



## Minutes

### Central Community Engagement Forum Partnership Board

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Venue:	Committee Room, Civic Centre, Doncaster Road, Selby.
Date:	Wednesday 5 July 2017
Time:	7pm
Present:	<u>District and County Councillors</u> Councillors Ian Chilvers (Chair), Judith Chilvers, Stephanie Duckett, Cliff Lunn, Brian Marshall, Jennifer Shaw-Wright and Paul Welch.  <u>Co-opted members</u> Melanie Davis, Michael Dyson, Anthony Wray and Keith Watkins.
Apologies:	Councillor Mark Crane, Councillor Wendy Nichols, Margaret Bontoft, Fred Matthews and Patricia Chambers.
Officers present:	Kate Mills (Development Officer, Groundwork), Angela Crossland (Head of Communities, Partnerships and Customers, Selby District Council) and Daniel Maguire (Democratic Services Officer, Selby District Council)
Public:	0

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#### 1. DISCLOSURES OF INTEREST

Councillor Paul Welch declared a non-pecuniary interest in agenda item 8 (minute number 8) as he was a resident of Ousebank, Selby which was the subject of a Community Development Plan objective.

Melanie Davis declared a non-pecuniary interest in agenda item 12.2 (minute number 12.2) as she was the Chair of the Selby Community Trust; and organisation that had applied to the CEF for funding support. She remained in the meeting but did not participate in the discussion or vote.

Keith Watkins declared a non-pecuniary interest in agenda item 12.1 (minute number 12.1) as he was representing the applicant. He remained in the meeting as the applicant, but did not vote on the application.

## **2. MINUTES**

The Partnership Board considered the minutes of the meeting held on 5 April 2017.

It was noted that it needed to be clearer in the minutes that the disclosure of interest by Councillor Ian Chilvers related to the Selby Camera Club application.

### **RESOLVED:**

**To confirm as a correct record the minutes of the Partnership Board meeting held on 5 April 2017, subject to the amendment described above.**

## **3. CONFIRMATION OF CHAIR**

It was confirmed that Councillor Ian Chilvers had been appointed to serve as Chair of the Central CEF for the 2017/18 municipal year.

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

It was proposed, and seconded, that Michael Dyson be appointed as Vice-Chair of the Central CEF for the 2017/18 municipal year.

### **RESOLVED:**

**To appoint Michael Dyson as Vice-Chair of the Central CEF for the 2017/18 municipal year.**

## **5. MEETING START TIMES**

It was proposed, and seconded, that the start time of CEF meetings for the 2017/18 municipal year be 7pm.

### **RESOLVED:**

**To approve the start time of CEF meetings as 7pm for the 2017/18 municipal year.**

## **6. LATE ITEM – STAYNOR HALL COMMUNITY CENTRE**

The Chair advised the Board that he had agreed to consider a late item relating to the proposed community centre at the Staynor Hall estate. It was considered urgent as the Council wished to commence a consultation process with the

community as soon as possible and that to wait for the next scheduled meeting would prevent the CEF from being able to participate in the consultation.

The Head of Communities, Partnerships and Customers presented the report, which outlined options relating to the provision of a community centre for the Staynor Hall estate in Selby. She explained that Selby District Council was seeking the views of the local community as to options for the provision of the community centre, and wanted to understand the views of the CEF board. The report did not require a decision by the Board.

The Board made the following suggestions:

- That the views of the local residents should be sought before a decision is made;
- That ownership of the facility by Selby District Council should not be ruled out;
- That the layout of the facility should be designed to maximise revenue-generation, such as by having multiple rooms and kitchen facilities.

***The Head of Communities, Partnerships and Customers left the meeting at this point and did not return.***

## **7. FEEDBACK FROM RECENT PUBLIC FORUM**

It was noted that the public forum scheduled for 31 May 2017 had been cancelled due to the speaker being unable to attend.

### **RESOLVED:**

- (i) To invite the speaker to attend the public forum scheduled for Wednesday 13 September;**
- (ii) and to arrange a replacement public forum in January 2018 to ensure that four public forums are delivered.**

## **8. COMMUNITY DEVELOPMENT PLAN**

The current Community Development Plan (CDP) had been published with the agenda. The Board made the following observations:

- The membership list at paragraph 8.0 needed to be updated to reflect recent changes to the CEF Board membership
- Barlby Bridge should be included in the list of areas covered by the Central CEF at paragraph 5.0
- To include additional columns on the project lists to show the proposed cost, the date the project was agreed and a progress update
- To assign a specific board member to take ownership of each project

### **RESOLVED:**

**To update the CDP in accordance with the suggestions listed above.**

## 9. MARKETING AND PUBLICITY

The Board discussed ideas for promoting the CEF and the public forums. Suggestions included using established Facebook groups, and to have speakers and themes in place well in advance of the forum.

**RESOLVED:**

**To incorporate the suggestions in to future marketing and publicity.**

## 10. IMPACT REPORTS

It was noted that two impact reports had been received from organisations that had received funding from the Central CEF. These had been published with the agenda and were from the Flaxley Road Tenants and Residents Association (Remembrance Garden project) and the Selby Young People's Co-operative.

The Board was satisfied with the content of the impact reports, but concern was raised regarding the apparent failure of Selby District Council to provide a replacement cooker at the community centre which was impacting on the Selby Young People's Co-operative project.

**RESOLVED:**

**To note the impact reports.**

## 11. BUDGET UPDATE

The Board noted the budget update, which confirmed a remaining balance of £29,866.

**RESOLVED:**

**To note the budget update.**

## 12. FUNDING APPLICATIONS

### 12.1 Flaxley Road Tenants and Residents Association (TARA)

Keith Watkins presented the application, which was for £1,000 to purchase planters and plants for the second phase of the Remembrance Garden project. It was noted that the CEF had previously indicated support for the project, and had provided funding towards the first phase of the project.

It was noted that alternative funding might have been sourced by the group since the application was submitted and the Board therefore agreed to refuse the application, but asked the group to submit a new application if this was not the case.

**RESOLVED:**

**To REFUSE the application as funding may have been sourced from alternative sources.**

## 12.2 Selby Community Trust

The application was for £383.22 for the purchase and installation of a litter bin to be installed at a community pond close to the Selby Community Centre.

The Board considered the application against the funding framework and confirmed that it met the requirements of a small grant.

### **RESOLVED:**

**To APPROVE the grant for £383.22 to deliver the project as outlined in the application.**

## **13. NEXT MEETINGS**

It was confirmed that the next Central CEF meetings would be a public forum on Wednesday 13 September 2017 and a Partnership Board meeting on Wednesday 4 October 2017.

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The meeting closed at 8.10pm.