



## Central CEF Partnership Board

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

Date: Tuesday, 22 January 2019

Time: 6.30 pm

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

Co-opted members  
Steve Shaw-Wright (Vice Chair), Michael Dyson, Margaret Bontoft, Patricia Chambers, Melanie Davis, Fred Matthews, Keith Watkins and Anthony Wray

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### 1. APOLOGIES FOR ABSENCE

### 2. DISCLOSURES OF INTEREST

A copy of the Register of Interest for each Selby District Councillor is available for inspection at [www.selby.gov.uk](http://www.selby.gov.uk).

Board members should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not (in the case of Selby District Councillors) already entered in their Register of Interests.

Board members should leave the meeting and take no part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Board members should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the member may stay in the meeting, speak and vote on that item of business.

If in doubt, Board members are advised to seek advice from the Monitoring Officer.

**3. MINUTES (Pages 1 - 10)**

To confirm as a correct record the minutes of the Central CEF Partnership Board held on 3 October 2018.

**4. CHAIR'S REPORT**

To receive any reports and updates from the Chair (oral report).

**5. BUDGET UPDATE (Pages 11 - 12)**

To consider the Central CEF budget.

**6. FUNDING APPLICATIONS (Pages 13 - 16)**

To consider the funding applications received, with reference to the funding framework and the recommendations of the Central CEF Funding Sub-Committee. The Sub-Committee will report their recommendations to the Board at the meeting.

**6.1 CHILDREN'S READING AND LITERATURE FESTIVALS, 'SELBY DISTRICT CHILDREN'S LITERATURE FESTIVAL', £5,000 (Pages 17 - 30)**

**6.2 PARENT POWER PROJECT, 'EMPOWERING PARENTS TO SUPPORT THEMSELVES'. £970 (Pages 31 - 36)**

**6.3 YORKSHIRE ENERGY DOCTOR, 'CENTRAL CEF COMMUNITY ENERGY AMBASSADORS', £2,670 (Pages 37 - 50)**

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

To receive feedback from the Forum meeting held on 12 December 2018 (oral update).

**8. COMMUNITY DEVELOPMENT PLAN (Pages 51 - 60)**

To consider progress and developments related to the Central CEF Community Development Plan.

**9. MARKETING AND PUBLICITY**

To discuss ideas to promote the Central CEF.

At the meeting of the Board on 3 October 2018, the Board agreed the funding costs for the CEF promotional films; a £155 contribution for the 'core' film about all CEFs, and £440 for two short films about the Central CEF

specifically; the total cost for the Central CEF was agreed at £595.00.

**The Board are asked to decide which two projects they would like the two short films to be about.**

Projects funded by the Central CEF from January 2017 are set out below:

- Groundwork – Litter Bins (£9,268.57)
- St Marys Church – Levelling of headstone Plot 1698, Selby Cemetery (£229.94)
- Brayton Community Centre – Heating Boiler (£1,964)
- Dep Arts – Schools Theatre Tour (£12,000)
- Barlow Village Hall – Community Defibrillator (£1598.80)
- Selby Camera Club – Replacement Display Stands (£2,000)
- Groundwork – Team Up To Clean Up (£15,500)
- Selby Senior Phab Club – Transport (£1,640)
- Selby Civic Society – Replacement of Damaged Stone in Cholera Burial Ground (£1,140)
- Selby Community Trust – Litter Bin for the Community Pond Area (£383.22)
- Selby Parkrun – Selby Parkrun Equipment (£2,000)
- Hagge Woods Trust – Transportation for School Visits (£1,000)
- Groundwork – Team Up to Clean Up (£9,500)
- Abbey Belles Chorus – Development and Outreach (£1,000)
- Groundwork – Selby Town Community Pond Enhancements (£1,500)
- Selby Health Walks – Walk Programme Printing and Public Liability Insurance Cover (£360)
- Magnetic Arts – Spring into Art (£1,000)
- Poppy Appeal Selby Area – Waterfall of Poppies (£5,000)
- Selby Big Local, ‘Big Aspirations – The Empowerment Project’ (£4,000)
- Groundwork, on behalf of the Student Council, Selby, ‘The Friendship Café’ (£336)
- IHL (Inspiring Healthy Lifestyles), ‘Selby Park: Picnic Brass Events Programme 2019 – Celebrating the Park in this, the 950<sup>th</sup> Anniversary of Selby Abbey’ (£3,000)

## **10. COMMUNICATIONS**

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

## **11. IMPACT REPORTS (Pages 61 - 70)**

To consider the following completed impact reports:

- Hagge Wood Trust, ‘Transportation for School Visits’, awarded £1,000 in January 2018

- Abbey Belles Chorus, 'Further Development of Chorus and Outreach', £1,000

## 12. NEXT MEETINGS

To confirm the date and location of the next Central CEF meetings:

<b>Dates of next meetings</b>	
13 March 2019, 6.30pm	FORUM - Venue and Theme TBC (possible ideas: St Johns Ambulance/First Aid, Economic Development)
10 April 2019, 6.30pm	BOARD - Committee Room, Civic Centre

*Janet Waggott*

Janet Waggott  
Chief Executive

For enquires relating to this agenda, please contact Victoria Foreman on [vforeman@selby.gov.uk](mailto:vforeman@selby.gov.uk) or 01757 292046.



### Central CEF Partnership Board

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Venue:	Committee Room - Civic Centre, Doncaster Road, Selby, YO8 9FT
Date:	Wednesday, 3 October 2018
Time:	6.30 pm
Present:	<u>District and County Councillors</u> Councillors I Chilvers (Chair), J Chilvers, M Crane, S Duckett, C Lunn, B Marshall, J Thurlow, P Welch  <u>Co-opted Members</u> Michael Dyson, Margaret Bontoft, Patricia Chambers, Keith Watkins and Anthony Wray
Officers present:	Kate Mills, Development Officer (Groundwork), Victoria Foreman, Democratic Services Officer (Selby District Council)
Others present:	Ben Jewell, Graduate Trainee (Selby District Council)
Public:	0

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#### **17 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Steve Shaw-Wright and Councillors Karl Arthur and Jennifer Shaw-Wright.

#### **18 DISCLOSURES OF INTEREST**

There were no disclosures of interest.

#### **19 MINUTES**

The Partnership Board considered the minutes of the meeting held on 4 July 2018.

**RESOLVED:**

**To confirm as a correct record the minutes of the Partnership Board meeting held on 4 July 2018.**

**20 CHAIR'S REPORT**

The Chair informed the Board that the development support contract for the Central CEF had been renewed with Groundwork for another 12 months.

**21 BUDGET UPDATE**

The Board noted the budget update, which confirmed a remaining balance of £26,568.

**RESOLVED:**

**To note the budget update.**

**22 FUNDING APPLICATIONS**

The Board noted the Funding Framework.

**22.1 WIGAN LEISURE AND CULTURE TRUST (TRADING AS INSPIRING HEALTHY LIFESTYLES), 'SELBY PARK: PICNIC BRASS EVENTS PROGRAMME 2019 - CELEBRATING THE PARK IN THIS, THE 950TH ANNIVERSARY OF SELBY ABBEY', £3,000**

The application was for £3,000 for the Selby Park Picnic Brass Events in Selby Park in honour of the Abbey's 950<sup>th</sup> anniversary in 2019.

The Board received the recommendations of the Funding Sub-Committee which had met prior to the Board to consider the application. The Funding Sub-Committee recommended to the Board that the application for funding be approved.

The Board felt that the concerts would be great community events to tie in with the Abbey 950 celebrations and the regeneration of the park.

The Board agreed that the application met the requirements of the funding framework.

**RESOLVED:**

**To recommend that a grant of £3,000 to Inspiring Healthy Lifestyles be approved, as outlined in the application.**

**22.2 SELBY BIG LOCAL, 'BIG ASPIRATIONS - THE**

### **EMPOWERMENT PROJECT', £4,000**

The application was for £4,000 for the Big Aspirations – Empowerment Project, proposed by Selby Big Local.

The Board received the recommendations of the Funding Sub-Committee which had met prior to the Board to consider the application. The Funding Sub-Committee recommended to the Board that the application for funding be approved.

The Board felt that the project would benefit local young people in a number of ways and agreed that the application met the requirements of the funding framework.

#### **RESOLVED:**

**To recommend that a grant of £4,000 to Selby Big Local be approved, as outlined in the application.**

### **22.3 GROUNDWORK ON BEHALF OF THE STUDENT COUNCIL - SELBY, 'THE FRIENDSHIP CAFE - SELBY YOUTH COUNCIL', £336**

The application was for £336 for the Friendship Cafe, applied for by Groundwork on behalf of the Selby Youth Council.

The Board received the recommendations of the Funding Sub-Committee which had met prior to the Board to consider the application. The Funding Sub-Committee recommended to the Board that the application for funding be approved.

The Board considered the application further and were happy to support the initiative; they were particularly impressed with the ideas of the Youth Council, and agreed that it was good to see a positive story about young people.

The Board agreed that the application met the requirements of the funding framework.

#### **RESOLVED:**

**To recommend that a grant of £336 to Groundwork, on behalf of the Selby Youth Council, be approved as outlined in the application.**

**22.4 TO NOTE: 'WATERFALL OF POPPIES', POPPY APPEAL SELBY AREA, £5,000**

The Board were asked to note an application for £5,000 for the Waterfall of Poppies at Selby Abbey, proposed by the Poppy Appeal, Selby Area. The application had been considered and agreed by the Board in September 2018 by email under urgency provisions, and subsequently approved by the Head of Community, Partnerships and Customers.

**RESOLVED:**

**To note the grant of £5,000 to Poppy Appeal Selby Area, as outlined in the application.**

**23 CENTRAL CEF ANNUAL REPORT 2017-18**

The Board noted that the Central CEF Annual Report for 2017-18 was not ready for circulation and would be sent out to Board Members by email for agreement, before consideration by Council in December 2018.

**24 CLOSURE OF THE BRIDGE AT CHAPEL HADDLESEY**

Sharon Fox from NYCC Highways was in attendance at the meeting to talk about the closure of Cape Haddlesey Bridge and alternative routes and arrangements that had been put in place.

Board Members noted that the main issues experienced with the closure so far were inappropriately large vehicles attempting to use other nearby bridges as an alternative route.

The Board were advised to let the Police know if they witnessed any speeding issues, and to note that Cawood bridge would also be closing soon for repairs.

The Board were also informed that the old toll bridge in Selby would be down to one lane from Monday 8 October 2018 for a few days for essential repairs and resurfacing and spraying with anti-skid covering. Local people were encouraged to use the bypass as an alternative route.

**25 FEEDBACK FROM THE RECENT COMMUNITY ENGAGEMENT FORUM**

The Development Officer gave feedback to the Board from the recent forum held at the Cunliffe Centre in Selby. Informative presentations from Drax, Selby Big Local, NYCC Stronger Communities and Big Lottery were given at the meeting.

The Board felt that the meeting had been successful and were pleased with the turn out; the refreshments that had been provided had been well received



by attendees. It was agreed that more should be done to encourage local residents to attend future forums, namely providing refreshments and using leafleting and flyers to advertise the themes and meetings.

It was proposed and seconded that £400 be set aside from the Central CEF's 2018-19 budget to trial the use of leaflets and refreshments at upcoming forum meetings.

The Board were supportive of this approach.

**RESOLVED:**

**To allocate £400 from the Central CEF 2018-19 budget to trial flyers and refreshments for upcoming Central Community Engagement Forums.**

**26 COMMUNITY DEVELOPMENT PLAN**

The Development Officer presented the Community Development Plan (CDP) which had been published with the agenda.

The Board noted that there were still gaps on the CDP for CEF leads. Members discussed the CDP and made the following points:

- Work with Councillor Karl Arthur was continuing on this project, including mentoring schemes and early intervention to prevent ASB.
- Selby's Youth Council had submitted the application for a Friendship Café, showing that work on youth provision was moving in the right direction.
- Tony Wray had volunteered to help the young people running the soup kitchen with aspects of the project in which they needed some support and training, such as customer service.
- Councillor Judith Chilvers and Michael Dyson had taken the lead on the project to reinvigorate Selby Park. Some concerns had been raised about the recent questionnaire on the park circulated by IHL and the perceived lack of action on the project.
- The Development Officer explained that work had been ongoing with the Communities team at Selby on the park regeneration; IHL were going to submit a funding application in the near future to get the area where the old greenhouses were back into use. The Board emphasised about the ongoing involvement of the CEF in the park project.
- A query was also raised about children's swings in the park which had been removed whilst resurfacing work was undertaken, and the maintenance of the outdoor gym equipment. The Board queried when the swings would be re-hung and who had responsibility for the gym equipment, and asked the Democratic Services Officer to follow these queries up with the Contracts Team and update the Board when

responses had been received.

- The Development Officer emphasised that the CEF leads for the projects in the CDP needed to be proactive and lead the projects themselves.
- The Board noted that more volunteers were required for the Community Speed Watch project being led by Tony Wray; Board Members were asked to send their details to the Democratic Services Officer who would collate the details before sending them to the Police speed watch co-ordinator. Keith Watkins volunteered at this point.
- The Development Officer explained that the Team Up to Clean Up projects had not yet commenced, but would be doing so in Spring 2019.
- Brayton Parish Council had been in contact with the Development Officer about a local footpath that required tidying up. It was proving difficult to find out who owned the footpath, but in the interim the Parish Council had resolved to keep up the maintenance of the footpath once the initial clearing work had been done.
- Quotes had been obtained for the work at Marsh Lane, and a number of veterans had been identified that required assistance with their gardens.
- The waterfront garden project with the Civic Society was discussed with some Board Members querying when it would begin; the Development Officer agreed to meet with Board Members about this and discuss the agreed timescales for the work. It was suggested that local schools or youth groups could be involved in the bulb planting element of the project.
- Board Members noted that there was no update to report on the Window to the Past Project as yet.
- Flood resilience and how the CEF could realistically achieve outcomes through CDP projects was discussed by the Board. It was suggested by the Development Officer that the CEF could contribute to flood preparedness and helping to inform local residents with simple tips for coping with the threat of flooding.
- The Veteran woodworking project was progressing; the Development Officer would be meeting with Aimi Brookes from the Contracts Team at Selby to take this forward; it was noted that more support for veterans was needed in the Selby area.
- The Board acknowledged that the sheds project (3.4 in the CDP) still required a CEF lead; however, it was possible that the project could be stalled due to the regeneration work already being undertaken in the park by Selby District Council.
- Tony Wray volunteered as CEF lead for project 3.5 – Barlow Football

Field.

- In relation to the passing places project on East Common Lane in Barlow, there was agreement that something needed to be done and that a possible funding source had been identified. The Board were informed however that the creation of passing places depended on a number of factors decided by Highways at NYCC; unless there was a recorded history (in the past 3 years) of collisions, it would be difficult to evidence the need for such passing places. An alternative suggestion to the Board was to look into making the road one-way. The Board noted that access was already restricted for heavy good vehicles.

**RESOLVED:**

- To note the updates to the Community Development Plan.**
- To ask the Democratic Services Officer to contact Aimee Brookes in the Contracts Team about the replacement of swings and maintenance of outdoor gym equipment in Selby Park.**
- To ask Board Members to volunteer for the Community Speed Watch scheme and forward their details to the Democratic Services Officer for collation.**
- To ask Board members to contact the Development Officer by email to put themselves forward as the CEF leads for the remaining CDP projects.**

**27 MARKETING AND PUBLICITY**

The Board discussed ways to promote the Central CEF, including CEF plaques and promotional films. The Board also considered the associated costs for the CEF videos, as per the quoted costings provided on the agenda.

The Development Officer asked the Board to send any feedback to her relating to the Marketing Plan which had been circulated earlier in the year.

The Board agreed a preference for plaque 3a which was the same design that had been chosen by the other CEFs.

Board Members were also supportive of the plans to produce short videos about the CEFs, and agreed to the costings as set out in the agenda.

**RESOLVED:**

- To note the Board's preference for plaque option 3a.**
- To agree the funding costs for the CEF promotional films; a £155 contribution for the 'core' film about all**

**CEFs, and £440 for two short films about the Central CEF specifically; the total cost for the Central CEF was agreed as £595.00.**

## **28 COMMUNICATIONS**

The Board discussed points of interest relating to the Central CEF that should be forwarded to Selby District Council's Communications Team to undertake publicity work.

The Development Officer suggested that the three projects that had been awarded funding at the meeting this evening be forwarded to the Communications Team when underway.

### **RESOLVED:**

**To ask the Democratic Services Officer to forward details of the 3 projects agreed for funding on 3 October 2018 to the Council's Communications Team when they were underway.**

## **29 IMPACT REPORTS**

The Board received the impact report set out at page 57 to 68 of the agenda.

Magnetic Arts, 'Spring Into Art', £1,000

The Board considered the impact report from Magnetic Arts.

### **RESOLVED:**

**To note the impact report.**

## **30 NEXT MEETINGS**

The Board discussed the venue for the next Central forum on 12 December 2018, and asked the Democratic Services Officer to book Barlby Bridge Primary School as the venue.

The theme of the forum was identified as emergency planning and flood resilience. Attendees from the Flood Resilience Team at NYCC, the Emergency Planning Team at Selby District Council and the Environment Agency would be invited to attend the meeting.

### **RESOLVED:**

**i) To ask the Democratic Services Officer to book Barlby Bridge Primary School for the Central CEF meeting on 12 December 2018.**

**ii) To note that the theme of the meeting would be Emergency Planning and Flood Resilience.**

**iii) To ask the Democratic Services Officer and**

**Development Officer to invite the following representatives to attend the forum on 12 December 2018:**

- **NYCC Flood Resilience;**
- **Environment Agency; and**
- **Selby District Council Emergency Planning Team.**

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The meeting closed at 7.30 pm.

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# Agenda Item 5

## Central Community Engagement Forum Financial Report. 1 April 2018 to 31 March 2019

Balance carried forward from 2017/18	£14,671.00
Grant from SDC for 2018/19	£20,000.00

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

**Total budget for 2018/19      £34,671.00**

Ref.	Date Agreed	Date Paid	Paid to	Details	Amount (£)	
					Actual	Committed
	14-Mar-18		Groundwork / Central CEF	Steam Crane Feasibility Study (awaiting invoice from Groundwork)		£2,000.00
	14-Mar-18	12-Apr-18	Magnetic Arts	Spring into Art	£1,000.00	
	N/A	12-Apr-18	Selby Community Centre	Hire of Lounge for Forum 04.04.18	£28.00	
	N/A	21-Jun-18	Barlow Village Club	Room Hire and Tea/Coffee for Forum 13.06.18	£45.00	
	20-Aug-18	06-Sep-18	Poppy Appeal Selby	Poppy Waterfall at Selby Abbey	£5,000.00	
		11-Jul-18	Cunliffe Centre	Room Hire for Forum 12.09.18	£30.00	
	03-Oct-18		Inspiring Healthy Lifestyles	Selby Park: Picnic Brass Events Programme 2019		£5,000.00
	03-Oct-18		Selby Big Local	Big Aspirations - The Empowerment Project		£4,000.00
	03-Oct-18		Youth Council (Groundwork)	Friendship Café		£336.00
	03-Oct-18		Wild Studios	CEF Promotional Videos		£595.00
	03-Oct-18	N/A		Budget agreed by Board to trial leaflets and refreshments for forthcoming forums		£400.00
	25-Oct-18	25-Oct-18	Petty Cash	Cakes for Central - I Chilvers	£10.00	

Total Actual Spend to date	£6,113.00
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Remaining Commitments not paid	£12,331.00
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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      £16,227.00**

*This figure is the total budget available minus actual spend.*

**Total balance remaining      £28,558.00**

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# Agenda Item 6



## **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.

### **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.

### **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 co-ordinate 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).

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# Agenda Item 6.1

## 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](mailto: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](mailto: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	Central
Eastern CEF	
Southern CEF	
Tadcaster & Villages CEF	
Western CEF	

# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## Section one: About your organisation

Y 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

Children's Reading/Literature Festivals

### Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
17 Leeds Road, Selby , YO8 4HU	
Telephone number one	Email address (if applicable)
0785 2804999	<a href="mailto:info@childrensliteraturefestivals.com">info@childrensliteraturefestivals.com</a>
Telephone number two	Web address (if applicable)
	<a href="http://www.childrensliteraturefestivals.com">www.childrensliteraturefestivals.com</a> <a href="http://www.selbycrf.com">www.selbycrf.com</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
Mrs	Christina	Gabbitas
Position or job title		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	Y

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Other		Please describe	Selby District Children's Literature Festival
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**When was your organisation set up?**

Day	20	Month	January	Year	<b>2017</b>
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**Q1.5 Reference or registration numbers**

Charity number	In process of charitable status
Company number	10574821
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	N
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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.*

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

Name of Body / Organisation	Funding Awarded/Requested*
North Yorkshire Stronger Communities fund	£1,000 Awarded
Selby District Council – Cllr Mark Crane	£2,5000 pledged to be awarded
Awards For All Drax Arts Council	£10,000 Waiting Indicative (waiting for availability) Indicative £4,000
Wrapped Agency: Kate Eady – Ex Graphic Design teacher Selby College and York College and business owner, who employs individuals from the local area.	Gifting new website and design (worth £2,000) This will be ready in the next few weeks.

\*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?

Selby District Children's Literature Festival

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

#### Mission:

To give children from the Selby District an equal opportunity of attending a free literature festival, helping to bring communities together, realising the positive effect that reading can have, not just educationally but socially and emotionally too.

We need to help change the mindset of the community being involved with a literacy festival, making literature accessible for all.

The mission of Children's Reading /Literature Festivals is set to give children from all backgrounds an equal opportunity of attending a literature festival having access to books, reading and helping to bring communities together.

The first festival was held in Selby Abbey in March 2017, engaging 3,500 children and families. An impact report from the previous festival is attached.

#### The Planned Festival:

#### **Launch: Week beginning January 28<sup>th</sup>**

I have been invited by SDC to judge the Don't Be A Water Campaign blog. I suggested announcing this and would be good to display the work at the library. I will be launching the poetry competition for children to write about Selby Abbey and the winner will be announced at the families and communities day in Selby Abbey.

#### **Tuesday 26<sup>th</sup> March – An Evening with the Artists - Selby Town Hall**

We will invite parents, carers, teachers and anybody working with primary age children to experience a snippet of what the artists will perform with the children. Michael Bradley who is a musician and an ambassador for us will be the special guest who will talk about his life as an Undertone, to help bring more of the community out to hear about the festival. I met Michael whilst in the final of the Peoples Book Prize in 2017 with one of my books that addresses mathematical terminology with fun, and wants to help.

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

### **Wednesday 27<sup>th</sup> & Thursday 28<sup>th</sup> – Selby Abbey and Selby Library**

All central schools will be invited to read-aloud interactive sessions with an author respective to their age range. It is hoped that each child will be given a book token to bring with them to the families and communities day to pick up their free book. This worked exceptionally well and surpassed all my expectations. If we don't make the funding we need then a specific age group will be chosen.

### **Saturday 30<sup>th</sup> March – Families and Communities Day 10.00am-4.00pm**

All children within the 42 schools within the Selby District will be invited to this FREE families and communities day to attend all author sessions FREE.

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

February 2019

## 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?
<p>Objective 1:</p> <p>Community Safety Youth Provision</p>	<p>All primary schools within the Central CEF area will be invited to free read-aloud interactive sessions, regardless of ability. We want to give children of all abilities an equal chance, not just children interested in English.</p> <p>Children will experience a read-aloud interactive session with an author/illustrator respective to their age range.</p> <p>Reading aloud sessions can have a huge positive impact on children.</p> <p>We will be utilising Selby Library and research shows that libraries have a positive impact on all areas of learning including, reading and writing skills and a child's self-esteem.</p> <p>Promoting access to the library will be a great way to encourage more children and families to visit.</p>
<p>Objective 2:</p> <p>Health and Wellbeing</p>	<p>Promoting wellbeing, health and safety within our community is paramount in today's society.</p> <p>Encouraging children to read opens up a whole new opportunity and perspective on the world for them.</p> <p>Increasing positive activities for young children and their families is paramount in our communities. We can help encourage children to attend the event and attend interactive sessions with the authors/artists.</p> <p>Children and young people who are most engaged with literacy have better mental wellbeing than their peers who are least engaged.</p>

## 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)**

This application sits well with some of the priorities within the Central CEF community development plan.

The literature/reading festival is all about bringing communities together to help educate children, young people and parents. The concept highlights the benefits that reading can have not just educationally but socially and emotionally too. We want to make such festivals more inclusive and not exclusive.

The 2017 Selby District Children's Reading Festival had a positive impact for the community:

Here are just two of the testimonials:

**Naomi Smales – Selby Community Primary**

Staff were so positive about the whole event and thought that the organisation was superb. They said how they arrived and went straight to the designated area, their reading event/story took place straight away and the authors were really great. Our year 5/6 children were amazed at the editing processes that take place and now feel not so hard done by when we ask them to edit their work.

**Wendy Hockley, Barlby Bridge Primary**

What a wonderful festival! All of the school were able to attend and experience meeting an author. This really made the children excited about reading and writing. The event was very well organised and all of the children were talking about it afterwards. Thank you!

Our current authors/artists offer a diverse and inclusive mix of sessions, highlighting different cultures.

International African Rapping Poet Donovan Christopher

Award Winning Asian Author, Salma Zaman and Bollywood Dance Teacher & Yorkshire Arts Award Winner

Author, Poet and Blue Peter Book Award Winner Andy Seed

Dame Beryl Bainbridge Award & Education Award, Author, Poet & Voice Artist, Christina Gabbittas

Children's Author, James Nicol

This will be a wonderfully inspiring event on Selby's calendar, which we would like to grow. A time to celebrate reading, books and a community coming together.

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

### Q2.6 How much funding are you requesting?

£5,000 from the Central CEF

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

Cost Element	Cost (£)
<b>Author Costs</b>	6,300
<b>Marketing/Publicity/Leaflets</b>	2,300
<b>Venue Hire, Selby Abbey &amp; Town Hall</b>	1,500
<b>Events Insurance</b>	400,00
<b>Accommodation, Travel</b>	2,500
<b>Equipment</b>	1,350
<b>Books</b>	5,000
<b>Total Cost</b>	19,350

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

Yes	Y	No	
-----	---	----	--

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

If the full funding from my application isn't made, the event will still go ahead but will be scaled down. The amount of books and Number of Artists will be reduced.

I'm waiting for Awards For All decision.

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## 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.*

<b>Project Name</b>	Selby District Children's Reading festival
<b>Project Manager</b>	Christina Gabbitas
<b>Document Author</b> (if different from Project Manager)	
<b>Organisation Name</b>	Children's Literature Festival

### 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.*

The project is aimed to give young children and families a better opportunity of having access to reading and books with a dedicated annual literature festival.

This is set to help educate parents as well as the children.

Teachers can only achieve maximum impact with support from parents and families who also need educating on the benefits of reading.

There is a distinct lack of resource in this area, not just in Selby but many wards across England, with more emphasis being on gifted and talented children, and children who are interested in English. Our mission is to give children of all abilities an equal opportunity with the read aloud-interactive sessions.

Planned Festival:

#### **January 28<sup>th</sup> – Launch of Poetry Competition – The Library and Selby Abbey**

Children ages 7-14 to write about Selby Abbey. The winners will be announced at the Families & Communities Day on 30<sup>th</sup> March held at Selby Abbey. I wrote to Children's Author David Walliams who has donated signed books that I will use for this prize. David Walliams is unable to make the festival but wanted to show his support for such a worthy project.

This event will be targeted at all 42 Primary Schools within the district and secondary schools.

#### **Tuesday 26<sup>th</sup> March – An Evening with the Artists Selby Town Hall Special Guest Musician Michael Bradley from The Undertones**

**27<sup>th</sup> & 28<sup>th</sup> – Schools Fest** – All schools from Central Selby will be invited to receive interactive read aloud sessions with an author respective to their age group.

**March 30<sup>th</sup> – Families and Communities Day** – All invited to a free literature festival in Selby Abbey with read aloud-interactive sessions throughout the day and an opportunity to talk with authors and artists. More details are listed on the CEF Application form.

*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?*

The project will deliver a free literature festival that is all about educating and bringing communities together and sits well with the Central CEF community development plan. The concept highlights the benefits that reading can have, not just educationally but socially and emotionally too. We want to make the festival inclusive and not exclusive. All primary schools in the Central CEF area will be invited to read aloud-interactive sessions, performed by the authors regardless of ability. We want to give children of all abilities an equal chance, not just children who are interested in English. All the children will receive an interactive session with an author/illustrator respective to their age group. Reading aloud sessions can have a huge positive impact. We will be utilising and encouraging usage of Selby Library. Research shows that libraries have a positive impact on all areas of learning, including, reading and writing skills and help with a child's self esteem

Promoting wellbeing, health and safety within our community is paramount in today's society. Encouraging children to read opens up a whole new opportunity and perspective on the world for them. Increasing positive activities for young children and their families is paramount in our communities. We can help encourage children to attend the events. Children and young people who are most engaged with literacy have better mental wellbeing than their peers who are least engaged. Research also highlights further benefits of reading, including how:

- 43 per cent of readers said reading helped them to sleep better;
- Two-thirds (64 per cent 'regular' and 61 per cent 'rare') of readers report strong empathy for others;
- 19 per cent of readers felt less lonely when reading.
- 57 per cent of readers report greater cultural awareness;
- 48 per cent reported increased levels of creativity; and
- 72 per cent are more likely to have greater community spirit.

## **Benefits**

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

The project will deliver a positive message with measurable impact.

We need to help change the mindset of parents that being involved with a literacy festival is a positive measure and making the festival accessible for all without discriminating their financial position. An event that is accessible for all.

The benefits of including and inviting the whole community in this celebration makes people feel valued. If people feel valued it gives them a greater sense of being and wanting to achieve.

## **Project Approach / Delivery Options**

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

Children's Literature Festivals will deliver the project. Launch 28<sup>th</sup> January 2019 at Selby Library and Selby Abbey with a poetry competition. Children will be invited to write about Selby Abbey and the winning poem will be announced at the Families and Communities Day on 30<sup>th</sup> March.

26<sup>th</sup> March – An Evening with the Artists – Selby Town Hall

27<sup>th</sup> & 28<sup>th</sup> Schools Fest – All 12 central Schools invited to attend.

30<sup>th</sup> March – Families and Communities Day – Selby Abbey

All the event will be marketed through schools, local journals, Selby Town Hall Whats on, Selby Times and all online media.



## 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.

The project will be launched with a funded website by a local company, this will be launched (15<sup>th</sup> December) with all sponsors and supporters for the project with more to be added as funding is sought. The website will be [www.selbycrf.com](http://www.selbycrf.com)  
January will be the launch of the Poetry Competition where children are invited to write about Selby Abbey with David Walliams signed books as prizes.  
There will be a continual promotion of the festival from January and beyond March at families and communities day. I will propose that the next date will be set shortly after the festival to keep up the momentum for the 2020 event.

## 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** –
  - Author Costs £6,300
  - Marketing/Publicity/Banners/Leaflets £2,300
  - Venue Hire, Selby Abbey & Town Hall
  - Accommodation Travel £2,500
  - Event Insurance £400.00
  - Equipment £1,350
  - Books £5,000
- **People** –
  - Authors: Donovan Christopher African Rap Poet,
  - Salma Zaman Asian Author, Teacher & Arts Award Winner
  - Andy Seed Ex-Teacher & Blue Peter Book Award Winner
  - Ursula Hurst – Professional Illustrator Artist & Ex Teacher (currently showcased V&A Illustration Awards)
  - Michael Bradley, Musician, Author & Celebrity
  - Christina Gabbitas Dame Beryl Bainbridge Award & Education Award

## 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.

### Current funding

#### **Pledged:**

North Yorkshire Stringer Communities Programme £1,000  
Selby District Council – Cllr Mark Crane £2,500  
Wrapped Branding – Free dedicated Website Value £2,000

#### **Awaiting Approval:**

Awards For All £10,000

*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.*

The main risk is not having enough funding for what we want to achieve. Supplying free books are a luxury, so these maybe limited.

### **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?*

#### **Volunteers:**

We have the support of Selby Soroptimists once again. The ladies group fully supported and volunteered helping to make the organisation of the festival a huge success.

The poetry competition is to invite children to write about Selby Abbey with its 950 celebration, this is a great way to help more parents and children form the community. An invitation to this will also be sent out to children up to age 14 Selby secondary schools.

The festival does not depend on other projects for its implementation or success.

# Agenda Item 6.2

## 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](mailto: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](mailto: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	Yes
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

Parent Power Project

### Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
26 Whitley Farm Close Whitley North Yorkshire DN14 0GL	
Telephone number one	Email address (if applicable)
	parentpower@hotmail.com
Telephone number two	Web address (if applicable)
	www.parentpowerproject.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
Mrs	Emma	Delsaint
Position or job title		
Co-ordinator		

### 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		Month	APRIL	Year	2016
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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.

**Q1.6 Is your organisation VAT registered?**

Yes		No	<input checked="" type="checkbox"/>
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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*
N/A	

\*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?

Empowering parents to support themselves

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

We are a volunteer lead project run by parents who provide support to parents and carers of children and young adults with additional needs in the Selby area. We have 173 members.

We have been supported to create our own organisation so that we can ensure parents have the information, advice, networks and access to events that bring some short breaks to enable their energy to be restored. Too often our parents are battling many issues including challenging poor access and ensuring the rights of their children are addressed. We believe that our collaborative work and support can ensure that parents have the guidance and sharing of experience to enable them to learn from each other.

We are seeking funding to ensure our network grows and expands in numbers. To do so we require financial support as many of our parents are on low income due to the level of care they need to provide, combined with the additional cost of adaptations, travel and access to appropriate services.

We have previously organised inclusive activity days/sessions such as a family trip to Stockeld Park in Wetherby. Trips such as this are extremely beneficial to these families as choices can be limited for activities that include all disabled children and their siblings and can be too expensive for the whole family to access. Having other parents and carers alongside at an event means that they can support each other.

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

N/A

## 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?
<p>Objective 1:</p> <p>Providing local services to support families with additional needs</p>	<p>Weekly support sessions held at Brayton Community Centre            Creche            Family events            Facebook information via Social media</p>
<p>Objective 2:</p> <p>Ensuring families get the knowledge and support to access services available</p>	<p>Sharing information on Facebook            Quarterly talks from key agencies who can offer support            Signposting families through Parent Power Steering Group Meetings</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)**

Our families are an equal distribution from across the four CEF areas. They are members of the Facebook network, access our family days and attend our weekly support group. We ensure families get access to support, the right services, up to date information on entitlements. We provide local support that our parents have requested.

Most of our support is provided online and through telephone. Our activities for families are provided across the 4 different CEF areas including Selby Town Centre, Brayton, Eggborough, Drax, Osgodby to name a few. We hold our weekly group every Friday at Brayton Community Centre.

Our proposal will benefit families in need, bringing together a shared community that addresses the challenges of transport, access to services and the development of increased self-support.

Our weekly group meetings also benefit Beeable and the young adults to gain work experience and develop their social skills.

At the same time we will be happy to promote the work of the CEFs and share the details of events, funding opportunities and public forums.

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

### Q2.6 How much funding are you requesting? £970 from Central CEF

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

Cost Element	Cost (£)
<b>Costs</b>	
Community Centre 50 weeks x £10 room hire	500
School holidays hiring hall for crèche (13 weeks) x £15ph x 2hrs	390
Staffing for crèche – 2 staff x 2hrs x £10ph x 13 wks	520
Contribution towards 4 family events reaching 50 parents/children per event	1500
Advertising and promoting the group (local eyes min term 6 months)	210
<b>Total :</b>	<b>3,120</b>
<b>Contribution from the families we support</b>	
Contribution for crèche £5 per child x 13 weeks x 10	650
Family events £10 x 20 families x 4	1,500
<b>Funding sought from the CEFs (to be divided between the 4)</b>	<b>£970</b>

### 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 believe it is important to ask for contributions from the families we support. Your financial contribution will ensure we can provide events at a low cost. At the same time we will be growing our own fundraising activities, from tombolas, bring and buys as examples.



# Agenda Item 6.3

## 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](mailto: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](mailto: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	X
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

Yorkshire Energy Doctor CIC
-----------------------------

### Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
10 Danes Court Riccall YO19 6NP	
Telephone number one	Email address (if applicable)
01757 249100	<a href="mailto:kate@yorkshireenergydoctor.org.uk">kate@yorkshireenergydoctor.org.uk</a>
Telephone number two	Web address (if applicable)
07738 818391	<a href="http://www.yorkshireenergydoctor.org.uk">www.yorkshireenergydoctor.org.uk</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
Dr	Kate	Urwin
Position or job title		
Director		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Other	x	Please describe	Community Interest Company
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### When was your organisation set up?

Day	09	Month	07	Year	2014
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### Q1.5 Reference or registration numbers

Charity number	
Company number	9123530
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*
WEA	£1,160 (funding agreed)
NYCC Stronger Communities	£1,000 (indicative)

\*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?**

See project brief

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

See project brief

**COMMUNITY ENGAGEMENT FORUM  
APPLICATION FORM**

See project brief

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

See project brief
-------------------

**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:	See project brief
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)**

See project brief

## 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 (£)
See project brief	
<b>Total Cost</b>	

### 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.*

<b>Project Name</b>	Central CEF Community Energy Ambassadors
<b>Project Manager</b>	Kate Urwin
<b>Document Author</b> (if different from Project Manager)	
<b>Organisation Name</b>	Yorkshire Energy Doctor CIC

### 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.*

There is a real need to educate people around energy use in the home and to increase awareness of the schemes that are available to support vulnerable households. This will enable more informed actions to be taken to manage energy use, reduce costs and make homes warmer.

Surveys show that 60% of adults don't understand their energy bills (more than any other household bill) (uSwitch, 2016). Nearly two-thirds of people worry about energy prices and in 2017 consumers voted that energy prices should be the second biggest priority for the UK government, behind only social care for the elderly (Which? 2017).

Problems with energy bills lead to financial difficulties and debt, which causes stress and anxiety, and living in a cold home negatively impacts on physical health. From our previous work we have helped residents make average savings of £234 per year by switching their tariff and have successfully applied to get over £26,000 of energy and water debts written off (an average of £1,358 per household who has been in arrears). This is in addition to making referrals for insulation or boiler schemes, giving general energy saving advice and ensuring people are aware of other services and sources of support that are available in the district.

Through our project we will train residents, Councillors, community volunteers or frontline staff from organisations within the Central CEF area so that they are equipped to work as Community Energy Ambassadors.

This will firstly benefit the participants directly by helping them to reduce and better manage their own energy costs. It will also improve their confidence and knowledge in this specialist area and, whilst doing so, enhance transferable skills in communication, problem-solving and providing advice. We will enthuse attendees and motivate them to use their new knowledge and skills to help others in their community.

The project will, therefore, have a much wider benefit - our new Energy Ambassadors will be encouraged to cascade information and knowledge further afield to their own social networks, to friends, family members, neighbours or constituents in the Central CEF area. In this way, many more people within the CEF area will benefit from energy savings and warmer homes.

The Selby East and Selby West Wards have been specifically identified by Selby District Council as two of the five priority areas in the district for tackling fuel poverty. This means that any household with an income of less than £21,000 in these areas is deemed as being at risk of fuel poverty and is eligible for support to improve the energy efficiency of their home, irrespective of whether they receive any benefits. In areas around Abbots Road and Flaxley Road, 14.2% and 15.9% of people are in fuel poverty. Over the last year we have received 201 referrals for home energy visits in the Selby District, 66 of them have been in the Central CEF area (33%). There is, therefore, a real need to do more to support residents who are on a low income, facing unaffordable energy bills, who are in energy debt and who are living in cold homes. We already have around 10 people we know of who would be interested in attending this course and that is before advertising it more widely.

## Details of the Project

*Please list the details of your project*

We would run two 5-week training courses (half a day each) to equip at least 15 local people with the skills and knowledge to act as Community Energy Ambassadors for the Central CEF area. As noted above, this will benefit the participants personally but they will also act as trusted voices within their own community as they will become fully equipped to cascade energy saving advice, as well as information on other sources of support available within their local area. This may be informally to friends, neighbours, or family members, or more formally to support the work of other community organisations. We have found throughout our work that word of mouth is a powerful tool to disseminate information

We will run two training courses in Selby, one at the library and the other is to be confirmed. Each course will consist of 5 sessions and will cover:

- Understanding fuel poverty
- How much different household appliances cost to run
- Smart meters, the pros and cons
- Understanding energy bills
- How to switch energy supplier
- Energy busting myths and facts
- Understanding heating systems and controls
- The schemes available to help people in fuel poverty and other low-income households
- Other sources of help and support to residents, particularly those who may be socially isolated

The modules will be interactive, using real life examples to demonstrate key topics, e.g. we will get participants to bring in their own energy bills and pictures of their own meters and heating controls, and we will bring energy monitors and electrical appliances to test energy use. We will create Ambassador packs for participants to build up as they progress on the course.

We developed the course content and materials thanks to a grant from the European Social Fund in 2017/18 and ran two courses through that project. We have also just run a third course in Tadcaster, funded by the Tadcaster and Villages CEF and have recently been awarded funding from Southern CEF to run courses in their area later this year. We have received very positive feedback from the participants, many have made cost savings themselves as well as cascading the knowledge gained further amongst their social networks.

## 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?*

Our project will tackle cold homes and high energy costs by looking to overcome the difficulties of getting support to those who most need it. We know that there is much distrust around energy issues, stemming from companies cold calling about switching energy supplier or promoting 'free' boilers or insulation. Additionally, there is increasing promotion of the need to be more aware of potential scams. This backdrop can deter people from actually accessing reputable and independent advice

We will look to overcome these barriers by skilling up residents, staff or volunteers within the Central CEF area so they can firstly save themselves money at home but, secondly, so they can act as a trusted person to support and advise other people within their local community and to signpost them to other support services. Ultimately this will save far more people money and, by doing so, help local residents be better able to afford their heating costs and be warmer in their homes.

We will link into the Community Development Plan objective: *raise awareness and break down barriers around community health and well-being and encourage practical support activities*. Being cold at home can make people ill and exacerbate underlying medical conditions. Being in debt with your energy supplier or worrying about the cost of energy bills can have a significant negative impact on mental well-being. The course will help attendees in all of these areas with the ultimate aim of helping people to be able to heat their home at an affordable price.

The project also touches upon Loneliness and isolation and creates practical support activities. We are introducing an exciting new opportunity into the area where residents can attend a five-week course, learn new skills, meet new people, share experiences and feel part of a new initiative. We will then encourage people to share their new knowledge with other people in their own social networks.

## Benefits

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

Participants:

- 1) Direct financial benefit – estimated average saving of £234 per person by taking actions such as changing energy supplier, having a water meter fitted, applying for a warm home grant, getting homes insulated. Some impacts are however much greater than this – on our recent Tadcaster course three participants changed their energy supplier during one session, saving over £1,400 between them.
- 2) Non-financial – development of confidence and skills in providing energy advice to others in the community. Provision of a new activity within a local area, thus potentially tackling loneliness and social isolation by encouraging people to get involved.

Wider community:

- 1) Direct financial benefit – from participants cascading information on energy saving and support schemes within local communities
- 2) Local Community Energy Ambassador will give a trusted point of contact for any energy-related queries, giving reassurance amongst vulnerable households
- 3) Improved health and well-being benefits, for example, helping to reduce energy costs or understand energy bills can alleviate stress and worry. Advising on ways to heat a home at a more affordable cost will negate the risks of people living in cold homes.
- 4) Increase in people accessing one-to-one specialist energy advice visits or other initiatives being run in the area.

## Project Approach / Delivery Options

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

We will firstly promote the opportunity to key people within the community. For example, we will email all District Councillors, CEF Board Members and Town/Parish Clerks. We will provide a poster to be displayed on community noticeboards and promote in village newsletters, the Selby Times, Selby AVS and Selby Advice Network. We will also promote via local organisations such as Horton Housing's Community Cafes, coffee mornings, over 60s groups, churches and via some of our existing community contacts. Our key aim is to upskill staff and volunteers from organisations and groups so they can help people in their community to make savings. However, the courses will be available to anyone who lives, works or volunteers in the Central CEF area.

Our two courses will then be held at two different community venues in Selby and will be delivered by the Yorkshire Energy Doctor CIC (2 staff members). We will run 5 sessions per course, each of which will last 3.5 hours.

## 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.

2019

March/April: Design flyer and publicise project as widely as possible

Summer: Recruit participants for first course and set dates and times

Sept/Oct: Run first course

Aug/Sept Recruit participants for second course and set dates and times

Oct/Nov: Run second course

## 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 –**

Resource	Cost
Staff time to: <ul style="list-style-type: none"> <li>- Promote training courses</li> <li>- Sign up participants</li> <li>- Compile course materials</li> <li>- Deliver 5 x 3.5hour sessions, plus travel time and some preparation (x 2 cohorts, 2 staff members)</li> <li>- Publicity via social media etc</li> <li>- Prepare Ambassador packs for each participant</li> </ul>	£3,750
Admin support for publicity, promotion	£150
Flyer design	£45
Printing costs for flyers and posters	£100
Stationery (course packs etc)	£40
Travel (14 trips to cover course delivery & promotional activities @ average 11 miles each @45p/mile)	£70
Room hire costs (10 sessions, 4.5 hours each @£15 per hour)	£675
<b>TOTAL</b>	<b>£4,830</b>

- **People –**

2 staff members will deliver the course together, one specialist in energy and one with expertise in training and community work.

## **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*

One of the two courses will be run in partnership with WEA who have agreed to cover the costs of one course tutor and the room hire, costed at £1,160

We have also discussed the project with NYCC Stronger Communities Team and will be applying to them to match fund the WEA funding for one of the courses (£1,000 to be applied for)

We are applying to Central CEF for funding to cover the cost of the second course, including costs for 2 tutors and room hire, and some additional costs that are applicable to both courses such as the course packs, flyer design, staff costs for promotion and preparation, travel etc. = £2,670

Any follow-up work, e.g. referrals made by Energy Ambassadors for home visits or joint community advice events etc will be provided through other funded projects.

## **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?*

We are currently running this training course in Tadcaster and later this year will be running it twice in the Southern CEF area.

Once trained, the Community Energy Ambassadors for the Central CEF will be able to link in with other funded projects we currently have going on. For example, if they come across a vulnerable resident needing a one-to-one home visit then we would be able to meet this need through separate funding. Also, if the Ambassador is involved in a local community group and wants to run an advice session for that group then we can also support this through a different project.

Our aim is to create a new network of local expertise that can address the issues and options relating to energy usage, supported through the Yorkshire Energy Dr CIC. An exciting opportunity to make a lasting impact on the lives of many people in our local community.

## Central CEF Community Development Plan – Updated January 2019

### Key objective one: TIDY ENVIRONMENT

#### What are we going to do?

To provide a tidy environment by working in partnership with local communities and town centre stakeholders to improve neglected areas within the public realm.

Ref	Location	Project description	How will we achieve success?	When	Partners	Update	Priority	CEF Lead
1.1	CENTRAL AREA CEF	<p>Team Up to Clean Up Campaign</p> <p>The ambitious participation campaign to engage local people to take action to improve their community. £9,000 to be made available for the delivery of the campaign.</p>	<p>Applicants will nominate a site via the on-line nominations form on the Selby District Council's website</p> <p>Eligible projects will be shortlisted independently by Groundwork, and then they will go forward to the Central Area CEF's Partnership Board to determine the three winning projects.</p> <p>Three community engagement projects, will be awarded of <b>£3,000</b> each. The funding will contribute to the capital and/or revenue costs of each project.</p>	2018	Selby DC Selby TC Brayton PC Barlow PC	<p>To run a Team up to Clean up Bi-Annually</p> <p>UPDATE: Work on Marsh Lane in Barlow scheduled to commence in January.</p> <p>Work on the Brayton and Selby sites also progressing in the New Year.</p>	Progressing	Steve Shaw-Wright

1.2	<b>SELBY</b> Ousegate	To install handrail alongside of the footpath under the railway bridge.	Liaise with NYCC Highways and Network Rail regarding the options and costs.	2018	Cllr Dyson Selby DC NYCC Network Rail	Meeting with Cllr Dyson on the 9 <sup>th</sup> of May to undertake a site visit.  UPDATE: Site visit undertaken – Network Rail now needs to be contacted.	Progressing	Michael Dyson
1.4	<b>SELBY</b> <b>TARA</b> (Flaxley Road)	To help reduce fly tipping and tidy up the area Targeted Community Tidy up days	To liaise with SCD Housing – Dominic Richardson	2018	Groundw ork SDC Central CEF	Meeting to be agreed with Dominic Richardson to establish what has happened previously and to establish how to move forward on this	Progressing	Clifford Lunn
1.5	<b>CENTRAL</b> <b>AREA CEF</b>	Window on the Past - Heritage Project	To develop a new visual interpretation of Selby's hidden heritage.  To create 2 pictorial windows to illustrate buildings and townscapes of the past.	2018	Groundw ork STEP SDC	Meeting to be arranged with SDC Communities Team Dates suggested 2pm Thursday 31 <sup>st</sup> of May at the Civic Centre  Cllr Ian Chilvers & Cllr Steve Shaw Wright to attend?	Progressing	Steve Shaw- Wright



						UPDATE: Cllr Steve Shaw Wright was unable to attend the meeting but the meeting took place. SDC happy for this to proceed, need quotes and designs		
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### Key objective three: COMMUNITY SAFETY

#### What are we going to do?

To work in partnership with the Police, Statutory bodies and Town and Parish Councils to identify potential hotspots for crime and anti-social behaviour and develop practical solutions for reducing incidents.

Ref	Location	Project description	How will we achieve success?	When	Who	Update	Priority	CEF Lead
2.1	<b>CENTRAL AREA CEF</b>	Flood & Community Resilience	<p>Awareness raising to help communities understand the risks of flooding.</p> <p>Assistance for communities to develop a flood resilience plan.</p> <p>Mini Conference to outline risks of flooding and practical advise on how to minimise</p>	2017	Selby DC & TC Brayton PC Barlow PC NYCC EA Emergency Services	<p>Central CEF to start moving this forward. Working group to be formed</p> <p>UPDATE: Flooding and Community Resilience themed Forum event held. NYCC working with Parish Councils to</p>	Progressing	Brian Marshall & Stephanie Duckett

			<p>impact of flooding – 2 session – one to support PC’s to update their community Plans</p> <ul style="list-style-type: none"> <li>- Second to open up to the public to discuss practical advice</li> </ul> <p>Recruitment of Volunteer Wardens – street/area specific</p> <p>Development and roll out of Emergency boxes to the most vulnerable.</p>			help update Plans		
2.2	<b>CENTRAL AREA CEF</b>	ASB – Youth Provision	<p>To work closely with IHL and other youth support groups to establish gaps in provision</p> <p>Engagement with local Primary Schools establish gaps in provision</p> <p>Work in Partnership to ensure that the provision that is on offer is easily accessible and known about.</p>		<p>NY Police IHL Central CEF Groundwork SDC Sue Shooter</p>	<p>Central CEF to form a working group, meetings to be held with partners to establish delivery model and ensure there is no duplication</p> <p>Groundwork to facilitate meeting</p> <p>UPDATE: Meetings held with Student Council and Kate Mills – Soup Kitchen/ Social Isolation and Perception of Youth</p>	Progressing	Karl Arthur

						<p>Littering, - Re-education and assessment of language barriers</p> <p>Partnership formed with Big Local and Big Aspirations – Funding application secured and project progressing</p> <p>Karl Arthur has proposed the introduction of a Selby District Council Chairs Award scheme as a way of recognising the contributions of young people</p>		
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**Key objective four: HEALTH AND WELL-BEING**

**What are we going to do?**

To raise awareness and break down barriers around community health and well-being and encourage practical support activities.

Ref	Location	Project	How will we achieve	When	Who	Update	Priority	CEF
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		<b>description</b>	<b>success?</b>					<b>Lead</b>
3.2	<b>Central Area</b>	<p>Reinvigorating and increasing use of Selby Park</p> <p>Decrease Social Isolation, Increase Time spent outdoors.</p> <p>Getting Selby Active.</p>	<p>Working in Partnership with IHL, SDC and Central CEF to establish a calendar of events to be carried out in the Park.</p> <p>Possibly CEF to fund a Weekly Brass Band throughout the Summer? Events to be scheduled in the Amphitheatre</p>	2018	IHL SDC Central CEF	<p>Groundwork and Central CEF to facilitate initial meeting with key partners</p> <p>UPDATE: Initial meetings taken place, working group formed, programme of events developed, CEF application completed, Tesco and Awards for All pending.</p> <p>UPDATE: Further meeting with IHL and partners scheduled for 22 January</p>	Progressing	Judith Chilvers
3.3	<b>Central Area</b>	<p>Veteran Wood working project - Building confidence, increasing community involvement, promoting empowerment, decreasing social isolation</p>	<p>Working in partnership with SDC, Community First Yorkshire, Veterans Wood Work, to undertake a number of sessions that will engage with Selby Districts veteran community, to undertake practical working sessions using Selby's natural resources to make pieces of art/ wood craft pieces that can be displayed through the town and</p>	2018	Community First Veterans Woodwork Groundwork SDC Central CEF	<p>Groundwork to develop project plan and submit funding applications to enable this progress</p> <p>UPDATE: Community First have decided not to support this project due to</p>		TBC

			in key woodland places Establishing a sustainable group of veterans that will continue to meet and support each other.			concerns around the finances		
3.4	<b>Central Area</b>	Increase sustainability of upkeep of Selby Park by integrating projects like “Men in Garden Sheds” and “She Sheds”	Working in partnership with SDC, IHL, Selby College and Central CEF to get a Shed/Workshop in Selby Park where banks of Volunteers can come together to ensure the upkeep and development of Selby Park	2018 - 19	SDC IHL Groundwork Central CEF	Groundwork and Central CEF to facilitate initial meeting with key partners  UPDATE: Initial Partnership meetings with SDC and IHL are underway	Progressing	TBC
3.5	<b>Barlow / Central</b>	To Help to inform the SDC Strategic Asset Management Report– Starting with looking at options for Barlow’s Football Field and Drainage  Increase sporting activities within the Central CEF area	Barlow PC to gain quotes to establish the work required and the cost to bring the pitch back to a useable state of repair  Funding to be secured to carry out the work required  Groundwork to get an update form SDC with regards to their Open Green Space Strategy	2018	Barlow PC Central CEF Groundwork	All sporting Facilities managed by IHL Need to make contact with Caroline Skelly at SDC	Progressing	TBC

**Key objective five: PUBLIC TRANSPORT, TRAFFIC AND SPEED**

### What are we going to do?

Public Transport is an issue for many villages and towns. As this issue spans all the CEF areas then Central Area will work in partnership with other CEF areas to establish solutions

Ref	Location	Project description	How will we achieve success?	When	Who	Update	Priority	CEF Lead
4.1	<b>Barlow – Brayton, Barlby Bridge and Selby Central</b>	Community Speed Watch	<p>Barlow tried to get this initiative off the ground to help reduce speeding in the village, they are unable to generate enough Volunteers,</p> <p>Central CEF would like to showcase this initiative and undertake the required training and become the volunteers, moving around the central CEF area, generating interest and showcasing the impact and hopefully start to generate sustainable volunteer groups in each of our areas.</p>	2018	Central CEF	TBC	Progressing	Tony Wray
4.2	<b>East Common Lane Barlow</b>	Increase number of passing places along an ever increasingly busy Rural lane.	Liaise with Highways NY and SDC	2018	Central CEF	TBC		Tony Wray

\*\*\* We are missing promoting the Economy

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### End of project impact report

Grant Awarded: £1,000

Date Awarded: 3 January 2018

#### Organisation Details

Name: Hagge Woods Trust

Address:  
Little Annexe, Estate Office, Escrick, York

Postcode: YO19 6EA

#### Project Details

Project Title / Description:

**Central CEF Grant Application C0035 – “Transportation Funding for Selby Primary Schools to Visit Three Haggess Wood-Meadow”.**

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Contact Name: Rosalind Forbes Adam Tel: 07976 821903

## IMPACT REPORT FOR PERIOD 3<sup>rd</sup> Jan 2018 TO 30 Dec 2018

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

Due to the funding offered by Central CEF, Selby Community Primary School, 48 year one pupils were able to take part in Hagge Woods Trust outdoor education provision at Three Haggas Wood-Meadow. 24 pupils visited us on Tuesday 13<sup>th</sup> November and 24 pupils visited us on Thursday 16 November. Their visits consisted of a day filled with action-packed activities linked to national curriculum topics such as *habitats*, *tree ID*, *seed dispersal* and *food chains*. These visits enabled local children to better understand and interact with the natural world by being outdoors and Three Haggas Wood-Meadow provided the perfect safe and enclosed wild space. The teachers had a wonderful day and commented that learning outdoors has had a positive effect on the children both mentally and physically. The teachers are very keen to visit again in 2019 and take advantage of our summer curriculum linked activities such as pond dipping and mini beast hunts.

**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.**

These visits have met the Community Development Plan objectives as they enabled the children from Selby Community Primary School to better understand and interact with the natural world in a positive and constructive way by being outdoors in Three Haggas Wood-Meadow and engaging in our range of curriculum linked topics. The visits certainly demonstrated the overall aim of the Central CEF Development Plan in that it encouraged **“positive attitudes towards the environment”** and **“raising awareness and breaking down barriers around community health and well-being and encouraging practical support activities”**. The children were so excited by the end of the day and had clearly had a wonderful time. Many of them asked me when they could return again.

**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.**

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**Any other comments on the project and its success:**

It was really wonderful to welcome Selby Community Primary School to Three Haggis Wood-Meadow. Without the funding they would have not been able to visit us and take part in our outdoor education learning provision. The school have emailed since their visit to say thank you but also to say they would really love to come again next year (2019).

We were unable to secure a date for Barwic Parade School to visit us and take part in our outdoor education. They seemed to be just too busy to be able to arrange a visit, which was a real shame.

As the transport costs were much lower than originally thought this does mean that we have not spent all the grant funding. In hindsight, it would have been more beneficial for us to invite other schools in the Central CEF location to take part and not just Selby Community Primary and Barwic Parade. I wonder if it would be possible for us to extend the remaining grant funding and invite other schools in the Selby area to take part in our outdoor education provision?

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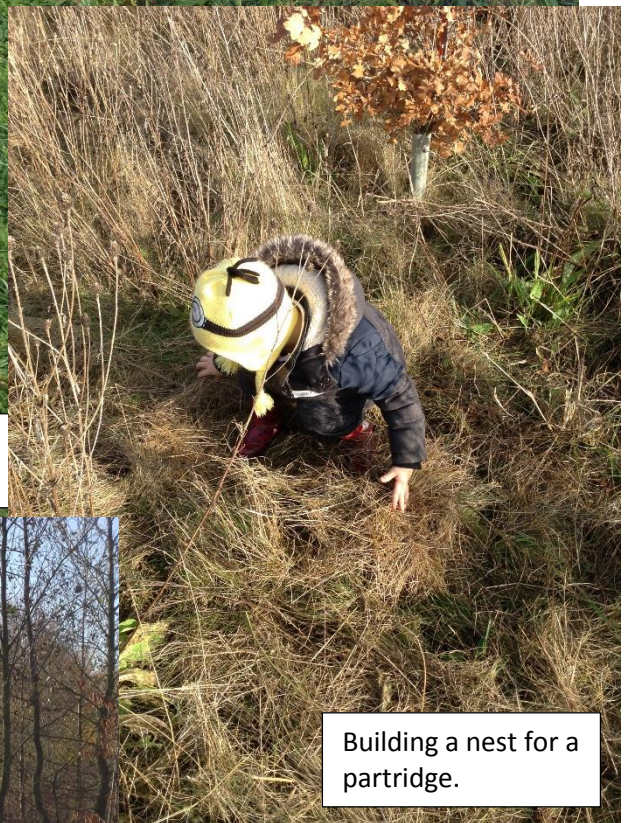
Selby Community Primary School  
Year 1 Outdoor Education Visit to Three Haggas Wood-Meadow



You can't catch me!  
Fox and Rabbits Food Chain



Mole hunting and  
learning about habitats



Building a nest for a  
partridge.



Page 65  
Tree ID and making  
leaf bookmarks

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### End of project impact report

Grant Awarded: £1,000

Date Awarded: 3 January 2018

#### Organisation Details

Name: Abbey Belles Chorus

Address: 11 Clog Mill Gardens, Selby

Postcode: YO8 3ED

#### Project Details

Project Title / Description: Further Development of Chorus and Outreach

Contact Name: Amy Crampton Tel: 07724 904351

**IMPACT REPORT FOR PERIOD January 2018 TO December 2018**

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

The Abbey Belles Chorus wanted to use the grant to improve the sound of the chorus. The chorus held a retreat weekend in September which involved all of our members going to York Racecourse to stay in the Jockey quarters. We paid for a singing coach to come join us for the weekend to teach us new singing techniques and work on the sound the chorus made. We were also able to cover a big proportion of the cost of the accommodation. The chorus compete annually at the Ladies Association of Barbershop Singers National Convention. This was held in October following the retreat weekend. The chorus scored their best ever score this year and received some excellent feedback from the judges which really showed that the work had paid off.

**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 funding enabled us to hold an event which everybody could attend regardless of their financial position. This meant the event was very inclusive. The chorus have been highly motivated this year to work on the sound. The grant was a real boost to the chorus to know that Selby District Council also shared our vision. The work towards a common goal really helped and you could see that everybody was working hard to achieve our goal. The chorus are proud of the score we achieved and felt proud to represent Selby at a National Competition.



**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.**

The ability to fund the weekend allowed the vast majority of the chorus to attend the event. This retreat enabled us to work hard for two days and helped us to achieve so much. It also allowed the chorus to have some time together socially on the evening with no distractions from home. This gave the chorus a real boost to be able spend the time together and helped to create the right balance between working hard whilst having fun. The chorus have always prided themselves on being a fun chorus and we have always seen it that we are singing with our friends. It was therefore lovely to have this time together.

**Any other comments on the project and its success:**

Thank you for supporting the Abbey Belles!

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