



Minutes

Community Engagement Forum Partnership Board (Southern)

Venue:	Community House, Selby
Date:	Thursday 20 October 2016
Time:	7.00 pm.
Present:	<u>District and County Councillors</u> Councillors M Jordan (Chair), and D Peart. <u>Co-opted Members</u> Dave Perry, Steve Laurenson and Gillian Ivey.
Apologies:	Chris Hailey-Norris, Association of Voluntary Service (AVS) Development Officer and Councillors C Lunn, D White and C Pearson.
Officers present:	Janine Jenkinson - Democratic Services Officer, (Selby District Council).
Public:	0

1. DISCLOSURES OF INTEREST

Councillor M Jordan declared that his daughter was the Musical Director of Hambleton Players, should any related matters arise.

Co-opted member Gillian Ivey declared that she was a Parish Councillor at Little Smeaton Parish Council.

2. MINUTES

The Partnership Board considered the minutes of Southern CEF Funding Sub-Committee held on 27 July 2016.

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RESOLVED:

- I. To approve the minutes of the Southern CEF Funding Sub-Committee held on 27 July 2016.**
- II. To approve the minutes of the Southern CEF Partnership Board held on 27 July 2016.**

3. MATTERS ARISING FROM THE MINUTES

In relation to page 4 of the Partnership Board minutes of the meeting held on 27 July, Minute Item 5 – Community Development Plan ‘Councillor D White to undertake a survey of residents in Cridling Stubbs regarding the need to provide bus transport provision’ the Chair asked the Democratic Services Officer to contact Councillor D White to ask for an update.

With regard to page 3 of the Partnership Board minutes of the meeting held on 27 July, Minute Item 4 – Feedback from the recent Community Engagement Forum – ‘To ask the AVS Officer to draft a Social Prescribing Service project funding proposal for consideration at the next Partnership Board meeting’ the Board noted that a proposal had not been received and asked the Democratic Services Officer to contact the AVS Officer for an update.

The Democratic Services Officer provided the Partnership Board with an update regarding the funding that had been allocated to Little Smeaton Parish Council. The Board was advised that the Clerk to the Parish Council had reported there had been difficulties progressing the project as planned, and that it may be necessary for the Parish Council to submit a new application, in view of the changed scope of the project. Co-opted member Gillian Ivey agreed to discuss the application with the Parish Clerk.

RESOLVED:

- I. To ask the Democratic Services to contact the AVS Officer for an update regarding a Social Prescribing Service project funding proposal.**
- II. To ask the Democratic Services Officer to contact Councillor D White for an update in relation to undertaking a survey of residents in Cridling Stubbs regarding the need to provide bus transport provision.**

4. CO-OPTED BOARD MEMBER VACANCIES

The Partnership Board considered the co-opted member vacancies.

The Democratic Services Officer informed the Board that an expression of interest had been received from an Eggborough Parish Councillor.

In view of the Parish Councillor being absent from the meeting, it was agreed to defer a decision regarding co-option until the next Board meeting, and in the meantime the Chair would contact the Parish Councillor to discuss the vacancy.

RESOLVED:

- I. To defer a decision regarding co-option to the Partnership Board, to allow the Chair to discuss the vacancy with the interested Parish Councillor.**

5. COMMUNITY DEVELOPMENT PLAN

In relation to the Transport priorities listed in the Southern Community Development Plan (CDP) some queries were raised regarding 'Cllr Ivey and LS' being listed as the lead contacts for the 'volunteer car scheme / review community transport provision'. Gillian Ivey reported that she had not been asked to be involved with the project.

Board members raised some concerns in relation to youth provision and the potential closure of the Osgoldcross Forum youth clubs. Board members requested that the Democratic Services Officer contact the Forum to invite a representative to attend the next Southern CEF Partnership Board to provide an update regarding the situation.

The Board requested that the AVS Officer contact the Osgoldcross Forum to establish if there was any support the Southern CEF could provide to the organisation.

RESOLVED:

- I. The Democratic Services Officer to invite a representative from Osgoldcross Forum to attend the next Southern CEF Partnership Board meeting.**
- II. To request that the AVS Officer contact the Osgoldcross Forum to establish if there was any support the Southern CEF could provide to the organisation.**

6. MARKETING AND PUBLICITY

The Chair reported that he and Councillor Peart would be attending the Selby and Goole Community Awards 2016 ceremony being held on Thursday 10th November at Drax Sports and Social Club. The Southern CEF had sponsored the 'Volunteer of the Year' award for the event.

The Chair agreed to contact the Selby Times reporter to ask if they would be willing to publish an article promoting the Southern CEF and the projects it had funded.

RESOLVED:

- I. **The Chair to contact Selby Times in relation to publishing an article regarding the work of the Southern CEF.**

7. FUNDING FORUM – 8 DECEMBER 2016

The Partnership Board considered the arrangements for the next Forum meeting, scheduled to be held on Thursday 8 December 2016, at Eggborough Sports and Social Club.

The Chair requested that details regarding the format of the event and details of the applicants due to attend the Forum were circulated to the Partnership Board.

The Democratic Services Officer highlighted that the aim of the Forum was to showcase the potential projects the Southern CEF may wish to fund. Applicants would be required to complete the necessary grant application / project brief which would then be considered at a Partnership Board meeting.

RESOLVED:

- I. **To ask the Development Officer (AVS) to circulate details regarding the format of the Forum and a list of projects that would be presented at the meeting.**

8. COMMUNITY ENGAGEMENT FORUM REVISED FUNDING FRAMEWORK

The Chair presented the revised Funding Framework to the Partnership Board and highlighted the key amendments to the scheme.

Board members were advised that the funding application form had also been simplified and for clarity the guidance had been transferred onto a separate document.

The Chair drew attention to the following key points:

- An award for a small grant was typically £300 to £1,000 to purchase an item or fund a one-off event or activity.
- The Funding Framework outlined who could not apply for small grant funding which included parish councils; however a parish council could be commissioned by a CEF to carry out a project or to be partner in CEF projects.
- A project grant was typically over £1,000 for a specific piece of work or an activity that was completed over a period of time and intended to achieve a particular purpose.

- The rules had been clarified with regards to VAT and applications could not be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.
- A specific procedure for determining urgent applications in between Partnership Board meetings had been established.

RESOLVED:

- I. **To note the revised Funding Framework.**

9. BUDGET UPDATE AND FORECASTING

The Democratic Services Officer circulated a revised copy of the budget spreadsheet to the Partnership Board.

RESOLVED:

- To note the budget update.**

10. FUNDING APPLICATIONS

The Funding Sub-Committee had met prior to the Partnership Board and had considered the following applications:

Selby Community Recycling and Arts Project (SCRAP)

Co-opted member Dave Perry reported that the application was to provide £911 funding to assist with the start-up costs of the SCRAP project. Funding had also been sought from the other four Community Engagement Forums to make an equal contribution. The application stated that start-up costs for the first year of the project were required, but thereafter it was anticipated that the project would generate sufficient income to cover the project costs and replacement equipment.

Partnership Board members considered the application and raised some queries regarding the total cost of the project and details of the £40,000 funding being sought from Reaching Communities (Big Lottery). Board members were supportive of the application in principle, however felt that any funding approved should be subject to: the funding from the other four CEFs being approved, details of the £40,000 funding from Reaching Communities (Big Lottery) being provided to the Partnership Board, and the £40,000 funding being secured before funding from the Southern CEF was released.

Board members agreed to approve the application, subject to the requirements discussed, on the grounds the application met the Funding Framework criteria, specifically:

- The grant would benefit one or more defined groups in the Southern CEF area.
- The application met the following objectives in the Southern CEF CDP:

- Loneliness and Isolation
- Youth Provision

The Partnership Board agreed that £911 grant funding be approved, subject to the requirements set out above.

Selby Swans Gymnastics Academy

Co-opted member Dave Perry reported that the application was for £1,000 to fund a coach to provide 38 weeks training for 4 hours a week. The application explained that the Academy was oversubscribed and there was a high demand for places. The application explained that funding would be used to open the Academy on an additional evening and reduce the waiting list to join.

Board members were informed that the Funding Sub-Committee had considered the application and had agreed to recommend that the application be approved.

The Partnership Board consider the recommendation of the Funding Sub-Committee and agreed that £1,000 grant funding be approved on the grounds the application met the Funding Framework criteria, specifically:

- The grant funding would benefit the residents of the Southern CEF area.
- The application met the following objectives in the Southern CEF CDP:
 - Loneliness and Isolation
 - Youth Provision
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The Partnership Board agreed that £1,000 grant funding be approved.

The Monday Club

Co-opted member Dave Perry reported that the application was for £500 to provide running costs for The Monday Club over the next two years. The main running costs related to the provision of entertainment and venue hire. The application explained that The Monday Club was a long running community group that provided people with learning and/or physical disabilities with a place to meet and take part in activities.

Co-opted member Dave Perry informed the Board that the Funding Sub-Committee had agreed to recommend that the Board approve the application.

The Partnership Board considered the recommendation and agreed to approve £500 grant funding on the grounds the application met the Funding Framework criteria, specifically:

- The funding would benefit Southern CEF residents.
- The application met the following objectives in the Southern CEF CDP:

- Loneliness and Isolation
- Youth provision

The Partnership Board agreed that £500 funding be approved.

Burn Events Group – Burn Media Project

Co-opted member Dave Perry reported that the Funding Sub-Committee had not considered this application owing to Councillor Pearson's declaration and the Funding Sub-Committee becoming inquorate.

Board members noted that the application was for £800 to purchase a projector and screen, and to pay for room hire to provide regular community slide shows and educational talks.

The Partnership Board considered the application and agreed that £800 grant funding be approved on the grounds the application met the Funding Framework criteria, specifically:

- The funding would benefit residents of the Southern CEF area.
- The application met the following objectives in the Southern CEF CDP:
 - Loneliness and Isolation
 - Youth provision

The Partnership Board agreed that £800 grant funding be approved.

RESOLVED:

- I. To approve £911 grant funding to Selby Community Recycling and Arts Project (SCRAP), subject to the requirements set out above.**
- II. To approve £1000 grant funding to Selby Swans Gymnastics Academy.**
- III. To approve £500 grant funding to The Monday Club.**
- IV. To approve £800 grant funding to Burn Events Group.**

11. NEXT MEETING

Board members' considered the dates of the next meetings.

RESOLVED:

- i. To note that the next Southern CEF Forum would be held on 8 December 2016 at Eggborough Sports and Social Club.**
- ii. To note that the next Southern CEF Partnership Board meeting would be held on 19 January 2017 at Community House, Selby.**

The Chair closed the meeting at 8.05 p.m.
