



Tadcaster & Villages
Community Engagement Forum



Agenda

Tadcaster CEF Partnership Board

Venue: Meeting Room - The Ark

Date: Monday, 28 January 2019

Time: 7.00 pm

To: District and County Councillors
Councillors Richard Sweeting (Chair), Keith Ellis (Vice-Chair), Andrew Lee, Donald Mackay, Chris Metcalfe and Richard Musgrave

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

- 1. APOLOGIES FOR ABSENCE**
- 2. DISCLOSURES OF INTEREST**

A copy of the Register of Interest for each Selby District Councillor is available for inspection at www.selby.gov.uk.

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

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

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

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

3. MINUTES (Pages 1 - 6)

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

4. CHAIRS REMARKS

To receive any remarks and updates from the Chair.

5. FUNDING APPLICATIONS (Pages 7 - 10)

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

The Board are reminded that should they wish to, they are able to defer consideration of this application until the next Board meeting in May; this is due to the remaining budget for the 2018-19 year being £223.00. The Board are unable to commit expenditure from the 2019-20 budget year until the Council has agreed its 2019-20 budget at its meeting in February 2019.

5.1 1ST TADCASTER SCOUTS, 'REPLACEMENT OF MARQUEE TYPE SHELTER', £1,720 (Pages 11 - 26)

6. TADCASTER TODAY (Pages 27 - 32)

To consider the CEF's future funding arrangements for Tadcaster Today magazine.

7. BUDGET UPDATE (Pages 33 - 34)

To consider the finance report.

The Board are asked to note the extra £250 (for VAT) awarded to the Flower Information Boards Project for Moor Lane, Tadcaster, agreed by the Board by email in December 2018. This takes the total amount awarded up from £1,250 (agreed by the Board in September 2018) to £1,500.

8. UPDATE ON PREVIOUS GRANTS AND PROJECTS (Pages 35 - 42)

To receive updates from the following funding recipients:

- Tadcaster Town Council – Riverside and Gateway Projects

9. COMMUNICATIONS, MARKETING AND PUBLICITY (Pages 43 - 44)

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

The Board are also asked to begin to consider which past funding applicants should be awarded CEF display plaques. A list of all grants awarded by the CEF since January 2017 is appended.

10. COMMUNITY DEVELOPMENT PLAN (Pages 45 - 64)

To note the CDP Action Plan and consider any updates.

11. COMMUNITY UPDATES (Pages 65 - 66)

To receive, for information, the updates listed below:

- Tadcaster and Rural CIC Update

12. FEEDBACK FROM RECENT FORUMS

To note any feedback regarding the Forum held on 14 January 2019 at Riley Smith Hall.

13. FUTURE MEETINGS

To consider dates, themes and times for future meetings. The Board is also asked to consider expenditure of no more than £450 (plus VAT) to produce and distribute flyers to promote the next Forum, **remaining budget permitting.**

1 March 2019 – Riley Smith Hall
Theme: Dementia Awareness

13 May 2019 – Partnership Board

Janet Waggott

Janet Waggott
Chief Executive

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

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Tadcaster & Villages
Community Engagement Forum

Minutes

Tadcaster CEF Partnership Board

Venue:	Meeting Room - The Ark
Date:	Monday, 12 November 2018
Time:	7.00 pm
Present:	<u>District and County Councillors</u> Councillors Cobb, D Mackay, Rowntree, Sheriff, R Sweeting (Chair) and Thomas <u>Co-opted Members</u> Steve Cobb, Bea Rowntree, Sue Sheriff and Avis Thomas
Officers present:	Chris Hailey-Norris, Development Officer, Selby AVS and Victoria Foreman, Democratic Services Officer, Selby District Council
Others present:	David Gluck, Executive Officer, Tadcaster and Rural CIC
Public:	0

16 APOLOGIES FOR ABSENCE

Apologies for absence were received from Zoe Devine, Kirsty Perkins and Councillors K Ellis, A Lee, C Metcalfe and R Musgrave.

Apologies for lateness were received from Councillor D McKay.

17 DISCLOSURES OF INTEREST

Avis Thomas declared a personal interest in agenda item 10 – Community Updates, as she was as she was on the Board of Directors for the Tadcaster and Rural Community Interest Company.

Rev. Canon Sue Sheriff declared a personal interest in agenda item 6.1 – Funding Application from Tadcaster PCC (Parochial Church Council of St.

Marys Church, Tadcaster), as she was the Vicar of St Marys Church, Tadcaster. Rev. Sheriff confirmed that she would introduce the application and then leave the meeting in order for the Board to consider it without her present.

18 MINUTES

The Partnership Board considered the minutes of the meeting held on 10 September 2018.

RESOLVED:

To confirm as a correct record the minutes of the Partnership Board meeting held on 10 September 2018.

19 CHAIRS REMARKS

The Chair was pleased to report that attendance at the last Forum on 24 September 2018 at Church Fenton had been very good, and reflected on the importance of taking Forum meetings out to the surrounding villages.

The Chair also indicated that he would be altering the order of the agenda and that agenda item 6.1 – Funding Applications would be considered last.

20 BUDGET UPDATE

It was noted that the current budget report had been published with the agenda and confirmed a remaining budget for the 2018/19 financial year of £2,473.10.

RESOLVED:

To note the budget update.

21 UPDATE ON PREVIOUS GRANTS AND PROJECTS

The Board considered the updates from previous funding recipients as outlined on the agenda.

The Board noted that these reports were important as they formed the foundation for the CEF's annual report, which would be considered by the Council in December 2018.

22 COMMUNICATIONS, MARKETING AND PUBLICITY

The Board noted that all five CEFs had agreed to the production of promotional films and planning to get the films underway, preferably before Christmas, had begun.

It was suggested by the Development Officer that the Tadcaster and Villages CEF projects that would be focused on were Church Fenton Village Shop and the Community Library at Tadcaster. The Chair suggested the Dementia Café

at the Kelcbar Centre as another potential topic for the future.

The Board were pleased to hear that the film work would be progressing shortly.

RESOLVED:

To ask the Development Officer to consider the Dementia Café at the Kelcbar Centre as a future topic for the Tadcaster and Villages CEF promotional films.

23 COMMUNITY DEVELOPMENT PLAN

The Development Officer presented the Community Development Plan (CDP) which had been published with the agenda and amended following a request for project updates.

The Board noted that the CDP would need refreshing in 2019-20 as it was now two years old, and there were items in the plan that could be removed. The Development Officer explained that the Western and Eastern CEFs were both currently in the process of refreshing their CDPs; Tadcaster and Villages and Southern CEFs could follow suit in 2019-20.

RESOLVED:

To note the updates to the Community Development Plan.

24 COMMUNITY UPDATES

The Board received updates on TEMPT (Tadcaster Events Management Project Team) plans for 2019, the future Tadcaster Communications Strategy for Tadcaster Today and a report on the Tadcaster Arts Festival 2018.

TEMPT 2019

The Board were informed about the three highlight events that were planned for 2019; the heritage day and lantern festival in February 2019, the soapbox challenge in June 2019 and the road cycling championships and accompanying community events in September 2019.

Tadcaster Today Future Communications Strategy

The Board were presented with a draft options paper regarding the future of the Tadcaster Today magazine, which the CEF had part-funded in the past few years.

The Board discussed the options put forward in the draft options report and expressed varying opinions about how and if the magazine should be funded and produced in the future. Some Board Members felt that the publication was a useful way to communicate with local residents in Tadcaster and the surrounding villages; other Board Members were of the opinion that the magazine was not as effective as it should be.

The Board felt that the matter required further consideration at the next meeting in January 2019, and asked that more information and further costings of the options put forward in the draft report.

Tadcaster Arts Festival

The Board were informed that the Tadcaster Arts Festival would not take place in 2019 due to the cycling events occurring in the town in September; the cycling trials and any related community events in Tadcaster to support them would take a great deal of planning and would not leave enough time to also run the Tadcaster Arts Festival.

RESOLVED:

That the report on the future communications strategy for Tadcaster Today magazine be brought back to the next Board meeting of the Tadcaster and Villages CEF in January 2019, and that additional information and costings as to the options for the future of the magazine be included in the report.

25 FEEDBACK FROM RECENT FORUMS

Councillor D McKay joined the meeting at this point.

The Board were pleased that the Forum on 24 September 2018 in Church Fenton had been well attended and informative, and agreed that it would be an excellent subject for one of the CEF promotional films, as suggested by the Development Officer.

26 FUTURE MEETINGS

The next Forum on 14 January 2019 would be held at Riley Smith Hall, Tadcaster from 6.30pm. The theme was 'A New You for 2019' and would be focused on health and fitness.

The next Partnership Board meeting would be on 28 January 2019 from 7.00pm at The Ark, Tadcaster.

The Board discussed the theme for the Forum meeting on 11 March 2019, and it was suggested that dementia awareness be considered as it was a problem that affected many residents and their families. The Development Officer suggested a workshop style meeting with practical advice from agencies with experience of helping those with dementia. The meeting would take place at Riley Smith Hall from 6.30pm.

RESOLVED:

To note the future meetings of the Tadcaster and Villages Community Engagement Forum.

27 FUNDING APPLICATIONS

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

27.1 TADCASTER PCC (THE PAROCHIAL CHURCH COUNCIL OF ST MARY'S CHURCH, TADCASTER, 'PROVIDING FLEXIBLE SEATING AND TABLES FOR ST MARY'S CHURCH', £4,000

The Board considered the application for £4,000 for flexible seating and tables for St Mary's Church, Tadcaster.

Sue Sheriff, applicant, introduced the application to the Board and then left the meeting.

The Board were supportive of the application and agreed that it met the requirements of the funding framework. Board Members acknowledged the restrictions of the church in finding suitable seating due to its Grade II Listed status. It was hoped that the new seating would allow the church to use space more flexibly and efficiently, and allow better access for more community groups and organisations.

The Board acknowledged that the funding requested was £4,000, but that there was only £2,473.10 left in the CEF budget for 2018-19. The Board agreed to fund the whole amount, but to split it between the 2018-19 and 2019-20 budgets in two lots of £2,000.

RESOLVED:

- i. **To recommend that a grant of £4,000 for flexible seating at St Mary's Church, Tadcaster be approved, as outlined in the application.**
- ii. **That the payment of the grant be split over the 2018-19 and 2019-20 budgets as two lots of £2,000.**

NOTE ADDED FOLLOWING THE MEETING: *The recommendation by the Board was to award the full £4,000 across the 2018-19 and 2019-20 financial years, as detailed above. The Tadcaster and Rural CEF budget was £2,473.10 remaining for the 2018-19 financial year.*

Following the usual process, the decision was sent for final approval by the Head of Community, Partnerships

and Customers. The Board were subsequently informed that because the budget setting process for the next financial year (2019-20) had not been before Council, and was therefore not confirmed, it was not within their gift to be able to commit funding for the next financial year. As such the Board and applicant were asked to consider two options moving forward:

- *To award £2,000 only, securing part funding. The church would need to consider how else to can raise the remaining funds for the seating; or*
- *Delay consideration of the application and re-submit in the next financial year 2019-20. Whilst there would be a delay, this would offer the ability to honour the full grant amount and remain within funding framework guidelines.*

It was agreed by the applicant and the Board that the church would accept an award of £2,000 part funding in 2018-19.

The meeting closed at 8.12 pm.

Agenda Item 5



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 5.1

COMMUNITY ENGAGEMENT FORUM

APPLICATION FORM

Application process

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

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

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

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

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

Which Community Engagement Forum is this application to?

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

Central CEF	
Eastern CEF	
Southern CEF	
Tadcaster & Villages CEF	
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

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Q1.2 Organisation address

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

Q1.3 Main contact details

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

Title	Forenames (in full)	Surname
Position or job title		

Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Other		Please describe	
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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	
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**

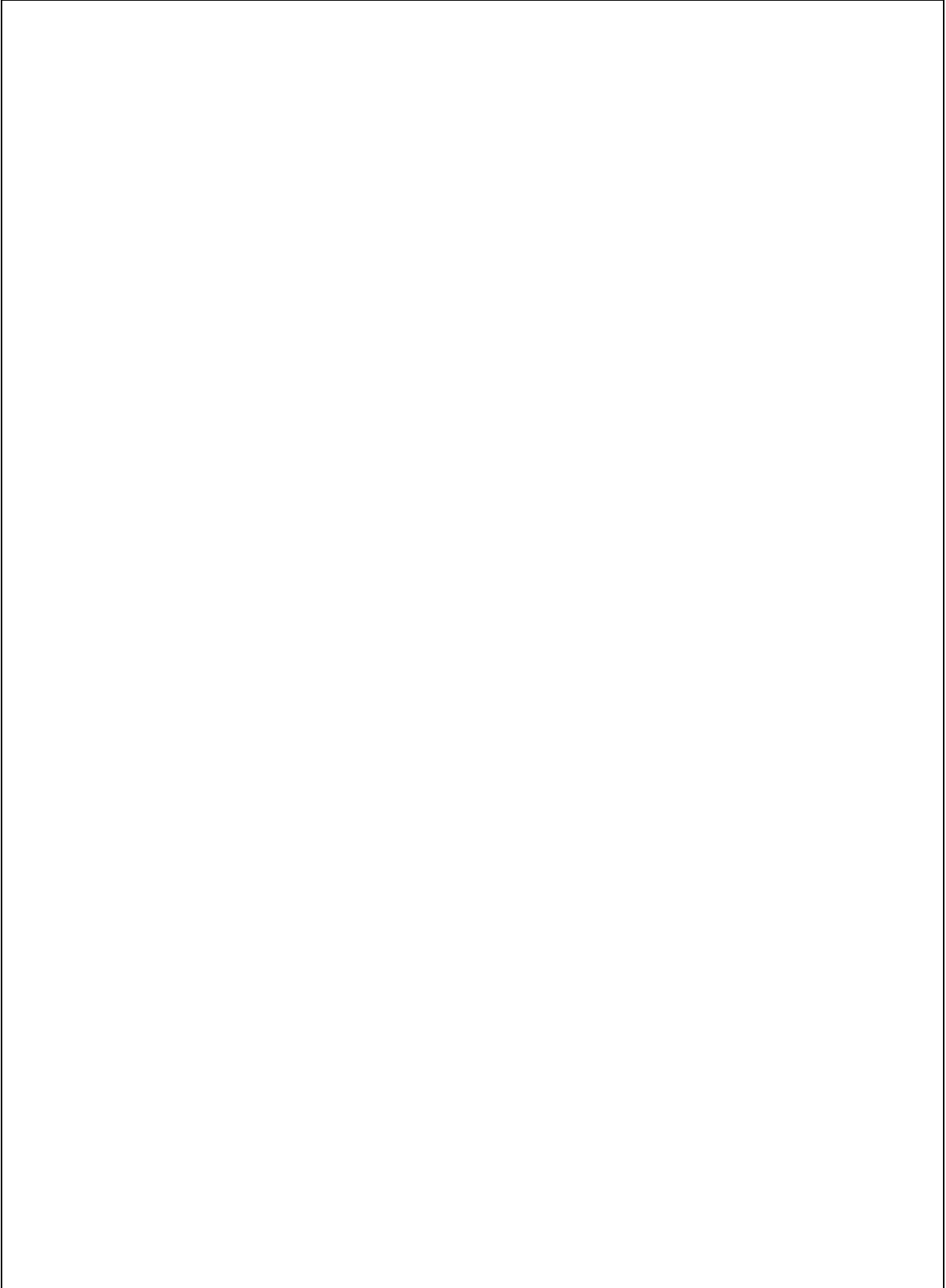
Section Two: Grant information or Project Brief (separate document)

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?

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?

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

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

**COMMUNITY ENGAGEMENT FORUM
APPLICATION FORM**

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

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q2.6 How much funding are you requesting?

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

Cost Element	Cost (£)
Total Cost	

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

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

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Section Three: Declaration

(THIS PART OF THE APPLICATION FORM WILL NOT BE PUBLISHED OR MADE AVAILABLE TO THE PUBLIC)

Data Protection

We will use the information you give us during assessment and during the life of your grant (if awarded) to administer and analyse grants and for research purposes. We may give copies of all or some of this information to individuals and organisations we consult when assessing applications, administering the programme, monitoring grants and evaluating funding processes and to comply with legislation. These organisations may include accountants, external evaluators and other organisations or groups involved in delivering the programme.

We may share information with organisations and individuals with a legitimate interest in CEF applications and grants or specific funding programmes. Contact details of successful applicants may be passed on to Selby District Council and elected members for the purposes of informing them of the applicant's success. We have a duty to protect public funds and for that reason we may also share information with other government departments, organisations providing matched funding or for the prevention and detection of crime.

If you provide false or inaccurate information in your application or at any point in the life of any funding we award you and fraud is identified, we will provide details to fraud prevention agencies to prevent fraud and money laundering. If you are a company this will include the names of the Company Directors at the time of the fraud. You must undertake to inform all Directors, Trustees and Committee members of this notice.

Freedom of Information Act

The Freedom of Information Act 2000 gives members of the public the right to request any information that we hold. This includes information received from third parties, such as, although not limited to grant applicants, grant holders, contractors and people making a complaint.

If information is requested under the Freedom of Information Act we will release it, subject to exemptions; although we may choose to consult with you first. If you think that information you are providing may be exempt from release if requested, you should let us know when you apply.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Declaration

Name of the organisation

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Tick this box to confirm that you are authorised by your organisation to send this application to us and that you understand our obligations under the Data Protection Act 1998 and Freedom of Information Act 2000.

Title	Forenames (in full)	Surname	
Position or job title			
Position in organisation			
Home address (including postcode)			
Date		Signed	

Q3.1 Your organisation’s bank account

All organisations that receive a grant from us must have a UK-based bank or building society account in the name of their organisation.

Please confirm that you meet this requirement

Yes		No	
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If your application is approved, we will ask you to provide your bank details for payment.

COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

Q3.2 Your organisation's accounts

Please provide details regarding your organisation's financial position. Select one option and fill in the amounts from your accounts or projection:

<input type="checkbox"/>	Information from the latest accounts approved by your organisation
<input type="checkbox"/>	12 month projection because you've been running less than 15 months.

Account year ending

Day		Month		Year	
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Total income for the year	£
Total expenditure for the year	£
Surplus or deficit at the year end	£
Total savings or reserves at year end	£

Has your organisation's accounts been independently audited?

Yes		No	
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Project Brief



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

Project Name	
Project Manager	
Document Author (if different from Project Manager)	
Organisation Name	

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.

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Details of the Project

Please list the details of your project

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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?

Benefits

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

Project Approach / Delivery Options

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

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.

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 –**

- **People –**

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.

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.

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?

Agenda Item 6

Briefing Note – Tadcaster Today Magazine, January 2019

1. Introduction and Previous Discussions

- 1.1 Following submission of a funding application for £4,761 for Tadcaster Today magazine in November 2017, the Tadcaster and Villages CEF considered a report at its meeting in January 2018 which asked the Board to consider:
- **What they wanted from Tadcaster Today;**
 - **The Board's appetite to continue to produce communications;**
 - **How these communications were produced; and**
 - **The acceptable level of impact on their budget to do so.**
- 1.2 The matter had been brought to the attention of the Board by the Head of Community, Partnerships and Customers because there was a need for clarity about how the budget of the CEF continued to be spent, particularly on projects which were meant to be self-sufficient, as well as how the Board wanted to move forward with communications and marketing for the CEF.
- 1.3 The Board noted that the original plan for Tadcaster Today magazine was for it to become self-funding through advertising. Since its inception in 2014, the CEF had continued to fund the publication on an annual basis. The Board noted that the relationship between the CEF and the CIC when the magazine was started was markedly different to the current arrangements, due to there being a new model of governance, administered by Selby District Council. It was explained that the current funding framework for grants and projects stated that if an organisation had been granted funding, they could not apply again for the same application or project for another two years.
- 1.4 Board Members acknowledged that communications and marketing for the CEF, the management and safeguarding of the budget and the guidance in the funding framework meant that the funding of Tadcaster Today should be examined. The Board were supportive of the magazine and discussed options for ensuring it could continue in circulation. The Board also noted that the magazine had not evolved as far as they would have wanted.
- 1.5 Following detailed discussions by the Board Members, it was proposed that the magazine continue to be funded by the CEF for another four issues (i.e. up to the end of December 2018), with the caveat that work be undertaken with Selby District Council Communications Team in order to move towards making the magazine self-sustainable and self-funding through advertising. It was also agreed that discussions would also be had with Tadcaster Town Council about the publication, who had agreed to fund the magazine for another four issues (up to December 2018).
- 1.6 The Board Members also requested that an impact and update report be submitted for consideration by the Board in June 2018 (by the second issue) in order to monitor the progress of the CIC's work with Selby District Council towards the publication's sustainability.

1.7 With regards to publicity for the CEF, it was also noted that the production and distribution of flyers for upcoming Forum meetings had proved to be successful and should continue.

2. Current Position

2.1 At its meeting in November 2018, the Board considered a draft options paper from the CIC about the future of Tadcaster Today magazine, and alternative models for how it could be produced. This is attached to this report at **Appendix A**. Production of Tadcaster Today currently costs a total of £8,280 per year, split between the Town Council (£3,519) and the CEF (£4,761).

2.2 The Board discussed the options put forward in the draft options report and expressed varying opinions about how and if the magazine should be funded and produced in the future. Some Board Members felt that the publication was a useful way to communicate with local residents in Tadcaster and the surrounding villages; other Board Members were of the opinion that the magazine was not as effective as it should be.

2.3 The Board felt that the matter required further consideration at the next meeting in January 2019, and asked that more information and further costings be put forward.

Current Marketing and Publicity Activity and Associated Cost

2.4 The CEF's budget each year is £20,000. Other marketing and communications work (and the associated costs) also being undertaken for the CEF are as follows:

- Flyer design, production and distribution ahead of forum meetings in 2018-19: **£1,290**
- Commitment of funds in 2018-19 for CEF videos (one overarching video about all CEFs, two specific ones about Tadcaster and Villages): **£595**

Total cost in 2018-19: **£1,885**

2.5 There will also be the production of plaques to consider once the Board has identified which projects it wishes to award plaques to. Each plaque will cost approximately £21, although there may be a discount for buying in bulk as the other four CEFs have also agreed to produce plaques. This cost has not been factored into the figure (£1,885) above, as none have been ordered yet.

2.6 There are additional resources that are put into marketing for the CEF. Rather than quantify the financial input at this point, there are a number of 'in-kind' activities from the Council's Communications Team and Democratic Services which will continue to be supported, which feed into other Tadcaster publications and social media platforms used by residents. Selby District AVS, as a contracted community support worker with Selby District Council, works with the Council's Communications Team to support the work of the CEF through articles on social media, local media releases and websites. The Council's Communications Team arrange for photos to be taken for press releases, provide social media updates about funding decisions following Board meetings and create Facebook event pages for forum meetings.

2.7 Democratic Services compile and maintain a distribution list of emails from people who have signed up for updates about the Tadcaster CEF at forum meetings; the people on this distribution list are all emailed ahead of meetings to encourage attendance.

2.8 Had it been agreed and the full cost of funding (£4,761) for Tadcaster Today for another year (2018-19) also been included in the above figures, the CEFs total spend on communications and marketing in 2018-19 would have been **£6,646**.

3. Future Considerations

3.1 The Board are asked to consider the options report at Appendix A, and the following points:

- Does the Board wish for Tadcaster Today to continue as part of the CEF's overarching marketing and publicity, or are the other avenues (the flyers, work with the Council's Communications Team, press releases, social media etc.) enough?
- How much of the yearly budget does the Board expect/wish to spend on marketing and publicity, and how much on grant/funding applications?
- Does the Board wish to continue funding Tadcaster Today and view it as a continuously funded project for the CEF? If so, a value for money exercise should be completed. The CEF could request other quotes to ensure best value, as with the films and leaflet production.
- Any other approaches Board Members wish to suggest.

The Board are asked to note that no formal agreement on spend for the next financial year 2019-20 can be made until the Council has approved its budget in February.

Democratic Services
Selby District Council
January 2019

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Tadcaster & Rural Community Interest Company

TADCASTER CEF – FUTURE COMMUNICATIONS: OPTIONS PAPER

Introduction

Production of Tadcaster Today currently costs a total of £8,280 per annum, split between the Town Council (£3,519) and the CEF (£4,761). Costs relate to:

- a) Design (Cookie Graphic Design)
- b) Editing, commissioning, project management (Tadcaster & Rural CIC)
- c) Production (Wolds Print)
- d) Distribution (Trust Distribution)

A small amount of income is derived from advertising – this year £300.

The publication is distributed quarterly to 5500 households across the CEF area with a further 100 distributed to outlets in town, including the Town Council offices.

To date, 18 issues have been produced since June 2014.

In early 2018, the CEF partnership board committed to one further year of funding.

Options

As we have approached the conclusion of this final year of funding, the CIC has considered a range of outline options for the future of “Tadcaster Today”. These are summarised as follows:

- a) Continuation of the magazine in its current format, with any advertising revenues off-setting the CEF contribution – on current projections this could mean reducing the CEF contribution by £1000 pa.
- b) As per a) BUT increase cope and coverage by incorporating Tadcaster News Facebook facility. This would require purchase of the rights to Tadcaster News but would dramatically increase the reach of both Tadcaster Today and www.visit-tadcaster.co.uk (as well as other websites such as the Town Council and TEMPT).
- c) Continuation of the magazine but only distributing hard copy in Tadcaster with villages able to access PDF online. This would halve production and distribution costs.
- d) Halting Tadcaster Today entirely, with the Tadcaster Town Council newsletter continuing for the town only, potentially carrying CEF features on occasion, with the Partnership Board commissioning occasional leaflets and other adverts for its services.

The Partnership Board is asked to consider if it would like options a) – c), or any other options/variants) worked up in more detail for consideration at the next Board meeting on 28/1/19.

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Agenda Item 7

Tadcaster & Villages Community Engagement Forum

Financial Report. 1 April 2018 to 31 March 2019

Balance carried forward from 2017/18 £24,007.00

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 £44,007.00

Ref.	Date Agreed	Date Paid	Paid to	Details	Amount (£)	
					Actual	Committed
12-Mar-18	07-Jun-18	Selby Hands of Hope		Creating Lasting Links	£5,170.00	
12-Mar-18	16-Aug-18	Selby District Disability Forum CIC		Tad and Villages CEF Disability Action Group	£4,883.00	
12-Mar-18	24-Apr-18	Kelbar Community Social Committee		Dementia Forward Café	£2,500.00	
12-Mar-18	26-Apr-18	Tad and Rural CIC		Tadcaster Arts Festival 2018	£5,000.00	
12-Mar-18	10-May-18	Yorkshire Energy Doctor		Tad and Villages Community Engery Ambassadors	£4,949.00	
12-Mar-18	26-Apr-18	St Marys Church, Tadcaster		Replacement of Church Tower Floodlights	£595.00	
12-Mar-18	26-Apr-18	Stutton Village Social Committee		Funding for Improved Audio Visual Equipment	£1,000.00	
12-Mar-18	26-Apr-18	1st Tadcaster Scouts Group		Refurbishment of toilets at Scout Hut	£1,000.00	
	30-Apr-18	Create TVT		Flyer Printning and Distribution for 11 June Forum	£375.00	
14-May-18	21-Jun-18	1st Tadcaster Scouts Group		Repairs to Minibus	£1,000.00	
14-May-18	19-Jul-18	Church Fenton Air Cadets		Defibrillator	£999.00	
24-May-18	24-May-18	Reach Studios		Where to Turn flyer	£55.00	
14-Jun-18	31-Jul-18	Riley Smith Hall		Hire of Sound Equipment	£95.00	
14-Jun-18	14-Jun-18	Riley Smith Hall		Catering for Forum	£60.00	
14-Jun-18	14-Jun-18	Riley Smith Hall		Hire of Hall for Forum	£100.00	
	06-Sep-18	Church Fenton Village Hall		Hire of Hall for Forum	£18.00	
	09-Aug-18	Create TVT		Flyers for Forum 24/9/18	£485.00	
	06-Sep-18	Reach Studios		Flyer for Forum	£65.00	
09-Aug-18	06-Sep-18	Tadcaster Magnets Carnival Committee		Funding for Tadcaster Carnival	£1,000.00	
10-Sep-18	14-Oct-18	1st Tadcaster Scouts Group		Hard Landscaping	£1,400.00	
10-Sep-18		Pauline Hogg		Info Boards for Flower Rich Grass Verges		£1,500.00
10-Sep-18	18-Oct-18	Church Fenton Community Hub		White Horse Pub	£5,000.00	
	27-Sep-18	AVS		Community Leisure Provision	£3,629.90	
12-Sep-18		Wild Studios		CEF Promotional Videos	£410.00	£185.00
	25-Oct-18	Create TVT		Flyer Print and Distribution	£245.00	
	18-Oct-18	Reach Studios		Flyer Design	£65.00	
12-Nov-18		St Marys Church, Tadcaster		New Seating	£2,000.00	

Total Actual Spend to date £42,098.90

Remaining Commitments not paid £1,685.00

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

Total budget remaining £223.10

This figure is the total budget available minus actual spend.

Total balance remaining £1,908.10

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End of project impact report

Grant Awarded: T1550 – Tadcaster Gateways Project

Date Awarded: 17 January 2018

Organisation Details

Name: **Tadcaster Town Council**

Address:
The Ark
33 Kirkgate
Tadcaster
LS24 9AQ

Project Details

Project Title / Description: **Tadcaster Gateways Project**

To provide a 2 sleeper high bed in line with the two flower beds at the entrance to Station Road. In 2016 Tadcaster Town Council embarked on an ambitious project to enhance the appearance of Tadcaster through an improved planting scheme for visitors and residents alike.

Contact Name: Jane Crowther Tel: 01937 834113

IMPACT REPORT FOR PERIOD October 2018 TO December 2018

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

The gateways to Tadcaster are the first impression that visitors see and all are equally important. The gateway on York Road has been improved by the enhanced planting around the gateway sign but the addition of a vibrant and colourful bed at the entrance to Field Drive will increase the impact and utilise an area that already has a bench and litter bin. The Field Drive entrance is a highly visible site to pedestrians, cyclist and motorists and in the Councils belief the most used entrance in the East of Tadcaster.

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

The Field Drive planter is part of the larger gateways project. The gateways project is identified in the Local Development Plan. Economy Retail Tourism – Tadcaster Regeneration – Each year the Town Council pays for the planting of the tubs and flower beds in the Town to ensure that there is a splash of colour and enjoyment for both residents and visitors. To help the regeneration and improvements to the Town in 2016 and 2017 the Town Council invested in the improvements of Tadcaster Gateways and Tadcaster in Bloom which included larger flower beds, improved planting of beds, new raised beds and hanging baskets in the bus station. Community Leisure Culture and Education – For two years the Guides have planted bulbs in different locations around Tadcaster, in 2017 the location was Field Drive, the floral display in Spring each year can be enjoyed by all.

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.

One of the additional benefits of the wider project which was to enhance the Gateways and planting in Tadcaster has come from the engagement with the community. The Council approached businesses in the Town to help support the annual planting with sponsorship and has received a good response and is something that will grow year on year. Also, the wonderful response from the local volunteers who water the flower beds throughout the summer months keeping the displays looking their best, we look forward to recruiting more members next year.

Any other comments on the project and its success:

The positive comments from the residents.

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End of project impact report

Grant Awarded: T1551 – Tadcaster Riverside Project

Date Awarded: 17 January 2018

Organisation Details

Name: **Tadcaster Town Council**

Address:
The Ark
33 Kirkgate
Tadcaster
LS24 9AQ

Project Details

Project Title / Description: **Tadcaster Riverside Project**

To plant shrubs in the existing Riverside flower bed. In 2016 Tadcaster Town Council embarked on an ambitious project to enhance the appearance of Tadcaster through an improved planting scheme for visitors and residents alike. The flower bed will also compliment the proposed Riverside Park scheme planned to start in 2019.

Contact Name: Jane Crowther Tel: 01937 834113

IMPACT REPORT FOR PERIOD October 2018 TO December 2018

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

The flower bed will now become an integral part of the riverside and compliment the Riverside Project. The delivery of the Riverside Project in 2019 will promote Tadcaster bringing families from Tadcaster and surrounding villages to the Riverside. The increased footfall will have a positive impact on local businesses and the Town. The Council wants to make the Town as attractive and special as possible to residents and visitors alike by improvements to the streetscene and Riverside and in the case of this grant, to provide enhanced planting to the riverside bed which will be incorporated into the wider Riverside Project and Tadcaster in Bloom schemes both of which promote and aid the regeneration of the Town.

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

The Town Council, District Council and County Council are working in partnership around regeneration and delivery of the Riverside Project, also one of the objectives of the CEF. The riverside flower bed was commissioned by the Town Council with sponsorship from NYCC for the Tour de Yorkshire. The development of the Riverside with information panels, play equipment, seating, viewing platform etc. will increase the dwell time in Tadcaster and the flower bed will become an integral part and enhance the visitor experience and the increased footfall will have a positive impact on local businesses.

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 additional benefits or objectives will become more apparent next year with the completion of the riverside project. The completion of the riverside project in 2019, identified in the Local Development Plan will support the local economy by making the Town more inviting and encourage residents and visitors alike to stay longer in the Town – the flower bed will become one fundamental element of this scheme.

Any other comments on the project and its success:

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Agenda Item 9

Ref.	Organisation	Project or Grant	Project Name	Board Meeting	Awarded Amount
T1530	Tadcaster & Rural Community Interest Company	P	Tadcaster Today 2017	16-Jan-17	£4,400.00
T1531	Tadcaster & Rural Community Interest Company	P	Business Forums	16-Jan-17	£4,260.00
T1532	Tadcaster & Rural Community Interest Company	P	Visit Tadcaster 2017	16-Jan-17	£3,322.00
T1533	Sing Yourself Happy	G	Sound Equipment	13-Mar-17	£176.00
T1534	Tadcrafters CIC	P	Supporting Tour de Yorkshire	13-Mar-17	£3,356.00
T1536	Tadcaster and Rural CIC	G	Supporting Stutton Village Hall	22-May-17	£650.00
T1537	Friends of Tadcaster Library	P	TCL Community Development	22-May-17	£5,000.00
T1539	Church Fenton Community Shop	G	Church Fenton Community Shop and Post Office	13-Nov-17	£1,000.00
T1540	2434 (Church Fenton) Squadron Air training Corps	G	Minibus replacement	24-Jul-17	£1,000.00
T1541	St Johns Church, Kirby Wharfe	G	Window appeal	24-Jul-17	£1,000.00
T1542	Tadcaster and Villages CEF/Selby District AVS	P	Community Discovery Day	24-Jul-17	£968.00
T1543	Tadcaster and Rural CIC	G	Sloppy Slippers' Winter Safety Campaign	13-Nov-17	£972.00
T1544	Friends of Riverside Community Primary School	G	Stone Story Circle for Riverside School	13-Nov-17	£500.00
T1545	Tadcaster and Villages CEF	G	Childrens Christmas Card Competition	15-Jan-18	£480.00
T1546	Stutton Playgroup	G	Relocation expenses	13-Nov-17	£1,000.00
T1547	Tadcaster and Rural CIC	P	Tad Today 2018	13-Nov-17	£4,761.00
T1548	Tadcaster Swimming Pool Trust	G	Tadcaster Stingrays (Coach Funding)	15-Jan-18	£1,000.00
T1549	Girl Guiding - Tadcaster Units	G	Girl Guide Flags	15-Jan-18	£719.00
T1550	Tadcaster Town Council	G	Tadcaster Gateways Project	15-Jan-18	£462.00
T1551	Tadcaster Town Council	P	Tadcaster Riverside Project	15-Jan-18	£1,400.00
T1552	Selby Hands of Hope	P	Creating Lasting Links	12-Mar-18	£5,170.00
T1553	1st Tadcaster Scouts Group	P	Refurbishment of toilets at Scout Hut	12-Mar-18	£1,000.00
T1554	Tadcrafters CIC	P	Festival of Light 2018	15-Jan-18	£1,000.00

T1555	St Marys Church Tadcaster	G	Replacement of Church Tower Floodlights	12-Mar-18	£595.00
T1556	Selby District Disability Forum	P	Tadcaster and Villages CEF Disability Action Group	12-Mar-18	£4,883.00
T1557	Tadcaster and Rural CIC	P	Tadcaster Arts Festival 2018	12-Mar-18	£5,000.00
T1558	Kelcbar Community Centre Social Committee	P	Dementia Forward Café	12-Mar-18	£2,500.00
T1559	Yorkshire Energy Doctor	P	Tadcaster and Villages Community Energy Ambassadors	12-Mar-18	£4,949.00
T1560	Stutton Social Committee	P	Funding for improved AV equipment	12-Mar-18	£1,000.00
T1561	1st Tadcaster Scouts Group	G	Repairs to Tadcaster Scouts Minibus	14-May-18	£1,000.00
T1562	2434 Squadron ATC	G	Assistance towards installation of a community defibrillator	14-May-18	£999.00
T1563	1st Tadcaster Scouts Group	P	External hard landscaping at the Scout Hut	10-Sep-18	£1,400.00
T1564	Tadcaster Magnets - Carnival Committee	G	Tadcaster Carnival	10-Sep-18	£1,000.00
T1565	Pauline Hogg/AVS	P	Information Boards for the flower-rich grass verges on Moor Lane, Tadcaster	10-Sep-18	£1,500.00
T1566	Church Fenton Community Hub	P	White Horse Pub	10-Sep-18	£5,000.00
T1567	Tadcaster PCC (the Parochial Church Council of St Mary's Church, Tadcaster)	P	Providing flexible seating and tables for St Mary's Church	12-Nov-18	£2,000.00

Agenda Item 10

Tadcaster and Villages CEF Community Development Plan 2017-2020



Action Plan (Updated January 2019)

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

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


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

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

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

	<p>damp penetration to high levels in the ground floor.</p> <p>3. The drains were fully blocked.</p> <p>4. Building methods employed in the past necessitated significant structural remedial works to enable the exciting plans our tenants have of re-instating open fires and wood burners to impart character and warmth to the pub.</p> <p>The refurbishment works are due to be complete by mid-November at which time efforts will be focussed on fitting out. Every opportunity to get the works completed in time for the Xmas trading period is being exploited but looks unlikely that the required standard will be achieved before mid-January.</p> <p>The CFCH Community Share issue closed on 1st October. We have 199 shareholders. Share capital raised exceeded our target, this together with corporate sponsorship and grant aid has enabled us to finance the first tranche of refurbishment works without resorting to the Parish Council, thus reducing the planned public works loan drawdown by £45,000. This in time will mean the surplus available for other community projects will be greater than originally planned.</p> <p>Our tenants are preparing for their first recruitment open day, to be held at Church Fenton Village Hall, it is being planned for mid-November to recruit staff for The White Horse. They are expecting to employ around 30 staff of which they hope to recruit at least 80% from CF and surrounding villages.</p> <p>CFCH Ltd hosted a vision evening in September at CF village hall. Approximately 110 people attended many of them shareholders. Our tenants were introduced and the plans for the pub, its operating style and ambitions were shared with the audience.</p>			
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Leisure, culture and education		Lead Board member:		
What do we want to do?	How will we do it?	When will it be done?	Indicative cost	Delivery partner
Village hall investment programme	Identify needs via VH committees. Instigate a support programme – with RAY.	2017/18	£	Community First Yorkshire
	New Beginning Initiative commenced, funded by SDC. Open invite for Village Halls and Community Groups sent Jan 2017. Initial pilot with 15 organisations including two Village Halls in the CEF area.	2017	Free	Selby District AVS
	New Beginning Initiative to run throughout 2018 – focusing on new ideas and initiatives developed through two Community Activist Training courses. First Training Course full. Second course to commence in June 2018 at Burton Salmon.	2018	Free	Selby District AVS
	Stutton Village Hall NYCC £1000 Executive Officer Investigating funding sources	2017	£1,000	
Annual events calendar & supported events and activities	Develop forward programme of events with external experts e.g. DepArt Small grants	2016/17	£	DepArt
	The application was towards the cost of creating various decorations and displays that would be used to decorate Tadcaster during the Tour de Yorkshire. It was proposed that the CEF provide a grant to cover specifically; standard-sized bunting, painted bikes, lanterns and miscellaneous decorations; big bunting and land art; festoon bunting for Main Street; and festoon bunting for Kirkgate.	April 2017	£3,356	Su Morgan Tadcrafters CIC
	£176 towards the cost of equipment to enable the organisation to continue providing sing-a-long groups for the elderly, and in particular those with dementia and their carers.	2017	£176	Sing Yourself Happy Timothy Kent
	UCI World Championships –developing plans for community-led Cycling Festival,	September 2019		TEMPT
	County and Regional awards for Tadcrafters and TEMPT!			

	<p>TEMPT initiative well underway with events calendar developed, funding being sought from various sources for core support and individual events.</p> <p>www.tadcasterevents.com.</p> <p>Arts Festival delivered July 2018 with 5k grant from CEF. Next planned events are Heritage Day (Feb19); Soapbox Derby (June 19); Cycling Festival (Sept19).</p>  <p>Nigel Adams congratulates TEMPT on being shortlisted for Best Community Group NYCC Awards.</p>			
WEA Development	<p>August 18 update - Successful courses in the Summer term included Confidence Building, Tudor History and Beginners Modern Greek although the numbers of students participating could have been better. There were also a number of free taster sessions including, Health and Well-being, Art History and History classes. Feedback from participating students was incredibly positive and in some cases the experience has been life-changing.</p> <p>WEA has a range of courses in Tadcaster planned for the Autumn and Spring terms and are hoping to add some more health and well-being courses such as mindfulness and crafts.</p> <p>A range of venues are being used across the town including the Library, the Methodists Church, and the Riley Smith Hall. We are hoping to be able to work more closely with the Manor Farm Centre when it transfers from NYCC control.</p>	2018		Su Morgan WEA
	WEA Wellbeing course, commenced at Manor Farm.	Jan 2019		WEA
Meet the Funders Fair	CHN staffed stand promoting all 5 CEFs and the funding available. Event attended by over 150 people from a range of community, sport, and faith organisations.	25 th Jan 2017		Selby District AVS

	Meet the Funder and Advisor event taking place on Friday 8 th June 2018 2.00pm – 6.00pm Community House, Selby. To include CEF stand.	8 th June 2018		Selby District AVS
Bridge Opening Event	Bee offered to staff a stall to promote the CEF. CHN developed promotional flyer regarding the CEF and funding for groups – 3,000 printed. Also CHN took flyers for CEF Public Forum and David arranged for a banner to be made.	19 th Feb 2017		Bee Rowntree
Give It A Go Event 2017	CHN attending Tour de Yorkshire meetings. Met with Susie Brindley to discuss holding CEF event as part of the Festival – agreed Jan 17. Feb 17 – CHN prepared invite for groups and organisations – distributed to key partners for agreement. Location agreed, timings and initial art work commenced for the flyer.	29 th April 2017	£3,504	Selby District AVS
	May 17 – Event held with 12 stalls participating in the event. A CEF stand was prepared that also supported Tadcaster in Bloom. 106 families and individuals completed the competition. 10 winners were drawn and their vouchers will be posted out. Bee assisted CHN on the day with the event. Cllr Sweeting judged the stalls – 1 st Selby District Vision, 2 nd Church Fenton Air Squadron and 3 rd BeeAble – certificates issued. CHN attended Impact review meeting and fed in the impact of the event. Thank you email received from Leader of the Council and event Coordinator.			
Community Discovery Day 2017	Project brief submitted and funding agreed.	July 2017		Selby District AVS
	Promotion designed and negotiated distribution to all households in the CEF area. Promoted to potential organisations for stalls at the event – a total of 25 organisations secured. Negotiated live music throughout the event by a new not for profit music group. Promoted event through SDC website, AVS Newsletter, local forums and in Tadcaster Today.	Summer 2017		Selby District AVS
	Event ran from 2.00pm – 8.00pm on 26 th October at the Riley Smith Hall. Live music and café throughout, pop up Charity shop, competitions, consultation stand and promotion of the CEF.	October 2017		Selby District AVS

CEF Public Forums	Eye Health workshop offered through Selby District Vision. CHN had planning meeting, design and printing of flyer agreed, flyers distributed via Tour de Yorkshire Partners, at Bridge Opening event and visiting businesses in Tadcaster.	27 th Feb 2017		Selby District AVS
	The Board agreed that the Forum should receive presentations from the Tadcaster & Rural CIC, the Tour de Yorkshire Project Manager (at SDC) and Dave Edmonds from DepArts.			
	July 17 – publicity circulated to all households in Tadcaster, information added to SDC website, AVS newsletter and promoted at Community House and across a range of partnership meetings and Selby Fun Day.	10 th July 2017		Selby District AVS
	Sep 17 – two Public Forums took place. One in Tadcaster as a follow up to look at Flood Prevention actions taking place and the second one at Bolton Percy Church. Both events publicised through specific flyer drops and through Tadcaster Today.	Sep 2017		Selby District AVS
	Nov 17 – agreed focus for next CEF Public Forum to be the work of Tadcaster Medical Centre. Confirmed Centre Manager and 2 GPs attending the event. Also agreed to launch a £25k CEF funding initiative with project ideas to be submitted ahead of the Public Forum. Ideas will be promoted at the Public Forum. Double sided flyer designed and circulated through the CEF database and across Selby District AVS newsletter. Flyer to be delivered to all households in Tadcaster in early January 2018. Meetings held with 4 organisations to date who are working up proposals.	Nov 2017		Selby District AVS
	Jan 18 – event held regarding the work of the Tadcaster Medical Centre. Followed by 5 presentations from; <ul style="list-style-type: none"> ▪ Selby District Disability Forum ▪ Selby Hands of Hope ▪ Yorkshire Energy Dr ▪ Tadcaster and Rural CIC ▪ The Kelcbar Centre 	Jan 2018		Selby District AVS
	Theme for June Forum agreed as Adult Learning. Contact has been made with W.E.A., NYCC Adult Learning, Wetherby U3A, and Tadcaster and Rural C.I.C. Speakers confirmed from all	June 2018		Selby District AVS

	organisations apart from U3A.			
	Art work for flyer agreed, speakers from both U3A Sherburn and Wetherby attending.	11 th June 2018		Selby District AVS
	Event attended by 70 people. Proposed at the event to look at establishing a Tadcaster U3A.			Selby District AVS
	Aug 18 – next Public Forum in Church Fenton focusing on the Community Shop. Flyer designed ready for distribution.	24 th Sep 2018		Selby District AVS
	Oct 18 – theme agreed relating to fitness in partnership with Inspiring Healthy Lifestyles. Publicity has been finalised and distribution will take place in December.	14 th Jan 2019		Selby District AVS
	Jan 19 – next event has been agreed to be a workshop regarding Dementia. Speakers booked and art work being finalised.	11 th March 2019		Selby District AVS
U3A Development	Promotion for potential Tadcaster U3A included in latest version of Tadcaster Today. To date nearly 20 people have been asked to get involved. Contacting U3A for some free mentoring to assist with this development.	Sep 2018		Selby District AVS
	Jan 19 – discussion has been taking place to secure a development initiative with U3A. Initial meeting organised with volunteers to assist and a small support budget.	Jan 19		Selby District AVS
Tadcaster Today	Continue to work with Tadcaster Town Council and suppliers	2016/17	£8,400 total plus advertising revenue	David Gluck
	CHN meeting held with David to discuss next deadline. Information sent regarding the Give It A Go event, Feb 17. Tadcaster Town Council Edition 1 distributed. Edition 2 due out end June.	June 2017		David Gluck
	Regular 2-page spread produced to promote the CEF, funding opportunities and future activities. Latest article submitted March 2018	Ongoing		Selby District AVS
	2017 project now complete. Partnership Board approved 2018 funding 15/1/18. First edition of 2018 produced and circulated successfully. Second edition due end of June 2018. Advertisements are being promoted as a means of developing sustainability from 2019. Advice from SDC officers has not yet been offered but welcome as and when			T&R CIC / Tadcaster Town Council

	it becomes available. 2-page article about the CEF continues.			
	Oct 18 - Final 2018 edition due out November 2018. New Comms proposal submitted to CEF.			
Riverside Park	Investment programme on the Riverside to follow planning permission & works on the Bridge	2017/18	£	Groundwork/ Tadcaster Town Council
Skatepark	Investigate location, then project team and design, including funding	2017/18	£	SDC The Bridge WLCT
	T&R CIC and the Bridge Project are collaborating to ensure the mobile skatepark at Manor Farm is available on as many days as possible. The skatepark and its trailer and all ancillary equipment will be transferred to T&R CIC as part of the asset transfer. The Bridge Project have secured Lottery funding to staff the skatepark this summer term on a weekly basis (every Wednesday). T&R CIC have applied to the PCC for funding to resurface the MUGA, purchase new equipment and to train a volunteer team so that the skatepark is open weekly through the summer holiday and then as and when demand dictates through the autumn/winter.			
	Aug 18 - T&R and the Bridge Project intend having a monthly pop-up skatepark at Manor Farm as soon as transfer is complete. Funding from:	2018	NYCC (Cllr Mackay) - £1000 PCC - £7899 + TTC (S106) - £1500 additional funding for traversing wall at Manor Farm MUGA.	
Review of Leisure Services	Developed survey for residents. Distributed to all households in the CEF area and link advertised in Tadcaster Today, Selby District AVS newsletter and through CEF database. Surveys promoted at all CEF public forums and at the Community Discovery Day.	Summer 2017		Selby District AVS

	<p>To date 46 surveys have been entered onto the system. 14 people have stated they would like to be involved in a more detailed discussion regarding service provision, this will be arranged in the New Year.</p> <p>A further survey has been developed for current service providers to complete.</p> <p>A meeting was requested with Heather Kennedy, who has now changed roles and is working for SDC. A meeting was held in November 17 to discuss the project and she has promised to pass on the details of the person to liaise with to assist with distributing the survey to all current providers.</p>	2018		Selby District AVS
	<p>Replacement for Heather Kennedy confirmed January 2018.</p> <p>Organisational survey commenced being distributed February 2018.</p> <p>To date 59 surveys have been completed and 1 organisational survey.</p>			
	<p>Further promotion via SDC face book and twitter, 81 public surveys completed and 7 organisational surveys.</p> <p>Draft report being produced on findings to date.</p>			Selby District AVS
	<p>Community event scheduled. Flyer has been distributed and article for Tadcaster Today written</p>	6 th Sep 2018		Selby District AVS
	<p>Consultation event held, with a range of recommendations made and agreed with Inspiring Healthy Lifestyles.</p> <p>Updated the report and distributed.</p>			
Tadcaster community library	<p>Work with the new volunteer led library top identify opportunities to support and add value</p>	2017/18		Tadcaster Library
	<p>CHN attended meeting in Dec 16, follow up meeting being scheduled.</p>			
	<p>CHN attended follow up meeting in March 2017</p>			
	<p>New bid submitted to PB for consideration May 2017</p>			
	<p>July 2017 - Since we were awarded the grant from the CEF, we have approached Tadcaster Town Council to ask them to match the grant to make the original £10k we were looking for, which they have agreed to. Our next step is to scope out a brief for the work we want to do over the first year and send to some likely providers to see whether that can be provided by one person / organisation or more than</p>			

	one.			
	Nov 2017 – project brief circulated to seek applications. Interviews to take place in January 2018.			
	Feb 2018 – interviews have now taken place and an action plan is being developed with the successful candidates.			
	<p>May 2018 - Tadcaster Community Library received funding from CEF of £5000. As this was not enough to achieve our goals we also applied for and was awarded £5000 from Tadcaster Town Council. This delayed the start of our project.</p> <p>We put out a tender for freelance community workers and organisations to bid for the project work. Katherine Wells is working closely with the volunteers to do a training audit. From this we will do some extra training to ensure all the volunteers are at a similar level before giving a small group of volunteers extra training to take on more tasks to ensure the sustainability of the group and take off some of the pressure from the management committee. Katherine will also be identifying additional training and tasks that can then be undertaken by Selby AVS. This will commence in the next few months.</p>			
	Oct 18 – planning meeting held in September to commence development work over the coming months. Action plan has been developed.	2018/19		Selby District AVS
	Jan 19 – work has commenced on funding applications.	2019		Selby District AVS
Creation of a new service for local people living with a disability to address their needs	<p>Oct 18 - At the beginning of September we held a joint event with Selby District AVS and the CEF, based on improving leisure facilities in the area and to launch our Action Group project. This was extremely well attended and gave us the opportunity to recruit members and promote the project.</p> <p>Following on from the success of the launch event, we have been out and about in Tadcaster and local villages talking to people about the project and putting up promotional posters. These have also been sent out to local organisations, Parish Councils and news sharing sites and social media, to try and spread the reach of the project</p>	Sep 2018 onwards		Selby District Disability Forum

	<p>as far as possible.</p> <p>We have also been out and visited with individuals who have been in touch to say that they would be interested in getting involved, but to explain a bit more to them and support them in becoming members of the group.</p> <p>The most recent CEF Forum event in Church Fenton was also a great opportunity for us to promote the project and share ideas and support with other successful CEF projects. We have also met with a representative from the Tadcaster Events Committee, who are very keen to involve the disability action group in informing future events, which is very exciting.</p> <p>We have 9 people signed up to be members of the Action Group so far, which we are absolutely thrilled with. They come from all different parts of this area of the district. We will be having our first Action group meeting the first week of November and are very much looking forward to continuing to move this project forward.</p>			
	<p>Jan 19 - Our Tadcaster and villages Disability action group has got off to an absolutely flying start! We had our fantastic launch event back in September in partnership with Selby district AVS and inspiring healthy lifestyles. Following this we have met monthly since October and the group is very strong. We have roughly 8 members at each meeting made up of those with disabilities, people supporting those with disabilities and those from the local community wanting to make access better for all.</p> <p>Some of the main areas we are looking at currently include:</p> <ul style="list-style-type: none"> - Promoting disability services already available within the Tadcaster villages area. We have been working with the local town council who have agreed to allow us to have a page on their new website. - Working with the local events committee to maximise the potential of the Selby Road races event coming up in September. Looking at promoting disabled sports. As well as other opportunities throughout the year. - Working with local businesses to look 			

	at access issues and how these can be overcome. Using the Tadcaster access survey carried out by a member of the town council as a great starting point, as well as mystery shopping in and around Tadcaster.			
Creation of a team of Community Energy Ambassadors	To provide training for people to become Community Energy Ambassadors skilled in advising people how to save money with their energy suppliers. Work will commence with a publicity campaign to promote the training and recruit participants, with the aim being that the first course will commence in the autumn.	November 2018 first course		Yorkshire Energy Dr
	We have planned to run this project over the winter when energy bills and heating issues are much more at the forefront of people's minds. As per our proposal, we will be running the Energy Ambassadors training twice and the course dates have been booked in as follows: Tuesdays, 9.30am - 1pm, starting on 6th November Thursdays, 1.30 - 5pm, starting 24th January Each course will run for 5 weeks and we are looking to hold one course at Manor Farm and the other at Rosemary House, both in Tadcaster. If any Board Members would like to attend the course or know of anyone else who would be interested then please contact Kate: kate@yorkshireenergydoctor.org.uk			
	Jan 19 – 5 individuals completed the first Ambassador Training course which has been very successful. The next course has been promoted throughout the area and will commence late Jan 19.			
Creation of a Dementia Cafe	The last 3 months have seen confidence growing in the work to support those attending the Dementia Café. There is a regular rota of volunteers to prepare, serve and clear up the lunches. The local attendees also continue to enjoy the activities, supporting and assisting those with Dementia and offering a welcome distraction for the carers. We have had two regular 'clients' from the target group, with another couple also attending for a few weeks. But	Update Dec 2018		The Kelcbar Centre and Dementia Forward

	<p>despite following them up have not been able to make contact to ascertain the reasons for them no longer attending (however we do know that the carer was finding it difficult to adjust with a partner who refused to acknowledge her condition) much support and information was given to help them adjust but to no avail at this time of writing.</p> <p>The co-ordinators are happy with the way that those who are attending are feeling the benefit being much more relaxed and participating in the activities enthusiastically.</p> <p>The activities have centred round the interests of those attending by playing Dominoes after lunch followed by skittles, bocchia, group quizzes or games using the Wii console. The craft sessions went down well making glass bottle lights for Christmas decorations. Musical 'sing –a-longs' go down well getting everyone in high spirits.</p> <p>The Volunteer Car Service continues to work well in getting 'clients' up to us. There have been no interventions or referrals from outside agencies to support the café, however we do still feel that should we need to we can make contact with them. The marketing was followed up with leaflets going out to Doctor's surgeries in Sherburn, Bramham and Tadcaster as well as local organisations and social media. Stepping Stone has been advertising the service to potential clients, giving out leaflets as required as well as a permanent poster in the window. Unfortunately this has not yielded any new attendees.</p>			
Community Pop Up Shop	A programme of events is being developed covering a 12-month period. A team is being put together to coordinate the pop-up events.	June 2018 onwards		Selby Hands of Hope
	Attended Garden Party at Highfield Care Home with a promotional stand. Pop up shops to commence before Christmas and spread over 12 months	23 rd June 2018		Ann Rhodes
	Oct 18 - Talk at Church Fenton for their "Coffee Group" Saturday 14th July and have bought a share option with White Horse development in Church Fenton.			

Community safety, health and well-being		Lead Board member:		
What do we want to do?	How will we do it?	When will it be done?	Indicative cost	Delivery partner
Support the Resilience Groups	Small grant funding	2016/17	£	Town and village based resilience groups
Community defibrillators and 1 st Responders	Small grant funding	2016/17	£	Parish and Town Councils
Support to young people's groups/organisations	Small grant funding	2016/17	£	The Bridge Scouts Guides Primary Schools
	Tadcaster Albions Juniors Investigating funding and land opportunities			TAJFC Executive Officer
	Supporting Vocational Learning Annual support for 2 students from TGS Vocational Learning and Skills. NY Business Education Partnership 2017 students: Eleanor Shaw Sophie Yorke-Hadley	2017		David Gluck
	<p>Christmas Card Competition Cllr Sweeting has sorted the competition out with the 3 schools (Riverside, Tad East and St Josephs) – they have all had the forms etc. Cllr Sweeting and the vicar are going to judge the designs when ready. The winning cards when printed will have the CEF logo and the Town Council logo on the back.</p> <p>Cllr Sweeting is going to ask the Town Council if they'll provide funding for prizes and printing etc.</p>	2017		Cllr Sweeting
	<p>Manor Farm will be fully operational as a Youth and Community Centre again in 2018 once asset transfer from NYCC to T&R CIC is complete in October 2018.</p> <p>A community discovery day is being planned for June presently where the whole community will be invited to 'rediscover' Manor Farm and what is has to offer, as well as our plans for future redevelopment of the facility.</p>			T&R CIC The Bridge Project
	Oct 18 - T&R is awaiting transfer of Manor Farm from NYCC at present. Funding supporting this received from NYCC Stronger Communities. Running			

	costs for the future of the Centre is being sought.			
Youth representation on the CEF	Discussion with Head of 6 th Form at TGS	2016/17	£	Tadcaster Grammar School
Implement a successful car parking strategy	Work with SDC on consulting the community and monitoring implementation	2017/18	£	
Public Rights of Way improvement plan	Work with NYCC, Ramblers and others to identify deficits and a programme of improvement	2017/18	£	NYCC

Kelcbar Dementia Café

The Christmas craft activities creating festive bottles decorations and lights



All ages join in with activities

Playing Dominoes, a favourite pastime





Playing Bocchia Eve presented with the winning cup for skittles

Chris Hailey Norris
Tadcaster and Villages CEF Development Officer
January 2019

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

ACTIVITIES				
Activity	Projects	Contractor/Grant	Delivery partner	Update
1. COMMUNITY COMMUNICATIONS	Visit-Tadcaster.co.uk	None	-	CEF agreed proposal for unfunded website going forward. Need to discuss IP in due course.
2. BUSINESS SUPPORT	Business Forum	None	Traders	4 Forums held in 2018 + Crime Special. Task&Finish group established to take CCTV etc forward.
	TEMPT	Group established to deliver events programme against Cultural Strategy. Inspire grant for branding/website – www.tadcasterevents.com	TTC / CEF/ Tadcrafters / Swimming Pool / Coors / community	Programme developing for 2019. Constituted and bank account. Application for revenue support to A4A. Lantern Parade planning. UCI Cycling Festival planning. Soapbox Challenge planning
	Tadcaster BID	None	SDC/TTC/Business	Met York BID with SDC to investigate further. Otley BID presented to Business Forum. Funding via British BIDS/SDC being sought following unsuccessful application to A4A.
3. NEIGHBOURHOOD PLANNING	Ulleskelf NDP	Delivering – Locality / A4A grants to PCs.	Mike Dando	Up and running
	Church Fenton NDP			Up and running. Regulation 14 consultation commencing February 2019.
4. MANOR FARM	Develop Manor Farm into a community hub	NYCC, COMA: £5000 for 1 st phase work. NYCC Stronger Communities grant of £4000 for 2 nd phase. Need COMA funding for legal fees.	The Bridge Project NYCC	Legal team appointed. Heads of Terms received. TRCIC move to Manor Farm 1/2/19 Need to submit prioritised works to NYCC. Funding for 2019 being discussed with NYCC. First shadow management team meeting undertaken.
5. BRAMHAM AIRBASE WW1	Project management of TGS/THS led project	HLF grant	Leeds Uni TGS Historical Soc	Project planning commenced

ACTIVITIES

Activity	Projects	Contractor/Grant	Delivery partner	Update
6. TADCASTER REGENERATION	Visitor strategy: - Brown signs - Blue plaques - Visitor centre	A4A grant awarded. Further HLF grant being sought by TTC to delivery Blue Plaques/Visitor information.	CEF/Made in York/SDC/Yorkshire Society/Historical Soc	Project complete and final report being disseminated.
7. CORPORATE RESPONSIBILITY¹	Supporting Vocational Learning	Annual support for 2 students from TGS Vocational Learning and Skills.	Tadcaster Grammar School	New students accepted for 2018/19
	Work Experience	Supporting 3 students per annum	NYBEP/TGS	2017 & 2018 complete.
	Shape your Future 2019	None	TGS/Sherburn High	Careers event for yrs 9-13: 19 th February.

Projects Completed

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

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