



Minutes

Tadcaster & Villages Community Engagement Forum (Partnership Board)

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| Venue: | The Ark, 33 Kirkgate, Tadcaster LS24 9AQ |
| Date: | Monday 13 November 2017 |
| Time: | 7.00pm |
| Present: | <u>District and County Councillors</u> Councillors Richard Sweeting (Chair) and Keith Ellis (Vice-Chair) <u>Co-opted members</u> Steve Cobb, Elizabeth Dixon, Bea Rowntree, Kirsty Perkins and Avis Thomas |
| Officers present: | Dave Caulfield (Director of Economic Regeneration and Place, Selby District Council), Chris Hailey-Norris (Development Officer, Selby District AVS), Victoria Foreman (Democratic Services Officer, Selby District Council), David Greenfield (Planning Consultant, Selby District Council), and James Broadhead (Planning Policy Officer, Selby District Council) |
| Others present: | David Gluck (CEO, Tadcaster & Rural Community Interest Company, for minute numbers 36, 37, 38 and 39), and 2 individuals representing funding applicants (left after consideration of application) |
| Public: | 15 |

26. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Donald Mackay and Chris Metcalfe.

27. DISCLOSURES OF INTEREST

Avis Thomas declared a personal interest in agenda item 12 – Tadcaster Today 2018, as she was on the Board of Directors for the Tadcaster and Rural Community Interest Company, who produce the Tadcaster Today magazine.

28. MINUTES

The Partnership Board considered the minutes of the meeting held on 24 July 2017.

RESOLVED:

To confirm as a correct record the minutes of the Partnership Board meeting held on 24 July 2017.

The Chairman indicated that he was minded to alter the order of business on the agenda and take the Pool of Sites Consultation as the next item. The Board agreed the change to the order of business.

29. POOL OF SITES CONSULTATION

The Board received a presentation on the Council's Pool of Sites Consultation, which was being undertaken in order to develop a Sites and Policies Local Plan to deliver the strategic vision set out in the Council's Core Strategy.

The Board noted that the Site Allocations Local Plan was being developed to identify enough land for the homes and jobs and other development needs in the district over the next ten years.

Officers gave an overview of the proposals in Tadcaster for housing, employment and retail development. Members of the Board and the public were encouraged to submit their views by 27 November 2017, when the consultation would be closing.

A number of members of the public were in attendance at the meeting and with the permission of the Chairman were able to ask questions of the officers. Concerns and frustrations were raised by the public regarding the number of empty and derelict buildings in the town and the difficulty in bringing those sites forward for development or renovation due to issues with land ownership.

Officers explained to the Board that the Council was committed to working with partners and the local community to ensure that Tadcaster fulfilled its potential, and that the Pool of Sites consultation contributed to a larger piece of work to plan for and invest in the future of Tadcaster and the wider Selby District.

RESOLVED:

To note the verbal report on the Pool of Sites consultation.

30. CHAIR'S REMARKS

The Chairman welcomed Board members, officers and funding applicants. He noted that successful Community Discovery Day on 26 October 2017 and thanked the Development Officer for all the hard work in putting the event together. It was noted that the event had been very well attended by local organisations and the public. The Chairman emphasised the importance of meaningful engagement with the local community, and felt that the Tadcaster and Villages CEF was doing well in this regard.

31. BOARD MEMBERSHIP

It was proposed and seconded to nominate Reverend Sue Sheriff to fill the vacancy of a co-opted member on the Partnership Board.

RESOLVED:

That Reverend Sue Sheriff be appointed to the Tadcaster and Villages Community Engagement Forum Partnership Board as a co-opted member.

32. BUDGET UPDATE

It was noted that the current budget report had been published with the agenda and confirmed a remaining budget for the 2017/18 financial year of £34,961.11. There were no questions from the Board.

RESOLVED:

To note the budget update.

33. FUNDING APPLICATIONS

33.1 Friends of Riverside Community Primary School

The application was for £500 towards a stone 'Story Circle' for the school. It was explained that the stones to be used for the project were left over from the reconstruction of Tadcaster Bridge, which had collapsed in the floods of December 2015.

The Board were very supportive of the application and felt that this project was an excellent use of stones from the old bridge.

The Board noted that plaques to commemorate where CEF funding had been awarded to a project were currently being designed, and would be circulated for display at projects from the last two years. The Board felt that this would be good publicity for the CEFs, and it was hoped that they would encourage more organisations to apply for funding.

RESOLVED:

To recommend that the grant of £500 to the Friends of Riverside Community Primary School be approved as outlined in the application.

33.2 Stutton Playgroup

The application was for £1,000 towards cost of relocation of the playgroup.

The applicant was in attendance at the meeting and confirmed that there had been an error on the application form, and as such the group were not asking for the £4,113.99 as set out in the agenda, but for £1,000 as a contribution to the expenses they had incurred from moving to their new location.

The Board supported the application and noted the new amount requested by the group.

RESOLVED:

To recommend that the grant for £1,000 to the Stutton Playgroup be approved as outlined in the application.

33.3 Tadcaster and Rural CIC Ltd on behalf of the Patient Participation Group

The Board were asked to note the grant of £972.00 made to Tadcaster and Rural CIC Ltd on behalf of the Patient Participation Group in October 2017.

It was noted that the application had been considered by the Board via email using the emergency application process because the event at which the slippers were being distributed was held on 15 October 2017. As such, the application could not wait for consideration by the Board at its meeting on 13 November 2017. No objections to the grant had been received from Board Members.

A monitoring report had also been supplied and appended to the application form in the agenda. The Board agreed that the application had met the requirements of the funding framework.

RESOLVED:

To note the grant of £972.00 to the Tadcaster and Rural CIC on behalf of the Patient Participation Group, as outlined in the emergency application considered by the board and the Head of Community, Partnerships and Customers in October 2017.

34. IMPACT REPORTS / UPDATE ON GRANTS AWARDED

It was noted that update reports had been received from Tadcrafters for decorations produced for the Tour De Yorkshire on 29 April 2017, and Tadcaster and Rural Community Interest Company (CIC) in relation to supporting Stutton Parish Council.

RESOLVED:

To note the updates.

35. COMMUNITY DEVELOPMENT PLAN

The Development Officer presented an updated Community Development Plan (CDP), which had been published with the agenda.

The Development Officer reported on the success of the Community Discovery Day which had 26 seen organisations in attendance. The Board noted that the Tadcaster and Villages CEF budget was still running with a significant underspend, and that there should be a focus on encouraging further applications for funding, potentially as a theme for a future Forum meeting.

The Board felt that engagement and interest from the local community was key to the success of the CEF; publicity in Tad Today magazine and flyer distribution had both helped to raise the profile of the Forum and its meetings.

It was felt that the children's Christmas Card Competition for the three primary schools in Tadcaster (Riverside, St Joseph's and Tadcaster East) would be an excellent opportunity to engage with local schools and children, and if it went well, could be extended to other schools in the wider area next year.

RESOLVED:

To approve the revised Community Development Plan.

36. UPDATE FROM TADCASTER & RURAL COMMUNITY INTEREST COMPANY

An update from the Tadcaster & Rural Community Interest Company (CIC) had been circulated with the agenda, which updated the Board on the CIC's work.

Queries were raised by the Board regarding the current position of proposals to use Stafford House as a museum or visitor centre. It was noted that it would be worth revisiting this, as nothing had been heard on the matter from Heineken, who owned the building, for some time.

The Board felt that there was more work that could be done to promote the area's brewing heritage and historical places of interest, i.e. brown signs for historical landmarks and attractions. It was noted that a Visitor Strategy had been commissioned by Selby District Council in order to compliment the work of the community on this and to tie in with the Council's vision for the economic development of the area. The Board were informed that the Heritage Lottery Fund and Arts Council England had already visited the area and expressed an interest in working with the Council and the community on future projects.

RESOLVED:

To note the update.

37. TADCASTER TODAY 2018

The Board was asked to consider if it wished to renew the annual contract for Tadcaster Today magazine. The financial proposal for the Community Engagement Forum of £4761.00 was considered by the Board, who expressed their support for the magazine and the renewal of the contract.

RESOLVED:

To renew the annual contract for Tadcaster Today magazine for 2018, including a contribution from the Tadcaster and Villages Community Engagement Forum for a total amount of £4761.00.

38. TEMPT CALENDAR OF EVENTS

The Board was asked to note the Tadcaster Event Project Management Team (TEMPT) calendar of events which was attached to the agenda.

The Board noted that a successful business forum had been held in the town recently, as well as a busy Remembrance Day Parade. It was felt that cleanliness and presentation of the town did require some further work for big events, and also on a day to day basis; the community had come together to prepare Tadcaster for the Tour de Yorkshire, but for other events the standard was not as high.

RESOLVED:

To note the update.

39. TADCASTER VISITOR PLAN

The Board received an update on the Tadcaster Visitor Plan from David Gluck, CEO of Tadcaster and Rural Community Interest Company.

The Board noted that the initial focus would be on a visitor's centre, visitor information and provision of brown signs. The current provision of brown signs would be audited and new sites identified.

The Board discussed the proposed developments at the studios in Church Fenton, who had applied for permission to operate tours of the set of ITV's Victoria; it was felt that this could become a very popular permanent attraction. David Gluck informed the Board that he has received an invite from the developers to hear about their plans for the site, and that he would report back to the Board once he had met with them.

RESOLVED:

To note the report.

40. FEEDBACK FROM RECENT FORUMS

It was noted that two Forums had been held on 4 and 25 September 2017 at the Riley Smith Hall, Tadcaster and All Saints Church, Bolton Percy respectively.

The Forum on 4 September had been a special meeting to discuss flood prevention. There had been a number of agencies in attendance at the meeting and excellent attendance by the public, including District and County Councillors, North Yorkshire County Council, Environment Agency, Yorkshire Water, Selby District Council and North Yorkshire Fire and Rescue. The notes taken at the meeting had been circulated to the Partnership Board, the local MP and the Forum's email distribution list.

The theme of the event on 25 September had been 'Turning Dreams into Reality: The Transformation of Bolton Percy' with speakers from the local community who had worked tirelessly to raise funds for the restoration of the village's Grade I Listed church. The Chairman emphasised the importance of holding at least one CEF meeting per year out in the villages surrounding Tadcaster. Church Fenton was suggested as the venue for a Forum in 2018-19.

The board noted that there had been good attendance from the local community at both events.

RESOLVED:

- i) To note the feedback from recent forums and the Community Discovery Day.**
- ii) To hold a meeting of the Tadcaster and Villages Forum in Church Fenton in 2018-19.**

41. FUTURE MEETINGS

The Board noted that dates of future meetings on 15 January 2018 (Partnership Board), 29 January 2018 (Forum) and 12 March 2018 (Partnership Board).

The Board discussed proposals for the focus and theme of the Forum on 29 January 2018, and agreed that this would be split across two main issues; the Tadcaster Medical Centre, and encouraging groups and organisations to apply for funding from the CEF as there was still a considerable budget available for funding of projects. It was suggested that groups be invited to attend the Forum to give a short presentation on their proposals to introduce their ideas for funding.

The Board noted that this approach had been taken at the Central CEF and had proved to be successful, as it had resulted in a number of applications being submitted.

The Chair reminded the Board that instead of the 'market place' session at the start of each Forum, an open question and answer session of around twenty minutes was more effective. This approach would be continued at all future Forums. The Tadcaster Medical Centre would then be asked to speak to the Forum for twenty minutes.

The Development Officer confirmed that he would invite the Police, Highways and Fire Service to the Forum as usual.

RESOLVED:

- i) **That the Forum meeting on 29 January 2018 be focused on issues around the Tadcaster Medical Centre and encouraging future funding applications.**
- ii) **That the 'market place' session before each Forum be replaced by a general question and answer session.**

The meeting closed at 8.15pm.