



Minutes

Community Engagement Forum Partnership Board (Tadcaster & Villages)

Venue:	The Ark, 33 Kirkgate, Tadcaster.
Date:	Monday 16 November 2015
Time:	7pm
Present:	<u>District and County Councillors</u> Councillors Don Mackay (Chair), Chris Metcalfe and Richard Sweeting. <u>Co-opted members</u> Bea Rowntree, Councillor Avis Thomas.
Apologies:	Councillor Steve Cobb, Councillor Keith Ellis and Amanda Crossley.
Officers present:	David Gluck (Tadcaster & Rural Community Interest Company) and Daniel Maguire (Democratic Services Officer, Selby District Council).
Public:	0

1. DISCLOSURES OF INTEREST

Councillor Avis Thomas declared an interest as a Director of the Tadcaster & Rural Community Interest Company (CIC), in relation to a late report circulated under agenda item 10 (core funding application). She remained in the room, but took no part in the discussion and did not vote on the proposal.

2. MINUTES

The minutes of the meeting held on 14 September 2015 were agreed and signed by the Chair. In response to a question from the Board it was confirmed that the changes to the Selby District Council Constitution discussed at the previous Board meeting were approved by Council on 8 September 2015, and the Community Engagement Forums (CEFs) are now operating under the revised Constitution and governance structures.

RESOLVED:

To approve the minutes of the Partnership Board meeting held on 14 September 2015.

3. BOARD MEMBERSHIP

The Board membership was confirmed as that which was circulated with the agenda pack, subject to an amendment that Councillors Avis Thomas and Trevor Philips were co-opted members representing all Parish Councils. It was noted that there were three vacancies for co-opted Board members.

Councillor Avis Thomas was proposed for the vacant post of Vice-Chair, and was elected unanimously.

RESOLVED:

- (i) To confirm the co-opted membership of the Tadcaster & Villages CEF Partnership Board to be; Steve Cobb, Amanda Crossley, Trevor Philips, Bea Rowntree and Avis Thomas.**
- (ii) To confirm the election of Avis Thomas as Vice-Chair of the Tadcaster & Villages CEF Partnership Board.**

4. FEEDBACK FROM THE RECENT COMMUNITY ENGAGEMENT FORUM

It was reported that a Forum had been held on 19 September in Tadcaster and had been attended by approximately twenty people. Issues raised by the public included crime trends, abuse of the one-way system around Tadcaster bus station and car parking issues in the vicinity of Riverside School in Tadcaster.

A presentation was given by Graham Webb from the Tadcaster & Rural CIC about broadband and mobile telephone signal within the area.

The Board were advised that a speaker from the Church Fenton Airfield had been invited, but subsequently withdrew. The Board felt that this was still an interesting topic to be progressed for the next Forum, and noted that Councillor Ellis and the Chair of Ulleskelf Parish Council might be useful contacts to assist in making further contact with representatives of the Airfield.

The Board raised concerns about the cost of holding public Forums at the Riley Smith Hall, and asked for suggestions of alternative venues.

RESOLVED:

- (i) **To ask the CIC to include a feature on developments at the Church Fenton Airfield at the next public Forum, to include representatives from the Church Fenton Airfield.**
- (ii) **To ask the Democratic Services Officer to consider alternative venues for future public Forums.**

5. UPDATE FROM TADCASTER & RURAL COMMUNITY INTEREST COMPANY

David Gluck presented the report on the work of the Tadcaster & Rural Community Interest Company (CIC). It was confirmed that the community development support functions to the CEF would now be delivered by the CIC under contract to Selby District Council, following a tender process. These items were listed in section 1 of the report, under the heading 'Core Activities'. Information about additional projects being undertaken by the CIC, separate to the CEF, was provided in section 2.

The Board were advised that two new directors had been identified by the CIC and their applications were being processed. The Board asked specific questions about the following items:

Tadcaster Christmas Lights

It was reported that the project was now fully-funded following a commitment by Heineken and several local businesses to make up the shortfall. The Board welcomed the work so far, and suggested that planning for the 2016 Christmas Lights project should start as soon as possible. The Board suggested that consideration be given to the provision of LED tree lights at various locations.

Town Centre Wi-Fi

The Board were advised that this project was not proceeding due to the closure of the government scheme. This was despite sufficient pledges from retailers and businesses.

Manor Farm

Councillor Metcalfe updated the Board on the current situation at Manor Farm, and confirmed that the land is likely to be declared surplus by North Yorkshire County Council. There could be an opportunity for the land to be transferred through a Community Asset Transfer, and the CIC had expressed an interest in becoming involved with any such transfer.

Gateways

There was no further progress to report on this project. It was noted that the CIC would bring a report and request for funding to the January Partnership Board meeting.

RESOLVED:

To note the report.

6. MARKETING AND PUBLICITY

There were no specific updates.

7. BUDGET UPDATE

A report was circulated setting out the current position in relation to CEF finances. It was noted that the carry-forward from previous years was much higher than the Board had anticipated, and it was suggested that Selby District Council (SDC) officers should be asked to investigate and confirm the balance.

RESOLVED:

To ask the Democratic Services Officer to liaise with SDC finance officers to confirm the position regarding the carry-forward figures.

8. FUNDING APPLICATIONS RECEIVED

8.1 – Procedure for receiving funding applications

It was confirmed that applications for funding were received by Selby District Council (SDC) officers, who ensured that the application form was completed correctly and the application contained all the necessary evidence required. It was explained that the applications were then circulated to all Board members at least five working days before the meeting to allow all Board members the opportunity to consider applications fully before a decision was made.

Concerns were raised about a specific application due to be considered, which appeared to have also been submitted to several other CEFs in the district. Councillor Metcalfe advised that at a previous meeting of the CEF Chairs group, held before the recent constitutional changes, it had been agreed that applications to multiple CEFs would not be considered. The Board were advised that current understanding was that all applications should be considered in full by each CEF board, but that an application that had been submitted to multiple CEFs could be a reason for rejecting an application. It was agreed that it should be looked into whether an automatic requirement to not consider such applications could contradict the requirements of the revised constitution and governance arrangements.

The Board further noted that, prior to the recent governance changes, funding applications were received by the third sector partner at which stage the applicant could be contacted for additional information, or advised of alternative sources of funding. The Board requested that advice be sought from SDC

officers as to whether this would be possible under the new governance arrangements.

RESOLVED:

- (i) **To reject future funding applications that are made to multiple Community Engagement Forums, without requiring these to be considered by the Partnership Board; and**
- (ii) **To ask the Democratic Services Officer to make enquiries about the possibility of funding applications being administered by the CIC as part of the contract with Selby District Council.**

8.2 – Trio Supported Holidays

The application was for £1,000 to cover the start-up costs of the Trio Supported Holidays Community Interest Company, a not-for-profit company set up to provide services that benefit the community and in particular supported holidays for people with disabilities. The company is registered in the Central CEF area, and the application has also been submitted to the other CEFs, requesting funding of £1,000 from each CEF.

RESOLVED:

To REJECT the application, as the Board was concerned that the application was one of five made to all CEFs in the district, and that there appeared to be no specific benefit to the Tadcaster & Villages area.

8.3 – Tadcaster & Rural Community Interest Company

It was explained that the Tadcaster & Rural Community Interest Company (CIC) was a not-for-profit company, based within the CEF area. The application was for £3,362 as a contribution towards the design, production and distribution costs of the 'Tadcaster Today' magazine. Additional funding had been secured from Tadcaster Town Council (£2008), and further income of £240 would be generated through advertising revenue. The application was for the design, production and distribution of 4 editions of a full-colour, 20 page magazine which would be distributed to 5,600 households within the CEF area. Of the 20 pages, 8.5 pages would be reserved for Tadcaster Town Council as a separately produced document which would be integrated into the magazine. The project will help to deliver Objective 1 (improving the leisure and culture offer) and Objective 2 (improving the retail economy, including retail and tourism) in the Community Development Plan.

During discussion of the application, the Board expressed its view that the magazine should include a minimum amount of content that publicises the work of the CEF, and that the CEF should have a representative on the editorial board.

RESOLVED:

To **APPROVE** the application for £3,362 subject to a commitment from the CIC that the Tadcaster Today publication would contain at least three pages in each issue specifically for promoting the work of the CEF and that Councillor Metcalfe attend the editorial board on behalf of the CEF.

9. ANY OTHER BUSINESS

9.1 – Tadcaster & Rural Community Interest Company (CIC) – Request for Core Funding 2015/16

A late report (T/15/1) had been circulated prior to the meeting, which related to an application from the CIC for £4,929 to cover the running costs of the CIC for the financial year 2015/16. As the application had not been submitted on a CEF application form, a covering report had been prepared by Democratic Services in consultation with the legal department at Selby District Council.

Following discussion it was proposed that a decision on the application be deferred until the next meeting of the Board, in January 2016, to allow for a meeting between Councillor Metcalfe, the CIC and Democratic Services to explore further the Board's concerns.

RESOLVED:

To **DEFER** a decision on the application to the next meeting of the Partnership Board, to allow for a further meeting between Councillor Metcalfe, the CIC and Democratic Services to explore further the Board's concerns.

9.2 – Creative Residencies Project

Councillor Metcalfe outlined a new project led by North Yorkshire County Council, which will use Arts Council funding to promote a greater sense of community within Tadcaster through the use of the written word and visual arts. The project would fit with the 'Bright Sparks' initiative and would recruit local creative people and businesses. The project would also help deliver objectives 2 (the local economy – retail, employment and leisure), 3 (leisure and culture), 5 (education and life-long learning) and 6 (health and well-being) of the Community Development Plan. The project requires demonstrable community support in order to help secure Arts Council funding. Councillor Metcalfe asked the Board to consider supporting, in principle, the project.

RESOLVED:

- (i) To support, in principle, the Creative Residencies Project as it links to the 'Bright Sparks' initiative and will contribute towards objectives 2, 3, 5 and 6 of the Community Development Plan; and

- (ii) **To ask the Democratic Services Officer to write to Tom Jenkinson (NYCC) to convey the Board's support.**

10. NEXT MEETING

It was confirmed that the next Partnership Board meeting would be on Monday 18 January, starting at 7pm at The Ark, Tadcaster. The next public Forum would be on Monday 8 February, starting at 6.30pm at the Riley Smith Hall, Tadcaster.

Meeting closed: 9.09pm
