

# Freemen Community Meeting

**Linwood Centre, Linwood Lane  
On Wednesday, 7 October 2009  
Starting at 6:00 pm**

**The meeting will be in two parts**

**6:00pm – 6:30pm**

**Meet your Councillors and local service providers dealing with:-**

- Saffron Fete
- Traffic and Transport
- Housing
- City Warden
- Drug & Alcohol Action Team
- Police & Community Safety

**6:30pm – 8:00pm**

**Get involved in your area and planning for the future. There will be presentations and discussions on:**

- Highways and Residents' Parking
- Drug & Alcohol Action Team
- Police Update
- City Warden

**YOUR community. YOUR voice.**

**Your Ward Councillors are:**

**Councillor Dale Keeling  
Councillor Bill Shelton**

## **Making Meetings Accessible to All**

### **WHEELCHAIR**

Meetings are held in a variety of community venues. We will only hold meetings in venues where there is suitable access for wheelchairs. If you have any concerns about accessing a venue by wheelchair, please contact the Democratic Services Officer on the details provided.

### **BRILLE / AUDIO TAPE – CD / TRANSLATION**

If you require this agenda or a particular part of it to be translated or provided on audio tape, the Democratic Services Officer can organise this for you (production times will depend on equipment facility availability). In certain cases, subject to the agreement of the local Councillors, translation facilities can be provided at the meeting.

### **INDUCTION LOOPS – HEARING AT MEETINGS**

We provide a loop system at every meeting for people with hearing aids. If you have a hearing aid, please speak to the Democratic Services Officer at the meeting for further assistance if you think you won't be able to hear what's being discussed. There is also a facility which can help people hear better if you don't have a hearing aid but are hard of hearing, again please speak to the Democratic Services Officer about this.

# INFORMATION FAIR

## PLEASE SEE BELOW FOR DETAILS OF SERVICE REPRESENTATIVES YOU CAN TALK TO AT THIS MEETING

You can raise matters of concern, give opinions and find out information which may be of use

<b>Ward Councillors and General Information</b> Talk to your local councillors or raise general queries	<b>Saffron Fete</b> Information about how the day went this year
<b>Traffic and Transport</b> Talk to officers about highways issues	<b>Residents' Parking Scheme</b> Update on the proposals for a parking scheme in the ward
<b>Neighbourhood Housing Office</b> Talk to the local Housing Manager about Council Housing issues	<b>City Warden</b> Talk to your local City Warden
<b>Drugs and Alcohol Action Team</b> A consultation to find out what services are needed and where	<b>Community Safety</b> Advice on a variety of community safety issues
<b>Police</b> Local Police will be present to discuss local issues	

**The first part of the agenda covers formal items which the Councillors need to deal with to ensure that regulations on holding meetings are kept to.**

**1. ELECTION OF CHAIR**

Councillors will elect a Chair for the meeting.

**2. APOLOGIES FOR ABSENCE**

**3. DECLARATIONS OF INTEREST**

The first main item on the agenda is Declaration of Interest where Councillors have to say if there is anything in the agenda they have a personal interest in. For example if a meeting was due to discuss a budget application put forward by a community group and one of the Councillors was a member of that group, they would not be able to take part in the decision on that budget application.

Councillors are asked to declare any interest they may have in the business on the agenda, and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.

**4. MINUTES OF PREVIOUS MEETING**

**Appendix A**

The minutes of the previous Freeman Community Meeting, held on 10 June 2009, are attached and Members are asked to confirm them as a correct record.

**This next part of the agenda covers items where input from you on issues that affect your community is welcomed.**

**5. HIGHWAYS AND RESIDENTS' PARKING**

Andy Thomas, Head of City Development, will give an update on highways issues in the ward and will consult about changes to the proposed residents' parking scheme.

**6. DRUG AND ALCOHOL ACTION TEAM CONSULTATION**

Alyson Taylor from the Drug and Alcohol Action Team (DAAT) will introduce a consultation about the reconfiguration of substance misuse services in the city.

## 7. POLICE UPDATE

Officers from the Local Policing Unit will give an update on policing issues in the ward.

## 8. CITY WARDEN

Barbara Whitcombe, City Wardens Manager, will give an update on the work of the City Wardens and will introduce the new Warden for the ward, Scott Clark.

## 9. COMMUNITY MEETING BUDGETS

### Appendix B

**Councillors are reminded that they will need to declare any interest they may have in budget applications, and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.**

Jerry Connolly, Member Support Officer, will give an update on current spend on the Community Meeting budgets, and will introduce any applications that have been received.

The following applications have been received and are attached to this agenda:

- B1** – The Saftas – Saffron Community Health Alliance
- B2** – Community Association Health & Safety bid
- B3** – Dog waste bins

## 10. ANY OTHER BUSINESS

### **Help us to make improvements!**

Please help us to improve Community Meetings by filling in an **Evaluation sheet** to let us know what you thought of the meeting. Thank you.

**For further information contact**

Heather Kent, Democratic Services Officer or Jerry Connolly, Members Support Officer, Resources Department, Leicester City Council, Town Hall, Town Hall Square, LEICESTER, LE1 9BG

Phone 0116 229 8816 / 8823

Fax 0116 229 8819

[Palbinder.Mann@leicester.gov.uk](mailto:Palbinder.Mann@leicester.gov.uk) / [Jerry.Connolly@leicester.gov.uk](mailto:Jerry.Connolly@leicester.gov.uk)

[www.leicester.gov.uk/communitymeetings](http://www.leicester.gov.uk/communitymeetings)

# FREEMEN COMMUNITY MEETING

**Your Community, Your Voice**

**Record of Meeting and Actions**

**6:00 pm, Wednesday, 10 June 2009**

**Held at: Aylestone Leisure Centre, Saffron Lane**

Who was there:

Councillor Dale Keeling
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Councillor Bill Shelton
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## INFORMATION SHARING – ‘CAROUSEL’ SESSION

The following information stands were sited in the room. Members of the public visited the stands and were given an opportunity to meet Councillors, Council staff and the local Police and to bring enquiries and raise and issues.

### **Ward Councillors**

#### **Regeneration and Transport**

Advice and information about highways issues.

#### **City Wardens**

The local city warden talked to residents about their concerns and work being done in the area.

#### **Britain in Bloom**

Information about Leicester’s plans for this competition this year.

#### **Police**

Residents could discuss issues with members of the neighbourhood policing team.

#### **Housing**

John Thomson, Neighbourhood Housing Manager was present to discuss issues with tenants.

#### **Fit & Active Families**

A chance to find out more about their work and the Ministry of Food project.

At the conclusion of this informal session members of the public were invited to take their seats and take part in the formal session of the meeting.



#### **42. ELECTION OF CHAIR**

Councillor Shelton was appointed as Chair for the meeting.

#### **43. APOLOGIES FOR ABSENCE**

Councillor Keeling sent apologies for the first part of the meeting due to a Special Olympics event.

#### **44. DECLARATIONS OF INTEREST**

Councillors were asked to declare any interests they may have in the business on the agenda and/or if Section 106 of the Local Government Finance Act 1992 applied to them.

Both Councillors Shelton and Keeling declared that they had a personal interest in the budget item relating to the Saffron Fete, as they held positions on the Fete Committee. As the matter was of no personal financial benefit to them, and was for the benefit of the community as a whole, they remained in the meeting and took part in the discussion.

#### **45. RECORD OF PREVIOUS MEETING**

AGREED:

that the record of the Freemen Community Meeting, held on 4 March 2009, is correct.

#### **46. SPECIAL OLYMPICS**

(This item was taken out of agenda order.)

Lou Holland, from the Special Olympics Organising Team, gave a presentation regarding the upcoming Special Olympics in Leicester, which was a tremendous opportunity for Leicester, as host, to make it a memorable occasion for the athletes and families, and also to promote itself as a tourist location.

Lou said that several local venues were being used, including Aylestone Pool, Grace Road Cricket Ground, and Sir Jonathan North and Lancaster Schools. A programme of events was available on the Council's website and would be publicised in the local press. It was to be televised by ITV.

She outlined the volunteering opportunities, explaining that training would be given, plus a ticket to the opening ceremony, cheap bus travel and free food. People could also buy tickets for the opening ceremony or spectate for free at the sporting events.

Lou stated that a schools' education programme had been devised and a lot of work was being done to use the Special Olympics as a way of breaking down preconceived ideas about people with learning difficulties. A souvenir book had also been produced and an online shop was selling branded merchandise.

Residents discussed the recently-publicised shortfall in fundraising, asking why the National Lottery or other relevant organisations could not support it, rather than the Council. Lou said that all money received would be used for the games and focused on the athletes and families, so it would not be wasted.

Councillor Shelton said that he had noticed lots of enthusiasm for the Games and encouraged people to get groups involved, as it would create a lasting memory.

## **47. HIGHWAYS**

Jeff Miller, Service Director, Regeneration, Highways and Transportation, gave a presentation on highways issues in the City and the Freeman Ward.

He had identified what had been highlighted as main issues at previous community meetings. These included parking provision and obstruction, speeding and road safety, public transport, and condition of roads and footways. He explained how the work of the team fitted into main Council strategies and gave an indication of the extent of the work they were responsible for, including roads, footways, lights, traffic lights, highway trees and car parks.

Jeff explained how the team could help with the priorities identified. Parking could be dealt with by a possible parking scheme, verge hardening, laybys, enforcement and highway design. Ways of tackling speeding and safety included speed surveys, vehicle activated signs, safety cameras, traffic calming, pedestrian crossings and lower speed limits. It was noted that Leicester was the first city to roll out 20mph speed limits on residential roads. Making public transport more appealing and accessible was a priority; options included a new bus terminal, and looking into a tram service. Other measures were linking traffic signals, junction improvements, partnerships with bus companies, concessionary fares, Star Trak and park and ride.

Jeff stated that roads and footways in the city had been assessed as in fair condition. Work was ongoing to improve them. Highway inspections were being done, and the Council had introduced a rapid response team to deal with any dangers that were reported. There was also the Council's winter service which gritted the roads. He reported that the frosts this winter had led to an increase in pot holes across the country. The Council would deal with any that were classed as a danger.

It was noted that a petition was received from residents in Rutland Avenue. Jeff said that he would take this back to the Council and put it through the appropriate channels.

The meeting discussed a potential parking scheme, asking when residents would be balloted and for details about the cost, issues about visitors and multiple car ownership. Jeff replied that a detailed plan would be drawn up and shown in a public

meeting before balloting. The scheme would have to be approved by a majority vote to go ahead. The scheme could be tailored to the needs of the area, as every scheme was different. A permit would cost £25 a year. This covered the running cost only, and was not profit-making. Councillor Shelton said that the proposed scheme centred on the Aylestone side, rather than Saffron. He asked that once letters were sent out, that a public meeting be held at Aylestone Leisure Centre.

The following questions were raised by residents and answered by Jeff or Councillor Shelton:

1) *Can we have a crossing at the top of Wigston Lane by the school?*

Jeff replied that if residents present a petition it would be assessed and the Traffic Impact Team would look at whether it was suitable. The Council had a legal obligation to reduce traffic accidents, although they had the second safest roads in the country.

2) *Why is the gate always locked on the footpath by the Linwood Centre on to Meadow Gardens? The vandalism only happens at night.*

Councillor Shelton said they were aware of the situation and were looking into it.

3) *How are traffic wardens deployed? We've not seen one in this area?*

Jeff replied that Vinci Parking were contracted to this. They were asked to enforce mainly on main radial routes, such as Saffron Lane. He asked residents to let him know of any specific problem areas so that they could be blitzed.

## **48. LOCAL POLICING UPDATE**

Jackie Berry, PCSO at Welford Road Local Policing Unit (LPU), gave an update on local policing issues. She introduced the Policing Pledge, a leaflet which outlined what could be expected of the LPU. She also gave details of local public meetings where residents could talk directly to officers.

Jackie stated that crime had reduced dramatically, although there were still issues with damage and graffiti. Graffiti was difficult to address, as it reappeared quickly. Work was being done with schools, and in identifying tags. An initiative had recently taken place to tackle underage drinking, which involved Police, Saffron Youth Project and City Wardens. It was possible that this could be extended to every Friday night. Councillor Shelton said that incidents of underage sales were often dealt with by the Licensing Committee. Some such cases in the city had been addressed by requiring all sold alcohol to have a sticker on showing where it was purchased, however, there were limitations with this.

Donna Stewart, PCSO for Aylestone, outlined the Aylestone LPU's priorities, which were building relationships with local shops and off licences, promoting "Challenge 21" and monitoring antisocial behaviour. Action was being taken regarding antisocial behaviour and underage drinking in the Saffron Road area and the Spinney on Montrose Road. Damage to vehicles had recently abated, and efforts were being

made to raise awareness on keeping vehicles empty and locked in the summer. The LPU had recently launched Church Watch to reduce lead thefts. Donna also gave details of upcoming community consultation meetings.

Discussion took place regarding whether lighting bonfires was antisocial behaviour. Barbara Whithcombe, City Wardens Manager, said that incidents could be reported to the Pollution Team on 252 7000 who could investigate. It would only be enforceable if they were burning prohibited materials.

#### **49. UPDATE ON WARD PRIORITIES AND WARD ACTION PLAN**

Jerry Connolly, Member Support Officer, introduced the Ward Action Plan that had been devised at previous Freeman Community Meetings. He stated that this could now be updated to include investigation into a residents' parking scheme and to take into account issues that had arisen from a recent residents' MORI status survey.

John Thomson, Neighbourhood Housing Manager, gave a presentation on the status survey, highlighting Saffron's position as compared with other areas. The poll covered how people felt about a range of issues, including council housing, locality, perception of crime, problems with neighbours, litter, and experience of dealing with Council staff. (The survey can be viewed in detail on the Freeman Community Meeting page of the Council's website, [www.leicester.gov.uk](http://www.leicester.gov.uk).)

It was agreed that the Ward Action Plan could be updated using this information.

#### **50. COMMUNITY MEETING BUDGETS**

Jerry Connolly, Member Support Officer, introduced applications for funding that had been received and they were discussed as follows:

##### **Applications 1 and 2 – Act Up Young People's Theatre Company**

Jenny Hoole from the Speakeasy Theatre Company gave a brief explanation of the aims and work of the group, stating that it offered performance opportunities for local young people. Among their activities, they were scheduled to perform at the Special Olympics opening ceremony.

It was noted that the Eyres Monsell Community Meeting had agreed to support half of the requested funding.

AGREED: that the Community Meeting recommends the approval of £1500 from the Ward Community Fund and £915 from the Community Cohesion Fund.

##### **Application 3 – Ministry of Food Project 2**

Ali Clements, Co-Ordinator of Fit and Active Families, gave a brief explanation of the Ministry of Food project, which aimed to educate parents how to cook healthily and cheaply, and then pass this knowledge on to two friends.

It was noted that the Eyres Monsell Community Meeting had agreed to support half of the requested funding.

AGREED: that the Community Meeting recommends the approval of £405 from the Community Cohesion Fund.

#### **Application 4 – Mobility Scooter Scheme – Saffron Resource Centre**

A brief explanation was given on the scheme and who it aimed to benefit. The scooters would be hired out to people who needed them temporarily or wanted to try them before buying one. Members of the public stated that if the meeting agreed to support the proposal, it should be available for all parts of the ward. This was confirmed.

It was noted that the proposal was also to be considered at a future Eyres Monsell Community Meeting.

AGREED: that the Community Meeting recommends the approval of £2,000 from the Ward Action Plan budget.

#### **Application 5 – Saffron Fete Community Procession**

Councillors Shelton and Keeling pointed out that they had an interest in this application, as members of the committee, but that, as there was no personal financial gain, they remained in the meeting.

It was noted that the procession got larger every year and was the main part of the Saffron Fete.

AGREED: that the Community Meeting recommends approval of £1,500 from the Ward Community Fund.

#### **Application 6 – Lancaster Boys Choir Outfits**

Councillor Keeling stated that he would not vote on the matter, as he had submitted the application on the choir's behalf.

It was noted that the cost was to be split between the Freeman and Knighton Wards.

AGREED: that the Community Meeting recommends approval of £400 from the Community Cohesion Fund.

#### **Application 7 – Move and Groove music, dance and vocal project**

Anand Bhatt from the Fairtyales 18, 72 group gave a brief explanation of the project, stating that a performance was due to take place at the Curve Theatre. The meeting asked that, if funding was allocated, the project should be open to all parts of the ward. This was confirmed. For clarification it was noted that the funding would not be used for salaries, but would be used to buy in services.

AGREED; that the Community Meeting recommends the approval of £2,950 from the Ward Action Plan.

**51. DATE OF NEXT MEETING**

The next meeting was to be held on 7 October 2009, venue to be confirmed.

**52. CLOSE OF MEETING**

The meeting closed at 8.20pm.

**Freemen Ward: October 2009**

	<b>Ward Community Fund (£)</b>	<b>Community Cohesion Fund</b>	<b>Ward Action Plan Budget</b>	<b>Considered at Ward meeting</b>	<b>Notes</b>
<b>Available funds</b>	<b>Up to £5,000</b>	<b>£2,000</b>	<b>At least £10,000</b>		
Saffron Arts Forum	1,500			June 2009	
Community food project		385		June 2009	
Speakeasy Theatre Co	1,500	<del>9825</del>	3,000	June 2009	
Mobility project			2,000	June 2009	
Lancaster school choir project		400		June 2009	
Dance and music project	2,000			June 2009	
<b>Balance</b>	<b>0</b>	<b>300</b>	<b>8,000</b>	June 2009	
Carry forward from 2008/09	0	400	2,070	June 2009	
<b>Total balance</b>	<b>0</b>	<b>700</b>	<b>10,070</b>		

## Ward community meetings applications

### Freemen Ward: June 2009

	Ward Community Fund (£)	Community Cohesion Fund (£)	Ward Action Plan Budget	Considered at Ward meeting	Notes
<b>Available funds</b>	<b>0</b>	<b>700</b>	<b>£10,070</b>		
Dog bins	0		<b>646.40</b>	<b>October 09</b>	
<b>The Safftas</b>			<b>950</b>	October 09	
<b>H&amp;S – Community Association</b>			<b>745.20</b>	October 09	
	<b>0</b>				



## Ward Community Cohesion Fund Proposal Form

**Please read the Guide to the Ward Community Cohesion Fund before you fill in this form**

*Then complete Section 1: Budget Proposal.*

*If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to the Ward Community Cohesion Fund**.*

*Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.*

### Section 1: Budget Proposal

1. Name of Ward

Freemen Ward

2. Title of proposal

The Saftas

3. Name of group or person making the proposal

Saffron Community Health Alliance

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

The Health Alliance wish to organise a community event to celebrate volunteering in the freemen ward area. The event shall be named the Safta's and will be held on November 27<sup>th</sup> at The Linwood Centre and nomination forms will be distributed throughout the Saffron area via 'Keeping saffron Posted'. To recognise the time, energy and hard work that volunteers in Saffron give to the area free of charge.

Last year Sheila Lock awarded over 100 local community members with a trophy at the Safta's and we hope that she will attend again this year.

The funding will pay for nomination forms to be distributed throughout Saffron in the 'Keeping Saffron Posted' project and the forms will be available in all public buildings. The fund will also pay for the paper & printing of Certificates and a buffet dinner on the evening.

5. Which Ward Community Cohesion Fund criterion or criteria does your proposal support? Please give details of how it does this for each criterion (Add further rows or continue on a separate sheet if needed).

Criterion no.	Details of how your proposal supports the criterion
3a	Improving the self-esteem of individuals by recognising and rewarding their time and energy they give to their community 3b)
3b	By recognising the value of their volunteering work they become role models for their community by showing leadership and commitment in their neighbourhood
2b	Creating further volunteering opportunities for young and older people to meet and share experiences through the Safta's event

6. Have you provided any supporting information?  Tick if yes

7. What is the total cost to the Community Meeting?

8. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
'Keeping Saffron Posted'	50.00	actual
Certificates & Printing	200.00	estimate
Volunteer Trophys	200.00	estimate
Catering	400.00	actual
Room hire	50.00	actual
Entertainment	50.00	actual
<b>Total</b>	<b>950.00</b>	

9. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

The Health alliance have applied to the Neighbourhood Management small grants fund for £500 to print the nomination forms and part pay for the awards given on the night.

10. Who proposed the project? Please provide contact details.

Name of contact person	Nel Kirby
Your position in organisation or group	Chair
Name of organisation or group	Saffron Community Health Alliance
Address The Linwood Centre Linwood Lane Leicester LE2 6QJ	
Phone number 2832335	Email Nel.kirby@leicester.gov.uk

**Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)**

11. Who will deliver the project? Please provide contact details.

Name of contact person	Karen Pickering
Your position in organisation or group	Secretary
Name of organisation or group	Saffron Community Health Alliance
Address The Linwood Centre Linwood Centre Leicester LE2 6QJ	
Phone number 0116 2453025	Email Karen.pickering@leicestercitynhs.uk

12. Declaration

I have read the *Guide to the Ward Community Cohesion Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	
Signature	
Date	

Please send this completed form back to:

Bhawna Arya, Member Support Team, 2<sup>nd</sup> Floor, Town Hall, Leicester City Council, LEICESTER, LE1 9BG.  
Fax No: 0116 229 8827

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## Community Fund Proposal Form

Please read the Guide to the Community Fund before you fill in this form

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to the Community Fund**.

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

### Section 1: Budget Proposal

1. Name of Ward

Freemen Ward

2. Title of proposal

Community Association Health & Safety Bid

3. Name of group or person making the proposal

Brian Muddimer / CA Chair

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

The Community room at the Linwood Centre is a room that is ran by the Linwood Community Association and as such is used by local community groups and organisations for a variety of different projects. In the interest of health & safety the Linwood CA would like to purchase cabinets for storage as equipment & materials are now causing a H&S problem.

The fund will be used to buy 8 suitable cabinets to store equipment and materials of local community groups and organisations that use the facilities in the Community room at The Linwood Centre.

The Community room has on average over 100 local people per week through the door to attend classes or access information. They also allow open access on Wednesdays for clockwise credit union

5. Have you provided supporting information?

Tick if yes

6. What is the total cost to the Community Meeting?

£745.20

7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
8 X Double Door Locking Cupboards	745.20	
<b>Total</b>	745.20	

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

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9. Who proposed the project? Please provide contact details.

Name of contact person	Brian Muddimer
Your position in organisation or group	Chair
Name of organisation or group	Linwood Community association
Address The Community Room The Linwood Centre Linwood Lane Leicester LE2 6QJ	
Phone number: Linwood 2832335 Brian Mob 07722945941	Email <a href="mailto:brian.muddimer@hotmail.co.uk">brian.muddimer@hotmail.co.uk</a>

**Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)**

10. Who will deliver the project? Please provide contact details.

Name of contact person	Karen Pickering
Your position in organisation or group	Treasurer
Name of organisation or group	Linwood Community Association
Address The Linwood Centre Linwood Lane Leicester LE2 6QJ	
Phone number 0116 2453025	Email karen.pickering@leicestercity.nhs.uk

11. Declaration

I have read the *Guide to the Community Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	Brian Muddimer
Signature	
Date	03/08/09

Please send this completed form back to:

Bhawna Arya, Member Support Team, 2<sup>nd</sup> Floor, Town Hall, Leicester City Council, LEICESTER, LE1 9BG.

Fax No: 0116 229 8827

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## Ward Community Fund Proposal Form

Please read the Guide to the Ward Community Fund before you fill in this form

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to the Ward Community Fund**.

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

### Section 1: Budget Proposal

1. Name of Ward

2. Title of proposal

3. Name of group or person making the proposal

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

Installation of two dog bins on the grassed area on Hughendon Drive to augment existing services to meet local requirements.

Existing mainstream programmes are already fully allocated and there is a community request for this facility

5. Have you provided supporting information?  Tick if yes

6. What is the total cost to the Community Meeting?

£646.40

7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
cost of two bins	230	actual
Installation	120	actual
cost of yearly empty	£156	actual
cost of bags	£20.40	actual
cost of disposal	£120	actual
<b>Total</b>	<b>646.40</b>	<b>actual</b>

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

Existing mainstream programmes are already fully allocated

9. Who proposed the project? Please provide contact details.

Name of contact person	Dale Keeling
Your position in organisation or group	Cllr
Name of organisation or group	
Address Town Hall Leicester	
Phone number	Email

**Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)**

10. Who will deliver the project? Please provide contact details.

Name of contact person	Phillip Palmer
Your position in organisation or group	Area Services Manager Cleansing Services
Name of organisation or group	Leicester City Council
Address	
Phone number	Email

11. Declaration

I have read the *Guide to the Ward Community Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	
Signature	
Date	

Please send this completed form back to:

Karen Shelton, Member Support Team, 2<sup>nd</sup> Floor, Town Hall, Leicester City Council, LEICESTER, LE1 9BG.

Fax No: 0116 229 8827

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