

SECTION 1A - To be filled in by submitter of the Motion:

Report from	Cllr. Shola Delip
On behalf of	Community Lounge Working Group
Date	14.09.2024
For Meeting of Council/Committee	Full Council meeting
Date of meeting	24 th September 2024
Agenda item no.	106/24-25
Confidentiality	N/A
TITLE OF MOTION	Funding Approval for Community Lounge (CL)
MOTION(S)	<ul style="list-style-type: none"> a) To receive update from Community Lounge on development since the FCNTC in Oct 2024 b) To approve funding of £2370 for Community Lounge venue booking, refreshments and activities for the period 1-Nov-2024 – 31-Oct-2025
Background	<ul style="list-style-type: none"> • The Community Lounge has been running for the last 1 year and 10 months (initially known as Warm Hub) very well, led by NTC and a number of community volunteers. Recently it has been used by refugees to learn English, get refreshments and other items donated by residents of Northstowe. • Lots of activities have been conducted at the community lounge partnering with other community groups like Neighbourhood Watch, Northstowe allotments and Sustainable Northstowe. • Initially when Community Lounge started it was run on 2 days Wednesdays during day time from 10 - 12 and Thursday evenings from 6pm – 8pm. Due to lack of volunteers on Wednesday mornings CLWG came to a consensus to only run the Thursday evening sessions from Sept 2023. • CL Working Group with existing volunteers are happy to lead/ co-lead on a rota basis from Nov 2024 – Oct 2025. A rota will be created beginning of each month. • For the 1-Nov-2024 – 31-Oct-2025 period – one session per week on Thursdays of a total of 2 hours 30 mins – 2 hours session running time and 15 mins at each end for venue preparation and close up. • Additional room is booked for well being activities like Yoga, mindfulness or other activities for the benefit of the community. • Additional volunteers are consolidated periodically from the community, where needed.
Recommendations	<p>The Community Lounge Working Group recommends for the town council, to continue its operations and lead for the 1-Nov-2024 – 31-Oct-2025 period.</p> <ul style="list-style-type: none"> a) CL has been running successfully for the last 1 year and 10 months and the CLWG would recommend the Town Council to approve the budget of £2370 for Community Lounge venue booking, refreshments and activities for the period 1-Nov-2024 – 31-Oct-2025
Appendices	
Documents:	Budget proposal; Overview of funds spend to date (in current grant period)

SECTION 1B - To be filled in by submitter of the Motion:

Input needed from Clerk	
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NOTE: Agenda item requests: in order to be considered for inclusion on the agenda, motions with all associated papers *must* be received by the Clerk in a final format at least 7 clear daysⁱ before the meeting at which you would like your item to be considered – if any input is required from the Clerk please provide sufficient additional time for the Clerk to schedule in for any feedback and/or additional research that may be required.

SECTION 2 - To be filled in by the Clerk:

Meets/links with Council objectives:	Services for Community	√
Staffing Implications: ⁱⁱ	YES: Community Lounge will have some ongoing staffing input needs, to assist in ensuring all paperwork (e.g. Risk Assessment) is in place and kept up-to-date; shopping trips for refreshment supplies; communications with lead (Council) volunteers; and support in promotion of activities; securing bookings venue.	←
Volunteer need implications:	YES: Success of Community Lounge remains dependent on sufficient volunteers being available for each session, and ongoing coordination of volunteer work through lead Councillor volunteers who can manage volunteer rotas and health and safety and safeguarding aspects.	←
Equalities & Human Rights ⁱⁱⁱ	There are no equalities and human rights issues Details, where relevant: N/A	
Crime and Disorder ^{iv}	Crime and disorder have been considered Details, where relevant: RA includes mitigation measures.	√
Biodiversity ^v	There are no (negative) bio-diversity implications Details, where relevant: N/A	
Sustainability	Is in line with the Council's Plastic-Free Pledge YES - e.g. paper cups rather than plastic cups are used.	√
Financial ^{vi}	There are no financial implications at this stage – N/A	
	There will be financial implications; Details: YES – Costs as per proposal and attached budget. There is a new Cambridgeshire ACRE grant offer to come our way any time soon; it is as yet unclear how much will be on offer in this new grant offer. It is for the Town Council to consider whether it will want to take C.ACRE up on the grant offer or fully finance this itself instead.	←
	There is provision within the budget; Budget heading & details: YES: There is a budget allocation for the Northstowe Community Lounge of £2,200 for the '24-25 financial year. Of this, £671.85 has been used to date (as of 19 th Sep. 2024). This should cover the expenditure as expected until end of March 2024. Budget availability for '25-'26 will depend on Council budget setting.	←
	Decisions may give rise to additional expenditure; Details: POTENTIALLY: Were any further costs for refreshments or any costs associated with activities to materialise, these would need to be covered through NTC budget, or an alternative income source.	←
	Decisions may have potential for income generation; Details: N/A	
Other Resource implications (besides finance):	Details: YES: Secure storage of refreshments and materials has been secured in the Temporary Community Centre.	←
Health and Safety implications ^{vii}	Details: Warm Hub RA has details.	√
Legal	Power under which the spend can be actioned: ^{viii}	√

	<ul style="list-style-type: none"> • General Power of Competence. • Open Spaces Act 1906, section 9-10 – provision of recreational facilities. • Local Government (Miscellaneous Provisions) Act 1976, section 19 – provision of recreational facilities; provision of buildings for use of clubs having athletic, social or educational objectives. 	
	GDPR - Data Privacy Impact Assessment: ^{ix} Details, where relevant: YES: Details of volunteers and participants, and any other personal data gathering that may take place, to be considered	←
	Other considerations: N/A	√
Risk Management	Material risks ^x exist and these are considered and being assessed: Details: Risk Assessment for Warm Hub is present on site.	√
Other Considerations:	N/A	

ⁱ Northstowe Town Council's [Standing Order 9 b,d](#).

ⁱⁱ The Council has a legal duty to ensure it looks after employees' health and wellbeing (the Health and Safety at Work etc act 1974).

ⁱⁱⁱ The key legislation regarding unlawful discrimination is the Equality Act 2010, which amongst other requires the Council to monitor for compliance with the Equality Duty.

^{iv} The Council has a legal duty to act with due regards to crime and disorder in the area (Crime and Disorder Act 1998, s17).

^v The Council has a legal duty to have regard to conserving biodiversity (Natural Environment and Rural Communities Act 2006, s40).

^{vi} It is the RFO's duty to manage financial risks on behalf of the Council, as described in the Local Audit and Accountability Act 2014 and Accounts and Audit Regulations 2015, reg 4.

^{vii} See also Town Council's [Health and Safety Policy](#).

^{viii} See here for an [Overview of relevant discretionary powers](#) beyond the General Power of Competence.

^{ix} See also the Town Council's [Data Protection Policy](#).

^x See Town Council's [Risk Management Plan](#).