



## Minutes

### Tadcaster & Villages Community Engagement Forum (Partnership Board)

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Venue:	The Ark, 33 Kirkgate, Tadcaster LS24 9AQ.
Date:	Monday 22 May 2017
Time:	7pm
Present:	<u>District and County Councillors</u> Councillors Richard Sweeting (Chair), Keith Ellis (Vice-Chair) and Chris Metcalfe.  <u>Co-opted members</u> Zoe Devine, Elizabeth Dixon, Kirsty Perkins, Trevor Phillips, Bea Rowntree and Avis Thomas.
Apologies:	Steve Cobb, and Councillors Richard Musgrave and Don Mackay.
Officers present:	Chris Hailey-Norris (Development Officer, Selby District AVS), and Daniel Maguire (Democratic Services Officer, Selby District Council).
Others present:	David Gluck (Tadcaster & Rural Community Interest Company), Sara Gott (Friends of Tadcaster Library) and Alison Wadsworth (Friends of Tadcaster Library).
Public:	0

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#### 1. DISCLOSURES OF INTEREST

Avis Thomas declared a non-pecuniary interest in minute number 9.2, due to her role as a Director of the Tadcaster and Rural Community Interest Company. She

remained in the room during consideration of the item but did not participate in the discussion or vote.

## **2. MINUTES**

The Partnership Board considered the minutes of the meeting held on 13 March 2017.

### **RESOLVED:**

**To confirm as a correct record the minutes of the Partnership Board meeting held on 13 March 2017.**

## **3. CONFIRMATION OF CHAIR**

The Board was advised that, at Annual Council on 16 May 2017, Councillor Richard Sweeting had been appointed Chair of the Tadcaster & Villages Community Engagement Forum for the 201/18 municipal year.

Councillor Sweeting welcomed Board members, officers and guests and advised that he was looking forward to focussing the CEF's attention on community engagement and in particular new ways to engage with the villages outside Tadcaster town.

## **4. APPOINTMENT OF VICE-CHAIR**

Councillor Keith Ellis was proposed, and seconded, to be Vice-Chair of the CEF for the 2017/18 municipal year.

### **RESOLVED:**

**To appoint Councillor Keith Ellis as Vice-Chair for the 2017/18 municipal year.**

## **5. BOARD MEMBERSHIP**

The Board was advised that, following the North Yorkshire County Council election, Councillor Elizabeth Casling was no longer a member of the CEF Partnership Board. There remained a vacancy for one co-opted member.

## **6. MEETING START TIMES FOR 2017/18 MUNICIPAL YEAR**

It was proposed that Partnership Board meetings would commence at 7pm, and Forums at 6.30pm.

**RESOLVED:**

**That Partnership Board meetings would commence at 7pm, and Forums at 6.30pm for the 2017/18 municipal year.**

**7. BUDGET UPDATE**

The financial statement for the year ended 31 March 2017, and the current financial statement had been circulated with the agenda. It was noted that there had been a total spend of £47,820.25 during the 2016/17 financial year and a carry-forward of £39,779. Taking into account existing commitments the CEF had a remaining budget of £51,928.45.

**RESOLVED:**

**To note the budget update.**

**8. FUNDING APPLICATIONS**

**8.1 Tiempo Espana Dance Academy Community Interest Company**

The application was for £3,160 towards a project that would deliver five, six-week salsa dance classes in the CEF area. It was confirmed that the applicant had also applied to other CEFs to run similar projects in other areas.

The Board considered the application against the Funding Framework. Although supportive of the aims of the project, the Board was concerned that the application did not demonstrate how the project would have “extensive and detailed benefits for one or more defined groups in the CEF area”, nor how it demonstrated “clear evidence for a high level of need”, these being requirements of the Funding Framework.

The Board noted that the proposed Community Leisure Provision project being considered later in the meeting would enable demand for dance classes to be assessed more rigorously.

**RESOLVED:**

**To refuse the application as it did not meet the requirements of the Funding Framework, specifically in respect of having extensive benefits for one or more groups within the CEF area and demonstrating a high level of need.**

**8.2 Tadcaster & Rural Community Interest Company (CIC)**

David Gluck (Tadcaster & Rural Community Interest Company) presented the application, which was for £650 towards the cost of providing CIC and Yorkshire Local Councils Association (YLCA) officer support time to the Stutton Village Hall project.

It was explained that the project sought to resolve issues relating to the long-term sustainability of the Stutton Village Hall and that a new village hall committee had been established. Initial support from the CIC and the YLCA had come to an end, and it was considered that additional support was required to support a transitional arrangement while the village hall committee became fully established.

The Board considered the proposal in detail and was concerned that it could be more appropriate for the funds to be sought from the Parish Council; however it was also noted that the success of the project thus far had been largely due to having had an independent broker to bring together the interested parties. It was further confirmed that the grant would be split £500 to the CIC, to provide three full days of support, and £150 to the YLCA.

**RESOLVED:**

**To approve the grant of £650 to the Tadcaster & Rural Community Interest Company, to deliver the project as outlined in the application.**

### **8.3 Friends of Tadcaster Library**

Sara Gott and Alison Wadsworth (Friends of Tadcaster Library) presented the application, which was for up to £10,000 to support the further development of the enhanced library service and community hub at Tadcaster Library. It was noted that the project was intended to become self-sufficient and that the grant would allow the Friends to employ one or more person to provide professional support to the project.

The grant had been further broken down into £7,000 to create a pool of hours to carry out specialised tasks (totalling 350 hours) and £3,000 to deliver a series of community events to encourage 20 additional volunteers to support the Library and community hub.

The Board was supportive of the project, but noted that £10,000 represented 50% of the CEF's annual budget. It was suggested that the CEF could contribute half of the grant, subject to the remaining £5,000 being provided by the Tadcaster Town Council.

**RESOLVED:**

**To approve a grant for £5,000 to the Friends of Tadcaster Library to deliver the project as outlined in the application, on condition of the remaining £5,000 being raised from the Tadcaster Town Council.**

## **9. UPDATE ON PREVIOUS ACTIONS**

There were no updates that would not be covered in the agenda.

## **10. UPDATE FROM TADCASTER & RURAL COMMUNITY INTEREST COMPANY**

An update from the Tadcaster & Rural CIC had been circulated with the agenda, which updated the Board on the CIC's work, including a detailed update on the Manor Farm project.

### **RESOLVED:**

**To note the update.**

## **11. TADCASTER EVENT PROJECT TEAM**

The Board considered a request from the Tadcaster & Rural Community Interest Company (CIC) to support a Tadcaster Events Project Team, which would bring together a team of local people and organisations to deliver a Tadcaster Cultural Strategy. The Board noted that the request was for support in principle, and that there was no financial commitment from the CEF.

It was confirmed that the team would build on the work that delivered a successful day of celebration to mark the reopening of the Tadcaster bridge, and that it would be responsible for utilising the Legacy Fund that had accumulated from the bridge celebrations and the cycling festival.

The Board was supportive of the proposal, but requested that the CEF be represented as a partner on the Project Team. It was confirmed that the CEF would have representation on the Project Team in addition to those listed in the proposal. It was also confirmed that CEF support was conditional on similar support being given by the Tadcaster Town Council.

### **RESOLVED:**

**To support the creation of a Tadcaster Event Project Team, as outlined in the proposal, subject to support being received from the Tadcaster Town Council, and the CEF being represented on the Project Team.**

## **12. FUTURE COMMUNITY LEISURE PROVISION IN TADCASTER & VILLAGES CEF AREA**

***Elizabeth Dixon left the meeting at this point and did not return.***

The Development Officer presented the report which detailed a proposal to undertake a review of community leisure provision in the Tadcaster & Villages CEF area. It was noted that the proposal had been requested by the Partnership Board at its meeting on 13 March 2017, in response to a presentation by Inspiring Healthy Lifestyles (IHL).

The proposal outlined how the CEF would work with IHL, and that the project would include surveying local residents and providers. In addition focus groups

would be organised to engage with specific groups. The project brief provided clear objectives, a proposed timescale and a breakdown of costs.

The Board was supportive of the proposed project, but requested that gift vouchers (or other payments) were not included. It was agreed that this would reduce the overall cost by £500. However the Board agreed that, to encourage engagement with the focus groups, it would be necessary to provide light refreshments.

It was confirmed that, if commissioned, the project would be delivered by Selby District AVS outside of its contractual arrangements with the CEF and Selby District Council and that officer time was included in the overall cost at the agreed rate.

**RESOLVED:**

**To commission Selby District AVS to undertake the Community Leisure Provision project as detailed in the project brief; subject to the maximum cost being £4,450 and the removal of the proposal to provide a gift voucher to focus group attendees.**

### **13. COMMUNITY DEVELOPMENT PLAN**

An updated Community Development Plan (CDP) Action Plan had been circulated with the agenda. The Board noted that the 'Give It A Go' event held on Tour de Yorkshire Saturday had been a success and generated significant interest in the work of the CEF.

***Trevor Philips left the meeting at this point and did not return.***

The Board asked the Development Officer to consider what might be possible in respect of the CEF facilitating a 'Community Day' event. It was agreed that the Development Officer would work with Kirsty Perkins and the CEF Chair to look at how this might be developed.

The Board requested that the proposals regarding tourist 'brown signs' and other tourist publicity be included on the agenda for the next Partnership Board meeting.

**RESOLVED:**

- (i) To note the report;**
- (ii) To ask the Development Officer to work with Kirsty Perkins and the CEF Chair to consider options for a 'Community Day' event; and**
- (iii) To include tourism on the agenda for the next Partnership Board meeting.**

## 14. FUTURE MEETINGS

It was noted that the next Forum was scheduled for Monday 12 June 2017, and that the proximity of the Parliamentary Election could have a negative effect on the promotion of the Forum. The Board agreed to move the Forum to Monday 10 July 2017 and consequently to move the next Partnership Board meeting to Monday 24 July 2017.

### **RESOLVED:**

- (i) That the next Forum would be on Monday 10 July 2017;**
- (ii) That the next Partnership Board would be on Monday 24 July 2017;**
- (iii) To authorise expenditure of £450 (plus VAT) to design, print and deliver a flyer to all households in Tadcaster to promote the next Forum.**

The meeting closed at 8.38pm

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