



Agenda

Community Engagement Forum Partnership Board (Tadcaster & Villages)

Venue: The Ark, 33 Kirkgate, Tadcaster LS24 9AQ

Date: Monday 22 May 2017

Time: 7pm

To: District and County Councillors
Councillors Keith Ellis, Andrew Lee, Donald Mackay, Chris Metcalfe, Richard Musgrave and Richard Sweeting

Co-opted members
Steve Cobb, Zoe Devine, Elizabeth Dixon, Bea Rowntree, Kirsty Perkins, Trevor Phillips and Avis Thomas.

1. APOLOGIES FOR ABSENCE

2. DISCLOSURES OF INTEREST

A copy of the Register of Interest for each Selby District Councillor is available for inspection at www.selby.gov.uk.

Board members should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not (in the case of Selby District Councillors) already entered in their Register of Interests.

Board members should leave the meeting and take no part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Board members should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the member may stay in the meeting, speak and vote on that item of business.

If in doubt, Board members are advised to seek advice from the Monitoring Officer.

3. MINUTES

To confirm as a correct record the minutes of the Partnership Board meetings held on 13 March 2017 (pages 1 to 5 attached).

4. CONFIRMATION OF CHAIR

To note the appointment of the Chair by Council for the municipal year 2017/18.

5. APPOINTMENT OF VICE-CHAIR

To appoint a Vice-Chair for the municipal year 2017/18.

6. BOARD MEMBERSHIP

To note changes to the membership of the Partnership Board and to consider any new appointments (page 6 attached).

7. MEETING START TIMES

To confirm the start time for Partnership Board meetings and Forums for the municipal year 2017/18.

8. BUDGET UPDATE

To consider the current CEF budget and finance report for the year ending 31 March 2017 (pages 7 to 8 attached).

9. FUNDING APPLICATIONS

To consider applications for funding, using the Funding Framework. Board members are required to refer to the Funding Framework when considering applications (pages 9 to 11 attached).

9.1 Tiempo Espana Dance Academy Community Interest Company; '*Strictly Cuban Salsa*' for £3,160 (pages 12 to 18 attached).

9.2 Tadcaster & Rural Community Interest Company; '*Supporting Stutton Village Hall*' for £650 (pages 19 to 24 attached).

9.3 Tadcaster Community Library; '*Tadcaster Community Library Development*' for upto £10,000 (pages 25 to 30 attached).

10. UPDATE ON PREVIOUS ACTIONS / DECISIONS

To consider any updates from actions and/or decisions made at the previous meetings that will not be covered by subsequent agenda items.

11. UPDATE FROM TADCASTER & RURAL COMMUNITY INTEREST COMPANY

To receive, for information, an update from the Tadcaster & Rural Community Interest Company (pages 31 to 34 attached).

12. TADCASTER EVENT PROJECT TEAM

To consider a proposal from the Tadcaster & Rural Community Interest Company, which asks the CEF to commission an Events Project Team to deliver the Tadcaster Cultural Strategy (pages 35 to 36 attached).

13. FUTURE COMMUNITY LEISURE PROVISION IN TADCASTER & VILLAGES CEF

To consider a proposal from the Development Officer for the CEF to undertake a project to review community leisure provision within the Tadcaster & Villages CEF area (pages 37 to 41 attached).

14. COMMUNITY DEVELOPMENT PLAN

To note the CDP Action Plan and consider any updates, including a review of the 'Give It A Go' event (pages 42 to 50 attached).

15. FUTURE MEETINGS

To consider dates, themes and times for future meetings. The Board is asked to consider expenditure of no more than £450 (plus VAT) to produce and distribute flyers to promote the next Forum.

Dates of next meetings
Partnership Board – Monday 10 July 2017 The Ark, 33 Kirkgate, Tadcaster. LS24 9AQ. <i>Deadline for funding applications and agenda items is Thursday 29 June 2017 at 12 noon.</i>
Forum – Monday 12 June 2017 (TBC) Proposed venue is Riley Smith Hall, Tadcaster.

Gillian Marshall
Solicitor to the Council

For enquires relating to this agenda, please contact Daniel Maguire, Democratic Services on 01757 705101 or email dmaguire@selby.gov.uk.



Minutes

Tadcaster & Villages Community Engagement Forum (Partnership Board)

Venue:	The Ark, 33 Kirkgate, Tadcaster LS24 9AQ.
Date:	Monday 13 March 2017
Time:	7pm
Present:	<u>District and County Councillors</u> Councillors Donald Mackay (Chair) Keith Ellis, Chris Metcalfe and Richard Sweeting. <u>Co-opted members</u> Steve Cobb, Zoe Devine (co-opted at minute number 61), Elizabeth Dixon (co-opted at minute number 61), Kirsty Perkins, Bea Rowntree and Avis Thomas (Vice-Chair).
Apologies:	Trevor Phillips.
Officers present:	Angela Crossland (Head of Communities, Partnerships and Customers, Selby District Council), Chris Hailey-Norris (CEF Development Officer, Selby District AVS) and Daniel Maguire (Democratic Services Officer, Selby District Council).
Others present:	Heather Kennedy, Inspiring Healthy Lifestyles (for minute numbers 58 to 62); Timothy Kent, Sing Yourself Happy (for minute numbers 58 to 63); and Susan Morgan, Tadcrafters CIC (for minute numbers 58 to 63).
Public:	0

58. DISCLOSURES OF INTEREST

There were no disclosures of interest.

59. MINUTES

The Partnership Board considered the minutes of the meeting held on 16 January 2017.

RESOLVED:

To confirm as a correct record the minutes of the Partnership Board meeting held on 16 January 2017.

60. CHAIR'S REMARKS

The Chair welcomed Board members and officers.

61. BOARD MEMBERSHIP

Kirsty Perkins introduced Elizabeth Dixon and Zoe Devine, both of whom were active members of the Tadcaster community and proposed that they be appointed as co-opted members to fill the current vacancies.

RESOLVED:

To appoint to the Partnership Board Elizabeth Dixon and Zoe Devine as co-opted members.

62. COMMUNITY LEISURE PROVISION IN TADCASTER & VILLAGES AREA

Heather Kennedy, from Inspiring Health Lifestyles (IHL), presented an update on the provision of leisure services and facilities within the Tadcaster and Villages CEF area. She confirmed that IHL would work with, and support, community groups who came forward with suggestions for filling any gaps in current leisure provision.

The Board agreed that it would be helpful to undertake an audit of leisure provision in the area, to consider what was currently provided by Selby District Council (delivered by IHL) and what was currently provided by the voluntary / community sector. It was noted that a scoping report could be produced by the Development Officer which would allow the Partnership Board to assess the cost involved in undertaking an audit, and that an audit would help identify where the CEF could help groups to fill any gaps in provision.

Heather Kennedy confirmed that she would be able to advise the Board, through officers, about any future grant applications from community sport/leisure groups.

RESOLVED:

To ask the Development Officer, working with Inspiring Healthy Lifestyles, to produce a scoping report detailing

how the CEF could undertake an audit of community leisure provision in the Tadcaster & Villages CEF area.

63. FUNDING APPLICATIONS

The Chair agreed to consider agenda item 10 at this point, as the applicants were in attendance.

63.1 Sing Yourself Happy

Timothy Kent presented the application on behalf of 'Sign Yourself Happy'. The application was for £176 towards the cost of equipment to enable the organisation to continue providing sing-a-long groups for the elderly, and in particular those with dementia and their carers.

The Board confirmed that the application met the requirements of the Funding Framework relating to small grants, and in particular in relation to the objectives of the Community Development Plan and that the application demonstrated a need for the service. The Board also suggested that the organisation might wish to approach the Tadcaster & Rural CIC regarding publicity through the 'Tadcaster Today' magazine which was part-funded by the CEF.

RESOLVED:

To approve a grant of £176 as detailed in the application.

63.2 Tadcrafters CIC

Susan Morgan presented the application on behalf of 'Tadcrafters CIC'. The application was for up to £6,236 towards the cost of creating various decorations and displays that would be used to decorate Tadcaster during the Tour de Yorkshire. The application confirmed that the organisation would engage with the local community to support local residents to create items such as bunting using sustainable resources.

It was confirmed that the application was seeking a contribution towards the total cost of £6,236 and that some aspects of the project could be adjusted. The Board felt that the provision of festoon lighting could be too ambitious given the timescales, and although supportive of the principle, the Board agreed that this element of the project could be developed separately. It was proposed that the CEF provide a grant to cover the first four items of expenditure as detailed in the application, these being specifically; standard-sized bunting, painted bikes, lanterns and miscellaneous decorations; big bunting and land art; festoon bunting for Main Street; and festoon bunting for Kirkgate.

RESOLVED:

To approve a grant of £3,356 towards the project as detailed in the application, but not to include the cost of purchasing festoon lighting.

64. UPDATE ON PREVIOUS ACTIONS / DECISIONS

It was noted that an update from the Tadcaster & Rural CIC had been circulated by email in advance of the meeting, and paper copies had also been made available at the meeting.

The Board agreed that it would be useful to understand the impact of the bridge re-opening celebration, and that this could be a theme for the next Forum which would be discussed under minute number 68.

RESOLVED:

To note the update from the Tadcaster & Rural CIC.

65. UPDATE ON 'GIVE IT A GO'

The Development Officer updated the Board on the arrangements for the 'Give It A Go!' event on Saturday 29 April 2017 in Tadcaster. It was confirmed that publicity had been circulated widely and that a number of applications had been received.

The Development Officer confirmed that support would be required on the day, and asked that Board members considered volunteering.

RESOLVED:

To note the update.

66. COMMUNITY DEVELOPMENT PLAN

The Community Development Plan (CDP) had been circulated with the agenda pack. In response to questions from the Board it was confirmed that arrangements were in place to ensure that monitoring reports relating to projects funded by the CEF would be considered at future Board meetings.

RESOLVED:

To note the update.

67. BUDGET UPDATE

The budget update had been circulated with the agenda pack and showed a remaining balance (after unpaid commitments) of £35,871 and a year-to-date spend (including unpaid commitments) of £51,778.

It was noted that there remained an outstanding commitment to BK Parnaby for the painting of railings in Tadcaster. It was explained that the work had not yet been completed due to the poor weather.

The Board raised concerns regarding the Business Forums being delivered by the Tadcaster & Rural CIC through a grant from the CEF. It was noted that businesses were being asked to pay a charge to attend the Forums. The Board asked that the Democratic Services Officer clarified the situation with the CIC.

RESOLVED:

- (i) To note the budget update; and**
- (ii) To ask the Democratic Services Officer to contact the Tadcaster & Rural CIC to clarify the admission charge being levied at the Business Forums.**

68. FUTURE FORUMS

The Board was concerned that the Forum held on 28 February had not included an opportunity for public questions, and that the 'market place' event had been poorly attended by service providers. The Board agreed that the opportunity for the public to raise issues and ask questions should be a standing item at future Forums.

It was noted that the Board had considered, earlier in the meeting, the success of the bridge re-opening celebrations and that this could provide the basis for a themed Forum to consider the impact of recent community events. The Board agreed that this could be the theme for the June Forum, which would also be able to consider the impact of the Tour de Yorkshire.

The Board agreed that the Forum should receive presentations from the Tadcaster & Rural CIC, the Tour de Yorkshire Project Manager (at SDC) and Dave Edmonds from DepArts.

RESOLVED:

- (i) To ensure that an opportunity for public contributions and questions be provided at future Forums; and**
- (ii) That the June Forum should be held in Tadcaster and be themed around the impact of recent community events and how these could be a catalyst for future events.**

The meeting closed at 8.43pm

Tadcaster & Villages Partnership Board Members

Councillors (6)

Name	Representing	Email Address
Cllr. Chris Metcalfe	SDC – Tadcaster	cmetcalfe@selby.gov.uk
Cllr. Richard Sweeting	SDC – Tadcaster	rsweeting@selby.gov.uk
Cllr. Donald MacKay	SDC & NYCC – Tadcaster	mackaydon@fsmail.net
Cllr. Richard Musgrave	SDC – A'ton Roebuck & Church Fenton NYCC - Escrick	rmusgrave@selby.gov.uk
Cllr. Keith Ellis	SDC – A'ton Roebuck & Church Fenton	kellis@selby.gov.uk
Cllr. Andrew Lee	NYCC – Cawood & Saxton	cilr.andrew.lee@northyorks.gov.uk

Co-opted Members (5)

Name	Council / Organisation	Email Address
Mr Trevor Phillips	Appleton Roebuck & Acaster Selby PC	phillips.trevor@virgin.net
Mrs Avis Thomas	Ulleskelf Parish Council	aveanddave.ully@gmail.com
Mr Steve Cobb	Tadcaster Town Council	steve_cobb@tadcas.plus.com
Mrs Bea Rowntree	Local Resident	bea.rowntree@btinternet.com
Mrs Kirsty Perkins	Tadcaster Town Council	kposkitt@hotmail.com
Elizabeth Dixon	Co-opted Member	elizabeth@dp-consultancy.co.uk
Zoe Devine	Co-opted Member	zadevine@hotmail.com

Tadcaster & Villages Community Engagement Forum

Financial Report. 1 April 2016 to 31 March 2017

	Balance carried forward from 2015/16	£67,650.00
	Grant from SDC for 2016/17	£20,000.00
<i>This is the total budget available at the start of the financial year.</i>		Total budget for 2016/17
		£87,650.00

Ref.	Date Agreed	Date Paid	Paid to	Details	Amount (£)	
					Actual	Committed
		19-Apr-16	Tadcaster Triathlon		£1,000.00	
T1505	21-Mar-16	22-Apr-16	First Tadcaster Girl Guides	Austria Trip	£700.00	
		26-Apr-16	Tadcaster Computer Services	Visit Tadcaster website - Year 2 costs	£360.00	
T1512	21-Mar-16	27-Apr-16	BK Parnaby	Painting CCTV posts in Tadcaster	£650.00	
		26-Apr-16	Kuhnel Graphics	Banners for Tour de Yorkshire event	£780.00	
N/A	N/A	05-May-16	b	Car Park Management	£1,084.55	
T1516	26-Apr-16	18-May-16	Kirsty Poskitt	Contribution to Tour de Yorkshire event	£338.04	
T1517	15-Feb-16	14-Jun-16	Tadcaster Town Council	Gateways Project	£2,000.00	
T1508	21-Mar-16	23-Jun-16	Tadcaster Carnival	Contribution to Carnival 2016	£1,000.00	
T1515	11-Jul-16	11-Aug-16	Yorkshire Energy Doctor CIC	Warming the Tadcaster & Villages CEF	£928.00	
T1519	22-Sep-16	19-Oct-16	Bilbrough Village Hall	Bilbrough Dance School	£1,000.00	
T1509	21-Mar-16	20-Oct-16	Tadcaster & Rural CIC	Business Forms start up	£4,260.00	
T1508	21-Mar-16	20-Oct-16	Tadcaster & Rural CIC	Visit Tadcaster website - upgrade costs	£4,270.00	
T1522	22-Sep-16	20-Oct-16	Tadcrafters CIC	Tadcrafters	£1,000.00	
T1506	21-Mar-16	22-Apr-16	Tadcaster & Rural CIC	Funding for CIC core running costs 2015/16	£4,929.00	
T1511	N/A	19-Apr-16	North Yorkshire County Council	Traffic Light equipment	£3,000.00	
T1521	22-Sep-16	01-Dec-16	Tadcaster & Rural CIC	Memories of the Flood	£3,400.00	
T1524	22-Sep-16		DepArts Limited	Tadcaster Events Calendar	£3,000.00	
T1523	22-Sep-16	01-Dec-16	Tadcaster & Rural CIC	Tadcaster Christmas Illuminations 2016	£1,000.00	
N/A	N/A	19-Dec-16	Reach Studios	Forum Flyer design	£35.00	
N/A	N/A	12-Dec-16	Riley Smith Hall	Hire of hall for November Forum	£100.00	
N/A	N/A	12-Dec-16	Distinctive Catering	Refreshments at November forum	£60.00	
T1530	16-Jan-17	28-Feb-17	Tadcaster & Rural CIC	Tadcaster Today 2017	£4,400.00	
T1531	16-Jan-17	28-Feb-17	Tadcaster & Rural CIC	Tadcaster Business Forum 2017	£4,260.00	
T1532	16-Jan-17	28-Feb-17	Tadcaster & Rural CIC	Visit Tadcaster website maintenance 2017	£3,322.00	
N/A	10-Feb-17		Create TVT	Leaflets for bridge opening promotion	£129.00	
N/A	15-Feb-17	02-Mar-17	The Ink Shop	Banner for CEF promotion	£40.00	
N/A	N/A	08-Mar-17	Distinctive Catering	Refreshments at February forum	£60.00	
N/A	N/A	08-Mar-17	Riley Smith Hall	Hire of hall for February forum	£100.00	
N/A	N/A	08-Mar-17	Petty Cash	Refreshments for Partnership Board meetings	£26.67	
N/A	N/A	24-Mar-17	Reach Studios	Flyers for Forum and Bridge celebrations	£86.00	
N/A	16-Jan-17	31-Mar-17	Create TVT	Leaflets and delivery for Give It A Go	£534.25	
N/A	N/A	31-Mar-17	Community House	Photocopies	£17.74	

Total Actual Spend to date £47,870.25

	Total balance carried forward	£39,779.75
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Tadcaster & Villages Community Engagement Forum

Financial Report. 1 April 2017 to 31 March 2018

	Balance carried forward from 2015/16	£39,779.00
	Grant from SDC for 2017/18	£20,000.00
<i>This is the total budget available at the start of the financial year.</i>		Total budget for 2017/18
		£59,779.00

Ref.	Date Agreed	Date Paid	Paid to	Details	Amount (£)	
					Actual	Committed
T1534	13-Mar-17		Tadcrafters CIC	Supporting Tour de Yorkshire	£3,356.00	
T1533	13-Mar-17		Sing Yourself Happy	Sound Equipment for Sing Yourself Happy		£176.00
N/A	16-Jan-17		CEF Project	Give it a Go! (Remaining balance)		£2,969.75
T1518	11-Jul-16		BK Parnaby	Painting railings in Tadcaster		£1,228.80
N/A			Reach Studios	Cycle Race leaflet		£45.00
N/A	28-Apr-17		The Inkshop (via Bea Rowntree)	CEF publicity material		£75.00

Total Actual Spend to date £3,356.00

Remaining Commitments not paid £4,494.55

<i>This figure is the remaining budget available to spend (the total budget minus actual spend and commitments yet to pay).</i>	Total budget remaining	£51,928.45
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<i>This figure is the total budget available minus actual spend.</i>	Total balance remaining	£56,423.00
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Allocation of Funding Framework

All funding applications will be considered by the CEF Partnership Board and their recommendation will then be authorised by Selby District Council to ensure the following:

- There has been a logical and justifiable allocation of funds.
- The application meets all necessary criteria including personal identifying checks for the purposes of detecting fraud.
- The decision is compliant with the Council's Constitution and legal framework.

If a CEF Partnership Board has set up a Funding Sub Committee, the Sub Committee may make an initial recommendation to the Partnership Board who must then make a final recommendation which will be authorised by Selby District Council.

How often can organisations apply?

If an organisation has been granted funding they cannot apply again for the same application or project for another 2 years. They may apply for funding for another application or project but they must be able to demonstrate that it is a completely separate application or project to the one they were originally funded for.

If an organisation is unsuccessful in their application for funding they are welcome to re-submit an application at any subsequent CEF meeting however they will need to consider how to address the reasons for refusal before resubmission.

Is match funding required?

Match funding is not required for applications, however as the maximum small grant allocation is £1,000 you may need to seek funding from elsewhere if your application will cost more than that amount. If an application is approved on the basis that part of the funding will be provided from elsewhere then it will need to be demonstrated when this funding will be received before the CEF funding can be allocated

When making the recommendation members of the Partnership Board will evaluate the merits of each application by the information and detail provided in accordance with the criteria listed below:

Consideration of Applications

Applications cannot be considered until an application form is completed and submitted to the Partnership Board. This will allow the full details of an application to be discussed and properly considered. No funding is to be agreed to grants or projects where an application form or project brief has not been provided. This is to ensure the Council fulfils its requirement to comply with its Access to Information rules.

Small Grant (typically £300 to £1,000)

A grant is funding used to purchase an item or fund a one-off event /activity.

For applicants to be awarded funding, the following must be demonstrated:

- How the application meets at least 2 of the objectives in the CDP for the CEF area.
- How the project benefits the CEF area including residents of the area.
- That funding would have extensive and detailed benefits for one or more defined groups (not an individual) in the CEF area.

The following organisations are not eligible to apply for small grant funding:

- A Parish Council that raises its own precept (Parish Councils may be partners in CEF projects).
- A school – (parent–teacher associations (PTAs) are eligible to apply)
- A commercial organisation generating a profit
- Another statutory or public service – (funding will not be granted to another statutory or public service to assist it to carry out its statutory duties. i.e. where the funding is intended to replace statutory funding. However, the CEF may fund a grant/project if the statutory or public service was providing a service outside of its statutory remit)

Applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Project Funding (usually over £1,000 for a specific piece of work)

A project is a piece of planned work or an activity that is completed over a period of time and intended to achieve a particular purpose.

To be awarded funding the following must be demonstrated in your project brief:

- How the application meets at least 2 of the objectives in the CDP for the CEF area.
- That funding would have extensive and detailed benefits for one or more defined groups (not an individual) in the CEF area.
- That clear evidence for a high level of need and extensive community consultation is provided.

All organisations are eligible to apply for Project Funding however any applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Note – projects exceeding £5,000 will be subject to Selby District Council procurement rules.

Funding cannot be provided for continuous work and it should not be expected that a CEF can continuously fund a project or scheme. Applicants should look ensure their project or scheme is self-sufficient once they have received funding from the CEF.

Procedure for Urgent Applications

This procedure will only be used if the application is deemed to be urgent and consideration of the application cannot wait until the next Partnership Board meeting. In order for an application to fall into this category, valid reasons for urgency must be demonstrated before the application can be considered.

The application must still fulfil the criteria listed above and state why the application cannot wait until the next Partnership Board meeting.

The Chair must agree to the reasons for urgency.

- First Action would be to consider whether an additional meeting can be arranged with the application and agenda being published on the Council’s website.
- If it is not possible to call an additional meeting, the relevant Director should co-ordinate consultation with Partnership Board members to reach a decision through email. The application can only be agreed if there are **no objections** from any Partnership Board members. If the application is agreed, the decision would be published on the Council’s website in the usual way. The funding decision would be listed (to note) on the next agenda of the Partnership Board.
- If there is any objection from a Partnership Board member, then the application **cannot be agreed** and it must be considered at a Partnership Board meeting.

Funding Events

If a funding event is held, the following rules must be abided by with regard to applications:

- Each funding proposal agreed must with the proviso that an application form must be fully completed before any funding is allocated.
- There must be a written record of all the decisions taken at the event which must include the following information:
 - Name of applicant.
 - Details of proposal.
 - Amount of funding allocated.
 - Reason for decision (applications agreed must still abide by the criteria for grant and project funding).



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Q1.1 Organisation name

Tiempo España Dance Academy CIC

Q1.2 Organisation address

What is your organisation's registered address, including postcode?

56 The Haven, Selby, YO8 8BJ

Telephone number one

07756869256

Email address (if applicable)

tiempoespanadancecic@hotmail.com

Telephone number two

07546664000

Web address (if applicable)

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mrs	Aimi	Kato Karst
Position or job title		
Partner		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	✓

Other	Please describe
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When was your organisation set up?

Day	24	Month	11	Year	2016
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COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q1.5 Reference or registration numbers

Charity number	
Company number	10495505
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

Q1.6 Is your organisation VAT registered?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Project Brief	
<p><i>The Project Brief is the first thing to do. It should be completed before any activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
Project Name	Strictly Cuban Salsa
Project Manager	Aimi Kato Karst and Benjamin Karst
Document Author (if different from Project Manager)	
Organisation Name	Tiempo España Dance Academy CIC



Benefit

There are numerous health benefits to dancing Cuban salsa including improving overall fitness and reducing the incidence of certain chronic diseases. Cuban salsa dancing has been shown to provide a great cardiovascular workout in addition to improving core strength and increasing flexibility. It allows individuals to experience a new way of keeping fit while listening to music where students interact with each other rather than perform exercise in isolation such as in other forms of exercise such as Zumba, yoga or even gym activities.

The Joint strategic needs assessment published in March 2015 showed that the percentage of adults with a BMI classified as excess or obese was 71.0% and 67.9% in the Selby district and North Yorkshire respectively which is above the national average of 63.8%. Obesity has been linked to many long term illnesses such as type 2 diabetes, cardiovascular disease, musculoskeletal disease, high blood pressure etc. For example, a survey by Diabetes UK in 2014 showed that more than 1 in 17 adults in the UK are living with diabetes; more than 90% with type 2 diabetes. Being active can reduce the risk of developing this illness by 30-40% and those living with it can reduce their need for medication and the risk of complications by being more active.

In addition, the number of people classified as “inactive” and who do less than 30mins of physical activity a week as assessed by the Health survey for England 2012 was a striking 1 in 4 women and 1 in 5 men. This is a concerning statistic given that physical inactivity has been shown to be the fourth largest cause of disease and disability in the UK (Murray et al. (2013) UK health performance: findings of the Global Burden of Disease Study 2010. The Lancet 381:997-1020).

Cuban salsa dancing can bring residents of the local community into contact with new people both from the area and from surrounding villages and help to form new friendships, thereby decreasing social isolation and loneliness. This can be especially important for the elderly population. Although older people living alone are most likely to experience social isolation, those living in residential care may experience loneliness, especially if they lack opportunities to participate in the community outside the care home.

The Social Care Institute for Excellence (SICE) detailed a report discussing the link between loneliness and decreased long-term health in 2011 and a study published in 2010 by PLOS Medicine journal estimated that individuals with strong social ties are 50% more likely to survive longer, and the effect of loneliness and isolation when compared to smoking 15 cigarettes a day or even other known risk factors for mortality such as obesity and inactivity, was found to be far more detrimental to long-term health.

Details of the Project

Tiempo España Dance Academy C.I.C. is a not for profit organisation based locally, committed to promoting the benefits of dance to everyone. We propose to teach 5 sets of Cuban salsa courses lasting 6 weeks in selected community halls within the Eastern Area of the CEF.

The classes will be offered free of charge to the community and the aim is to offer the courses at different days of the week at the various locations to make it accessible to everyone.

All courses will follow a similar structure and will start at a beginner level to engage people in the community particularly those who have not tried similar activities before.

The 5 courses offered will run in succession rather than simultaneously to allow interested people who missed a certain course to join one of the other courses instead.

At the end of the course students will have had enough exposure to Cuban salsa to get a flavour of this type of dance and they will be ready to dance socially with their new friends at any Cuban salsa event. We will also ensure there are follow on opportunities for those wishing to continue learning Cuban salsa.

Project Objectives

The main project objectives will be to:

- Decrease isolation and loneliness in the community and provide new activities for everyone of all ages to participate in
- Engage the local community by encouraging people to participate in an activity together whereby they have increased social interaction and utilise local businesses for this purpose e.g. use of local community halls as venues to host classes.
- Improve fitness and reduce obesity and related health problems within the local community
- Improve mental health within the community
- Provide classes for the elderly to improve physical health and balance and provide a fun activity which also reduces stress

This clearly addresses the following CDP priorities of the Tadcaster and Villages CEF as follows:

- Improve leisure and cultural opportunities for local people
- Ensure that people can get information about the things they want to do, and help in starting up new activities

Benefits

Decreasing Social isolation in more rural communities:

Loneliness can be a pressing issue for those isolated in rural areas due to lack of opportunity for social interaction but is a problem to be addressed as it contributes to poor mental and physical health. Although befriending support can greatly help alleviate loneliness, we believe it is equally as important to provide a means of interaction with the surrounding community through a social activity which also helps promote fitness.

Cuban salsa is an ideal way to make this available to the community as it allows individuals to participate in a common group activity with music and movement. Our aim is to source venues such as community centres or for example, halls for hire within local schools and other venues within the area and offer a new and exciting activity that people can easily access.

As Cuban salsa can be danced in various dance formations it can also open doors to those who are single and alone who may not feel they can attend many dance classes which are labelled as partner dancing.

There are hundreds of moves to be learnt which can be done by an individual and various dance formats exist where for example, 2 followers can dance with 1 leader or vice versa. Cuban salsa is unique in this respect as it is not only a partner dance but has different formats in which it can be danced.

This includes as an individual (one person dancing by him or herself), in a couple- although again, the more traditional idea of a leader always being a man and a follower always being a woman does not apply in Cuban salsa where it is just as common to see a woman leading a man, a woman leading another woman or a man leading another man (this provides different challenges and gives partner dancing many different facets to be enjoyed by people breaking out of more traditional roles) or in a Rueda which is essentially a large circle of couples dancing and interacting with each other, akin to a Scottish ceilidh but with more complex dance forms.

Cuban salsa therefore can provide social interaction for a large group of people with over 50 people being able to dance together. The only restriction to the courses provided by Tiempo España Dance Academy C.I.C. with regards to the number of people who can be taught at the same time will be the size capacity of the venue.

Improved fitness and health:

Salsa dancing has been proven to provide a similar, if not greater level of cardiovascular activity compared to other forms of exercise such as swimming, running or riding a bike. A study at the University of Hertfordshire which compared ballet dancers with swimmers found the dancers to score higher than the swimmers in seven out of ten areas of fitness (an hour of salsa dancing can burn between 300-600 calories). Dancing can also help work out most of the major muscle groups including core muscles in addition to the upper and lower body. This can lead to balanced weight loss while also building muscle and in addition, the types of movements associated with salsa helps to improve flexibility, balance and coordination.

In addition to weight loss, Cuban salsa can provide numerous health benefits, for example by aiding in blood sugar control which is great for diabetics; it improves lipid control which raises good cholesterol (HDL) and lowers bad cholesterol (LDL); dancing regularly keeps joints

lubricated which can help to prevent arthritis; it can improve bone strength and aids in the prevention and treatment of osteoporosis.

Improved mental health:

Dancing can help improve emotional well-being and improve self-confidence. Research has found dancing can reduce the risk of Alzheimer's disease and other forms of dementia in the elderly. The social aspect of dancing can help to de-stress and reduce depression and loneliness.

Furthermore, the act of memorizing steps and co-ordinating body movement with the theoretical basis of executing steps (e.g. right foot forward followed by left foot back) can help mental stimulation. This, in combination with working with a partner can provide a healthy challenge that produces more than a physical benefit.

Decreasing social isolation for elderly and improving their health:

Dance can be a gentle, non-competitive form of exercise that also reduces social isolation, so is suitable for many elderly people. There is an exciting growth of opportunities for dance programmes with elderly people to reduce falls, prevent dementia and simply keep people active and mobile.

Our aim is to cater to individuals and offer a unique activity that provides new and exciting concepts as a dance form compared to certain traditional tea dance events. Encouraging elderly people to try a new activity, perhaps for the first time in their lives may take them slightly out of their comfort zone initially but will be a novel way to meet and socialise with other people and helps to form an entirely different form of relationship as partner dancing requires a degree of trust and approachability to be demonstrated by each partner. By trying something new, the aim is to encourage a new sense of confidence and the mindset that one does not have to learn to dance at an early age and it is an ability that anyone can pick up at any stage.

Although there is availability for elderly people to have social interaction through certain community based activities such as tea afternoons etc, there appears to be less opportunity for engagement in arts, dance and theatre. As everyone is an individual, those who prefer to interact with others through music and dance will be given a chance to explore their passion with like-minded people and continue to pursue activities in these fields.

Project Approach / Delivery Options

Tiempo España Dance Academy C.I.C. will get in touch with the various community halls within the Eastern Area to find out times and availabilities and cross-reference these with instructor availabilities.

We propose to wait at least 1 month from the start of the project until the first 6-weeks course is being delivered so as to leave ample time for advertising the project to the community.

Tiempo España Dance Academy C.I.C. will provide the instructors, the equipment and the music and will ensure that they follow a logical structure throughout the course that allows students to recap the moves they learned as well as building on them to advance to the next level.

2 instructors will be present on site whenever possible to give new beginners the chance to learn the basic steps before joining the more advanced group so as to integrate everyone into the dance group without newcomers feeling intimidated by the advanced students.

Project Timescales (Milestones)

We propose to wait at least 1 month after initiating the project to allow for advertising and would aim to start the first 6-week course within 3 months of the project start date.

The 6-week courses will run in succession to each other although the exact timing will depend on venue and instructor availability. We do however aim to have completed the full 5 sets of 6-week courses within 1 year of starting the project.

Project Resources (people and money)

- **Costs** – £20 venue hire per session
£60 for designing advertising flyers
£100 for printing flyers+ distribution
- **People** – £80 per session for instructor/s

The total resources required for 5 courses of 6 sessions is: £3160

Funding

Tiempo España Dance Academy CIC will fund the “Dance Cuban Salsa” project through funding obtained from the CEF.

Risks / Issues

The risks of this project should be minimal given that the funding will allow us to provide the course for free and even if only few students turn up at a certain venue then the benefits to them will still make the project a success.

Some residual risk, however, will occur from the fact that no-one may be able to make a certain course at a certain date or simply not find out about it in time. We aim to mitigate this as much as possible by advertising the course in advance within the initial period after starting the project before we teach the first course.

There is also some risk in that the teachers may not be able to make a certain class due to illness, car accidents, traffic jams etc. We aim to mitigate this by providing 2 instructors whenever possible so that one instructor can still run the class if the other instructor is prevented for any reason from attending the course.

Links and Dependencies

The success of the project is not dependent on completion of any other projects and as instructors will be provided by Tiempo España Dance Academy CIC, will not be dependent on recruiting volunteers.

We do however see this as an excellent opportunity to promote the Tadcaster and Villages CEF at each lesson. We also hope members of the Partnership Board will consider attending our classes!



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Q1.1 Organisation name

Tadcaster and Rural Community Interest Company

Q1.2 Organisation address

What is your organisation's registered address, including postcode?

Tadcaster Business Centre, 4-6 Bridge Street, Tadcaster LS249AL

Telephone number one

01937 831686

Email address (if applicable)

davidgluck@ruralis.co.uk

Telephone number two

07905 766831

Web address (if applicable)

www.tadcasterandrural.co.uk

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mr	David	Gluck
Position or job title		
CEO		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	x
Charity	
Voluntary or community group	

Other	Please describe
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When was your organisation set up?

Day	11	Month	12	Year	13
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COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q1.5 Reference or registration numbers

Charity number	
Company number	8811294
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

Q1.6 Is your organisation VAT registered?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section Two: Grant information or Project Brief (separate document)

Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.

Q2.1 What is the title of your application?

Supporting Stutton Village Hall

Q2.2 Please list the details of your application (500 words limit)

Stutton village has managed its village hall over recent years through its parish council without a functioning committee or trust. The hall is built on land leased to the Council by SSOB.

The PC has enjoyed the benefit of an anchor tenant in the form of the Stutton Playgroup – an Ofsted rated Outstanding facility. However, in recent years the Stutton Social Committee has emerged to challenge the legitimacy of the Playgroup's residence and expressing a desire to both run the village hall and to remove the playgroup entirely.

In December 2016, T&R CIC were invited to play a role in assisting Stutton Parish Council in resolving conflict around the use and future of the village hall. This invitation was extended by Cllr Metcalfe. Subsequently the Parish Council agreed that T&R CIC would be contracted to perform a set of tasks leading to a set of recommendations that would put the village hall on a firm footing going forward.

Resource for this piece of work was provided by Cllr Metcalfe from NYCC funds.

The draft report was presented to stakeholders at the village hall on 27th April 2017 and the meeting, which included the Parish Council, Social Committee, Playgroup and SSOB (Landowner), agreed to take the recommendations forward and for a new village hall committee to be formed.

The meeting to create the first committee was held on 11th May 2017.

Through the process, the community and its stakeholders have been advised and guided by T&R CIC acting as independent brokers and drawing on their experience of rural community development and community buildings. T&R also involved Sheena Spence from Yorkshire Local Councils Association who provided detailed guidance which has proved most valuable to the PC.

The support from both T&R CIC and YLCA has now come to an end. However, the meeting Parish Council and the community have expressed a desire for the relationship to continue for a longer time period to support both the PC and new village hall committee as it beds down and the management of the hall is effectively transferred.

The reason this transitional arrangement is necessary is that there is an underlying sense of conflict in the community that could still de-rail the process and continuity support from an independent broker is still most important. In addition, there are technical issues for the PC to

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

work through and direct call off support from YLCA over and above what the PC can expect from its membership of the organisation, will prove extremely valuable.

Our joint work then will extend from the beginning of June and is expected to conclude by the end of July 2017, by which time the new committee will be functioning and a new support network will have been introduced from Rural Action Yorkshire and AVS (Chris Hailey Norris).

The work will include:

1. Attendance at all meetings of the new village hall committee & Parish Council
2. Introducing the new committee to support structures and funding opportunities
3. Helping the new committee to develop an Action Plan
4. Helping the Parish Council understand its duties and legal responsibilities towards the hall
5. Brokering meetings with the landlord to investigate potential for improvements to the building

Q2.3 Is there a specific date your applications needed to be funded by?

No but the work will be ongoing through June/July 2017

Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)

Which objective?	How will you achieve this?
Objective 1: Leisure Culture and Education: <i>"Village hall investment programme"</i>	By establishing a village hall committee and new charitable trust where there has not been one for many years, the project will enable new funding and investment to be secure for the Hall. Without this work, the future of the building is thrown into doubt, as is the cohesiveness of the community which is suffering primarily because of the deficits the Hall and its management presents.
Objective 2: Leisure Culture and Education: <i>"Promote the benefits and impact the work of volunteers achieves across our CEF area"</i>	The community of Stutton relies upon volunteer activity to support statutory authorities in promoting community togetherness and activity. The project will develop this volunteer base still further around the new focus of the village hall as an attractive hub for village groups to grow into.

Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

The application is for the people who live in Stutton parish primarily, although the benefits of a successful community building here will benefit others across the CEF area, for example the Playgroups has children come to it from many of the villages in the T&V CEF area, not just Stutton.

Why is there a need for the proposal?

1. The community needs a truly independent arbitrator to help it heal the wounds that have emerged since the Social Committee emerged to challenge the legitimacy of the Playgroup's tenancy of the Village Hall. This challenge has led to mistrust and fear in the community alongside an unrealistic expectation of what the Social Committee could achieve independently in the Village Hall i.e. without fundamental reform and renewal of both the management committee and the fabric of the Hall itself.
2. The Parish Council is one of the key stakeholders and cannot apply for a grant from CEF or be seen to be using its funds because it would not be regarded as independent.
3. There is no village hall committee at present.
4. Therefore, an application from the CIC provides a solution to enable support to be maintained and a positive set of outcomes hopefully achieved.

Q2.6 How much funding are you requesting?

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
Officer time from Tadcaster and Rural CIC	500
Officer time and travel cost from Yorkshire Local Councils Association	150
Total Cost	650

Q2.7 Is the total cost of the application more than the amount you are requesting?



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If yes, where will you get the other funding from and has this been secured?



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Q1.1 Organisation name

Tadcaster Community Library

Q1.2 Organisation address

What is your organisation's registered address, including postcode?

9 CALCARIA ROAD, TADCASTER, LS24 9HH

Telephone number one

01937 831743

Email address (if applicable)

tadcasterlibrary@hotmail.co.uk

Telephone number two

Web address (if applicable)

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Ms	Sara	Gott
Position or job title		
Chair, Tadcaster Community Library		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	✓
Voluntary or community group	

Other	Please describe
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COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

When was your organisation set up?

Day	30	Month	August	Year	2016
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Q1.5 Reference or registration numbers

Charity number	1168957
Company number	
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

Q1.6 Is your organisation VAT registered?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Project Brief	
<p><i>The Project Brief is the first thing to do. It should be completed before any activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
Project Name	TCL Community Development
Project Manager	Sara Gott
Document Author (if different from Project Manager)	Alison Wadsworth
Organisation Name	Tadcaster Community Library



Benefit

Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.

The library service in Tadcaster, provided by the new volunteer group, wishes to grow and sustain the existing service and establish complementary services within the library to meet needs identified within the community, including opening the building to other users and events, outside the main opening hours for the library service, and to become a community hub.

The use of the building for other events will allow the group to develop a working relationship with the CEF. This could include hosting CEF events / meetings at the library, developing a display within the library about the work of the CEF, and the Tadcaster Community Library management committee would be happy to attend CEF public forums to promote the library and its facilities to other members of the community.

Members of the community would be able to access advice sessions, consult with elected representatives, find out about both statutory and voluntary services provided across the district that don't have an office base in Tadcaster, but wish to increase the uptake of their services.

Details of the Project

Please list the details of your project

To facilitate the provision of an enhanced library service and community service 'hub' there is a need to employ one or more persons to develop the potential services, facilities, and initial launch of the hub.

The role will be to undertake the development of new services, liaison with other service providers, publicity, marketing, and arranging and co-ordinating events as a launch pad to positioning the library more centrally as a resource for the whole community of Tadcaster and surrounding villages.

In addition, there will be a role to work with the team of volunteers to ensure they are constantly supported to deliver the core services of the library and to source information or guidance for any member of the public seeking such knowledge.

Project Objectives

What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?

To undertake a time limited project to dramatically move the work of the community library into a long term sustainable venture.

During this phase of strengthening the organisation the measurable outcomes will be;

- A recruitment campaign to attract 20 additional volunteers to join the team.
- Development of marketing materials that can be used in the longer term to continue to enable us to recruit additional volunteers with a diversity of backgrounds, skills and experience.
- An increased number of active management committee members.
- Implementation of a training programme to develop the skills of the pool of volunteers in teamwork, leadership, fundraising, task and finish project work.
- Training the pool of volunteers to deliver this training in the long term
- Identification of opportunities to grow the income from letting and partnership working
- Seeking new sources of grant funding for project work to raise the profile of the library within the community
- Liaising with Selby District AVS, Community First Yorkshire, and York Explore (City of York Council's library service) to investigate the feasibility of new models of working, for example a social enterprise model
- Liaising with Tadcaster and Rural CIC to explore the costs and implications of a move into the premises at Manor Farm.

At the end of this work the library will have a significantly increased profile within the community of Tadcaster and surrounding villages

Benefits

Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.

Tadcaster Community Library, the new charitable volunteer group, wishes to grow existing and complementary services within the library to meet needs identified within the community. This will include opening the building to other users and events, outside the main opening hours for the library service, and to become a Community Hub.

Members of the community would be able to access advice sessions, consult with elected representatives, find out about both statutory and voluntary services provided across the district that don't have an office base in Tadcaster, but wish to increase the uptake of their services.

Project Approach / Delivery Options

Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.

The range of tasks to be undertaken require a range of skills and the list can be broken down into some discrete parcels of work.

Some of these will involve TCL paying for some hours directly and other pieces will take the form of a contract with an external body, this will be through the NYCC Preferred Providers list of development agencies.

Project Timescales (Milestones)

Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.

Phase one of this project is anticipated to run over a period of twelve months, involving a flexible timescale.

Project Resources (people and money)

These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.

Costs

£7,000 to create a pool of hours to carry out the key specialist tasks at a rate of £20 per hour. A total of 350 hours.

A recruitment campaign to attract 20 additional volunteers to join the team. Developing a team of volunteers including creating a recruitment campaign, training course designed and facilitated (100 hours)

Development of a Funding Strategy (250 hours) including achieving the following actions;

- the identification of opportunities to grow the income from letting and partnership working,
- Seeking new sources of grant funding for project work to raise the profile of the library within the community, including completion of 10 funding applications
- Liaising with Selby District AVS, Community First Yorkshire, and York Explore (City of York Council's library service) to investigate the feasibility of new models of working, for example a social enterprise model
- Liaising with Tadcaster and Rural CIC to explore the costs and implications of a move into the premises at Manor Farm.

£3,000 for a series of 4 community events, development of marketing materials and increased social media presence.

Funding

Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.

Funding from CEF, plus rental income from partnering agencies. At the end of the project new sources of funding for future projects will have been identified, complemented by fundraising activities, social enterprise development, sponsorship, legacies and contracts.

We also intend to use the services of the CEF Development Officer at Selby District AVS to assist in identifying other possible funding streams

Risks / Issues

Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.

If the project does not proceed in the format envisaged, then the risk is to the sustainability of the community library.

Without an impetus to grow and develop the library may become inward looking and reduce its effectiveness as a potential community hub

Currently the management committee are managing volunteers and this is taking a lot of time and is not sustainable in the long term so as a result of the project the intended outcome is a team of volunteers that will undertake more of the management role.

Links and Dependencies

Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?

The success of this project does depend on the partnership working with other agencies, both known and yet to be identified and also the commitment of the management committee and the team of library volunteers. In addition, the liaison with Rural Action Yorkshire is still to be developed

TADCASTER & RURAL CIC: FORWARD WORK PROGRAMME 2017/18 – 04/05/17 update

ACTIVITIES					
Activity	Projects	Contractor/Grant	Delivery partner	Update	
1. COMMUNITY COMMUNICATIONS	Tadcaster Today	CEF/TTC contracts 2017: £8400 total + advertising revenue.	Tadcaster Town Council	Edition 1 distributed. Edition 2 due out end June.	
	Visit-Tadcaster.co.uk	CEF contract 2017: £3322 budget	Newman Wray	Ongoing. Website recently upgraded. Monthly updates.	
2. BUSINESS SUPPORT ¹	Enterprise Cafes	CEF contract 2017	BSY&NY / HAG	2017 programme underway	
	Business Forum	CEF contract 2017	BSY&NY / HAG	Planning for 2017 halted due to new group forming.	
	Large Employers Forum	CEF contract 2017	BSY&NY / HAG	Planning for 2017 underway – linked to Masterplanning	
	Bright Sparks	Lottery/NYCC funded to mid-2017 £16,198 budget	BSY&NY	4 Bright Sparks in place	
3. NEIGHBOURHOOD PLANNING	Ulleskelf NDP	UPC £3975 initial budget	Mike Dando PAC	Up and running	
	Church Fenton NDP	CFPC £4625 initial budget	Mike Dando PAC	Up and running	
4. MANOR FARM	Bilbrough NDP	BPC ftd	?	Awaiting kick off	
	Develop Manor Farm into a community hub	NYCC, COMA: £5000 for 1 st phase work. NYCC Stronger Communities grant of £4000 for 2 nd phase.	PBA The Bridge Project	EOI submitted. Negotiations underway with NYCC and The Bridge Project. Full business case underway.	
5. OLD LONDON ROAD, TOWTON	Project management of Towton PC led project to improve path.	TPC/HLF: £1500 + £1350 legacy project.	University of York	Developing next stage of project with Parish Councils & schools.	

¹ Business Support programme was halted due to the emergence of a new business group in the town. However, that group has subsequently folded after just one meeting. This demonstrates, again, the importance of a sector led approach. The Forum will now organise a first meeting ahead of the next CEF on 12th June, more or less on the same subject i.e. securing a legacy for Tadcaster via events & learning the lessons from 19/2 & 29/4. The first Enterprise Café for the year will be held on 26th May at the Business Centre. We are also in discussion with TGS about organising an annual 'Meet the Business' evening at the school for years 10-13 this autumn.

ACTIVITIES					
Activity	Projects	Contractor/Grant	Delivery partner	Update	
6. TADCASTER REGENERATION	Cycling Festival Legacy	Budget of £?	Tadcaster Events Co-ordinating Team	Awaiting wash-up	
	Bridge Celebrations Legacy	Budget of £8000	To be determined	Projects to be finalised	
	Tadcaster Regeneration	SDC £to be determined		Develop ideas for SDC on masterplanning and regeneration strategies.	
7. FUNDING SUPPORT	Tadcaster Albions Juniors	TAJFC	Executive Officer	Investigating funding and land opportunities	
	Stutton Village Hall	NYCC £1000	Executive Officer	Investigating funding sources	
8. CORPORATE RESPONSIBILITY	Supporting Vocational Learning	Annual support for 2 students from TGS Vocational Learning and Skills.	Tadcaster Grammar School	2017 programme now complete	
	Work Experience	Supporting 2 students per annum	NY Business Education Partnership	2017 students: Eleanor Shaw Sophie Yorke-Hadley	
	Projects completed				
	1.	Local food and drink research – funded by Erasmus Mundus. Project completed October 2014.			
	2.	Tadcaster car park studies and parking scheme. Contract to SDC. 2015.			
	3.	Sherburn centre study – project completed September 2014. Contract to SDC. 2014.			
4.	Christmas Lights 2014 – undertaken with core funding from TTC.				
5.	Christmas Lights 2015 – undertaken with core funding from TTC.				
6.	Christmas Lights 2016 – undertaken with core funding from TTC.				
7.	Neighbourhood planning seminar in Selby 2015				
8.	Appleton Roebuck Neighbourhood Development Plan 2017				
9.	Our Place operational plan 2015				
10.	Tadcaster Carnival 2015				
11.	Tadcaster Arts Festival 2015				
12.	Bridge Celebrations 2017				
13.	Tadcaster Cycling Festival 2017				
Pipeline					
1.	Bilbrough Playing Fields asset transfer support – awaiting kick off meeting				
2.	Church Fenton Cricket Club funding support – awaiting contacts				

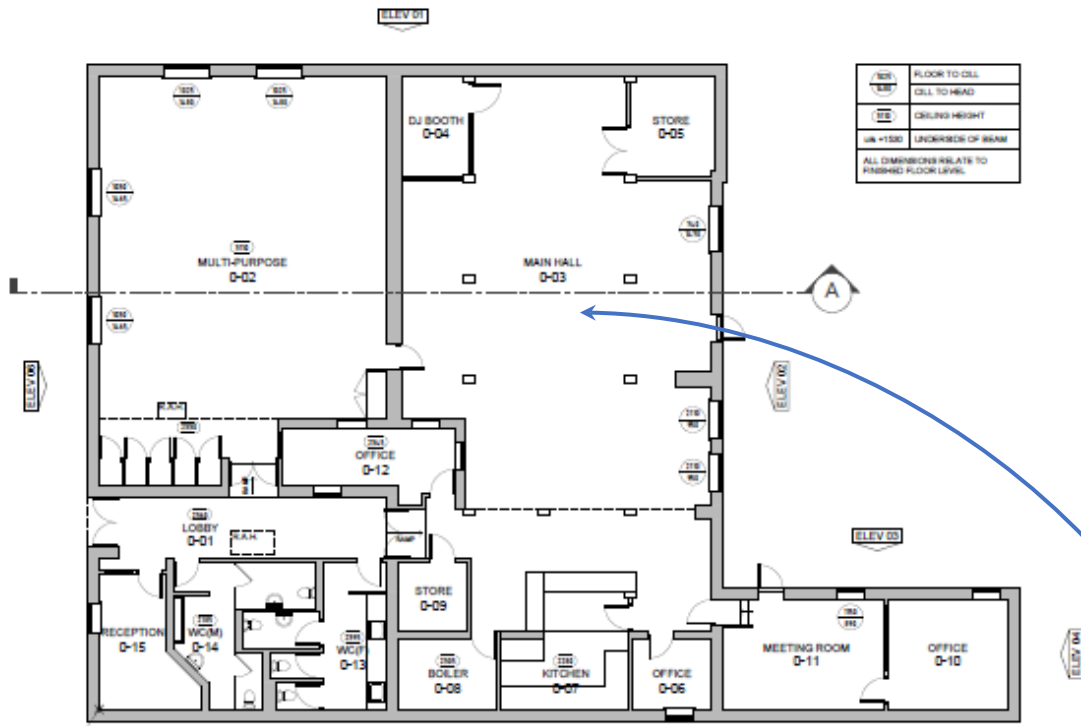
MANOR FARM – PROPOSALS FOR FUTURE USE : Update for the Tadcaster CEF Board

Tadcaster and Rural Community Interest Company (TRCIC) and The Bridge Project (TBP) have applied to NYCC for the asset transfer of the property known as Manor Farm for the following uses;

- To provide a youth space for TBP core youth activities.
- To provide an office space for T&RCIC, including a new facilities manager and any volunteers associated with the operation of the building.
- To provide a space for a youth entrepreneurship project, to be developed jointly between TRCIC and TBP with key external partners Tadcaster Grammar School and Business Support York and North Yorkshire.
- To provide potential space for the volunteer library service (medium term aim, potentially from 2018), currently at Station Road.
- To develop the use and potential of the MUGA facility as required by the community.
- To provide space for visitor information, local historical displays, local civic societies such as Town Twinning.
- To continue to provide space for the following existing users/services, (currently provided by NYCC at Manor Farm), if required and dependent on other users:
 - Baby Yoga/Baby massage
 - Horton Housing
 - Helen O’Grady Drama Academy
 - Spectrum Youth Group
 - Tadcaster Grammar School
 - NYCC ante natal/childminder/child health/stay and play
 - Tadcaster and Rural Selby Prevention team
- to provide ad hoc space for potential new users/services in the community, education and youth sectors, for example:
 - NYCC
 - Selby District Council
 - Positive Youth CIC
 - National Citizenship Service
 - Rural Arts

The community that will benefit from this enterprise are the residents, workers and visitors of Tadcaster and its surrounding villages. The space will be available to all but activities will focus on youth, community and education as per the covenant stipulated by Samuel Smith Old Brewery.

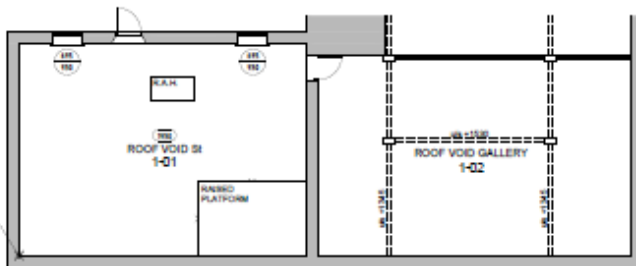
The community will benefit from a new community space and activities, as well as presenting new opportunities for young people. There will be a focus on developing youth club facilities and activities. There is also a potential opportunity to develop more imaginative and expansive uses for the current MUGA, subject to the appropriate permissions.



100	FLOOR TO CELL
101	CELL TO HEAD
102	CEILING HEIGHT
103	UNCOVERED OF BEAM
ALL DIMENSIONS RELATE TO FINISHED FLOOR LEVEL	

GROUND FLOOR

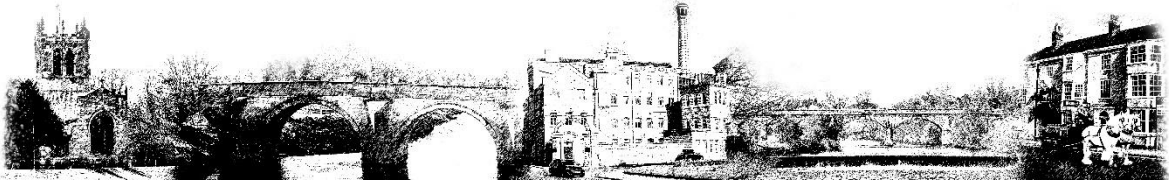
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Scale: 1:100





TADCASTER EVENTS PROJECT TEAM

A PROPOSAL TO THE TADCASTER AND VILLAGES COMMUNITY ENGAGEMENT FORUM AND
TADCASTER TOWN COUNCIL

9TH MAY 2017

THE PROPOSAL

The project is to formally constitute an Events Project Team (EPT) to take responsibility for the delivery of the CEF – commissioned Tadcaster Cultural Strategy, building on the success the town has had in delivering both the Bridge Celebrations and Cycling Festival.

The EPT was initially formed to deliver the Bridge Celebrations day held on 19th February 2017 when the CIC charged with bringing together a team who could deliver such a project. The success of this approach was further strengthened in the preparations for and organisation of the Cycling Festival which were again led by the Team acting as responsible financial body for the Festival as well as all organisational matters related to the Festival.

Lessons are being learned still from both events but in the meantime there is a need to strike while the iron is hot and look forward to future events, both planned and new, so that the town can strengthen its increasingly strong claim to be a place where excellent events take place.

The EPT will be re-formed, with the endorsement of the CEF and Town Council with a remit to:

- a) Deliver legacy projects where appropriate from the Bridge Celebrations and Cycling Festival.
- b) Develop an Action Plan based upon the Cultural Strategy for implementation and work up costed proposals for events and activities.

- c) Be responsible for utilisation of the Legacy Fund that has accumulated from the previous 2 events and to expend that on projects supporting the Cultural Strategy.
- d) Reach out and liaise with established events in the town and their organisers to offer assistance as required.

The EPT will have a core membership drawn from the following organisations:

- Tadcaster and Rural CIC
- Tadcaster Town Council
- Tadcaster Flood Action Group (stewarding)
- Selby Arts

However, the EPT will co-opt members according to the event in focus. At any one time that could result in the EPT core group considering longer term planning, as well as a different team working on a particular event.

We are open to ideas for further formative members, as well as those who could constitute a wider reference group, including Tadcrafters, Tadcaster News, Riley Smith Hall, Selby District Council and Rural Arts North Yorkshire. However, we are convinced that the key to success is a small, highly motivated core team

FUNDING ISSUES

The project will have no overheads or costs but will aim to accumulate a surplus which can be added to the Legacy Fund and create a revolving fund that support bigger and better events for the future.

The Legacy Fund at present stands at approximately £10,000 (exact figures pending final account settlement of the Cycling Festival). No resource is therefore required from either the CEF or Town Council at present but the EPT will proceed on the expectation that funding bids will be made to both organisations, as and when necessary, to facilitate the type of event anticipated by the Cultural Strategy.

The EPT will also look widely at other sources of funding for events etc as well as the potential for core funding the Team in due course.

RECOMMENDATION

The CEF Partnership Board are asked to:

- a) endorse the approach outlined; and
- b) to commission the EPT to work towards the delivery of the Tadcaster Cultural Strategy.

Subject to the same endorsement from the Town Council. Regular reports to be brought back to both bodies.

Project Brief	
<p><i>The Project Brief is the first thing to do. It should be completed before any activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
Project Name	Future Community Leisure Provision in Tadcaster and Villages Area
Project Manager	Chris Hailey Norris
Document Author (if different from Project Manager)	
Organisation Name	Tadcaster and Villages CEF



Benefit

Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.

Following discussion at the previous CEF Partnership Board meeting it was agreed there was a need to look at the future of Community Leisure provision in Tadcaster and Villages area.

This work would provide the opportunity to;

Review current provision

Gather people's views regarding current provision, and what else they would like to see

Create a strategy to address unmet need in the area

Details of the Project

Please list the details of your project

The CEF would work in partnership with Heather Kennedy, from Inspiring Health Lifestyles (IHL), to create a summary report on current provision.

An organisational questionnaire would be developed to give to current providers to capture;

- Current usage
- Additional capacity
- Any equipment needs
- Awareness levels
- Future plans

A residents paper based and online survey would be created to enable any residents to share their thoughts about current provision, barriers to access, what would enable them to become more active, what future provision they would like to see.

This would be circulated through the CEF database, AVS newsletter database, added to the CEF webpage, included in Tadcaster today, key community buildings in the area and distributed via current leisure providers.

Partnership Board members would also be encouraged to take copies of the survey to meetings, events and activities they attend to increase numbers participating.

To compliment the survey we would also host a number of focus groups. The aim of this would be to create a richer amount of data, capturing the issues people have accessing current provision, what would incentivise them to take up more, and how could gaps be filled that were sustainable.

The focus groups would each have a structured conversation and would target specific demographics of people. Ideally, they will be conducted as part of activities already taking place, or in buildings where there is already an available audience.

As well as gathering additional information, they will also provide the opportunity to further promote the work of the Tadcaster and Villages CEF and increase our visibility. An additional incentive would be a gift voucher given to everyone taking part.

Suggested groups would be;

- Primary and secondary school children
- Parents
- Working adults
- Older people
- Current service providers

Project Objectives

What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?

Following this work a report would be produced including;

- Survey Findings
- Summary of Focus Groups
- Priorities identified
- Action plans for implementing priorities, with costs and timescales
- A presentation to the Partnership Board and future Public Forum

This piece of work will directly address 4 priorities detailed in the CEF Community Development plan;

- creating facilities that will not only be enjoyed by local people, but will also encourage visitors
- improve leisure and cultural opportunities for local people

- ensure that people can get information about the things they want to do, and help in starting up new activities
- ensuring our people are consulted with and receive excellent levels of communication from service providers

The project will create a wonderful opportunity to increase provision and further meet the needs of local residents.

Benefits

Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.

The project will deliver a creative approach to engage with the community. It will provide the opportunity to develop a robust approach built upon the views of local residents and current providers.

It will be an interactive process, maximising engagement through a combination of surveys, meetings, events and presentations.

It will strengthen the partnership with Inspiring Healthy Lifestyles, identifying gaps that can be addressed through the support of the CEF.

It will enable the CEF to seek potential tenders to deliver new activities and develop service provision based upon the findings of the research.

Project Approach / Delivery Options

Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.

The project can be delivered by Selby District AVS, working in partnership with IHL and the CEF PB.

Project progress would be incorporated into the CEF Community Development Plan and updates presented at Partnership Board meetings.

Proposed suggestions for implementation of the findings of the research would be the decision of the CEF Partnership Board.

Project Timescales (Milestones)

Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.

May 17	Decision made by CEF Partnership Board
June 17	Organisational and residents Survey designed, both paper based and online
July 17	Promotion of survey throughout networks Promotion of Focus Groups
August 17	Detailed research on current provision in the area Event for current providers to share their thoughts

September 17	Focus groups held and feedback written up Further promotion of surveys at CEF Public Forum Collation of paper based surveys into the online tool
October 17	Production of report
November 17	Presentation to the CEF Partnership Board

Project Resources (people and money)

These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.

Costs

- Organisational and residents Survey designed, both paper based and online
- Promotion of survey and Focus Groups throughout networks
- Detailed research on current provision in the area
- Event for current providers to share their thoughts
- Focus groups held x 4
- Production of report

Total: £2,800

- Venue hire for Providers event and 4 focus groups £260
- Professional design of organisation and residents' surveys £129.60
- Printing and delivery of residents' survey to all households in Tadcaster and villages £759.90
- £10 gift voucher for people attending a focus group meeting x 100 people £1,000

Grand Total: £4,949.50

Funding

Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.

The funding will come from the Tadcaster and Villages CEF.

Quotes for the printing and distribution costs have been received from CreateTVT who specialise in information distribution.

Risks / Issues

Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.

Potential risks include

Lack of Engagement

This has been addressed by;

- both paper based and online surveys
- distribution through door to door, via contact databases and publications
- gift voucher incentive to join the focus groups
- time given to properly promote and enable participation
- number of easily accessible places across the area to hand in paper based surveys

Lack of ideas

This has been addressed by;

- An event with current providers
- Focus groups

Together this gives the time to bring people together to collectively share their issues and bounce ideas, with facilitation support also provided

Links and Dependencies

Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?

The project will be working in partnership with the community. It will involve current providers and utilise existing communication options to maximise participation.

There are no restrictions placed on the scope of ideas and opinions being sought.

Tadcaster and Villages CEF Community Development Plan 2017-2020

Action Plan (Updated May 2017)

Environment and streetscape		Lead Board Member:		
<i>What do we want to do?</i>	<i>How will we do it?</i>	<i>When will it be done?</i>	<i>Indicative cost</i>	<i>Delivery partner</i>
Audit of empty and under-utilised property in the town centre.	Work with SDC, landlords, Town Council	2016/17	£	SDC
Town centre improvement zone / Conservation Area Plan	Map the town centre zone, work with Conservation team at SDC, Town Council	2017/18	£	Groundwork
Register & booklet of local sites of natural and ecological interest and heritage interest	Work with Yorkshire Wildlife Trust and PlanSelby team.	2017/18	£	Yorkshire Wildlife Trust
Work to produce a 'local list' of non-designated heritage assets to inform future planning policy.	Work with Historic England, TTC and PlanSelby team.	2017/18	£	Tadcaster Historical Society
Encourage more local archaeological digs and heritage related activity	Organise HLF activity in the town, based on digs at Riverside & Towton. Small grants	2016/17	£	Tadcaster Historical Society
Improved maps of local walks and cycling	Booklet combining walks/riding routes, working with WrW, Tad Walkers, Cyclesense	2017/18	£	Tadcaster Walkers

Old London Road, Towton	Project management of Towton PC led project to improve path. TPC/HLF: £1500 + £1350 legacy project. University of York Developing next stage of project with Parish Councils & schools.	2017	£2,850	University of York
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Economy, retail, and tourism

Lead Board member:				
<i>What do we want to do?</i>	<i>How will we do it?</i>	<i>When will it be done?</i>	<i>Indicative cost</i>	<i>Delivery partner</i>
Visit-tadcaster website development	Set-up via T&R CIC. Maintenance on-going	2017	£3,322	David Gluck
	Ongoing. Website recently upgraded. Monthly updates.			
Tadcaster Regeneration	Cycling Festival Legacy Budget of £? Tadcaster Events Coordinating Team Awaiting wash-up Bridge Celebrations Legacy Budget of £8000 Projects to be finalised SDC £ to be determined, Develop ideas for SDC on masterplanning and regeneration strategies.	2017/18	£?	David Gluck
Brown tourist road signs	Audit current provision (NYCC) and identify attractions to add. Funding from CEF.	2017/18	£	NYCC
Tadcaster tourist map	Visitor guide across the whole of the CEF area.	2017/18	£	?

Tadcaster/Towton Visitor centre	Identify location for a visitor centre, work with Towton Battlefield Society/HLF/HE.	2017/18 – pop-up 2018/19 - permanent	£	Towton Battlefield Society
Business Forum & events	Establish a regular series of business support events and a Forum. March 2017 The Board raised concerns regarding the Business Forums being delivered by the Tadcaster & Rural CIC through a grant from the CEF. It was noted that businesses were being asked to pay a charge to attend the Forums. The Board asked that the Democratic Services Officer clarified the situation with the CIC. May 2017 - Business Support programme was halted due to the emergence of a new business group in the town. However, that group has subsequently folded after just one meeting. This demonstrates, again, the importance of a sector led approach. The Forum will now organise a first meeting ahead of the next CEF on 12th June, more or less on the same subject i.e. securing a legacy for Tadcaster via events & learning the lessons from 19/2 & 29/4. The first Enterprise Café for the year will be held on 26th May at the Business Centre. We are also in discussion with TGS about organising an annual 'Meet the Business' evening at the school for years 10-13 this autumn.	2017	£4,260	David Gluck BSY and NY /HAG
	Enterprise Cafes – programme underway			BSY and NY / HAG

	Large Employers Forum - Planning for 2017 underway – linked to Masterplanning				BSY and NY / HAG
	Bright Sparks – Lottery / NYCC funded – 4 Bright Sparks in Place	2017	£16,198		BSY and NY
Business Register	Comprehensive register of all business in the CEF area. Set up and maintenance.	2016/17	£		?
Neighbourhood Planning	Ulleskelf NDP UPC PAC Up and running	2017	£3,975		Mike Dando
	Church Fenton NDP CFPC PAC Up and running	2017	£4,625		Mike Dando
	Bilbrough NDP BPC £tbd? Awaiting kick off				Mike Dando
Manor Farm	Develop Manor Farm into a community hub NYCC, COMA: £5000 for 1st phase work. NYCC Stronger Communities grant of £4000 for 2nd phase. PBA The Bridge Project EOI submitted. Negotiations underway with NYCC and The Bridge Project. Full business case underway.	2017	£9,000		David Gluck

Leisure, culture and education			Lead Board member:		
<i>What do we want to do?</i>	<i>How will we do it?</i>	<i>When will it be done?</i>	<i>Indicative cost</i>	<i>Delivery partner</i>	
Village hall investment programme	Identify needs via VH committees. Instigate a support programme – with RAY.	2017/18	£		Rural Action Yorkshire

	New Beginning Initiative commenced, funded by SDC. Open invite for Village Halls and Community Groups sent Jan 2017. Initial pilot with 15 organisations including two Village Halls in the CEF area.	2017	Free	Selby District AVS
	Stutton Village Hall NYCC £1000 Executive Officer Investigating funding sources	2017	£1,000	
Annual events calendar & supported events and activities	Develop forward programme of events with external experts e.g. DepArt Small grants The application was towards the cost of creating various decorations and displays that would be used to decorate Tadcaster during the Tour de Yorkshire. The application confirmed that the organisation would engage with the local community to support local residents to create items such as bunting using sustainable resources. It was proposed that the CEF provide a grant to cover specifically; standard-sized bunting, painted bikes, lanterns and miscellaneous decorations; big bunting and land art; festoon bunting for Main Street; and festoon bunting for Kirkgate.	2016/17	£	DepArt
	£176 towards the cost of equipment to enable the organisation to continue providing sing-a-long groups for the elderly, and in particular those with dementia and their carers. The Board also suggested that the organisation might wish to approach the Tadcaster & Rural CIC regarding publicity through the 'Tadcaster Today' magazine which was part-funded by the CEF.	April 2017	£3,356	Su Morgan Tadcrafters CIC
	CHN staffed stand promoting all 5 CEFs and the funding available. Event attended by over 150 people from a range of community, sport, and faith organisations.	2017	£176	Sing Yourself Happy Timothy Kent
Meet the Funders Fair		25 th Jan 2017		Selby District AVS

Bridge Opening Event	Bee offered to staff a stall to promote the CEF. CHN developed promotional flyer regarding the CEF and funding for groups – 3,000 printed. Also CHN took flyers for CEF Public Forum and David arranged for a banner to be made.	19 th Feb 2017		Bee Rowntree
Give It A Go Event 2017	<p>CHN attending Tour de Yorkshire meetings. Met with Susie Brindley to discuss holding CEF event as part of the Festival – agreed Jan 17.</p> <p>Feb 17 – CHN prepared invite for groups and organisations – distributed to key partners for agreement. Location agreed, timings and initial art work commenced for the flyer.</p> <p>March 17 - The Development Officer updated the Board on the arrangements for the 'Give It A Go!' event on Saturday 29 April 2017 in Tadcaster. It was confirmed that publicity had been circulated widely and that a number of applications had been received.</p> <p>The Development Officer confirmed that support would be required on the day, and asked that Board members considered volunteering.</p>	29 th April 2017	£3,504	Selby District AVS
	<p>May 17 – Event held with 12 stalls participating in the event. A CEF stand was prepared that also supported Tadcaster in Bloom.</p> <p>106 families and individuals completed the competition. 10 winners were drawn and their vouchers will be posted out.</p> <p>Bee assisted CHN on the day with the event.</p> <p>Cllr Sweeting judged the stalls – 1st Selby District Vision, 2nd Church Fenton Air Squadron and 3rd BeeAble – certificates issued.</p> <p>All completed surveys have been handed to Daniel for adding to the CEF database.</p> <p>CHN attended Impact review meeting and fed in the impact of the event.</p>			

	Thank you email received from Leader of the Council and event Coordinator.			
CEF Public Forums	<p>Eye Health workshop offered through Selby District Vision. CHN had planning meeting, design and printing of flyer agreed, flyers distributed via Tour de Yorkshire Partners, at Bridge Opening event and visiting businesses in Tadcaster.</p> <p>March 17 - the Board concerned that the Forum held on 28 February had not included an opportunity for public questions, and that the 'market place' event had been poorly attended by service providers.</p> <p>The Board agreed that the opportunity for the public to raise issues and ask questions should be a standing item at future Forums. It was noted that the Board had considered, earlier in the meeting, the success of the bridge re-opening celebrations and that this could provide the basis for a themed Forum to consider the impact of recent community events. The Board agreed that this could be the theme for the June Forum, which would also be able to consider the impact of the Tour de Yorkshire.</p> <p>The Board agreed that the Forum should receive presentations from the Tadcaster & Rural CIC, the Tour de Yorkshire Project Manager (at SDC) and Dave Edmonds from DepArts.</p> <p>May 17 – speakers have been briefed and booked. Publicity is being designed for distribution, and quote received for distribution door to door.</p> <p>Potential stall holders have already been emailed about the Market Place.</p>	27 th Feb 2017	Selby District AVS	
Tadcaster Today	Continue to work with Tadcaster Town Council and suppliers	2016/17	£8,400 total plus advertising revenue	David Gluck

	CHN meeting held with David to discuss next deadline. Information sent regarding the Give It A Go event, Feb 17.					
	Tadcaster Town Council Edition 1 distributed. Edition 2 due out end June.	June 2017			David Gluck	
Riverside Park	Investment programme on the Riverside to follow planning permission & works on the Bridge	2017/18	£		Groundwork/ Tadcaster Town Council	
Skatepark	Investigate location, then project team and design, including funding	2017/18	£		SDC The Bridge WLCT	
Tadcaster community library	Work with the new volunteer led library to identify opportunities to support and add value	2017/18			Tadcaster Library	
	CHN attended meeting in Dec 16, follow up meeting being scheduled.					
	CHN attended follow up meeting in March 2017					
	New bid submitted to PB for consideration May 2017					

Community safety, health and well-being		Lead Board member:		
<i>What do we want to do?</i>	<i>How will we do it?</i>	<i>When will it be done?</i>	<i>Indicative cost</i>	<i>Delivery partner</i>
Support the Resilience Groups	Small grant funding	2016/17	£	Town and village based resilience groups
Community defibrillators and 1st Responders	Small grant funding	2016/17	£	Parish and Town Councils
Support to young people's groups/organisations	Small grant funding	2016/17	£	The Bridge Scouts Guides Primary Schools
	Tadcaster Albions Juniors Investigating funding and land opportunities			TAJFC Executive Officer
	Supporting Vocational Learning Annual support for 2 students from TGS Vocational Learning and Skills. NY Business Education Partnership 2017 students: Eleanor Shaw Sophie Yorke-Hadley	2017		David Gluck
Youth representation on the CEF	Discussion with Head of 6 th Form at TGS	2016/17	£	Tadcaster Grammar School
Implement a successful car parking strategy	Work with SDC on consulting the community and monitoring implementation	2017/18	£	
Public Rights of Way improvement plan	Work with NYCC, Ramblers and others to identify deficits and a programme of improvement	2017/18	£	NYCC