

**Record Of Decision Taken Under Scheme Of
Delegation By Member Of Senior Management
Team In Consultation With Portfolio Holder and
Chair of My Neighbourhood Forum**



SMT Member:
Service Group:
Portfolio Holder:
Portfolio/Committee:
My Neighbourhood Chair:
My Neighbourhood Forum:
Subject:

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| Jennifer Mullin |
| Neighbourhoods and Development |
| Cllr Bylinski Gelder |
| Community Engagement, Social Justice and Wealth <i>Building</i> |
| Cllr Jane Bell |
| Leyland |
| Reducing Social Isolation – Leyland Older People's Social and Information event 2019 |

Decision:

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| Permission for Leyland Neighbourhood Forum to allocate and spend core funds of up to £1100 to support the Reducing Social Isolation project (Older People's event) |
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Details and Reasoning:

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| <p>Introduction Leyland Neighbourhood Plan includes the following project: Reducing Social Isolation</p> <p>Background For the last two years, the Leyland Forum has organised a very successful social / information event for older people living within the Leyland forum area. The event has been very well attended by residents and partner organisations. In 2018, there were 112 guests, 7 craft stalls and 15 partner organisations in attendance. Feedback from stallholders in 2018 suggested they would prefer guests to have longer to browse before the buffet and entertainment (guests tended to get their food and then stay at their tables). Guests particularly enjoyed the live entertainment (sing-along with The UkeLeylanders).</p> <p>Such is the popularity of the event that we have already had enquiries from members of the public, partners and crafters as to whether it will take place this year.</p> <p>Details It is proposed to hold the event on Thursday 6th June in the Civic Suite. The format will be similar to previous years; businesses and organisations will be invited to promote their services and activities (e.g. U3A, Alzheimer's Society, social groups, Progress Lifeline) and there will also be a small number of craft stalls, including some from Longton Market. In response to last year's feedback, it has been decided to start the event at 10am; bingo, entertainment and the raffle draw will take place in the afternoon, with the event closing at 3.30pm.</p> <p>Proposal Elected Members will be invited to volunteer on the day to assist the community involvement team with the running of the event. Support needed will include: registration / meeting and greeting; assisting guests with mobility or other impairments with carrying refreshments; clearing tables; ensuring that guests are made to feel welcome and no one is feeling isolated; bingo calling; selling raffle tickets; helping with the raffle draw and handing out prizes.</p> |
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Stallholders will not be charged for attending, but they will be asked to donate a small raffle prize to avoid the need to buy prizes from the budget. Elected Members are also welcome to donate raffle prizes.

We anticipate the event costs to be similar to last year:

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|----------------------------|--------------|
| Buffet @ £7 per head x 120 | £840 |
| Publicity | £60 |
| Entertainment | £100 |
| TOTAL | £1000 |
| 10% contingency: | £100 |
| MAXIMUM BUDGET | £1100 |

It is therefore proposed that Leyland Forum seeks approval for the allocation of up to £1100 towards the Leyland Older People's Social and Information event.

**Wider Implications
(Financial, Legal, Equality
& Risk):**

None

Report attached?

Please refer to www.southribble.gov.uk website for further details of My Neighbourhood Forum decisions.

**Exempt from publication?
If exempt, give reason(s):**

Signed:

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|---|--|--|
| Financial Management <i>J Blondell</i> | Legal Services <i>[Signature]</i> | |
| Date 20/5/19 | Date 20/5/19 | |
| SMT Member <i>[Signature]</i> | Portfolio Holder <i>[Signature]</i> | My Neighbourhood Chair <i>Jane Beal</i> |
| Date 20/5/19 | Date 22 May 2019 | Date 20.5.19 |

**Publication Date
(DST use):**

CA 24/05/19

Decision template revised June 2013

THIS DECISION WILL COME INTO FORCE AND MAY BE IMPLEMENTED FIVE WORKING DAYS AFTER ITS PUBLICATION DATE, SUBJECT TO BEING CALLED IN IN ACCORDANCE WITH THE COUNCIL'S CONSTITUTION