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To all Members of the People Committee (Cllrs. Samantha Alleyne (Chair), Ryan Dalton (Vice-chair), Sandra Bynoe, David Fakhr,, Brian. Nicholas, Eartha Pond, and Stella Wilson) with copies to all other Councillors for information).

You are hereby summoned to attend a **Meeting** of the **People Committee**  
to be held in the Beethoven Centre at 6pm  
on Wednesday 15 June 2022

Shuwanna Aaron, Acting Director

10 June 2022

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### AGENDA

- PP 01-22/23**    **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PP 02-22/23**    **Minute's Silence** – to pause and mark the fifth anniversary of the tragedy at Grenfell Tower.
- PP 03-22/23**    **Declarations of interest** – to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PP 04-22/23**    **Minutes of the previous meetings** - to consider for approval the minutes of the Committee meeting held in February 2021.
- PP 05-22/23**    **Public session** – to receive any questions, representations or petitions from members of the Public. *(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).*
- PP 06-22/23**    **Financial Report** - to receive a report of current financial position.
- PP 07-22/23**    **Special Grant** - to decide on the allocation of the Special Grant for 2022/23.
- PP 08-22/23**    **Working Groups** - to receive verbal reports from Children & Young People, Community Engagement, Events, and Social Inclusion / Care in Queen's Park Working Groups.
- PP 09-22/23**    **Officers' Report** - to receive a verbal update from officers on activities not covered elsewhere.

## QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the People Committee Meeting held in the Beethoven Centre  
on **Wednesday 15 June 2022** commencing at 18:00.

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As the meeting was not quorate it did not take place. Those items requiring a decision were deferred to an Extraordinary Meeting of the Committee to be held on Wednesday 22 June 2022.



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To all Members of the People Committee (Cllrs. Samantha Alleyne (Chair), Ryan Dalton (Vice-chair), Sandra Bynoe, Roger Diamond, David Fakh, Orrel Lawrence, Brian. Nicholas, Eartha Pond, and Stella Wilson) with copies to all other Councillors for information).

You are hereby summoned to attend a **Meeting** of the **People Committee** to be held in the Beethoven Centre at 6pm on Wednesday 22 June 2022

Shuwanna Aaron, Acting Director

17 June 2022

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### AGENDA

- PP10-22/23**    **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PP 11-22/23**    **Minute's Silence** – to pause and mark the fifth anniversary of the tragedy at Grenfell Tower.
- PP 12-22/23**    **Declarations of interest** – to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PP 13-22/23**    **Minutes of the previous meetings** - to consider for approval the minutes of the Committee meeting held in February 2021.
- PP 14-22/23**    **Public session** – to receive any questions, representations or petitions from members of the Public. *(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).*
- PP 15-22/23**    **Special Grant** - to decide on the allocation of the Special Grant for 2022/23.

## **QUEEN'S PARK COMMUNITY COUNCIL**

Minutes of the People Committee Meeting held in the Beethoven Centre  
on **Wednesday 9 February 2022** commencing at 18:00.

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**Present:** Councillors Eartha Pond (Chair), Leslie Barson, Gill Fitzhugh, Ray Lancashire, and Stella Wilson.

Also present: Lucie Prior, Director; Shuwanna Aaron, Community Development Officer.

**PP28-21/22 Apologies for absence** – Councillors Orrel Lawrence and John McArdle, Millie Kent, Project Officer, and Liz Thorpe-Tracey, Events Coordinator.

**PP29-21/22 Declarations of interest and dispensations** – none

**PP30-21/22 Minutes of the previous meeting held on 10 November 2021**

**RESOLVED THAT**, the minutes were APPROVED as a correct record and signed by Cllr. Pond.

**PP31 23-20/21 Public Session** - No questions had been received.

**PP32-20/21 Financial Report**

The Responsible Financial Officer circulated a report on the current financial position of the budget lines that are monitored by the Committee. The report was introduced by the director in his absence. Cllr Lancashire asked why Code 4127 was still 'Office maintenance / relocation' when the relocation had been abandoned. She explained it had been left with that label to preserve year on year continuity but that she would undertake a review for the new financial year.

**RESOLVED THAT**, the report be NOTED.

**PP33 21/22 Community Engagement Survey**

The Director laid round a report and delivered a presentation on the results of the Community Edgemont Survey which was discussed by those present. Residents who responded were generally proud to be Queen's Park residents, but were hesitant about becoming more involved. One reason for this may be a worry over the time commitment, so it was agreed to look for opportunities to 'help out' on an ad hoc basis.

**PP34 21/22 Children and Young People Survey**

The Director provided an update on the ongoing survey, and how the results would be used to inform the activities of the Working Group in the coming year.

**The PP35 21/22 Working Groups**

The Director drew attention to the fact that C&YP had been covered earlier on the agenda, and that an Events update was contained within the Officers’ report. The Community Development Officer reported that the Welcome Home project was continuing, and that collaboration with Age UK was taking place to increase its effectiveness.

**RESOLVED THAT**, the reports be NOTED.

**PP36 20/21 Chair’s Report**

Cllr. Pond spoke of the importance of the legacy of the Community Council, and the good work that has been undertaken over the past eight years. She also thanks all those involved in the Winter fair, and the C&YP Survey recently undertaken. She ended with a call for councillors to spread the word through there other networks to involve more people in QPCC activities.

**RESOLVED THAT**, the report be NOTED.

**PP37 21/22 Officers’ Report**

The Director had circulated a report on work undertaken by officers not reported elsewhere, and planned activities for the coming period. She highlighted events, including rebranding the Winter Fair as a Winter Festival, and updated on proposals for the forthcoming half term holiday.

**RESOLVED THAT**, the report be NOTED.

*The meeting closed at 19:42*

Following the meeting Cllr Lancashire updated those present with the most recent statistics on ASB across the area.

**Minute Ref: PP 28-37 22/23**

**Signed by**.....

**Date**.....

**Cllr. Samantha Alleyne (Chair, People Committee)**



<b>Report To:</b>	Queen's Park Community Council – People Committee		
<b>Title:</b>	Special Grants 2022/23		
<b>Purpose:</b>	For decision		
<b>Author:</b>	Shuwanna Aaron, Acting Director and Councillor John McArdle Responsible Finance Officer		
<b>Date of Meeting</b>	22 June 2022	<b>Agenda Item</b>	PP 15 – 22/23

## 1 Summary

This report sets out the position around a delegation from the Council of £5,000 in Special Grants and recommends discussion on how this be allocated.

## 2 Options and Recommendations

(1) It is recommended that the Committee discusses the options and decides how to allocate the funds available. More information about each request and considerations can be found in Appendix A and B.

Option: To fund one project in full

Option 2: To split the available fund across all projects

Option 3: To split the available fund across all projects, except the Asaworta Seaside Summer Trip.

## 3 Background

- 3.1 In January 2022 the Council set a budget of £25,000 for Special Grants in 2022/23 with £20,000 of this being allocated to The Avenues Youth Project (AYP) as part of a longer-term arrangement.
- 3.2 In May 2022 the Council approve the payment of the £20,000 to AYP and resolved that the remaining £5,000 be delegated to the People Committee to distribute. (019 – 22/23) The purpose of this report is to discharge that delegation.
- 3.3 As background, in previous years this grant has been used to support projects involving young people and in particular the provision of meals to those participating in organised holiday activities. Previous beneficiaries have been AYP and QPG Hub.
- 3.4 It may be that holiday hunger is not be such an issue in 2022, given that the both the government and the City Council have recognised the issue and have made funds available in connection with this. The Committee is invited to discuss this.

- 3.5 If this is the case, there will be an opportunity to use the Special Grant to support other organisations working in the area, perhaps on a different kind of service. The Acting Director has reached out to our network and has incorporated the responses in this report with the recommendations. Further details are in the appendices.
- 3.6 In the longer term, it is proposed that the review currently being undertaken by the Grants Panel be extended to include both Special Grants and the Pop-up Grant to ensure a comprehensive and consistent approach.
- 3.7 This Committee does not have the power to move funds between budgets, only the Full Council can do that, so the decision to be taken is how to allocate the funds available.



## **Appendix A: Expressions of Interests**

### Doorstep Library

Doorstep Library is requesting £5000 of grant funding to support its project on the Mozart estate. The project sends highly-trained volunteers into the homes of children to support the development of their reading abilities. Volunteers also work with parents to support them to read with their children, and provide sign-posting to other services.

The funding will allow Doorstep library to double the number of children it works with on the Mozart Estate from 13 to 23. There is already a waiting list of children and families seeking support from Doorsteps library.

The Doorstep Library has received £3500 in funding from the Community Grants Programme in 2020 and 2021.

### Asaworta

Asaworta is a local Community interest organisation that works with families with English as a second Language. It provides support for families to access supplementary education and other services.

The group has requested £750 in funding to take 15 – 20 families on a seaside trip to Littlehampton or Clacton on Sea. The aim of the trip is to get families together for a fun day out and to raise awareness among families about accessible locations for family day trips.

The Asaworta Community Support Assoc (ACSA) received £1,260 in funding for a similar trip in August 2016

### Pursuing Independent Paths – PiP

PiP empowers adults with moderate to complex Learning Disabilities and Autism through learning, vocational and enrichment opportunities to achieve their ambitions. PIP requests £5000 in funding to host an eight-week programme of Healthy Cooking for 60 students to learn practical skills such as cooking, cleaning, household budgeting and travel training out and about in the community.

Approximately 20 of the 60 students live in Queen's Park.

PIP received £200 funding for its fruitful employment project in October 2020

### Queen's Park Gardens Hub

QPG Hub provides free breakfast, after-school and sporting activities to children and young people within the Queen's Park and surrounding wards, including Harrow Road and Maida Vale, as well as hot meals for elderly and vulnerable residents with the on-going support of IDA restaurant and the Parlour Kitchen.

QPG Hub requests £4000 funding to help fund its summer camp which will run seven days a week throughout the summer, providing indoor and outdoor activities and hot meals for children between 1 and 2 times per day.

QPG received £2500 in special grants funding in 2020 to support its hot meal programme.

Monitoring has not been recorded

## **Appendix B: Considerations**

Option 1: To fund one project in full

Funding one project enables the organisation to continue/expand their projects as planned without the need for further funding applications.

Option 2: To split the available fund across all projects

The grant requested by Doorstep Library, Pursuing Independent and QPG Hub helps to expand or increase the capacity of their projects – with part funding each project will have some increased capacity and the grants will reach a wider section of the community. Due to the relatively small request it would be possible to fund the Asaworta Seaside trip in full.

This option would enable:

- Doorstep Library to take some children off their waiting lists
- Fund the QP residents on the Pursuing Independent Paths programme
- Provide additional resources for QPG hub to run its programme
- Enable Asaworta to run its seaside trip

Option 3: To split the available fund across all projects, except the Asaworta Seaside Summer Trip

Splitting the available funds between Doorstep Library, Pursuing Independent Paths and QPG Hub provides each with the ability to increase the capacity of their projects. Due to the relatively small request it would be possible to fund the Asaworta Seaside trip through **other avenues**.



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To all Members of the People Committee (Cllrs. Samantha Alleyne (Chair), Ryan Dalton (Vice-chair), Sandra Bynoe, David Fakhr., Brian. Nicholas, Eartha Pond, and Stella Wilson) with copies to all other Councillors for information).

You are hereby summoned to attend a **Meeting** of the **People Committee** to be held in the Beethoven Centre at 6pm on Wednesday 7<sup>th</sup> September 2022.

Shuwanna Aaron, Director

2 September 2022

### **AGENDA**

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- PP 16-22/23**    **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PP 17-22/23**    **Declarations of interest** – to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PP 18-22/23**    **Minutes of the previous meetings** - to consider for approval the minutes of the Committee meeting held in June 2022.
- PP 19-22/23**    **Public session** – to receive any questions, representations or petitions from members of the Public. *(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).*
- PP 20-22/23**    **Financial Report** - to receive a report of current financial position.
- PP 21-22/23**    **Working Groups** - to receive verbal reports from Children & Young People, Community Engagement, Events, and Social Inclusion / Care in Queen's Park Working Groups.
- PP 22-22/23**    **Officers' Report** - to receive a verbal update from officers on activities not covered elsewhere.

## QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Extraordinary People Committee Meeting held in the Beethoven Centre  
on **Wednesday 22 June 2022** commencing at 18:00.

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**Present:** Councillors Samantha Alleyne (Chair), Ryan Dalton (Vice-chair), Sandra Bynoe, David Fakhr, Orrel Lawrence, Brian. Nicholas, Eartha Pond, and Stella Wilson

**Also present:** Shuwanna Aaron, Acting Director, Councillor John McArdle, Responsible Financial officer, and two members of the public.

**PP10-22/23 Apologies for absence** – Councillor Roger Diamond – unwell.

**PP11 22/23 Minute's Silence for Grenfell** – The Chair spoke of the impact of the tragedy on the people in our areas and asked the meeting to be upstanding and observe a minute's silence to mark the fifth anniversary of the tragedy at Grenfell Tower.

**P12 -22/23 Declarations of interest and dispensations** – Councillor Ryan Dalton had been issued with a dispensation to participate in the discussion on Special Grants (PP15 – 22/23)

**PP13-22/23 Minutes of the previous meeting held on 9 February 2022**

**RESOLVED THAT**, the minutes were APPROVED as a correct record and signed by Councillor Alleyne

**PP14 23-20/21 Public Session** – Simon Walton asked a question about the Financial report that had been circulated with the papers for the previous meeting. The Chair referred him to the Place Committee which was to take place following this meeting and had that item on the agenda.

**PP15-20/21 Special Grants**

The Acting Director circulated a report on options for using the special Grant funds of £5,000 allocated to the Committee. Four 'expressions of interested' had been received and these were summarised in the report. She asked that councillors discuss those options, listed below, and arrive at a decision.

1. To fund one project in full
2. To split the available fund across all projects
3. To split the available fund across all projects, except the Asaworta Seaside Summer Trip.

Following discussion, a proposal that a partnership be established with Asaworta to incorporate the Summer Trip project within the Council's own summer programme and that the Acting Director liaise with the Responsible financial officer to split the funds across the three other applicants was APPROVED.

*The meeting closed at 18:40*

**Minute Ref: PP10-15 – 22/23**

**Signed by.....**

**Date.....**

**Cllr. Samantha Alleyne (Chair, People Committee)**



<b>Report To:</b>	Queen's Park Community Council		
<b>Title:</b>	Finance Report for August 2022		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Cllr John McArdle, Responsible Financial Officer		
<b>Date of Meeting</b>	<b>People 7 September 2022</b>	<b>Agenda Item</b>	<b>PP 20 - 22/23</b>

## 1 Summary

This report summarises the current financial position at the end of August 2022.

## 2 Recommendations

That the contents be noted.

## 3 Background

3.1 This report has been prepared by Councillor John McArdle as Responsible Financial Officer with the support and assistance of Director Shuwanna Aaron.

3.2 As the papers for this meeting are sent out on 2 September there has not been time to prepare a detailed analysis although all transactions have been logged and reconciled.

## 4 Current Financial Position

4.1 The current position is that most lines are on or close to the budget and the overall picture is positive. A full report will be available for the Place Committee later in the month.

4.2 Detailed figures are provided in the appendices to this report.

**Appendix: Budget Monitoring 2022/23**
**Aug-22**

<b>100</b>	<b>Income</b>	<b>Target</b>	<b>YTD</b>	<b>Year to Come</b>	<b>Fore cast</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
1010	Project Income	35,000	3,853	29,158	33,011	1,989	94%	Budget to be met
1076	Precept	168,183	166,518	-	166,518	1,665	99%	Budget to be met
<b>Total Income</b>		<b>203,183</b>	<b>170,371</b>	<b>29,158</b>	<b>199,529</b>	<b>3,654</b>	<b>98%</b>	

<b>101</b>	<b>Staff Costs</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4100	Staff costs	93,559	42,356	56,846	99,202	- 5,643	106%	Budget to be met
4105	Training	1,500	-	1,000	1,000	500	67%	Budget to be met
<b>Total Staff costs</b>		<b>95,059</b>	<b>42,356</b>	<b>57,846</b>	<b>100,202</b>	<b>- 5,143</b>	<b>105%</b>	

<b>102</b>	<b>Adminisrtation</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4101	Councillor allowances	3,000	500	2,250	2,750	250	92%	Budget to be met
4105	Training	1,000	335	500	835	165	84%	Budget to be met
4120	Insurance	1,500	1,588	-	1,588	- 88	106%	Budget to be met
4125	Office Rent	10,000	10,000	-	10,000	-	100%	Budget to be met
4126	Room Bookings	1,200	-	1,125	1,125	75	94%	Budget to be met
4127	Office Maintenance	500	82	450	532	- 32	106%	Budget to be met
4128	Catering	200	-	220	220	- 20	110%	Budget to be met
4130	IT Costs	6,000	2,929	3,900	6,829	- 829	114%	Budget to be met
4132	Stationery & Materials	700	474	280	754	- 54	108%	Budget to be met
4133	Chair's Allowance	75	-	75	75	-	100%	Budget to be met
4135	Tel & post	1,500	846	855	1,701	- 201	113%	Budget to be met
4137	Subscriptions	3,000	35	2,950	2,985	15	100%	Budget to be met
4139	Travel expenses	300	-	300	300	-	100%	Budget to be met
4140	Professional fees	500	114	400	514	- 14	103%	Budget to be met
4142	Audit fees	1,500	187	1,100	1,287	213	86%	Budget to be met
4144	Bank charges	102	43	66	109	- 7	107%	Budget to be met
4150	Elections costs	2,000	2,688	3,000	5,688	- 3,688	284%	EMR to be added
<b>Total Administration</b>		<b>33,077</b>	<b>19,821</b>	<b>17,471</b>	<b>37,292</b>	<b>- 4,215</b>	<b>113%</b>	

<b>201</b>	<b>Communications</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4110	Website	2,500	940	1,600	2,540	- 40	102%	Budget to be met
4200	Queens Park Voice	4,500	2,382	3,160	5,542	- 1,042	123%	Depends on planned e
4236	Marketing	500	235	250	485	15	97%	Budget to be met

**Total Communications                      7,500                      3,557                      -                      8,567 -                      1,067                      114%**

<b>301</b>	<b>Place Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4300	Community Gardening	17,500	4,105	8,860	12,965	4,535	74%	Budget to be met
4301	Dog Strategy	4,500	1,385	2,970	4,355	145	97%	Budget to be met
4305	Park Development	500	-	500	500	-	100%	Budget to be met
4400	Neighbourhood Plan	-	56	-	56	- 56	N/A	Small unbudgetted spend
4405	Retailers' Support	500	-	500	500	-	100%	Budget to be met
4410	Air Quality	500	130	374	504	- 4	101%	Budget to be met
4420	Public & Community Arts	2,000	780	1,200	1,980	20	99%	Budget to be met
4999	Climate Emergency	1,000	299	700	999	1	100%	Budget to be met

**Total Place Committee                      26,500                      6,755                      15,104                      21,859                      4,641                      82%**

<b>401</b>	<b>Events</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
1410	Income Summer Festival	10,000	-	10,000	10,000	-	100%	Budget to be met
1411	Income Fireworks	7,500	-	7,500	7,500	-	100%	Budget to be met
1412	Income Winter Fair	1,500	-	1,500	1,500	-	100%	Budget to be met
4201	Events Administration	9,300	4,680	3,870	8,550	750	92%	Budget to be met
4205	Winter Fair	3,200	-	3,200	3,200	-	100%	Budget to be met
4206	Winter Social	100	-	100	100	-	100%	Budget to be met
4210	Summer Festival	17,000	12,421	4,500	16,921	79	100%	Budget to be met
4220	Fireworks	10,000	-	10,000	10,000	-	100%	Budget to be met

**Events Income                      19,000                      -                      19,000                      19,000                      -                      100%**

**Events Expenditure                      39,600                      17,101                      21,670                      38,771                      829                      98%**



<b>501</b>	<b>People Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4107	Community engagement	2,000	637	1,550	2,187	- 187	109%	Budget to be met
4129	Volunteer Development	1,600	280	1,300	1,580	20	99%	Budget to be met
4425	Social Inclusion	400	634	300	934	- 534	234%	Budget to be met
4430	Children & Young People	6,000	7,411	4,500	11,911	- 5,911	199%	To draw from EMR

**Total People Committee                    10,000                    8,962                    7,650                    16,612 -                    6,612                    166%**

<b>601</b>	<b>Grants</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4134	Community Grants	31,900	10,350	25,000	35,350	- 3,450	111%	Budget to be met
4136	Pop Up Fund	2,000	400	1,200	1,600	400	80%	Budget to be met
4138	Special Grants	25,000	24,998	-	24,998	2	100%	Budget to be met

**Total Grants                    58,900                    35,748                    26,200                    61,948 -                    3,048                    105%**

		<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>
<b>Grand Total Income</b>	222,183	172,554	29,158	218,529	3,654	98%
<b>Grand Total Expenditure</b>	270,636	136,099	145,941	285,251	- 14,615	105%

*\* Find this file in Citrix under Finance/BUDGET*

## Detailed Receipts &amp; Payments by Budget Heading 02/09/2022

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> Income							
1010 Project Income	3,853	35,000	31,147			11.0%	
1076 Precept	166,518	168,183	1,665			99.0%	
<u>101</u> Staff costs							
4100 Staff costs	(42,356)	(93,559)	51,203		51,203	45.3%	
4105 Training	0	(1,500)	1,500		1,500	0.0%	
<u>102</u> Administration							
4101 Councillor allowances	(500)	(3,000)	2,500		2,500	16.7%	
4105 Training	(333)	(1,000)	667		667	33.3%	
4120 Insurance	(1,588)	(1,500)	(88)		(88)	105.9%	
4125 Office Rent	(10,000)	(10,000)	0		0	100.0%	
4126 Room Bookings	0	(1,200)	1,200		1,200	0.0%	
4127 Office maintenance/relocation	(82)	(500)	418		418	16.4%	
4128 Catering	0	(200)	200		200	0.0%	
4130 IT - hosting, computers, email	(2,929)	(6,000)	3,071		3,071	48.8%	
4132 Stationery & Materials	(474)	(700)	226		226	67.7%	
4133 Chair's Allowance	0	(75)	75		75	0.0%	
4135 Tel & post	(846)	(1,500)	654		654	56.4%	
4137 Subscriptions	(35)	(3,000)	2,965		2,965	1.2%	
4139 Travel expenses	191	(300)	491		491	(63.8%)	
4140 Professional fees	(114)	(500)	386		386	22.8%	
4142 Audit fees	(187)	(1,500)	1,313		1,313	12.5%	
4144 Bank charges	(43)	(102)	60		60	41.7%	
4150 Elections costs	(2,688)	(7,278)	4,591		4,591	36.9%	
<u>201</u> Communications							
4110 Website	(940)	(2,500)	1,560		1,560	37.6%	
4200 Queens Park Voice	(2,382)	(4,500)	2,118		2,118	52.9%	
4236 Marketing	(235)	(500)	265		265	46.9%	
<u>301</u> Place							
4300 Community Gardening	(4,105)	(17,500)	13,395		13,395	23.5%	
4301 Dog Strategy	(1,385)	(4,500)	3,115		3,115	30.8%	
4305 Park Development	0	(500)	500		500	0.0%	
4400 Neighbourhood Plan	(56)	0	(56)		(56)	0.0%	
4405 Retailers' Support	0	(500)	500		500	0.0%	
4410 Air Quality	(130)	(500)	370		370	26.1%	
4420 Public & Community Arts	(780)	(2,000)	1,220		1,220	39.0%	
4999 Climate Emergency	(299)	(1,000)	701		701	29.9%	
<u>401</u> Events							
1410 Income Summer Festival	0	10,000	10,000			0.0%	

## Detailed Receipts &amp; Payments by Budget Heading 02/09/2022

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1411 Income Fireworks	0	7,500	7,500			0.0%	
1412 Income Winter Fair	0	1,500	1,500			0.0%	
4201 Events Administration	(4,680)	(9,300)	4,620		4,620	50.3%	
4205 Winter Fair	0	(3,200)	3,200		3,200	0.0%	
4206 Winter Social	0	(100)	100		100	0.0%	
4210 Summer Festival	(12,421)	(17,000)	4,579		4,579	73.1%	
4220 Fireworks	0	(10,000)	10,000		10,000	0.0%	
501 People							
4107 Community engagement	(637)	(2,000)	1,363		1,363	31.8%	
4129 Volunteer Development	(280)	(1,600)	1,320		1,320	17.5%	
4425 Social Inclusion	(634)	(400)	(234)		(234)	158.6%	
4430 Children & Young People	(7,411)	(10,568)	3,157		3,157	70.1%	4,645
601 Grants							
4134 Community Grants	(10,350)	(45,806)	35,456		35,456	22.6%	10,350
4136 Pop Up Fund	(400)	(2,000)	1,600		1,600	20.0%	
4138 Special Grants	(24,998)	(25,000)	2		2	100.0%	
999 VAT data							
115 VAT refund	2,183	0	(2,183)			0.0%	
515 VAT on Payment	(1,799)	0	(1,799)		(1,799)	0.0%	
<b>Grand Totals:- Receipts</b>	<b>172,554</b>	<b>222,183</b>	<b>49,629</b>			<b>77.7%</b>	
<b>Payments</b>	<b>135,905</b>	<b>294,388</b>	<b>158,483</b>	<b>0</b>	<b>158,483</b>	<b>46.2%</b>	
<b>Net Receipts over Payments</b>	<b>36,649</b>	<b>(72,205)</b>	<b>(108,854)</b>				
plus Transfer From EMR	<b>14,995</b>						
<b>Movement to/(from) Gen Reserve</b>	<b>51,643</b>						



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To all Members of the People Committee (Cllrs. Samantha Alleyne (Chair), Ryan Dalton (Vice-chair), Sandra Bynoe, David Fakhr Brian. Nicholas, Eartha Pond, and Stella Wilson) with copies to all other Councillors for information).

You are hereby summoned to attend a **Meeting** of the **People Committee** to be held in the Beethoven Centre at 6pm on **Wednesday 9<sup>th</sup> November 2022.**

Shuwanna Aaron, Director

3<sup>rd</sup> November

### **AGENDA**

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- PP 23-22/23**    **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PP 24-22/23**    **Declarations of interest** – to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PP 25-22/23**    **Minutes of the previous meetings** - to consider for approval the minutes of the Committee meeting held in June 2022.
- PP 26-22/23**    **Public session** – to receive any questions, representations or petitions from members of the Public. *(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).*
- PP 27-22/23**    **Financial Report** - to receive a report of current financial position.
- PP 28-22/23**    **WCC ASB Strategy Consultation** – to discuss and consider for approval an official response to the Consultation.
- PP 29-22/23**    **Working Groups** - to receive verbal reports from Children & Young People, Community Engagement, Events, and Social Inclusion / Care in Queen's Park Working Groups.
- PP 30-22/23**    **Officers' Report** - to receive a verbal update from officers on activities not covered elsewhere.

**QUEEN'S PARK COMMUNITY COUNCIL**

Minutes of the People Committee Meeting held in the Beethoven Centre  
**on Wednesday 9th November 2022** commencing at 18:00.

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As the meeting was not quorate it did not take place. Those items requiring a decision were deferred to an Extraordinary Meeting of the Committee to be held on **Wednesday 30th November 2022.**



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To all Members of the People Committee (Cllrs. Samantha Alleyne (Chair), Ryan Dalton (Vice-chair), Sandra Bynoe, David Fakhr Brian. Nicholas, Eartha Pond, and Stella Wilson) with copies to all other Councillors for information).

You are hereby summoned to attend a **Meeting** of the **People Committee** to be held in the Beethoven Centre at 6pm on **Wednesday 30<sup>th</sup> November 2022**.

Shuwanna Aaron, Director

3<sup>rd</sup> November

### **AGENDA**

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- PP 31-22/23**    **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PP 32-22/23**    **Declarations of interest** – to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PP 33-22/23**    **Minutes of the previous meetings** - to consider for approval the minutes of the Committee meeting held in June 2022.
- PP 34-22/23**    **Public session** – to receive any questions, representations or petitions from members of the Public. *(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).*
- PP 35-22/23**    **Financial Report** - to receive a report of current financial position.
- PP 36-22/23**    **WCC ASB Strategy Consultation** – to discuss and consider for approval an official response to the Consultation.
- PP 37-22/23**    **Working Groups** - to receive verbal reports from Children & Young People, Community Engagement, Events, and Social Inclusion / Care in Queen's Park Working Groups.
- PP 38-22/23**    **Officers' Report** - to receive a verbal update from officers on activities not covered elsewhere.

## **QUEEN'S PARK COMMUNITY COUNCIL**

Minutes of the People Committee Meeting held in the Beethoven Centre  
on **Wednesday 7<sup>th</sup> September 2022** commencing at 18:00.

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**Present:** Cllr Alleyne, Cllr Wilson, Cllr Bynoe, Cllr Dalton

Also present: Shuwanna Aaron, Director; Millie Kent, Project Officer, Liz Thorpe-Tracey, Events co-ordinator, Ray Lancashire, Simon Walton,

**PP16-22/23 Apologies for absence – Cllr Pond**

**PP17-22/23 Declarations of interest and dispensations – none**

**PP18-22/23 Minutes of the previous meeting held on 7 September 2022**

**RESOLVED THAT**, the minutes were APPROVED as a correct record and signed by Cllr. Alleyne.

**PP19-22/23 Public Session -** No questions had been received.

**PP20-22/23 Financial Report**

The Responsible Financial Officer circulated a report on the current financial position of the budget lines that are monitored by the Committee. The report noted that the current position is that most lines are on or close to the budget and the overall picture is positive. A full report will be available for the Place Committee later in the month. The Director added that there was a slight overspend on the Social Inclusion budget line due to support for JoJay's Lunch Club which provides subsidised vegetarian meals for the community. There is a monitoring report available for Councillors to read. It was also noted that Summer Festival is likely to come in under budget and that there was significant spending from the Children and Young people Budget, including the earmarked reserves due to the Summer in Queen's Park Programme.

**RESOLVED THAT**, the report be NOTED.

**PP21-22/23 Working Groups Report**

**Children and Young People Working Group**

The director outlined that the Children and Young People Working Group engaged about 600 residents in the Summer in Queen’s Park Programme that was highly subscribed to by residents and received very positive feedback. There are learning from the programme to be applied in the future.

**Social Inclusion and Care in Queen’s Park**

The director outlines the difficult Emily Engles has had running the Welcome Home Project which she is no longer able to run. Officers are exploring way to make a similar project work. The Council will continue to support JoJay’s lunch Club. Liz Thorpe Tracy highlights the potential for the Social Inclusion Working Group’s involvement in the Warm spaces/Warm banks programme.

**Events and Social Working Group**

Liz Thorpe Tracy outlines the success of summer festival which engaged 2500 residents and more residents and stall in the over 50s area. The Green Futures section of festival and the Health zones were popular. There were some issues with the provision of hot foods – some of the retailers were absent/ not well prepared. An outline of the plans for Fireworks and Winter Festival were discussed. The events working group should be convened to discuss the plans in more details. There was a proposal for an indoor, weatherproof aspect of the winter festival at St Jude’s Hall.

**RESOLVED THAT,** the report be NOTED.

**PP22-22/23 Officers Report**

A written was circulated with the meeting’s papers. The director outlined some of the main point of the report.

Ray Lancashire asked why the Council’s website went down. The director explained that the website went down due to the domain registration lapsed, and provided an update on plans to improve the website management.

**RESOLVED THAT,** the report be NOTED.

*The meeting closed at 19: \_\_ \_\_*

**Minute Ref: PP16-22 – 22/23**

**Signed by**.....  
**Date**.....

**Cllr. Samantha Alleyne (Chair, People Committee)**



<b>Report To:</b>	Queen's Park Community Council		
<b>Title:</b>	Finance Report for October 2022		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Councillor John McArdle, Responsible Financial Officer		
<b>Date of Meeting</b>	30th November 2022	<b>Agenda Item</b>	PP35 - 22/23

## 1 Summary

This report summarises the current financial position at the end of October 2022, together with advance notice of a proposal for a new event.

## 2 Recommendations

That the contents be noted.

## 3 Background

- 3.1 This report has been prepared by Councillor John McArdle as Responsible Financial Officer with the support and assistance of Director Shuwanna Aaron.
- 3.3 As there is no meeting of the Council in November, only Committee meetings, there are no decisions to be made and the report is for information only. As the same paper is to be presented to both the People and Place Committees it will be circulated in advance to all councillors in addition to forming part of the pack for each meeting.
- 3.4 The next report to Council will be in January 2023 and will set the Budget and Precept for 2023/24.

## 4 Current Financial Position

- 4.1 Under the Council's Financial Regulations the RFO is required to report from time to time on material differences between the budget and the actual financial performance with material being determined as a difference of £100 or 15%.
- 4.2 A detailed analysis has been undertaken of income and expenditure on each Cost Centre for 2022/23 and these are shown in Appendix 1. It is anticipated that overall income and expenditure will come in close to budget although there are some variations in spending between individual lines. Where the variation is significant there is a comment against it in Appendix 1.

4.3 The Council Detail Report at Appendix 2 provides details of the figures held on the Rialtas accounting system. These have been reconciled to the bank account as required.

## **5 Future Proposal**

5.1 The People Committee is asked to note the additional income line under Events "1045 Black History Month" which is a result of collections which took place at the successful presentations of the play "Out of the Picture".

5.2 The scale and number of activities undertaken during the month has increased year on year and a proposal to establish this programme as a separate event will be brought to Council in January 2023. That will be a matter for the full council to decide.

**Appendix: Budget Monitoring 2022/23**
**Oct-22**

<b>100</b>	<b>Income</b>	<b>Target</b>	<b>YTD</b>	<b>Year to Come</b>	<b>Fore cast</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
1010	Project Income	35,000	3,853	22,658	26,511	8,489	76%	Possible shortfall
1076	Precept	168,183	166,518	-	166,518	1,665	99%	Budget to be met
<b>Total Income</b>		<b>203,183</b>	<b>170,371</b>	<b>22,658</b>	<b>193,029</b>	<b>10,154</b>	<b>95%</b>	

<b>101</b>	<b>Staff Costs</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4100	Staff costs	93,559	55,471	32,240	87,711	5,848	94%	Budget to be met
4105	Training	1,500	-	1,000	1,000	500	67%	Budget to be met
<b>Total Staff costs</b>		<b>95,059</b>	<b>55,471</b>	<b>33,240</b>	<b>88,711</b>	<b>6,348</b>	<b>93%</b>	

<b>102</b>	<b>Adminisrtation</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4101	Councillor allowances	3,000	500	2,250	2,750	250	92%	Budget to be met
4105	Training	1,000	333	500	833	167	83%	Budget to be met
4120	Insurance	1,500	1,588	-	1,588	- 88	106%	Budget to be met
4125	Office Rent	10,000	10,000	-	10,000	-	100%	Budget to be met
4126	Room Bookings	1,200	586	650	1,236	- 36	103%	Budget to be met
4127	Office Maintenance	500	82	450	532	- 32	106%	Budget to be met
4128	Catering	200	-	140	140	60	70%	Budget to be met
4130	IT Costs	6,000	3,744	2,900	6,644	- 644	111%	Budget to be met
4132	Stationery & Materials	700	572	-	572	128	82%	Slight overspend
4133	Chair's Allowance	75	-	75	75	-	100%	Budget to be met
4135	Tel & post	1,500	1,046	75	1,121	379	75%	Budget to be met
4137	Subscriptions	3,000	35	-	35	2,965	1%	Budget to be met
4139	Travel expenses	300	- 191	300	109	191	36%	Underspend likely
4140	Professional fees	500	114	-	114	386	23%	Underspend likely
4142	Audit fees	1,500	1,019	-	1,019	481	68%	Underspend likely
4144	Bank charges	102	60	43	103	- 1	100%	Budget to be met
4150	Elections costs	7,278	2,688	3,000	5,688	1,590	78%	EMR to be added
<b>Total Administration</b>		<b>38,355</b>	<b>22,176</b>	<b>10,383</b>	<b>32,559</b>	<b>5,797</b>	<b>85%</b>	

<b>201</b>	<b>Communications</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4110	Website	2,500	940	250	1,190	1,310	48%	Budget to be met
4200	Queens Park Voice	4,500	2,382	2,860	5,242	- 742	116%	Possible overspend
4236	Marketing	500	257	250	507	- 7	101%	Budget to be met
<b>Total Communications</b>		<b>7,500</b>	<b>3,579</b>	<b>-</b>	<b>6,939</b>	<b>561</b>	<b>93%</b>	

<b>301</b>	<b>Place Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4300	Community Gardening	17,500	8,124	8,430	16,554	946	95%	Budget to be met
4301	Dog Strategy	4,500	2,615	2,130	4,745	- 245	105%	Budget to be met
4305	Park Development	500	-	500	500	-	100%	Budget to be met
4400	Neighbourhood Plan	-	56	-	56	- 56	N/A	Small overspend
4405	Retailers' Support	500	-	-	-	500	0%	Budget to be met
4410	Air Quality	500	130	-	130	370	26%	Budget to be met
4420	Public & Community Arts	2,000	1,530	600	2,130	- 130	107%	Budget to be met
4999	Climate Emergency	1,000	1,046	-	1,046	- 46	105%	Slight overspend
<b>Total Place Committee</b>		<b>26,500</b>	<b>13,501</b>	<b>11,660</b>	<b>25,161</b>	<b>1,339</b>	<b>95%</b>	

<b>401</b>	<b>Events</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
1410	Income Summer Festival	10,000	13,927	-	13,927	- 3,927	139%	Additional revenue
1411	Income Fireworks	7,500	1	7,500	7,501	- 1	100%	Budget to be met
1412	Income Winter Fair	1,500	-	1,500	1,500	-	100%	Budget to be met
1415	Income BHM	-	450	-	450	- 450	N/A	New Income line
4201	Events Administration	9,300	4,680	4,620	9,300	-	100%	Budget to be met
4205	Winter Fair	3,200	-	3,200	3,200	-	100%	Budget to be met
4206	Winter Social	100	-	100	100	-	100%	Budget to be met
4210	Summer Festival	17,000	17,452	-	17,452	- 452	103%	Slight overspend
4220	Fireworks	10,000	-	10,000	10,000	-	100%	Budget to be met
<b>Events Income</b>		<b>19,000</b>	<b>14,378</b>	<b>9,000</b>	<b>22,928</b>	<b>- 3,928</b>	<b>121%</b>	
<b>Events Expenditure</b>		<b>39,600</b>	<b>22,132</b>	<b>17,920</b>	<b>40,052</b>	<b>- 452</b>	<b>101%</b>	

<b>501</b>	<b>People Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4107	Community engagement	2,000	852	1,150	2,002	- 2	100%	Budget to be met
4129	Volunteer Development	1,600	299	1,200	1,499	101	94%	Budget to be met
4425	Social Inclusion	400	634	-	634	- 234	159%	Overspend on activities
4430	Children & Young People	10,568	7,496	3,500	10,996	- 428	104%	Budget to be met

**Total People Committee                    14,568                    9,281                    5,850                    15,131 -                    563   104%**

<b>601</b>	<b>Grants</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4134	Community Grants	31,900	9,350	25,000	34,350	- 2,450	108%	Budget to be met
4136	Pop Up Fund	2,000	400	1,600	2,000	-	100%	Budget to be met
4138	Special Grants	25,000	24,998	-	24,998	2	100%	Budget to be met

**Total Grants                                    58,900                    34,748                    26,600                    61,348 -                    2,448   104%**

		<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>
<b>Grand Total Income</b>	222,183	186,932	22,658	215,957	6,226	97%
<b>Grand Total Expenditure</b>	280,482	161,510	105,652	269,900	10,582	96%

*\* Find this file in Citrix under Finance/BUDGET*

20:00

## Detailed Receipts &amp; Payments by Budget Heading 01/11/2022

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> Income							
1010 Project Income	3,853	35,000	31,147			11.0%	
1076 Precept	166,518	168,183	1,665			99.0%	
<u>101</u> Staff costs							
4100 Staff costs	(55,471)	(93,559)	38,088		38,088	59.3%	
4105 Training	0	(1,500)	1,500		1,500	0.0%	
<u>102</u> Administration							
4101 Councillor allowances	(500)	(3,000)	2,500		2,500	16.7%	
4105 Training	(333)	(1,000)	667		667	33.3%	
4120 Insurance	(1,588)	(1,500)	(88)		(88)	105.9%	
4125 Office Rent	(10,000)	(10,000)	0		0	100.0%	
4126 Room Bookings	(586)	(1,200)	614		614	48.8%	
4127 Office maintenance/relocation	(82)	(500)	418		418	16.4%	
4128 Catering	0	(200)	200		200	0.0%	
4130 IT - hosting, computers, email	(3,744)	(6,000)	2,256		2,256	62.4%	
4132 Stationery & Materials	(572)	(700)	128		128	81.7%	
4133 Chair's Allowance	0	(75)	75		75	0.0%	
4135 Tel & post	(1,046)	(1,500)	454		454	69.7%	
4137 Subscriptions	(35)	(3,000)	2,965		2,965	1.2%	
4139 Travel expenses	191	(300)	491		491	(63.8%)	
4140 Professional fees	(114)	(500)	386		386	22.8%	
4142 Audit fees	(1,019)	(1,500)	481		481	67.9%	
4144 Bank charges	(60)	(102)	43		43	58.3%	
4150 Elections costs	(2,688)	(7,278)	4,591		4,591	36.9%	
<u>201</u> Communications							
4110 Website	(940)	(2,500)	1,560		1,560	37.6%	
4200 Queens Park Voice	(2,382)	(4,500)	2,118		2,118	52.9%	
4236 Marketing	(257)	(500)	243		243	51.3%	
<u>301</u> Place							
4300 Community Gardening	(8,124)	(17,500)	9,376		9,376	46.4%	
4301 Dog Strategy	(2,615)	(4,500)	1,885		1,885	58.1%	
4305 Park Development	0	(500)	500		500	0.0%	
4400 Neighbourhood Plan	(56)	0	(56)		(56)	0.0%	
4405 Retailers' Support	0	(500)	500		500	0.0%	
4410 Air Quality	(130)	(500)	370		370	26.1%	
4420 Public & Community Arts	(1,530)	(2,000)	470		470	76.5%	
4999 Climate Emergency	(1,046)	(1,000)	(46)		(46)	104.6%	
<u>401</u> Events							
1410 Income Summer Festival	13,927	10,000	(3,927)			139.3%	

## Detailed Receipts &amp; Payments by Budget Heading 01/11/2022

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1411 Income Fireworks	1	7,500	7,499			0.0%	
1412 Income Winter Fair	0	1,500	1,500			0.0%	
1415 Income Black History Month	450	0	(450)			0.0%	
4201 Events Administration	(4,680)	(9,300)	4,620		4,620	50.3%	
4205 Winter Fair	0	(3,200)	3,200		3,200	0.0%	
4206 Winter Social	0	(100)	100		100	0.0%	
4210 Summer Festival	(17,452)	(17,000)	(452)		(452)	102.7%	
4220 Fireworks	0	(10,000)	10,000		10,000	0.0%	
501 People							
4107 Community engagement	(852)	(2,000)	1,148		1,148	42.6%	
4129 Volunteer Development	(299)	(1,600)	1,301		1,301	18.7%	
4425 Social Inclusion	(634)	(400)	(234)		(234)	158.6%	
4430 Children & Young People	(7,496)	(10,568)	3,072		3,072	70.9%	4,645
601 Grants							
4134 Community Grants	(9,350)	(45,806)	36,456		36,456	20.4%	10,350
4136 Pop Up Fund	(400)	(2,000)	1,600		1,600	20.0%	
4138 Special Grants	(24,998)	(25,000)	2		2	100.0%	
999 VAT data							
115 VAT refund	2,183	0	(2,183)			0.0%	
515 VAT on Payment	(622)	0	(622)		(622)	0.0%	
<b>Grand Totals:- Receipts</b>	<b>186,932</b>	<b>222,183</b>	<b>35,251</b>			<b>84.1%</b>	
<b>Payments</b>	<b>161,508</b>	<b>294,388</b>	<b>132,880</b>	<b>0</b>	<b>132,880</b>	<b>54.9%</b>	
<b>Net Receipts over Payments</b>	<b>25,425</b>	<b>(72,205)</b>	<b>(97,630)</b>				
plus Transfer From EMR	<b>14,995</b>						
<b>Movement to/(from) Gen Reserve</b>	<b>40,419</b>						

Report To:	Queen's Park Community Council		
Title:	WCC Strategy Response		
Purpose:	For information and discussion		
Author:	Shuwanna Aaron, Acting Proper Officer		
Date of Meeting	30/11/2022	Agenda Item	<b>PP 28-22/23</b>

## 1 Summary

This report summaries the main point of feedback that will be provided as part of QPCC's official response to Westminster City Council's ASB Strategy consultation. Please read the full details of the strategy online:

[file:///C:/Users/cdpqp/Downloads/ASB%20Strategy%20Consultation\\_Corporate%20Template%20V.11%20\(1\).pdf](file:///C:/Users/cdpqp/Downloads/ASB%20Strategy%20Consultation_Corporate%20Template%20V.11%20(1).pdf)

## 2 Recommendations

That the Council discusses the strategy, and provide additional guidance for the response to the consultation.

## 3 Main Point

Positive feedback	<ul style="list-style-type: none"> <li>- Well-rounded considerations</li> <li>- Evidence of co-creation with community and survivors</li> <li>- Clear acknowledgment for the need of an empowered and trauma centred approach to support and the legal process.</li> <li>- The prevention and early intervention approach, positively seeks to deter anti-social behaviours.</li> <li>- Advocates flexibility, case by case considerations and empowers survivors to engage with restorative justice.</li> </ul>
Concerns/ issues	
Definitions	The Strategy's definition of anti-social behaviour encompasses behaviours/ actions that also fall under the Hate Crime legislation. There is however, no outline of how these legislations will interact in cases nor how decisions will be made about which legislation will apply to a case; thereby, leaving space for discriminatory practices based on biases.
Addressing underlying causes of ASB	<p>There is clear acknowledgement of the ways that disadvantage leads to participation in anti-social behaviours and an acknowledgement that this should be considered when dealing with and preventing ASB.</p> <p>There is also a clean understanding that it is necessary to work across agencies, organisations and the community to address ASB at the root.</p> <p>However, there is not a great deal of commitment on redressing the issues that lead to ASB. For example working across the community to</p>



	ensure there is provision of youth services, which is to divert those at risk.
Communication	<p>Whilst the strategy outlines a number of resources and support available to residents there is not a focus on how these will be communicated to the community.</p> <p>A clear and proactive strategy for educating/signposting/communicating prevention and early intervention approaches will be necessary to fulfil the strategy's aim to empower individuals and communities to challenge ASB.</p>
Sharing information	<p>The Strategy proposes to "identify individuals that have a court sanction made against them as a result of their Anti-Social behaviour".</p> <p>Concerns:</p> <ul style="list-style-type: none"> <li>- How will these identifications be used by agencies and to what impact?</li> <li>- What is the deterrent potential? What is the potential that such labels will exacerbate participation in ASB?</li> <li>- Has the mental and physical health and safety of those identified been considered?</li> <li>- What are the criteria and processes for deciding when it is appropriate to make this identification?</li> </ul>
Funding	<p>There has been no mention of funding to implement the strategy.</p> <ul style="list-style-type: none"> <li>- Has additional funding been provided and how realistic is this implementation long term without additional funding?</li> <li>- Does this then change as a result of council leadership or has this got cross party agreement?</li> </ul>

Report To:	Queen's Park Community Council		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Shuwanna Aaron, Acting Proper Officer		
Date of Meeting	<b>30/11/2022</b>	Agenda Item	<b>PP 38 22/23</b>

## 1 Summary

This report sets out some of the activity undertaken by Officers in the past few months and activities proposed for the next few months over the summer.

## 2 Recommendations

That the Council notes the Report and discusses the matters raised.

## 3 Main tasks / issues since last full meeting of Committee

Community Engagement	<p>Officers worked with Residents and Councillors to facilitate a well-attended Black History Month Exhibition on October 31<sup>st</sup>. The event included live performances and exhibits from residents and local organisations.</p> <p>Officers have also supported the production of the Fanny Eaton Play at the Beethoven Centre which was attended by over 100 people across two performances. Donations in excess of £400 were collected towards the cost of the project.</p> <p>Officers also attended the Community For All Black History Months showcase and Dinner, which was well attended by local people and representatives from the City Council.</p>
Volunteer Development	Officers are in the process of inducting two young volunteers to support the Council's events and appropriate administrative tasks.
Social Inclusion / Care in Queen's Park	<p>Officers have met with the Community Champions and the Beethoven Centre to discuss the potential of a collaborative efforts to support those in the community struggling with the cost of living crisis and winter poverty. Including potential for:</p> <ul style="list-style-type: none"> <li>- Setting up a community information café</li> <li>- Participating in the warm spaces' programmes</li> <li>- Supporting the distribution of necessities locally</li> </ul>
Children and Young People	Officers are set to meet with the co-ordinator at Sayer's Croft residential centre in Surrey (owned by WCC) to discuss the potential for a residential trip in Summer 2023.

Events management	<p>Plans for the Fireworks Display have been finalised, and the event in only a few days out. The format of the event will be the same as previous years with an additional stall in St Jude’s selling light-up toys.</p> <p>Plans for winter festival are also going ahead with the event taking the same form as previous years, with the addition of activities and other provisions in St Jude’s hall running alongside the festival in the park.</p> <p>Officers are discussing the potential for a collaborative Festive Community Lunch/ Winter Social with Age UK.</p>
Grants	<p>The Grants Panel’s recommendations to full council for the September – October round of the programme was approved and Officers have been supporting applicants through the process.</p> <p>There have been a number of issues affecting the Kids Architecture project which was funded in the Winter-Spring round of the Community Grants programme, despite support the project has not been able to attract support from local partners nor up-take from residents. After discussion with the Chair of the Council and the RFO it was communicated to the project manager that the Council could no longer support the project. A report of spending and a reimbursement of unspent funding has been requested.</p>

#### **4 Main tasks / issues since last full meeting of Committee**

Due to the ongoing recruitment Officers will not propose new activities over the coming months. All time-sensitive ongoing activities will continue and other activities will come to a pause if necessary.



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To all Members of the People Committee (Cllrs. Samantha Alleyne (Chair), Ryan Dalton (Vice-chair), Sandra Bynoe, David Fakhr Brian. Nicholas, Eartha Pond, and Stella Wilson) with copies to all other Councillors for information).

You are hereby summoned to attend a **Meeting** of the **People Committee** to be held in **St Luke's Church, Fernhead Road** at 6pm on **Wednesday 22<sup>nd</sup> February 2023**.

Shuwanna Aaron, Director

15 February

### **AGENDA**

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- PP 39-22/23**    **Apologies for absence** – to receive and approve any apologies for absence from councillors.
- PP 40-22/23**    **Declarations of interest** – to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- PP 41-22/23**    **Minutes of the previous meetings** - to consider for approval the minutes of the Committee meeting held on 30 November 2022.
- PP 42-22/23**    **Public session** – to receive any questions, representations or petitions from members of the Public. *(Members of the Public may speak for up to 3 minutes at the discretion of the Chair).*
- PP 43-22/23**    **Financial Report** - to receive a report of current financial position.
- PP 44-22/23**    **Working Groups** - to receive verbal reports from Children & Young People, Community Engagement, Events, and Social Inclusion / Care in Queen's Park Working Groups.
- PP 45-22/23**    **Chair's Report** – to receive a verbal update from the Chair of the Committee.
- PP 46-22/23**    **Officers' Report** - to receive a verbal update from officers on activities not covered elsewhere.
- PP 47-22/23**    **Items for future agenda** – to table items for future meeting of the Place Committee.

## QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Extraordinary People Committee Meeting held in the Beethoven Centre  
on **Wednesday 30<sup>th</sup> November 2022** commencing at 18:00.

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**Present:** Councillors David Fakhr, Orrel Lawrence, Eartha Pond, Brian Nicholas.

Also present: Shuwanna Aaron, Director, Liz Thorpe- Tracey, Events co-ordinator,  
Ray Lancashire, Simon Walton.

**PP 31-22/23 Apologies for absence** – Councillors Stella Wilson, Samantha Alleyne,  
Ryan Dalton.

Due to the absence of Cllr Alleyne and Dalton, Chair and Vice-Chair of the People  
Committee a vote was taken to appoint a chair for the Meeting.

**RESOLVED THAT**, Cllr Fakhr be appointed to chair the meeting.

**PP 32-22/23 Declarations of interest** – no declarations of interests were declared.

### **PP 33-22/23 Minutes of the previous meetings**

Ray Lancashire notes that the date on the circulated agenda and meeting papers were  
not changed following the cancellation and rescheduling of the People Committee initially  
set to be held 9 November.

**RESOLVED THAT**, the dates are corrected and the minutes APPROVED as a correct  
record and signed by Cllr Fakhr.

**PP 34-22/23 Public session** – No questions had been received.

**PP 35-22/23 Financial Report** – A financial report was circulated in the meeting papers  
noting that overall income and expenditure will come in close to budget although there are  
some variations in spending between individual lines and proposed an additional income  
line under “Events” for Black History Month as a result of donations collected at the “Out  
of the Picture” performances. It was also noted that due to the scale and number of  
activities undertaken during the Black History Month in the past years, a proposal to  
establish this programme as a separate event will be brought to Council in January 2023.

Simon Walton asks that a simplified version of the Cost Centre Report be circulated to  
promote greater clarity about budget spent and remaining.

**RESOLVED THAT**, the report be NOTED and that the Director discuss with the Responsible Financial Officer the possibility of circulating a simpler version of the Cost Centre Report for meetings.

**PP 36-22/23 – WCC ASB Strategy Consultation** – Shuwanna Aaron as Director noted that a report was circulated about the City Council’s consultation on its ASB Strategy. Details of the recommended responses were outlined and discussed by Councillors. Councillors recommended additional response points including the need for localised strategies as opposed to a one-sized fits all approach, the need for a consistent categorisation of what constitutes anti-social behaviour and the prioritisation of low-level anti-social behaviour as part of this strategy rather than the current focus on hate-crime related offences which should be the priority of a hate-crime strategy. Councillors also noted that there needs to be greater focus on overcrowding in housing and the impact in anti-social behaviours and a clear commitment from the City Council to invest into the strategy and the underlying social injustices that contribute to anti-social behaviour.

**RESOLVED THAT**, the report be APPROVED with the addition of recommendations made during the Committee meeting.

Cllr Nicholas leave as 18:50

**PP 37-22/23 Working Groups** - verbal reports from Children & Young People, Community Engagement, Events, and Social Inclusion / Care in Queen’s Park Working Groups were received as part of the Officers’ report.

**PP 38-22/23 Officers’ Report** – Shuwanna Aaron as Director gave a verbal Officers report noting the success of the Council’s Black History Month Exhibition the out of the picture Play which raised in excess of £400 in donations, the recruitment of two young volunteers working in the Office weekly, plans to work with the Community Champions and A2Dominion to set up a warm space at the Beethoven Centre and initial conversations with Sayer’s Croft to organise a residential trip for young people as part of the Summer in Queen’s Park Programme. It was also reported that plans for the Fireworks Display and Winter Festival were being finalised, while conversations about the Winter social were ongoing. The Officer also gave a summary of the Grants funded projects approved by Council in October and noted that no new activities would be started in the coming months due to limited capacity.

**RESOLVED THAT, the report be NOTED.**

*The meeting closed at 19:14.*

**Minute Ref: PP31-38– 22/23**

**Signed by**.....

**Date**.....

**Cllr. David Fakh (Chair, People Committee)**

<b>Report To:</b>	Queen's Park Community Council		
<b>Title:</b>	Finance Report for February 2023		
<b>Purpose:</b>	For Information		
<b>Author:</b>	Councillor John McArdle, Responsible Financial Officer and Shuwanna Aaron, Director		
<b>Date of Meeting</b>	22 February 2023	<b>Agenda Item</b>	PP43 – 22/23

## 1 Summary

This report summarises the current financial position at the end of January 2023.

## 2 Recommendations

That the contents be noted.

## 3 Background

3.1 This report has been prepared by Councillor John McArdle as Responsible Financial Officer with the support and assistance of Director Shuwanna Aaron.

3.2 As there are no decisions to be made the report is for information only.

## 4 Current Financial Position

4.1 Under the Council's Financial Regulations the RFO is required to report from time to time on material differences between the budget and the actual financial performance with material being determined as a difference of £100 or 15%.

4.2 A detailed analysis has been undertaken of income and expenditure on each Cost Centre for 2022/23 and these are shown in Appendix 1. It is anticipated that overall income and expenditure will come in close to budget although there are some variations in spending between individual lines. Where the variation is significant there is a comment against it in Appendix 1.

4.3 The Council Detail Report at Appendix 2 provides details of the figures held on the Rialtas accounting system. These have been reconciled to the bank account as required.



**Appendix: Budget Monitoring 2022/23**
**Jan-23**

<b>100</b>	<b>Income</b>	<b>Target</b>	<b>YTD</b>	<b>Year to Come</b>	<b>Fore cast</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
1010	Project Income	35,000	3,853	-	3,853	31,147	11%	Budget income unlikely to be achieved
1076	Precept	168,183	166,518	-	166,518	1,665	99%	Budget to be met
<b>Total Income</b>		<b>203,183</b>	<b>170,371</b>	<b>-</b>	<b>170,371</b>	<b>32,812</b>	<b>84%</b>	

<b>101</b>	<b>Staff Costs</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4100	Staff costs	93,559	71,511	13,390	84,901	8,658	91%	Budget to be met
4105	Training	1,500	-	500	500	1,000	33%	Some underspend
4235	Recruitment Advertising	-	299	-	299	- 299		New line
<b>Total Staff costs</b>		<b>95,059</b>	<b>71,810</b>	<b>13,890</b>	<b>85,700</b>	<b>9,359</b>	<b>90%</b>	

<b>102</b>	<b>Adminisrtation</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4101	Councillor allowances	3,000	750	1,250	2,000	1,000	67%	Some underspend
4105	Training	1,000	873	-	873	127	87%	Budget to be met
4120	Insurance	1,500	1,588	-	1,588	- 88	106%	Budget to be met
4125	Office Rent	10,000	10,000	-	10,000	-	100%	Budget to be met
4126	Room Bookings	1,200	1,122	300	1,422	- 222	119%	Slight overspend
4127	Office Maintenance	500	82	-	82	418	16%	Budget to be met
4128	Catering	200	81	100	181	19	91%	Budget to be met
4130	IT Costs	6,000	4,855	900	5,755	245	96%	Slight overspend
4132	Stationery & Materials	700	727	-	727	- 27	104%	Slight overspend
4133	Chair's Allowance	75	-	-	-	75	0%	Budget to be met
4135	Tel & post	1,500	1,310	230	1,540	- 40	103%	Budget to be met
4137	Subscriptions	3,000	2,412	-	2,412	588	80%	Some underspend
4139	Travel expenses	300	- 191	-	- 191	491	-64%	Underspend likely
4140	Professional fees	500	114	-	114	386	23%	Underspend likely
4142	Audit fees	1,500	1,019	-	1,019	481	68%	Underspend likely
4144	Bank charges	102	89	17	106	- 4	104%	Budget to be met
4150	Elections costs	7,278	2,688	2,000	4,688	2,590	64%	EMR to be added

<b>Total Administration</b>	<b>38,355</b>	<b>27,519</b>	<b>4,797</b>	<b>32,316</b>	<b>6,039</b>	<b>84%</b>
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<b>201</b>	<b>Communications</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4110	Website	2,500	1,869	-	1,869	631	75%	Budget to be met
4200	Queens Park Voice	4,500	4,243	-	4,243	257	94%	Possible overspend
4236	Marketing	500	257	-	257	243	51%	Budget to be met
<b>Total Communications</b>		<b>7,500</b>	<b>6,369</b>	<b>-</b>	<b>6,369</b>	<b>1,131</b>	<b>85%</b>	

<b>301</b>	<b>Place Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4300	Community Gardening	17,500	11,331	4,000	15,331	2,169	88%	Budget to be met
4301	Dog Strategy	4,500	3,515	900	4,415	85	98%	Budget to be met
4305	Park Development	500	-	-	-	500	0%	Budget to be met
4400	Neighbourhood Plan	-	56	-	56	- 56	N/A	Small overspend
4405	Retailers' Support	500	-	-	-	500	0%	Budget to be met
4410	Air Quality	500	261	-	261	239	52%	Slight underspend
4420	Public & Community Arts	2,000	2,430	-	2,430	- 430	122%	Slight overspend
4999	Climate Emergency	1,000	1,046	-	1,046	- 46	105%	Slight overspend
<b>Total Place Committee</b>		<b>26,500</b>	<b>18,639</b>	<b>4,900</b>	<b>23,539</b>	<b>2,961</b>	<b>89%</b>	

<b>401</b>	<b>Events</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
1410	Income Summer Festival	10,000	13,927	-	13,927	- 3,927	139%	Additional revenue
1411	Income Fireworks	7,500	661	5,339	6,000	1,500	80%	Close to budget
1412	Income Winter Fair	1,500	-	1,500	1,500	-	100%	Budget to be met
1415	Income BHM	-	450	-	450	- 450	N/A	New Income line
4201	Events Administration	9,300	8,550	500	9,050	250	97%	Budget to be met
4205	Winter Fair	3,200	6,308	-	6,308	- 3,108	197%	Overspend on activities
4206	Winter Social	100	-	-	-	100	0%	Budget to be met
4210	Summer Festival	17,000	17,452	-	17,452	- 452	103%	Slight overspend
4220	Fireworks	10,000	10,309	-	10,309	- 309	103%	Budget to be met
<b>Events Income</b>		<b>19,000</b>	<b>15,038</b>	<b>6,839</b>	<b>21,877</b>	<b>- 2,877</b>	<b>115%</b>	
<b>Events Expenditure</b>		<b>39,600</b>	<b>42,619</b>	<b>500</b>	<b>43,119</b>	<b>- 3,519</b>	<b>109%</b>	

<b>501</b>	<b>People Committee</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4107	Community engagement	2,000	852	-	852	1,148	43%	Budget to be met
4129	Volunteer Development	1,600	636	800	1,436	164	90%	Budget to be met
4425	Social Inclusion	400	634	-	634	- 234	159%	Overspend on activities
4430	Children & Young People	10,568	7,796	1,300	9,096	1,472	86%	Budget to be met
<b>Total People Committee</b>		<b>14,568</b>	<b>9,918</b>	<b>2,100</b>	<b>12,018</b>	<b>2,550</b>	<b>82%</b>	

<b>601</b>	<b>Grants</b>	<b>Target</b>	<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>	<b>Notes</b>
4134	Community Grants	31,900	15,070	12,500	27,570	4,330	86%	Budget to be met
4136	Pop Up Fund	2,000	400	1,000	1,400	600	70%	Budget to be met
4138	Special Grants	25,000	24,998	-	24,998	2	100%	Budget to be met
<b>Total Grants</b>		<b>58,900</b>	<b>40,468</b>	<b>13,500</b>	<b>53,968</b>	<b>4,932</b>	<b>92%</b>	

		<b>YTD</b>	<b>YTC</b>	<b>F/C</b>	<b>Variance</b>	<b>%</b>
<b>Grand Total Income</b>	222,183	189,736	-	192,248	29,935	87%
<b>Grand Total Expenditure</b>	280,482	220,551	39,687	257,029	23,453	92%

\* Find this file in Citrix under Finance/BUDGET

## Detailed Receipts &amp; Payments by Budget Heading 31012023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> Income							
1010 Project Income	3,853	35,000	31,147			11.0%	
1076 Precept	166,518	168,183	1,665			99.0%	
<u>101</u> Staff costs							
4100 Staff costs	(71,511)	(93,559)	22,048		22,048	76.4%	
4105 Training	0	(1,500)	1,500		1,500	0.0%	
4235 Recruitment Advertising	(299)	0	(299)		(299)	0.0%	
<u>102</u> Administration							
4101 Councillor allowances	(750)	(3,000)	2,250		2,250	25.0%	
4105 Training	(873)	(1,000)	127		127	87.3%	
4120 Insurance	(1,588)	(1,500)	(88)		(88)	105.9%	
4125 Office Rent	(10,000)	(10,000)	0		0	100.0%	
4126 Room Bookings	(1,122)	(1,200)	78		78	93.5%	
4127 Office maintenance/relocation	(82)	(500)	418		418	16.4%	
4128 Catering	(81)	(200)	119		119	40.3%	
4130 IT - hosting, computers, email	(4,855)	(6,000)	1,145		1,145	80.9%	
4132 Stationery & Materials	(727)	(700)	(27)		(27)	103.9%	
4133 Chair's Allowance	0	(75)	75		75	0.0%	
4135 Tel & post	(1,310)	(1,500)	190		190	87.3%	
4137 Subscriptions	(2,412)	(3,000)	588		588	80.4%	
4139 Travel expenses	191	(300)	491		491	(63.8%)	
4140 Professional fees	(114)	(500)	386		386	22.8%	
4142 Audit fees	(1,019)	(1,500)	481		481	67.9%	
4144 Bank charges	(89)	(102)	13		13	87.3%	
4150 Elections costs	(2,688)	(7,278)	4,591		4,591	36.9%	
<u>201</u> Communications							
4110 Website	(1,869)	(2,500)	631		631	74.8%	
4200 Queens Park Voice	(4,243)	(4,500)	257		257	94.3%	
4236 Marketing	(257)	(500)	243		243	51.3%	
<u>301</u> Place							
4300 Community Gardening	(11,331)	(17,500)	6,169		6,169	64.7%	
4301 Dog Strategy	(3,515)	(4,500)	985		985	78.1%	
4305 Park Development	0	(500)	500		500	0.0%	
4400 Neighbourhood Plan	(56)	0	(56)		(56)	0.0%	
4405 Retailers' Support	0	(500)	500		500	0.0%	
4410 Air Quality	(261)	(500)	240		240	52.1%	
4420 Public & Community Arts	(2,430)	(2,000)	(430)		(430)	121.5%	
4999 Climate Emergency	(1,046)	(1,000)	(46)		(46)	104.6%	

## Detailed Receipts &amp; Payments by Budget Heading 31012023

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>401 Events</b>							
1410 Income Summer Festival	13,927	10,000	(3,927)			139.3%	
1411 Income Fireworks	661	7,500	6,839			8.8%	
1412 Income Winter Fair	0	1,500	1,500			0.0%	
1415 Income Black History Month	450	0	(450)			0.0%	
4201 Events Administration	(8,550)	(9,300)	750		750	91.9%	
4205 Winter Fair	(6,308)	(3,200)	(3,108)		(3,108)	197.1%	
4206 Winter Social	0	(100)	100		100	0.0%	
4210 Summer Festival	(17,452)	(17,000)	(452)		(452)	102.7%	
4220 Fireworks	(10,309)	(10,000)	(309)		(309)	103.1%	
<b>501 People</b>							
4107 Community engagement	(852)	(2,000)	1,148		1,148	42.6%	
4129 Volunteer Development	(636)	(1,600)	964		964	39.8%	
4425 Social Inclusion	(634)	(400)	(234)		(234)	158.6%	
4430 Children & Young People	(7,796)	(10,568)	2,772		2,772	73.8%	4,645
<b>601 Grants</b>							
4134 Community Grants	(15,070)	(45,806)	30,736		30,736	32.9%	11,350
4136 Pop Up Fund	(400)	(2,000)	1,600		1,600	20.0%	
4138 Special Grants	(24,998)	(25,000)	2		2	100.0%	
<b>999 VAT data</b>							
115 VAT refund	4,327	0	(4,327)			0.0%	
515 VAT on Payment	(3,209)	0	(3,209)		(3,209)	0.0%	
<b>Grand Totals:- Receipts</b>	<b>189,736</b>	<b>222,183</b>	<b>32,447</b>			<b>85.4%</b>	
<b>Payments</b>	<b>220,549</b>	<b>294,388</b>	<b>73,839</b>	<b>0</b>	<b>73,839</b>	<b>74.9%</b>	
<b>Net Receipts over Payments</b>	<b>(30,813)</b>	<b>(72,205)</b>	<b>(41,392)</b>				
plus Transfer From EMR		<b>15,995</b>					
<b>Movement to/(from) Gen Reserve</b>		<b>(14,818)</b>					

Report To:	Queen's Park Community Council		
Title:	Officers' Report		
Purpose:	For information and discussion		
Author:	Shuwanna Aaron, Acting Proper Officer		
Date of Meeting	22/02/2023	Agenda Item	<b>PP 46-22/23</b>

## 1 Summary

This report sets out some of the activity undertaken by Officers in the past few months and activities proposed for the next few months over the summer.

## 2 Recommendations

That the Council notes the Report and discusses the matters raised.

## 3 Main tasks / issues since last full meeting of Committee

Volunteer Development	Officers have organised a lunch for Community Gardeners volunteering with HCGA and Friends of Queen's Park Gardens. A visit from Cllr Fitzhugh gave personal thanks from the Council to the Volunteers.
Social Inclusion / Care in Queen's Park	Plans to organise a warm space in partnership with A2 Dominion and the Community Champions have fallen through in some sense. A2D have begun its Warm Space Project, and Officers will continue to work with A2D and other organisations to promote warm space initiatives locally.
Children and Young People	Officers have met with the co-ordinator at Sayer's Croft residential centre in Surrey (owned by WCC) and have put some initial plan in place to facilitate a residential project during Summer 2023.
Events management	<p>Last year's Winter Festival went ahead successfully, with around 1000 residents in attendance. Residents enjoyed the staple activities in addition to the provision of warm food and entertainment in St Jude's Hall.</p> <p>48 residents in need were provided with a Christmas hamper voucher at Winter Festival and around 60 hampers were provided in total as part of the Winter Festival offering.</p> <p>The Council's engagement activity at the Winter Festival, received a significant number of responses from the residents about the need for a Community Hub and proposals about the purpose and offer that the Community Hub should provide. Responses are being collated and a summary will be produced.</p>

	<p>The events working group has met and has generated a number of new ideas/ initiatives to improve the offer to residents as Summer and Winter Festival. The feasibility of these ideas will be discussed with the events co-ordinator and implemented if possible within the limits of the events budgets.</p>
<p>Grants</p>	<p>The next round of the Community Grants Programme has opened and a number of applications have been received. Officers are working with residents to increase the number of resident-led projects proposed for funding.</p> <p>The grant guidelines have been reviewed and amendments have been made to ensure the right information is provided to applicants. New processes have been introduced to ensure greater accountability from applicants to the Council and the Community about the impact of funded projects and the use of public funds including:</p> <ul style="list-style-type: none"> <li>- A limit on the amount of funding that can be requested by voluntary organisations and constituted community groups – 25% of the total funding requested.</li> <li>- Successful applicants will now be receiving funding in two payments 50% in advance of the project and 50% on receipt of a monitoring form. QPCC will continue offering to act as banker to individuals and un-constituted groups to limit out-of-pocket spending.</li> </ul> <p>The application forms for individuals and un-constituted groups have been separated from the application forms for voluntary and constituted groups to create greater clarity for applicants, and to provided consistency for the grants panel when reviewing applications.</p> <p>The grants panel has met to discuss improvements to the grants programme, recommendations include:</p> <ul style="list-style-type: none"> <li>- Increasing the funding available in the Pop-up Grants Programme to £250 to reflect rising costs and to promote an increase in applications to the Pop-up Grant fund. The Panel has suggested a potential increase to £300 if, following the initial uplift, it is considered that another uplift would increase the impact of the grant and the number of applications to the programme.</li> <li>- Greater clarity on the purpose of the Pop-up Grants Programme as a means of trailing concepts and as a stepping stone to application to the Community Grants Programme.</li> <li>- Further clarity on the additional support that can be provided to successful applicants to the pop-up grant programme (e.g.</li> </ul>



	<p>Administrative support, stationary and access to other resources already held by the Council.</p> <ul style="list-style-type: none"> <li>- Improvements to the grant scoring sheets to provide better guidance to the panellists on how applicants can meet the criteria of each scoring category.</li> </ul> <p>The grants panel will now also:</p> <ul style="list-style-type: none"> <li>- Review and report to Committee and Council on the monitoring and evaluation of grant funded projects</li> <li>- Part-take in monitoring visit to funded project</li> </ul>
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#### **4 Main tasks / issues since last full meeting of Committee**

Meetings of the Social Inclusion, Children and Young People and Community Engagement working groups will meet following the People Committee to discuss recommendation of activities for the year to come. Officers will work with Councillors and Volunteers to make proposals to Council and to take forward approved projects.