



Minutes

Tadcaster & Villages Community Engagement Forum (Partnership Board)

Venue:	The Ark, 33 Kirkgate, Tadcaster LS24 9AQ.
Date:	Thursday 22 September 2016
Time:	7pm
Present:	<u>District and County Councillors</u> Councillors Don Mackay (Chair), Chris Metcalfe and Richard Sweeting. <u>Co-opted members</u> Steve Cobb, Trevor Philips, Bea Rowntree and Avis Thomas (Vice-Chair). Kirsty Perkins was in attendance as a co-opted member from minute number 20.
Apologies:	Councillor K Ellis
Officers present:	David Gluck (Tadcaster & Rural CIC) and Daniel Maguire (Democratic Services Officer, Selby District Council).
Others present:	0
Public:	3

17. DISCLOSURES OF INTEREST

Avis Thomas declared a non-pecuniary interest in agenda items 9, 12, 13 and 16.3 in relation to her being a Director of the Tadcaster and Rural Community Interest Company, and in agenda item 17 in relation to her being a Trustee of the Riley Smith Hall. She remained in the meeting during consideration of these items, but did not participate in the discussion or vote.

18. MINUTES

The minutes of the Partnership Board meetings held on 11 July 2016 and 26 July 2016 were confirmed as a correct record.

RESOLVED:

To confirm as a correct record the minutes of the Partnership Board meetings held on 11 July 2016 and 26 July 2016.

19. BOARD MEMBERSHIP

The Chair asked the meeting to consider agenda item 6 at this point in the meeting so that any new members of the Board would be able to participate fully in subsequent agenda items.

The Board noted that there were currently four vacancies for co-opted members. It was proposed that Kirsty Perkins (Tadcaster Town Council) be co-opted onto the Partnership Board with immediate effect.

RESOLVED:

To appoint Kirsty Perkins as a co-opted member of the Partnership Board with immediate effect.

20. FUNDING APPLICATION – TADCRAFTERS

The Chair asked the Board to consider agenda item 16.2 at this point in the meeting as the applicant was in attendance and able to respond to questions.

The Board noted that the application was for £1,039 towards the purchase of equipment for the Tadcrafters Community Interest Company (CIC). It was explained that the Tadcrafters CIC was a community organisation that would provide craft sessions at the Tadcaster Social Club for local people to develop craft skills and produce craft items such as toys and clothing which can be used to support and raise funds for charities. In response to a question from the Board, the applicant confirmed that there was no charge for attending the craft sessions, but that attendees were asked to make a donation of £1.

The Board agreed that the project fulfilled the requirements of the Allocation of Funding Framework, and that it met several aims of the Community Development Plan (CDP) including; leisure and culture, education and learning, community safety, and health and wellbeing. The Board noted that the maximum grant available for this category of application was £1,000.

RESOLVED:

To APPROVE the grant application, but for the maximum grant of £1,000.

21. CHAIR'S REMARKS AND UPDATE FROM CEF CHAIRS MEETING

Councillor Metcalfe updated the Board on the recent CEF Chairs meeting. It had been noted that the Council would shortly begin the process for agreeing the budget for 2017/18 and that CEFs had collectively built-up large surpluses. It was explained that in the current financial climate it was important that CEFs could demonstrate that any surpluses were justified. Consequently it had been agreed that future project spending would be included as an agenda item at the next Partnership Board meeting of each CEF, which would provide an opportunity to consider options for reducing surplus budgets during 2017/18.

22. UPDATE ON PREVIOUS ACTIONS / DECISIONS

The Board noted that a letter had been received from the First Tadcaster Girl Guides which included a report on the Austria trip which had been part-funded by a grant from the CEF. The Democratic Services Officer confirmed that a full expenditure report had been submitted and that this met the requirements of the grant. The expenditure report was circulated to the Board and it was agreed that the Board agreed that the group should be invited to present their report at the next Forum.

RESOLVED:

To invite the First Tadcaster Girl Guides to present their report at the next Forum.

23. BUDGET UPDATE

The financial report had been circulated with the agenda. The Board noted that a majority of spending had been within the Tadcaster town area. The Board considered if future meetings should be held outside the Tadcaster town area to encourage participation from the rural parts of the CEF area, but it was agreed that the focus should remain on Tadcaster due to the unprecedented difficulties being experienced since the December floods. It was noted that the economic revival of Tadcaster would also benefit the local villages. It was suggested that the improved attendance of district and county councillors who represent the rural areas would also increase the involvement of the villages.

RESOLVED:

To note the budget report.

24. TADCASTER LIBRARY

The representative from the Friends of Tadcaster Library was not in attendance. The Board agreed that this remained an important and interesting subject and that a representative should be invited to the next Partnership Board meeting.

RESOLVED:

To invite a representative from the Friends of Tadcaster Library to attend the next Partnership Board meeting.

25. TADCASTER BRIDGE CELEBRATIONS

David Gluck presented the report which proposed that the Tadcaster & Rural Community Interest Company (CIC) could be commissioned by the CEF to deliver a celebratory event in Tadcaster to mark the re-opening of the River Wharfe bridge.

The proposal confirmed that the CIC would be able to provide project management for an event organised by the community, and that this would include establishing an organising committee which would consist of councillors, business people, community representatives and contractors. It was further confirmed that the CIC would be the responsible financial body and would oversee the fundraising and public relations activity. It was noted that there would be no financial cost to the CEF as the CIC would build its time and costs into the overall costs of the project which would be funded externally.

The Board considered the proposal, and agreed that the project needed to have the support of local residents. The Board was concerned that sufficient consultation with the local community had not been undertaken, but recognised the relatively short timescale available. It was noted that some of the concerns of local residents related to inaccurate reports circulating in the community about the cost of the event and the arrangements for funding. David Gluck was able to confirm that the organising committee would present ideas to the wider community, and would provide regular feedback to the Partnership Board. It was also confirmed that members of Tadcaster Town Council would be invited to join the organising committee.

RESOLVED:

- (i) To support the bridge celebrations project; and**
- (ii) To commission the Tadcaster & Rural CIC to deliver the project in accordance with the project brief as circulated with the agenda pack.**

26. A PROGRAMME OF CULTURAL EVENTS FOR 2016/17

Councillor Metcalfe presented the report which was a proposal from DepArts Limited to undertake a scoping study into the feasibility of producing a calendar of cultural events in Tadcaster for a period of 18 months starting in 2017. The Board agreed that the application met the requirements for category A project funding, and was for £3,000 plus VAT.

Councillor Metcalfe confirmed that the scoping project would consider how new events could be commissioned and linked to existing events. A calendar of events would follow-on from the reopening of the River Wharfe bridge.

The Board queried whether the Tadcaster & Rural Community Interest Company was an established partner based in Tadcaster that could deliver a similar project at a lower cost. David Gluck confirmed that the nature of this project was outside the skills and experience that the CIC had. The Board agreed that to deliver a professional project on a scale that would generate regional and national coverage would require the support of a partner that specialised in the area of work.

The Board was further concerned that the commissioning of a partner from outside Tadcaster could be perceived negatively by local residents and community groups that were already involved in delivering similar events. It was confirmed that the project brief included a specific requirement for the delivery partner to undertake detailed interviews with people and groups currently engaged in similar work.

It was confirmed that the funding was for the completion of a scoping study which would identify potential events, costs, audience figures, timescales and funding options.

RESOLVED:

To APPROVE the project application for £3,000 plus VAT to deliver a scoping study on the options for a calendar of cultural events in Tadcaster during 2017/18.

27. 'PROJECT TADCASTER' UPDATE

Councillor Metcalfe updated the Board, and confirmed that 'Project Tadcaster' would be superseded by the new Plan Selby which identified the three principal communities as Selby, Sherburn in Elmet and Tadcaster. It was reported that Council officers were continuing to make progress with Plan Selby.

28. EVENTS ARCHIVE PROJECT

David Gluck presented the funding application. It was confirmed that the Board had previously indicated its support for the project, and had asked the Tadcaster & Rural CIC to develop a proposal for project funding.

The application confirmed that the project would collect and curate photographs and video taken by local residents during the December floods. This would enable the images and videos to be exhibited and digitised to make a permanent record. A calendar would be produced, which would celebrate the town with the theme 'looking forward rather than backward'. Proceeds from the sale of the calendar would be donated to the Tadcaster Flood Action Group.

The Board confirmed that the application met its requirements for the project and that it linked with several objectives in the Community Development Plan (CDP), specifically; leisure and tourism, community safety, and education and learning.

RESOLVED:

- (i) **To support the events archive project; and**
- (ii) **To APPROVE the application for £3,400 funding from the CEF.**

29. UPDATE FROM THIRD SECTOR PARTNER AND NEW COMMUNITY DEVELOPMENT PLAN 2016-19

David Gluck updated the Board on the work of the Tadcaster & Rural Community Interest Company (CIC) and in particular noted that work was progressing with the development of Manor Farm into a Community Hub.

The Board was advised that the draft Community Development Plan would be circulated to all members by email. Comments could be submitted in advance of the next Partnership Board meeting when the new CDP will be considered for approval. The new CDP would include a draft scheme of projects, each of which would be assigned a 'lead' from the Partnership Board to help maintain progress and ensure that the Board takes ownership of projects.

David Gluck presented the updated 'Visit Tadcaster' website and the two videos that had been produced with CEF funding. The Board was impressed with the new website and videos, noting in particular the professional appearance of both.

RESOLVED:

To circulate the draft Community Development Plan by email to Board members in advance of the final Plan being considered at the next Board meeting.

30. SELBY DISTRICT COUNCIL CAR PARK STRATEGY

Councillor Metcalfe presented the Selby District Council Car Park Strategy and advised that a public consultation was currently being undertaken. It was explained that the draft strategy was based around the key objective of using the Council's car parks "as a platform to boost the local economies of the District by improving the customer experience", recognising that for many visitors the first impression of a town can be the car park. As part of a package of improvements to car park provision across the District, all Council car parks would contain a tariff which would be applied fairly and consistently across the District. It was confirmed that tariffs would only apply during the daytime on Mondays to Saturdays, with no tariff after 6pm or on Sundays.

The Board welcomed the draft strategy but noted concerns about the potential effect of tariffs on town-centre residents who used car parks or on-street parking where private parking facilities were not available.

31. TADCASTER DEFIBRILLATOR PROJECT

The report from Councillor David Bowgett (Tadcaster Town Council) had been circulated with the agenda to update Board members on progress with this project. The report had been provided for information only.

RESOLVED:

To note the report.

32. FUNDING APPLICATIONS

32.1 Bilbrough Village Hall – Bilbrough Dance School

The Board agreed that the application met the funding framework criteria for a category B application and was for a grant of £1,000. The Board also agreed that this was a worthy cause, and that it was pleased to see a grant application from one of the villages that make up the CEF area.

It was noted that the grant funding would allow the Bilbrough Village Hall to purchase four portable dance mirrors. The mirrors would belong to the Bilbrough Village Hall and would enable additional dance and fitness activities to be provided at the Hall. This would benefit a broad range of local residents and would meet a number of objectives in the Community Development Plan, specifically; leisure and culture, education and learning, and health and well-being.

RESOLVED:

To APPROVE the grant application for £1,000.

32.2 Tadcaster & Rural Community Interest Company – Tadcaster Christmas Illuminations 2016

The Board agreed that the application met the funding framework criteria for a category B application and was for a grant of £1,000. The Board recognised the importance of improved Christmas illuminations, especially against the back-drop of the difficulties the town had experienced during 2016 and the positive effect Christmas illuminations could have on the town's economy and community.

It was confirmed that the Tadcaster & Rural CIC would project manage the delivery of the Tadcaster Christmas Illuminations for 2016. The project would provide an expanded lighting scheme including additional displays on the eastern side of the town and new displays on Commercial Street. The illuminations would be switched on earlier than in previous years, in mid-November. The total cost of the project would be £13,603 with the main funder being the Tadcaster Town Council.

RESOLVED:

To APPROVE the grant application for £1,000.

32.3 Tadcaster Flood Action Group – Equipping the Flood Action Group

The Board agreed that the application met the funding framework criteria for a category B application and was for a grant of £1,000. The application was for funding to purchase various items of equipment which would help the group to prepare for the forthcoming winter.

The Board recognised the valuable work provided by the Flood Action Group, but was concerned that the Group had significant funds already at its disposal. The Board resolved to refuse the application due to the Group having sufficient funding already available for this project, but reiterated its support for the Group. It was confirmed that the Board's decision should not deter the Group from applying to the CEF for funding in the future.

RESOLVED:

To REFUSE the grant application as the Board felt the Flood Action Group has significant funds already at its disposal.

33. NEXT FORUM – 28 NOVEMBER 2016

The Board considered the venue for the next Forum and agreed that the Riley Smith Hall was too large and that the Old Boys Sunday School in Tadcaster might be more suitable.

RESOLVED:

To confirm the preferred venue for the next Forum as the Old Boys Sunday School.

The meeting closed at 9.17pm
