



## Southern CEF Partnership Board



# Agenda

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

Date: Thursday, 13 December 2018

Time: 6.30 pm

To: District and County Councillors  
Councillors D Peart (Chair), M Jordan, C Lunn, J McCartney, M McCartney, C Pearson and D White

Co-opted members

Steve Carr, Fiona Conor, Gillian Ivey, Dave Perry, Keith Westwood, Michael Rodgers and Josh Windle

### 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 - 4)**

To confirm as a correct record the minutes of the Southern CEF Partnership Board held on 20 September 2018.

**4. APPOINTMENT OF VICE-CHAIR FOR 2018/19**

To appoint a Vice-Chair for the municipal year 2018/19.

**5. CHAIR'S REPORT**

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

**6. BUDGET UPDATE (Pages 5 - 6)**

To consider the Southern CEF budget.

**7. FUNDING APPLICATIONS (Pages 7 - 10)**

To receive recommendations from the Funding Sub-Committee in relation to funding applications (oral report);

7.1 – Hensall Wednesday Club, 'Small Grant', £1,000

7.2 – To Note: Urgent Funding Application – Carlton Rainbows & Brownies Girlguiding, 'Kingswood Trip', £600

To consider funding application;

7.3 – Making Things Happen C.I.C., 'Southern CEF Wellbeing & Fitness Project', £4,930

7.4 - Yorkshire Energy Doctor C.I.C., 'Southern CEF Community Energy Ambassadors', £4,911

The Funding Framework is attached for reference.

**(7.1) HENSALL WEDNESDAY CLUB, 'SMALL GRANT', £1,000  
(Pages 11 - 18)**

**(7.2) TO NOTE: URGENT FUNDING APPLICATION - CARLTON  
RAINBOWS AND BROWNIES GIRLGUIDING, 'KINGSWOOD  
TRIP', £600 (Pages 19 - 26)**

To note the urgent funding application received from Carlton Rainbows and Brownies Girlguiding for their Kingswood trip (£600).

This grant was approved by the Partnership Board by email under the urgent application procedures, and then agreed by the Head of Community, Partnerships and Customers in October 2018.

**(7.3) MAKING THINGS HAPPEN C.I.C., 'SOUTHERN CEF WELLBEING & FITNESS PROJECT', £4,930 (Pages 27 - 42)**

**(7.4) YORKSHIRE ENERGY DOCTOR C.I.C., 'SOUTHERN CEF COMMUNITY ENERGY AMBASSADORS', £4,911 (Pages 43 - 58)**

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

To receive feedback from the Forum meeting held on 11 October 2018 (oral update).

**9. COMMUNITY DEVELOPMENT PLAN (Pages 59 - 68)**

To consider progress and developments relating to the Southern CEF Community Development Plan.

**10. MARKETING AND PUBLICITY**

To discuss ideas to promote the Southern CEF.

**11. COMMUNICATIONS**

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

**12. IMPACT REPORTS (Pages 69 - 72)**

To consider the following completed impact report:

- Eggborough Methodist Church – Mid Project Impact Report

**13. NEXT MEETINGS**

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

Dates of next meetings	
Thursday 17 January 2019 6.30 pm	Forum - CDP Eggborough Methodist Church
Thursday 7 March 2019 6.30 pm	Forum Location TBC

*G. Marshall*

Gillian Marshall  
Solicitor to the Council

For enquires relating to this agenda, please contact Dawn Drury on 01757 292065  
ddrury@selby.gov.uk.

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# Minutes

## Southern CEF Partnership Board

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Venue:	Meeting Room 2 - Civic Centre, Doncaster Road, Selby, YO8 9FT
Date:	Thursday, 20 September 2018
Time:	6.45 pm
Present:	<u>District and County Councillors</u> Councillors C Lunn (Chair) and M Jordan  <u>Co-opted Members</u> Steve Carr, Dave Perry and Josh Windle
Officers present:	Chris Hailey-Norris, Development Officer, (Association of Voluntary Service (AVS) and Dawn Drury, Democratic Services Officer (Selby District Council)
Others present:	0

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### 18 ELECTION OF CHAIR

In the absence of the Chair, Councillor Peart, it was proposed, and seconded, that Councillor Cliff Lunn be elected as Chair for this meeting.

**RESOLVED:**

**To appoint Councillor Cliff Lunn as Chair for this meeting.**

### 19 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Peart and Pearson, Gillian Ivey, Fiona Conor and Michael Rodger.

### 20 DISCLOSURES OF INTEREST

There were no disclosures of interest.

## **21 MINUTES**

The Partnership Board considered the minutes of the meeting held on 26 July 2018.

### **RESOLVED:**

**To confirm as a correct record the minutes of the Partnership Board meeting held on 26 July 2018.**

## **22 CHAIR'S REPORT**

In the absence of the Chair, this item was deferred.

## **23 BUDGET UPDATE**

The Partnership Board considered the Southern CEF budget and noted a balance of £20,106.57

### **RESOLVED:**

**To note the budget update.**

## **24 COMMUNITY DEVELOPMENT PLAN**

The Partnership Board considered progress and developments related to the Community Development Plan (CDP).

The Development Officer informed the Board that the Selby Hands of Hope, Pop Up Shop in Thorpe Willoughby had reported an increase in donations received and that two staff members had been recruited.

The Development Officer reported that he had spoken with the Young Entrepreneurs project as requested at the last meeting of the Board, and informed them that they had been granted an extension for their project of one year to conclude in September 2019; in the meantime he would be meeting with them to explore marketing options.

The Development Officer informed the Board about a multi-agency partnership bid which had been submitted to the Big Lottery Fund in relation to loneliness and isolation, if successful a grant would be available for projects that reached out to people of all ages who feel lonely in the area. It was noted that the scheme would commence in January 2019 and would cover twenty four villages in the area.

## **25 MARKETING AND PUBLICITY**

The Development Officer informed the Board that the flyer and door to door leaflet drop was making a difference in terms of communicating with residents and attendance at meetings. It was explained that an initial drop was made

asking for local resident's views on what they would like to see discussed, feedback was collated and used to provide the theme of the next Forum.

The Development Officer stated that there was a need to plan the Forum themes and dates in advance to ensure that the publicity print was circulated out sooner which would also facilitate meeting deadlines for other external publications.

A discussion took place around the use of banners and displaying them outside a venue to advertise that a meeting was in progress. The Partnership Board agreed that this was an excellent idea and asked the Development Officer to source banners.

The Development Officer updated the Board regarding approval for the CEF plaques, the video and the short films; three of the CEF's had now agreed to fund them.

**RESOLVED:**

**To ask the Development Officer to source external banners.**

**26 COMMUNICATIONS**

A discussion took place around the use of social media, particularly in the case of village facebook pages and sharing pages, the Board indicated that the subject should be taken to the next meeting of the CEF Chairs for consideration.

**RESOLVED:**

**To ask the Chair of the Southern CEF to raise the subject of using social media / facebook at the next meeting of the CEF Chairs.**

**27 IMPACT REPORTS**

The Partnership Board considered the impact report that had been submitted and was included in the agenda:

- Selby Boxing Academy

The Development Officer explained that updates on previous grants and projects was useful in providing feedback and was used to populate the Annual Report

**RESOLVED:**

**To note the impact reports.**

## 28 NEXT MEETINGS

The Board agreed to bring the date of the next Partnership Board meeting forward to the date scheduled for the Forum; Thursday 13 December 2018, and confirmed the date of the next Forum as Thursday 17 January 2019, 6.30 pm at Eggborough Methodist Church.

The Board felt that the meeting date on 17 January 2019 should be themed around developing and refreshing the Community Development Plan (CDP), with Southern CEF parish councils and previous applicants invited along to contribute to a new CDP for the Southern CEF.

### **RESOLVED:**

- i. To re-schedule the next Partnership Board to Thursday 13 December 2018 at the Civic Centre, Selby.**
- ii. To confirm the next Forum as Thursday 17 January 2019, 6.30 pm at Eggborough Methodist Church.**
- iii. To ask the Democratic Services Officer to book Eggborough Methodist Church for the next Forum on Thursday 17 January 2019.**

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The meeting closed at 7.27 pm.



**Southern Community Engagement Forum**  
Financial Report. 1 April 2018 to 31 March 2019

Balance carried forward from 2017/18      £3,163.00

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      £23,163.00**

Ref.	Date Agreed	Date Paid	Paid to	Details	Amount (£)	
					Actual	Committed
	N/A	19-Apr-18	Reach Studios	Forum Flyer for 26.04.18	£45.00	
	N/A	10-May-18	Hensall Community Primary School	Hire of Hall for Forum 26.04.18	£49.00	
	N/A	30-Apr-18	CreateTVT	Printing and distribution for Forum survey flyer (May) & Forum flyer (June) for Forum 14.06.18 (Carlton)	£398.00	
	N/A	07-Jun-18	Carlton Methodist Church	Room hire and tea/coffee for Forum 14.06.18	£35.00	
	N/A	24-May-18	Reach Studios	Flyer Design (1) 14.06.18 Forum	£55.00	
	N/A	31-May-18	Petty Cash	Refreshments for 26.04.18 Forum	£26.88	
	N/A	14-Jun-18	Reach Studios	Flyer Design (2) 14.06.18 Forum	£55.00	
	N/A	12-Jul-18	Petty Cash	Refreshments for 14.06.18 Forum	£29.55	
		09-Aug-18	createTVT	Printing and distribution for Forum survey flyer & Forum flyer for Forum 11.10.18	£498.00	
		09-Aug-18	TW Sports Club	Hire of Room for Forum 11/10/18	£100.00	
S0088	26-Jul-18	25-Sep-18	West Bank De-fib Fund	Purchase of Defibrillator	£1,700.00	
		06-Sep-18	Petty Cash	Biscuits	£6.00	
		06-Sep-18	Reach Studios	Flyer for Forum	£65.00	
		04-Oct-18	Reach Studios	Flyer for Forum	£65.00	
	26-Jul-18		Wild Studios	CEF Promotional Videos		£595.00
		25-Oct-18	Petty Cash	Refreshments for 11.10.18 Forum	£29.35	

Total Actual Spend to date      £3,156.78

Remaining Commitments not paid      £595.00

*This figure is the remaining budget available to spend (the total budget minus actual spend and commitments yet to pay).*

**Total budget remaining      £19,411.22**

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

**Total balance remaining      £20,006.22**

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# Agenda Item 7



## **Allocation of Funding Framework**

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

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

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

## **How often can organisations apply?**

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

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

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

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

## **Is match funding required?**

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

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

## **Consideration of Applications**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **Procedure for Urgent Applications**

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

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

**The Chair must agree to the reasons for urgency.**

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

### **Funding Events**

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

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

# Agenda Item 7.1

## 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	<input type="checkbox"/>
Eastern CEF	<input type="checkbox"/>
Southern CEF	<input checked="" type="checkbox"/>
Tadcaster & Villages CEF	<input type="checkbox"/>
Western CEF	<input type="checkbox"/>

**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**

HENSALL WEDNESDAY CLUB
------------------------

**Q1.2 Organisation address**

<b>What is your organisation's registered address, including postcode?</b>	
SECRETARY ADDRESS. HIGHFIELD HOUSE FINNIE ST. HENSALL DN14 0QY	
<b>Telephone number one</b>	<b>Email address (if applicable)</b>
01977 661865	h.newitt@btinternet.com
<b>Telephone number two</b>	<b>Web address (if applicable)</b>
01977 661094	

**Q1.3 Main contact details**

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

<b>Title</b>	<b>Forenames (in full)</b>	<b>Surname</b>
MRS	HELEN MARGARET	NEWITT.
<b>Position or job title</b>		
SECRETARY.		

**Q1.4 Organisation type**

What sector does your organisation fit into?

Social enterprise	<input type="checkbox"/>
Charity	<input type="checkbox"/>
Voluntary or community group	<input checked="" type="checkbox"/>



## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Other		Please describe	
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When was your organisation set up?

Day	06	Month	SEPTEMBER	Year	2006
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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 type="checkbox"/>		<input checked="" type="checkbox"/>				

*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?

Small Grant.

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

We are a group of people who rent the Methodist Rooms at Herball to meet once a fortnight. We seek to provide friendship and stimulation to our members who do not have access to transport.

We aim to have interesting meetings inviting people to speak on a wide variety of subjects.

local history, medical + social matters, life experiences, computer education etc.

We go bowling sometimes and have yoga sessions occasionally.

**COMMUNITY ENGAGEMENT FORUM  
APPLICATION FORM**

We like to take our members further afield sometimes, and this provides a great deal of pleasure to people who cannot get away from the village by themselves, giving them a much needed change of scenery.

Previously people who have cars have provided the transport, which keeps costs to a minimum, but unfortunately we are getting older and it is becoming more difficult to do this. A subscription is paid to try and cover costs, but it is hard to increase fees by too much as we are all pensioners and some of limited means.

We are a group of about 30 people and cannot expand membership because we do not have the buses to take any more people. We would appreciate any support you could give us to hire a coach occasionally and subsidise speaker fees.

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

No

**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: To guard against loneliness and isolation.	We will bring people together on a regular basis, who struggle to access services and activities because of lack of transport and difficulties with mobility.
Objective 2: Transport	We are seeking funding to help us to pay for buses for trips out and fund uses of cars i.e petrol money to collect people and take them out. There is no public transport for people to use.

## 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)

The benefit for our area would be that we could provide elderly people who have difficulties with walking, breathing difficulties, not having a vehicle etc to enjoy going out and meeting friends. Some people have been friends for years and are now unable to see each other because of lack of transport in the area. We give our members a social life, learning about other people experiences, helping them with technology, providing assistance to access services eg telephones and energy deals, doctors facilities and most of all friendship.

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.6 How much funding are you requesting?

1000

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

Cost Element	Cost (£)
Coach x2	900
Speakers	300
<b>Total Cost</b>	<b>1200</b>

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

Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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If yes, where will you get the other funding from and has this been secured?

We fund it ourselves

# Agenda Item 7.2

## 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	
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

Carlton Rainbows and Brownies Girlguiding

### Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
60 Broadacres Carlton DN14 9NF	
Telephone number one	Email address (if applicable)
01405861131	1stcamblesforthbrownies@gmail.com
Telephone number two	Web address (if applicable)
07956638347	

### 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	Samantha	Law
Position or job title		
Rainbow & Brownie Leader		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	<input type="checkbox"/>
Charity	<input checked="" type="checkbox"/>
Voluntary or community group	<input type="checkbox"/>



## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Other		Please describe	
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**When was your organisation set up?**

Day		Month		Year	
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**Q1.5 Reference or registration numbers**

Charity number	306016
Company number	
Other (please specify)	

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

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

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

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

Name of Body / Organisation	Funding Awarded/Requested*

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

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

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

#### Q2.1 What is the title of your application?

Kingswood trip

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

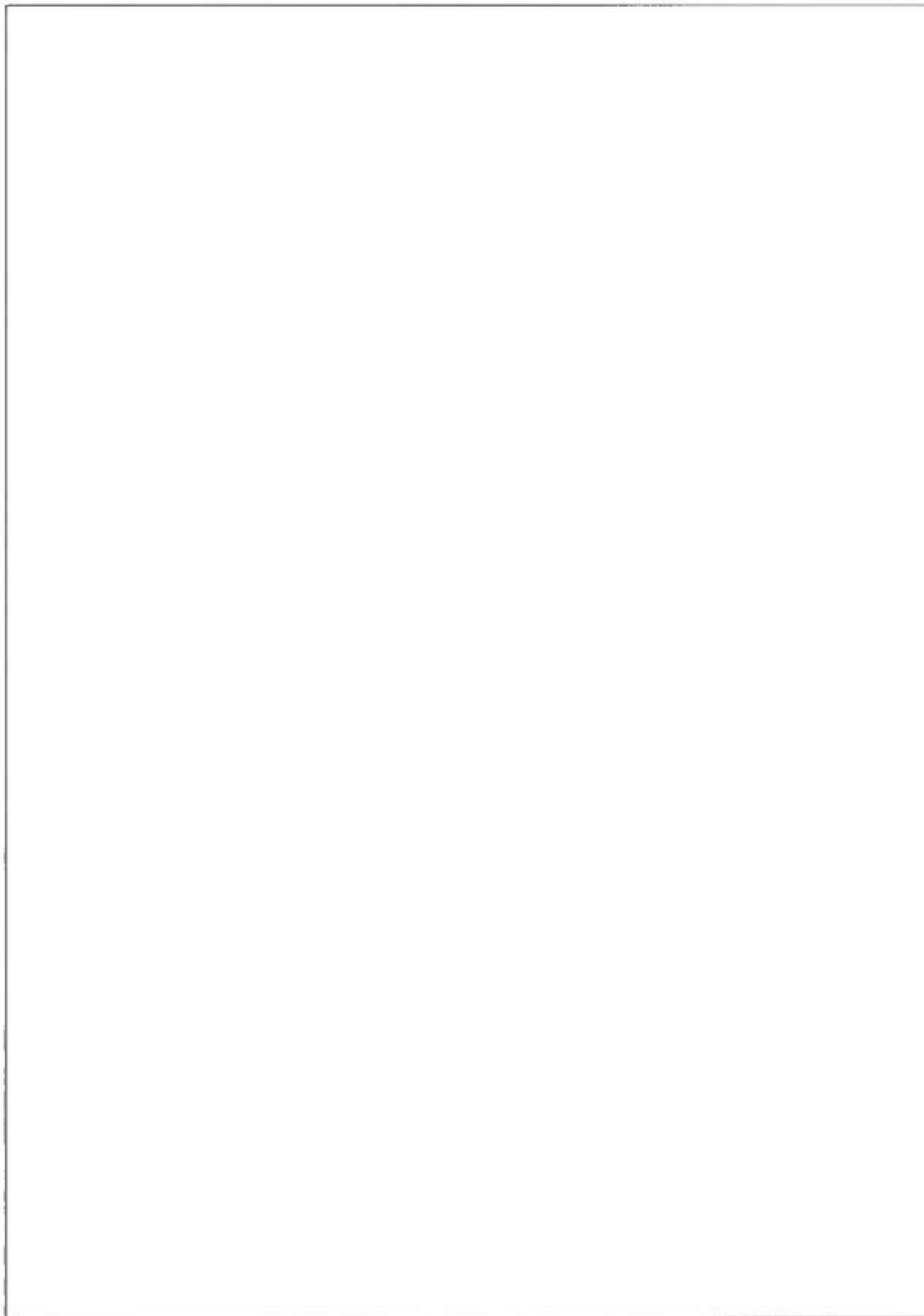
I would like to ask for some funding to help take both the local Brownies and Rainbows on a residential outdoor pursuit's activity weekend. The trip takes places on the weekend of 27th and 28th October 2018 and is for one night only as Girl Guiding regulations only permit the young Rainbows 24 hours away from their parents.

The cost of the trip for each girl is £85. I would like to be able to offer a discount to the parents should I be able to obtain funding.

Currently 15 out of 20 girls have taken up the offer of the trip. If I can lower the cost it might enable the remaining few to come.

Any funding obtained would be split between all of the girls taking part in the trip and offered as a discount to the parent/guardians. I would like to ask for £600 however I would be grateful for any amount of funding that might be available.

**COMMUNITY ENGAGEMENT FORUM  
APPLICATION FORM**



## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

27 October 2018

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

<b>Which objective?</b>	<b>How will you achieve this?</b>
Objective 1:  Youth Provision	We are offering all of the girls the opportunity to take part in a wonderful residential opportunity.
Objective 2:  Loneliness and Isolation	If we can obtain funding we will be able to pass cost savings on to parents and hope to enable all of the girls to participate so that they can continue to develop their friendships and networks and not be isolated through a potential difficulty in paying for the full amount

## 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)**

There are five interlinking principles within Girlguiding known as the Five Essentials. We always try to base our weekly meetings and activities around these principles which are:

Working together in small groups  
Encouraging self-government and decision making  
A balanced and varied programme which is girl-led  
Caring for the individual  
Sharing a commitment to a common standard.

The activities undertaken at Kingswood Outdoor Pursuits Centre fit with this ethos well and will allow the girls to learn about teamwork, share experiences, take responsibility and develop personal relationships and leadership skills. This equips them with the skills to make a positive contribution to the group they are working with and to society as a whole. The girls will be able to build confidence and be creative.

The Kingswood trip will also help us to provide a balance and varied programme as it provides a different environment and different experiences for the girls compared to the normal weekly meetings that they attend.

## 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 (£)
Part funding for the trip	600.00
<b>Total Cost</b>	<b>600.00</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?

The total cost of the residential trip will be greater than the £600 we are requesting. The remainder will be paid by the parents/guardians of the Rainbows and Brownies. Any funding obtained will be split equally between all attendees and the price of the trip discounted accordingly.



# Agenda Item 7.3

## 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 Word 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	
Eastern CEF	
Southern CEF	X
Tadcaster & Villages CEF	
Western CEF	



# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## Section one: About your organisation

### Q1.1 Organisation name

Making Things Happen C.I.C.

### Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
15, Gowthorpe Selby YO8 4HE	
Telephone number one	Email address (if applicable)
07538 253398	<a href="mailto:emily@makingthingshappen.org.uk">emily@makingthingshappen.org.uk</a>
Telephone number two	Web address (if applicable)

### Q1.3 Main contact details

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

Title	Forenames (in full)	Surname
Mrs	Emily	Havercroft
Position or job title		
Director		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	x

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





# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## When was your organisation set up?

Day	28 <sup>th</sup>	Month	Dec	Year	2017
-----	------------------	-------	-----	------	------

## Q1.5 Reference or registration numbers

Charity number	
Company number	11126750
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	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	----	-------------------------------------

*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

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

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

**Q2.1 What is the title of your application?**

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

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

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

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



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<b>Project Brief</b>	
<p><i>The Project Brief is the <b>first</b> thing to do. It should be completed before <b>any</b> 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.</i></p>	
<b>Project Name</b>	Southern CEF Wellbeing and Fitness Project
<b>Project Manager</b>	Joshua Windle
<b>Document Author</b> (if different from Project Manager)	
<b>Organisation Name</b>	Making Things Happen C.I.C. (Community Interest Company)



### **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.*

### **Benefit**

Our Project will provide new opportunities for different communities across the Southern CEF area.

We will offer a different approach, creating a new door way to make connections with people and link them in with other avenues for support and development.

Our project will address issues of loneliness and isolation, poor health, lack of confidence, through practical activities that remove the reliance on transport.

Our team will combine fitness, nutrition, life coaching, motivation and networking skills to adapt a series of activities that can address different people’s needs.

Our project will also act as a series of trials to gather evidence of need to develop permanent activities if desired or to bolster and recruit additional people for already established activities.

### **Evidence**

- **Selby District Loneliness and Isolation Survey 2018** (429 respondents)

43% of respondents stated they had little or not enough social contact

27% stated transport, 25% finances and 24% health as issues affecting loneliness

54% of respondents feel lonely often / some of the time

61% requested social events and activities to help address their loneliness

- **Selby District Disability Survey 2018** (413 respondents)

63% of disabled people feel nervous / anxious, 58% lack confidence, and 37% feel isolated and excluded

50% of disabled people want to tackle their loneliness and isolation, 38% want increased support and 34% would like more recreational opportunities.

- **Selby District Council Corporate Plan 2015-20**

The number of people with a BMI classified as obese in Selby District is 71% compared to the national average of 63.8 (JSNA 2015).

The corporate plan identifies some key priorities including;

To make Selby District a great place to enjoy life

- Improve healthy life choices - more active residents taking exercise

To make Selby District a great place to make a difference

- Enable people to get involved, volunteer and contribute to delivering services locally

- **Community Outdoor Gym Club – Sherburn in Elmet**

This year Selby District hosted its first ever community outdoor gym. This was purchased by Selby District Council and located in Sherburn in Elmet western part of the district.

Our project aimed to tackle obesity, general health and fitness, and also loneliness and isolation.

Through the outdoor gym our interactions covered a wide range of issues for participants, linking them with other services, discussing their problems and developing solutions, as well as building their confidence to address their fitness levels.

We had over 50 new members this summer taking part, most of whom became regular users.

The gym sessions became information platforms relating to health, nutrition, fitness, wellbeing, relationships, loneliness and disability issues. We soon had regular subgroups of users coming at their own time slots together to use apparatus and meet new people in the local area with similar issues. We saw that over time these people took it upon themselves to form these groups and to start enjoying exercise together.

We had people wanting to use the equipment of all ages, backgrounds and all bonded through exercise and general well-being.

Using the statistics gathered from this year's community outdoor gym we now have information to prove this vehicle works and feedback to demonstrate how exercise and mindfulness have a key part in tackling issues in our community and that joining people together through exercise and general conversations is the best way to tackle these issues.

## ▪ Southern CEF CDP

The CDP has clear priorities including addressing Loneliness and Isolation, and creating more local opportunities for residents to access.

During the past 12 months we have successfully run a series of courses and activities bringing people together. These have included facilitating the Community Outdoor Gym in Sherburn, running Body and Soul courses covering the impact fitness and nutrition can have on your wellbeing, delivering fitness and wellbeing Saturdays for unemployed people, as well as running a weekly exercise and relaxation class in Burn.

These activities have worked with a diverse range of people with physical disabilities, mental health issues, anxiety, and learning disabilities with an overwhelming number feeling exceptionally lonely and excluded.

Our activities have brought a combination of hope, confidence, self- belief, life style changes, friendships and employment to all participants.

Our aim will be to ensure these outcomes in this new Project are achieved, addressing many of the concerns raised in recent consultations and plans.

### **Details of the Project**

*Please list the details of your project*

As the qualified fitness instructor himself is visually impaired we have seen what a positive impact this has on others. It opens up people's beliefs to exercise and how anybody can build confidence, access fitness activities, and challenge themselves.

We have found our dynamic delivery combines great collaboration and teamwork between two trainers' backgrounds - one in health and fitness, diet nutrition and the other in mindfulness, life coaching and general well-being.

We believe this is the perfect combination to tackle certain issues in the community relating to loneliness and isolation and obesity.

Flexible – we will create an information campaign. We will utilise our links to provide a series of talks, classes, exercises, workshops and wellbeing activities across all communities in the Southern CEF area.

This may include fitness classes, seated chair sessions, yoga, mediation, relaxation, outdoor gym training sessions, weight training, and strength conditioning.

We have the skills and qualifications to work with all types of abilities, ages and experience.

We will be teaching new skills and habits which are transferable for people to incorporate into their daily routine. At same time we will encourage positive conversations about issues, needs and raising awareness of other local opportunities.

Our Project will provide

- A personal approach linked to need
- Create a shopping list of activity session's people can choose from. Themes will include exercise, nutrition, confidence, mobility, strength building, communication, loneliness and isolation, managing emotions.
- An awareness campaign both online and paper based to promote and encourage requests from parish councils, community groups, schools, faith groups etc.
- 24 wellbeing and fitness training sessions of 2 hrs will be provided by two qualified facilitators across a 12 month period. Creating both indoor and outdoor taster initiatives.

Ideally we would like to hold a launch event at a CEF supported forum

As well as the activities themselves this will also act as

- an avenue to collate evidence of need
- make referrals to other services
- address barriers that are preventing people from taking up other opportunities
- have structured conversations that provide the opportunity to discuss issues and actions to take
- raise awareness of the need to be proactive with regard to wellbeing, mental health, fitness and physical health

### **Making Things Happen C.I.C.**

This is a brand new local not for profit organisation. The project will be facilitated by Josh Windle.

#### **Josh Windle**

I believe I can connect with people who feel they are marginalised in our community and help them to achieve the results that they deserve.

I teach a fitness, yoga and meditation class which I use as a vehicle to help reach people in the community. Often people find it hard to manage and cope with everyday life. The work that I do embraces people of all skills, abilities and ages. This includes people with physical disabilities, mental health issues, learning difficulties, and anybody who wants to make a change in their life.

I have been given a wonderful opportunity to achieve a greater impact through Making Things Happen C.I.C. Our organisation supports and develops vulnerable individuals in our community which includes helping them to learn how physical fitness and nutrition can alter their lives for the better.

Our project will celebrate inclusion, diversity, equality of opportunity and support people to achieve their fitness ambitions regardless of their ability.



My educational experience and qualifications regarding fitness instruction and nutrition spans over 10 years. During this time I have studied many elements which complement fitness instruction including motivation, positive thinking, and mindfulness. Working these elements together enables individuals to achieve the best outcomes in life.

I lost my sight suddenly three years ago which was a traumatic event affecting my life and abilities. Through the support of Making Things Happen C.I.C. I have been able to rebuild my life and develop a new career.

As a blind fitness instructor I believe I am a living example of how fitness and well-being can be used to successfully overcome the hardest obstacles we face in life to help build the future you wish to achieve.

At each session I run I will be supported by a co-facilitator. They will assist with wellbeing activities, signposting, confidence building and collating outcomes data to demonstrate the impact of the project.

### **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?*

The project will deliver;

- 24 wellbeing and fitness activities across the villages within the Southern CEF area
- It will enable people to develop transferable skills to improve their quality of life, and discover other initiatives they can join that are already available
- Gather evidence of need and gaps in service provision that can be addressed
- An opportunity to promote the work of the Southern CEF and its activities
- Encourage people to join the Disability Action Group, CEF mailing list, District Equality Network and Community Transport Scheme
- Advice and support to be referred to other services
- Improve physical health and wellbeing
- Educate on the importance of diet, fitness and mindfulness, how these link and through easy changes a vast improvement can be achieved
- A much needed boost of positivity, energy, good humour and “can do” attitude

### **Changes**

- Increased connectivity
- Increased referrals to other services
- Evidence to develop new funding applications to develop ongoing services and activities
- Individuals attitudes towards a range of issues and themes, including a recognition that fitness and wellbeing can be accessible to everyone

## **Southern CEF CDP**

Our project fully embraces the ambitions of the Southern CEF by;

- Raising awareness of the CEF – through our promotional materials, talking about the CEF at each activity
- Developing CEF Forums – we will be delighted to facilitate a CEF Forum focused on a practical exercise and wellbeing masterclass
- Loneliness and Isolation – our project is a creative approach to engaging with hard to reach communities, by taking our sessions across the Southern CEF villages, utilising trusted locations, accessible venues and times, promoting through all of our partners across the Selby District Equality Network, Selby District Advice Network, Selby District Disability Forum, Parish Councils, SDC website and through Living Well Team, Inspiring Healthy Lifestyles, Social Prescribing services and through CEF Partnership Board members.
- Creating new opportunities
- Taking activities to where people are, removing the obstacle of transport

### **Benefits**

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

#### **Improved health and well-being**

Our classes and training sessions will provide a refreshing and inclusive attitude towards improving individuals' quality of life.

We will motivate and encourage people to make different lifestyle choices that improve all aspects of their life.

We will demonstrate what can be achieved by sharing our own stories of addressing personal challenges to inspire others to reach their own fitness and wellbeing goals.

We will provide the stimulation to put things into action.

#### **Improved Connectivity**

Our project will act as a resource to bring people together, promote other activities and refer people to other service that will address their needs.

People will have structured sessions that will encourage conversation, communication and friendships to develop.

Our service will provide knowledge and membership to a range of information networks, meetings, and events to further increase activity.

## Evidence

Our proposal is based on the information recent research has shown, combined with our experience of running community projects. Together this demonstrates a need for something different - something which is flexible, responsive, creative and inspiring.

Our project will pull all of this into a series of pilots to evidence the impact, to move forward and secure sustainable funding. This will secure a range of ongoing activities improving the lives of individuals and their loved ones.

## Community Cohesion

Our project will offer something for everyone. It will not focus on specific groups. Rather it will offer different opportunities to engage different people in different ways.

Our approach will create networks of interest through which cohesion will develop and grow.

## Project Approach / Delivery Options

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

Our approach to the project is to listen and respond to need.

We will start with an awareness campaign, providing a range of options that groups can request.

We will be flexible about the locations used, times held, content and frequency of the activities. This will enable us to be needs driven to maximise success.

Each activity session will be provided by skilled community experts, fully insured and knowledgeable about inclusion and access issues.

Each event will capture data of attendees, their issues and the impact of taking part. Follow up assessments will be carried out at regular intervals.

## 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.*

December 2018	Southern CEF Application considered – If Successful -
January - March 2019	Publicity produced and circulated Programme of activities booked and prepared Launch event
April – March 2020	Average of 2 activity sessions per month across the Southern CEF area.  Impact evidence gathered including attendance, issues addressed, referrals made, resources created and feedback following each activity.

### **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.*

#### **Project Cost:**

Administration support to liaise and book in activities across the area	£450
Delivery of 24 community sessions led by 2 facilitators (including all materials, activity design and transport)	£4,320
Promotional project flyer to be designed and printed	£160
<b>TOTAL</b>	<b>£4,930</b>

### **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.*

Southern CEF Funding £4,930

Making Things Happen CIC has its own insurance already funded, we have a range of portable fitness equipment and all admin support is provided by Selby Hands of Hope for free.

### **Risks / Issues**

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

#### **Levels of engagement**

By taking the service to where people are, by delivering what people want, and providing when they want it we will be maximising success.

We will work in partnership with local groups, organisations, establishments and networks. Our aim is to compliment what is already there or to fill gaps where there is nothing. This will ensure that our project helps to strengthen and invigorate a sustainable future.

Our project aims to address the following issues;

- Tackling Loneliness and Isolation
- Tackle Wellbeing
- Tackle Health and Fitness

- Tackle take up of other services

Through flexibility, opportunity and enjoyment we aim to motivate, encourage and engage people to make a change.

### **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?*

Our project will work with the Southern CEF Disability Action Group to encourage inclusion and participation.

Our project will be supported by Selby Hands of Hope who provide admin support and office space for the organisation. We will also link to their Discosize sessions held at Burn Methodist Church.

We will work with an array of voluntary and community organisations, services and networks. Including the Yorkshire Energy Dr, Citizens Advice Bureau, Living Well Team, Stronger Communities, Selby and District Age UK, Community Transport to name but a few.

In addition we have developed a team of volunteers willing to assist at larger events to motivate and encourage.

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# Agenda Item 7.4

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

### Application process

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

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing [cefadmin@selby.gov.uk](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	
Eastern CEF	
Southern CEF	x
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	kate@yorkshireenergydoctor.org.uk
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
-------	---	-----------------	----------------------------

**When was your organisation set up?**

Day	09	Month	07	Year	2014
-----	----	-------	----	------	------

**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
-----	--	----	---

*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**

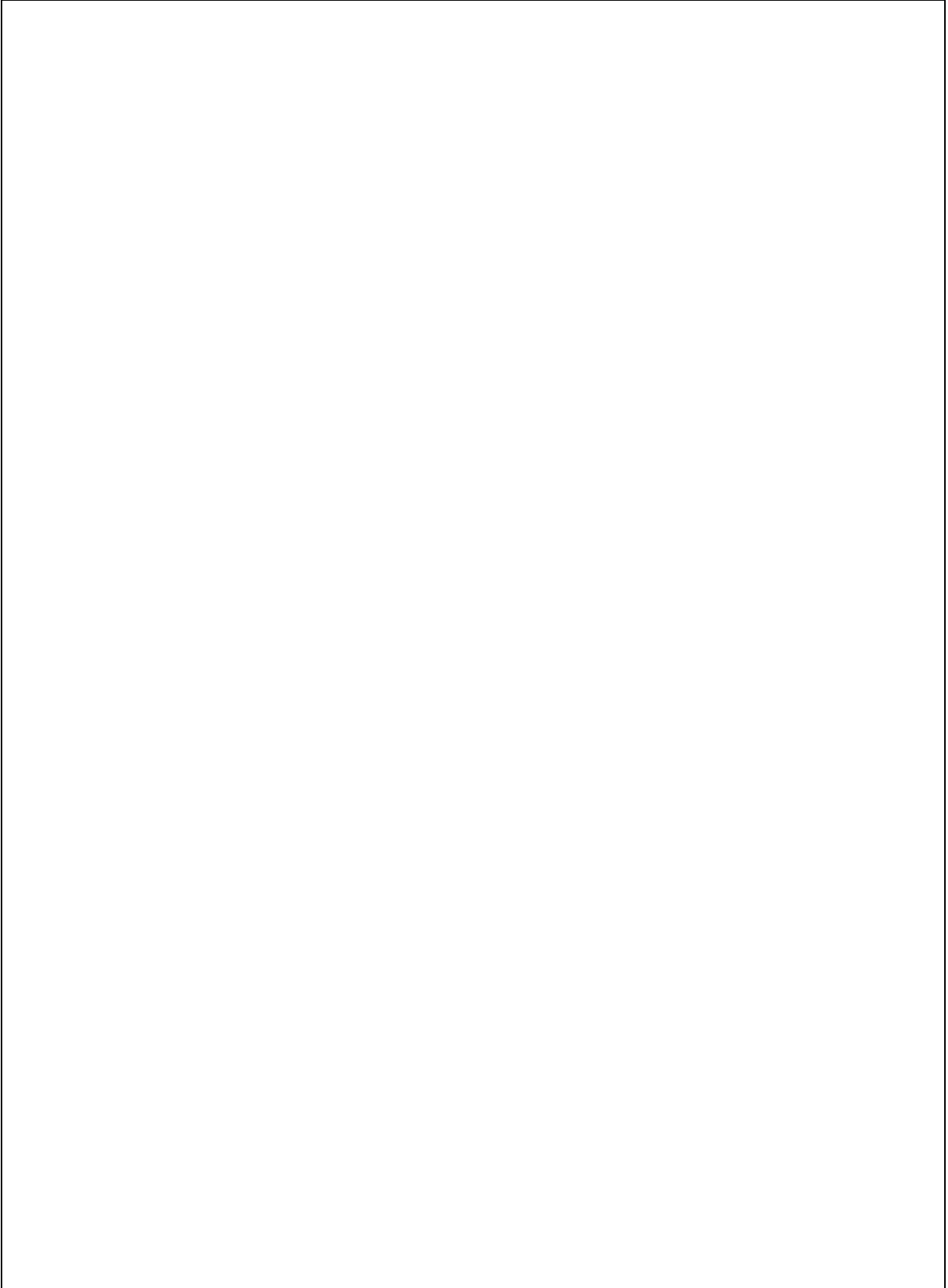
**Section Two: Grant information or Project Brief (separate document)**

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?**

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

**COMMUNITY ENGAGEMENT FORUM  
APPLICATION FORM**



# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

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

<b>Which objective?</b>	<b>How will you achieve this?</b>
Objective 1:	
Objective 2:	

**COMMUNITY ENGAGEMENT FORUM  
APPLICATION FORM**

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

[Empty response box for Q2.5]

## 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:

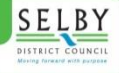
Cost Element	Cost (£)
<b>Total Cost</b>	

### 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>	Southern 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 Southern 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 Southern CEF area. In this way, many more people within the CEF area will benefit from energy savings and warmer homes.

There is a need for this as nearly one in ten households in the Southern CEF area are in fuel poverty. The rural nature of the area means that residents have higher than average heating costs – one-third of households do not have access to mains gas and one-quarter of properties have a low energy efficiency rating of E, F or G. These factors mean that significant numbers of residents are deemed at risk of fuel poverty in Selby District Council's energy efficiency policy and, subsequently, are eligible for fully funded insulation and other measures (if their income is under £21,000).

We need to ensure that residents make the most of the opportunity to get their home insulated or heating system upgraded. This is just one scheme that we will work with the Southern CEF Community Energy Ambassadors to promote once they have received their training.

We also currently have funding from the Ebico Trust to target 6 rural Lower Super Output Areas (LSOAs) in the Selby District with in-depth advice and one-to-one home energy visits. Based on fuel poverty, income and energy efficiency statistics, we have identified part of Whitley, Womersley, Cridling Stubbs and Kirk Smeaton as one of these 6 LSOAs which shows the highest level of need. Our new Community Energy Ambassadors would also have the opportunity to promote and support this project if they would like to get further involved.



## 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 14 local people with the skills and knowledge to act as Community Energy Ambassadors for the Southern 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. This is particularly important in such a rural area where residents may not be so linked into services, where transport networks are poor to reach events and where word of mouth is a powerful tool to disseminate information

We will run two training courses to be hosted at different community venues (proposed at Hambleton and Eggborough). 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 have already developed the course content and materials thanks to a grant from the European Social Fund. We have also just run a third course in Tadcaster, funded by the Tadcaster and Villages CEF. 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. However, we have only had one person who lives in the Southern CEF attend one of our courses.

## **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 Southern 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 also link into the following Community Development Plan objectives:

### ***Loneliness and isolation***

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 social networks. Running the course in two villages in different parts of the Southern CEF makes it much more accessible to local residents than previous courses that have been run, for example, in Selby. This is particularly important in the Southern CEF area where bus services can be limited and for residents who do not have their own transport.

### ***Developing the CEF***

We will make it clear as we promote the training courses that the project is funded by the Southern CEF and will also highlight this during the courses themselves.

All of our publicity flyers and other materials will be jointly branded with our logo and that of the CEF - these will go on village notice boards, newsletters and anywhere else deemed appropriate. Finally we would create a blog on our website about this specific project which can include information about the CEF and acknowledge the funding and project on social media

## 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 Parish Clerks and encourage Parish Councils to send a representative on one of our courses.

We will provide a poster to be displayed on village noticeboards and text for village newsletters. We will promote via local organisations such as the Southern CEF Disability Forum, Horton Housing's Community Cafes, coffee mornings, over 60s groups, churches and other key community contacts that we built links with during our previous Southern CEF funded energy roadshows. 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 Southern CEF area.

Our two courses will then be held at two different community venues, proposed to be in Hambleton and Eggborough 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

Dec: Impact report produced for the Southern CEF Partnership Board

## 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 24 miles each @45p/mile)	£151
Room hire costs (10 sessions, 4.5 hours each @£15 per hour)	£675
<b>TOTAL</b>	<b>£4,911</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 received.

We are applying to the Southern CEF for the full project cost. However, 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 but have never delivered it in the Southern CEF area.

Once trained, the Community Energy Ambassadors for the Southern 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.

# Agenda Item 9

## Community Development Plan 2018/19



Update December 2018

### Raising Awareness of the CEF

Progress	Lead
New logos agreed for the 5 CEFs, January 2018	CHN
<b>Feb 18</b> - Selby District AVS film produced – CEF chairs interviewed as part of it.	CHN
<b>June 18</b> – Detailed Impact report 2017-18 produced, expanded version providing extra information on the different projects the CEF has funded.	CHN
<b>June 18</b> – Plaques being finalised to distribute to CEF funded projects	
<b>July 18</b> – quotes have been received to produce promotional film on the work of the CEFs	CHN
<b>Dec 18</b> – meetings held with Wild Studios, filming has commenced, should be completed for early 2019	NA/CHN

### Developing CEF forums

Progress	Lead
July 2018 – review of the structure of CEF Forums to agree the format for the coming year.	Cllr Jordan / PB
Dec 18 – new CDP to be developed. January 19 Forum to be an interactive workshop to develop the new CDP. An online questionnaire has been created as well to gather opinion. <a href="https://www.surveymonkey.co.uk/r/SouthernCDP">https://www.surveymonkey.co.uk/r/SouthernCDP</a>	CHN

### Loneliness and Isolation

Progress	Lead
April 17 – plans developed with Hands of Hope for Discosize – a new exercise class to enable people to make friends and have fun. Promotional flyer produced and circulated to local villages around Eggborough Sports and Social Club.	CHN / AR
September 17 – trainer recruited, venue and timings agreed. Every Wednesday 5.30pm – 6.30pm at Eggborough Sports and Social Club commencing Wednesday 4 <sup>th</sup> October 2017.	CHN/ JW
February 2018 – new discosize flyer finalised and being distributed. Exercise mats have been sourced.	

	<p><b>"Supporting the needs of individuals and communities across Selby District."</b></p> <p>To date we have raised nearly £1 million to benefit over 6,500 residents and 120 community organisations.</p> <p>We are continually looking for support, if you feel that you can contribute in any way, whether it be organising an event, donating goods for our two charity shops, or volunteering your services, please get in touch.</p> <p><b>Gowthorpe Shop:</b> 15 Gowthorpe, Selby, YO8 4HE Telephone: 01757 705855</p> <p><b>Brook Street Shop:</b> 29-31 Brook Street, Selby, YO8 4AL Telephone: 01757 667250</p> <p>We run a collection service, able to pick up your donations at a time convenient for you.</p> <p>You can now make donations online using Virgin Money Giving at: <a href="http://www.virginmoneygiving.com">www.virginmoneygiving.com</a></p> <p>Follow us on Facebook for our upcoming events and latest offers.</p>
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**July 18** – work with vulnerable people has commenced – opportunities for people to trial Discosize has been built into the project.

**August 18** – Discosize has now moved to Burn Methodist Chapel, still continuing on a Wednesday evening 5.30pm – 6.30pm.

**“What’s IT All About - Computers for the Over 50s” at Eggborough Methodist Church**

Progress	Lead
<p><b>Sep 18</b> - At the drop-in clinic we now have a core of regular visitors, and although we have had some quiet weeks, mostly due to unpredictable weather or illness, we continue to get very positive feedback from those who attend. Quite a number of our visitors have expressed disappointment at having had to miss a previous session, and several times we’ve had regulars drop in just for a chat, even though they had no IT issues that week.</p> <p>We’ve seen a marked increase in confidence in our regulars - both the confidence to use the devices they’re bringing in for help with, but also confidence in asking questions. Where at first there was a general trepidation in all our visitors about what questions to ask, it’s now fairly common for a visitor to come in with a phone, a tablet, and a laptop, and spend often over an hour with us, just talking through problems they’ve had, and learning how to resolve them. We’ve even had a couple of printers to look at.</p> <p>The drop-in format is working really well: all our regular visitors know now that they can arrive any time during the three hours, and stay as long as they like. Most will also have a tea or coffee, and what started out as IT sessions has become a social visit where we also fix things.</p> <p>An article for the next Parish newsletter should be out in October and will be delivered to approximately 1000 households. It reads as follows:  <b>Tuesday What’s “IT” All About-Computers for the Over 50s</b> – This is a drop-in session where residents over the age of 50 years can bring their laptops, tablets and phones for one-to-one tuition with our resident tutor Paul Stringer or our expert volunteers, Richard and John. The sessions run from 10am to 1pm every Tuesday</p>	



<p>except for the third Tuesday in the month when the session is held from 1pm to 4pm. You will be made to feel very welcome and no question is too silly to ask. The current oldest learner is 85 years old. REMEMBER-YOU ARE NEVER TOO OLD TO LEARN. The sessions have been running since April and we are now able to accommodate persons of all ages. Paul can also offer the use of a laptop for people wishing to apply for Universal Credits, JSA or looking for jobs. If you would like any further details, please contact 07957774101 or just drop in!</p>	
<p><b>Nov 18</b> - Paul and I have been having weekly discussions as the funding for the tutor and the hire of the chapel will run out in April 2019 whereas the funding for broadband runs for another year.</p> <p>Paul tells me that the last hour of the sessions is the slowest. Perhaps noon to 1pm is lunchtime. Paul would be happy to reduce the sessions to 2 hours. This would mean that every 2 weeks, we would gain an extra session after 01 April and over 3 months, this would amount to an extra 6 sessions that would be more productive.</p> <p>We would like to start this from January 2019 if possible. Would you please let us know if this is acceptable to the members of the Southern CEF .</p> <p>In spite of the weather, the sessions have seen an increase in visitors since the last report, partly through word of mouth, but also following Brenda's article in the parish magazine, and the addition of a large poster which we put outside the Church while the sessions are running, to encourage passersby to drop in. We have several regulars now who come to the sessions most weeks whether they have IT queries or not, and it has become as much of a social outing as a service, for some of the visitors.</p> <p>All our visitors continue to grow in confidence, and we are seeing more and more that people are asking for help with things which build on the knowledge they've gained in previous sessions. All our regulars are now comfortable asking about pretty much any aspect of their devices, and some now attend with the intention of learning something new, rather than to resolve an issue. Those who are coming to have problems resolved, now often have a list of tasks - something we've encouraged them to do during the week, whenever they encounter an issue. They now recognise that they can come when they want, stay as long as they want, and get help with multiple queries, rather than thinking they can only ask for help with one thing.</p> <p>The type of queries we're getting continues to broaden, with visitors often asking for advice on how to do things online, such as shopping, checking bus timetables, and ordering train tickets. In addition to this we've also introduced some of the regulars to e-books. This is a really useful technology for those unable to get to a library, particularly as older books which are out of copyright, are available for free from the Kindle store and Project Gutenberg, and unlike paper books, can be adjusted to change the font, font size, and so on - meaning that all the books can be converted to large print versions easily.</p> <p><u>Moving Forward</u></p> <p>We are looking to add a virtual library at the drop-ins, where visitors can scan a QR code which adds a book straight to their device. This uses the technology mentioned above, so all books will be free, and we plan to have a selection of weekly recommendations. As well as providing a library service to the visitors, this also gives us an opportunity to demonstrate how to use QR codes, which are becoming more prominent, and can be a really useful way to easily access information online.</p>	

If this is successful, we have also been looking into the possibility of having a virtual leaflet library, which will work in the same way, but providing access to bus timetables, council information, and so on.

## Selby Hands of Hope

### Pop Up Shop

Progress	Lead
<p><b>Feb 18</b> - Work has commenced on planning events across a 12 month period, building upon events that are currently scheduled.</p> <p>Once agreed there will be a specific flyer designed to promote the project, which will also be added to our website and details provided for the SDC CEF website.</p> <p>Two staff have been recruited to coordinate all the events and staff the Pop Up Shops. Two meetings have now been held to build up the program for the year.</p>	<p>AR</p> 
<p>Scathinwell event 23<sup>rd</sup> June 18 - £15.00 made</p> <p>In addition funding has been secured through the local CCG to develop a volunteer training programme covering all aspects of volunteering at a Charity shop.</p> <p>20 people will be able to access this schme which includes a 6 part training course, one to one life coaching and a 3 month supported volunteer placement.</p>	
<p>July 18  The Black Dog - Camblesforth 20/05 - Great Event - £45.50 made  Drax Social Club - 03/06 - Good Event - £33.80 made  Thorpe Willoughby School Summer Fair - 06/07 - £47.90 made</p>	<p>AR</p> 

Hambleton 14<sup>th</sup> July 18 - £12.70 made

Colin, Gill and Maureen working well as a Team and are enjoying the experience and are getting good feedback.



In addition we are getting an increase in donations, volunteering requests, gifts in kind and more referrals to the charity. This is making a significant impact to our work.



August 18 - Funding has been secured through a new European Social Fund project. This will enable us to work with a number of unemployed individuals to assist with moving their lives forward. This will include enabling them to receive advice and support, volunteer for the organisation and receive assistance with changing their home environment.

Thorpe Willoughby Community Fair – 16<sup>th</sup> September 18 – this was a well attended event held at the local pre School. As well as having our own stand and displays we were donated all the remaining items from other stands to sell in our organisation.

## Southern CEF Disability Action Group

Progress	Lead
<p><b>August 18</b> - We have been so pleased with the response to this project so far. 13 people have signed up to be involved in the project, from various villages throughout the Southern area. We have had a great start to the project and the variety of members we have taking part will ensure a diverse list of access issues can be considered and supported. Meetings have provided positive feedback and the group is lively and productive.</p> <p>A number of themes seem to be coming through from what the group have discussed and feedback we have had over the past couple of months.</p> <p>These include:</p> <ul style="list-style-type: none"> <li>- Parking on pavements</li> <li>- Access to local village shops</li> <li>- Poor surface on village pavements/ginnels</li> <li>- Lack of adequate, accessible, playground equipment</li> </ul> <p>There have been many other issues raised, but these seem to be hitting a chord with many residents and we need to try and narrow our courses of action. We have been liaising with local parish councils to support our action.</p> <p>The project is going very well and so far and has already been a very successful way</p>	<p>EH</p>

<p>of spreading SDDF into this area of the district, whilst also promoting the work of the CEF.</p>	
<p><b>December 18</b> - The Southern CEF Action Group continues to go from strength to strength.</p> <p>Emily (SDDF Development Officer) and a number of Action Group members recently attended a Carlton Parish Council meeting, to raise a number of issues that the Action Group had been discussing in relation to this area in particular. This was also to make them aware of the group, as it meets in Carlton monthly.</p> <p>Action Group meetings continue to be very productive. Main areas being discussed and actioned currently are:</p> <ul style="list-style-type: none"> <li>- General issues, coming up in many of the local villages <ul style="list-style-type: none"> <li>- parking on pavements</li> <li>- Traffic around school drop off/pick up</li> <li>- overgrown hedges</li> <li>- dog mess</li> </ul> </li> </ul> <p>The group are looking at offering a letter from the Action Group to all local schools and parish councils, which can be included in parish newsletters, websites and handed out at school, to help address these issues from a disability angle.</p> <ul style="list-style-type: none"> <li>- Poor access to local shops</li> </ul> <p>Using the SDDF 'Top Tips for Businesses' the group are planning on approaching any local businesses which could do with advice on how to become more accessible. At future meetings, next steps will be to identify shops which have specific issues and to maybe approach them, either in person or with a letter from the Action Group, explaining where the issues are and making suggestions for solutions.</p> <ul style="list-style-type: none"> <li>- Public transport</li> </ul> <p>A member of the Action Group was in conversation with AVIVA and trying to get their training resource to see how the group could then add to this.</p> <p>The group plan to look at developing a similar 'Top Tips' concept used for businesses to support other avenues, such as awareness for staff in this case. SDDF are keen that this could be developed across the board. Another member would like to work on a 'Top Tips' guide for community buildings.</p> <p>Other topics being looked at and discussed with local decision makers where possible are:</p> <ul style="list-style-type: none"> <li>- Poor surface on village pavements/ginnels</li> <li>- Lack of adequate, accessible, playground equipment</li> </ul> <p>13 people have signed up to be involved in the project so far, from various villages throughout the Southern area. The group meets monthly and provides an invaluable opportunity to raise issues and solutions around disabled access in the Southern CEF area.</p>	

# Community Cinema

Hambleton Village Hall

Our project is more than a local cinema. We will create a monthly family event mixing cinema with fun activities, talks, presentations and the development of local support and friendship networks.

Progress	Lead
<p><b>January 2018 Update</b></p> <p>Breakfast with Santa was a roaring success!! Supported by some of the kids from players. Everyone had a brilliant time. A great family event. We sold drinks and bacon/ sausage butties which went down a storm.</p> <p>We held a free Christmas cinema - the turnout was brilliant - we sold drinks - popcorn &amp; cake! It not only promoted the cinema but brought in some funds and we profited on sales. The weekend with these both events brought some fab profits and great community spirit.</p> <p>Carols on the green - we sorted electrics out as per previous years - so all was well. With a joint effort from some of the team from players - the whole evening was unbelievable - bringing our highest collections ever of over £400. We were over the moon!!</p> <p>Moving forward into the new year....</p> <p>We have moved the cinema to Saturdays rather than Sundays with the first one on 27th Jan and it is diarised for the year.</p>	
<p><b>July 18</b> - Since receiving funding we launched the cinema club and numbers are growing slowly.</p> <p>The family events held at village hall "Breakfast with Santa" and "Easter Fun Day" also had a free cinema family film around the same time. Which has helped promote and increase numbers for the cinema.</p> <p>We have identified a couple of issues, the hire of the equipment and that during the summer months due to holidays and the incredibly hot weather the cinema has been less successful. However, we further identified the increasing interest for use of the cinema equipment for parties (this came from people who have been to the cinema club or family cinema events). With this in mind we decided to purchase our own equipment. We have some of it installed and will have the final part, the screen installed by September.</p> <p>We are looking at having the cinema club for the winter months up until May/June. Also marketing the use of the cinema for parties.</p> <p>The sound system in place will be useful to many users as they can just plug their iPhone into a socket and make use of the speakers. We also have a new junior football club in the village that use the hall on an adhoc basis and they have held football events/parties/watch matches and have requested the use of the speaker system and the screen facilities.</p>	

Progress	Lead
<p><b>February 2018 Update</b></p> <ul style="list-style-type: none"> <li>▪ TfE will participate in the Jobs Fair in March, at Eggborough Power Station, to promote the opportunity.</li> <li>▪ Contact with organisations in the S.CEF area, including Brenda Oldfield at the Methodist Church .</li> <li>▪ JobCentre+ will refer anyone who is resident in the S.CEF area who expresses an interest in self-employment.</li> <li>▪ Ongoing social media marketing, including Twitter and FaceBook.</li> <li>▪ Leaflets at Selby Civic Centre.</li> <li>▪ Ongoing marketing activity with representatives from local organisations.</li> </ul>	
<p><b>July 2018 Update</b></p> <p><b>Proposal:</b>                      To extend the deadline for the current 'Community Entrepreneurs' project by 12 months from the September 2018 deadline. Therefore, project would run on until September 2019.                      The remit could possibly be changed to reduce the commitment that potential participants. Committing to many sessions might be off-putting to people. New leaflets would be designed and printed to reflect changes, with less wording and more straightforward 'offer' for potential participants.</p> <p><b>Reasoning:</b>                      Despite removing the upper age limit, and despite multiple marketing, including a leaflet drop, and attempts at press releases in the local press, there have been no responses from people the local area.                      Extending the project for a further 12 months, with new, clearer and more 'punchy' marketing, could increase the chance of a successful outcome.</p>	
<p><b>December 2018</b> - TfE has reached out to partners once again, making them aware that the project has been extended until September 2019.</p> <p>Marketing wise, TfE has a prime spot in the new Selby Library information booklet. Please see attached photo of front cover, and the advert itself, which appears on the inside back cover. This booklet will be displayed in the library until the end of 2020, so will hopefully generate many leads, of which a good percentage should fall within the Southern CEF area.</p> <p>The TfE website has a dedicated page for the Southern CEF project:  <a href="https://trainingforemployment.co.uk/other">https://trainingforemployment.co.uk/other</a></p>	

## Transport

<b>Next Steps</b>	<b>Lead</b>
Community Transport Consultation running Jan – Feb 2018. Over 130 people have participated in the review with a full report being submitted in March 2018. This will include an action plan of recommendations.	CHN
March 18 – Recommendation report submitted and adopted by the Trustee Board. Action plan to implement all of the recommendations has been agreed.	
July 18 – New publicity has been designed and printed. A training course has been developed to enable the drivers to act as Community Ambassadors.	

Chris Hailey Norris  
Southern CEF Development Officer  
December 2018

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### Mid-project impact report

Grant Awarded: \_\_\_\_\_

Date Awarded: \_\_\_\_\_

#### Organisation Details

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

#### Project Details

Project Title / Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact Name: \_\_\_\_\_ Tel: \_\_\_\_\_

IMPACT REPORT FOR PERIOD \_\_\_\_\_ TO \_\_\_\_\_

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

**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.**

**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.**

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

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