful in their own industry.

The programme will culminate with a celebratory recognition of achievement at a prestigious local building. This may include certificates of programme completion. Recommended invited guests include: the students completing the programme, parents, employers, North Area Councillors, relevant school staff representatives and IKIC Champion. Arrangements will need to be made for the following: venue hire,

refreshments, certificate of achievement, invitations, arrange speakers and facilitation of the event.

We welcome innovative ideas and suggested best practise linked to successful delivery of this proposal. Please give consideration to sustainability.



BARNSELY METROPOLITAN BOROUGH COUNCIL

North Area Council Meeting:  
21<sup>st</sup> September 2015

Agenda Item: 6

Report of North Area Council  
Manager

**Commissioning and Procurement Update – Environmental Enforcement**

**1. Purpose of Report**

- 1.1 This report includes a performance report for the current the Environmental Enforcement contract which is due to run until the end March 2016.
- 1.2 This report confirms the intention of the North Area Council to recommission an Environmental and Parking Enforcement Service as agreed at the July meeting.

**2. Recommendations**

**It is recommended that:**

- 2.1 **Member note Appendix 1, Environmental Enforcement Project Performance Report.**
- 2.2 **Members confirm that they wish for the Environmental and Parking Enforcement contract to be advertised for a minimum of 2 years at a value of £125,000 per annum for 4 Enforcement Officers on the understanding that it is 'let' one year at a time with 'break' clauses included, should funding be discontinued. Please refer to Appendix 2 for further details.**
- 2.3 **Members acknowledge that there will also be a fee that will be payable to BMBC Enforcement Services to ensure that the procured enforcement service is operationally sound.**

**3. Background**

- 3.1. The North Area Council procured the Environmental and Parking Enforcement service in 2014. Kingdom Security Services were awarded the contract that commenced on 3<sup>rd</sup> August 2014.
- 3.2. The North Area Council have been satisfied with the performance of Kingdom Security across the duration of the contract.
- 3.3. Following the submission of a waiver the contract has been extended until the end of March 2016.

- 3.4. Dependant on funding the North Area Council wish to recommission the service but are aware that the opportunity will need to be advertised and a full procurement process will be necessary.
- 3.5. It is intended to advertise all of the Area Council's Environmental and Parking Enforcement Contracts at the same time, in lots. This approach will be more effective and efficient but still allows for individual Area Council contracts to be tailored to the needs of their area.
- 3.6. There is currently an internal review of Core Services, specifically parking services which may influence the final service design and deployment of any commissioned service.

#### **4.0 Risks**

- 4.1 Any delay in the advertisement of this opportunity may put service continuity at risk. However the current review is important to ensure that the deployment of both core services and any additional service is appropriate, proportionate and complimentary.
- 4.2 It is the intention of the Area Council to mitigate the risk to the Area Council by ensuring that the new contract includes break clauses which will come into effect if
- a) There is no longer an identified need for the service
  - b) Performance is unsatisfactory
  - c) The funding is discontinued

#### **5.0 Procurement Progress**

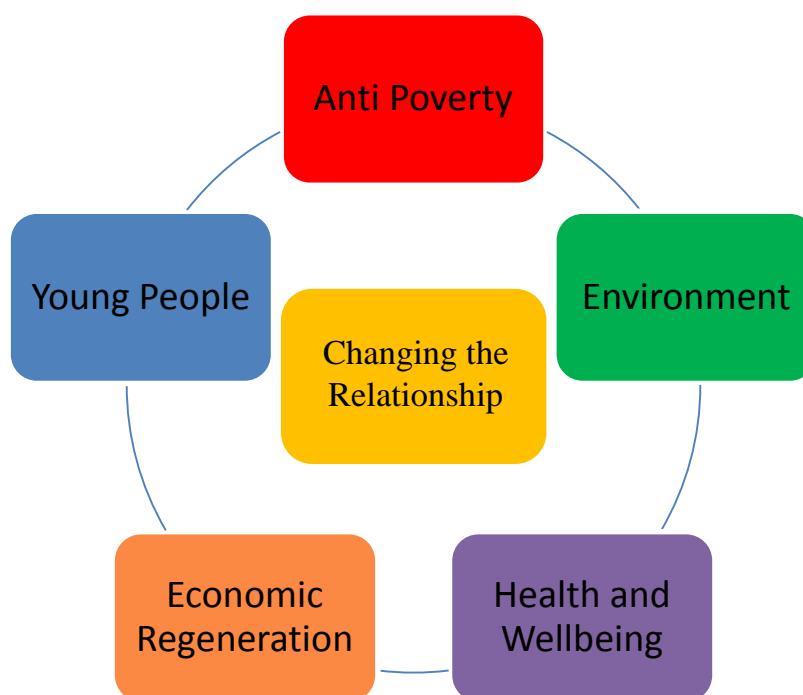
- 5.1 It has been proposed that the review of parking services core offer will take place during September and October. The Area Council Environmental and Parking Enforcement Service Specification may need to be amended as a result. The recommended advertisement date is the 1<sup>st</sup> December 2015.

**Officer Contact:**  
**Rosie Adams**

**Tel. No:**  
**01226 773583**

**Date:**  
**September 2015**

### North Area Council Priorities



## PART A - OVERVIEW OF PERFORMANCE

### Environment: Enforcement

| Performance Indicator                        | Target | Achieved to date |
|--|--------|------------------|
| Patrol Hours completed                       | 7472.5 | 113%             |
| No of litter and dog fouling operations      | 16     | 62%              |
| No of litter and dog fouling FPNs issued     | N/A    | 741              |
| No of parking PCNs issued                    | N/A    | 73               |
| Payment rate for dog fouling and litter FPNs | N/A    | 76%              |
| Payment rate for parking PCNs                | N/A    | -                |

## PART B - SUMMARY PERFORMANCE MANAGEMENT

### Kingdom Security - Quarter 3 report received on 4<sup>th</sup> August

|   |   |     |
|---|---|-----|
| <div>Clean and Green</div> <div>Health and Wellbeing</div> <div>Economic Regeneration</div> |   | RAG |
|   | Satisfactory quarterly monitoring report and contract management meeting. | ●   |
|   | Milestones achieved   | ●   |
|   | Outcome indicator targets met   | ●   |
|   | Social value targets met  | ●   |
|   | Satisfactory spend and financial information                              | ●   |
|   | Overall satisfaction with delivery against contract                       | ●   |
|   |   |     |

A detailed quarterly report was submitted by Kingdom Security Services on the 4<sup>th</sup> of August. An end of year contract management meeting was held on the 10<sup>th</sup> August 2015. The quarterly report demonstrated a more equal distribution of patrol hours across the North Area. The target for patrol hours in year one was 6605. This has been exceeded and the actual hours are 7473.

| NORTH         | Hours patrolled in area | Old Town | Darton East | Darton West | St Helens |
|---------------|-------------------------|----------|-------------|-------------|-----------|
|               |                         |          |             |             |           |
|               |                         |          |             |             |           |
| Week 04/05/15 | 150                     | 40       | 40          | 40          | 30        |
| Week 11/05/15 | 150                     | 20       | 40          | 50          | 40        |
| Week 18/05/15 | 150                     | 60       | 60          | 20          | 10        |
| Week 25/05/15 | 150                     | 20       | 60          | 10          | 60        |
|               |                         |          |             |             |           |
| Week 01/06/15 | 150                     | 60       | 10          | 60          | 20        |
| Week 08/06/15 | 150                     | 20       | 40          | 50          | 40        |
| Week 15/06/15 | 150                     | 40       | 40          | 40          | 30        |
| Week 22/06/15 | 150                     | 20       | 60          | 10          | 60        |
| Week 29/06/15 | 150                     | 60       | 10          | 60          | 20        |
|               |                         |          |             |             |           |
| Week 06/07/15 | 150                     | 20       | 40          | 50          | 40        |
| Week 13/07/15 | 150                     | 60       | 10          | 20          | 60        |
| Week 20/07/15 | 150                     | 60       | 30          | 30          | 30        |
| Week 27/07/15 | 150                     | 40       | 50          | 20          | 40        |
|               |                         |          |             |             |           |
|               |                         |          |             |             |           |
| Totals        | 1950                    | 520      | 490         | 460         | 480       |

The revenue raised from the litter and dog fouling tickets (FPNs) during year one, up until the end of July totals £35,569.00. The payment rate is currently 76%.

| NORTH           | FPN Dog Fouling | FPN Litter | PCN Parking |
|-----------------|-----------------|------------|-------------|
| May (4wks)      | 11              | 60         | 25          |
| June (5wks)     | 9               | 80         | 6           |
| January (4wks)  | 6               | 90         | 11          |
| <b>Q4 TOTAL</b> | <b>26</b>       | <b>230</b> | <b>42</b>   |

It was noted in the end of year contract meeting that the team particularly Martin (team leader) are very dedicated. This was evidenced on an occasion when Martin received additional, real time, information about a local resident who was persistently allowing his dog to foul. Martin returned to work, despite being off duty. He was able to act on the information and issue a ticket to the offender. Martin, LD and the team were thanked for their commitment during the first year of the contract.

N.B. At the last Area Council a question was raised about staff turnover and on-cost due to additional resources.

- The staff team has been reorganised to maximise efficiency and performance across all areas.
- Operations have been run in all areas utilising all staff for short periods to increase flexibility when tackling hotspots.
- Retention of staff has been 100% for the last 6 months.

## Case Studies

### Case Study 1: Greenside Avenue Dog Fouling

Numerous complaints have been received about dog fouling on Greenside Avenue in Mapplewell.

Kingdom Enforcement Officers responded to the complaints and a subsequent task from Tasking Officers to make an impact on Greenside Avenue. High visibility patrols have been conducted and officers liaised with Neighbourhood Pride to clean the street of dog foul.

As a result of the targeted approach and intelligence led patrols, one juvenile offender was identified, and parents were contacted with a view to restorative justice in the form of a litter pick. Further to this, Kingdom Enforcement officers liaised with the original complainant and a Fixed Penalty Notice was issued to one of the most prolific offenders during a late evening patrol.

The problem of dog fouling on Greenside Avenue has been substantially reduced, however the problem still exists and patrols are still ongoing.

## Case Study 2 : Harry Road Parking Issues



As a result of a complaint in July regarding people parking their cars on the pathways and on dropped kerbs, Kingdom officers were tasked with identifying these offending vehicles and issuing the contravening vehicles with Penalty Charge Notices (PCNs)

In response to the complaint, Kingdom Civil Enforcement Officers trained and equipped for Parking Enforcement conducted an intelligence-led operation and focused their patrols on this stretch of road at different times of day.

Three (3) PCNs were issued to contravening vehicles on Harry Road within a week of the complaint, and frequent patrols are ongoing to combat this problem as we settle into the next quarter.

## **Appendix 2: Outline specification requirements for the enforcement service.**

### **6. THE SERVICE/ACTIVITIES TO BE DELIVERED**

- 6.1 To provide the North Area Council with 4 Environmental Enforcement Officers working 37 hours per week, 52 weeks per year dedicated to environmental enforcement activity
- 6.2 The Service will cover the four Wards of the North Area Council of Darton East, Darton West, Old Town and St Helens
- 6.3 The Service to be provided flexibly according to need and to include evenings and weekends with a minimum of 10 hours per week per officer spent working either weekends, or week days before 8am or after 5pm.
- 6.4 There will be no abstractions of the dedicated North Environmental Enforcement Officers from the North area.
- 6.5 100% coverage in the event of annual leave, sickness or other leave related absence will be provided by the Service Provider to maintain service delivery.
- 6.6 It is expected that each Environmental Enforcement Officer provided by the Service Provider will proactively issues tickets for littering, parking and dog fouling offences.
- 6.7 Environmental Enforcement Officers must be provided with appropriate mobile communication devices.

### **6.8 Duties of the Service Provider's Environmental Enforcement Officers**

To target problems of littering, dog fouling and parking enforcement within the North Area. This will include proactive patrolling based on intelligence profiles provided by the members of the Area Council, the Area Matrix Management Team (which is chaired by the North Area Council Manager) and the Council's Community Safety Enforcement Service. The Tasking Officer (from the Council's Community Safety Enforcement Service) will deploy and review the work of the Service Provider's Enforcement Officers based on this intelligence.

The Service Provider's Enforcement Officers will patrol priority areas and robustly enforce against any offences witnessed by issuing a fixed penalty notice.

## **6.8 Duties of the Service Provider's Environmental Enforcement Officers (Cont'd)**

Fixed Penalty Notices or Penalty Charge Notice will be issued in all circumstances where an offence has been witnessed or established.

Where littering is observed from vehicles, registration numbers will be taken and passed to the Council's Community Safety and Enforcement Service, along with a witness statement to allow for the serving of a Fixed Penalty Notice.

The Tasking Officer, on behalf of the Service Provider, will provide verbal updates to the Area Matrix Team regarding emerging problem areas or trends.

At least 85% of contracted time is to be spent out of the office either patrolling or on targeted operations linked to litter, dog fouling and parking enforcement.

BMBC enforcement uniforms (to be provided free of charge) with relevant authorities and insignias must be worn, unless plain clothes operations are being undertaken.

The Service Provider's Enforcement Officers will maintain a pocket notebook which will be kept up to date and will be the subject of periodic checking by the Tasking Officer.

For 1 hour at the end of each working week, the Service Provider's Enforcement Officers will be required to complete a weekly report sheet detailing activity and outputs for the week. This will include reference to:

- Overall patrolling hours by Ward
- Number and Locations of Litter Specific Operation
- Number and Locations of Dog Fouling Operations
- Number and Locations of Parking Operations
- Number locations and type of other activity
- Number of Littering FPNs
- Number of Dog Fouling FPNs
- Number of Parking PCNs
- Other Activity

## **6.9 Other Contract Details: Partnership Working**

The Service Provider should establish and maintain close working relationships with active local resident groups to build intelligence networks and to improve personal levels of responsibility.

The Service Provider will ensure good liaison with other services operating in the North Area. This will be co-ordinated via the Area Matrix Management Meetings and the Council's Community Safety and Enforcement Service. The Service Provider's Environmental Enforcement Officers will work alongside other partners and commissioned services on joint operations.

The Service Provider and the Council's Community Safety and Enforcement Service will work with the Area Team to identify opportunities for reparation work to be undertaken in the North Area so that justice can be seen to be done locally.



**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**North Area Council:  
21<sup>st</sup> September 2015**

**Agenda Item: 7**

**Report of the  
North Area Council Manager**

**Parks Contingency Fund – Play Equipment Repairs**

**1. Purpose of Report**

- 1.1 This report proposes that a small allocation of Area Council funding should be made available to help maintain the North Area Play areas at their existing standard.

**2. Recommendation**

- 2.1 That a contingency funding allocation of up to £10,000 per annum should be made available to Parks Services to help maintain the North Area play equipment and that the Service Director Stronger, Safer and Healthier Communities be authorised to approve expenditure for repairs.**

**3.0 Introduction**

- 3.1 The North Area has 23 sites with play equipment.
- 3.2 Due to austerity measures the Parks Services department have a reduced budget to maintain play equipment across the borough. Currently there is limited funding available to enable repairs to be made to equipment. However where it is not possible to repair the equipment the equipment is removed.
- 3.3 It is recommended that a contingency budget is made available to help maintain the North Area play equipment at its existing standard. Without a budget to replace equipment that is damaged beyond repair our play areas would be decimated over time.
- 3.4 Please refer to Appendix 1 for further information.
- 3.5 The recommendation would mean that funding is only released to Parks Service when the Service Director Stronger, Safer and Healthier Communities, or relevant officer in her service has been notified and approved the expenditure.

Officer Contact:  
Rosie Adams

Tel. No:  
01226-773583

Date:  
9<sup>th</sup> September 2015

## Appendix 1.

The North Area has 23 sites with play equipment. Barnsley has 134 sites in total.

### **Area North - Cost of general repairs/vandalism by year**

12/13 - £2037.40

13/14 - £5507.00

14/15 - £3003.00

15/16 to date - £1200

### **Cost of the most frequent repair orders that Parks Services place to keep the Park Equipment in safe, working order. (Material costs only to maintain repair existing equipment.)**

Replace one cradle swing - £96.00

Replace broken crotch strap for above - £17.50

Replace bearing on roundabout - £120.00

Replace pommel seat to aerial runway - £55.00

Replace see saw seat - £39.00

Repair 1m<sup>2</sup> wet pour surfacing - £300.00

Replace 1m<sup>2</sup> grass matting surfacing - £35.00

Replace vandalised litter bin - £280

Replace self-closing gate - £1100.00

Replace damaged net climber - £2500

Replace 4' x 8' sheet of Skatelite on skate ramp - £198.00

### **The sites that most frequently require attention are:**

- New Lodge
- Redbrook Hill
- Harry Rd Rec
- Newstead Ave
- Darton Skate Park

**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**North Area Council Meeting:  
Monday 21<sup>st</sup> September**

**Agenda Item: 8**

**Report of North Area Council  
Manager**

**North Area Council's option to devolve funding to Ward Alliances**

**1. Purpose of Report**

- 1.1 This report introduces the option for the Area Council to devolve funding from the Area Council to each of the four Ward Alliances.

**2. Recommendation**

- 2.1 That the North Area Council devolves £10,000 per ward to the Darton East, Darton West, Old Town and St Helens Ward Alliances from the 2016/17 allocation as a pilot.
- 2.2 £5,000 of which will require volunteer match funding for community projects. £5,000 does not require match funding as with the present devolved ward budget arrangements.
- 2.3 In both cases the Ward Alliance will be responsible for recommending which projects to fund.
- 2.4 All projects will need to address the priorities of the North Area Council and/or the corporate priorities.

**3.0 Background**

- 3.1 Traditionally the wards have each had a budget to help realise local projects. This funding was reduced to £10,000 in 2015/16 and will cease to exist in 2016/17. It is suggested that Area Council Funding may be devolved to the Ward Alliances to help realise local projects with a degree of flexibility.
- 3.2 Please refer to appendix 2 for a projection of the existing devolved ward budget by ward area.
- 3.2 Further detailed information regarding this proposal is set out in appendix 1.

**4.0 Risk**

- 4.1 Several of the wards still have a large sum of money in their Ward Alliance and Devolved budgets that has yet to be allocated for 2015/16. Should Area Council money be devolved to the Ward Alliances in 2016/17 and not committed during the financial year it may be necessary for it to be returned the core budget. Therefore it is not recommended to devolve funding to wards where the combined ward budgets exceed £10,000.

**Officer Contact:  
Rosie Adams**

**Tel. No:  
01226 773583**

**Date:  
Sept 2015.**

## **Appendix One**

### **Ward Funding 2015/16 - Briefing Note**

#### **Background**

During 2013/14 and 2014/15 each Ward has had a devolved funding allocation of £30,000 which has been split as follows:

- £20,000 Devolved Ward Funding  
Recommendations made by Members  
Used to fund projects that will benefit the wider community  
Examples include: hanging baskets, small-scale environmental works, Christmas decorations, speed indicator devices, CCTV.
- £10,000 Ward Alliance Fund  
Recommendations made by Ward Alliance (community representatives have an equal vote)  
Used to fund projects that will allow community groups to facilitate a solution to locally identified priorities.  
Examples include: materials for projects with volunteers providing labour, equipment to enable groups to be more responsive/sustainable, enabling groups to provide more activities in communities.

In addition each Ward had £7,000 for Public Health related projects in 2013/14 (although a lot of the spend was transferred to 2014/15)

#### **Current Position**

A budget saving has been agreed meaning that the Devolved Ward Funding element will reduce to £10,000/ward in 2015/16 and cease altogether in 2016/17. In addition the Public Health funding has been utilised. This means that, excluding any carry-forward funding, each Ward will have:

2015/16  
Devolved Ward Funding £10,000  
Ward Alliance Fund £10,000  
Total £20,000

2016/17  
Devolved Ward Funding £0  
Ward Alliance Funding £10,000  
Total £10,000

#### **Area Council Option for Enhanced Ward Funding**

From 2015/16 Area Councils will have the option to allocate up to £20,000/ward from the Area Council budget. This is discretionary to each Area Council and the amount to be allocated is flexible up to the maximum of £20,000/ward. Area Council's may choose not to allocate any funding to ward level.

This funding must be allocated to the Ward Alliance and then be split: 50% to be used to enhance community capacity and volunteering (the same as the existing Ward Alliance Fund), and 50% to be used to fund local projects that the Ward Alliance considers a priority

(ie these can be purchase of physical improvements that do not require match-funding with volunteer time).

## Appendix Two – Ward Funding Balance and Projected Projects

### Darton East – Financial Projection 2015-16

#### Devolved Ward Budget

| 2015/2016<br>DEVOLVED WB | Carry Forward<br>2014-15 | 2015-16<br>allocation | Full 2015-16 Allocation |
|--------------------------|--------------------------|-----------------------|-------------------------|
| Darton West              | £12,672.60               | £10,000               | £22,672.60              |

| Devolved Ward Budget Project                              | Allocation      |
|---|-----------------|
| Working Budget:   | £400.00         |
| Room Hire 15-16 briefing meetings - £57                   |                 |
| Room hire for unpaid 14-15 alliance meetings- £138        |                 |
| Hanging Baskets x32                                       | £1760           |
| Dog & litter bins for Hope Street/Kingsway etc            | £3,456          |
| Environmental Improvements – screening of Carr Green Lane | £274.95         |
| Spring Bulbs  | £110            |
| Christmas Switch On Event                                 | £400 (approx.)  |
| Bench Spark Lane  | £1000 (approx.) |
| Darton East Celebration Event                             | £1,301.07 (TBC) |

**Allocation Remaining: £13,970.58**

#### Ward Alliance Fund

| 2015/2016 WAF | Carry Forward<br>2014-15 | 2015-16<br>allocation | Full 2015-16 Allocation |
|---------------|--------------------------|-----------------------|-------------------------|
| Darton East   | £12,909.50               | £10,000.00            | £22,909.50              |

| Ward Alliance Fund Project   | Allocation |
|--|------------|
| Mapplewell & Staincross Greenspace & Recreational Group – Wellgate bench replacement         | £720       |
| Mapplewell & Staincross Greenspace & Recreational Group – Bedding plants for Mapplewell Park | £700       |
| Mapplewell & Staincross Greenspace & Recreational Group – A Frame notice signs               | £205.90    |
| Mapplewell Bowling Club – PVC covering of Timber surround                                    | £619.53    |

**Allocation Remaining: £20,664.07**

## Darton West – DWB Financial Projection 2015/16

### Devolved Ward Budget

| 2015/2016<br>DEVOLVED WB | Carry Forward<br>2014-15 | 2015-16<br>allocation | Full 2015-16 Allocation |
|--------------------------|--------------------------|-----------------------|-------------------------|
| Darton West              | £766.81                  | £10,000               | £10,766.81              |

| Devolved Ward Budget Project                                       | Allocation  |
|--|-------------|
| Working Budget:  | £1,689      |
| Gawber History Gp Room Hire - £55                                  |             |
| Traffic regulation order - Parking scheme on Rowland Road - £1,000 |             |
| Darton Park Notice Board   |             |
| SIDs   | £1400 (TBC) |
| Litter/cigarette Bins x 10   | £300        |
| Darton West Awards Ceremony  | £1500       |
| Christmas 2015   | £645 (TBC)  |
| Dual Use Bin Stickers  | £150 (TBC.) |

**Allocation Remaining: £5,082.81(approx.)**

### Ward Alliance Fund

| 2015/2016 WAF | Carry Forward<br>2014-15 | 2015-16<br>allocation | Full 2015-16 Allocation |
|---------------|--------------------------|-----------------------|-------------------------|
| Darton West   | £ 794.25                 | £ 10,000.00           | £ 10,794.25             |

| Ward Alliance Fund Project                          | Allocation |
|---|------------|
| Darton Children's Centre – Defibrillator            | £ 2,862    |
| Darton Bowling Club – Hedge trimmer                 | £450       |
| Barnsley Neighbourhood Watch – CCTV Cameras         | £1150      |
| Voice for Darton – Longfields Environmental Project | £968       |
| Barugh Green Scouts – Camping Equipment             | £500       |
| Redbrook Tara – Spring Bulbs                        | £24        |
| Ward Alliance – Autumn Bulbs                        | £60        |

**Allocation Remaining: £4,780.25**

# Old Town Funding Update September 2015

## Devolved Ward Budget

### 2015 Projects supported so far

Total 2015/16 budget = **£15,589.69**

| Project  | Allocation |
|--|------------|
| The BOT Issue 1 reprint and distribution   | £410       |
| BOT issue 2 distribution   | £460.00    |
| Tour De Yorkshire Working Budget <b>(£150.00 remaining)</b>  | £600.00    |
| Hanging baskets installation / collection watering etc. <b>(£2,733.00 remaining)</b>   | £6,500.00  |
| Wilthorpe Park Bike Park   | £830.00    |
| Wilthorpe Park Refurbishment <b>(£242.80 remaining)</b>  | £2,302.00  |
| Old Town Carnival Banner   | £31.50     |
| Biz BOT 2  | £75.00     |
| Food Hygiene Course  | £200.00    |
| The BOT Issue 2 production   | £1,129.00  |
| 4x Christmas Trees (£725 per tree = £55 purchase, £200 sleeving, £70 dressing, £300 delivery, erecting and dismantling, £100 connection of lights) | £2,900     |
|  |            |

**Allocation remaining as at 11<sup>th</sup> September 2015 = £152.19**

## Ward Alliance Fund

Total 2015/16 budget = **£24,350.68 (incl. Wellbeing fund)**

### 2015/16 projects supported to date

| Project   | Allocation        |
|---|-------------------|
| Friends of the Fleets – Gateway project (hanging baskets)           | £ 2,159.30        |
| Creative Recovery – UPLIFT Coffee Café Choir                        | £ 2,000.00        |
| Newtown Allotments and Garden's Assoc. – Safer & Cleaner Allotments | £ 3,340.00        |
| Willowbank Partnership – Old Town Ward Alliance Website             | £300.00           |
| <b>WREN Bid (provisional)</b>                                       | <b>£10,000.00</b> |

**WAF budget remaining as at 9<sup>th</sup> September 2015 = £6,551.38**



# St Helen's Funding Update August 2015

## Devolved Ward Budget

| 2015/2016<br>DEVOLVED WB | Carry Forward<br>2014-15 | 2015-16<br>allocation | Full 2015-16 Allocation |
|--------------------------|--------------------------|-----------------------|-------------------------|
| St Helens                | £ 1,325.24               | £ 10,000.00           | £ 11,325.24             |

| Devolved Ward Budget Project             | Allocation |
|--|------------|
| Working budget                           | £2,775.00  |
| x32 Hanging Baskets                      | £1,760.00  |
| Laxton Rd Play equip maint.              | £406.00    |
| Wooden fencing @ Carlton Rd / Derwent Rd | £900.00    |
| St Helen's Gala (£561.50 remaining)      | £1,200.00  |
| Litter bin relocations                   | £600.00    |

**Allocation Remaining: £3,684.24**

## Ward Alliance Fund

| 2015/2016 WAF | Carry Forward<br>2014-15 | 2015-16<br>allocation | Full 2015-16 Allocation |
|---------------|--------------------------|-----------------------|-------------------------|
| St Helen's    | £ 5,985.20               | £ 10,000.00           | £ 15,985.20             |

| Ward Alliance Fund Project    | Allocation |
|-------------------------------|------------|
| Caterpillar Club              | £ 435.00   |
| Junior Tykes                  | £2,500.00  |
| Twilight Club                 | £711.00    |
| New Lodge Comm. Centre        | £3,500.00  |
| Honey Pot Café play equip.    | £600.00    |
| New Hope Church Window Blinds | £886.00    |

**Allocation Remaining: £7,353.20**

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**BARNSELEY METROPOLITAN BOROUGH COUNCIL**

**Council Meeting:**  
**21<sup>st</sup> September 2015**

**Agenda Item: 9**

**Report of North Area Council  
Manager**

**North Area Council Celebration Event Planning Update**

**1. Purpose of Report**

- 1.1 This report provides members with an update on the North Area Council Celebration Event which has been organised with the full involvement of North Area Council members.

**2. Background and Proposal**

- 2.1. The North Area Council agreed to hold a celebration of achievement event when they met on the 27<sup>th</sup> July, 2015.
- 2.2. To ensure the event is organised in a way that responds to the needs of each ward in the North Area Council area, a planning group has been formed with representation from each ward. Two planning meeting have been held on the 10<sup>th</sup> August and 2<sup>nd</sup> September, 2015.
- 2.3. It has been agreed that the event will be held on the 26<sup>th</sup> November, 2015 at the Metrodome.
- 2.4. The event will provide an opportunity for the Ward Alliances to showcase their work, alongside the Stronger Communities Grants projects and the Area Council commissioned projects.
- 2.5. The main outcomes will be 'learning, sharing and networking'.

**3. Event Budget**

- 3.1. The budget must not exceed £3,000

**4. Next Steps**

- 4.1. A further planning meeting is scheduled for Tuesday 13<sup>th</sup> October.

**Officer Contact:**  
**Rosie Adams**

**Tel. No:**  
**01226 773583**

**Date:**  
**September 2015.**

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**BARNSELY METROPOLITAN BOROUGH COUNCIL**

**North Area Council Meeting:  
21<sup>st</sup> September 2015**

**Agenda Item: 10**

**Report of North Area Council  
Manager**

**North Area Council Community Magazine Editorial Group Update**

**1. Purpose of Report**

- 1.1 This report provides members with an update on the development of the North Area Council Community Magazine by the Editorial Group.

**2. Background and Proposal**

- 2.1. The North Area Council agreed to the production of a North Area Magazine at their meeting on the 1<sup>st</sup> June 2015.
- 2.2. They approved the production of two issues over the course of a year as a trial. These are to be produced at no cost to the Area Council, and would be funded through the provision of advertising space in the magazine.
- 2.3. The only cost associated with providing a magazine was officer time and distribution, with the latter estimated to cost £2,262 per year for distribution to households in the North Area.
- 2.4. The document will be 24 pages in total, with 50% being editorial content and the remainder advertising. The editorial group is responsible for producing the content.
- 2.5. The Area Council has been assured by Corporate Communications they they will have the ability to oversee who would be advertising in the magazine in order to ensure all were appropriate.

**3. Progress**

- 3.1. The Editorial Group met for a development meeting on Thursday 10<sup>th</sup> September, 2015.
- 3.2. The ward contributions are at various stages of development. Each ward has been allocated two A5 pages to showcase the work of the Ward Alliances.
- 3.3. There is also a page allocation for the Area Council to promote its work of performance of the commissioned services.

**4. Next Steps**

- 4.1. A further editorial meeting is planned for the 17<sup>th</sup> September, 2015.
- 4.2. Further advice has been request from Corporate Communications regarding design work and advertising content.
- 4.3. The deadline for compiling the content is the 25<sup>th</sup> September, 2015 the North Area Team is on hand to support the development of the magazine.

**Officer Contact:**  
**Rosie Adams**

**Tel. No:**  
**01226 773583**

**Date:**  
**10<sup>th</sup> Sept 2015.**

**BARNSELEY METROPOLITAN BOROUGH COUNCIL**

**North Area Council:  
21<sup>st</sup> September 2015**

**Agenda Item: 11**

**Report of the  
North Area Council  
Manager**

**Devolved Ward Budget and Ward Alliance Funds**

**1. Purpose of Report**

- 1.1 This report updates the North Area Council on progress in each Ward in expending the Devolved Ward Budget, Ward Alliance Fund and Public Health financial contribution.

**2. Recommendation**

**That each Ward in the North Area Council area prioritises the efficient expenditure of the remaining Devolved Ward Budgets and Ward Alliance Funds in line with the guidance on spend.**

**3.0 Introduction**

- 3.1 As part of the decisions made by the Council's Cabinet in 2013 each Ward was allocated an annual Devolved Ward Budget of £20,000 and each Ward Alliance a fund of £10,000. Please note that as of April 2015 the Devolved Ward Budget has been reduced to £10,000 per Ward.
- 3.2 When considering projects for the use of the Devolved Ward Budget and Ward Alliance Funds, Members need to be satisfied that the projects identified meet a recognised need for the Ward, are in the wider public interest, and represent value for money.
- 3.3 In addition each ward received an allocation of £7,000 from Public Health in 2013/14. Any underspend has been carried forward into 2015/16 and is included in the Ward Alliance budget. This funding is to be utilised to drive forward the actions within local ward actions plans that can demonstrate an improvement in health and well-being and an asset based approach to community development.

- 3.4 In considering projects for the use of the Devolved Ward Budget, Members will need to be satisfied that:
- it meets a recognised need for the Ward,
  - it is in the wider public interest (whole community can potentially benefit),
  - it represents value for money.

#### **4.0 Position Statement**

- 4.1 The full grant allocation for the North Area Council, which is £134,390.97 for the 2015/16 financial year. This is made up of a £60,351.34 Devolved Ward Budget allocation, a £74,039.63 Ward Alliance allocation (which includes the Public Health funding).
- 4.2 To date, the North Area Council has committed £27,678.45 of its £60,351.34 Devolved Ward Budget allocation.
- 4.3 To date the North Area Ward Alliances have committed £22,987.23 of its £74,039.63.
- 4.4 Please refer to Appendix 1 for a full breakdown.

#### **5.0 Challenges**

- 5.1 The devolved ward budget allocation has been reduced for the financial year 2015/16 from £20,000 per ward to £10,000. All wards have had an opportunity to discuss their annual commitments in ward briefings and agree which projects should be prioritised in the future council arrangements.
- 5.2 It is recommended that any projects that require a long lead in time or scheduling from departments such as Highways, are discussed with relevant officers as a priority. Orders are required imminently if the projects are to be realised within the financial year.
- 5.3 It is not yet known whether it will be permitted to roll funding for ward into 2016/17. It is therefore recommended that the efficient expenditure of both the Devolved Ward Budget and Ward Alliance Fund is given a high priority by each Ward.
- 5.4 All wards have taken an opportunity to consult on their ward plan during 2014/15 which should enable all Ward Alliances to review their ward plans and ensure that their priorities are fit for purpose moving forwards. Wards are continuing with further consultation this year to refine their priorities where appropriate.

Officer Contact:  
Rosie Adams  
2015

Tel. No:  
01226-773583

Date:  
9<sup>th</sup> September



## Appendix 1: North Area Council (September 2015) Update

### Devolved Ward Budget Overview

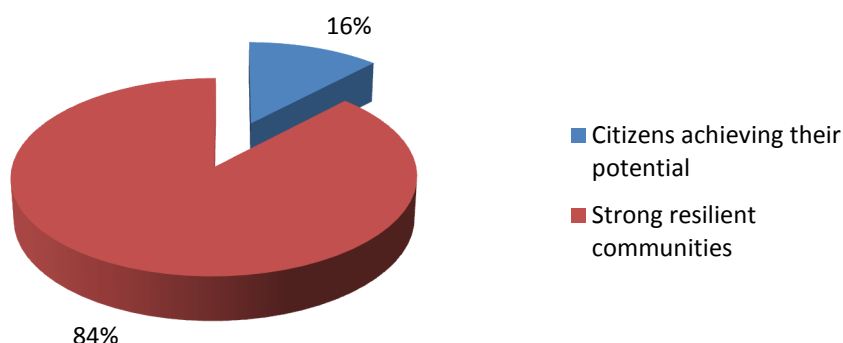
The North Area Council has a Devolved Ward Budget grant allocation of £60,354.34 for the 2015-2016 financial year. This allocation, broken down by Ward below, is made up of a £40,000 allocation for 2015-2016, and a carry forward allocation of £20,354.34 from the 2014-2015 financial year.

| <b>2015/2016<br/>DEVOLVED<br/>WB</b> | <b>Carry Forward<br/>2014-15</b> | <b>2015-16<br/>allocation</b> | <b>Full 2015-16 Allocation</b> |
|--------------------------------------|----------------------------------|-------------------------------|--------------------------------|
| <b>NORTH</b>                         | <b>£ 20,354.34</b>               | <b>£ 40,000.00</b>            | <b>£ 60,354.34</b>             |
| Darton East                          | £ 12,672.60                      | £ 10,000.00                   | £ 22,672.60                    |
| Darton West                          | £ 766.81                         | £ 10,000.00                   | £ 10,766.81                    |
| Old Town                             | £ 5,589.69                       | £ 10,000.00                   | £ 15,589.69                    |
| St Helens                            | £ 1,325.24                       | £ 10,000.00                   | £ 11,325.24                    |

To date, the North Area Council has committed £27,678.45 of its £60,351.34 Devolved Ward Budget allocation, with £8,804.48 of this commitment being charged.

| <b>2015/2016<br/>DEVOLVED WB</b> | <b>Allocation</b>  | <b>Committed<br/>spend</b> | <b>Allocation<br/>remaining</b> | <b>Charged<br/>spend</b> |
|----------------------------------|--------------------|----------------------------|---------------------------------|--------------------------|
| <b>NORTH</b>                     | <b>£ 60,354.34</b> | <b>£ 26,484.45</b>         | <b>£ 33,869.89</b>              | <b>£ 9,094.43</b>        |
| Darton East                      | £ 22,672.60        | £ 5,490.95                 | £ 17,181.65                     | £ 3,745.95               |
| Darton West                      | £ 10,766.81        | £ 1,500.00                 | £ 9,266.81                      | £ 95.00                  |
| Old Town                         | £ 15,589.69        | £ 12,127.50                | £ 3,462.19                      | £ 3,679.98               |
| St Helens                        | £ 11,325.24        | £ 7,366.00                 | £ 3,959.24                      | £ 1,573.50               |

A breakdown of how this commitment supports the corporate plan priorities is below:



### **Darton East DWB**

The Darton East Ward has allocated £5,490.95 of its £22,672.60 Devolved Ward Budget allocation. To date £3,745.95 of this allocation has been charged to the Ward.

The Darton East Ward has an allocation of £17,181.65 remaining.

| <b>Devolved Ward Budget Project</b>                     | <b>Allocation</b> | <b>Charged spend</b> | <b>Allocation remaining</b> |
|---|-------------------|----------------------|-----------------------------|
| x32 Darton East Hanging baskets                         | £ 1,760.00        |                      | £ 20,912.60                 |
| Dog & Litter bins for Hope Street/Kingsway etc          | £ 3,456.00        | £ 3456.00            | £ 17,456.60                 |
| Environment Improvements - screening of Carr Green Lane | £ 274.95          | £ 289.95             | <b>£ 17,181.65</b>          |

### **Darton West DWB**

The Darton West Ward has allocated £1,500 of its £10,766.81 Devolved Ward Budget allocation. To date, £95 of this has been charged to the Ward.

The Darton West Ward has an allocation of £9,266.81 remaining.

| <b>Devolved Ward Budget Project</b> | <b>Allocation</b> | <b>Charged spend</b> | <b>Allocation remaining</b> |
|-------------------------------------|-------------------|----------------------|-----------------------------|
| Darton West Working Budget          | £ 1,500.00        | £ 95.00              | <b>£ 9,266.81</b>           |

### **Old Town DWB**

The Old Town Ward has allocated £12,127.50 of its £15,589.69 Ward Budget allocation.

To date, £3,679.98 of this has been charged to the Ward.

The Old Town Ward has an allocation of £3,462.19 remaining.

| <b>Devolved Ward Budget Project</b>             | <b>Allocation</b> | <b>Charged spend</b> | <b>Allocation remaining</b> |
|---|-------------------|----------------------|-----------------------------|
| Tour de Yorkshire Working Budget                | £ 600.00          | £ 450.00             | £ 14,989.69                 |
| Hanging Baskets Infrastructure and Installation | £ 6,500.00        | £1,897.00            | £ 8,489.69                  |
| Wilthorpe Bike Park                             | £ 830.00          | £ 830.00             | £ 7,659.69                  |
| Wilthorpe Park Refurbishment                    | £ 2,302.00        | £471.48              | £ 5,357.69                  |
| Old Town Carnival                               | £ 31.50           | £ 31.50              | £ 5,326.19                  |
| BIZBOT II                                       | £ 75.00           |                      | £ 5,251.19                  |
| The BOT Distribution                            | £ 460.00          |                      | £ 4,791.19                  |
| Food Hygiene Course                             | £ 200.00          |                      | £ 4,591.19                  |
| The BOT - Summer edition                        | £ 1,129.00        |                      | <b>£ 3,462.19</b>           |

### **St Helens DWB**

The St Helens Ward has allocated £7,366 of its £11,325.24 Devolved Ward Budget allocation. To date, £1,573.50 of this has been charged to the Ward. The St Helen's Ward has an allocation of £3959.24 remaining.

| <b>Devolved Ward Budget Project</b>            | <b>Allocation</b> | <b>Charged spend</b> | <b>Allocation remaining</b> |
|--|-------------------|----------------------|-----------------------------|
| x32 St Helen's Hanging baskets                 | £ 1,760.00        |                      | £ 9,565.24                  |
| St Helen's Working Budget                      | £ 2,500.00        |                      | £ 7,065.24                  |
| Maintenance of Laxton Road Play Equipment 2015 | £ 406.00          |                      | £ 6,659.24                  |
| St Helen's Gala 2015 Working Budget            | £ 1,200.00        | £ 323.50             | £ 5,459.24                  |
| Litter bin replacement project                 | £ 500.00          | £ 350.00             | £ 4,959.24                  |
| Wooden fencing at Carlton Rd/Derwent Rd        | £ 900.00          | £ 900.00             | £ 4,059.24                  |
| Warsop Road Litter bin relocation              | £ 100.00          |                      | <b>£ 3,959.24</b>           |

### **Ward Alliance Fund Budget Overview (Includes Public Health Funds)**

The North Area Council's Ward Alliances has a Ward Alliance grant allocation of £74,039.63 for the 2015-2016 financial year.

This allocation, broken down by Ward below, is made up of a £40,000 allocation for 2015-2016, and carry forward allocation of £33,854.79 from the 2014-2015 financial year.

| <b>2015/2016 Ward Alliance Fund</b> | <b>Carry Forward 2014-15</b> | <b>2015-16 allocation</b> | <b>Full 2015-16 Allocation</b> |
|-------------------------------------|------------------------------|---------------------------|--------------------------------|
| <b>NORTH</b>                        | <b>£ 34,039.63</b>           | <b>£ 40,000.00</b>        | <b>£ 74,039.63</b>             |
| Darton East                         | £ 12,909.50                  | £ 10,000.00               | £ 22,909.50                    |
| Darton West                         | £ 794.25                     | £ 10,000.00               | £ 10,794.25                    |
| Old Town                            | £ 14,350.68                  | £ 10,000.00               | £ 24,350.68                    |
| St Helens                           | £ 5,985.20                   | £ 10,000.00               | £ 15,985.20                    |

### **Darton East Ward Alliance Fund**

The Darton East Ward has allocated £2,080.33 of its £22,909.50 Ward Alliance allocation.

The Darton East Ward has £4,876 of Public Health Funds remaining which is included in the total allocation for 2015/16.

The projects have declared a total of 187 volunteer hours which equates to the equivalent monetary value of £2,073.83

The Darton East Ward Alliance have an allocation of £20,829.17 remaining.

| <b>Ward Alliance Fund Project</b>                           | <b>Allocation</b> | <b>Charged spend</b> | <b>Allocation remaining</b> |
|---|-------------------|----------------------|-----------------------------|
| Mapplewell & Bowling Club - PVC covering of Timber surround | £ 619.53          | £ 619.53             | £ 22,289.97                 |
| Staincross Methodist Youth Club – Climbing wall             | £ 160.80          |                      | £ 22,129.17                 |
| Easy PC Group – computer courses                            | £ 1,300.00        |                      | <b>£ 20,829.17</b>          |

### **Darton West Ward Alliance**

The Darton West Ward has allocated £5,961.60 of its £10,794.25 Ward Alliance allocation.

The Darton West Ward has £662 of Public Health Funds remaining which is included in the total allocation for 2015/16.

The projects have declared a total of 303 volunteer hours which equates to the equivalent monetary value of £3,360.27

The Darton West Ward Alliance have an allocation of £4,832.65 remaining.

| <b>Ward Alliance Fund Project</b>              | <b>Allocation</b> | <b>Charged spend</b> | <b>Allocation remaining</b> |
|--|-------------------|----------------------|-----------------------------|
| Darton Children's Centre                       | £ 2,862.00        |                      | £ 7,932.25                  |
| Voice for Darton – Environmental project       | £ 968.00          |                      | £ 6,964.25                  |
| Darton Welfare Bowling Club – Hedgetrimmer     | £ 450.00          |                      | £ 6,514.25                  |
| BNWLG – CCTV Security camera                   | £ 1,100.00        |                      | £ 5,414.25                  |
| 25th Barnsley Scouts – Patrol camping          | £ 500.00          |                      | £ 4,914.25                  |
| Darton West Alliance WG – Autumn bulb planting | £ 60.00           |                      | £ 4,854.25                  |
| Redbrook TARA – Spring bulb planting           | £ 21.60           |                      | <b>£ 4,832.65</b>           |

### **Old Town Ward Alliance**

The Old Town Ward has allocated £7,799.30 of its £24,350.68 Ward Alliance allocation.

The Old Town Ward has £5,715.16 of Public Health Funds remaining which is included in the total allocation for 2015/16.

The projects have declared a total of 832 volunteer hours which equates to the equivalent monetary value of £9,226.88

The Old Town Ward Alliance have an allocation of £16,551.38 remaining.

| <b>Ward Alliance Fund Project</b>                                     | <b>Allocation</b> | <b>Charged spend</b> | <b>Allocation remaining</b> |
|---|-------------------|----------------------|-----------------------------|
| Friends of the Fleets   | £ 2,159.30        |                      | £ 22,191.38                 |
| Creative Recovery – UPLIFT Coffee Café Choir                          | £ 2,000.00        | £ 2,000.00           | £ 20,191.38                 |
| Newtown Allotment & Garden's Association – Safer & Cleaner allotments | £ 3,340.00        | £ 3,340.00           | £ 16,851.38                 |
| Willowbank community partnership – Old Town Website                   | £ 300.00          |                      | <b>£ 16,551.38</b>          |

### **St Helen's Ward Alliance**

The St. Helen's Ward has allocated £7,146.00 of its £15,985.20 Ward Alliance allocation.

The St. Helen's Ward has £1,714.31 of Public Health Funds remaining which is included in the total allocation for 2015/16.

The projects have declared a total of 923 volunteer hours, which equates to the equivalent monetary value of £10,236.07.

St Helen's Ward Alliance have an allocation of £8,839.20 remaining.

| <b>Ward Alliance Fund Project</b>                 | <b>Allocation</b> | <b>Charged spend</b> | <b>Allocation remaining</b> |
|---|-------------------|----------------------|-----------------------------|
| Caterpillar Club                                  | £ 435.00          | £435.00              | £ 15,550.20                 |
| Junior Tykes F.C – container                      | £ 2,500.00        | £ 2,500.00           | £13,050.20                  |
| Twilight Group                                    | £ 711.00          | £ 711.00             | £ 12,339.20                 |
| New Lodge Community Centre – Rejuvenation project | £ 3,500.00        | £3,000.00            | <b>£ 8,839.20</b>           |

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## BARNSELY METROPOLITAN BOROUGH COUNCIL

**North Area Council Meeting:  
Monday 21<sup>st</sup> September**

**Agenda Item: 12**

**Report of North Area Council  
Manager**

### **North Area Ward Alliance Notes**

#### **1. Purpose of Report**

- 1.1 This report appraises the North Area Council of the progress made by each Ward in relation Ward Alliance implementation.

#### **2. Recommendation**

- 2.1 That the North Area Council receives an update on the progress of the Darton East, Darton West, Old Town and St Helens Ward Alliances for information purposes. Members are reminded of requirement for Ward Alliance minutes to be received by the Area Council.

#### **3.0 Introduction**

- 3.1 This report is set within the context of decisions made on the way the Council is structured to conduct business at Area, Ward and Neighbourhood levels (Cab21.11.2012/6), Devolved Budget arrangements (Cab16.1.2013/10.3), Officer Support (Cab13.2.2013/9) and Communities and Area Governance Documentation (Cab.8.5.2013/7.1). This report is submitted on that basis.

#### **4.0 Ward Alliance Meetings**

- 4.1 This report includes all notes of North Area Ward Alliances, received by the North Area Team, that were held between 1<sup>st</sup> July 2015 and 7th September 2015. Appendices:

|                                    |                |
|------------------------------------|----------------|
| Darton East Ward Alliance Meeting: | Appendix One   |
| Darton West Ward Alliance Meeting: | Appendix Two   |
| Old Town Ward Alliance Meeting:    | Appendix Three |
| St Helens Alliance Meeting:        | Appendix Four  |

The reporting into the North Area Council, of the Ward Alliance notes is in line with the approved Council protocols. The notes are for information only.

**Officer Contact:  
Rosie Adams**

**Tel. No:  
01226 773583**

**Date:  
Sept 2015.**

**Appendix One**

**Darton East Ward Alliance  
June 2015 - CANCELLED  
Mapplewell & Staincross Village Hall – 6.00pm**

**Darton East Ward Alliance  
3<sup>rd</sup> September 2015  
Mapplewell & Staincross Village Hall – 6.00pm  
Notes to follow**



## **Appendix Two**

### Darton West Ward Alliance

#### Notes of the Meeting 6<sup>th</sup> July 2015, 6pm at the Darton Centre.

1. Attendees: Cllr Sharon Howard ( Chair), Cllr Alice Cave,  
Cllr Linda Burgess, Lesley Warden, Carol Gamwell, Mary Elliott, Richard  
Haigh, Dominic McCall.  
North Area Team, Lee Swift.  
Darton College: Jason Gardner

#### 2 Notes of meeting on 1<sup>st</sup> June 2015.

The notes were agreed as a true record and action points discussed.  
Cllr Burgess has contacted Alan Billing (Police Crime Commissioner) to  
check his availability for a Community Safety meeting  
Lee reported that Cath Fairweather is the contact person for dealing with  
Graffiti issues  
Lee Swift will advise the group about Facebook Development as required.  
Lee Swift spoke with Age Concern and will supply data base to Cllr Burgess.

#### Action Points

Lee Swift will contact RVS for a local contact.  
Lee Swift will contact BMBC to establish which football teams are using  
football pitches across the Darton West Ward Area.

#### 3 Review of Ward Action Plan

All 5 Key Priorities were discussed by the Group  
Cllr Burgess updated the Plan and will send to WA Members  
WA members asked to update their area priorities as and when actions have  
been completed  
Review of Ward Plan will be an agenda item at all meetings  
Jason Gardner gave an update of the work Darton College Learners have  
been involved in regarding Environmental Issues and an insight into future  
initiatives he would like to see developed.  
Cllr Burgess and Dominic McCall gave update of Willow Bank  
Project. Lesley Warden suggested that better signage on existing pathways  
from Low Barugh to the Dearne Way would be a good start  
Mary Elliott suggested having marker stakes at sites where groups have  
cleaned an area to alert people of the positive work been done

#### Action Points

- Lee Swift to provide costing for Christmas Trees and Lights
- Carol Gamwell to update group of Christmas Events at Barugh Green  
School and Christmas Lights
- Lesley Warden and Richard Haigh to attend Voice For Darton Meeting  
regarding Christmas Events and Longfields Project and update group
- Cllr Burgess to supply Jason Gardner with Anne Slawycz's email re  
Bowling activities

- Lesley Warden to contact Michelle Cooper re Litter Pick at Harry Road 31<sup>st</sup> August and establish time and supply to members
- Cllr Burgess and Lesley Warden to meet with Rosie to clarify monies for Dog Fouling Signs and cigarette butt bins

#### 4 WAF Update

Lee presented fund accounts

#### Action Points

- Cllr Burgess to meet with Rosie to clarify the funding of defibrillator
- Shared CCTV Cameras and costs to be discussed with John Hallows, Cllr Burgess and Dominic McCall and report back to group

#### 5 WAF proposals for Expenditure

£2000 for each priority was agreed

#### 6 Communications Priority Development

A Ward Alliance Communication Working Group will meet at the Darton Centre on Monday July 20<sup>th</sup> 6.00pm. All WA members invited.

The meeting would provide input from Lee on Facebook, Dominic on Twitter, Richard on Street Life.

Discussion will include the North Area Council Publication with 2 pages to celebrate Ward achievements

#### 7 Agenda items for next meeting

Feedback from Communication Group

North Area Council Booklet Ward Pages

Update from Voice of Darton

Report on Enforcement

WA Membership

#### 8 AOB

None

#### Date of next meeting

Monday 17<sup>th</sup> August 6.00pm Darton Centre

# **Darton West Ward Alliance**

## **Notes of Meeting 17th August 2015, 6.00 pm at the Darton Centre.**

**Attendees:** Cllr Linda Burgess (Chair), Cllr Alice Cave, Cllr Sharon Howard, Carol Gamwell, Lesley Warden, Mary Elliott, Richard Haigh

**Apologies,** Jason Gardner.

**North Area Team,** Rebecca Battye, Community Support Officer

### **1 Welcome and apologies**

Cllr Burgess welcomed Rebecca Battye to the meeting and apologies were accepted from Jason Gardner.

### **2. Notes of meeting 6<sup>th</sup> July 2015.**

The notes were agreed as a true record and previous Action Points discussed.

#### **Action Points:**

- a Rebecca Battye to contact RVS and supply name of contact person to Cllr Burgess.
- b Rebecca Battye to follow up with BMBC which Football Teams use pitches across Darton West Ward.
- c Carol Gamwell to update WA of Christmas Events Committee to be set up at Barugh Green Primary School.
- d Lesley Warden and Richard Haigh to attend next Voice for Darton Meeting and update Ward Alliance Group of Christmas Events.
- e Jason Gardener contacted Anne Slawycz, Darton Bowling Club and can update Group next meeting of project and involvement.
- f Lesley Warden and Cllr Burgess to clarify Dog Fouling Signs and final cost.
- g Mary Elliott, Rebecca Battye and Cllr Howard to look at the final site for the defibrillator and report back to the Group plus any other issues needing discussion regarding this matter.
- h Lesley Warden and Richard Haigh to ask Members of Voice for Darton if any persons would act as guardians for Defibrillator.

### **3 WAF Update.**

Rebecca Battye presented WAF update to members.

### **4 WAF Applications,**

a Neighbourhood Watch CCT Cameras for Darton West Ward. John Hallows attended to provide further information about the project.

The application was approved.

b Darton Bowling Club, Hedge Cutting Equipment

The application was approved.

c Voice for Darton, Longfields Environmental Project

The application was approved.

### **5 Action Plan 2015/16 updates.**

The Ward Action Plan was discussed. It was agreed this will be an agenda item at all WA meetings.

Updates were made to the 5 priorities but as time was limited it was agreed that WA members will meet with individual Councillors before the next meeting to update specific priorities and report back to the next meeting.

**Action Points:**

Linda, Dominic and Rebecca Battye to update Community Networking priority.  
Sharon, Richard and Lesley to update Environment priority  
Alice, Jason and Mary to update Young People and Elderly priority  
Sharon, Richard and Lesley to update Leisure and Recreation priority  
Linda and Dominic to update Community Safety priority

**6 Community Network Workshop Report.**

Cllr Burgess thanked members who were able to attend the Workshop.

The notes of the meeting were discussed

It was agreed by members to adopt a code of practice for the use of media and WA communication as follows:

No party political views

No use for personal reward/promotion

Info should relate to Ward Priorities

Info should reflect positively on WA and Barnsley as a whole

There would be a need to refer to the WA any negative messages

The possibility of a WA badge or small card for members to use when meeting community organisations or businesses was discussed.

**Action Points:**

Cllr Burgess to clarify if local schools wished to join the Network.

**7 Community Safety Meeting.**

Cllr Burgess updated the group and supplied minutes of the meeting for members information. It had been agreed at the Workshop to prepare a list of relevant contact information for residents.

**8 AOB**

a WA asked to identify 2 Projects to be presented at the Area Council Celebration in October

**Action points:**

Mary Elliott to discuss Darton West Ward Awards

Richard Haigh to discuss Planters across the Ward

b WA asked to consider articles for Area Council Community Magazine

**Date of the next meeting**

Monday 7<sup>th</sup> September 5.00 pm until 7.00pm at the Darton Centre.

Please note change of time

# Darton West Ward Alliance

## Notes of Meeting 7th September 2015, 5 pm at the Darton Centre.

**Attendees:** Cllr Alice Cave (Chair), Cllr Linda Burgess, Cllr Sharon Howard, Carol Gamwell, Mary Elliott, Lesley Warden, Jason Gardner, Richard Haigh, Dominic McCall.

North Area Team, Rebecca Battye, Community Support Officer.

### 1 Welcome and apologies

Cllr Cave welcomed members to the meeting. There were no apologies

### 2 Notes of meeting 17<sup>th</sup> August 2015.

These were agreed as a true record and action points discussed.

#### Action Points.

- a.. Cllr Burgess to contact Sue Hardy at Barugh Green Primary re Christmas event.
- b. Lesley Warden to clarify which football teams play at Kexbrough Rec.
- c. Richard Haigh to clarify which football teams play at Wood View.
- d. Jason Gardner will update on Darton Bowling Club and start date for older Learners to become involved.
- e. Rebecca Battye to meet with Yorkshire Ambulance Service to find the best location for the Defibrillator.
- f. Cllr Burgess to meet with Dominic to look at Ward Alliance Community Safety leaflet design and costs.

### 3 WAF update.

3.1 Rebecca Battye presented WAF and DWB updates

3.2 Ward Alliance Funding Applications.

- a. Autumn Bulb planting at Redbrook Road, Gawber, Approved.
  - b. Redbrook TARA Autumn Bulb Planting at Redbrook Parks x2. Approved.
  - c. Barugh Green Scouts. £500 funding for equipment. Approved.
- Cllr Burgess to discuss with Scouts Club the possibility of a community project.

### 4 Action Plan 2015/16 updates.

The five priority action plans were discussed in detail and updates were given and recorded

#### It was agreed

To adopt the Community Networking statement

To attend the Family Support Event on 30<sup>th</sup> October, 11.00am to 2.00pm at Darton Church Hall.

To provide a Christmas Tree at Barugh Green from DWB funds

To fund a pilot cigarette bin project for local retailers from DWB funds

#### Action Points

- a Cllr Burgess will update the action plan and email out before next meeting.
- b Rebecca Battye supplied the Group with the Darton West Ward Neighbourhood Network proforma for Neighbourhood Network members to complete,
- c Cllr Burgess to meet with Rebecca Battye to clarify a system for network data recording.
  - d Lesley gave dates for next litter picks:  
Saturday 17<sup>th</sup> October, Barugh Green Rec, 10.00am to 11.00am  
Voice of Darton Litter Pick Saturday 7<sup>th</sup> November, meet Darton Coop car park.

### 5. North Area Council Celebration Event

Information was shared about the Celebration Event to show case North Area Council and Ward Alliance Projects on Thursday 26 November at the Metrodome.

It was agreed that:

Mary will report on Darton West Ward Awards Ceremony.

Richard will report on planters and tree planting.

Action Point

Cllr Howard, Mary and Dominic to organise WA Notice Board and Display.

## **6 North Area Council Magazine.**

Cllr Burgess presented proposed text for Darton West Ward Alliance for North Area Council. .

Action Points

a. Any member who has any up to date photographs send to Cllr Burgess asap

b Any amendments to the text to be sent to Cllr Burgess asap

## **7 North Area Council Project in Darton West Ward.**

Green and Clean Project team from Forge Community Partnership to be invited to our next meeting

## **8. Communications**

There were no issues for immediate communication

## **Date of the Next Meeting.**

**Monday 12<sup>th</sup> October 2015, 5.00pm until 7.00pm. Venue: Darton Centre.**

## Appendix Three

### Old Town Ward Alliance Minutes Wednesday 1<sup>st</sup> July 2015 Edith Perry Room Barnsley Hospital

#### Present

Cllr Phil Davies (Chair) Cllr Anita Cherryholme Cllr Liz Grundy

BMBC Rep – Lee Swift

Community Reps – Dorothy Hayes – Bill Gaunt – Malcolm Wood – Michelle Cooper

#### Apologies

John Love – Annabell Watson - Sheila Lowe - Richard Knight – Kirsty Summerfield – Jane Barry

#### Sub Group Report – Community Involvement

- Update on the Ward Plan for this Sub Group
- **Young People** – Projects for children and young people in this area –
  - Ad Astra – 1 Afterschool Club each week – now full with a waiting list – Sporting /Health Programme at HSV weekly – work in local schools
  - Emanuel – Active programme for children and young people
  - Badminton at HSV
  - Scouts – very busy group
  - OSCAR – setting up in the Area
  - There seems to be no provision from BMBC Targeted Youth Support (TYS)
  - Ad Astra are filling some of the gaps
  - More provision is required for the 12 to 15-age range – possibly a Detached Team that could do some consultation in the Ward. Funding for a team of youth workers 2or3 part time workers
- **Elderly Peoples Services** –
  - There are two separate areas of concern for this group – what provision is actually available in the area and how many elderly people are socially isolated
  - RVS have just employed a worker and will map what provision is in the area and we will collate information to support this.
  - We need to check provision already in the area.
  - Wade Chapel and Emanuel Church – **ACTION Cllr Grundy**
  - St Pauls – **ACTION Michelle Cooper**
  - Honeywell - **ACTION Malcolm Wood**
  - Polish Club – **ACTION Cllr Davies**
- **Community Centres**
  - We have discussed this at previous sessions and all agreed that it would be great to have more centres available – this is not a viable project currently.

**Minutes from the previous meeting were accepted as a true copy.**

#### Matters Arising

- Hanging Baskets – all now in position
- The Bot Booklets – these will be ready for distribution in 2 weeks
- How many children /young people in the area – there must be some research within BMBC that will inform us how many children /young people /NEETS - **ACTION Cllr Cherryholme**

- Play Equipment – Wilthopre Park. – The consultation is now complete and the preferred images have been put on BMBC FB page – there has been a fantastic response to this with over 4.000 likes/comments – congratulations to all who have worked on this project especially Rebecca Parsons.
- OTWA Consultation /Web Page – Bill Gaunt gave a thorough explanation of the results from the 2014 consultation. Bill has researched costs for a Web Site to house the consultation with the hosting fees coming in around £134 per annum. We are going to use the same questions as last year. Bill Gaunt to put this together with an application form from Lee. **ACTION Lee Swift / Bill Gaunt**
- Elderly People – we will know more on this topic once the RSV worker gets into place Cllr Grundy reported that the Choir coming into the area is in the process of putting their PR material together
- College Fields – Cllr Cherryholme reported that Colin Booth from Barnsley College is looking into several problem areas and will come back to her once he has more information.
- Food Hygiene – Cllr Davies reported that everyone had passed the recent training programme.
- Fly Tipping – Cllr Gundy reported on several issues from our area and we need to tackle this with some urgency. Can we get the Enforcement Team down on the Canal Bank area – **ACTION Cllr Grundy**
- Wilthorpe Bike Park – this is now up and running and being used by children in the area.
- Community Champions – Please let Michelle know if you would like to recommend anyone for a Community Champion Award
- Old Town Gala – Bill Gaunt reported that the event had made a small profit this year. The Community Insurance has had a real beneficial effect on the community. The Gala had great weather and there was an excellent atmosphere.
- Biz Bot Breakfast – over 40 people attended and this was a very successful event sponsored by Crickethill Financial Services

### **Love where you Live Update**

- The Ad Astra Family Fun Day in Wilthorpe Park was a great success.

Joe Micheli has replied about the 'liability' information we asked for clarity. "Volunteers are not employees of an organisation, they are of course volunteers and Community Groups need to ensure they have an appropriate governance structure in place such as a constitution and insurance, to cover their activities. If the Board of Trustees of the group acts in accordance with their constitution and in good faith when providing advice and guidance to volunteers, they will generally be covered and not open to litigation.

The drive to support more people to volunteer and get involved in social action was picked up in the Queens Speech last year with the key purpose of addressing concerns about the perceived litigation culture, this has subsequently been enshrined in the Government's Social Action Plans, under the Minister for Civil Society. At a more local level in Barnsley, the Leader has spoken regularly at workshops and events with Barnsley's Voluntary and Community sectors about the Council being less risk averse and removing red tape for volunteers. We are of course supportive of this and have championed this through the work of the Area Councils, Ward Alliances and Compact."

The Chair summarised his discussions with Andrew Frosdick, by confirming that any event undertaken with one BMBC officer or elected member is deemed to be 'insured' in terms of public liability, and that overall the principle of proportionality and "Reasonableness"; (acc.



To Wendy Lowder) are to be the mainstays of LWYL activity. It has been acknowledged that risks cannot be removed altogether but as long as events are planned with reasonable care according to the numbers of attendees and the types of activity, then no-one will be liable for prosecution, when things (as they inevitably will to some degree one day!), go wrong.

It was agreed this should be minuted and in particular the reference to the status of volunteers; "Volunteers are not employees of an organisation,"; a particular concern of Tom Parnham; secretary of Pogmoor ARA.

- 
- ASDA are hopefully working towards a voucher system that we can use to encourage volunteers to help with litter picking in that area.
- 13<sup>th</sup> July – Radio Sheffield will be in the area promoting their 'Love where you are living' promotion for this year

### **Old Town Ward Plan Review**

- Each member was given a copy of the current plan to take home and read for discussion at our next meeting.

### **WAF Applications**

- Funds Available – A financial report as to our current funds were made available to every member.
- The funds that are being made available to Wilthopre Park as part of their WREN Bid are £5000 from the Well Being Fund and £5000 from the WA fund.
- How many times can a group apply? – The group initially agreed that they could award more than 1 to an individual group. The decision is for the group to take on each individual application. The decision should be taken on the merit of the bid
- Pogmoor Residents Ass. - Their recent application has now been refused – the group discussed whether we could award a grant retrospectively – the group agreed that we would not award any grant retrospectively.
- Each month we will give a breakdown of the financial situation and the groups that had applied for grants– **ACTION Lee Swift**
- A letter was read out which was sent by Kirsty Summerfield with regards to the above discussions
- We discussed the costs of a Bike Stand for which could be based near to the new Bike Track – these vary from £100 to £300

### **Forth-Coming Events**

- Ad Astra – Family Fun Day – Wilthorpe Park Thursday 23<sup>rd</sup> July 2015 11am to 3pm
- Yorkshire in Bloom will in Wilthorpe Park 9<sup>th</sup> July

### **Any Other Business**

- Honeywell Armchair Aerobics – this issue has now been resolved and the grant will be paid.
- Graham Young will be attending our August Meeting
- Smoking Cessation will be attending our September Meeting
- ALL CONFIDENTIAL INFORMATION THAT IS DISCUSSED IN THIS MEETING SHOULD REMAIN SO.
- From the electronic Questionnaire we did with Elaine Equall as part of our groups evaluation - the group felt that we are working towards improving our strengths and working towards our 'needs' – The group are more focused on the financial situation and more aware of our Ward Plan etc. The Chair agreed to draft a response to Wendy Lowder and her team to clarify the relationship between the WA and the support team,

so that any additional reporting and feedback from us and the reasons for it, can be established.

**Old Town Ward Alliance Minutes  
Wednesday 5<sup>th</sup> August 2015  
Edith Perry Room Barnsley Hospital**

**Present**

Cllr Liz Grundy (Chair)

BMBC Rep – Lee Swift – Graham Young

Community Reps — Bill Gaunt – Malcolm Wood – Michelle Cooper - John Love – Annabell Watson – Zbigniew Zaremba – Garry Swift

**Apologies**

Cllr Anita Cherryholme - Cllr Phil Davies - Sheila Lowe - Kirsty Summerfield – Jane Barry - Dorothy Hayes

**Sub Group Report – Health and Wellbeing**

- Update on the Ward Plan for this Sub Group
- List of local activities are being drawn together including:
  - Aerobics and Zumba classes are being held at St Paul's
  - Fitness classes and Slimming World is being held at Summer Lane school
  - Weight watchers sessions are also held at the Polish Club as well as smoking cessation
  - Badminton sessions in the Ward will be expanded with Ad Astra providing additional sessions to young people. This depends on the space available.
  - In addition to this, Ad Astra are currently holding a very successful activity night down at the Sports Village currently engaging 30 kids in a variety of games and activities.
  - Lee to clarify how much of the budget provided Honeywell Sports village remains, as the belief is that not many people took up the gym membership, but Michelle was told that the money is now all gone - **ACTION Lee Swift**

**GrowBOT**

- The Grow BOT project has not made significant moves forward in a while, but the group identified New Town Allotments as a possible group to help drive this forward.
- Michelle suggested that Ad Astra could help establish a winter harvest stall to be put together at their Christmas event.
- It was suggested that Ad Astra look at the allotments on Old Mill Lane as there are seemingly some spaces available.
- Saturday Club at Wilthorpe Park has had limited success. The time / dates of these may need to be explored in the future.

**Other Wellbeing Actions**

- The cycle path has been installed and is being used. Everyone agrees that it was a great piece of work and a huge success.
- The tests on the water fuelled cars have been completed and it is a project that will not be progressed further at this time.
- Smoking cessation are due to attend the next Ward Alliance meeting.

**Minutes from the previous meeting were accepted as a true copy. Lee agreed to update the action plans and send them around. **ACTION Lee Swift****

### **Matters Arising**

- Garry Swift was welcomed as a potential Ward Alliance representative from the Honeywell area.
- Café Coffee Choir is now operational.

### **Fly Tipping**

- Graham Young came to talk re: fly tipping in the Barnsley area.
- He explained that fly tipping is on the rise across the Borough and said they are investigating into why this is the case and are open to listening to the public's proposed solutions.
- Future changes are likely to include the withdrawal of paper banks from supermarkets etc. as they are not economically viable, and the majority of paper waste is collected via the curb side collections.
- A suggested action was to produce signs to stick in areas that identify that the area has been cleared of fly tipping. This may shame people into not fly tipping.
- It was also suggested to take this suggestion further by creating signs that say the local area is being closely monitored, and people found to be fly tipping will be prosecuted. Even if this is not enforceable, it was felt to be a more powerful message.
- It was also suggested that incentives other than money could be given for glass recycling e.g. donations in kind.

### **Web Page**

- Bill explained that there has been some issues with the process of payment for the website as BMBC IT services don't allow 3<sup>rd</sup> party companies to create the sites, therefore, the money cannot be paid by BMBC.
- It was agreed for Bill to re-submit the Ward Alliance Fund bid under his role on the Community Partnership so that the money is not held by BMBC and therefore not constrained. **ACTION Bill Gaunt**

### **Forth-coming events**

- OSCAR are hosting a fun day in Wilthorpe Park on 15<sup>th</sup> August 2015
- Bill raised concerns as said that Alison at OSCAR said she wanted gazebo's but had not been in touch to let him know when or how many gazebo's she wants. LS agreed to pass on Alison's email to Bill so he can contact her. **ACTION Lee Swift**

### **Any Other Business**

- Michelle explained that when Ad Astra were delivering copies of the BOT in Honeywell, they came across a very vulnerable resident. Malc said that one of the local PCSO's is aware of the resident and is contacting them.
- Bill explained that the block insurance is up for renewal in September. It was agreed for Bill to submit a new Ward Alliance form to renew it. **ACTION Bill Gaunt**

### **Date and Time of Next Meeting**

Wednesday 2<sup>nd</sup> September 2015, 7pm, Edith Perry Room, Barnsley Hospital

**Old Town Ward Alliance**  
**Minutes – Wednesday 2<sup>nd</sup> September 2015**  
**Edith Perry Room – Barnsley Hospital**

**Present**

Cllr Phil Davies (Chair) Cllr Liz Grundy Cllr Anita Cherryholme

BMBC Rep – Lee Swift

Community Reps – Jane Barry - Dorothy Hayes - Annabell Watson - Bill Gaunt - Sheila Lowe - John Love - Kirsty Summerfield - Garry Swift - Malcolm Wood – Michelle Cooper

Amanda Langdon – Smoking Cessation

**Apologies**

None

Amanda Langdon from Smoking Cessation gave us a short presentation about the work this organisation delivers in our borough. The work Amanda delivers is concentrated on young people and mental health. Amanda starts with Y6 children and also works in the boroughs ALCs.

A new updated service will be up and running towards the end of the year. The group had many questions relating to this topic and we have asked for specific feedback, which relates directly to our Ward. Amanda will feed back to Phil. **Amanda confirmed that as of 1<sup>st</sup> October it will be illegal to smoke in a vehicle that is carrying under 18 year olds.**

**Action Phil**

**Sub Group Feed back – Local Pride**

The group referred to our Ward Plan: -

- **The Bot** – The second version has been delivered over the summer. The next version will be ready in October. The funding is secured for this next edition.
- **Hanging Baskets** – There has been mixed success with this project 90% of the baskets are in bloom around the area. With 21 being removed, as they had not blossomed as expected. We will discuss next year's proposal in February 2016 at our next Local Pride Sub Group.
- **Tool Bank** – No individuals have requested the use of these tools but several groups have used them over the year.
- **ASDA Footpaths** – We are looking into Asda funding the re-surfacing of the path that runs through to the Fleets. **Action Phil**
- **Asda Litter Pick** -Working with Asda and McDonalds There is to be a clean up of the area later in the year, a litter pick on the paths alongside the Fleets. **Action Liz**
- **Community Events/Christmas Trees** – The Christmas Trees will be up in the same areas as last year and we hope to have several 'Singing Around the Christmas Tree' events this year as well. We will approach Creative Recovery to see if they can be involved. Ad Astra are planning an event at St Pauls Church Hall on Friday 18th December this will also include a few stalls selling homemade goodies. **Action Anita/Liz/Michelle**
- **If anyone is organising any event please let Michelle know then we can support.**
- **Merchandise** – This purchase will be deferred until 2016.
- **Graffiti** – To date there has been no claims information is still going into the local schools and college.
- **Wilthopre Park** – The Friends Group will hopefully hear the results from their WREN bid later on this year.
- **Spring Clean** – This will become an annual event. The NAC (North Area Council – comprising of Old Town Darton East Darton West and St Helens) have commissioned

a Clean/Green Provider that will work on local environmental projects supporting local groups to complete works in their areas. **If anyone has any ideas they wish to put forward for this project please contact Lee.**

- **Swift Street Wood** – The last Sunday in every month the group get together and do work in the area. This has become a very successful activity with new neighbours joining in each month. This has created a great community spirit in the area. They have also managed to create a collection of tools to help with the work.
- **Litter /Dog Fouling** – the group felt this had not improved in our area and in some places had got much worse. This will be added back into the Action Plan – **Action Lee**
- **Wiltchopre in Bloom** – Several nominations have come forward and will be judged this month. The Young Peoples Flowered Beds will also receive a certificate. - **Action Phil**
- **PARA** – This group was awarded some NAC funding to do some work on the Hollingworth Park Area. The project has been scaled down from their original plans and initially after the award was given there was a lot of 'red tape' to sort through. This is now resolved and the group are looking forward to continuing with their plans. There is a great deal of work to do and they will be calling the community for support.

**The minutes from the previous meeting were accepted.**

#### **Agenda Items**

- **Children and Young people in our area.** – The numbers will be gathered and brought to the next meeting. **Action Anita/Lee**
- **British Heart Foundation** – This is an initiative working with men in Barnsley the NAC will be supporting this project.
- **Neighbourhood Watch** – we currently have four groups in our area. The cost for setting up a Neighbourhood Watch group is £50. The group agreed to support this initiative with £250 from the Devolved Ward Budget, which will support 10 groups paying for 50% of the set up cost (£25 each group). John Hallows is the contact from Neighbourhood Watch. **If anyone knows of any local groups who would like to set up a group please contact Phil or Lee.**
- **Honeywell Sports Village.** – Phil is going to bring to the next meeting a breakdown from Honeywell Sports Village of how the funding /membership is currently running. **Action Phil**
- **Ward Action Plans** – This is a working document so each month at the Sub Group meeting one aspect of the plan will be reviewed and feed back/ ratification will be done at the full meeting. **We need to ensure we are covering all aspects and each/all members of the group have a responsibility within the plan.** All members were asked if they could get involved with some projects to help achieve our goals. **Future sub group meetings are open to all members. Can you speak to Michelle if you'd specifically like to be included in Skills & Economy (which meets at 6pm prior to next month's meeting), Community Involvement, Local Pride or Health and Wellbeing.**
- 
- **Love Where You Live** –Celebration Event will be announced towards the end of the summer to celebrate all the excellent work done across the borough. If you know of any future initiatives please let Lee know then he will be able to support and promote this work. The ASDA Path Litter Pick will happen later this year.

- **Area Round Up – Fleets /Smithies area** – The group plans to kick-start their meetings in September. There is an area around Hartington Drive where the college is looking at funding a childrens play area. We need to do some consultation in this area as members of the group thought that local residents may not want a play area. **Action Phil**  
**Pogmoor** – The Hollingworth Park work will be starting soon and Horizon CC have agreed to support this work with a group of Y7 pupils each year as part of their curriculum. The group is also holding a McMillan Coffee Morning on Friday 25<sup>th</sup> September at the Tommy Treddlehoyle Pub. The group have also been asked by local residents about the removal of local bus shelters – **Action Anita**  
The Tommy Treddlehoyle are holding an ‘Open Mic’ session for budding Literacy Artists who would like to do readings of their work this is to be held on the second Tuesday of each month.  
**Old Town** - The Carnival was very successful as it raised enough funds to make it financially viable to run again next year. The date has yet to be confirmed but hopefully this will be the last Sunday in June 2016.  
**Swift Street** – The last Sunday in every month is work in the wood day everyone welcome. They are hopefully running another Halloween event.  
**Willowbank Special Interest Group** – the group have completed several walks as part of their consultation for the area.  
**Old Mill Lane** – The Summer Love Festival had a small turn out. There were a lot of noise issues for the local residents. The area where the festival was held is reported to now become a storage /removal area.  
**Honeywell** – The Honeywell Group have attracted some new members which will help the group continue and will hold its AGM on 10<sup>th</sup> September.
- **Community Champions** – It was agreed that this quarters Community Champions would be Tom Parnham and Marlene Crossland.
- **Ward Alliance Funding Applications** –
- **Funds Available** - £6851.38
- **No declaration of Interest for this application.**
- **Application** – To build a Ward Alliance Web Site for monitoring /collection of data and promotion – Ammount applied for and awarded £300

#### **Any Other Business**

- **WAF Applications from Private Business** – A question was asked about whether Private businesses could apply for a grant and the group was informed that they could not. If they were working with a local community group – the group could apply which would enable them to commission the private business.
- **Celebration Event.** – The NAC are holding a celebration event at The Metro Dome on 26<sup>th</sup> November 6 to 8.30pm we have limited tickets [if you are interested in going please let Michelle know.](#)

**Date of the next meeting will be Wednesday 7<sup>th</sup> October at 7pm in The Edith Perry Room at Barnsley Hospital.**

**The Sub Group meeting prior to this meeting will be the Skills and Economy Group starting at 6pm**

## Appendix Four

### St. Helen's Ward Alliance Minutes of Meeting Thursday 03<sup>rd</sup> September 2015 at 5:30pm

**Present:** Cllr. Jenny Platts; Cllr. Sarah Tattersall (Chair); Cllr. Dave Leech;  
Clyde Black;

Madge Busby; Ruth and David Gammon; John Hallows; Freda Stenton; Lee Swift.

By invitation: David Mott

**Apologies:** Kath Bostwick

**Matters arising:** The minutes of the previous meeting were adopted. However it was noted that Cllr. Leech had in fact tendered his apologies.

Once the secretary receives copies of invoices from NLCC he is to forward these to the treasurer.

The funding of £2500 has been received by Junior Tykes. However formal planning permission has yet to be given. Although there is no question but that the money would be repaid if permission is not forthcoming it must be remembered that in future no payments should be made until all permissions have been approved.

**Memory Tree:** Madge B is awaiting a response from the manager at the location. There may be a problem because of planned refurbishment.

**Expression of Interest:** David Mott had previously submitted an Expression of Interest and attended our meeting for an informal chat and to learn a little of the role of the Ward Alliance. Although Mr Mott impressed the meeting it is now for our Councillors to reach a decision based on the points system.

**Ward Plan:** Questionnaires completed by members of the public at the Gala have confirmed that our priorities are in accord with local residents' hopes and expectations.

**Gala:** Madge B and Sarah submitted their written report on the Gala which is now on file.

Mr Dan Jarvis MP attended and the event was officially opened by the Mayor with the Mayoress present. Although successful and well attended it was agreed future Galas should revert to a weekday (not Monday or Friday) to avoid weekend clashes with other events. Although suitable alternatives were arranged some of our long term supporters were already committed elsewhere. We record our appreciation for the substantial efforts made by Madge and Sarah.

**Forthcoming Events:** As a matter of urgency it was agreed that a working group of 4 or 5 people should be set up to consider and manage events. The secretary is to circulate suggested dates and seek volunteers to form the group.

Jenny P gave advance warning of the NAC Celebration event to be held at the Metrodome on Thursday 26<sup>th</sup> November commencing with a buffet at 6:00pm for a 6:30 start and expected to end by 9:00. There will be a specific guest list but partners will not be included due to space constraints.



*St. Helen' Newsletter: There was a brief discussion on the first draft of our contribution to the proposed Community magazine. This is very much work in progress. There is to be two editions a year.*

*St. Helen's WA Logo: The logo (based on an original design by Kath Bostwick) was approved. Lee S is to reduce the size and email this to David G to use as headed A4 paper.*

**Treasurer's Report:** the treasurer submitted his customary statement showing a current balance of £8,960.13.

Having received information regarding a Co-op Bank Community Account, Clyde B will now proceed. Once this has been set up we can consider an approach to local businesses for funding donations. The original draft letter remains on file to be considered.

**Secretary's Report:** The secretary confirmed having received the current bursary payment of £125.

**Any Other Business:** Ruth and David Gammon advised they will not be available for our next meeting on 1<sup>st</sup> October. The usual paperwork will be provided in advance but Sarah T agreed to take notes for formal minutes to be written up. Battle of the Somme - a Commemoration Service will take place on 1<sup>st</sup> July 2016. The cost is estimated at £7050 and a Ward Alliance funding bid will be submitted to us asking us for a contribution. Further details will be announced in due course.

**Next Meeting:** 1<sup>st</sup> October 2015 at 5:30pm

The meeting closed at 6:55pm