



Agenda

Community Engagement Forum Partnership Board (Tadcaster & Villages)

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

Date: Monday 24 July 2017

Time: 7pm

To: District and County Councillors
Councillors Richard Sweeting (Chair), Keith Ellis (Vice-Chair), Andrew Lee, Donald Mackay, Chris Metcalfe and Richard Musgrave.

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 22 May 2017 (pages 1 to 7 attached).

4. CHAIRS REMARKS

To receive any remarks / updates from the Chair.

5. BOARD MEMBERSHIP

To consider any proposals to fill the vacancy for a co-opted member.

6. BUDGET UPDATE

To consider the finance report (page 8 attached).

7. 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).

7.1 Saxton-cum-Scarthingwell with Lead Parish Council; '*Provision of new notice board*' for up to £2,675 (pages 12 to 15 attached).

7.2 Church Fenton Community Shop; '*Church Fenton Community Shop & Post Office*' for £1,000 (pages 16 to 21 attached).

7.3 2434 (Church Fenton) Squadron Air Training Corps; '*Purchase of Replacement Vehicle*' for £1,000 (pages 22 to 26 attached).

7.4 St John's Church, Kirkby Wharfe; '*Window Appeal*' for £1,000 (pages 27 to 31 attached).

8. COMMUNITY DISCOVERY DAY

To consider a proposal for the CEF to commission a Community Discovery Day in Tadcaster, with expenditure up to £968 (pages 32 to 35 attached).

9. IMPACT REPORTS / UPDATE ON GRANTS AWARDED

To consider Impact Reports and updates received relating to previous grants awarded by the Tadcaster & Villages CEF (pages 36 to 37 attached).

10. COMMUNITY DEVELOPMENT PLAN

To note the CDP Action Plan and consider any updates (pages 38 to 54 attached).

11. UPDATE FROM TADCASTER & RURAL COMMUNITY INTEREST COMPANY

To receive, for information, an update from the Tadcaster & Rural Community Interest Company (pages 55 to 56 attached).

12. FEEDBACK FROM RECENT FORUM

To note any feedback regarding the Forum held on 10 July 2017 (oral reports and discussion).

13. 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. The Board is also asked to consider the implications of an additional Forum on Monday 4 September 2017, and the need to cancel / reschedule the Partnership Board meeting on Monday 11 September 2017.

Dates of next meetings	
Monday 4 September 2017 Starts at 6.30pm	Special Forum – Flood Report Riley Smith Hall, Tadcaster
Monday 11 September 2017 (TBC) Starts at 7pm	Partnership Board The Ark, Tadcaster
Monday 25 September 2017 Starts at 6.30pm	Forum Bolton Percy, venue TBC
Monday 13 November 2017 Starts at 7pm	Partnership Board The Ark, Tadcaster
Monday 15 January 2018 Starts at 7pm	Partnership Board The Ark, Tadcaster
Monday 29 January 2018 Starts at 6.30pm	Forum Riley Smith Hall, Tadcaster
Monday 12 March 2018 Starts at 7pm	Partnership Board The Ark, Tadcaster

Gillian Marshall
Solicitor to the Council

For enquires relating to this agenda, please contact Daniel Maguire, Democratic Services Officer 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 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

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

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)		£1,219.75
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	08-Jun-17	The Inkshop (via Bea Rowntree)	CEF publicity material	£75.00	
	22-May-17		Friends of Tadcaster Library	Supporting Tadcaster Library		£5,000.00
	22-May-17		Tadcaster & Rural CIC	Supporting Stutton Village Hall		£650.00
SL04866			Reach Studios	Flyer for CEF public forum on 10 July 2017		£48.00
	16-Jan-17		Chirch Fenton Air Cadets	Give it a Go! Second place prize		£500.00
	16-Jan-17		Selby District Vision	Give it a Go! First place prize		£1,000.00
	16-Jan-17		Bee-Able	Give it a Go! Third place prize		£250.00
	10-Jul-17		Riley Smith Hall	Hire of venue for Forum on 10 July		£100.00
	10-Jul-17		Distinctive Catering	Refreshments for Forum on 10 July		£60.00

Total Actual Spend to date £3,431.00

Remaining Commitments not paid £10,277.55

<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	£46,070.45
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<i>This figure is the total budget available minus actual spend.</i>	Total balance remaining	£56,348.00
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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

Saxton-cum-Scarthingwell with Lead Parish Council

Q1.2 Organisation address

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

c/o the Clerk, Mrs Helen Readman,
Pear Tree Cottage,
Main Street,
Saxton
LS24 9PY

Telephone number one	Email address (if applicable)
01937 557559	thestudiosaxton@zanmail.co.uk
Telephone number two	Web address (if applicable)
	www.saxtonpc.org.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
Proper Officer	Helen	Readman
Position or job title		
Clerk to the Council		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	X

Other	Please describe
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COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

When was your organisation set up?

Day	Parish Council set up in 1890's	Month		Year	
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Q1.5 Reference or registration numbers

Charity number	
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.

X

Q1.6 Is your organisation VAT registered?

Yes	X	No	
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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	Provision of new village notice board
Project Manager	Parish Council Clerk
Document Author (if different from Project Manager)	
Organisation Name	Saxton-cum-Scarthingwell with Lead Parish Council



Benefit

Residents in Saxton use the notice board to advertise their activities, clubs, and charities. The Parish Council uses the notice board to publish required information such as agendas of meetings, election information, and financial information relevant to the Parish, as well as details of upcoming events, and contact details of Parish Council members.

The notice board is also used to display official notices from both Selby District and North Yorkshire County Councils.

Details of the Project

The project is the provision of a new notice board to replace the existing one.

The existing board has been in place for some fifteen or more years, and is no longer fit for purpose. The timber is rotting and the resulting damp and water ingress often make the glass obscure, meaning that the notices can not be read.

Project Objectives

The provision of a new notice board will vastly enhance communication within the community. It is situated at the only crossroads in the village of Saxton, close to the now monumental and recognisably iconic red telephone kiosk.

The notice board is more than just a way of keeping residents updated – public access means lost pets are often located!

Benefits

The Parish Council has given a great deal of thought to the form the new notice board should take, and has determined that it should have two compartments, one for Parish Council use – official documentation and the like – and one solely for the use of the public.

We feel this development will create greater ownership from residents, creating a new vibrancy to the notice board.

Project Approach / Delivery Options

Once in place, it is envisaged that the notice board could become also a VIRTUAL notice board – that is to say it could be photographed and feature on the Parish Council's website.

Project Timescales (Milestones)

Enquiries over the provision of a new notice board have already been made, and when we are in a position to place the order, we are advised that delivery will be four to six weeks.

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 – we have obtained a quotation, and the overall cost, excluding VAT, is £2675.00

Funding

We are hoping to receive a grant from CEF funding; and we are given to understand that there might also be a contribution from Selby District Council. Any balance still outstanding will come out of Parish Council funds.

Risks / Issues

The only identifiable risk is in not replacing the notice board, and if this is not attended to there could be a risk of collapse as the existing fixture deteriorates further.

Erection of the new board will be carried out by a fully competent and insured company

Links and Dependencies

This project does not link to any others in the area, and its success is not dependent on the completion of other projects; funding from elsewhere would obviously be most welcome.



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Q1.1 Organisation name

Church Fenton Community Shop

Q1.2 Organisation address

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

The Poplars, Common Lane, Church Fenton, Tadcaster, LS24 9QR

Telephone number one

07971 098158

Email address (if applicable)

info@churchfentoncommunityshop.com

Telephone number two

01937 557353

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	Joanna	Mason
Position or job title		
Volunteer organiser		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	x

Other	Please describe
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When was your organisation set up?

Day	9th	Month	May	Year	2017
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COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q1.5 Reference or registration numbers

Charity number	
Company number	10761251
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.



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?

Church Fenton Community Shop & Post Office

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

The shop and post office in Church Fenton has recently closed due to retirement. No purchaser to take over the business could be found.

A group of villagers has come together to set up a community group to re-open the shop with the aim of buying the premises and making a thriving community hub which would include a general store, post office and café.

In the short term the owners of the shop are letting us run the shop as tenants, giving us the chance to get used to staffing and running the shop with volunteers. We are due to open on the 11th June and have already got a large team in place and the rota filled for the opening weeks.

As well as opening the store in the short term, to continue this valuable asset for the village we are preparing a business plan and making grant applications with the hope of buying the building and developing a thriving community hub.

We will provide the vital services that the shop has traditionally offered such as prescription collection, groceries for those without their own transport (the bus service to Sherburn is now almost non-existent) and post office services such as banking for those who cannot access branches further afield etc.

In addition we also see the community shop becoming a place where people can go for company and society, either to join in by volunteering, or somewhere where company can always be found for those who find themselves isolated or lonely.

Our problem now is short-term funding to buy stock for our opening on 11th June. We have had to pay for the company set up, printing, hall hire, insurances, licences etc. so that our small fund has been depleted.

The Parish Council has given us a grant and we have organised some fund-raising events but due to having to move so quickly to secure our chance of taking over the shop we haven't had much time to amass a fund.

No reasonable offers were made for the shop except one from a developer to use it as a building plot. We have registered the premises as a Community Asset to give us

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

some time to raise the finance to purchase the building and plan to offer shares to residents as well as accessing grant funding.

If we are successful in purchasing the premises the plan is to rent out the upstairs accommodation as a self-contained two-bedroom apartment. The refurbishment needed to do this should be minimal and so provide a good income (around £500 per month to supplement the shops takings. We are planning to improve takings by improving the offer, opening longer and offering a wider range of services e.g. café.

We are very excited about this venture and feel that it will be of tremendous benefit to everyone in this and surrounding villages and really hope that you are able to help us with a grant towards our set up and launch costs.

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

We get the lease from 5th June and have one week to get sorted out and buy stock so this date is preferable if possible

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: Health & Wellbeing	<p>The shop & post office has been seen as a valuable community resource particularly for those who are elderly or who cannot afford to run a car. It provides a central point for disseminating information a somewhere to meet and engage with neighbours.</p> <p>Public transport from the village is either very expensive (train) or due to repeated cuts so infrequent as to be unusable for people needing to shop in the neighbouring towns of Sherburn and Tadcaster.</p> <p>There are no other shops that can be reached without a car. The shop was also the collection point for prescriptions. There is no surgery in the village so now anyone needing will have to take a taxi to collect a prescription or arrange an individual delivery resulting in increased costs and duplicated journeys. We will restart this service immediately on re-opening.</p> <p>We plan to include a café which we hope will become a central hub for the village and help to alleviate isolation and loneliness in our community. There will always be somewhere to go for a chat and a cup of tea. Our extended opening hours (7 til 7) will be a lifeline to those who are alone.</p>



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

	<p>We hope the shop will also become a centre for information about events and societies and a place where people can access help if needed.</p> <p>It is planned to improve the forecourt area in front of the shop to include an attractive seating area. Longer term, the garden will be developed as an extension of the café to form a pleasant place for individuals and groups to meet.</p>
<p>Objective 2: Promoting the Economy</p>	<p>By establishing a thriving Community run shop and post office we will be developing a cooperative business which will utilise volunteers but it is our aim to employ a number of people to manage the enterprise once it is up and running. It is also our aim to sell as much locally produced/sourced goods and services as possible.</p> <p>The post office services support existing local businesses which since the closure last week have to go to Sherburn or Tadcaster.</p>

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)

Without this initiative the village store and post office will be lost. The village has recently lost two pubs. The shop is the only one in this village and also serves the neighbouring villages of Barkston Ash, Biggin, Little Fenton, North Milford, and Towton, none of which have shops or post offices. Without the shop the village loses its 'heart' and will become merely a dormitory settlement.

The owners have tried for over a year to find a buyer who will continue to run the premises as a shop but none could be found therefore if it isn't kept open via a community venture it will be lost.



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.6 How much funding are you requesting?

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

Cost Element	Cost (£)
Legal costs associated with the lease, licensing, company establishment etc. Stocking, insurance.	1000.00
Total Cost	1000.00

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

Yes	x	No	
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If yes, where will you get the other funding from and has this been secured?

We have been given a grant of £2000 from Church Fenton Parish Council. We have got fund raising events planned between now and the opening date and we have had donations and pledges from residents.

We will of course be bringing in income once we open on the 11th and our cash flow shows our maximum fund requirement will be around £4,500.00 in the middle of June and it is this peak requirement that we have to cover.



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Q1.1 Organisation name

2434 (Church Fenton) Squadron Air Training Corps

Q1.2 Organisation address

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

Busk Lane
Church Fenton
North Yorkshire
LS24 9SE

Telephone number one

01977 682809

Email address (if applicable)

paul.yates3623@hotmail.co.uk

Telephone number two

01937 530887 (Tues & Thurs, 7-9pm)

Web address (if applicable)

www.2434.org.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	Paul Gerard Peter	Yates
Position or job title		
Squadron Honorary Treasurer		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	X
Voluntary or community group	

Other	Please describe
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When was your organisation set up?

Day	05	Month	February	Year	1941
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Q1.5 Reference or registration numbers



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Charity number	256391
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.

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?

Assistance towards Purchase of Replacement Vehicle

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

The Air Training Corps (ATC) is a British youth organisation. It is sponsored by the Ministry of Defence and the Royal Air Force, but it is not set up as a recruiting organisation. The ATC is also a registered charity. No. 2434 (Church Fenton) Squadron Air Training Corps is a proud member of this organisation. All cadets live in the CEF/SDC area.

Cadet membership can begin from the start of school year 8 until the age of 21 years. All of staff are volunteers. The benefits of membership of the ATC are in gaining self-confidence and self-discipline, learning to take part in and lead a team in problem solving situations. These character-building activities are of enormous benefit to cadets and are an attribute much sought after by potential employers.

Our activities include sport, adventure training (such as walking and paddle-sports), ceremonial drill, rifle shooting, field craft, powered aircraft and glider flying and other outdoor activities; as well as training leading up to a BTEC in Aviation Studies. Cadets also take part in week long visits to RAF stations to participate in summer camps. For more information visit our website <http://www.2434.org.uk/>

To be able to fully engage in its activities the squadron must have its own minibus to transport cadets to and from activities, parades, camps etc. Up to 16 January 2017 it did have ownership of a minibus – a '59' registered 17 seater. Unfortunately it was involved in a road traffic accident and became an insurance write-off. Proceeds of the insurance claim were £8,850. We estimate that a suitable 4 to 5 year old second hand replacement vehicle would cost in the region of £14,000 to £16,000 including VAT. We also have the offer of a substantial discount of a new vehicle thanks to one of the cadet's parents having appropriate connections. This would be a cost of approx £20,000. The squadron would hope to have at least 6 to 8 years of useful life from a vehicle and in that time to build up a replacement reserve.

Squadron funds currently stand at just under £16,300. However, to expend all of the squadron reserves on a replacement would place an unacceptable risk on its ability to meet other ongoing financial commitments such as vehicle insurance, fuel, road fund licence, maintenance and repairs as well as biannual Wing capitation liabilities. We believe it would be prudent to retain at least £3,000 in reserves to meet known and unknown financial commitments. As such, the Squadron would be able to put £13,300 towards the purchase of a replacement minibus.

It is with this in mind that we ask if it would be possible for CEF to assist financially in the purchase of a replacement vehicle.

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



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

No

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?
<p>3. Community, leisure, culture and education</p>	<p>Having the use of a minibus will mean that cadets are safely transported to events which support the ongoing development of the squadrons' activities.</p> <p>It would enable more volunteers to accompany cadets to a wider range of activities and thus engage with the community in the CEF area.</p> <p>Cadets have the opportunity to participate in a wide range of sports activities and the use of a minibus would mean that they are also able to compete in competitions across the region and possibly nationally, therefore supporting the expansion of active leisure provision to meet a growing local demand</p> <p>The ATC creates opportunities for social and cultural activity, particularly for teenagers, and volunteering adults. A greater number of activities for young people will encourage greater participation within the organisation and allow more cadets to access the educational and personal development benefits on offer.</p>
<p>4. Community safety, health and well-being</p>	<p>Access to a minibus will increase opportunities for young people to engage in constructive, creative and active leisure activities</p> <p>It will support young people, and adult volunteers, to take a more active role in civic society</p>

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)

All of the cadets and staff are residents of and attend schools in the CEF area.

The squadron uses facilities such as hiring the Tadcaster Community Swimming Pool for training purposes. They are also involved in community events such as the "Give it a go" event at the Tour de Yorkshire where they won second prize for the best stall, and they attend ceremonies such as the Remembrance Sunday Services at the War memorial in Tadcaster and Kirkby Wharfe church.

Being present at such events increases awareness of the facilities and activities of the squadron and therefore increased membership and participation in their activities.



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Having access to a minibus means that the cadets can participate in the community to a far greater extent.

Q2.6 How much funding are you requesting?

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

Cost Element	Cost (£)
Assistance towards purchase of replacement vehicle	1000
Total Cost	1000

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

Yes	X	No	
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If yes, where will you get the other funding from and has this been secured?

£12,300 will come from existing cadet funds (secure)
 £1,000 is being donated by Redrow plc (secured)
 £500 is the target to be raised by cadet fundraising activities e.g. bag packing (TBC)
 £4,000 (or appropriate figure for VAT) applied for from RFCA who have assisted other squadrons (TBC)

(THIS PART OF THE APPLICATION FORM WILL NOT BE PUBLISHED OR MADE AVAILABLE TO THE PUBLIC)

Data Protection

We will use the information you give us during assessment and during the life of your grant (if awarded) to administer and analyse grants and for research purposes. We may give copies of all or some of this information to individuals and organisations we consult when assessing applications, administering the programme, monitoring grants and evaluating funding processes and to comply with legislation. These organisations may include accountants, external evaluators and other organisations or groups involved in delivering the programme.

We may share information with organisations and individuals with a legitimate interest in CEF applications and grants or specific funding programmes. Contact details of successful applicants may be passed on to Selby District Council and elected members for the purposes of informing them of the applicant's success. We have a duty to protect public funds and for that reason we may also share



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Q1.1 Organisation name

ST JOHN'S CHURCH KIRKBY WHARFE WINDOW APPEAL

Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
THE WHITE HOUSE KIRKBY WHARFE TADCASTER LS24 9DD	
Telephone number one	Email address (if applicable)
01937 831913	Johnfielden1@btopenworld.com
Telephone number two	Web address (if applicable)
077030186353	www.facebook.com/stjohnschurchappeal

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	JOHN	FIELDEN
Position or job title		
APPEAL MANAGER/DIRECTOR		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	<input type="checkbox"/>
Charity	<input type="checkbox"/>
Voluntary or community group	<input type="checkbox"/>

Other	<input type="checkbox"/>	Please describe	EXCEPTED CHARITY - NO NUMBER



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

When was your organisation set up?

Day	?	Month	?	Year	1160
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Q1.5 Reference or registration numbers

Charity number	NOT APPLICABLE
Company number	NOT APPLICABLE
Other (please specify)	NOT APPLICABLE

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	X	No	
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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?

ST JOHN'S CHURCH KIRKBY WHARFE WINDOW APPEAL

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

PROJECT BRIEF

The project involves the restoration of one window that dates from c1420. It has deteriorated due to manganese bronzing, paint, loss a dense surface crust and unstabilised cracks. Crude external glazing is also causing harm, A report from the York Glaziers Trust recommends cleaning and the insertion of isothermal glazing.

A second large plain leaded glass window in a chapel off the chancel is leaking badly due to decayed stonework; there is green mould and damp on the interior cills and the limestone surrounds are crumbling in places. The project will remove the window entirely, repair much of the stone work and reinstate the glass panels. In both cases there will be two contractors: a specialist glazier and a stone mason.

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

01 JANUARY 2018

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: Priorities on environment, landscape and streetscape Increase awareness and understanding of the historic character and importance of Tadcaster's streetscape, and of valued heritage assets in	Our church has a rich heritage and has been part of the fabric of our community for centuries. By continuing to invest in the church we are preserving its heritage for future generations to enjoy.



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

the town and surrounding villages	
<p>Objective 2: Priorities on community, leisure, culture and education</p> <p>Support the ongoing development of groups, organisations and activities that address the need of residents across the CEF area</p>	<p>By supporting the church you are also supporting a range of groups and activities that operate from the church.</p> <p>The work being planned will assist in creating an improved environment for both the congregation, local community and visitors.</p>

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)

The community has no school or pub and the church is the focus of village activities. The restoration of the windows will benefit all those participating in activities in the church. The activities include scheduled church services, flower festivals, choral events and an annual art display. Guided tours of the church are also given.

Q2.6 How much funding are you requesting?

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

Cost Element	Cost (£)
STONWORK – G PAYNE	£16,648.00
GLAZING K BARLEY	£12,795.00
CONTINGENCY SUM 15% SAY	£ 4,416.45
ORGAN BUILDER – SHEET ORGAN	£ 450.00
ARCHITECTS FEES 12 %	£ 4117.13
Total Cost	£38,426.58



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

Yes	X	No	
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If yes, where will you get the other funding from and has this been secured?

CHURCH FUNDS/RESERVES	£10,000
FUNDRAISING EVENTS	£2,000
DONATIONS	£18,000 (£9,273 received so far)
CHARITABLE GRANTS	£8,000 (Bids have been submitted to five charities and more bids to follow)

Project Brief	
<p>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.</p>	
Project Name	Community Discovery Day
Project Manager	Cllr Richard Sweeting and 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.

- This will be an event to increase awareness of the local opportunities available through the diverse range of community groups and organisations.
- It will also be a wonderful way to promote the work of the Tadcaster and Villages CEF, our grants and project funding programme, enable people to sign up to be on our mailing list and consult with local people on a range of community issues.
- For the organisations it will create an opportunity to raise awareness of their work, volunteering opportunities, develop new networks and partnerships, and potentially raise funds

Ensuring awareness of the services and activities available locally is an ongoing challenge. By providing opportunities such as this event enables impact and take up to be maximised. It also enables professionals to be aware and able to refer people they work with to access the services available.

Details of the Project

Please list the details of your project

To hold a Community Discovery Day on Friday 15th September at the Riley Smith Hall in Tadcaster. The event will run from 10.00am to 4.00pm.

All local community groups, clubs and activities will be invited to have a free stand at the event.

Refreshments and a food bar will be provided by the Riley Smith Hall.

There will be a consultation table, staffed by the Development Officer, providing the opportunity to seek people views on key issues affecting them. In addition, information and advice regarding applying for CEF funding will be available.

Selby Hands of Hope have agreed to have a pop up Charity shop selling an array of books, bric a brac and toys.

By using the hall it is planned to have entertainment offered on the stage.

All attendees at the event will be entered into a free prize draw, providing the opportunity to add people to the CEF circulation database.

We also intend to invite key services including Community Officers, Fire Service, Police etc to attend the event.

The event will be promoted via a bespoke flyer, which will be circulated to all households in Tadcaster. Information will also be circulated via Tadcaster Today, Selby District AVS Newsletter, Town Council website and SDC website.

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?

The Community Discovery Day will address the following elements of the CDP:

Priorities on community, leisure, culture and education

- Support the ongoing development of groups, organisations and activities that address the need of residents across the CEF area
- Promote the CEF funding that is available to support voluntary and community groups
- Promote the benefits and impact the work of volunteers achieves across our CEF area
- Support the expansion of active leisure provision to meet a growing local demand
- Encourage more opportunities for social and cultural activity, particularly for families, and for teenagers
- Expand the knowledge of community social and leisure activities through improved communications and supporting organisations to become more accessible and able to take on new member or undertake new activities

Cross – cutting theme priorities:

- ✓ Support cultural and social events that respond to the flooding by bringing people and communities together and which develop and promote the sense of Tadcaster being a thriving and vibrant place.

Priorities on community safety, health and well-being:

- Increase opportunities for young people to engage in constructive, creative and active leisure activities
- Support young people to take a more active role in civic society

Cross – cutting theme priorities:

- ✓ Promote opportunities for organisations engaged with young people to play an active role in supporting the regeneration of Tadcaster and places affected by flooding

Benefits

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

The Community Discovery Day will;

- Provide a free community event for local residents
- Raise awareness of the work of the Tadcaster and Villages CEF
- Promote the funding support available from the Tadcaster and Villages CEF
- Enable local residents to share their issues and ideas via a consultation stand
- Raise awareness of a range of community services, groups and activities
- Enable organisations to recruit volunteers, widen their networks and raise funds

Project Approach / Delivery Options

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

The event will take place on a Friday in September, covering a 6 hour period.

Organisations will be circulated with a booking form – enabling them to provide details of their stall.

All attendees will be entered into a free prize draw

Members of the Partnership Board will work with the Development Officer to coordinate the event and assist with staffing it on the day.

A team of volunteers from Selby Hands of Hope will be staffing the pop up Charity shop and will be assisting with the welcome table on the day.

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.

Assuming a Friday in September the following time line would be applicable:

July 17 – decision made by Partnership Board to go ahead
venue booking confirmed
entertainment confirmed
design of flyer
promotion of event to potential stall holders

- August 17 – flyer completed and printed
 Stall holders confirmed
 Layout in the venue agreed
 Promotion of event added to key websites and circulated via key newsletters and Publications
 Paperwork prepared for the day
- Sept 17 - Flyer to have been circulated to all households
 Event takes place
- Nov 17 - Impact report presented to 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** – £54 poster / leaflet design
 £414 printing and household distribution
 £100 venue hire
 £400 community entertainment

 £968 total

- **People** – Development Officer and admin support – planning, promotion and staffing
 Admin support - promotion
 PB members to assist with planning, promotion, securing raffle prizes, and staffing the event

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.

All of the funding for the Community Discovery Day is being sought from the Tadcaster and Villages CEF

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.

The risk of few people participating can be minimised through extensive publicity through social media, local press, door drops, PDF and paper based circulation.

Securing as many groups to participate will encourage a wider number of people to attend, the venue is well known, has excellent facilities, and the event is not reliant on good weather.

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?

This project is a stand alone project.



BUSINESS SUPPORT IN TADCASTER: AN UPDATE FOR TADCASTER & VILLAGES COMMUNITY ENGAGEMENT FORUM

JUNE 2017

For the year 2017/18, the CEF has contracted with T&R CIC Ltd to deliver 2 strands of business support for the town:

- Business Forum
- Enterprise Cafe

The Business Forum was due to meet for the first time in March, in advance of the Tour de Yorkshire. However, due to the reported setting up of a new Business Association which had arranged a TdY-related meeting for the following week, the Forum was cancelled. Subsequently the new Traders Association failed to meet and so a great opportunity to prepare the business community for the Tour was missed.

The Business Forum met for the first time on 5th June at 21 High Street and was very well attended by over 30 business people, along with representatives from the LEP and SDC and TTC. The next meeting of the Forum will be in September at Tadcaster Albion.

Associated with the Forum is the establishment of the new Events Team – TEMPT – which has now met for the first time and has reached out to the new Traders Association, as well beginning to develop a future programme to see the Cultural Strategy delivered.

The Enterprise Cafes are monthly networking meetings primarily for professional services, rather than traders (although all are welcome). The Cafes run on the last Friday of the month, facilitated by Heidi Green, and meet at different venues in the town and are attended by upto 12 businesses at a time.

To avoid any confusion we thought it might be beneficial to explain what each group and forum do, who runs them and what their objective is. This will be circulated soon to all businesses in town.

Tadcaster Business Forum – Meet quarterly for an evening meeting and ALL businesses and retailers in the town. Information is shared between business and local

authorities are often present to share information and offer advice. Free to attend.

Contact David at davidgluck@ruralis.co.uk

Tadcaster Enterprise Café – This networking group is aimed at smaller professional services in the town although all are welcome to attend. The café is run by Heidi Green and is funded by the CEF. They meet the last Friday of month. Contact Heidi at hgreen@selby.gov.uk

Tadcaster Events Management Project Team (TEMPT) – newly established, a successor to the group that organized the Bridge Opening Celebrations and the Cycling Festival, made up of individuals who have worked on and delivered a variety of events in the town over the years. Currently operating under the umbrella of Tadcaster and Rural CIC, the ambition is for this group to grow to become an independent, not-for-profit voluntary group. Contact Kirsty at kposkitt@hotmail.com

Tadcaster Traders Association – A newly established group run by John Stainthorpe at Everything Good Goes. More details to follow soon!

Tadcaster Pub Watch – a voluntary group who meet monthly to discuss pub related issues. Support each other in events and information and work with agencies when needed for support.

Selby District Council's Economic Development Team is now host to a new Senior Business Advisor, Heidi Green. They will be running a variety of business support activities e.g. promoting small business week (and Saturday), one-2-one business support, access to finance etc. Contact hgreen@selby.gov.uk

It is also worth noting that for all the information you are likely to need on the town, the following are the best channels.

www.visit-tadcaster.co.uk contact David Gluck at Tadcaster and Rural Community Interest Company.

www.tadcastertowncouncil.co.uk contact Jane Crowther at Tadcaster Town Council.

Facebook: Tadcaster News, Tadcaster Citizen, We are Tadcaster - all cover things going on in the town.

Publication: Tadcaster Today, run jointly by Tadcaster & Rural Community Interest Company and the Tadcaster Town Council.

Tadcaster and Villages CEF Community Development Plan 2017-2020

Action Plan (Updated July 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



BUSINESS SUPPORT IN TADCASTER: AN UPDATE FOR TADCASTER & VILLAGES CEF JUNE 2017

4 For the year 2017/18, the CEF has contracted with T&R CIC Ltd to deliver 2 strands of business support for the town:

- Business Forum
- Enterprise Cafe

The Business Forum met for the first time on 5th June at 21 High Street and was very well attended by over 30 business people, along with representatives from the LEP and SDC and TTC. The next meeting of the Forum will be in September at Tadcaster Albion.

Associated with the Forum is the establishment of the new Events Team – TEMPT – which has now met for the first time and has reached out to the new Traders Association, as well beginning to develop a future programme to see the Cultural Strategy delivered.

The Enterprise Cafes are monthly networking meetings primarily for professional services, rather than traders (although all are welcome). The Cafes run on the last Friday of the month, facilitated by Heidi Green, and meet at different venues in the town and are attended by up to 12 businesses at a time.

To avoid any confusion we thought it might be beneficial to explain what each group and forum do, who runs them and what their objective is. This will be circulated soon to all businesses in town.

Tadcaster Business Forum – Meet quarterly for an evening meeting and ALL businesses and retailers in the town. Information is shared between business and local authorities are often present to share information and offer advice. Free to attend. Contact David at davidgluck@ruralis.co.uk

Tadcaster Enterprise Café – This networking group is aimed at smaller professional services in the town although all are welcome to attend. The café is run by Heidi Green and is funded by the CEF. They meet the last Friday of month. Contact Heidi at hgreen@selby.gov.uk

Tadcaster Events Management Project Team (TEMPT) – newly established, a successor to the group that organized the Bridge Opening Celebrations and the Cycling Festival, made up of individuals who have worked on and delivered a variety of events in the town over the years. Currently operating under the umbrella of Tadcaster and Rural CIC, the ambition is for this group to grow to become an independent, not-for-profit voluntary group. Contact Kirsty at kposkitt@hotmail.com

Tadcaster Traders Association – A newly established group run by John Stainthorpe at Everything Good Goes. More details to follow soon!

Tadcaster Pub Watch – a voluntary group who meet monthly to discuss pub related issues. Support each other in events and information and work with agencies when needed for support.

Selby District Council's Economic Development Team is now host to a new Senior Business Advisor, Heidi Green. They will be running a variety of business support activities e.g. promoting small business week (and Saturday), one-2-one business support, access to finance etc. Contact hgreen@selby.gov.uk

It is also worth noting that for all the information you are likely to need on the town, the following are the best channels.
www.visit-tadcaster.co.uk contact David Gluck at Tadcaster and Rural Community Interest Company.

www.tadcastertowncouncil.co.uk contact Jane Crowther at Tadcaster Town Council.

Facebook: Tadcaster News, Tadcaster Citizen, We are Tadcaster - all cover things going on in the town.

Publication: Tadcaster Today, run jointly by Tadcaster & Rural Community Interest Company and the Tadcaster Town Council.

TADCASTER & RURAL CIC: FORWARD WORK PROGRAMME 2017/18 – 4/07/17 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 & 2 distributed. Edition 3 due out end Sept.		
	Visit-Tadcaster.co.uk	CEF contract 2017: £3322 budget	Newman Wray	Ongoing. Website recently upgraded. Monthly updates.		
	Enterprise Cafes	CEF contract 2017	BSY&NY / HAG	2017 programme underway		
2. BUSINESS SUPPORT ¹	Business Forum	CEF contract 2017	BSY&NY / HAG	2017 programme underway		
	Large Employers Forum	CEF contract 2017	BSY&NY / HAG	Planning for 2017 underway – linked to Masterplanning		
3. NEIGHBOURHOOD PLANNING	Bright Sparks	Lottery/NYCC funded to mid-2017 £16,198 budget	BSY&NY	Programme now closed		
	TEMP	Group established to deliver events programme against Cultural Strategy	TTC/CEF	Group established and programme developing.		
	Ulleskeif NDP	UPC £3975 initial budget	Mike Dando PAC	Up and running		
	Church Fenton NDP	CFPC £4625 initial budget	Mike Dando PAC	Up and running		
	Bilbrough NDP	BPC £tbd	?	Awaiting kick off		
4. MANOR FARM	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 submitted.		
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.		
6. TADCASTER REGENERATION	Cycling Festival Legacy	Budget of £925.25	Tadcaster Events Project Management Team	To deliver Events programme		
	Bridge Celebrations Legacy	Budget of £884.19	To be determined	Develop ideas for SDC on masterplanning and regeneration strategies.		
7. FUNDING	Tadcaster Regeneration	SDC £to be determined	Executive Officer	Investigating funding and land opportunities		

¹ Business Support programme was halted due to the emergence of a new business group in the town – the Traders Association. The Forum and the Association are working together and have distinct and different objectives.

ACTIVITIES				
Activity	Projects	Contractor/Grant	Delivery partner	Update
SUPPORT	Stutton Village Hall	NYCC £1000	Executive Officer	CEF grant approved
	Bilbrough Playing Field	Support to BPC	Executive Officer	-
	Photo Archive	Work with THS and CM/PB	Executive Officer	Project installed at County Hall. Discussions ongoing with Archive Service.
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				

Leisure, culture and education		Lead Board member:		
What do we want to do?	How will we do it?	When will it be done?	Indicative cost	Delivery partner
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	2016/17	£	DepArt
	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.	April 2017	£3,356	Su Morgan Tadcrafters CIC



CEF update July 2017

I have looked at and commented on the points on the original application for funding to provide an update in summary of our progress. This is not an exhaustive account of everything we have done.

Our Aims:

- **Support people and organisations in the Tadcaster area.** (We regularly support 15-20 people on a monthly drop-in session with a group of approximately 30 regular contributors. Supported Tour de Yorkshire, Cycling Festival and Bridge opening celebrations

including involving Tadcaster East and Riverside Primary Schools, Bridge Project, Sunday School, Rosemary House, Church Fenton Air Cadets)

- **Promote and share craft skills** (A number of members have learned new skills and most have developed and shared new skills.)
- **Develop a social network** (Groups of members have met outside of drop-in sessions and visited exhibitions etc together. Directors have networked across the area to build contacts and share information with voluntary sector and other organisations e.g. CVS, International Rescue, Community Furniture Store, Cone Exchange, Kyra, Selby District Council, Minster FM)
- **Support a range of charities and worthy causes** (Donations of items made to Days for Girls, York Hospital, Highfield Care Home, St. Leonard's Hospice, Smalls for All, Poppy appeal)

How we planned to achieve our aims:

- **Hold drop in sessions e.g. every second Tuesday of the month at the Social Club** (July 11th 2017 will be the 16th consecutive session since the first Bunting For Tadcaster session in March 2016)
- **Make products to sell to help raise funds to cover the expenses and maintain the group's activities e.g. postage to send off bras for Smalls for All.** (Tombola stalls have been very popular and have provided us with sufficient additional funding to continue with our day to day activities. Selling items has not been possible without product liability insurance, which would be either unaffordable or unobtainable)
- **Obtain materials and equipment to allow people to try new skills e.g. learn to use a sewing machine** (Equipment has been purchased and donated including 3 sewing machines, an overlocker, scissors, knitting needles, 2 irons, stall table and gazebo, extension cable. An excessive amount of fabric, haberdashery and knitting yarn has been donated with a small number of specifically required items purchased. We would like to be able to have somewhere to store equipment and donations and to be able to operate a scrap store)
- **Support the creation of new social/craft groups and people making at home** (the number of people contributing through the participation of a regular member is difficult to quantify, but there are quite a few.)
- **Join forces with other organisations e.g. Days for Girls** (A small number of members also attend the Days for Girls workshops in York and we supported their International women's Day event in the Minster)
- **Support craft skills in local organisations e.g. Guides** (Links made with the Guides, Popple Well Springs,)

- **Become involved with appropriate community projects and initiatives** (Member of Tour de Yorkshire Project Group, and TEMPT. Supported Faceless Arts in the running of lantern workshops)

- **Use sustainable resources where possible** (Most fabric and knitting yarn used has been donated. “Gently worn” bras collected for “Smalls for All”. A large proportion of the bunting used for TdY was made from recycled materials and is being re-used to decorate street schools in India. Some of the giant bunting flags are being cut up and re-used for the Days for Girls project. Knitted jersey bunting is being made into Twiddlemuffs.)

In addition to the recipients of donated goods, **the main beneficiaries of the project** have been the people in the community as expected:

- **people who would otherwise be alone for long periods of the day,**
- **people who are new to the community,**
- **people who would benefit from boosting their self-confidence and self-esteem,**
- **people looking for a form of stress release and relaxation**
- **people who want to support the project by donating items**
- **people who just want to “make a difference” by joining with others for some charitable purpose.**

(A number of members fit in to each of these categories. Additional categories might include newly retired individuals and people who have not previously engaged in community groups due to work commitments)

It has become apparent from the number of people and organisations that I have engaged with over the last year that Tadcrafters CIC provides a valued service in the community similar to the work of Local Area Co-ordinators. I have recently attended two conferences in York where it appears that we are working in a way that is currently being promoted across the voluntary sector and public services. A number of local authorities, including York, are piloting schemes to promote social prescribing and co-production: in other words putting the community at the centre of solutions to support wellbeing and encouraging volunteering opportunities.

CYC have recently appointed 3 Local Area Co-ordinators to create a supportive network and resources for the long term development of communities and individuals. LACs work with Local Authority, other statutory services and local community and provider organisations to re-imagine the possibilities of how services can become more personal, flexible, accountable and efficient. SDC may wish to consider following York’s lead. <http://lacnetwork.org/>.

Because of all of the above I, and my co-director Lynne, have been kept very busy. I recently started a list of activities (attached) which might help to explain what we have been up to, and here are a few images to illustrate some of them.



- We made approximately 2 miles of bunting to celebrate Tadcaster Cycling Festival and the Tour de Yorkshire 2017
- Various community groups e.g. Riverside and Tadcaster East Primary schools decorated giant bunting flags which were hung around the start of the TdY 2017 at Calcaria Carpets and Sainsbury's.
- Tadcrafterers and children from the Bridge Project helped to paint 5m high cyclists on the riverbank for the TdY 2017



- TdY knitted bunting has been made into Twiddlemuffs for people with dementia
- Since we 2016 we have collected over 800 "gently worn" bras to be given to women in third world countries to give them a higher status which means they are less likely to be victims of abuse..

- We helped the community to make over 500 lanterns which were used in the Bridge opening Celebrations in February 2017



- We made poppies to support the poppy appeal in November 2016 and are contributing poppies to the Selby Abbey WW1 Centenary Commemorations in 2018
- We regularly donate twiddlemuffs to York Hospital and care homes in the region
- We helped children to decorate their bikes for the decorated cycle competition for the TdY/ Cycling festival 2017



- We have had a number of stalls at the e.g. the duck race, Stutton Fayre, the Christmas market and TdY
- Our work is supported by our MP, Nigel Adams
- We supported the Days For Girls event on International Women's Day March 2017

The impact of Tadcrafters has far surpassed the original aim of "cheering Tadcaster up a bit". Without the support of the CEF, the Social Club and the local community this would not have been possible. Thank you to everyone who has played their part.

Su Morgan (Founder and Chairman, Tadcrafters CIC)

	£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.	2017	£176	Sing Yourself Happy Timothy Kent
Meet the Funders Fair	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.	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	CHN attending Tour de Yorkshire meetings. Met with Susie Brindley to discuss holding CEF event as part of the Festival – agreed Jan 17. 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.	29 th April 2017	£3,504	Selby District AVS
	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. The Development Officer confirmed that support would be required on the day, and asked that Board members considered volunteering.			
	May 17 – Event held with 12 stalls participating in the event. A CEF stand was prepared that also supported Tadcaster in Bloom. 106 families and individuals completed the competition. 10 winners were drawn and their vouchers will be posted out.			

	<p>Bee assisted CHN on the day with the event. 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> <p>Thank you email received from Leader of the Council and event Coordinator.</p>			
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>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
		10 th July 2017		Selby District AVS

	July 17 – publicity circulated to all households in Tadcaster, information added to SDC website, AVS newsletter and promoted at Community House and across a range of partnership meetings and Selby Fun Day.	10 th July 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			
	July 2017 - Since we were awarded the grant from the CEF, we have approached Tadcaster Town Council to ask them to match the grant to make the original £10k we were looking for, which they have agreed to. Our next step is to scope out a brief for the work we want to do over the first year and send to some likely providers to see whether that can be provided by one person / organisation or more than one. We will make a start on it at our next meeting on Monday. Sara Gott			

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

TADCASTER & RURAL CIC: FORWARD WORK PROGRAMME 2017/18 – 4/07/17 update

ACTIVITIES					
Activity	Projects	Contractor/Grant	Delivery partner	Update	
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	Enterprise Cafes	CEF contract 2017	BSY&NY / HAG	2017 programme underway	
2. BUSINESS SUPPORT ¹	Business Forum	CEF contract 2017	BSY&NY / HAG	2017 programme underway	
	Large Employers Forum	CEF contract 2017	BSY&NY / HAG	Planning for 2017 underway – linked to Masterplanning	
3. NEIGHBOURHOOD PLANNING	Bright Sparks	Lottery/NYCC funded to mid-2017 £16,198 budget	BSY&NY	Programme now closed	
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	Ulleskeif 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 £tbd	?	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 submitted.	
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.	
	Cycling Festival Legacy	Budget of £925.25	Tadcaster Events Project Management Team	To deliver Events programme	
6. TADCASTER	Bridge Celebrations Legacy	Budget of £8884.19			

¹ Business Support programme was halted due to the emergence of a new business group in the town – the Traders Association. The Forum and the Association are working together and have distinct and different objectives.

ACTIVITIES				
Activity	Projects	Contractor/Grant	Delivery partner	Update
REGENERATION	Tadcaster Regeneration	SDC £to be determined	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	CEF grant approved
	Bilbrough Playing Field	Support to BPC	Executive Officer	-
8. CORPORATE RESPONSIBILITY	Photo Archive	Work with THS and CM/PB	Executive Officer	Project installed at County Hall. Discussions ongoing with Archive Service.
	Supporting Vocational Learning Work Experience	Annual support for 2 students from TGS Vocational Learning and Skills. Supporting 2 students per annum	Tadcaster Grammar School NY Business Education Partnership	2017 programme now complete 2017 students: Eleanor Shaw Sophie Yorke-Hadley
Projects completed				
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4. Christmas Lights 2014 – undertaken with core funding from TTC.				
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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				