

NORTH YORKSHIRE COUNTY COUNCIL**COUNTY AREA COMMITTEE FOR THE HARROGATE DISTRICT****GRANTS SUB-COMMITTEE****20 MAY 2011****FUNDING OF VENUE HIRE AND OTHER MEETING EXPENSES****1.0 PURPOSE OF THE REPORT**

- 1.1 To recommend that £250 of the Area Committee Budget be allocated for the purpose of funding the cost of hiring venues and providing teas/coffees for meetings of the Area Committee and its Grants Sub-Committee held during the beginning of 2011/12.
- 1.2 To recommend that £10 of the Area Committee Budget be allocated for the purpose of providing plaques and stickers to successful applicants in respect of grants awarded during the beginning of 2011/12.

2.0 VENUE HIRE AND OTHER MEETING EXPENSES - BACKGROUND

- 2.1 In previous years, all Area Committees have top-sliced an amount from their respective Area Committee Budgets to fund the cost of hiring venues and providing teas/coffees at meetings.
- 2.2 In February 2011, the County Council decided to discontinue funding to provide Area Committee Budgets with effect from 2011/12. However, Area Committees' underspends from last year have been carried forward to 2011/12.
- 2.3 Arising from the decision at 2.2, a new budget is being set up within Member Services to fund the cost of external venue hire for Area Committee meetings. However, the Finance and Central Services Directorate has advised that the costs of venue hire and the provision of teas/coffees must continue to be funded from each Area Committee's Budget until such time as that Budget is fully spent.
- 2.4 This Area Committee is likely to spend its entire Budget at either its June 2011 or July 2011 meetings. Consequently, the costs of meetings of the Committee and the Grants Sub-Committee, which are being held during the start of the 2011/12 year, need to be funded from the Area Committee Budget.

3.0 ESTIMATE OF COSTS FOR VENUE HIRE AND OTHER MEETING EXPENSES

- 3.1 The current cost of a half-day meeting of the County Area Committee for the Harrogate District, including 50 teas/coffees, is £215. (All amounts mentioned within this report exclude VAT.)
- 3.2 Recently there have been no venue hire costs for meetings of the Grants Sub-Committee, although there has been a charge of £16 per meeting for teas/coffees.
- 3.3 It is suggested that a contribution of £250 should be allocated from the Area Committee Budget towards funding the costs of meetings held during the start of the 2011/12 year.

4.0 PLAQUES AND STICKERS

- 4.1 It is standard practice for either a plaque or sticker to be sent to each successful applicant, to assist in publicising the support provided by the Area Committee, where projects result in a physical object to which to attach a plaque/sticker. Last year, this Area Committee spent £80 on plaques and stickers. It is suggested that £10 should be allocated as a contribution towards the costs of the provision of plaques and stickers in respect of grants awarded during the start of the 2011/12 year.

5.0 RECOMMENDATION

- 5.1 That it be a recommendation to the Area Committee – that £250 be allocated as a contribution towards the costs of hiring venues and providing teas/coffees for meetings of the Area Committee and the Grants Sub-Committee held during the start of the 2011/12 year.
- 5.2 That it be a recommendation to the Area Committee – that £10 be allocated as a contribution towards the costs of providing plaques and stickers in respect of grants awarded during the start of the 2011/12 year.

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County Hall
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12 May 2011
RAG/ALJ

Background Documents: Previous invoices received from the Cairn Hotel.