



## Minutes

### Community Engagement Forum Partnership Board (Central)

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Venue:	Committee Room, Selby Civic Centre
Date:	Friday 15 April 2016
Time:	10.00 a.m.
Present:	<u>District and County Councillors</u> Councillors Steve Shaw-Wright (Chair), J Shaw-Wright, Ian Chilvers, Judith Chilvers, Jude Thurlow, and Paul Welch.  <u>Co-opted Members</u> Anthony Wray, Michael Dyson and Melanie Davis.
Apologies:	Councillors M Crane, C Lunn, W Nichols, and Fred Matthews, and Craig Laskey.
Officers present:	Janine Jenkinson, Democratic Services Officer, and Rose Norris, Head of Community, Partnerships and Customers.
Public:	1

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#### 1. DISCLOSURES OF INTEREST

The Chair stated that he had a non-pecuniary interest in the Abbott's Staith funding application, by virtue of being a Trustee of Abbots Staith Heritage Trust CIC.

Councillor J Chilvers declared a non-pecuniary interest in the Brayton Committee Centre funding application, by virtue of being a member of the Brayton Parish Council Community Centre Committee.

#### 2. MINUTES

The Partnership Board considered the minutes of the Central CEF Partnership Board meeting held on 11 January 2016.

The Partnership Board considered the minutes of the Central CEF Funding Sub-Committee meeting held on 11 January 2016.

The Partnership Board considered the minutes of the Central CEF Forum meeting held on 4 February 2016.

**RESOLVED:**

**To approve:**

- I. **The minutes of the Central CEF Partnership Board meeting held on 11 January 2016.**
- II. **The minutes of the Central CEF Funding Sub-Committee meeting held on 11 January 2016.**
- III. **The minutes of the Central CEF Forum meeting held on 4 February 2016.**

**3. FEEDBACK FROM THE RECENT COMMUNITY ENGAGEMENT FORUM**

The Chair reported that the last Community Engagement Forum meeting had been held on Thursday 4 February at Selby Town Hall.

During the open session there had been consultation tables from Community Officers (Selby District Council), Highways (North Yorkshire County Council), Groundwork, Green Doctor and Heritage Lottery Fund.

The focus of the Forum had been energy efficiency and Katrine Bay Madsen, had provided attendees with a summary of the work carried out by the Green Doctor organisation.

**RESOLVED:**

**To note the update.**

**4. PARTNERSHIP BOARD MEMBERSHIP – CO-OPTED MEMBER VACANCY**

The Partnership Board considered the co-opted member vacancy.

Margaret Bontoft, Brayton Parish Councillor, in attendance was nominated as co-opted member; the proposal was seconded and subsequently agreed by the Partnership Board.

**RESOLVED:**

**To co-opt Margaret Bontoft to the Central CEF Partnership Board.**

## 5. DEMENTIA AWARENESS

The Democratic Services Officer reported that Dementia Forward had offered to provide a 40-60 minute dementia awareness session at a future Central CEF Forum.

The Partnership Board considered the offer and agreed that it would be appropriate to hold a dementia awareness event and to invite other relevant organisations to attend.

### **RESOLVED:**

**To arrange a future dementia awareness event.**

## 6. COMMUNITY DEVELOPMENT PLAN (CDP)

The Partnership Board considered progress and developments relating to the Central CEF CDP.

### **RESOLVED:**

**I. To note the Project Update Report.**

**II. To note the summary of findings from the Selby Street Scene Audit 2015.**

## 7. MARKETING AND PUBLICITY

### Marketing and Publicity Plan

The Partnership Board considered the proposed Marketing and Publicity Plan.

### Themes for future Community Engagement Forums

Members discussed possible themes for future Community Engagement Forums.

### Team Up to Clean Up

The Chair explained that Team Up to Clean Up was a campaign aimed to inspire local people in Brayton, Barlow and Selby Town to take action to improve local spaces and places within their community. The project was intended to raise awareness of the Central CEF and would involve a consortium of community and voluntary organisations. In addition to transforming spaces and creating awareness of the work of the Central CEF, the campaign would aim to bring communities together and to engage people of all ages and abilities with their community and environment.

In total three projects would be carried out, each would be awarded a grant of £5,000. The total cost of the project, including additional support from Groundwork, to manage the initiative would be £15,500.

## Culture in the Classroom

The Chair explained that the Culture in the Classroom project aimed to engage students to participate in cultural opportunities. It was explained that theatre / arts companies would be commissioned to carry out activities in schools.

The Chair reported that a project brief would be drawn up and presented to a future Partnership Board meeting.

### **RESOLVED:**

- i. To note the Marketing and Publicity Plan.**
- ii. Partnership Board to forward any suggested themes for future forum meeting to the Chair or the Democratic Services Officer.**
- iii. To approve £15,500 project funding for the 'Team Up to Clean Up' campaign.**
- iv. To approve, in principle the Culture in the Classroom project.**

## **8. BUDGET UPDATE**

The Partnership Board noted the current balance of the Central CEF account.

### **RESOLVED:**

**To note the Central CEF budget update.**

## **9. FUNDING APPLICATIONS RECEIVED**

The Partnership Board considered the following applications:

### **Tamarak Selby District Scout Camp Site**

The application was for £1,076.79 funding to complete the refurbishment of the campsite by replacing the mattresses on the bunk beds, renewing chairs and renewing the chainsaw.

In relation to the use of the chainsaw, Board members expressed health and safety concerns and requested that the use of the chainsaw was restricted to Scout Camp members only.

The Partnership Board considered the application in-line with the Allocation of Funding Framework for Category B (Grant Funding), it was noted that the maximum funding that could be allocated was £1,000.00. The Board agreed that the application met the necessary criteria, specifically:

The grant would provide extensive and detailed benefits for one or more defined groups in the Central CEF area.

The application met the following objectives in the Central CEF CDP:

- Objective 1 - Tidy Environment
- Objective 3 - Community Safety
- Objective 4 - Health and Well-Being

The Partnership Board agreed to approve £1,000.00 for this application.

### **Brayton Community Centre**

The application was for £5,000 project funding to provide facilities for young people in area. The key features would include a multi-play zip wire unit, a basket swing, a hip hop rocker and some additional seating. The application stated that there were very few activities and facilities for young people in Brayton. To address this problem, the Community Centre in partnership with Brayton Parish Council and young people had identified the need to provide additional teen facilities within the village and the Foxhill Lane Play Area had been chosen as the most appropriate location.

The Partnership Board considered the application in-line with the Allocation of Funding Framework for Category A (Project Funding), it was agreed that the application be approved on the grounds it met the Allocation of Funding Framework criteria, specifically:

The application met the following objectives in the Central CEF CDP:

- Objective 1 - Tidy Environment
- Objective 3 - Community Safety
- Objective 4 - Health and Well-Being

The Partnership Board agreed to approve £5,000 for this application.

### **Phazers Out of School Club**

The application was for £1,000.00 funding to regenerate the area to the rear of Brayton Community Centre. The project involved redesigning the outdoor play space to add a series of playground markings by installing thermoplastic graphics. The project would also include a large wall mounted chalkboard that would be used to provide children with an area to express their creative ideas.

The Partnership Board considered the application in-line with the Allocation of Funding Framework for Category B (Grant Funding), it was agreed that the application be approved on the grounds it met the Allocation of Funding Framework criteria, specifically:

The grant would provide extensive and detailed benefits for one or more defined groups in the Central CEF area.

The application met the following objectives in the Central CEF CDP:

- Objective 1 - Tidy Environment
- Objective 3 - Community Safety
- Objective 4 - Health and Well-Being

The Partnership Board agreed to approve £1,000.00 for this application.

### **Food Festival Committee**

The application was for £900.00 funding to provide entertainment at the 2016 Food and Drinks Festival. The entertainment would be used to encourage visitors and local residents to visit the Festival. The application proposed to have three slots for entertainment at a cost of £300 per act.

The Partnership Board considered the application in-line with the Allocation of Funding Framework for Category B (Grant Funding), it was agreed that the application be approved on the grounds the application met the Allocation of Funding Framework criteria, specifically:

The application met the following objectives in the Central CEF CDP:

- Objective 2 – Promoting the Economy
- Objective 4 – Health and Well-Being

The Partnership Board agreed to approve £900.00 for this application.

### **Abbots Staith Heritage Trust CIC**

The application was to provide funding to raise awareness of the historic Abbot's Staith on Micklegate, in a bid to purchase and regenerate the monastic building. In addition, the Trust would carry out historical research and a building assessment with academic groups in order to inform plans to acquire, stabilise, restore and return Abbot's Staith to future use.

Rose Norris, the Head of Community, Partnerships and Customers reported that there were some issues in relation to the future plans of the Abbots Staith project and suggested that a project meeting involving Council officers and representatives from Abbots Staith be held before the Partnership Board considered the funding application.

The Partnership Board agreed to defer a decision on the application, until a meeting had been held with representatives of Abbots Staith Heritage Trust CIC and a project plan had been established.

### **Selby Community Cycle Hub**

The Selby Community Cycle Hub was a campaign being piloted by Inspiring Healthy Lifestyles to get more people cycling in Selby.

As part of the project, it had been identified that there was a shortfall in secure storage for cyclists visiting the Selby area, the project brief outlined how the

Central CEF could assist the installation of cycle lockers in the parishes of Barlow and Brayton and cycle lockers and cycle racks in Selby Town centre.

The application was for £5,940 for 12 x cycle lockers and £3,440 towards the cost of the Car Bike Port Cycle Rack.

The total cost of the project, including additional support from Groundwork would be £9,630.00 plus VAT.

The Partnership Board agreed to approve £9,630.00 plus VAT for this application.

**RESOLVED:**

- I. To approve £1,000 to Tamarak Selby District Scout Camp Site.**
- II. To approve £1, 000 to Brayton Community Centre.**
- III. To approve £1,000 to Phazers Out of School Club.**
- IV. To approve £900.00 to the Food Festival Committee.**
- V. To defer a decision on the Abbots Staith application until a project plan had been established.**
- VI. To approve £9,630 plus VAT for the Selby Community Cycle Hub.**

**10. NEXT MEETING**

The Partnership Board noted that the next Forum meeting would be held on Wednesday 20 April 2016 at Portholme Church, Selby.

**RESOLVED:**

- I. To note the date of the next Forum meeting.**

The Chair closed the meeting at 11.15 p.m.