

20.03.17 ARRANGEMENTS FOR THE COLLABORATION BETWEEN THE HUB@HENLEY COMMUNITY CENTRE AND THE BEAUDESERT JOINT PARISH COUNCIL

1.1. The parish council have agreed to provide substantial financial support for the Hub at £25,000p.a. for two years.

1.2. The Beaudesert and Henley Joint Parish Council (JPC) will support with the Hub@Henley Community Centre Charitable Incorporated Organisation (HUB) under the following terms so that there is a clear benefit for our local community emanating from this investment. The JPC will do this using their powers under Section 133 of the 1972 Local Government Act. (the power to run Community Centres).

1.3. The joint expectation is that a new paid for leadership is installed as soon as practicable. The first option for this would be to develop a contractual relationship with Warwickshire Association of Youth Clubs (WAYC) , an organisation with wide ranging experience in managing youth services. The second option would be the Hub employing a suitably qualified and experienced manager. WAYC have indicated that they are prepared to put together a management package for discussion with the Hub/JPC to be implemented from September 1st 2017. Meanwhile the existing volunteer manager would work with the potential manager over the summer period by way of induction. Costs have yet to be calculated but will be circa £10,000 pa. A one year contract will be agreed in the first instance to be reviewed in February 2018

1.4. The balance of the funds to be distributed between youth work, services to older persons, support for parents with children of all ages and other appropriate services identified by the council or the Hub to provide essential support to members of our community who are in need.. It is agreed that the Hub is required to run a minimum of two youth club evenings one for 9 – 13 and the other 13+. There would also be a minimum of two after school coffee bar sessions. The staffing for youth clubs would be a minimum of three employed assistant youth leaders present at each session. Where the youth club session is in danger of being cancelled because of staff absence then it would be acceptable for a qualified volunteer to substitute. The JPC and the Hub will continue to support the volunteer structure that staffing the coffee bar at all sessions. The Youth Club Manager would be required to manage these volunteers as well as all paid employees. While the above is the minimum required it is preferred that three youth club and three afterschool sessions are operated.

1.5. The council would receive a report at the end of January, April and August of each year setting out how their investment has contributed to our community. This report to include numbers of beneficiaries and a report monitoring the expenditure and income compared with the agreed budget. The financial year will be April to March.

1.6. The council will take two places on the Charitable Trustees Committee. These council representatives while supporting the full range of work at the centre would also represent the interests of the council.

1.7. The Hub will be required to aim to raise the additional funds through grant applications and local fund raising. The level of fund raising to be determined by the trustees after considering the expenditure budget for each coming year and a reasonable level of longer term reserves.

1.8. The transfer of funds from the council to the Hub be made each month with the final agreed level of finance divided equally by twelve.

1.9. This arrangement to commence April 1st 2017 and be reviewed in March 2019.

Signed

Date

On behalf of JPC and The Hub

ARRANGEMENTS FOR THE COLLABORATION BETWEEN THE BEAUDESERT AND HENLEY JOINT PARISH COUNCIL WITH THE HENLEY COMMUNITY LIBRARY 20.03.17

1. *The Beaudesert and Henley Joint Parish Council (JPC) will support with the Henley Community Library under the following terms so that there is a clear benefit for our local community emanating from this investment. The JPC will do this using their powers under Section 19 of the 1976 Local Government (Miscellaneous Provisions) Act. (power to provide buildings for educational activities)*

2. *The JPC agrees to pay £8,000 per annum for the financial years 2017-18 and 2018-19. This arrangement ends March 31st 2019.*

3. *During that time the Library Directors will not be required to submit a request for a community grant.*

4. *The JPC will appoint two liaison councillors. These council representatives, while supporting the full range of work at the library, would also represent the interests of the council and be invited to all Directors' meetings and to receive minutes and reports.*

5. *A quarter (£2,000) of the funds will be transferred to the Library commencing on April 1st 2017 with the remainder paid in quarters on the traditional quarter days, June 24th 2017, September 29th 2017, December 25th 2017 or the banking day nearest to these days and the same days in 2018.*

6. *The JPC is in principle in favour of a longer-term commitment but can only recommend that this is the case to the newly elected parish council in May 2019.*

7. *The JPC will receive a report at a date that coincides with the Library Directors' report to Warwickshire Library Service. The report to the JPC will set out how its investment has contributed to our community. This report to include numbers of beneficiaries and a report monitoring the expenditure and income compared with the agreed budget.*

8. *The JPC will require their representatives to ensure that the Directors agree an annual business plan and budget and regularly revise their vision for the future that meets the contractual requirements of WLIS.*

9. *This arrangement to be reviewed in March 2019.*

Signed:

Date:

*On behalf of Beaudesert and Henley Joint Parish Council and the **LEGAL NAME** Library*