

Dated this 3rd Day of February 2021

To: The Chair and Members of Community Services Committee, Maghull Town Council, Maghull Town Hall, Hall Lane, Maghull.

You are hereby summoned to attend a Remote Meeting of Community Services Committee which will be held on Wednesday 10th February 2021 at 6.30pm to transact the business detailed below

Note: DECLARATIONS OF INTEREST – If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the Town Clerk at least 24 hours in advance of the meeting.

This meeting will be open to the press and public to view via the following link: <https://youtu.be/u-I5tSXs8bM>

A G E N D A

- 1 Apologies for Absence
- 2 Declarations of Interest
- 3 Public Participation. Due to the Covid 19 pandemic public participation will be dealt with via the submission of comments or questions to the Council prior to the meeting commencing. Anyone wishing to submit a comment or a question to the Council must do so by 5pm on Tuesday 9th February 2021
- 4 **To confirm the Minutes of Community Services Committee:** Members are invited to review minutes of meeting of 4th November 2020 (Pages 1-4)
- 5 **Community Services Budget 2021/22.** Members are invited to consider the budget agreed at Full Council on 27th January 2021 (Page 5)
- 6 **Community Services Work Programme 2021/22:** Members are invited to consider the work programme taking account of new budget (Page 6-8)
- 7 **Grant Advisor:** Members are invited to consider the report (Pages 9– 14)
- 8 **Digital Inclusion:** Verbal update

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- 9 **Volunteering:** Verbal update
- 10 **Community Grant Application 2021/22:** Members are invited to consider the application from Maghull in Bloom which was presented to Finance and General Purposes Committee on 9th December 2002 (Page 15-16)
- 11 **Chair's Report:** Verbal update for noting only



Miss A. McIntyre FSLCC
Town Clerk

MAGHULL TOWN COUNCIL
VIRTUAL COMMUNITY SERVICES COMMITTEE
HELD 4th NOVEMBER 2020 BY ZOOM

PRESENT - Councillor Carragher (In the Chair) and Councillors (Cllrs) Desmond, Doherty (until 18:50), Ferguson, T. Hughes and Y. Sayers.

ALSO PRESENT - P. Dillon (Community Services Manager) and S. Larking (Minutes)

The Chair welcomed everyone to the meeting including anyone viewing on livestreaming.

1. APOLOGIES FOR ABSENCE

Apologies received from Cllrs Lloyd, Mullen and Sharp

2. DECLARATIONS OF INTEREST

None received.

3. PUBLIC PARTICIPATION

None received. Meeting being recorded and will be available for viewing.

4. MINUTES OF COMMUNITY SUPPORT & ENGAGEMENT COMMITTEE OF 19th AUGUST 2020

RESOLVED THAT: The minutes of the meeting held on 19th August 2020 were approved as an accurate record. Note: minutes to be signed at next opportunity.

5. COMMUNITY SERVICES WORK PROGRAMME

The Community Services Manager reported that the work programme had been decimated by the impact of Covid 19 and ongoing restrictions. This would impact on planned Christmas activities. He provided the following update:

- **Christmas Tree in Maghull Square:** London and Cambridge Properties (LCP) have advised that there will be Christmas lights but no Christmas tree at Maghull Square this year. This is due to ongoing works to improve the car park. They are looking at options for planting a living tree for future years.
- **Pensioners Lunch/Hampers:** Council will be unable to host a lunch this year due to restrictions on gatherings. Recommend that increase the number of hampers. In 2019 provided 55 hampers at a cost of £500. Recommend offer 100 hampers at a cost of up to £1,000. Will work with Morrisons Community Champion again as they offer a discount which allows more food items for the hampers. Will use Venue for packing hampers to allow for social distancing. Hampers to be delivered in the week of 14 December. Nominations for hampers and help in delivering very welcome.

- Food Bank: Demand for support is increasing. They will need extra support for Christmas. Have requested selection boxes and pyjamas for Children. The Council has been supporting the Food Bank via Sefton Ward Funding secured by Cllr McKinley. There was less than £100 left. Recommend that funding vired from underspends to support the Food Bank
- Christmas Competition for Children. Competition open to different age groups. Prizes to be awarded. All entrants to receive a selection box

Key points made by Cllrs:

- Consider vulnerable families as well as older members of the community for hampers. Schools and Maghull Family Well Being Centre will be able to help
- Those on the vulnerable Persons list to be contacted to check if they would like a hamper
- Cllrs Carragher, Fergusson and Y. Sayers offered to volunteer at the Food Bank
- Other local stores to be contacted (Asda, Lidl, Aldi and Home Bargains) to see if they can provide support for Hampers
- Consider a Christmas picture hunt/trail around Maghull

RESOLVED THAT:

1. Interim work programme for Christmas 2020 approved
 - a. Number of Christmas Hampers to be increased to up to 100 for pensioners and vulnerable families
 - b. Funding to be vired to support the Maghull Food Bank
 - c. Christmas Competition for Children to be launched
2. The report be noted

6. COMMUNITY SERVICES BUDGET 2021/22

The Community Services Manager reported that the Committee needed to consider budget expenditure and priorities for 2021/22. The budget for 2020/21 had been affected by Covid. If council rental remains reduced the activities budget will stay at £16,467 broken down as follows:

NEIGHBOURHOOD ACTIVITIES	2,500.00
EVENTS	2,917.00
CHRISTMAS ACTIVITIES	2,550.00
YOUTH PROVISION	4,000.00
GRANTS	4,500.00
	16,467.00

- **Events:** It was hoped that events could be hosted in 2021/22. The Town Clerk had suggested that the Committee may want to consider an increase in Precept to host a "celebration" event post pandemic as and when this becomes possible.
- **Civic Awards:** Would look to host in Spring 2021. Event would be bigger to recognise the contribution of volunteers supporting the community during the Pandemic. A paper would be presented with proposals for categories in response to comments that current categories may not best reflect contributions made. It was agreed to increase the budget from £1,800 to £3,000.
- **Income Generation:** Will look to maximise income through external grants and land hire charges. The Circus and Fair were keen to return which would generate income. It was noted that there is pressure on grant funding. Cllr Sharp may be able to advise as he has secured external funding for projects he is leading on.
- **"Friends Of "Groups:** Some funding will be required to support Friends of Groups. Groups developing in Bobby's Wood, Dodds Park and Glen Park. Support received from group led by Cllrs K and T Hughes.

Note Cllr Doherty left the meeting at 18.50pm due to work commitments.

Key points made by Cllrs:

- Will host community events, when its safe to do so
- Noted that unlikely to be able to host events until Quarter 2 or 3 2021/22
- Cllr Carragher happy to support Cllr Sharp's work in Bobby's Wood

RESOLVED THAT:

1. The events budget to be increased to include £3,000 for the Civic Awards
2. Funding for "Friends Of" Groups agreed
3. The report be noted

7. COMMUNITY YOUTH SUPPORT NETWORK

Cllr Mullen was unable to attend the meeting due to work commitments. Cllr Fergusson is happy to help. It was noted that the Active Foundation Soccer league had been postponed until after the second lockdown. Deyes High and Maricourt had expressed interest. Expecting good uptake when the league can start

RESOLVED THAT: The report be noted.

8. CHAIRS REPORT

The Chair was pleased to report that Sefton Council had helped feed and support vulnerable children in need during half term. She noted that vulnerable children would be helped by decisions made at the meeting to support Maghull Food Bank. She asked Cllrs who wanted to support the Food Bank to contact the Community Services Manager.

She thanked everyone for attending. She reminded everyone to stay safe.

RESOLVED THAT: The report be noted.

CHAIRMAN

Community Services Budget 2021/22

Codes					
		Budget	Actual	Budget Remaining	Explanation
INCOME					
4001	PRECEPT	77,359.00			
4395	MISC INCOME	0.00			Reduced
		77,359.00	0.00	77,359.00	
EXPENDITURE					
	SUPPLIERS				
5330	NEIGHBOURHOOD ACTIVITIES	5,500.00			Reduced by £1,000
5331	EVENTS	4,960.00			Reduced by £1,540
5333	CHRISTMAS ACTIVITIES	5,000.00			
5334	YOUTH PROVISION	4,000.00			Reduced by half
5335	GRANTS	5,000.00			
		24,460.00	0.00	24,460.00	
	OVERHEADS				
7100	SALARIES	41,333.00			
7106	EMPLOYER'S NI	3,465.00			
7107	PENSIONS	8,101.00			
		52,899.00	0.00	52,899.00	
TOTAL		0.00	0.00	0.00	

**REPORT OF THE
TOWN CLERK**

To the Chair and Members
Meeting held 11th March 2020

Report to:	Community Services Committee
Date of Meeting:	10 th February 2021
Agenda Item Number:	6
Subject:	Work programme review 2021 2022
Report of:	Community Services Manager
Exempt / Confidential Report:	No

Summary

Community Services Committee needs to consider the reduction of the budget for delivering events and agree a focus for next year's activities with this new financial context in mind.

Recommendation(s)

Community Support & Engagement Committee is recommended to:-

1. Note the contents of this report.
2. Agree the broad work programme and priorities for 2021 2022

Reasons for Recommendation(s)

The committee members need to review the activities bearing in mind changes to the budget and agree priorities for the coming year that are deliverable within the confines of Covid19 restrictions.

Alternative Options Considered

None

What will it cost and how will it be financed?

(A) Revenue.

Financed from Community Services budget

(B) Capital

Implications of Recommendations:

Resource Implications	The events are supported by the council's agreed budget and staff resources
Legal Implications	None
Equality & Diversity Implications	The work programmes includes elements to support vulnerable members of our community. Any events hosted will be open to everyone.

Implementation Date for Decision

April 2021

REPORT OF THE TOWN CLERK

To the Chair and Members
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Appendices

None

Background Papers

None

Contact Officer	Phil Dillon – Community Services Manager
Telephone Number	0151 526 3705
Email Address	Phil.Dillon@maghull-tc.gov.uk

1. Background

The Community Services work programme will contain the same core elements as previous years:-

Neighbourhood activities
Events
Christmas activities
Youth provision
Community grants

There is a need to refocus the council's efforts in line with changes to the budget but also to provide practical support where it is most needed to mitigate the impact of the pandemic. It is highly unlikely that there will be any public events until the end of the year and thought needs to be given about the nature of any events the council chooses to host or support. For example, an awards event will need to reflect the efforts of members of the community who have helped their neighbours and supported essential services during the pandemic.

The success of the Christmas hamper scheme this year may well have to be repeated next Christmas if it is not possible to host a pensioners' lunch again. This requires a budget to be agreed to allow the preparation and delivery of 100 hampers. The council has already committed to buying and planting a living Christmas tree and this will have to be organised for the Spring and will draw early on the budget.

With the youth budget halved from the previous year it is vital that the remaining budget is used to optimum effect. At present there is a demand for children to be provided with tablets to help with schoolwork from home. It would be worth considering how the council could help with this after liaising with local schools. Also future provision of after school clubs and vocational/wellbeing training within the community, such as that being provided at the Parish Hall, need considering as a priority during the course of the year.

Community grants require greater promotion. However, the essential need to assist with community resilience by means of developing a community resilience plan in conjunction with partners such as Sefton Council, Sefton CVS, schools and the NHS may point to the priorities in terms of how community grants are allocated. The Community Services team will be working with partners within the community to explore where there are needs that the council can help meet and where joint working will provide the most benefit for the

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vulnerable people in the community the council serves. There is also the need to continue to offer support to the likes of the Foodbank and to continuously review the demands for volunteers to deliver shopping services and to help with combating social isolation.

As we emerge from the pandemic it is important that the work the council conducts within the community reflects its needs and priorities. This year that may take the form of practical and basic support needs. Building partnerships will be vital to achieve the most comprehensive support networks for local people. It is also important that when ready we can deliver community events to boost community spirit and reflect on achievements made during the past year.

Recommendation(s)

Community Services Committee is recommended to:-

- 1 Note the contents of this report.
- 2 Agree the broad work programme and priorities for 2021 2022

**REPORT OF THE
TOWN CLERK**

To the Chair and Members
Meeting held 11th March 2020

Report to:	Community Services Committee
Date of Meeting:	10 th February 2021
Agenda Item Number:	7
Subject:	Grant Advisor dataset 2021 2022
Report of:	Community Services Manager
Exempt / Confidential Report:	No

Summary

Maghull Town Council is committed to increasing access to external funding opportunities. Purchasing a dataset relating to funders and funding opportunities is a means to identifying relevant funds and minimising staff time taken in searching for funds to support improvement projects.

Recommendation(s)

Community Support & Engagement Committee is recommended to:-

1. Note the contents of this report.
2. Approve the purchase of a online funding research facility from IDOX

Reasons for Recommendation(s)

To increase access to external funding opportunities and support officers in researching and applying for grants and awards. This is line with the council's recognition of the need to access more external funding open to local authorities.

Alternative Options Considered

None

What will it cost and how will it be financed?

(A) Revenue.

Financed from Community Services budget

(B) Capital

Implications of Recommendations:

Resource Implications	Utilise Community Services budget
Legal Implications	None
Equality & Diversity Implications	None

Implementation Date for Decision

Immediately

REPORT OF THE TOWN CLERK

To the Chair and Members
Meeting held 11th March 2020

Appendices

Provision of the Grant Advisor Service from IDOX.

Background Papers

None

Contact Officer	Phil Dillon – Community Services Manager
Telephone Number	0151 526 3705
Email Address	Phil.Dillon@maghull-tc.gov.uk

1. Background

It has been agreed by council that in the context of reduced income and the need to deliver and improve services the council delivers that there is a pressing need to increase the amount of external funding the council could utilise to help with service delivery and allow for improvement projects to proceed.

Use of datasets would enable consistent support for officers by means of providing lists of grants and awards and the organisations offering them. This information is updated and maintained and notification of new funding options is forwarded as soon as the information becomes available. This means that there is the best chance of being able to prepare applications in good time and being able to utilise the search functions within the system to find funding matching specific projects the council wishes to pursue. This minimises staff time taken in researching funding options and also the risk of missing out on opportunities that may otherwise escape officers' attention.

The Community Services team have identified the option provided by the IDOX Grant Advisor service as being the most suitable support vehicle. It provides access to comprehensive datasets relating to funds available to local councils. In particular two data sets for Public Sector and Community appear after initial discussions would appear to offer the best potential for identifying funding opportunities to support projects in line with the council's business plan. The cost of purchasing the two datasets would be £1595 for a year and this would include support from a Grant Advisor to help with set up and provide advice as needed relating to identifying funders. (Please see appendix 1 for further information.)

The Community Services team and the Clerk would hold the licences and user permissions but any project being proposed by council would of course be able to access the facility and we could also use it to assist any of our partners in the community looking to identify funding for projects of their own

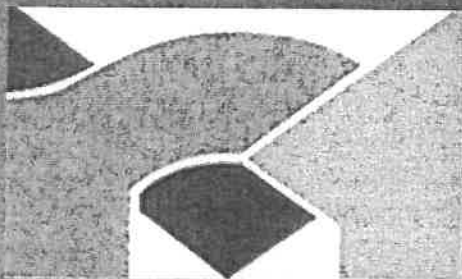
Recommendation(s)

Community Services Committee is recommended to:-

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Provision of the Grant Advisor service



MAGHULL
TOWN COUNCIL

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1.1 Summary

This document outlines our proposal regarding the provision of the online funding search facility **Grant Advisor** for the period 2020-2021.

It is designed to present all the information you need to help you and your colleagues make an informed decision on the purchase of our service.

1.2 About Idox

Idox is Europe's leading provider of funding and policy information. It is part of the Idox Group, an AIM listed company that specialises in **solutions for clients across local, regional and national government**. Our division employs 97 people in offices based in London, Manchester, Glasgow, the Netherlands and Brussels.

1.3 Specific expertise

We have been providing funding solutions in the UK since 1985.

Grant Advisor provides an easy and cost-effective solution to help organisations keep on top of funds from the EU, national government, local councils and thousands of charitable trusts.

Its easy-to-use and cost-effective grants search is accessed by professional service providers, businesses, schools and the voluntary and community sector to maximise their funding potential.

1.4 Key features and benefits of Grant Advisor

What would investing in **Grant Advisor** mean to your organisation? There are 4 key reasons to choose **Grant Advisor**:

1. **Efficiency** – a cost-effective way of accessing funding opportunities at the click of a mouse. Funding is split into Business, Community, Learning and Public Sector areas so you only pay for the modules you need
2. **Flexible use of information** – weekly e-newsletters and personalised email alerts allow you to distribute details on all the latest funding announcements and approaching deadlines
3. **A complete funding service** – turn funding search results into MS Word reports that colleagues and clients can take away and read at their own convenience
4. **Peace of mind** – reassurance that you have access to comprehensive information, updated every working day

A tangible return on investment...

- Information on thousands of funding schemes including grants, loans and awards from local, regional and national UK government, European funding, charitable trusts and corporate sponsors
- Content ranging from modest community funds at one end of the spectrum to major, multi-million pound European initiatives at the other
- Information presented jargon-free allowing you to quickly select the most relevant funding schemes

A service you can rely on...

- A large Research team with many decades of funding experience, dedicated to searching for new funding opportunities all day and every day
- Content on the site updated every working day – as soon as we know about a funding opportunity, so will you!
- Personal support on offer from our Customer Service team to ensure maximum return on your investment
- First-class copywriting expertise – we present complex funding guidelines in an easily digestible format
- User-friendly funding platform which make searching easy for our enquirers

1.5 What our clients say

Comments from our clients across the UK have included:

“easy to use”, “provides relevant and extremely important information”, “saves a lot of time”, “an essential tool” and “I have recommended the product on a number of occasions”.

More comments from some of our existing service users can be found here:

<http://www.idoxgrantadvisor.co.uk/page.aspx?SPP=Testimonials>

1.6 Investment

Spanning more than 20 years, our strong client retention rates are testament to the fact that **Grant Advisor** presents tangible value and a return on investment that significantly outweighs its cost.

Grant Advisor for 1 year, including Public Sector and Community Data Sets: £1595 + VAT

2 additional users free of charge (total of 4 users)

1.7 Implementation

Implementation of the service couldn't be more straightforward. There is no need to download and install any software on your computers. All you need is a web browser – we support Internet Explorer, Chrome, Firefox, Safari – and you are good to go.

Our system is also very secure. You can access it using an http or an https connection. Access is controlled through passwords which can utilise strong authentication if required. All passwords are stored in an encrypted format.

Any user data held by the system is stored on servers located within our Tier 3 data centre which is compliant to ISO standards 9001, 14001 and 27001. A full server backup is performed every night.

There is generally no action required from your IT department to access the service but we are happy to answer any specific questions that they might have.

Once your licence begins, we are on hand to help set up key users, introduce them to **Grant Advisor** through an online demonstration (or where arranged a face-to-face demonstration) and support you in using the service.

1.8 Next steps

We would sincerely welcome the opportunity for you to join our growing **Grant Advisor** community. Should you have any further queries at this stage, please don't hesitate to contact: Matt Godfrey, matthew.godfrey@idoxgroup.com or Claire Whittaker-Smith Claire.whittaker-smith@idoxgroup.com 03330 111 245.



Grant Application to Maghull Town Council for 2021

1. Environmental activity in Maghull

- A wealth of diverse groups are now actively making Maghull look great. It's a very different picture from 2007, when Nigel Winchester [chair of Station Volunteers] sought to establish a wider Maghull environmental group, which became Maghull in Bloom.

2. MIB met its commitments to Maghull Town Council in 2020

- 15 'MIB supported by Maghull Town Council' signs were installed in Central Square.
- The £2K grant was paid to us later than usual but will be used on plants.

3. How MIB coped in Covid lockdown

- During lockdown, fortnightly e-newsletter for members: contents provided by volunteers: photographs, articles etc. It helped to hold the group together.
- A National Lottery grant covered most costs up to end of July 2020.
- Committee decided to go ahead with summer planting commitments.
- We used reserves to pay professional contractor for essential work normally done by volunteers: removing winter planting, re-planting, installing summer planters.
- When lockdown eased, we all came out to lovely displays: turnout has been consistently high. We were able to work, safely, out of doors. Volunteers and residents alike were enormously appreciative in different ways. [see survey summary attached]

4. The Main issue for Maghull in Bloom is loss of financial stability

- From 2007 to 2019 MIB established a consistent financial model:
 - local business sponsorship had grown to an average of £5,000 a year;
 - National Lottery grant of £10,000 every 15 months was normal; and
 - grants from Maghull Town Council since 2008, totalled around £35,000.
- Altogether we've raised over £140,000 in grants from outside Maghull.
- Now:
 - National Lottery is currently limited to community groups on verge of closure
 - Business sponsorship has dwindled to almost nothing.
 - MIB now spends vast amounts of time chasing grants. Competition is fierce, success rate is poor.
 - Current grant £7K from Liverpool City Region finishes on 31 March 2021. We await their decision on a further application to cover from March 2021 to August 2021.
 - We have applied for Registered Charity status which would give us access to more grant opportunities, [from 12 months after registration] and are investigating crowdfunding.
- We have reserves to cover approximately 12 months.

Anne Hill, Chairman

5. Appendices

Grant Application Form,
Auditor's report September 2020

Chairman's annual report
Survey findings October 2020

MAGHULL TOWN COUNCIL

Grant Application

Any grant received from the Town Council **MUST** be used solely for the purposes specified in the application – if this is not the case then the applicant will be liable for full repayment of the grant to the Town Council, immediately.

Date of application	November 2020		
Name of Group/Body	MAGHULL IN BLOOM		
Please provide details of charity no., company reg no. or constitution.	Community group, established in 2007, with constitution, financial regulations, bank account and annually audited accounts		
Purpose for which required	Grant towards the costs of plants & administrative costs [e.g. signs, hi-viz, tools, of Maghull in Bloom. In normal times, MIB volunteers give 3,500 hours work annually working out of doors in the high footfall public spaces, planting, maintaining and cleaning.		
Description of project	We are 40 volunteers, working together, year round, in support of & in collaboration with Maghull & Sefton Councils , Canal & River Trust & shopping mall owners, in Maghull's main public spaces, to create vibrant displays, clean, freshly maintained shopping & leisure spaces .		
Amount applied for	£2,000		
Latest accounts	Audited accounts attached		
Quotations attached	no		
Level of subs or payments made by members to group/body	<ul style="list-style-type: none"> • No fee • Optional public donations currently total £25 a month • Fund raising: grants, businesses, raffles, street donations 		
Please provide information on the social, economic & environmental outcomes of your groups activity	Social	Economic	Environmental
	Reducing social isolation of residents: <ul style="list-style-type: none"> • 100 outdoor practical sessions • 12 indoor meetings to share ideas, discuss and plan • social time over tea & coffee 	We support local businesses <ul style="list-style-type: none"> • attract visitors into Maghull • bring new money into Maghull, • spend in Maghull. • Since 2007, we have raised over £140,000 [excluding Maghull Town Council Grants]. 	We draw attention to improving the environment. <ul style="list-style-type: none"> • encourage environmental improvement • ensure litter-free canal towpath & Glenn Park • change behaviour
Has application been made to another body. Please give details	Application to Liverpool City Region Community Environment Fund for £7,700 for the period 1 st March to 31 August, insect friendly planting, professional support, peat free compost, replacement fruit bushes, 60 bird boxes in 2 parks [in collaboration with MTC] tools [for session loan for unemployed] promotional signs, fliers. Decision expected before 31 January 2021.		
Person responsible	Anne Hill, Chairman, 28A Foxhouse Lane, Maghull Chris Barnett, Treasurer 51 Deyes Lane, Maghull		
Contact details	ChrisbarnettMaghullinBloom@gmail.com anne.hill13@gmx.co.uk		
Signature	Anne Hill		

The clerk must receive an application more than 7 days before the next Town Council Meeting for it to be listed for consideration.