



## Agenda

### Community Engagement Forum Partnership Board (Central)

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Venue: Committee Room, Civic Centre, Doncaster Road, Selby YO8 9FT.

Date: Monday 11 January 2016

Time: 7 p.m.

To: District and County Councillors  
S Shaw-Wright (Chair), M Crane, J Chilvers, I Chilvers, C Lunn, B Marshall, W Nichols, J Shaw-Wright, J Thurlow and P Welch.

Co-opted members  
Melanie Davis (Selby Town Council), Fred Matthews (Selby Town Council), Craig Laskey (Selby Town Council), Michael Dyson (Selby Town Council), Patricia Chambers, Eileen White, Brian Cook (Brayton Parish Council), and Anthony Wray (Barlow Parish Council).

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#### 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](http://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 Central CEF Partnership Board held on 14 October 2015 (pages 1 to 5 attached).

**4. FEEDBACK FROM THE RECENT COMMUNITY ENGAGEMENT FORUM**

To receive feedback from the Forum meeting held on 2 December 2015 (verbal reports).

**5. COMMUNITY DEVELOPMENT PLAN**

To consider progress and developments relating to the Community Development Plan (pages 6 to 9 attached).

**6. MARKETING AND PUBLICITY**

To consider any marketing and publicity matters.

**7. BUDGET UPDATE**

To consider the Central CEF budget.

**8. FUNDING APPLICATIONS**

To consider the recommendations of the Funding Sub-committee in relation to funding applications received.

**9. ANY OTHER BUSINESS**

To consider any other business not covered on the agenda.

**10. NEXT MEETING**

To note the date, time and location of the next Central CEF Partnership Board and Forum meetings.

<b>Dates of next meetings</b>
<b>Partnership Board – 7 April 2016 (Selby Civic Centre)</b>
<b>Forum – 4 February 2016 (Selby Town Hall)</b>

**Jonathan Lund**  
**Deputy Chief Executive**

For enquires relating to this agenda, please contact Janine Jenkinson, Democratic Services on **01757 292268** or email: **[jjenkinson@selby.gov.uk](mailto:jjenkinson@selby.gov.uk)**.



# Minutes

## Community Engagement Forum Partnership Board (Central)

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Venue:	Committee Room, Selby Civic Centre
Date:	Wednesday 14 October 2015
Time:	7.00 p.m.
Present:	<u>District and County Councillors</u> Councillors Steve Shaw-Wright (Chair), Ian Chilvers, Judith Chilvers, Brian Marshall, Jude Thurlow, and Paul Welch.  <u>Co-opted Members</u> Melanie Davis, Fred Matthews, and Craig Laskey.
Apologies:	Councillor Wendy Nichols, Inspector Michelle Falkingham, and Michael Dyson.
Officers present:	Rose Norris (Executive Director, Communities, Selby District Council), Gillian Marshall (Solicitor to the Council, Selby District Council), Paul Varney (Programme Manager, Groundwork), Palbinder Mann (Democratic Services Manager, Selby District Council) and Janine Jenkinson (Democratic Services Officer, Selby District Council).
Public:	Patricia Chambers and Linda Slough.

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### 1. DISCLOSURES OF INTEREST

In relation to agenda Item 5 – Community Development Plan, Councillor Thurlow declared that he was a Board Member of Groundwork.

### 2. MINUTES

The minutes of the Partnership Board held on 1 July 2015 were considered.

In relation to the Funding Update - Selby Bowls Club, attention was drawn to the 'Update' section that stated, 'This application has been rejected by SDC as no

match funding was in place, therefore not meeting the funding criteria'. Members queried this sentence and pointed out that the Central Community Engagement Forum (CEF) Partnership Board had not previously required match funding to approve funding applications.

**RESOLVED:**

**To approve the minutes of the Central Partnership Board meeting held on 1 July 2015.**

**3. CONSTITUTIONAL CHANGES AND BOARD MEMBERSHIP**

The Executive Director, Communities explained the background to the recent changes to the Selby District Council Constitution, the reasons for the changes and the effect on Community Engagement Forums.

It was explained that the revised Constitution aimed to strengthen the governance framework and ensure compliance with local government legislation.

The Executive Director, Communities explained that the administrative functions would be undertaken by Democratic Services at Selby District Council and that a procurement process had been undertaken to award a contract for the delivery of community engagement functions. Following the procurement process, Groundwork had been awarded the contract to support the Central CEF in relation to community engagement.

With regard to the approval of funding applications, the Solicitor to the Council explained that funding applications could be considered by a Sub-Committee appointed by the Board. The Sub-Committee would then meet to make a recommendation to the Partnership Board. It was noted that meetings of the Sub-Committee would be formally constituted and held in public.

The Partnership Board agreed to appoint a Sub-Committee to consider funding applications. The Solicitor to the Council agreed to draft Terms of Reference for the Sub-Committee.

**RESOLVED:**

- i. To appoint the co-opted membership of the Central CEF Partnership Board as: Melanie Davis, Fred Matthews, Craig Laskey, Michael Dyson, Patricia Chambers, Eileen White, Brian Cook and a representative from Barlow Parish Council.**
- ii. To ask the Democratic Services Officer to seek a representative from Barlow Parish Council, to be co-opted onto the Central CEF Partnership Board.**
- iii. To ask the Democratic Services Officer to offer a standing invitation to attend future Central CEF Partnership Board**

meetings, to Colin Hunter (North Yorkshire Fire and Rescue) and Inspector Michelle Falkingham (North Yorkshire Police).

- iv. **To confirm Councillor Ian Chilvers as the Vice Chair of the Partnership Board.**
- v. **To appoint the membership of the Funding Sub-Committee as: Melanie Davis, Councillors Ian Chilvers and Judith Chilvers.**
- vi. **To confirm that the Funding Sub-Committee would meet prior to each Partnership Board meeting to consider funding applications and to agree recommendations to the Board.**
- vii. **To ask the Democratic Services Officer to circulate to Partnership Board Members a copy of the funding application guidelines and criteria.**
- viii. **To ask the Solicitor to the Council to draft and circulate the Terms of Reference for the Funding Sub-Committee.**

*The Executive Director, Communities and Solicitor to the Council left the meeting at this point.*

#### **4. FEEDBACK FROM THE RECENT COMMUNITY ENGAGEMENT FORUM**

The Chair reported that the last Community Engagement Forum meeting had been held Wednesday 23 September 2015 at Brayton Church Hall, Brayton.

Consultation tables from: North Yorkshire Police, North Yorkshire Highways, Access Selby Community Officer, Selby District Council (SDC), Air Pollution Consultation (SDC), Heritage Lottery and representatives from British Gas had been in attendance.

Members felt the Forum had been positive and agreed they would be happy to use the venue again for future meetings.

#### **RESOLVED:**

**To note the update.**

#### **5. COMMUNITY DEVELOPMENT PLAN (CDP)**

The Partnership Board welcomed Paul Varney, Programme Manager, Groundwork, to the meeting. Groundwork had been awarded the contract for the delivery of the CEF community engagement functions.

Paul Varney reported that he would be the lead officer supporting the Central CEF to develop the CDP. It was agreed that a meeting with members of the

Partnership Board would be arranged to discuss progressing the development of the CDP.

**RESOLVED:**

**To ask the Democratic Services Officer to arrange a meeting for Partnership Board members to meet with Paul Varney (Groundwork) to discuss and review the Central CEF CDP.**

**6. MARKETING AND PUBLICITY**

The Chair informed the Partnership Board that there were no items to report.

**RESOLVED:**

**To note the update.**

**7. FUNDING APPLICATIONS RECEIVED**

The Partnership Board considered the following application:

**8.1 – Business Start Up**

The application was for £1,000 to enable vulnerable adults to have the full support they needed to access the holidays of their dreams. The project would provide a range of holiday experience both within the UK and abroad tailored to each individual's needs and abilities.

The Funding Sub-Committee considered the application and recommended to the Partnership Board that the application be refused because it did not meet the funding allocation criteria detailed below:

For applications to be awarded over £750 and up to £1000 the application must evidence:

- How the project meets at least two of the objectives in the CDP for their CEF area.
- Extensive and detailed benefits for one or more defined groups in their CEF area.
- Clear evidence for a high level of need and extensive community consultation e.g. research conducted or a small pilot.
- The continued involvement of the community or a defined group throughout the project.

**RESOLVED:**

**To refuse application 8.1 - Business Start Up.**

**8. ANY OTHER BUSINESS**

The Partnership Board wished to express their thanks to Carole Warren from Association of Voluntary Service (AVS) for her work in supporting the Central CEF.

**9. NEXT MEETING**

**RESOLVED:**

- I. To confirm that the next Central CEF Forum meeting would be held on Wednesday 2 December 2015, 6.30 p.m. at The Community Centre, Scott Road, Selby.**
- II. The Democratic Services Officer to email Partnership Board members regarding potential future meeting dates.**

The Chair closed the meeting at 8.00 p.m.

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# Central Community Engagement Forum

## Community Development Plan Progress Update

Updated August 2015

July 2015 a discussion took place regarding the existing community development plan as some of the projects had now been completed; it was suggested that a new refreshed plan would need to be developed with some new projects. For this to be successfully developed some input and ideas would need to come from the parish councils, board members and the public. Cllr Shaw-Wright has agreed for a meeting to take place in the next few weeks to discuss ideas on how to take this forward.

### Tidy Environment

#### **What we are going to do**

To provide a tidy environment by working with Landlords and property owners to tidy up shops and derelict buildings in Partnership with the Town Council and SDC.

**Lead** - Cllr Michael Dyson with support from SDC enforcement team.

#### **Progress**

**September 14** The work on the Railway Bridge is almost complete, the work will now include painting the very rusty railings alongside the underpass. The lighting under the bridge has also been improved.

An order has been published by Highways to make the Haven resident's cars access only.

The former garage site has now been fenced and levelled Kiers are using it as a compound. When this has finished the creation of a garden / landscaping can get underway quickly. A planning application has been submitted for the neighbouring waterfront site.

The derelict Maltings building remains at an impasse with enforcement reluctant to take action for demolition / repair when there are no plans for its further use. (Councillors Crane and Shaw-Wright are following this up after concerns were raised at an earlier CEF by Haven residents)

In September a spot check regarding street cleanliness was carried out. The pavements and gullies from the Toll bridge to the Railway Bridge were clean and tidy. However from the Railway Bridge to The Haven while the pavements were reasonable, the gullies were full of litter, it looked as though they had not been cleaned for months; this will be raised with the Contract Manager at Access Selby.

**October 14** Work on the railway bridge is now completed and the railings in the area will soon be painted. The original job list for the work in Ousegate is almost complete with the majority of jobs now ticked off.

Warehouse (Maltings building). Although this building is in poor condition there are no plans at present for redevelopment. A survey will be done by English Heritage to assess the suitability of the works as it is a listed building. There is a planning application to be considered for 72 Ousegate formerly Greens Furniture, this is to be determined before the end of October.

Concern for street cleanliness beyond the railway bridge; there is a lot of litter and due to parked vehicles it cannot be cleaned. More litter



bins are required in the area and funding will be looked into for these to be put in place.  
Work on the Whiskers building in Gowthorpe - there are plans to build an extension at the rear for accommodation. Concerns for health and safety need to be addressed.

**December 14** - Ousegate – Residents of the Haven have had the opportunity to meet with councillors from SDC. Various items will be followed up, some actions have already been taken and officers have been assigned to specific items. Progress is being made and enforcement / actions have been taken in specific cases.

**January 15** A meeting had taken place with representatives from SDC and residents from the Haven present. There are concerns regarding the cleanliness of the town centre. There will be a meeting with the contracts manager to discuss this and look for solutions.

**March 15** It has become noticeable that there are issues with the cleanliness of the town centre. There are areas that have not been swept in months and winter debris is building up. More litter bins are now required. Cllr Dyson will take this forward with the cleaning teams.

Ousegate - Since the meeting with Selby District Council last October there has been no further information about the issues discussed. Another meeting will be requested for further discussion.

Properties along the riverside and Green's window in Ousegate have untidy boarding mounted. There is also an issue with noise from public houses where bands play late into the night. This will be looked into with the enforcement office.

The work to the area at the bottom of the Selby Toll Bridge which is part of the Barlby Road development has not been started; as a temporary measure to tidy up the area fencing with flower tubs has been discussed until the work can be done. There is a new consultant to be employed for the Olympia Mills site.

## Sport and Leisure

### **What we are going to do**

Work with Abbey Leisure Centre to liaise and actively promote sports events for all ages

**Lead** - Cllr Steve Shaw-Wright with support from WLCT

### **Progress**

**April 15** The new leisure centre is now open.

**June 15** The new leisure centre which opened in March has been very successful with a large increase in new members to the centre. The well needed swimming pool is proving extremely popular with local residents as well as a wide range of fitness classes and a fully equipped gymnasium. Although members have access to the full facilities, all facilities are available on a pay as you go basis.

Plans for a Leisure village is scheduled to be completed by spring 2016 and will have such facilities as a cafeteria / restaurant, six lane bowling alley, indoor skate park, climbing wall and ski-treadmill. There are also plans to have the existing outdoor skate park re-opened as this was very popular with young people from the local area.

## Promoting the Economy

### **What we are going to do**

Promote shops & economy by working with landlords / Town Council, SDC and job centre. Establish new initiatives to encourage take up of empty shops.

**Lead** - Cllr Crane

### **Progress**

**April 14** STEP have a small pot of money which can be used for general improvement and enhancement, they are looking at the following areas: environment, festivals, arts and cultural groups, working with the voluntary sector.

## Community Safety

### **What we are going to do**

Barlow and Brayton: Establish a programme of events working in partnership with the Police and Parish Councils to raise awareness of activities/equipment to reduce fear of crime and anti-social behaviour.

**Lead** - Watching Brief only – Tony Wray (Barlow)

### **Progress**

**October 14** The closing of the cells in Selby have not made a big impact to resources. Reported thefts are currently down in shops, personal, burglary and public order figures are also down.

Reported crimes of violence have increased, there has been a change in crime recording within the force control room to respond to the specific needs of the individual and not necessarily crime categories or types.

The night time economy is working well with licensees and door staff having regular visits from the Community safety teams in the area.

**December 14** There has now been a drink driving campaign launched from 1 December throughout the district of Selby where there will be high visibility policing during the festive period. There has been a number of court dates added to the schedule, this will enable offenders to be charged prior to the New Year. The police now have several new security leaflets available which have been distributed in prominent places around the area and are available from the police station.

**April 15** During the last two months there have been reported cases of Anti-Social behaviour in Selby Park, this has resulted in four dispersal notices and the details of 25 youths have been taken. Parents and Community officers have been involved in these incidents.

Wigan Leisure has offered the services of a youth club at the new leisure centre to take place on Friday evenings, 6 – 8pm. There will be a choice of activities for them to participate in for example, boxercise, football and dance exercises classes. The manager at the leisure centre has also offered his assistance by offering to allow these groups of youths to use the leisure centre on other evenings as a meeting point.

They have planned some activities for May half term and the main summer holidays; young people will be encouraged to participate. An agreement for them to use the leisure centre facilities has been agreed with the manager.

Cycle theft is still in the increase. It was advised to lock all cycles securely if leaving them unattended. There will be series of free cycle marking at Selby District Council, information about this can be found on facebook and twitter.

### **Severe Winter Weather Project**

**November 14** Two meetings have been held to plan for this year involving SDC, Selby District AVS and RAY. Two training sessions have been planned for all volunteers in partnership with the Yorkshire Energy Dr to take place in early December.

**December 14** Two meetings were held with discussion taking place regarding the expansion of the scheme. A further promotional letter has been circulated to households in the CEF area.

**Feb 15** Steering group meeting has been held, work on a model for a rolled out scheme for the whole District is being worked on. A volunteer resource pack is being produced along with a training session for volunteers to attend.

**March 15** Next Steering Group meeting is being arranged to finalise the new Good Neighbour Scheme model, content of the resource pack and roll out of the scheme across the District.

**April 15** A Good Neighbour Scheme model has been developed including a resource pack for volunteers. This has been submitted to Public Health.

## Public Transport, Traffic and Speed

### **What we are going to do**

Selby, Brayton and Barlow; Public Transport is an issue for many villages and towns. As this issue spans all the CEF areas then we need to be working in partnership with the other CEF areas to establish a solution.

**Lead** - Sharon Fox

### **Progress**

**September 14** A local resident from the Haven expressed concerns that not much appeared to have been achieved over recent months and that there hadn't been a group meeting since September 2013. Cllr Shaw-Wright will be arranging a meeting with the Council and Highways to discuss the matter further with Mr and Mrs Walter to see what can be done to help. It is already being looked into to send a parking assistant to The Haven, after access only signs are installed.

**December 14**The Selby Bypass is still under discussion after recent inspections have been carried out. In the New Year they will be returning to Finkle St, Selby to review the pavements. They will also be returning Scott Road to look at the pelican crossing.

**March 15** East Riding of Yorkshire Council (ERYC) will be carrying out major repairs on the A645 Newland Bridge over the River Aire. In the interest of public safety, the works will require the bridge and the A645 to be closed to all traffic for the duration of the repair works. Alternative routes for A645 traffic are identified by temporary signage on the highway network and the route detailed in the leaflet which is available to download from the website. The works are expected to commence in Spring 2015 and be complete by Autumn 2015.