



Tadcaster & Villages
Community Engagement Forum



Agenda

Tadcaster CEF Partnership Board

Venue: Meeting Room - The Ark

Date: Monday, 10 June 2019

Time: 7.00 pm

To: District and County Councillors
Councillor R Sweeting (Chair), Councillor K Ellis, Councillor D Mackay, Councillor R Musgrave, Councillor A Lee

Co-opted members
Zoe Devine, Steve Cobb, Kirsty Perkins, Elizabeth Dixon, Trevor Phillips, Rev. Sue Sheriff and Avis Thomas

- 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.

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 (Pages 1 - 8)

To confirm as a correct record the minutes of the Partnership Board meeting held on 28 January 2019.

4. CONFIRMATION OF CHAIR 2019-20

To note the appointment of the Chair (Councillor Richard Sweeting) by Selby District Council, for the municipal year 2019-20..

5. APPOINTMENT OF VICE CHAIR

To appoint the Vice Chair of the Tadcaster and Villages CEF for the 2019-20 municipal year.

6. MEETING START TIMES

To confirm the start time for Partnership Board meetings and Forums for the municipal year 2019-20.

Partnership Boards – 7.00pm
Forums – 6.30pm

7. CHAIRS REMARKS

To receive any remarks and updates from the Chair.

8. BOARD MEMBERSHIP VACANCY - CO-OPTED MEMBER

In addition to District and County Councillors, there will be up to 8 admitted co-opted Members on the Partnership Board. Normally the 8 would comprise up to 4 town or parish council representatives and up to 4 other community representatives co-opted by the Partnership Board, but the Partnership Board shall be free to determine a different proportion if it sees fit.

Co-opted members must be formally approved by the Partnership Board and will have voting rights in respect of any decisions or recommendations made by the Board.

The Board are asked to consider any proposals to fill the vacancy for a co-opted member. This vacancy has arisen as Bea Rowntree has stepped down from her role on the Tadcaster and Villages CEF.

9. BUDGET UPDATE (Pages 9 - 10)

To consider the finance report.

10. FUNDING APPLICATIONS (Pages 11 - 14)

To consider the attached applications for funding using the Funding Framework; Board members are required to refer to the Funding Framework when considering applications.

10.1 1ST TADCASTER GIRL GUIDES, 'TADCASTER GUIDE UNIT CAMPING EQUIPMENT', £900 (Pages 15 - 20)

10.2 STUTTON VILLAGE SOCIAL COMMITTEE. 'REQUEST FOR FUNDING TO PURCHASE EQUIPMENT', £540 (Pages 21 - 28)

10.3 1ST TADCASTER SCOUTS, 'REPLACEMENT OF MARQUEE TYPE SHELTER', £1720 (Pages 29 - 40)

This application was originally considered in November 2018 by the Board; funding was not agreed. The Scouts have asked that the application be resubmitted to the Board for consideration at this meeting.

10.4 TEMPT, 'TADCASTER FESTIVAL OF CYCLING', £950 (Pages 41 - 54)

11. TADCASTER TODAY FUNDING PROPOSAL (Pages 55 - 56)

At its last meeting the Tadcaster and Villages CEF Partnership Board resolved to continue to support the production of the Tadcaster Today magazine, and that Board Members Kirsty Perkins and Steve Cobb join the Tadcaster Today magazine production committee in order to assist with a review of the publication's design, value for money, content and distribution. It was also agreed that the committee report back on the review of Tadcaster Today at the next meeting of the Tadcaster and Villages Partnership Board with a fully costed proposal for a new magazine.

The costed proposal is attached for Board Members to consider.

12. COMMUNITY DEVELOPMENT PLAN (Pages 57 - 66)

To note the CDP Action Plan and consider any updates.

13. UPDATE ON PREVIOUS GRANTS AND PROJECTS (Pages 67 - 72)

To receive updates from the following funding recipients:

- 1st Tadcaster Scouts, 'External hard landscaping to the Scout Hut'

- 2434 (Church Fenton) Squadron, Royal Air Force Cadets, 'Assistance towards installation of a community defibrillator'

Note: Board decision required in relation to this item.

14. COMMUNICATIONS

To discuss any points of interest relating to the Tadcaster and Villages CEF that should be forwarded to Selby District Council's Communications Team to undertake publicity work.

15. COMMUNITY UPDATES (Pages 73 - 88)

To receive, for information, the updates listed below:

- TEMPT Calendar Update – April 2019
- Tadcaster Cycling Festival Draft Action Plan

16. FUTURE MEETINGS

To consider dates, themes and times for future meetings, including the 2019-20 municipal year. The Board is also asked to consider expenditure of no more than £450 (plus VAT) to produce and distribute flyers to promote the next Forum.

Forum – 29 July 2019, Riley Smith Hall, Tadcaster, 6.30pm

Board – 9 September 2019, The Ark, Tadcaster, 7.00pm

Janet Waggott

Janet Waggott
Chief Executive

For enquires relating to this agenda, please contact Victoria Foreman on 01757 292046 or vforeman@selby.gov.uk.



Tadcaster & Villages
Community Engagement Forum

Minutes

Tadcaster CEF Partnership Board

Venue:	Meeting Room - The Ark
Date:	Monday, 28 January 2019
Time:	7.00 pm
Present:	<u>District and County Councillors</u> Councillors R Sweeting (Chair), K Ellis (Vice Chair) and D McKay <u>Co-opted Members</u> S Cobb, E Dixon, K Perkins, Sue Sheriff and Avis Thomas
Officers present:	Victoria Foreman, Democratic Services Officer
Others present:	David Gluck, Tadcaster and Rural CIC
Public:	0

28 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors A Lee and R Musgrave, and from Bea Rowntree and Trevor Phillips.

29 DISCLOSURES OF INTEREST

Avis Thomas declared a personal interest in agenda item 6 – Tadcaster Today as she was on the Board of Directors for the Tadcaster and Rural Community Interest Company.

30 MINUTES

The Partnership Board considered the minutes of the meeting held on 12 November 2018.

RESOLVED:

**To confirm as a correct record the minutes of the
Partnership Board meeting held on 12 November 2018.**

31 CHAIRS REMARKS

The Chair reported back on the recent Forum at Riley Smith Hall on 14 January 2019, at which Inspiring Healthy Lifestyles had led a chair-based exercise session; those who had attended all took part and had attended specifically for the session, which was encouraging.

A previous Forum meeting in June 2018 had been very well attended and a great deal of interest shown in setting up a U3A Group in Tadcaster. The Chair was pleased to report that a launch meeting for the U3A group for Tadcaster was scheduled for 21 March 2019 at Riley Smith Hall, between 2pm and 5pm.

32 FUNDING APPLICATIONS

The Board considered the funding application that had been submitted with the agenda.

**32.1 1ST TADCASTER SCOUTS, 'REPLACEMENT OF MARQUEE
TYPE SHELTER', £1,720**

The Board considered a funding application from the 1st Tadcaster Scouts for £1,720 for the replacement of a marquee type shelter.

The Board had been advised by the Democratic Services Officer prior to the meeting that the remaining budget for 2018-19 was £223.10, and as such, there was not enough left for the Board to award the total amount should they wish to. The Board were reminded that they were unable to commit expenditure from the 2019-20 budget until the Council had agreed the 2019-20 budget at its meeting in February.

The Board noted that the applicant had also been made aware of this fact and informed that the application could be re-submitted in the new financial year; the applicant was therefore not in attendance at the meeting.

Despite the budget situation the Board felt it would be useful to discuss the application further, and expressed their support for the work of the Scouts, which they felt made a real difference to the lives of many young people in the local area.

Board Members noted that the 1st Tadcaster Scouts had received funding from the Tadcaster and Villages CEF on

three previous occasions for different projects.

As such, the Board felt that the group should be encouraged to explore other funding avenues, as suggested by the Development Officer. It was agreed that even if the budget had been available to fund the project in the 2018-19 year, they could not support the application at this time.

The Board asked the Democratic Services Officer to contact the Scouts and explain the reasons why the application was refused.

It was also suggested that repeat applications from the same groups should be raised in the context of the funding framework at the next CEF Chairs meeting. The Board felt that it was important to discuss this further in order to ensure that there could be no accusations of favouritism by the CEF, and that grant money was used appropriately.

RESOLVED:

- i. That the application for funding from 1st Tadcaster Scouts for £1,720 the replacement of a marquee type shelter be refused.**
- ii. That the matter of repeat applications from the same groups be raised in the context of the funding framework at the next CEF Chairs meeting.**
- iii. To ask the Democratic Services Officer to contact 1st Tadcaster Scouts to explain the Board's decision.**

33 TADCASTER TODAY

The Board considered the report attached to the agenda at pages 27 to 32 and were asked to consider the future of the Tadcaster Today and the CEF's support for it.

The general view of the Board was one of support for the publication, and it was agreed that the CEF should continue to financially contribute to the running of the magazine.

The Chair was pleased that the flyers for the Forums had been very successful and had encouraged attendance at a number of meetings, and that

other promotional work was also undertaken by the Council's Communications Team.

Board Members felt that Tadcaster Today was one of the best ways to get information out to people in the Tadcaster and Villages area, and was often the only publication delivered in a number of the rural surrounding villages. It was agreed that the quality of the magazine was of a high standard and that it was important to have information disseminated via a medium other than social media.

However, the Board also agreed that the magazine could be more effective and the timing of the publication should be looked at in order for it to coincide with the Forum leaflets and meetings. It was suggested that the flyers produced to promote the Forums could be incorporated into the magazine.

In addition, some Board Members felt that the magazine needed to feature more articles and information about future events, and limit the number of features reflecting back on past events.

The Development Officer explained that it would be useful to have the dates of the Forum meetings for the following municipal year as soon as possible, in order to make planning, promotion and flyer design easier; currently, the meeting dates for the next year were agreed by Council in February. The Board agreed that it would be better for forward planning if this could be done earlier in the year.

The Board agreed that two members from the CEF should join the committee that produced and collaborated on the magazine, in order to contribute to a review of its design, content, value for money and distribution. It was suggested that this group could meet separately and produce a properly costed out proposal for a new Tadcaster Today magazine, which would be brought back to the Board at its next meeting. Kirsty Perkins and Steve Cobb were proposed as the two CEF members to join the magazine committee.

The Democratic Services Officer clarified that the production of the magazine was not a formally contracted service with the CIC, and that the majority of the funding for the publication had been done through applications to the CEF from the CIC.

The Board agreed that the review of the magazine was the best way forward, and that it should be seen as a vehicle to promote all the groups represented on the CEF Partnership Board, as well as the CEF itself.

RESOLVED:

- i. To agree the Partnership Board's support for the continued production of the Tadcaster Today magazine.**
- ii. That Board Members Kirsty Perkins and Steve Cobb join the Tadcaster Today magazine production committee in order to assist with a review of the publication's design,**

value for money, content and distribution.

- iii. **That the committee report back on the review of Tadcaster Today at the next meeting of the Tadcaster and Villages Partnership Board (to be confirmed, likely late May/early June 2019), with a fully costed proposal for a new magazine.**

34 BUDGET UPDATE

The Board considered the budget update as set out in the agenda and noted that the remaining balance was £223.10.

The Board acknowledged that an extra £250 (for VAT) had been awarded to the Flower Information Boards Project for Moor Lane, Tadcaster. This had been agreed by the Board via email in December 2018. This took the total amount awarded for the project to £1,500; funding of £1,250 had been agreed by the Board at their meeting in September 2018.

RESOLVED:

- i. **To note the budget update.**
- ii. **To note the extra £350 awarded to the Flower Information Boards Project for Moor Lane, Tadcaster.**

35 UPDATE ON PREVIOUS GRANTS AND PROJECTS

The Board considered the updates from Tadcaster Town Council for the Riverside and Gateway projects, as outlined on the agenda.

RESOLVED:

- To note the updates.**

36 COMMUNICATIONS, MARKETING AND PUBLICITY

The Board were pleased to note that the CEF films were continuing at pace, with filming for the two specific Tadcaster and Villages CEF projects almost complete.

The Development Officer and the Democratic Services Officer would bring a shortlist of previous projects to the next meeting of the Board, in order for Board Members to choose which projects would be suitable for a plaque.

The Board were also given flyers to circulate for the next Forum meeting in March at Riley Smith Hall.

37 COMMUNITY DEVELOPMENT PLAN

The Development Officer was pleased to report that there had been a great deal of interest in establishing a Tadcaster U3A. A launch workshop and

meeting would be held on 21 March between 2pm and 5pm at Riley Smith Hall in Tadcaster, and it was expected that a sizeable number of people would be attending.

The Board agreed that the hire cost of the Riley Smith Hall should be paid from the remaining 2018-19 budget of the Tadcaster and Villages CEF.

RESOLVED:

- i. To note the updates to the Community Development Plan.**
- ii. That the hire cost for Riley Smith Hall on 21 March 2018 for the launch of the Tadcaster U3A be paid from the remaining Tadcaster and Villages CEF 2018-19 budget.**

38 COMMUNITY UPDATES

The Board received updates on the Tadcaster and Rural CIC and the Tadcaster Cycling Festival.

Board Members noted that the Business Forum was continuing to meet, and Tadcaster and Rural CIC would be moving into Manor Farm in the coming week. An application to the Heritage Lottery Fund would be submitted in order to update Tadcaster's blue plaques and town information.

The funding and practicalities for the Tadcaster Cycling Festival were starting to be planned, with the framework used by TEMPT being recommended as an exemplar framework by the UCI for other areas to use.

The Board felt that more could be done to promote Manor Farm as a community space, and suggested that a future piece of work for the CEF could involve looking at community spaces/buildings, and how to best promote and make the most of them. There was already a good informal partnership between community spaces in the area which could easily be formalised if required.

RESOLVED:

- To note the community updates on the Tadcaster and Rural CIC and Tadcaster Cycling Festival.**

39 FEEDBACK FROM RECENT FORUMS

The Chair agreed that the previous forum had already been discussed under agenda item 4.

40 FUTURE MEETINGS

The next Forum on 11 March 2019 would be held at Riley Smith Hall, Tadcaster from 6.30pm. The theme was 'Dementia Awareness'.

It was agreed that the Partnership Board meeting scheduled for 13 May 2019 should be moved to early June, as the May date was too close to the elections and Annual Council. Board Members would be advised of the new date in due course by the Democratic Services Officer.

RESOLVED:

- i. To note the future meetings of the Tadcaster and Villages CEF.**

- ii. To ask the Democratic Services Officer to rearrange the next Partnership Board meeting to early June 2019.**

The meeting closed at 7.55 pm.

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Agenda Item 9

Tadcaster & Villages Community Engagement Forum

Financial Report. 1 April 2019 to 31 March 2020

Balance carried forward from 2018/19	£521.90
Grant from SDC for 2019/20	£20,000.00

This is the total budget available at the start of the financial year.

Total budget for 2019/20 £20,521.90

Ref.	Date Agreed	Date Paid	Paid to	Details	Amount (£)	
					Actual	Committed
12-Sep-18			Wild Studios	CEF Promotional Videos	£410.00	£185.00

Total Actual Spend to date	£410.00
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Remaining Commitments not paid	£185.00
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This figure is the remaining budget available to spend (the total budget minus actual spend and commitments yet to pay).

Total budget remaining £19,926.90

This figure is the total budget available minus actual spend.

Total balance remaining £20,111.90

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Agenda Item 10



Allocation of Funding Framework

All funding applications will be considered by the CEF Partnership Board and their recommendation will then be authorised by Selby District Council to ensure the following:

- There has been a logical and justifiable allocation of funds.
- The application meets all necessary criteria including personal identifying checks for the purposes of detecting fraud.
- The decision is compliant with the Council's Constitution and legal framework.

If a CEF Partnership Board has set up a Funding Sub Committee, the Sub Committee may make an initial recommendation to the Partnership Board who must then make a final recommendation which will be authorised by Selby District Council.

How often can organisations apply?

If an organisation has been granted funding they cannot apply again for the same application or project for another 2 years. They may apply for funding for another application or project but they must be able to demonstrate that it is a completely separate application or project to the one they were originally funded for.

If an organisation is unsuccessful in their application for funding they are welcome to re-submit an application at any subsequent CEF meeting; however, they will need to consider how to address the reasons for refusal before resubmission.

An application cannot be submitted retrospectively if the work, project or event has started or already taken place.

Funding approved for grants and projects will only be paid to an organisation and not directly to an individual. An individual applying for funding will have to submit invoices for their approved grant or project which will then be paid by the CEF Partnership Board.

Is match funding required?

Match funding is not required for applications, however as the maximum small grant allocation is £1,000 you may need to seek funding from elsewhere if your application will cost more than that amount. If an application is approved on the basis that part of the funding will be provided from elsewhere then it will need to be demonstrated when this funding will be received before the CEF funding can be allocated.

When making the recommendation members of the Partnership Board will evaluate the merits of each application by the information and detail provided in accordance with the criteria listed below:

Consideration of Applications

Applications cannot be considered until an application form is completed and submitted to the Partnership Board. This will allow the full details of an application to be discussed and properly considered. No funding is to be agreed to grants or projects where an application form or project brief has not been provided. This is to ensure the Council fulfils its requirement to comply with its Access to Information rules.

Small Grant (typically £300 to £1,000)

A grant is funding used to purchase an item or fund a one-off event /activity.

For applicants to be awarded funding, the following must be demonstrated:

- How the application meets at least 2 of the objectives in the CDP for the CEF area.
- How the project benefits the CEF area including residents of the area.
- That funding would have extensive and detailed benefits for one or more defined groups (not an individual) in the CEF area.

The following organisations are not eligible to apply for small grant funding:

- A Parish Council that raises its own precept (Parish Councils may be partners in CEF projects).
- A school – (parent–teacher associations (PTAs) are eligible to apply)
- A commercial organisation generating a profit
- Another statutory or public service – (funding will not be granted to another statutory or public service to assist it to carry out its statutory duties. i.e. where the funding is intended to replace statutory funding. However, the CEF may fund a grant/project if the statutory or public service was providing a service outside of its statutory remit).

Applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Project Funding (usually over £1,000 for a specific piece of work)

A project is a piece of planned work or an activity that is completed over a period of time and intended to achieve a particular purpose.

To be awarded funding the following must be demonstrated in your project brief:

- How the application meets at least 2 of the objectives in the CDP for the CEF area.
- That funding would have extensive and detailed benefits for one or more defined groups (not an individual) in the CEF area.
- That clear evidence for a high level of need and extensive community consultation is provided.

All organisations are eligible to apply for Project Funding however any applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Note – projects exceeding £5,000 will be subject to Selby District Council procurement rules.

Funding cannot be provided for continuous work and it should not be expected that a CEF can continuously fund a project or scheme. Applicants should look ensure their project or scheme is self-sufficient once they have received funding from the CEF.

Additionally, retrospective funding for work or projects already underway or completed, or events that have already taken place cannot be provided, and should not be applied for; CEF funding should not be used to underwrite funding gaps in projects or events that have already started or taken place.

Procedure for Urgent Applications

This procedure will only be used if the application is deemed to be urgent and consideration of the application cannot wait until the next Partnership Board meeting. In order for an application to fall into this category, valid reasons for urgency must be demonstrated before the application can be considered.

The application must still fulfil the criteria listed above and state why the application cannot wait until the next Partnership Board meeting.

The Chair must agree to the reasons for urgency.

- First Action would be to consider whether an additional meeting can be arranged with the application and agenda being published on the Council's website.
- If it is not possible to call an additional meeting, the relevant Director should coordinate consultation with Partnership Board members to reach a decision through email. The application can only be agreed if there are **no objections** from any Partnership Board members. If the application is agreed, the decision would be published on the Council's website in the usual way. The funding decision would be listed (to note) on the next agenda of the Partnership Board.
- If there is any objection from a Partnership Board member, then the application **cannot be agreed** and it must be considered at a Partnership Board meeting.

Funding Events

If a funding event is held, the following rules must be abided by with regard to applications:

- Each funding proposal agreed must with the proviso that an application form must be fully completed before any funding is allocated.
- There must be a written record of all the decisions taken at the event which must include the following information:
 - Name of applicant.
 - Details of proposal.
 - Amount of funding allocated.
 - Reason for decision (applications agreed must still abide by the criteria for grant and project funding).

Agenda Item 10.1

COMMUNITY ENGAGEMENT FORUM

APPLICATION FORM

Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing cefadmin@selby.gov.uk. Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the form by email to cefadmin@selby.gov.uk. We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

Which Community Engagement Forum is this application to?

Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).

Central CEF	
Eastern CEF	
Southern CEF	
Tadcaster & Villages CEF	X
Western CEF	

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Please tick this box to confirm that you have discussed your application for funding with the relevant Development Officer (this is a requirement of all CEF funding applications). Contact details for both Development Officers can be viewed on the Selby District Council website.

Q1.1 Organisation name

1 st Tadcaster Girl Guides

Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
Tadcaster Girl Guide Headquarters Leeds Road Tadcaster LS24 9HB NO LETTER BOX – please send correspondence c/o 36 Parkland Drive Tadcaster LS24 8DW	
Telephone number one	Email address (if applicable)
01937 832599	tadcasterguides@hotmail.co.uk
Telephone number two	Web address (if applicable)
07709868082	

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mrs	Pauline	Ducat
Position or job title		
Guide Leader		

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	x
Voluntary or community group	

Other		Please describe	
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When was your organisation set up?

Day	07	Month	11	Year	1921
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Q1.5 Reference or registration numbers

Charity number	306016
Company number	
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

Q1.6 Is your organisation VAT registered?

Yes		No	x
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Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Q1.7 Please list all other bodies that you have, or plan to apply to for funding

Name of Body / Organisation	Funding Awarded/Requested*

*Where you have not yet applied to the body, please indicate the amount you intend to apply for and write 'indicative' to the side of the amount.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section Two: Grant information or Project Brief (separate document)

Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.

Q2.1 What is the title of your application?

Tadcaster Guide Unit Camping Equipment

Q2.2 Please list the details of your application (500 words limit)

We are applying to the CEF for funding to replace old and stolen camping equipment.

Following a recent burglary 2 patrol tents were found to be missing.

As a unit we now offer camping in all four seasons and as such the equipment we have is not fit for purpose, most of it is for summer, warm weather use.

We would like to upgrade our patrol tents to 'four season tents' to ensure the safety of our members in all weather conditions.

We are raising funds as a unit to purchase two tents and are applying to the CEF to fund the purchase of a further 4 tents to enable each patrol to have its own tent. Thus enabling a larger number of girls to participate in camping activities.

Q2.3 Is there a specific date your applications needed to be funded by?

No

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)

Which objective?	How will you achieve this?
Objective 1: Community Safety Health and Well being. Support to Young Peoples groups/Organisations	The purchase of new camping equipment will enable us to take girls to camp in a safe environment. The addition of new equipment will enable us to be able to offer this opportunity to more girls, we hope to organise a camp skills day for all sections of guiding, this will enable us to build skills at Rainbow and Brownie age that they will bring through to guides.
Objective 2: Community, Leisure and Education Support the ongoing development of groups and organisations/ supported events and activities	Providing new equipment will show we are current and modern and appealing to our young people. It will promote guiding within our local community, raising our profile and hopefully growing our membership

Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)

Girlguiding is well established in Tadcaster and girls from all sections support the local community by litter picking, bulb planting, fundraising as well as taking part in civic services and parades.

We like to keep our subscriptions as low as possible so we can be accessible to all girls and this is not dependant on parental finances.

Our application for support to purchase new camping equipment will enable us to offer camping and outdoor activities to a larger group of girls and to introduce it to the younger girls.

With so many extra-curricular activities on offer to young people these days we need to stay current and appealing, to ensure our future. The purchase of new modern up to date equipment will help us to achieve this.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.6 How much funding are you requesting?

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
1x Vango Ascott 500 Tent	225.00
1x Vango Ascott 500 Tent	225.00
1x Vango Ascott 500 Tent	225.00
1x Vango Ascott 500 Tent	225.00
Total Cost	900.00

Q2.7 Is the total cost of the application more than the amount you are requesting?

Yes		No	x
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If yes, where will you get the other funding from and has this been secured?

Agenda Item 10.2

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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Eastern CEF	
Southern CEF	
Tadcaster & Villages CEF	X
Western CEF	

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

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Q1.1 Organisation name

Stutton Village Social Committee

Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
C/O Paddock House, Manor Road, Stutton, Tadcaster, North Yorkshire LS24 9BR	
Telephone number one	Email address (if applicable)
01937 360187	pspurrier@sky.com
Telephone number two	Web address (if applicable)
07983553865	N/A

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Ms	Emily	Tudball
Position or job title		
Chair of SSC		

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	X

Other		Please describe	
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When was your organisation set up?

Day	01	Month	10	Year	2015
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Q1.5 Reference or registration numbers

Charity number	N/A
Company number	N/A
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

x

Q1.6 Is your organisation VAT registered?

Yes		No	x
-----	--	----	---

Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Q1.7 Please list all other bodies that you have, or plan to apply to for funding

Name of Body / Organisation	Funding Awarded/Requested*
N/A The CEF is the only body we have applied for funding to.	

*Where you have not yet applied to the body, please indicate the amount you intend to apply for and write 'indicative' to the side of the amount.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section Two: Grant information or Project Brief (separate document)

Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.

Q2.1 What is the title of your application?

Request for funding to purchase equipment

Q2.2 Please list the details of your application (500 words limit)

This bid is for £540 to support the purchase of replacement LED festoon lights, led flood lights and a 3000W portable generator.

We believe the bid meets three of the CDP objectives:

- Promoting the economy
- Health and wellbeing
- Community safety.

The Stutton Social Committee (SSC) is a local voluntary community group who got together in 2015 with the aim of organising social events for the residents of Stutton parish and the surrounding area, with the intention of building community spirit and raising money for charities and good causes.

SSC is driven by the desire to improve social engagement, promoting opportunities for people of the Parish to get together and engage in social events promoting social cohesion, community spirit and community improvements.

The membership of the group is open to anyone living in the Parish and local area, regardless of age gender, race, disability, sexual preference, religion or belief and this is outlined in the SSC constitution.

In detail, the bid is to help fund:

- 4 x 20 multi-coloured LED connectable festoon lights @ £140, which will be an improvement in safety and energy use over our existing 240-volt sets;
- 2 x LED flood lights @ £50 to help improve energy efficient outside lighting for our winter events; and
- 1 x 3000W portable petrol generator to help power the above and other equipment, avoiding some of the need for trailing cables and improving safety.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.3 Is there a specific date your applications needed to be funded by?

22 May 2019

Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)

Which objective?	How will you achieve this?
Objective 1: Promoting the economy	The equipment will help to improve and enhance our events. These are events at which local trades people attend and sell their wears and goods, e.g. the summer fete and Christmas faire. We have a track record of local businesses supporting our events.
Objective 2: Health and wellbeing	This equipment, by improving our events will bring more local interest and support to them. Some of our events, such as the summer fete, bulb planting and litter pick, help promote both physical health and wellbeing, but also mental health and wellbeing within the community.
Objective 3: Community safety	All of the equipment will help contribute to better lighting and visibility, especially for our winter events, meaning that, in particular, the risk of slips and trips will be reduced.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)

Since the SSC established it has organised and run a number of successful community events including children's Easter Egg hunts and Christmas gatherings to meet Santa, with craft tables and refreshments, both events being free to children taking part. Bonfire and firework events, summer fetes, and a range of other events including a charity auction in aid of Tadcaster Flood Relief fund, raising over £2000 for the fund and "Race Nights" where we have raised money for charities such as: £1000 to Tadcaster Stingrays Swimming club, £600 for the Manchester Bomb appeal and various other donations to charities including Martin House, St Leonards and McMillan Trust. In total donations to charities have exceeded £5,500.

We are promoting the economy (CDP Objective 2) at some of our larger events e.g. the Christmas fare and the Summer Fete. At these events we have invited local small businesses to come along and sell their goods and wears. For example, at the Christmas Fete, held in our local village hall, we invited 10 local businesses to come along and sell their craft and artisan wears. All those attending reported sales of £200 or more on the day, providing a boost to local business, improving their exposure and aiding community engagement.

The events SSC have run have struck a chord with local residents. For example, our spring and Autumn litter pick and village bulb planting have met with great support from people, with a range of people taking part e.g. ranging in age from preschool to retired, all taking part to improve the place we live and build community spirit and pride, whilst at the same time helping to improve health and wellbeing (CDP Objective 4).

As our events have become more popular and increased in size, we have recognised the need for improved lighting for those attending our winter events, thereby improving safety at our events (CDP Objective 3). The equipment would also be used to enhance our events in terms of creating a better atmosphere.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.6 How much funding are you requesting?

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
4 x 20 multi-coloured LED connectable festoon lights @ £35	£140
2 x LED flood lights @ £25	£50
1 x 3000W Petrol generator @ £350	£350
Total Cost	£540

Q2.7 Is the total cost of the application more than the amount you are requesting?

Yes		No	x
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If yes, where will you get the other funding from and has this been secured?

However, if there is a shortfall between any grant provided and the total costs the shortfall will be made-up by SSC.

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Agenda Item 10.3

COMMUNITY ENGAGEMENT FORUM

APPLICATION FORM

Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing cefadmin@selby.gov.uk. Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the form by email to cefadmin@selby.gov.uk. We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

Which Community Engagement Forum is this application to?

Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).

Central CEF	
Eastern CEF	
Southern CEF	
Tadcaster & Villages CEF	
Western CEF	

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Please tick this box to confirm that you have discussed your application for funding with the relevant Development Officer (this is a requirement of all CEF funding applications). Contact details for both Development Officers can be viewed on the Selby District Council website.

Q1.1 Organisation name

--

Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
Telephone number one	Email address (if applicable)
Telephone number two	Web address (if applicable)

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Position or job title		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Other		Please describe	
-------	--	-----------------	--

When was your organisation set up?

Day		Month		Year	
-----	--	-------	--	------	--

Q1.5 Reference or registration numbers

Charity number	
Company number	
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

Q1.6 Is your organisation VAT registered?

Yes		No	
-----	--	----	--

Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Q1.7 Please list all other bodies that you have, or plan to apply to for funding

Name of Body / Organisation	Funding Awarded/Requested*

*Where you have not yet applied to the body, please indicate the amount you intend to apply for and write 'indicative' to the side of the amount.

**COMMUNITY ENGAGEMENT FORUM
APPLICATION FORM**

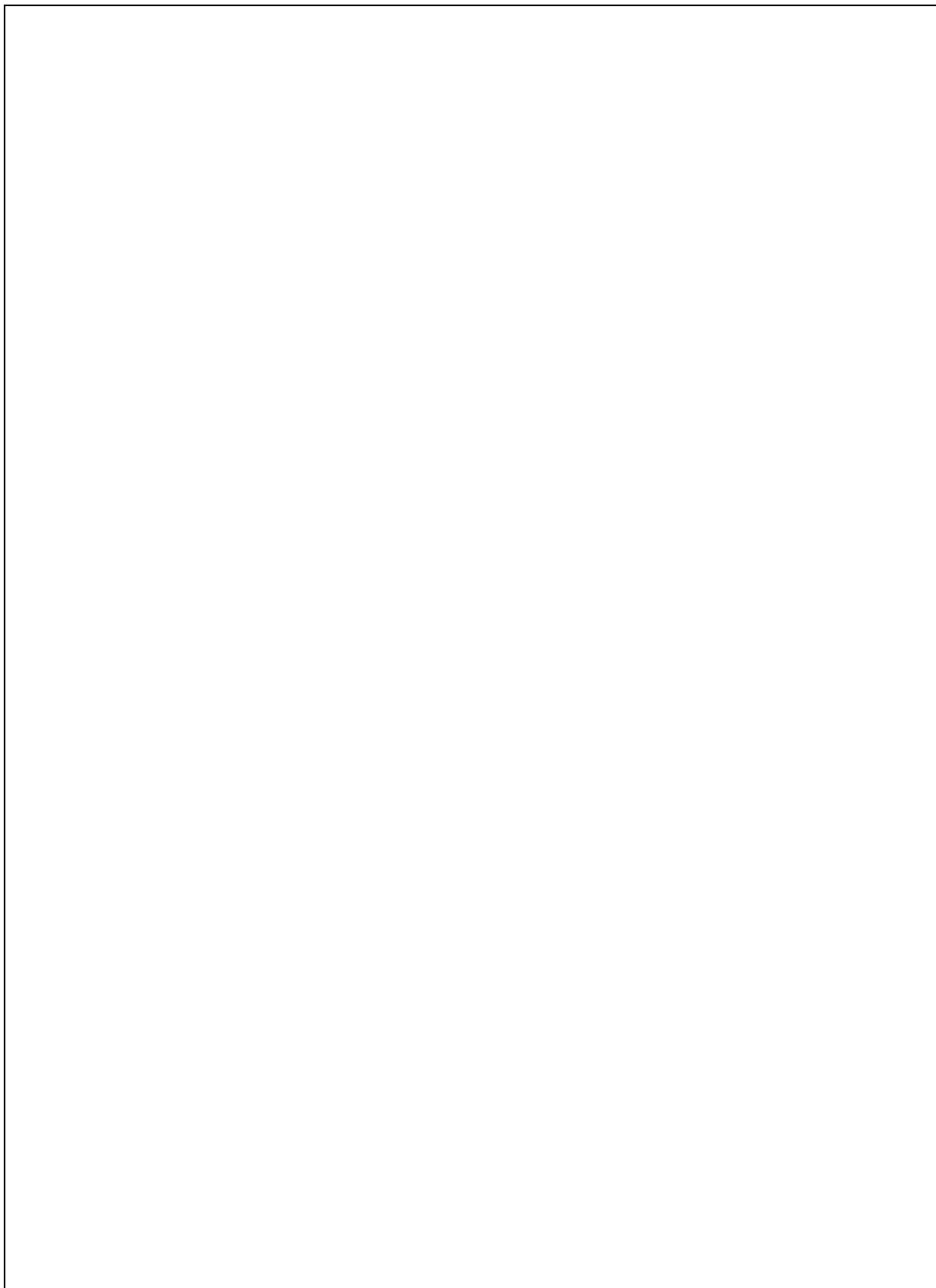
Section Two: Grant information or Project Brief (separate document)

Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.

Q2.1 What is the title of your application?

Q2.2 Please list the details of your application (500 words limit)

**COMMUNITY ENGAGEMENT FORUM
APPLICATION FORM**



COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.3 Is there a specific date your applications needed to be funded by?

Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)

Which objective?	How will you achieve this?
Objective 1:	
Objective 2:	

**COMMUNITY ENGAGEMENT FORUM
APPLICATION FORM**

Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.6 How much funding are you requesting?

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
Total Cost	

Q2.7 Is the total cost of the application more than the amount you are requesting?

Yes		No	
-----	--	----	--

If yes, where will you get the other funding from and has this been secured?

Project Brief



The Project Brief is the **first** thing to do. It should be completed before **any** activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.

Project Name	Replacement of marquee for Tadcaster Scouts
Project Manager	John Swift
Document Author (if different from Project Manager)	William Hirst
Organisation Name	1 st Tadcaster Scouts

Benefit

Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.

Over the last few years the 1st Tadcaster scouts has expanded significantly
There are now;

- 2 Beaver colonies for children aged 6-8 (49 children in total)
- 2 Cub packs for children aged 8-10 (59 children in total)
- 2 Scout troops for children aged 10-14 (49 children in total)
- an Explorer and Young Leader group for children aged 14-18 (36 children in total)

There are scouting activities taking place 5 nights / week at the scout hut and a total of 193 local children are involved. They are supported by a team of 30 leaders and volunteer supporters. Over the summer months the scouts, cubs, beavers and explorers did a sponsored walk from Windemere to Tadcaster raising £7000 for Bloodwise.

Details of the Project

Please list the details of your project

Over the last few years the 1st Tadcaster scouts has expanded significantly
There are now;

- 2 Beaver colonies for children aged 6-8 (49 children in total)
- 2 Cub packs for children aged 8-10 (59 children in total)
- 2 Scout troops for children aged 10-14 (49 children in total)
- an Explorer and Young Leader group for children aged 14-18 (36 children in total)

There are scouting activities taking place 5 nights / week at the scout hut and a total of 193 local children are involved.

They are supported by a team of 30 leaders and volunteer supporters.

The scouts, cubs and beavers regularly go on camps. This year they have attended the district camp at Bramham, the group camp at Barlow, the silly chilly camp at Wyke, and the summer camp at Ravensgill near Whitby. The scouts have owned a steel framed Marquee for many years which is used as a dining area whilst on camp. Unfortunately during the summer camp this year the marquee was damaged beyond repair by a freak storm and will need to be replaced.

Project Objectives

What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?

Objective 1:

Theme 3 –community leisure, culture and education

The scouts is both a voluntary and a community group. The scouts is run by unpaid volunteers. Scouting is an expanding, active leisure provision meeting a growing local demand. The scouts and explorers cater specifically to teenagers and promotes social development. Replacement of the marquee is essential to allow future camps to take place

Objective 2:

Theme 4 – community safety, health and well being

Scouting is a constructive, creative and active leisure activity that increasing numbers of children in Tadcaster are becoming involved with. Scouting supports young people to take a more active role in civic society as they grow up. Going on camp is an core activity for scouting which has a significant positive effect on the personal development of those involved.

Benefits

Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.

The Tadcaster scouts meet in the centre of the 'Tadcaster and Villages' CEF area. Attendees are drawn from the whole of this area.

Replacement of the marquee is essential to allow the group to continue to go on camp. Camping away from home is a core scouting activity.

Project Approach / Delivery Options

Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.

We have a quote of £1720 from BCT outdoors, Bradford, for a 5 by 6 M shelter.

Project Timescales (Milestones)

Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.

We will buy the shelter as soon as we have the money to do so

Project Resources (people and money)

These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.

- **Costs** – £1720 as per attached quotation
- **People** – Costs as per attached quote - there are no administrative costs as the scouts is run by unpaid volunteers

Funding

Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.

We are hoping that the CEF will agree to fund this project in full to the value of £1720

Risks / Issues

Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.

Without a replacement shelter the scouts won't be able to go on future camps.

Links and Dependencies

Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?

The scouts is both a voluntary and a community group.

The scouts is run by unpaid volunteers.

Scouting is an expanding, active leisure provision meeting a growing local demand.

The scouts and explorers cater specifically to teenagers and promotes social development.

Improvement of the outside areas will allow year round activities to take place.

Agenda Item 10.4

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing cefadmin@selby.gov.uk. Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the form by email to cefadmin@selby.gov.uk. We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

Which Community Engagement Forum is this application to?

Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).

Central CEF	
Eastern CEF	
Southern CEF	
Tadcaster & Villages CEF	x
Western CEF	

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section one: About your organisation

Please tick this box to confirm that you have discussed your application for funding with the relevant Development Officer (this is a requirement of all CEF funding applications). Contact details for both Development Officers can be viewed on the Selby District Council website.

Q1.1 Organisation name

TEMPT

Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
Manor Farm, 2 St Joseph's Street. Tadcaster LS24 9HA	
Telephone number one	Email address (if applicable)
07905 7667831	david@yorplan.co.uk
Telephone number two	Web address (if applicable)
-	www.tadcasterevents.co.uk

Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mr	David	Gluck
Position or job title		
Project Director		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	x

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Other		Please describe	
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When was your organisation set up?

Day	01	Month	01	Year	2018
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Q1.5 Reference or registration numbers

Charity number	-
Company number	-
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

x

Q1.6 Is your organisation VAT registered?

Yes		No	
-----	--	-----------	--

Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.

Q1.7 Please list all other bodies that you have, or plan to apply to for funding

Name of Body / Organisation	Funding Awarded/Requested*
Tadcaster Town Council Selby District Council Stronger Communities (NYCC) NYCC County Cllr	£500 requested £1000 requested £1000 requested £1000 requested
In kind support (staff) also offered from SDC.	
We will also have income in relation to traders, sponsors and advertisements. This is not quantified at this stage.	
IHL are also funding activities in the lead up to the event.	

*Where you have not yet applied to the body, please indicate the amount you intend to apply for and write 'indicative' to the side of the amount.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section Two: Grant information or Project Brief (separate document)

Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.

Q2.1 What is the title of your application?

Tadcaster Festival of Cycling

Q2.2 Please list the details of your application (500 words limit)

In September 2019, TEMPT will run a Cycling Festival to coincide with the Paracycling events taking place in from and through the town as part of the UCI World Cycling Championships.

The Festival will focus on the Saturday (21st September) but does incorporate activities leading upto that date and has the potential for additional events during the following week. The latter is funding dependent but at this stage and for this application we are focused on the Saturday.

The Festival will focus on our Community Festival Hub at Britannia Carpark but with activities throughout the town. Activities are strongly focused on para-sports, cycling and community:

- a. Primary schools challenge cycle races
- b. Bike workshops
- c. Rickshaw rides
- d. Festival hub – markets, food, big screen, tents, community fair (CEF lead), adapted/para-cycling experiences
- e. Selby Bike Museum @Riley Smith Hall
- f. BMX park and demos + graffiti workshop @Manor Farm
- g. Parasport @Manor Farm
- h. Films and theatre
- i. Cycling promotions by businesses
- j. Festival bunting by Tadcrafters
- k. Charity/guided bike rides
- l. Programme/guide

For our application to the CEF, we are seeking match funding towards the costs of 3 items:

1. Event programme (£500)
2. Activities at Manor Farm (BMX, Graffiti) (£250)
3. Selby Bike Museum (£200)

**COMMUNITY ENGAGEMENT FORUM
APPLICATION FORM**

Q2.3 Is there a specific date your applications needed to be funded by?

Ideally we would have all funds together by beginning of August 2019.

Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)

Which objective?	How will you achieve this?
------------------	----------------------------

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

<p>Objective 1:</p> <p>Investing in the economy of the town</p>	<p>The event will bring up to 5000 visitors to the town. Our intention is that by spreading activity throughout the town, the retail, food and drink sectors will especially benefit from additional footfall and spend.</p> <p>The town will receive excellent and additional media coverage in relation to the Cycling of course but that will be enhance by our plans which will reach new audiences.</p> <p>The economy of the town is further enhanced by our plans to show Tadcaster in a 'disabled-friendly' light and already our alliance with the Disability Action Group and brining them into the project has resulted in NYCC agreeing to upgrade the street scene where necessary to make the town more accessible to those with mobility issues.</p>
<p>Objective 2:</p> <p>Improving access to leisure, culture and recreation</p>	<p>The Festival will seek to raise awareness of many different sports accessible to those with disabilities, with a strong focus on adapted bikes for cycling but other sports too being demo'ed and promoted.</p> <p>Our partnership with Inspiring Healthy Lifestyles is especially important here – with a range of activities being developed in the run up to and during the Festival, including visits to nearby centres in Leeds which cater for disabled cycling.</p>

Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)

The Festival will be strongly targeted at the Tadcaster and Villages area. Children will participate in many activities and of course the inviation to participate in children's events will be promoted across the primaries of the CEF area, as well as to TGS.

The benefits to the area are as described previously but most importantly will continue our work to reinforce Tadcaster as the hub for activity in the north of

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

the district, in particular for high profile community events.

The need in relation to this is both in respect of the economy of the town – promoting a new visitor economy and encouraging high street business to participate in our vision of making Tadcaster a unique destination for visitors with a diverse, independents-led high street – and also in relation to the social needs of the town by undertaking events which bring people together and demonstrate what can be done in the town, stimulating new activity and action. This is something we are certain we, as TEMPT, have contributed to over our brief life.

A concrete example of this is the Comedy Night we put on at Everything Good Goes as part of the Arts Festival in 2018. Since demonstrating the success of this, EGG have put on another 2 highly successful comedy events of their own and will continue to do so in the future.

Q2.6 How much funding are you requesting? £950 from the CEF

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
Festival programme	£1000
BMX and Graffiti at Manor Farm	£650
Selby Bike Museum at Riley Smith Hall	£200
Total Cost	£1850

Q2.7 Is the total cost of the application more than the amount you are requesting?

Yes	x	No	
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If yes, where will you get the other funding from and has this been secured?

We have applied to a range of other sources and are confident of securing the funding to implement the whole of our programme, including the elements we are seeking CEF funding for. With specific regard to the 2 part funded elements here, match funding has been requested from our NYCC Stronger Communities and Tadcaster Town Council.

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Constitution for the Tadcaster Events Management Project Team (TEMPT)

1. Name

The name of the group shall be **Tadcaster Events Management Project Team. Hereafter referred to as TEMPT.**

2. Aims

The aims of TEMPT will be:

- a. To organise public events for the residents and visitors of the town of Tadcaster
- b. To promote and publicise events
- c. To project manage and deliver events
- d. In all its activities, act to promote the social and economic fortunes of Tadcaster

3. Membership

Membership is open to anyone who:

- is aged 16 and over; and
- lives in Tadcaster or the surrounding area; and
- supports the aims of TEMPT

A list of all members will be kept by the membership secretary.

Ceasing to be a member

Members may resign at any time in writing to the secretary.

Any offensive behaviour, including racist, sexist or inflammatory remarks, will not be permitted. Anyone behaving in an offensive way or breaking the equal opportunities policy may be asked not to attend further meetings or to resign from the group if an apology is not given or the behaviour is repeated. The individual concerned shall have the right to be heard by the management committee, accompanied by a friend, before a final decision is made.



4. Equal Opportunities

TEMPT will not discriminate on the grounds of gender, race, colour, ethnic or national origin, sexuality, disability, religious or political belief, marital status or age.

5. Officers and committee

The business of the group will be carried out by a Committee elected at the Annual General Meeting. The Committee will meet as necessary and not less than four times a year.

The Committee will consist of 10 members with 2 officers. Up to 2 additional members may be co-opted onto the committee at the discretion of the committee.

The officers' roles are as follows:

- Chair, who shall chair both general and committee meetings
- Secretary/Treasurer, who shall be responsible for the taking of minutes and the distribution of all papers and who shall be responsible for maintaining accounts

In the event of an officer standing down during the year a replacement will be elected by the next General Meeting of members.

Any committee member not attending a meeting without apology for three months will be contacted by the committee and asked if they wish to resign.

6. Meetings

6.1. Annual General Meetings

An Annual General Meeting (AGM) will be held within fifteen months of the previous AGM.

All members will be notified in writing at least 3 weeks before the date of the meeting, giving the venue, date and time.

Nominations for the committee may be made to the Secretary before the meeting, or at the meeting.

The quorum for the AGM will be 50% of the membership or 5 members, whichever is the greater number.



At the AGM:-

- The Committee will present a report of the work of TEMPT over the year.
- The Committee will present the accounts of TEMPT for the previous year.
- The officers and Committee for the next year will be elected.
- Any proposals given to the Secretary at least 7 days in advance of the meeting will be discussed.

6.2 Special General Meetings

The Secretary will call a Special General Meeting at the request of the majority of the committee or at least five other members giving a written request to the Chair or Secretary stating the reason for their request.

The meeting will take place within twenty-one days of the request.

All members will be given two weeks notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post.

The quorum for the Special General Meeting will be 50% of the membership or 5 members, whichever is the greater number.

6.3 General Meetings

General Meetings are open to all members and will be held at least once every 3 months or more often if necessary.

All members will be given two weeks' notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post.

The quorum for a General Meeting shall be 50% of the membership or 5 members, whichever is the greater number.

6.4 Committee Meetings

Committee meetings may be called by the Chair or Secretary. Committee members must receive notice of meetings at least 7 days before the meeting.

The quorum for Committee meetings is four Committee members.



7. Rules of Procedure for meetings

All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement that everyone present can agree to.

If a consensus cannot be reached a vote will be taken and a decision will be made by a simple majority of members present. If the number of votes cast on each side is equal, the chair of the meeting shall have an additional casting vote.

8. Finances

An account will be maintained on behalf of TEMPT at a bank agreed by the committee. Two cheque signatories will be nominated by the Committee (one to be the Treasurer). The signatories must not be related nor members of the same household.

All payments will be signed by both signatories.

- For cheque payments, the signatories will sign the cheque.
- For other payments (such as BACS payments, cash withdrawals, debit card payments or cash payments), a requisition note will be signed by both signatories, and held by the treasurer.

Records of income and expenditure will be maintained by the Treasurer and a financial statement given at each meeting.

All money raised by or on behalf of TEMPT is only to be used to further the aims of the group, as specified in item 2 of this constitution.

9. Amendments to the Constitution

Amendments to the constitution may only be made at the Annual General Meeting or a Special General Meeting.

Any proposal to amend the constitution must be given to the Secretary in writing. The proposal must then be circulated with the notice of meeting.

Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.



10. Dissolution

If a meeting, by simple majority, decides that it is necessary to close down the group it may call a Special General Meeting to do so. The sole business of this meeting will be to dissolve the group.

If it is agreed to dissolve the group, all remaining money and other assets, once outstanding debts have been paid, will be donated to a local charitable organisation. The organisation will be agreed at the meeting which agrees the dissolution.

Date1 /.....10...../.....2018.....

Name and position in groupDavid Gluck, Chair

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Agenda Item 11



Tadcaster & Rural Community Interest Company

29 May 2019

TADCASTER TODAY / TADCASTER NEWS 2019/20: PROPOSAL TO TADCASTER TOWN COUNCIL & TADCASTER AND VILLAGES CEF

Tadcaster Today has now been running successfully since the first edition in June 2014. Since then, 18 editions have been produced. The cost to the CEF/TTC has remained fairly static over the 4 years the magazine has been operational.

Tadcaster Town Council have approved their contribution based on costs detailed here.

FACTS:

- Distributed free to 5500 households across the CEF area, including 3184 in Tadcaster town.
- 4 editions per annum
- Featured on 3 websites for PDF download.
- Offers free advertorials to new businesses/ventures
- No paid advertisements except in special circumstances
- Provides 3 monthly forward calendar of events
- Provides key contacts for councillors and 3rd/public sector organisations
- CEF news
- Village news
- Charities news
- Town Council news
- Town centre/commercial news

DESIGN

The proposal is for a new design to make TT distinctive in the marketplace, moving away from the A5 style to a tabloid. Design of the magazine will be undertaken in-house.

PRODUCTION

Outsourced to a specialist print on paper company.

DISTRIBUTION

Royal Mail, ensuring 100% coverage for all postcodes specified.

COST

Divided equally between the 2 partners.

ITEM	CONTRACTOR 2018	COST 2018		CONTRACTOR 2019	COST 2019	
		CEF	TTC		CEF	TTC
Design	Cookie Graphic	920	680	T&R CIC	400	400
Production	Justprint	1909	1411	Print on Paper	1622	1622
Distribution	Trust	1012	748	Royal Mail	1000	1000
Project management	T&R CIC	920	680	T&R CIC	400	400
Sub totals		4761	3519		3422	3422
Grand totals		£8280			£6844	

2019/20 PROJECT PLAN

1. Project team – joint CEF/TTC, supported by DG - will meet quarterly in advance of editions to plan content.
2. Content will be more 'forward looking'
3. Editions will be planned to be delivered in advance of and in good time for major events and CEF quarterly forums, wherever possible.
4. Continue to have a positive outlook
5. Produced in distinctive style of Tabloid newspaper.
6. Editions – June, September, November, March

David Gluck

29/5/19

Agenda Item 12

Tadcaster and Villages CEF Community Development Plan 2017-2020



Action Plan (Updated May 2019)

Environment and streetscape		Lead Board Member:		
What do we want to do?	How will we do it?	When will it be done?	Indicative cost	Delivery partner
Audit of empty and under-utilised property in the town centre.	Work with SDC, landlords, Town Council	2016/17	£	SDC
Town centre improvement zone / Conservation Area Plan	Map the town centre zone, work with Conservation team at SDC, Town Council T&R CIC initiated discussions with TTC/SDC regarding Heritage Action Zone project with Historic England. TTC awaiting response from both for deciding way ahead. Aug 18 - Discussions via Business Forum now underway regarding a Business Improvement District. Oct 18 - Feasibility work now underway regarding a Business Improvement District.	2019	£	Business Forum
Register & booklet of local sites of natural and ecological interest and heritage interest	Work with Yorkshire Wildlife Trust and Plan Selby team.	2017/18	£	Yorkshire Wildlife Trust
Work to produce a 'local list' of non-designated heritage assets to inform future planning policy.	Work with Historic England, TTC and PlanSelby team. T&R CIC will initiate a discussion with THS about developing a list & evidence base for discussion with TTC initially. Aug 18 - T&R CIC Initiating discussion with THS about developing a list for discussion with TTC. Oct 18 - Initiating discussion with THS about developing a list for discussion with TTC/SDC.	2018	£	Tadcaster Historical Society
Encourage more local archaeological digs and heritage related activity	Organise HLF activity in the town, based on digs at Riverside & Towton. Small grants T&R CIC developing project with TGS/THS regarding Bramham airfield WW1 heritage project. Awaiting buy in from Leeds University before HLF application. Aug 18 - T&R CIC Developing project with TGS/THS regarding Bramham airfield WW1 heritage project.	2018	£	Tadcaster Historical Society

	Oct 18 Funding application made to HLF			
Improved maps of local walks and cycling	Booklet combining walks/riding routes, working with WrW, Tad Walkers, Cyclesense	2017/18	£	Tadcaster Walkers
Old London Road, Towton	Project management of Towton PC led project to improve path. TPC/HLF: £1500 + £1350 legacy project. University of York Developing next stage of project with Parish Councils & schools.	2017	£2,850	University of York

Economy, retail, and tourism		Lead Board member:		
What do we want to do?	How will we do it?	When will it be done?	Indicative cost	Delivery partner
Visit-tadcaster website development	Set-up via T&R CIC. Maintenance on-going	2017	£3,322	Creative Shed
	Ongoing. Website recently upgraded. Monthly updates.			
	T&R CIC project delivered with CEF support to 31/3/18. Proposal for future delivery agreed by Partnership Board 15/1/18. Website now being maintained on a voluntary basis by T&R CIC. Consideration underway as to how this resource can be monetised to ensure sustainability. Oct 18- T&R CIC Board considering the future development of this site.			
Tadcaster Regeneration	Cycling Festival Legacy Budget of £? Tadcaster Events Coordinating Team Awaiting wash-up Bridge Celebrations Legacy Budget of £8000 Projects to be finalised SDC £ to be determined, Develop ideas for SDC on master planning and regeneration strategies.	2017/18	£?	David Gluck
Brown tourist road signs	Audit current provision (NYCC) and identify attractions to add. Funding from CEF. T&R CIC project underway - report due June 2018. Linked to SDC-led district wide visitor strategy. The "Tadcaster Visitor Strategy" will identify a series of key measures for the town including investigating options for: <ul style="list-style-type: none"> ▪ Brown signs ▪ Other signage ▪ Blue plaques ▪ Visitor information ▪ Visitor Centre 	2017/18	£	NYCC/SDC

	Aug 18 - T&R CIC Project underway - report due September 2018. Linked to SDC-led district wide visitor strategy.			
	Project incorporated into Tadcaster Visitor Strategy – being discussed by TTC 6/11/18.			
Tadcaster tourist map	Visitor guide across the whole of the CEF area.	2017/18	£	?
Tadcaster/Towton Visitor centre	Identify location for a visitor centre, work with Towton Battlefield Society/HLF/HE. T&R CIC has funding secured for a display of local artefacts and information to be based at Manor Farm Community Hub until a more permanent visitor centre can be established.	2017/18 – pop-up	£	Towton Battlefield Society/TPC
	Aug 18 - T&R CIC Funding secured for display to be based at Manor Farm until a more permanent visitor centre can be established. Investigating alternative properties in the town centre.	2018/19 permanent		T&R CIC
	Jan 19 - Tadcaster Visitor Strategy and Action Plan – now published and disseminated to key partners.			
	Headley Hall WW1 Airfield - Heritage Lottery backed project working with TGS	Commencing February 2019.		
Business Forum & events	Establish a regular series of business support events and a Forum.	2017	£4,260	David Gluck
	Enterprise Cafes – programme underway			BSY and NY / HAG
	Large Employers Forum - Planning for 2017 underway – linked to Masterplanning			BSY and NY / HAG
	Bright Sparks – Lottery / NYCC funded – 4 Bright Sparks in Place	2017	£16,198	BSY and NY
	T&R CIC project being delivered with support from the CEF to 31/3/18. Proposal for future delivery agreed by Partnership Board 15/1/18. Project now being delivered as a voluntary action by T&R CIC. Latest Forum took place 11/4/18 at the Lemon Tree. Next due 5/9/18 at Tadcaster Albion. Since re-launching the Forum, 4 very successful events have been held with over 30 attendees at each. T&R CIC are now considering how			TGS/ Tadcaster Traders/SDC

	best to resource the Forum going forward so that it becomes sustainable.			
	Oct 18 - Forum has met 5 times in 2018, including recent Crime Special on 22/10/18. 1 more planned for 2018. Organised Business Conference with BNG at Scarthingwell, 28/9/18. Delivered Shape your Future with TGS, 6/3/18. Organising 2019 event for 19/2/19			
	Jan 19 - Tadcaster BID – T&R CIC submitted proposal to SDC for funding the business engagement and business planning element and establishing the new BID Company.	2019		T&R CIC
Business Register	Comprehensive register of all business in the CEF area. Set up and maintenance. Project complete. Register is maintained with on-going updates.	2016/17	£	
Neighbourhood Planning	Ulleskelf NDP UPC PAC Up and running	2017	£3,975	Mike Dando
	Church Fenton NDP CFPC PAC Up and running	2017	£4,625	Mike Dando
	Bilbrough NDP BPC £tbd?			Mike Dando
Manor Farm	Develop Manor Farm into a community hub NYCC, COMA: £5000 for 1st phase work. NYCC Stronger Communities grant of £4000 for 2nd phase. PBA The Bridge Project EOI submitted. Negotiations underway with NYCC and The Bridge Project. Full business case underway.	2017	£9,000	David Gluck
	Manor Farm - T&R CIC relocating to begin new management of the Centre.	February 2019		T&R CIC
	Community ownership has commenced, and refurbishment taking place	May 19		
Community Transport	Consultation on Community Transport being conducted through Stronger Communities Funding.	2018	£3,000	Selby District AVS
White Horse Community Hub Church Fenton	Oct 18 Update Tenants have been in place now since early August – refurbishment works are progressing well. There have been a number of challenges presented by refurbishing an old neglected building such as this, for example: 1. The floor in the front bar was found to be laid directly on the ground and was suffering from wet and dry rot and needed to be replaced in its	2019		CFCH Ltd

	<p>entirety.</p> <p>2. The damp proof course had been ineffective for years resultant in damp penetration to high levels in the ground floor.</p> <p>3. The drains were fully blocked.</p> <p>4. Building methods employed in the past necessitated significant structural remedial works to enable the exciting plans our tenants have of re-instating open fires and wood burners to impart character and warmth to the pub.</p> <p>The refurbishment works are due to be complete by mid-November at which time efforts will be focussed on fitting out. Every opportunity to get the works completed in time for the Xmas trading period is being exploited but looks unlikely that the required standard will be achieved before mid-January.</p> <p>The CFCH Community Share issue closed on 1st October. We have 199 shareholders. Share capital raised exceeded our target, this together with corporate sponsorship and grant aid has enabled us to finance the first tranche of refurbishment works without resorting to the Parish Council, thus reducing the planned public works loan drawdown by £45,000. This in time will mean the surplus available for other community projects will be greater than originally planned.</p> <p>Our tenants are preparing for their first recruitment open day, to be held at Church Fenton Village Hall, it is being planned for mid-November to recruit staff for The White Horse. They are expecting to employ around 30 staff of which they hope to recruit at least 80% from CF and surrounding villages.</p> <p>CFCH Ltd hosted a vision evening in September at CF village hall. Approximately 110 people attended many of them shareholders. Our tenants were introduced and the plans for the pub, its operating style and ambitions were shared with the audience.</p>			
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Leisure, culture and education		Lead Board member:		
What do we want to do?	How will we do it?	When will it be done?	Indicative cost	Delivery partner
Annual events calendar & supported events and activities	Develop forward programme of events with external experts e.g. DepArt Small grants	2016/17	£	DepArt
	UCI World Championships –developing plans for community-led Cycling Festival,	September 2019		TEMPT
	County and Regional awards for Tadcrafters and TEMPT!			
	TEMPT initiative well underway with events calendar developed, funding being sought from various sources for core support and individual events. www.tadcasterevents.com . Arts Festival delivered July 2018 with 5k grant from CEF. Next planned events are Heritage Day (Feb19); Soapbox Derby (June 19); Cycling Festival (Sept19).			
WEA Development	WEA has a range of courses in Tadcaster planned for the Autumn and Spring terms and are hoping to add some more health and well-being courses such as mindfulness and crafts. A range of venues are being used across the town including the Library, the Methodists Church, and the Riley Smith Hall. We are hoping to be able to work more closely with the Manor Farm Centre when it transfers from NYCC control.	2018		Su Morgan WEA
	WEA Wellbeing course, commenced at Manor Farm.	Jan 2019		WEA
	Managing Your Emotions – 2 courses successfully taking place. More planned for the Autumn	2019		WEA
Bridge Opening Event	Bee offered to staff a stall to promote the CEF. CHN developed promotional flyer regarding the CEF and funding for groups – 3,000 printed. Also CHN took flyers for CEF Public Forum and David arranged for a banner to be made.	19 th Feb 2017		Bee Rowntree
CEF Public Forums	July 19 – next Public forum to focus on the Tadcaster and Villages CEF Disability Action Group	29 th July 2019		Selby District AVS
U3A Development	Promotion for potential Tadcaster U3A included in latest version of Tadcaster Today. To date nearly 20 people have been asked to get involved. Contacting U3A for some free mentoring to assist with	Sep 2018		Selby District AVS

	this development.			
	Jan 19 – discussion has been taking place to secure a development initiative with U3A. Initial meeting organised with volunteers to assist and a small support budget.	Jan 19		Selby District AVS
	Promotional stall at the retirement Fair	March 19		Selby District AVS / U3A
	Inaugural meeting promoted and held at Riley Smith Hall over 50 residents attended	March 19		Selby District AVS / U3A
	Committee established and meeting at Manor Farm	April 19 onwards		U3A
Tadcaster Today	Tadcaster Town Council Edition 1 distributed. Edition 2 due out end June.	June 2017		David Gluck
	Regular 2-page spread produced to promote the CEF, funding opportunities and future activities. Latest article submitted March 2018	Ongoing		Selby District AVS
	Oct 18 - Final 2018 edition due out November 2018. New Comms proposal submitted to CEF.			
Riverside Park	Investment programme on the Riverside to follow planning permission & works on the Bridge	2017/18	£	Groundwork/ Tadcaster Town Council
Tadcaster community library	Work with the new volunteer led library top identify opportunities to support and add value	2017/18		Tadcaster Library
	Oct 18 – planning meeting held in September to commence development work over the coming months. Action plan has been developed.	2018/19		Selby District AVS
	Jan 19 – work has commenced on funding applications.	2019		Selby District AVS
Creation of a new service for local people living with a disability to address their needs	Oct 18 - At the beginning of September we held a joint event with Selby District AVS and the CEF, based on improving leisure facilities in the area and to launch our Action Group project. This was extremely well attended and gave us the opportunity to recruit members and promote the project. Following on from the success of the launch event, we have been out and about in Tadcaster and local villages talking to people about the project and putting up promotional posters. These have also been sent out to local organisations, Parish Councils and	Sep 2018 onwards		Selby District Disability Forum

	<p>news sharing sites and social media, to try and spread the reach of the project as far as possible.</p> <p>We have also been out and visited with individuals who have been in touch to say that they would be interested in getting involved, but to explain a bit more to them and support them in becoming members of the group. We have 9 people signed up to be members of the Action Group so far, which we are absolutely thrilled with. They come from all different parts of this area of the district. We will be having our first Action group meeting the first week of November and are very much looking forward to continuing to move this project forward.</p>			
	<p>Jan 19 - Our Tadcaster and villages Disability action group has got off to an absolutely flying start! We had our fantastic launch event back in September in partnership with Selby district AVS and inspiring healthy lifestyles. Following this we have met monthly since October and the group is very strong. We have roughly 8 members at each meeting made up of those with disabilities, people supporting those with disabilities and those from the local community wanting to make access better for all. Some of the main areas we are looking at currently include:</p> <ul style="list-style-type: none"> - Promoting disability services already available within the Tadcaster villages area. We have been working with the local town council who have agreed to allow us to have a page on their new website. - Working with the local events committee to maximise the potential of the Selby Road races event coming up in September. Looking at promoting disabled sports. As well as other opportunities throughout the year. - Working with local businesses to look at access issues and how these can be overcome. Using the Tadcaster access survey carried out by a member of the town council as a great starting point, as well as mystery shopping in and around Tadcaster. 			
	<p>Meetings continue to take place and discussions with other forums in the area regarding the needs of people with</p>	<p>Ongoing</p>		<p>SDDF</p>

	disabilities			
Creation of a team of Community Energy Ambassadors	To provide training for people to become Community Energy Ambassadors skilled in advising people how to save money with their energy suppliers.	November 2018 first course		Yorkshire Energy Dr
	Jan 19 – 5 individuals completed the first Ambassador Training course which has been very successful. The next course has been promoted throughout the area and will commence late Jan 19. March 19 – 12 individuals completed the second Ambassador training course.			

Community safety, health and well-being		Lead Board member:		
What do we want to do?	How will we do it?	When will it be done?	Indicative cost	Delivery partner
Support the Resilience Groups	Small grant funding	2016/17	£	Town and village based resilience groups
Community defibrillators and 1 st Responders	Small grant funding	2016/17	£	Parish and Town Councils
Support to young people's groups/organisations	Small grant funding	2016/17	£	The Bridge Scouts Guides Primary Schools
	Tadcaster Albions Juniors Investigating funding and land opportunities			TAJFC Executive Officer
	Supporting Vocational Learning Annual support for 2 students from TGS Vocational Learning and Skills. NY Business Education Partnership 2017 students: Eleanor Shaw Sophie Yorke-Hadley	2017		David Gluck
	Christmas Card Competition Cllr Sweeting has sorted the competition out with the 3 schools (Riverside, Tad East and St Josephs) – they have all had the forms etc. Cllr Sweeting and the vicar are going to judge the designs when ready. The winning cards when printed will have the CEF logo and the Town Council logo on the back.	2017		Cllr Sweeting

	Cllr Sweeting is going to ask the Town Council if they'll provide funding for prizes and printing etc.			
	Manor Farm will be fully operational as a Youth and Community Centre again in 2018 once asset transfer from NYCC to T&R CIC is complete in October 2018. A community discovery day is being planned for June presently where the whole community will be invited to 'rediscover' Manor Farm and what is has to offer, as well as our plans for future redevelopment of the facility.			T&R CIC The Bridge Project
	Oct 18 - T&R is awaiting transfer of Manor Farm from NYCC at present. Funding supporting this received from NYCC Stronger Communities. Running costs for the future of the Centre is being sought.			
Youth representation on the CEF	Discussion with Head of 6 th Form at TGS	2016/17	£	Tadcaster Grammar School
Implement a successful car parking strategy	Work with SDC on consulting the community and monitoring implementation	2017/18	£	
Public Rights of Way improvement plan	Work with NYCC, Ramblers and others to identify deficits and a programme of improvement	2017/18	£	NYCC

Chris Hailey Norris
Tadcaster and Villages CEF Development Officer
May 2019

End of project impact report

Grant Awarded: £1400
Date Awarded: September 2018

Organisation Details

Name: Tadcaster Scouts_____

Address: Fir Tree Crescent, Tadcaster, LS24
9HY_____

Postcode: LS24 9NH_____

Project Details

Project Title / Description: **External hard landscaping to the scout hut grounds to include construction of a path, resurfacing of parking areas and areas around the fire pits and repairs to the drains**

Contact Name: WS Hirst_____

Tel: 07585902367_____

Q1 In no more than 500 words please outline the key outcomes of your project.

As the scout hut is now used by both the scouts, cubs, beavers and explorers (5 evenings per week) along with the Stutton playgroup (5 days per week) the outside grassed area had become subject to increasing traffic which has caused damage to the grass during wet weather particularly over the winter months. In view of this we have carried out a programme of 'hard landscaping' as follows:

Laid a path to connect the scout hut with the outside storage shed,

Carried out repairs to the drainage of the outside grassed area and re surfaced the existing area of hard standing,

Q2 In no more than 500 words please demonstrate how the project has met the Community Development Plan objectives that were identified in the original application for funding.

The scouts is both a voluntary and a community group.

The scouts is run by unpaid volunteers.

Scouting is an expanding, active leisure provision meeting a growing local demand.

The scouts and explorers cater specifically to teenagers and promotes social development.

Improvement of the outside areas will allow year round activities to take place.

Scouting is a constructive, creative and active leisure activity that increasing numbers of children in Tadcaster are becoming involved with.

Scouting supports young people to take a more active role in civic society as they grow up.

Q3 In no more than 250 words please give details of any additional benefits or objectives that the project has met that were not anticipated/ outlined in the original application for funding.

Repairs and improvements to the scout hut are essential if they are to remain fit for purpose for the young people to use.

Any other comments on the project and its success:

The Tadcaster scouts meet in the centre of the 'Tadcaster and Villages' CEF area. Attendees are drawn from the whole of this area.

Activities at the scout hut take place year round and the improvements will mitigate risks from mud and standing water which previously existed during wet weather.

The improvements will mean that we are able to carry out outside activities for more months of the year.

The development is sustainable as it allows increased use to be made of an existing resource

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Reference: T1562

2434 (Church Fenton) Squadron, Royal Air Force Cadets, 'Assistance towards installation of a community defibrillator', £999.00

Application date: May 2018

Update on the Project

The following update was received from the Air Cadets in April 2019 in response to Officers chasing up an end of project monitoring form:

'As you are already aware we were experiencing difficulties in getting the responses from Yorkshire Ambulance Service and this has continued. I therefore tabled a proposal at our last meeting of the committee to consider whether we should go ahead with the project on our own or not. The feeling of the group was that we did not have enough funds to support this on our own and that without the additional outside funding it was not viable as it did not fully meet the criteria of our trust (given it is essentially supporting the local community rather than the direct advancement of our cadets). There was also a risk that there would be ongoing costs, which we had not been able to establish due to the lack of information from Yorkshire Ambulance Service. In addition, we have been made aware that there in the meantime have been more defibrillator installations in the area, making it less of a need that we maintain one. We were also made aware of a technical issue with the potential siting of the unit and electricity supply which would also have had to overcome. Given all of this the committee decided we should not go ahead with the project and wanted me to report this back to you to make you aware we will need to repay the funds to the CEF.'

We are disappointed not to be able to carry this out, as it had been and aim of ours as you know to provide this facility. We still would like to provide some training to our cadets and adult volunteer staff to enable them to help use any of the units around the area (or elsewhere of course) if they are present when this is needed. We would like to purchase a defibrillator trainer unit for the purpose of carrying out this training if the CEF considered that this would be acceptable. I understand these are around £300.'

In light of the above, the Partnership Board are asked to consider whether they are happy for the Air Cadets to use around £300 of the grant awarded to them in May 2018 to purchase a defibrillator training unit for the cadets to use, and to then refund the rest of the grant back to the CEF.

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TADCASTER & RURAL CIC: FORWARD WORK PROGRAMME 2018/19 – January 2019 update

ACTIVITIES				
Activity	Projects	Contractor/Grant	Delivery partner	Update
1. COMMUNITY COMMUNICATIONS	Visit-Tadcaster.co.uk	None	-	CEF agreed proposal for unfunded website going forward. Need to discuss IP in due course.
	Tadcaster Today	TC/CEF	TC	Planning edition 1 for 2019
2. BUSINESS SUPPORT	Business Forum	None	Traders	4 Forums held in 2018 + Crime Special. Task&Finish group established to take CCTV etc forward. DONM – 22 May 2019.
	TEMPT	Group established to deliver events programme against Cultural Strategy. Inspire grant for branding/website – www.tadcasterevents.com	TTC / CEF/ Tadcrafters / Swimming Pool / Coors / community	Constituted and bank account UCI Cycling Festival planning. Soapbox Challenge planning
	Tadcaster BID	None	SDC/TTC/Business	Funding via British BIDS/SDC being sought following unsuccessful application to A4A.
3. NEIGHBOURHOOD PLANNING	Ulleskelf NDP	Delivering – Locality / A4A grants to PCs.	Mike Dando	Up and running
	Church Fenton NDP			Up and running. Regulation 14 consultation commenced April 2019.
	Tadcaster	-	TTC	Working Group established.
4. MANOR FARM	Develop Manor Farm into a community hub	NYCC, COMA: £5000 for 1 st phase work. NYCC Stronger Communities grant of £4000 for 2 nd phase. Stronger Communities grant of £25,000 secured for Year 1 running costs. Refurbishment complete – NYCC/volunteers.	The Bridge Project NYCC	Legal transfer imminent expected July 2019. Running costs funding awaited from Stronger Comms. A4A grant already obtained. Management Group up and running. Refurb scheduled for May 2019. New users being sought. Website and re-branding underway.

ACTIVITIES

Activity	Projects	Contractor/Grant	Delivery partner	Update
5. BRAMHAM AIRBASE WW1	Project management of TGS/THS led project	HLF grant	Leeds Uni TGS Historical Soc	Project planning commenced
6. CORPORATE RESPONSIBILITY¹	Supporting Vocational Learning	Annual support for 2 students from TGS Vocational Learning	Tadcaster Grammar School	New students accepted for 2018/19
	Work Experience	Supporting 3 students per annum	NYBEP/TGS	2017 & 2018 complete. 4 students planned for 2019 to date.
	Shape your Future 2019	None	TGS/Sherburn High	Complete for 2019

Projects Completed

• Local food and drink research – funded by Erasmus Mundus. 2014.	• Tadcaster Cycling Festival 2017
• Tadcaster car park studies. Contract to SDC. 2015.	• Bright Sparks new enterprise programme 2014-16
• Sherburn centre study – Contract to SDC. 2014.	• Stutton Village Hall
• Christmas Lights 2014 – undertaken with core funding from TTC.	• Sloppy Slippers 2017
• Christmas Lights 2015 – undertaken with core funding from TTC.	• Photographic and Video Archive
• Christmas Lights 2016 – undertaken with core funding from TTC.	• Old London Road Towton
• Neighbourhood planning seminar in Selby 2015	• Tadcaster Today 2015, 2016, 2017, 2018
• Appleton Roebuck Neighbourhood Development Plan 2017	• Shape your Future Careers event, 6/3/18 and 19/2/19
• Our Place operational plan 2015	• Your Community Rights workshop 2018
• Tadcaster Carnival 2015	• Heritage day and Lantern Parade 2018
• Tadcaster Craft Festival 2015	• Arts Festival 2018
• Bridge Celebrations and Lantern Parade 2017	•
• Lantern Parade 2019	•

¹ To date Tadcaster & Rural CIC has accepted the following in support of young people/volunteering: Year 12/13 Work experience: 4 students. Volunteer/work placements: 3 placements. Year 11 vocational learning placements: 10 students. Apprenticeships: 1 young person. Internships: 1 international student.



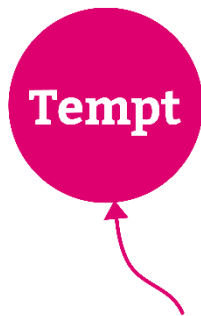


TADCASTER CYCLING FESTIVAL

SATURDAY 21ST – FRIDAY 27TH SEPTEMBER 2019

DRAFT ENGAGEMENT & ACTION PLAN (Version 3/21.05.2019)

- 1. Overview.....2
- 2. Tadcaster Events Management Project Team, briefly.....2
- 3. Early idea and events.....3
- 4. Draft timetable of activities.....5
- 5. Draft timetable of engagement.....6
- 6. Draft Action Plan.....7
- 7. Key stakeholders.....9
- Appendices.....10



1 Overview

On the 21st September 2019, Tadcaster will benefit from being a start town for the Yorkshire 2019 Para Cycling International. 6 days later, UCI World Championship races come through the town on route to Harrogate. As a result, there is a strong view from the community that a week-long festival will be an opportunity for the town to undertake a wide-range of related activities and open up opportunities to businesses and community groups to undertake additional activities, events, promotions which will add value to that organised centrally by UCI.

Tadcaster benefits in terms of event delivery from 4 closely related organisations:

- Tadcaster Events Management Project Team (TEMPT) is the town's event management company, with experience over the last two years in particular of organising successful events.
- TFAG is the town's Flood Action Group which works alongside TEMPT and others in providing organised and skilled stewarding from within the community.
- Tadcaster has recently seen the formation of a Disability Action Group, which has enthusiastically embraced the opportunity of the Para Cycling aspects of the UCI 2019 World Championships and is already providing ideas, advice and energy to the development of this Action Plan.
- Tadcaster Business Forum brings together local businesses, mostly drawn from high street traders and is well placed to promote opportunities to the business community to participate in and benefit from the Championships.

This draft Plan promotes a set of events, tied to actions leading to the week to ensure the Championship and associated events are well promoted and, most importantly, to ensure the town is prepared.

The Plan is being led by TEMPT who meet monthly and will bring together players important to the delivery of the Plan.

2 TEMPT, briefly

In late 2016, as the town's historic roadbridge was being reconstructed following catastrophic flooding, Tadcaster and Rural CIC were asked by local authorities to organise an event to celebrate the eventual re-opening of the bridge. Despite considerable uncertainty about when the bridge would be complete and in the absence of any public funding, the CIC successfully organised a day of celebrations and events in the town in February 2017, including a bridge blessing by Archbishop John Sentamu, medieval markets and re-enactments, film and photographic displays and culminating in a lantern parade. The success of the event did not go un-noticed and the same team were asked to assist in delivering the



first Tadcaster Cycling Festival to coincide with the Tour de Yorkshire later that year. Again a hugely successful day was delivered for the town. Spurred on by these successes, the team decided to formalise itself as TEMPT and has gone on to deliver several more successful events for the town. TEMPT still exists under the umbrella of the CIC but is now a semi-independent organisation with its own online presence (www.tadcasterevents.co.uk), constitution and finances. Although all are welcome to join, the core of the group is drawn from businesses, local community activists, Town Council, Community Engagement Forum and other non-profits operational in Tadcaster. TEMPT goes from strength to strength and this year will organise a 3rd Lantern Parade, a Soapbox Challenge, and this, the town's 2nd Cycling Festival!

3 Ideas & Events

Following a meeting of TEMPT in November and subsequent Business Forum, Town Council and Disability Action Group meetings, the following initial set of ideas were suggested. This list is (mostly) unedited to show the range of ideas brought forward. These are then reflected in the subsequent draft timetable and Action Plan.

Scheduled events

1. Para Cycling International (C1): through-races (Beverley-Harrogate) and Intermediate starts (Tadcaster-Harrogate)
2. UCI Women's junior road race – through town (Doncaster-Harrogate)
3. UCI Men's U-23 road race – through town (Doncaster-Harrogate)

Community-led activities

4. Races – primary schools challenge
5. Bike workshops – Build-a-Bike, Pimp-a-Bike, Fix-a-Bike
6. Positive Youth Bike Library
7. Rickshaw rides
8. Saturday event hub: Britannia carpark – markets, food, beer tent, tea tent, community fair (disability, health and fitness theme, IHL "Health Centre"), big top/bands
9. Selby bike museum
10. BMX park – and demos – at Manor Farm
11. Bike art/Land art
12. Adapted bikes and para sports – Manor Farm, Leisure Centre, Swimming Pool
13. Guided bike rides
14. Brownlee Centre / Leeds Urban Bike Park organised visits
15. Bikeability sessions
16. 'Let's Ride' pop-up



Business-led activities

17. Talks by pro cyclists, paralympians
18. Cycling film night: e.g. A Day in Hell, The Flying Scotsman, Belleville Rendezvous, Bicycle, BMX Bandits
19. Disabled friendly premises
20. Posters, cards, memorabilia
21. Cycling related promotions
22. Charity bike ride (Heineken?)

Supportive actions

23. Bunting, bikes and banners – in UCI rainbow colours – Tadcrafters & Youth Club/groups
24. Disabled car parking – Central car-park
25. Disabled friendly viewing
26. Championship-makers (TFAG stewards)
27. Street scene improvements: disability friendly/cycling friendly
28. Guide to the town and the day/week
29. Selby Community Cycle Hub
30. Media promotion



4 Draft Timetable of activities

Day	Saturday 21st	Sunday 22nd	Monday 23rd	Tuesday 24th	Wednesday 25th	Thursday 26th	Friday 27th
Key event	1						2, 3
Activities	4						4
	5	5					
	6	6					6
	7	7	7	7	7	7	7
	8						
	9	9					
	10						10
	11					11	11
	12	12	12	12	12	12	12
	13	13				13	13
		14			14		14
			15				
	16						
			17			17	
	18	18	18	18	18	18	18
	19	19	19	19	19	19	19
	20	20	20	20	20	20	20
	21						
	22	22	22	22	22	22	22
	23						
24							
25							
27	27	27	27	27	27	27	
28							28



5 Draft timetable of engagement

Month	Activity	Type of engagement
November 2018	Tadcaster Today ¹ TEMPT meeting 5/11 Tad Town Council 6/11 Tad Disability Action Grp 7/11 Local Organising Comm 7/11 CEF Partnership Bd 12/11	Community magazine article Community group – planning Local authority – information Community group – awareness Central organisation Community group - awareness
December 2018	Tad Business Forum 3/12 Tad Disability Action Grp 5/12 Local Organising Comm 10/12	Business group – awareness Community group – planning Central organisation
January 2019	Tad Disability Action Grp 16/1 Local Organising Comm 17/1 TRCIC Board 23/1 CEF Partnership Board 28/1 TEMPT meeting 30/1	Community group – planning Central organisation Resource management Community group – information Management group
February 2019	Tad Town Council 5/2 TTC Environment Comm 26/2 Local Organising Comm 20/2	Local authority – information Local authority – planning Central organisation
March 2019	Tad Town Council 19/3 Contact with primary schools Selby Active Travel group 6/3 Meeting SSOB 14/3	Central organisation
April 2019	Local Organising Comm 18/4 Tadcaster Sportive 9/4	Central organisation
May 2019	Tour de Yorkshire Selby 2/5 Selby Community Cycle Hub launch 4/5 Local Organising Comm 22/5 Town Council 21/5 Business Forum 22/5	Central organisation
June 2019	Banners & posters produced Working Group ² meet#1 5/6 TEMPT meet SAG 17/6 Tadcaster Today Disability Action Group guide for businesses Spectator Guides	Event Management Plan v1 TDAG SDC/WtY
July 2019	Bikes painted and installed Meetings eg Heineken TEMPT meet Roadshow 4 Business Working Group meet#2	Promotion DG

¹ See Appendix 1

² David Gluck, Kirsty Perkins, Dani Penney, Jennie Lowthian, David Stainthorpe, Joe



	Window dressing workshop Positive Youth bike workshop British Cycling pop up	Helen Goodwin Steve Green Manor Farm
August 2019	Literature produced including programmes Rainbow Media Book	
September 2019	Window dressing Bunting PR Tadcaster Today	



6 Draft Action Plan

Action	Partners	Date(s)	Cost/Funder	Lead	Venue	Actions required/by when
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						



Action	Partners	Date(s)	Cost/Funder	Lead	Venue	Actions required/by when
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						



6 Key stakeholders

In no particular order, but as an aide memoir:

- Tadcaster Town Council
- Selby District Council
- North Yorkshire County Council
- North Yorkshire Fire and Rescue
- North Yorkshire Police
- Yorkshire Ambulance Service
- Safety Advisory Group
- Tadcaster and Villages Community Engagement Forum
- Tadcaster Business Forum
- Tadcaster Community Swimming Pool
- The Riley Smith Hall
- Tadcaster Churches Together
- The Bridge Project
- Positive Youth CIC
- Tadcrafters CIC
- Tadcaster and Rural CIC
- Tadcaster Flood Action Group
- Inspiring Healthy Lifestyles
- Tadcaster and Villages Disability Action Group
- Yorkshire 2019
- Welcome to Yorkshire
- UCI
- Sherburn, Tadcaster and Rural Multi Academy Trust
- St Joseph's Catholic Primary School
- Tadcaster Primary Academy
- Heineken
- Samuel Smith Old Brewery
- Molson Coors
- Sainsbury's
- Cyclesense
- Tadcaster Albion



Appendix 1 – PR



Tadcaster to host UCI Road World Championships race start

Tadcaster is to host a race start as the UCI Road World Championships comes to Yorkshire next year. The Selby district is also included on the route for other cycling races during the nine-day event, which is set to attract visitors from across the globe.



The UCI Road World Championships is the biggest event in the cycling calendar. Riders compete for their countries rather than for individual race teams. It's the only time this happens outside of the Olympics. This year the championships have been held in Austria, and it was there that the routes for the 2019 event to be held in Yorkshire were announced in September.

Tadcaster is one of four start points for the para-cycling road races to be held on the first day of the championships, Saturday 21 September 2019. Riders will race to Harrogate, which is the finish location for all the World Championship races during the event. The para-cycling races will be one of the qualifiers for the Tokyo 2020 Olympics, so will attract the very best riders. On Friday 27 September 2019, the Selby

district will also see riders involved in the women's junior and men's under-23 road races, as they make their way from Doncaster to Harrogate. These races will come into the district at Kellington, before heading to Monk Fryston, Sherburn-in-Elmet and Tadcaster.

Leader of Selby District Council, Cllr Mark Crane, explained his delight at the area's involvement in such a high profile world sporting event, "What a great opportunity for Tadcaster – and all the other places in our area on race routes. These events will bring with them the very best cyclists in the world and thousands of spectators. It's a fantastic opportunity to show the world what our area has to offer. We know from last year's Tour de Yorkshire that Tadcaster can put on a great show."

Winter 2018

www.visit-tadcaster.co.uk

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Tadcaster Today, Winter 2018 edition



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