



# Agenda

## Western CEF Partnership Board

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Venue: Fairburn Sports and Community Centre, Great North Road,  
Fairburn, WF11 9LA

Date: Tuesday, 23 January 2018

Time: 7.00 pm

To: District and County Councillors  
Councillor D Buckle, Councillor M Hobson, Councillor  
D Hutchinson, Councillor J Mackman, Councillor J McCartney,  
Councillor Packham, Councillor C Pearson, Councillor B Sage

Co-opted members  
Andy Pound (Chair), Howard Ferguson, Jenny Mitchell, David  
Nicklin, Jenny Prescott, Rita Stephenson, Roy Wilson and  
Stuart Wroe

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

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

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

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

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

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

**3. MINUTES (Pages 1 - 6)**

To confirm as a correct record the minutes of the Partnership Board meeting held on 5 September 2017.

**4. CHAIRS REPORT**

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

**5. BUDGET UPDATE (Pages 7 - 8)**

To consider the current CEF budget.

**6. PROJECT FUNDING APPLICATION (Pages 9 - 12)**

To receive presentations from the following potential funding applicants. The Funding Framework is attached for reference.

**6.1 EVERSLEY PARK CENTRE, 'NEW DANCE FLOOR AND IMPROVEMENTS TO STAGE FACILITIES', £6,000 (Pages 13 - 20)**

**7. UPDATES ON PREVIOUS GRANTS AND PROJECTS (Pages 21 - 66)**

To receive updates on the following previous grants and projects:

- Monk Fryston Parochial Church Council
- Selby District Children's Reading Festival
- Selby Swans
- Sherburn in Elmet Food and Craft Festival
- Eversley Park Safe Main Access
- Hillam, Monk Fryston Community Sports Association
- South Milford Toddler and Baby Group
- Fairburn Community Café

**8. ISSUES TABLE (Pages 67 - 70)**

To consider the Issues Table and any updates.

**9. COMMUNITY DEVELOPMENT PLAN (Pages 71 - 80)**

To note the current Community Development Plan.

**10. NEXT MEETINGS**

To confirm the date, time and location of the next Western CEF meetings and to confirm the arrangements for the next Forum.

20 March 2018 - Funding Sub-Committee (6.30pm) and Partnership Board (7pm) – Sherburn Library

Tuesday 22 May 2018 – Forum (6.30pm) - Venue TBC

Tuesday 26 June 2018 – Funding Sub-Committee (6.30pm) and Partnership Board (7pm) - Venue TBC

Tuesday 10 July 2018 – Forum (6.30pm) - Venue TBC

Tuesday 4 September 2018 – Funding Sub-Committee (6.30pm) and Partnership Board (7pm) - Venue TBC

Tuesday 23 October 2018 – Forum (6.30pm) - Venue TBC

Tuesday 22 January 2019 – Funding Sub-Committee (6.30pm) and Partnership Board (7pm) - Venue TBC

Tuesday 26 February 2019 – Forum (6.30pm) - Venue TBC

Tuesday 19 March 2019 – Funding Sub-Committee (6.30pm) and Partnership Board (7pm) - Venue TBC

*G. Marshall*

Gillian Marshall  
Solicitor to the Council

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

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## Minutes

### Western Community Engagement Forum Partnership Board

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Venue: Hillam and Monk Fryston Community Centre, Old Vicarage Lane, Monk Fryston, LS25 5EA

Date: Tuesday 5 September 2017

Time: 7pm

Present: District and County Councillors  
Councillors David Buckle, David Hutchinson and Chris Pearson.

Co-opted members  
Andy Pound (Chair), Howard Ferguson, Jenny Mitchell, Jenny Prescott, Rita Stephenson and Stuart Wroe.

Officers present: Chris Hailey-Norris (Development Officer, Selby District AVS) and Palbinder Mann (Democratic Services Manager, Selby District Council)

Public: 4

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#### 15. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor John Mackman, David Nicklin and Roy Wilson.

#### 16. DISCLOSURES OF INTEREST

There were no disclosures of interest.

The Chair decided to amend the running order of the agenda so that the funding application listed at item 6 was taken first due to the applicants being present.

## 17. PROJECT FUNDING APPLICATION

Kay Smith from Peter Pan Nursery presented the application which was for £5,255 to undertake a refurbishment of the charity shop associated with the nursery. It was noted that the shop raised funds for the Peter Pan Nursery which offered care to children and families in the community with additional needs. The applicant also confirmed that a funding application had also been submitted to the Masonic foundation and were awaiting a decision on how funding would be provided.

The Board considered the application and were very supportive of the services that the nursery provided. They however raised concern that the shop was located in a building that was leased and therefore there was no long term security that the shop would remain in the current location. The Board were satisfied that the application met the requirements of the funding framework. Following discussion of the application, the Board recommended that £2,500 should be awarded based on the following conditions:

- The applicants provide three quotes for the work to be undertaken.
- The applicants came forward with ideas of developing the project further to discuss with Chris Hailey Norris.
- The applicants provided an update in six months on how other local community groups have benefited from the refurbishment.

The Board also encouraged that the applicants obtain long term security from the owner regarding the current building the shop was located in.

### **RESOLVED:**

**To approve the grant of £2,500 to the Peter Pan Nursery for the work required in the refurbishment of the Charity Shop with the following conditions:**

- 1) The applicants provide three quotes for the work to be undertaken.**
- 2) The applicants came forward with ideas of developing the project further to discuss with Chris Hailey Norris.**
- 3) The applicants provided an update in six months on how other local community groups have benefited from the refurbishment.**

## 18. MINUTES

The Partnership Board considered the minutes of the meeting held on 27 June 2017.

### **RESOLVED:**

**To confirm as a correct record the minutes of the Partnership Board meeting held on 27 June 2017.**

## **19. CHAIR'S REPORT**

The Chair reported that there would be a CEF Chairs meeting at Selby District Council in the near future.

## **20. BUDGET REPORT**

The latest budget report had been published with the agenda, showing a remaining balance of £13,957.76.

### **RESOLVED:**

**To note the update.**

## **21. FUNDING SUB-COMMITTEE RECOMMENDATIONS**

The Funding Sub-Committee Members presented the recommendations from the Funding Sub-Committee concerning the funding applications that had been submitted.

### **21.1 South Milford Baby and Toddler Group**

The application was for £1,000 towards the cost of new toys for the South Milford and Baby Toddler Group. The application confirmed that the group had been operation for over 33 years and had been set up by a local parent to allow the opportunity for parents and carers and their young children to meet up on a regular basis. The Funding Sub-Committee had recommended that the grant of £1,000 should be awarded.

### **21.2 Monk Fryston Time Team**

The application was for £924 towards the design and production of a village history trail booklet incorporating local walks. The application confirmed that the group had been set up in 2009 by local residents to research the history and origins of the community. The Funding Sub-Committee had recommended that the grant of £924 should be awarded.

### **RESOLVED:**

**To approve the recommendations of the Funding Sub-Committee, as detailed above.**

## **22. UPDATE ON PREVIOUS GRANTS AND PROJECTS**

It was noted that no further updates had been received since the last meeting.

The AVS Development Officer stated he was looking into obtaining plaques that would be situated in locations where funding had been provided by the CEF for

grants or projects. The Board were very supportive of this idea for the Western CEF and agreed that it should be discussed at the next CEF Chairs meeting for possible roll out to other CEFs.

### **23. ISSUES TABLE**

The Board considered the Issues Table and made the following updates:

- With regard to the discussion at the previous forum on flooding, the Board were informed that a meeting had taken place at Leeds City Council to discuss how to take the work forward. It was agreed that this would be raised with Paul Tweed from the North Yorkshire County Council flooding team to get an update.

The Board were also informed that flooding improvement works had been carried out at Allerton Bywater which would result in substantial improvements to flooding prevention for the area.

- Positive feedback was provided regarding the removing of fly tipping once it was reported to the Council. With regard to fly tipping signs, the Board asked the Democratic Services Officer to let Chris Hailey Norris know how many signs needed to be ordered. In addition to the ones currently order, it was noted that Fairburn Parish Council wanted 12 signs.
- With regard to item 9, it was agreed that clarification would be sought on the latest situation with the land.
- It was agreed to add the issue with buses onto the issues table as the removal of the bus service had left Brotherton, Fairburn, Byram and Burton Salmon with no public transport access. It was agreed that the Chair would look into the provision of community transport as an interim solution.

It was also agreed that the issue would be raised with the local MP, Nigel Adams and the Parish Councils were also encouraged to write to the MP themselves.

#### **RESOLVED:**

**To note the update and to ask the Democratic Services Officer to amend the Issues Table.**

### **13. COMMUNITY DEVELOPMENT PLAN UPDATE**

The updated Community Development Plan was circulated to the Board

#### **RESOLVED:**

**To note the updated Community Development Plan.**

## 14. NEXT MEETINGS

It was agreed to move the date of the next Forum from 24 October 2017 to 7 November 2017 and that the following items would be included on the agenda:

- Update from Sherburn Craft and Food Festival
- Update from the local library and schools
- Update from the Eversley Park Centre

The Board requested that the meeting be held at the Eversley Park Centre and if that was not available, then at Sherburn Library. The Chair also reiterated that all agencies should be present for the Market Place session.

**RESOLVED:**

**To note the change of date and the agenda for the next meeting.**

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The meeting closed at 8.25pm.

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**Western Community Engagement Forum**  
Financial Report. 1 April 2017 to 31 March 2018

	Balance carried forward from 2015/16	£17,938.00
	Grant from SDC for 2017/18	£20,000.00
<i>This is the total budget available at the start of the financial year.</i>	<b>Total budget for 2017/18</b>	<b>£37,938.00</b>

Ref.	Date Agreed	Date Paid	Paid to	Details	Amount (£)	
					Actual	Committed
N/A	N/A	25-Apr-17	Fairburn Community Centre	Hire and refreshments	£34.00	
	07-Mar-17	27-Apr-17	Sherburn in Elmet Community Trust	Sherburn in Elmet Community Café	£4,000.00	
	11-Apr-17	01-May-17	Tiempo Espana Dance Academy	Strictly Cuban Salsa	£1,500.00	
	11-Apr-17	01-May-17	Positive Youth CIC	Summer Provision in Sherburn	£760.00	
SL04612	17-Jan-17	04-May-17	Create TVT	Fly-tipping leaflet print and delivery	£660.25	
	07-Mar-17	11-May-17	Sherburn in Elmet & District Gala Association	Eversley Park Safe Main Access	£3,000.00	
SL04613	17-Jan-17	11-May-17	Reach Studios	Fly-tipping leaflet design	£120.00	
SL04614	17-Jan-17	11-May-17	Reach Studios	CEF logo and branding design work	£95.00	
	17-Jan-17	16-Jun-17	Hillam and Monk Fryston CSA	Health Hub and Spokes	£5,000.00	
	05-Apr-16	22-Jun-17	Bee-Able	Youth outreach project - invoice 3	£77.50	
SL04872	N/A	22-Jun-17	Monk Fryston Community Centre	Hire of Room for CEF 11 April 2017	£52.50	
SL04864	11-Apr-17	06-Jul-17	Reach Studios	Flyer for CEF public forum on 11 July 2017	£35.00	
	05-Apr-16	13-Jul-17	Bee-Able	Youth outreach project - invoice 4	£200.00	
N/A	05-Apr-16		Bee-Able	Youth outreach project - remaining balance		£3,975.99
	17-Jan-17	16-Aug-18	Fairburn Community Café	Community Café (balance)	£750.00	
	27-Jun-17	01-Aug-17	Elmet Art Society	Encourage new members	£1,000.00	
		17-Aug-17	Fairburn Community Centre	Hire of room and refreshments - PSB -27 June 2017	£76.00	
		17-Aug-17	Fairburn Community Centre	Hire of room and refreshments - PSB - 27 June 2017	£40.00	
	27-Jun-17		1st All Saints Sherburn Scouts	Camping equipment	£1,000.00	
	27-Jun-17		South Milford Memorial Park	Repairs to facilities and new under-5s equipment	£1,500.00	
	05-Apr-16		Bee-Able	Youth outreach project - invoice 5	£20.00	
		12-Oct-17	Sherburn Library	Hire of Hall for Forum 7 November 2017	£39.00	
	05-Sep-17		Peter Pan Nursery	Refurbishment of charity shop associated with nursery	£2,500.00	
	05-Sep-17		South Milford Baby and Toddler Group	New toys	£1,000.00	
	05-Sep-17		Monk Fryston Time Team	Village history trail booklet	£924.00	
	02-Nov-17		Monk Fryston Community Centre	Hire of Room and Refreshments	£30.00	
	23-Nov-17		Flytipping Signs		£290.00	

Total Actual Spend to date £24,703.25

Remaining Commitments not paid £3,975.99

<i>This figure is the remaining budget available to spend (the total budget minus actual spend and commitments yet to pay).</i>	<b>Total budget remaining</b>	<b>£9,258.76</b>
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<i>This figure is the total budget available minus actual spend.</i>	<b>Total balance remaining</b>	<b>£13,234.75</b>
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### **Allocation of Funding Framework**

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

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

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

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

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

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

#### **Is match funding required?**

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

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

#### **Consideration of Applications**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **Procedure for Urgent Applications**

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

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

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

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

### **Funding Events**

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

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

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## 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	
Tadcaster & Villages CEF	
Western CEF	





# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## Section one: About your organisation

### Q1.1 Organisation name

EVERSLEY PARK CENTRE
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### Q1.2 Organisation address

<b>What is your organisation's registered address, including postcode?</b>	
LOW STREET SHERBURN - IN - ELMET LEEDS LS25 6BA	
<b>Telephone number one</b>	<b>Email address (if applicable)</b>
01977 681024	info@eversleyparkcentre.co.uk
<b>Telephone number two</b>	<b>Web address (if applicable)</b>
07946 024689	www.eversleyparkcentre.co.uk

### Q1.3 Main contact details

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

Title	Forenames (in full)	Surname
MRS	DIANNE	BADDON - BONNER
<b>Position or job title</b>		
CENTRE MANAGER		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	X
Voluntary or community group	

Other	Please describe	
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When was your organisation set up?

Day	5TH	Month	MARCH	Year	2002
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# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## Q1.5 Reference or registration numbers

Charity number	1103272
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	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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*Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.*



## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

### Declaration

Name of the organisation

EVERSLEY PARK CENTRE
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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
MRS	DIANNE	BADDON - BONNER
<b>Position or job title</b>		
CENTRE MANAGER		
<b>Position in organisation</b>		
<b>Home address (including postcode)</b>		
18 HALL LANE NEWTORPE SOUTH MILFORD LEEDS LS25 6JN		
<b>Date</b>	8 JANUARY 2018	<b>Signed</b> <i>A. Baddon - Bonner</i>

### 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	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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If your application is approved, we will ask you to provide your bank details for payment.



<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>	NEW DANCE FLOOR AND IMPROVEMENTS TO STAGE FACILITIES
<b>Project Manager</b>	DIANNE BADDON-BONNER
<b>Document Author</b> (if different from Project Manager)	
<b>Organisation Name</b>	EVERSLEY PARK CENTRE



### Benefit

The community would benefit from this project because this thriving Centre with an enthusiastic committee is attended by ever increasing numbers of the public and we wish broaden the kind of entertainment that we offer. We regularly consult our users about the kind of events that they would like us to provide and we advertise on our website and Facebook page, along with local radio, newspapers and by putting up posters in and around Sherburn and the surrounding villages. Recent additions to our repertoire include hosting themed music nights, comedy evenings, wrestling and dancing.

Our stage is used almost on a monthly basis for dance festivals with hundreds of users passing through the door and providing recreation for young dancers from around the region. The stage is very well used and is badly damage from the use that it has had. The stage was last replaced 15 years ago and the boards have been flipped over to try and get as much wear out of it as possible.

The Harry Mountain room is being used 5 evenings and 2 mornings every week for dance or fitness classes and could be used by other fitness classes (Yoga and Pilates) if the changes were made to the floor. The solid concrete floor with a vinyl covering has been down since the centre was built approximately 23 years ago. The surface is very cold and the concrete is now crumbling under the vinyl. It was not put down as suitable flooring for dance – but more as a meeting room. The impact that the floor will have on young dancer’s limbs is devastating and needs replacing with a suitable sprung floor. Incidents and injuries due to the surface of the floor not being suitable for dance are documented.

### Details of the Project

The detail of the project is to replace the flooring in the Harry Mountain Room with a sprung floor and to replace the existing stage in the Squire Bradbury Hall with 18mm plywood with Nocturne vinyl flooring.

## **Project Objectives**

Sherburn is a rapidly expanding village and the Eversley Park Centre is a hive of activity for young and old.

With 700 new homes currently being built and planning applications in for another 200 the planned improvements to the centre would mean that we can hold more of these events which in turn increases revenue to reinvest in the facility.

The Project will deliver expansion of activities for a wide range of age groups, addressing issues of loneliness and isolation. By improving the facility this will continue to develop a resource for the community to use as they wish. The project will improve the centre, conform with health and safety and in turn enhance the area.

## **Benefits**

The benefits to the Community are two-fold:

To continue our program of improvement, maintenance and safety.

To provide a modern attractive venue to which performers and patrons alike would undoubtedly want to return. This would benefit the Centre because the more it is used the more revenue is raised which we reinvest in the facility, creating even greater enhancement and ultimately further benefitting the community.

## **Project Approach / Delivery Options**

The general approach to this project has been to utilise the expertise of Eversley Park Centre Committee members (volunteers who have no financial interest) whose credentials in business and project development are wide and varied. We have also used the independent services of consultants employed by three separate companies from whom we have obtained costings. 'Harlequin Flooring' 'Le Mark' and 'Sportsfloorin' are professional entities and experts in their field capable of delivering a complete package (concept to completion).

The Trustees of the Committee and myself would oversee the project.

## **Project Timescales (Milestones)**

We would envisage that if adequate funding can be sourced then the work would take place as early as possible in 2018 and certainly before the Summer. It would be cost effective for the work on the Stage floor and the Harry Mountain room floor to be carried out simultaneously.

## **Funding - Project Resources (people and money)**

Our estimated costs for this project are £14,475.

For this particular project we would be looking for grants, potentially £6000 from CEF and £5000 from the big lottery fund and the rest would be paid from our own funds.

In the past we have had a good working relationship with the CEF and would be keen to work in partnership again. The improvements to the stage and the dance floor would help to develop our venue as not only a community hub, but also as an entertainment venue.

## **Risks / Issues**

The Eversley Park Centre needs to maintain its current facilities and create new ones to reach out to a larger audience. Feedback from regular users is that although it is managed well, and provides for the community there are areas which are 'tired' and in need of modernisation. We have recently spent (from our own funds and without seeking any grants) £3,975 on new stage and hall curtains. £6,420 on a lighting and sound gantry and £2,226 for new hall lighting. A total of £12,621. All this has been raised through hire fees proving how well used our facility is.

If the issues raised are not addressed there is a risk that current users will seek more modern alternatives and our current enthusiastic volunteer committee who are the driving force behind the centre may become demoralised.

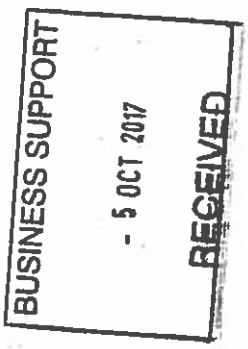
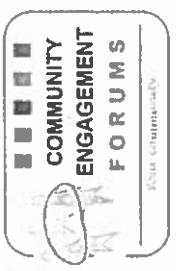
Should it be the case that we cannot carry out the work required on the stage we are fast approaching the point that it will be unusable for Health and Safety reasons and as a consequence our recently added stage curtains and light/sound gantry will not be used.

However, a successful bid to secure funding will enable us to continue the reputation and excellent range of facilities we have in place, and launch our next phase of bringing professional performances to rural North Yorkshire which have thus far been so well received.

## **Links and Dependencies**

With the advent and implementation 'The Old Girls School' in Sherburn in Elmet as a meeting venue and rooms for hire, as well as The Library, Eversley Park Centre will more so become a venue for dance, the arts and entertainment focusing on its facilities of stage light and sound which others cannot provide.

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End of project impact report

Organisation Details

Name: ST WILFRIDS CHURCH

Address: MARY STREET  
MONK FOSTON  
LS25 5DU

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

Project Details

Description: TO FIT TOILET FACILITIES

Contact Name: REV J HETTINGTON Tel: 01977 680788

NOTE: NEW CONTACT IS REV DAVID JOHNSON, 32 SAND LANE, SOUTH MILFORD, LS25 5AU (01977 689334) WITH IMMEDIATE EFFECT. PLEASE AMEND YOUR RECORDS.

IMPACT REPORT FOR PERIOD OCTOBER 2016 TO OCTOBER 2017

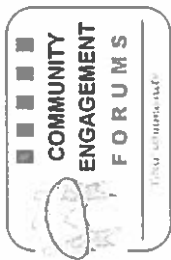
Q1 In no more than 500 words please outline the key outcomes of your project.

THE OUTCOME IS THE PROVISION OF AN ACCESSIBLE TOILET FACILITY THAT IS AVAILABLE TO THE WIDE COMMUNITY AND VISITORS TO THE VILLAGE THROUGHOUT DAYLIGHT HOURS.

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 NEW TOILET FACILITY HAS PROVIDED ACCESS FOR THE COMMUNITY TO A TOILET WHICH IS ACCESSIBLE THROUGHOUT THE DAYTIME AND HAS PROVED TO BE PARTICULARLY HELPFUL TO ELDERLY PEOPLE WHEN OUT WALKING ABOUT THE VILLAGE, AND A BIT TOO FAR FROM HOME WHEN SUCH A FACILITY IS NEEDED.

IT HAS ALSO PROVIDED AN ACCESSIBLE TOILET FACILITY FOR MEMBERS OF THE COMMUNITY, AND VISITORS TO THE CHURCH (FOR WEDDINGS, FUNERALS, HISTORIC INTEREST - WORKING IN CONJUNCTION WITH HERITAGE ENGLAND AND MONK FRYSTON PARISH COUNCIL) AT TIMES WHEN MONK FRYSTON PRE-SCHOOL ARE IN SESSION IN THE CHURCH HALL, AND THE MAIN CHURCH HALL TOILET IS INACCESSIBLE BECAUSE OF SAFEGUARDING REGULATIONS.



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

THE BENEFITS AND OBJECTIVES WERE ACCURATELY FORECASTED DUE TO THE RESEARCH DONE AHEADHAND. NO ADDITIONAL BENEFITS HAVE BEEN FOUND DUE TO THE DETAILED AND THOROUGH PREPARATORY WORK DONE BEFORE THE PROJECT WAS UNDERTAKEN.



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

SIMPLY TO ACKNOWLEDGE THE SUPPORT OF THE COMMUNITY ENGAGEMENT FORUM,  
WITHOUT WHOSE SUPPORT THE PROJECT COULD NOT HAVE BEEN UNDERTAKEN.



Question 1: In no more than 500 words please outline key outcomes of your project

The Selby District Children's Reading Festival had two key outcomes. These were the promotion of literacy and books to children and their families who would not otherwise have had access to an event like this, and also the promotion of the town and community cohesion.

All school children in the Western CEF area were invited to attend the family day of the festival on the Saturday. This is nearly 1200 children. In addition each year two child in the Western CEF area received a token for a free book, which could be redeemed at the event. There were a series of read aloud sessions with authors who covered all primary school age ranges, as well as book signings and other activities. In addition to reading aloud, the authors also answered questions. The children who were unable to attend with their family on the Saturday received their book at school.

The impact of this event on the children and their families is hard to measure quantitatively, but the feedback from parents has been extremely positive and there have been calls for another event next year. The aim of the event was to get the books directly to the children and to give them an opportunity to experience a reading-centred event that they would not otherwise have had. In total over 3500 children attended across the three days of the event. The event reached children both from deprived areas and those that are more affluent, promoting equal opportunities for all. This will have a positive impact on the children

In addition to the families from the Western CEF area that attended on the Saturday, those from communities in the town and other areas outside the town, as well as further afield attended ensuring that the event brought the whole of Selby District community together furthering community cohesion. The event brought people into the Abbey and the town in general thus having a positive impact on the town on that day in particular.

Question 2: No more than 500 words: Demonstrate how project has met community development plan objectives that were identified in original application for funding

Photos from the day are the most striking demonstration of how the project has met the objectives of providing activities for young people and the community and also promoting the work of the CEF within their specific area of the district.

The event provided over 200 children who live within the Western CEF area with free books of their own to keep and treasure at home. Each book was signed by the author and they got to meet that author through the read aloud sessions. It was important that the books made it to individual children to maximise the impact and did not just end up in school libraries. The event was an opportunity for all regardless of background. Children's horizons were expanded by meeting the authors and being able to ask them questions. The sessions were fun and engaging to ensure children saw books as a fun thing to own. The children were also

encouraged to visit their local library and it is hoped that the event would promote conversations in the home about books and reading. Whole families were given a positive learning focus through the event.

The family day was well attended throughout and brought in people from both inside and outside the town. The event helped to not only promote literacy, but the work of organisations based in the district such as the Selby Soroptimists, and businesses within the area. It presented a positive image of the district to its community and showed that people within the district care about its children and their future.

Question 3: no more the 250 words: Please give any additional benefits or objectives that the project has met that were not anticipated in original application for funding.

With regard to the family day, a major risk to the project was possible poor attendance. Numbers on the day exceeded expectation and the positive benefits of this for all those who attended cannot be underestimated, meaning that many families were reached by this project. Some come from smaller villages and communities who would not otherwise have access to such an event.

Question 4: Any other comments

Tim Jolly – Staynor Hall School

I would just like to say how much the children enjoyed coming along to the Abbey. It was very well organised and they gained a lot from the visit.

Naomi Smales – Selby Community Primary

Staff were so positive about the whole event and thought the organisation was superb. They said how they arrived and went straight to the designated area and their reading event/story took place straight away and the authors were really great and our Y5/6 children were amazed at the editing process that takes place and now feel not so hard done by when we ask them to edit their work - we definitely don't ask for it to take a year!

Burton Salmon Primary School – Adam Blackwood

I know you asked for a few words of reflection on the reading festival and I would say it was a fantastic event, enjoyed by all of our pupils. The pitch of each author was perfect for the age group in question and the opportunity to spend time with such enthusiastic and passionate individuals had a huge impact upon our children. I only

hope that it can become an annual event and help to inspire today's young readers to become tomorrow's great authors !

Barlby Bridge Primary School - Wendy Hockley

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

**Selby award winner opens the Abbey doors to 3000 for MONSTER MAKING, RAPPING, INSPIRATION and FUN.**

Star People 'Do it' award winner Christina Gabbitas welcomed over 3000 people to Selby's first 3- day children's reading festival held in the historic Abbey. Christina was joined by four other authors, poets, illustrators and rappers who shared their enthusiasm for introducing children to an array of ways to be excited about the written, spoken and drawn words captivating an audience of over 2000 4 to 9 year olds from 16 schools across the district. A Saturday family day completed the festival giving everyone a chance to attend – over a 1000 local people enjoyed participating in the Saturday activities.

Christina is acutely aware of the poor literary levels across her local area and wanted to do something to inspire children at the same time injecting fun and energy to learning outside the classroom. She also had a bee in her bonnet about the lack of dedicated children's reading festivals. Christina, an author herself, visits lots of festivals and say's "Children are usually a 'bolt on' to adult literary festivals with the word 'literary' putting a lot of people off before they even get through the door'. Believing these are real barriers to releasing children's imagination and fulfilling their potential Christina set about connecting with local people to gauge the interest.

All schools were fully on board – indeed excited at the prospect as well as a fabulous creative learning experience the event will look favourable for each school's Ofsted inspection and hopefully boost results. The Abbey Clergy see The Abbey is not just a building it is a living and vibrant part of the local community and were proactive in welcoming the children's festival. The local soroptimist group were more than eager to help over the 3 days since their mission this year is children's education and finally Tesco not only offered free fruit for each child but also 2 staff members for 2 days to distribute it. Thus demonstrating Christina galvanised great cross sector synergy.

The 3-day event day started with an ever-growing que of excited children and teachers. Five distinct zones within the abbey saw monsters imaginatively created, a four-year-old being coached to draw a brilliant illustration of the 3 little pigs to the sound of rapping children aimed to boost self-esteem. Feedback was instant with words like: 'Awesome', 'Fantastic' 'Brilliant' and that included teachers and parents too. School children also received a book signed by the authors. Christina now wants to roll this model out across other areas.

The fest in pictures below:









## Receipts and payments accounts

For the period from	Period start date 01/01/2017	To	Period end date 21/06/2017
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
Unltd Grant	5,000	-	-	5,000
Selby District Council - Grant	2,500	-	-	2,500
Southern CEF - Grant	1,000	-	-	1,000
Western CEF -Grant	2,000	-	-	2,000
LABlinds Donation	100	-	-	100
Wrapped Donation	100	-	-	100
Poems and Pictures Ltd Donation	4,894	-	-	4,894
	-	-	-	-
<b>Sub total</b>	<b>15,594</b>	<b>-</b>	<b>-</b>	<b>15,594</b>
<b>A2 Asset and investment sales, etc.</b>	-	-	-	-
<b>Total receipts</b>	<b>15,594</b>	<b>-</b>	<b>-</b>	<b>15,594</b>
<b>A3 Payments</b>				
Books	5,920	-	-	5,920
Donations		-	-	-
		-	-	-
Sundries	220	-	-	220
Authors	4,674	-	-	4,674
Marketing & Promotion	1,750	-	-	1,750
Equipment	1,250	-	-	1,250
Insurance	340	-	-	340
Travel & Hotels	1,440	-	-	1,440
	-	-	-	-
<b>Sub total</b>	<b>15,594</b>	<b>-</b>	<b>-</b>	<b>15,594</b>
<b>A4 Asset and investment purchases, etc.</b>	-	-	-	-
<b>Total payments</b>	<b>15,594</b>	<b>-</b>	<b>-</b>	<b>15,594</b>
<b>Net of receipts/(payments)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-
<b>Cash funds this year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



# Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Business Account Online	-	-
		-	-
		-	-
	<b>Total cash funds</b>	-	-
	(agree balances with receipts and payments account(s))		

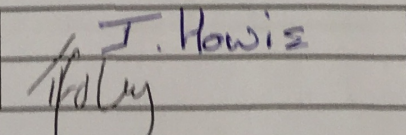
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B3 Investment assets</b>			-
			-
			-
			-
			-

Categories	Details	Fund to which asset belongs	Cost (optional)
<b>B4 Assets retained</b>			-
			-
			-
			-
			-
			-
			-
			-
			-
			-

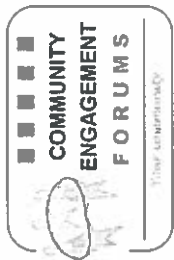
Categories	Details	Fund to which liability relates	Amount due (optional)
<b>B5 Liabilities</b>			-
			-
			-
			-
			-

Signed by Joyce Howie, Secretary and Tracy Foley, Director

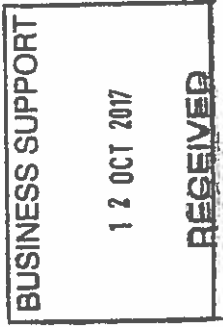
Signature	Print Name
	Joyce Howie
	Tracy Foley

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End of project impact report



**Organisation Details**

Name: Selby Swans  
 Address: 20 Gouthorpe  
Selby  
We train at Brayton High  
 Postcode: YO8 6ET

**Project Details**

Description: To be able to offer more coaching hours to help reduce our waiting list.  
 Contact Name: Stacey Nixon Tel: 07940251613

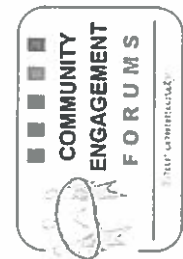
IMPACT REPORT FOR PERIOD Sept 16 - TO Sept 17

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

Due to funds from yourself and on going fundraising we now hold 2 nights a week Monday - Tuesday. The funds you gave us helped pay for a level 2 coach to teach three classes on a Tuesday. The funds covered 10 weeks which helped us to use fundraised funds to purchase more equipment.

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.

Due to the grant given by yourself we were able to add another 60 children to a Tuesday night which means now we have Monday on Tuesday night. The funds paid for 29 hours coaching. So we now have 120 children attend Selby Soccer from all over the Selby district. We have closed our waiting list at 1032 children. As we can't see us ever getting all those children into our club. So I'd like to tell you this apparently to say thank you for the funds to help for our extra night for the 60 kids that come on Tuesday.



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

We are over the moon that we are now open 2 nights a week.

Due to Deman we are now looking at a building of our own.

Permut premises so we are not wasting time setting up and clearing away trucks again.



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

Due to find fee coaching hours  
we fund money we raised help towards more equipment  
So the children can progress more.



**Project Monitoring Report**

**Organisation Details**

**Project Details**

<p><b>Name</b> Sherburn in Elmet Teasel CIC</p> <p><b>Registered Address</b></p> <p>Cromwell Gardens</p> <p>175a Moor Lane</p> <p>Sherburn in Elmet</p> <p>Leeds</p> <p>LS25 6DX</p>	<p><b>Description:</b></p> <p>3-day Craft and Food Festival held in Sherburn in Elmet. The main venue was Eversley Park with additional events at the Methodist Church and Social Club car park in the village centre.</p> <p>The event included craft and food stalls, celebrity chef demonstration, children’s cookery school, stage entertainment and a selection of activities appropriate for different age groups.</p> <p><b>Date of project</b>            26-28 August 2017</p> <p><b>Contact name</b>             David Buckle</p> <p><b>Telephone</b>                  01977 681412</p>
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**IMPACT REPORT FOR PERIOD January 2017 to October 2017**



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

The festival attracted approximately 9,000 visitors over the three-day period. 94% of visitors were from within a 25-mile radius of Sherburn.

The festival was organised by a small committee with nominated individuals taking the lead on different aspects of the festival. The core team will take the same roles for next year's festival so that we will have continuity, confidence and experience to make improvements.

We had over 100 volunteers helping on the festival days, many of these from local organisations. We now have an established relationship with these groups, many of whom have indicated that they will help again at future events.

We took time to ensure that we had a personal approach with our stallholders (over 65 craft and over 50 food stalls), many of whom are keen to book again for 2018. Feedback indicates that many are keen to book again for the next event.

Health and safety, security and traffic management were key to the success of the event. We benefited from advice and suggestions given at two Safety Advisory Group meetings which enabled us to produce a robust Management Safety Plan (MSP) and a comprehensive traffic management plan. These are living documents which will be reviewed and updated for use at future festivals.

We have a modern web site with the facility for purchasing on line tickets and a good social media presence. This formed a major part of our marketing strategy and was supplemented by printed leaflets, signage, interviews, articles in local press and magazines.

The CEF grant and Council funding assisted with our cash flow during the early stages of planning when we needed to secure venues, equipment and resources for the festival dates. Local and national companies were very generous in sponsoring the event making it possible for us to invest in equipment, rather than hire, which will reduce expenditure on some aspects in future years. Wherever practical we sourced suppliers of equipment and services from within Selby District to support the local economy.

The event was a steep learning curve and our post festival report details the key lessons learned that will help us to make efficiencies and savings for year two.



**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.**

Objectives taken from application form

1 Trial new ideas that will benefit residents and improve the local area

The event was the first of its kind to be held in Sherburn and feedback from residents and local businesses was very positive. The improved footpath in Eversley Park, paid for by the CIC, is evidence that profits will help towards funding community projects like this in the future. The donations made to organisations will provide additional services for people in the village, although that may not be seen as a tangible benefit in the shorter term.

2 Sense of community

The event brought together a number of individuals and local organisations to work together towards a single purpose. As a result, new friendships have been formed and local business relationships developed. The festival feedback from visitors, volunteers and stallholders note the friendly atmosphere and sense of pride in the community at the event.

3 Activities for young people

Our aim was to provide activities for a family day out. We had a diverse range of peripheral activities including, vintage fair, face painting, wood carving demonstrations, children's cookery school miniature railway, birds of prey, magician and stage entertainment. There were also children's craft competitions.



**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.**

Although not a tangible benefit, we did not anticipate the positive atmosphere and enthusiasm for the event by the people in the community. Individuals and businesses were both very generous with their time and services in helping to deliver the event.

Some individuals in the organising team have seen this as an opportunity for personal development and feel that their involvement has increased their skills and their confidence in their own ability.

**Q4 In no more than 500 words please state how the project has benefited the community.**

One of the key festival aims was to be able to make donations to local charities from our Year 1 profit and we asked for applications from local causes. We reviewed these using a points system which ensured that they were assessed objectively and so that we could provide detailed reasoning for the outcomes. Twelve organisations each received £250 donation. In addition to these donations, we have paid for a path to be upgraded at one of the entrances to Eversley Park.

Wherever possible we have bought/rented goods and services from local suppliers to boost business in the local economy.





**Q5 Please provide a detailed breakdown of how funding was used.**

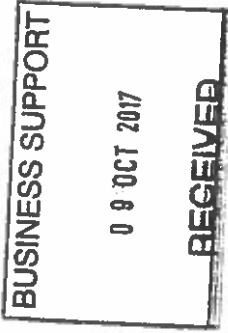
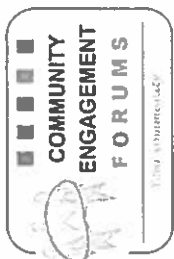
(i.e. invoices, travel expenses claimed, staffing costs/overhead costs)

Item / Service Purchased	Cost
Development of website and social media and promotional literature	£3,000.00

**Q6 Did the application meet any conditions attached by the CEF?**

The funding was used to assist in the start up costs of Sherburn in Elmet Teasel CIC. We allocated the money to the design and development of a comprehensive website and the set up of social media platforms. The website and social media were updated regularly and were invaluable in ticket sales and for marketing.

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End of project impact report

Organisation Details

Name: Sharon Sola Associates

Address: 7, Monbridge Crest  
Side  
North Yorkshire

Postcode: LS25 6NN

Project Details

Description: To make access to Ewasey Park easier  
for pedestrians both the footpath & driveway.

Contact Name: C. J. Lake Tel: 01977 684866

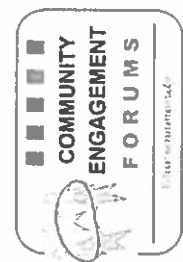
IMPACT REPORT FOR PERIOD \_\_\_\_\_ TO \_\_\_\_\_

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

The original idea was to improve access to vehicles + pedestrian at Eversby Park main gate. However the Parish Council vetoed the idea. So the money received plus £1000, from the Selby Association was used to make a safe access from the Scout Hut at the top of Eversby Park for disabled and other local pedestrians as that was also part of the plan.

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 project has been successful as the footpath from the original mudslide is now a safe and sensible path leading into the top end of Eversby Park. -



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

*The success of the project was only possible because CEF, though we keepig them informed of the changes, were adaptable to the changes enforced on us by the Parish Council.*



**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.**

*As yet we have not heard of any unexpected benefits. There have been plenty of good comments from users of the park.*



Project Monitoring Report

Organisation Details

Name: HILLAM & MONK FRYSTON  
COMMUNITY SPORTS ASSOCIATION

Address: THE LIMES  
CHAPPEL STREET  
HILLAM, LEEDS

Postcode: LS25 5HP

Project Details

Description: HILLAM & MONK FRYSTON :  
HEALTHY HUB AND SPOKES

Date of project: 17/1/17 CEF Meeting

Contact Name: Steve Sadler Tel: 01977  
685795

IMPACT REPORT FOR PERIOD MARCH '17 TO DECEMBER '17

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

This project aims to deliver the feasibility phase of the Healthy Hub and Spokes programme. Key outcomes were achieved as follows:

- Extended consultation across Hilton and Mark Fyston has been conducted, concluding in an updated Village Plan and including detailed needs relevant to the Healthy Hub and Spokes project.
- A phased and costed plan for the overall programme was developed.
- An initial phase of development was defined and linked to available funding sources, and two concrete funding bids submitted and awaiting decision.

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 CDF Community Development Plan is in close agreement with the priorities that were identified through local consultation during 2016 and 2017. The project objectives have therefore focused particularly on:

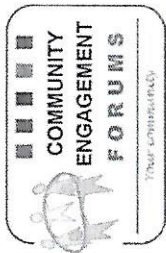
- activities for young people: Here we have target healthy and sporting activities in particular.
- sense of community: We are pursuing physical spaces for multiple community activities, coordinated by web-site and social media content.
- Local Services: Access to multiple sports and community activities across several local facilities is core to the project.





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

The project has created a sense of purpose around the Community Sports Association, and this entity has already become the basis for community activities. The Sports Association created and led a well-attended Family Fun Day in 2017, and an ambitious Health and Well-Being week is being planned for July 2018, where multiple community activities and Sports Clubs will come together to create a week-long programme of activities.



**Q4** In no more than 500 words please state how the project has benefited the community.

Consultation across the villages of Willam and Monk Fryston was identified as the need for more sports and other activities for young people and the wider community. The project has provided the vehicle for these views to be captured and then related to a phased programme of development. The Sports Association has used community events to continue engagement and consultation with the community. The end product will be a set of facilities and activities that bring healthy activity to the community.

**Q5** Please provide a detailed breakdown of how funding was used.  
(i.e. invoices, travel expenses claimed, staffing costs/overhead costs)

Item / Service Purchased	Cost
Project Consultancy specialist advisors selected after interviews	£4,700
Web-site prototype development	£300



**Q6 Did the application meet any conditions attached by the CEF?**

*No additional conditions were defined by the CEF.*

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(£1000 grant 5/9/17)



Grant Monitoring Report

Organisation Details

Name: SOUTH MILFORD BABY AND TODDLER GROUP

Address: QUARRY DROP, WESTFIELD LANE,  
SOUTH MILFORD, N.YORKS

Postcode: LS25 5AP

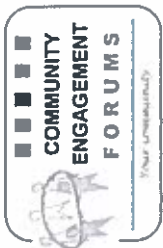
Project Details

Description: PURCHASE OF NEW TOYS AND EQUIPMENT

Date funding was used: 15/12/17

Contact Name: NADIA LINDSAY Tel: 01984 468922

IMPACT REPORT FOR PERIOD 19/10/17 TO 31/12/17



Q1 In no more than 500 words please outline the key outcomes of your application for funding.

WE HAVE BEEN ABLE TO PURCHASE A WIDE-RANGE OF QUALITY TOYS AND EQUIPMENT FOR THE GROUP WHICH ARE SUITED TO ALL AGES WITHIN THE GROUP MAKING THE GROUP WELL-EQUIPPED FOR ALL AGE RANGES. IN PARTICULAR WE LACKED SENSORY TOYS FOR THE BABIES AND SOME OF THE TOYS FOR OLDER CHILDREN SUCH AS THERIDE-ON TOYS WERE PAST THEIR BEST. THIS GRANT HAS ALLOWED US TO REMEDY THESE SHORTFALLS.

WE HAVE ATTRACTED NEW MEMBERS, WHOM WE HOPE WILL CONTINUE TO ATTEND ATTRACTED BY THE FACT THE GROUP IS SO WELL EQUIPPED.

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

THE NEW TOYS AND EQUIPMENT PURCHASED HAVE HELPED TO ENSURE THE SUSTAINABILITY OF THE GROUP IN OFFERING ACTIVITIES FOR YOUNG PEOPLE FOR YEARS TO COME. THE TOYS ARE GOOD QUALITY AND HAVE BEEN SOURCED AT THE BEST PRICES IN ORDER TO STRETCH THE GRANT AS FAR AS POSSIBLE. WE HAVE RECEIVED COMMENTS FROM MEMBERS RECENTLY ABOUT HOW WELL-EQUIPPED AND WELCOMING THE GROUP IS. WE HAVE RECENTLY HAD SEVERAL NEW MEMBERS ATTEND WHO ARE FINDING THE GROUP TO BE A USEFUL SOURCE OF OTHER EVENTS AND ACTIVITIES IN THE VILLAGE AND AS AN OPPORTUNITY TO MAKE NEW FRIENDS.



**Q3 Please provide a breakdown of how funding was used.**  
(i.e invoices, travel expenses claimed, staffing costs/overhead costs)

Item / Service Purchased	Cost
(SEE SHEET ATTACHED)	

**Q4 Did the application meet any conditions attached by the CEF?**

YES.



Any other comments on the project and its success:

THE GROUP COMMITTEE IS EXTREMELY GRATEFUL TO THE WESTERN CEF FORUM FOR THE PROVISION OF THIS GRANT, WHICH ENSURES THE CONTINUATION OF THIS GROUP, VITAL TO OUR LOCAL COMMUNITY FOR YEARS TO COME. THE PURCHASE OF NEW TOYS AND EQUIPMENT ENSURES GROUP CHARGES CAN REMAIN MINIMAL AS THEY ONLY NEED TO COVER THE HALL HIRE, AND WEEKLY SNACK AND CRAFT ACTIVITY.

SHOULD ANY REPRESENTATIVE FROM THE WESTERN CEF TEAM OR SELBY DISTRICT COUNCIL WISH TO ATTEND TO SEE HOW THE GRANT HAS BEEN USED, THEY WOULD BE VERY WELCOME. CONTACT NAQIA LINDSAY ON 07984 462922 TO ARRANGE.

WE HAVE ALSO PUBLICISED THE RECEIPT OF THE GRANT AND HOW WE USED IT ON OUR FACEBOOK PAGE AND IN THE SHERBURN INFORMED MAGAZINE, SEE EDITION 45, PAGE 20 (COPY ENCLOSED).

(NOTE THE ADDITIONAL £281 SPENT WAS FROM GROUP FUNDS EXISTING.)



Supplier	Item	Amount incl. VAT
<b>ToysRus</b>	You & Me Wooden Cradle	£24.99
Georgina Ordered 21/10/17	Little Tikes Cozy Coupe Red	£49.99
Part arrived 25/10/17	Little Tikes Cozy Coupe Red	£49.99
All arrived 17/11/17	Delivery - Free over £30	£0.00
	Offer £5 off over £30	-£5.00
	<b>TOTAL</b>	<b>£119.97</b>
<b>Smyths (order-1)</b>	Dolls Wooden Highchair	£12.99
Georgina Ordered 23/10/17	B. Bouncer Bumble Bee	£18.99
Arrived 25/10/17	Little Tikes Light n Go Treehouse	£49.99
	Delivery (free over £20)	£0.00
	<b>TOTAL</b>	<b>£81.97</b>
<b>elc.co.uk (Order-1)</b>	Happyland Lights and Sounds Farm Tractor	£22.00
Georgina Ordered 24/10/17	Happyland Lights and Sounds Fire Engine	£22.00
Arrived	Chicco XXL Forest Playmat	£14.99
	Lights and Sounds Kettle	£10.00
	Magic Toaster	£10.00
	Skip Hop Explore and More Roll Around Owl	£9.00
	Delivery (free over £40)	£0.00
	Offer £20 off over £80	-£20.00
	<b>TOTAL</b>	<b>£67.99</b>
<b>Mothercare (instore)</b>	Baby Safari Gym L&S	£30.00
Georgina bought 18/11/17	New baby nappies (for dolls)	£2.50
	<b>Total</b>	<b>£32.50</b>

<b>Smyths (Order-2)</b>	<b>Doll Changing Mat Set</b>	<b>£7.99</b>
<b>Georgina Ordered 24/11/17</b>	<b>Housework Ironing Set 6pc</b>	<b>£19.99</b>
<b>Arrived</b>	<b>Delivery (free over £20)</b>	<b>£0.00</b>
	<b>TOTAL</b>	<b>£27.98</b>
<b>Home bargains (instore)</b>	<b>Peppa Pig Stroller flat fold</b>	<b>£7.99</b>
<b>Lucy bought 25/11/17</b>	<b>Peppa Pig Stroller flat fold</b>	<b>£7.99</b>
	<b>TOTAL</b>	<b>£15.98</b>
<b><u>Tesco Direct</u></b>	<b>Viaduct Bridge 33351</b>	<b>£12.82</b>
<b>Nadia ordered</b>	<b>Tunnel 33735</b>	<b>£13.65</b>
<b>Arrived</b>	<b>Delivery</b>	<b>£0.00</b>
	<b>TOTAL</b>	<b>£26.47</b>
<b><u>www.jabadao.org</u></b>	<b>Lycra Square</b>	<b>£34.00</b>
<b>Nadia ordered</b>	<b>Delivery</b>	<b>£0.00</b>
<b>Arrived</b>	<b>Total</b>	<b>£34.00</b>
<b>Amazon</b>	<b>Tildo Wooden Eggs and Diary</b>	<b>£9.48</b>
<b>Nadia ordered</b>	<b>Tildo Wooden Meat and Fish</b>	<b>£10.96</b>
<b>Arrived</b>	<b>Tildo Cutting Vegetables set</b>	<b>£14.99</b>
	<b>Tildo Cutting Fruits set</b>	<b>£14.95</b>
	<b>Delivery</b>	<b>£0.00</b>
	<b>TOTAL</b>	<b>£50.38</b>
<b><u>specialneedstoys.com</u></b>	<b>Mirror Chimeabout Ref 6TMMC</b>	<b>£69.00</b>

Nadia ordered	Delivery	£6.90
Arrived	<b>TOTAL</b>	<b>£75.90</b>
<b>JoJo Maman Bebe</b>	Tiny love supermat	£32.00
Nadia ordered	Delivery	£3.95
	Discount	-£3.20
	<b>TOTAL</b>	<b>£32.75</b>
<b>Earlyyearsreso (Order-1)</b>	Asian Boy Outfit code:QW666	£12.00
Nadia ordered	Oriental Girl Outfit For 40cm Doll code:QW669	£10.80
Arrived	Play Phone code:ED930	£11.94
	Easy Hold Magnifier code:CV242	£8.34
	Chunky Wooden Vehicles Pack 9pieces code:CV537	£20.34
	Colour Changing Cubes Pack Of 4 code:GH478	£14.34
	Shake and Match Shape Sorter code:TY331	£17.94
	Baking Set code:QW617	£35.94
	Play Cleaning Trolley code:CV495	£28.74
	Large Mirror Block set (pack of 8)	£33.54
	Doll's Bath With Accessories Set code:ER75	£9.54
	10% discount	-£20.35
	<b>TOTAL</b>	<b>£183.11</b>
<b><u>elc.co.uk</u> (Order-2)</b>	Happyland Bumper village set	£60.00
Georgina Ordered 12/12/17	ELC Red Whirlee	£10.00
	Delivery (click and collect)	£0.00
	<b>TOTAL</b>	<b>£70.00</b>

<b>etc (Order-3)</b>	Dinosaur Hopper	£22.00
Georgina Ordered 15/12/17	Delivery (click and collect)	£0.00
	<b>TOTAL</b>	<b>£22.00</b>
<b>Mothercare (order-1)</b>	Mothercare Safest Start Easy Loc Pressure Fit Safety Gate	£30.00
Georgina Ordered 15/12/17	Delivery (click and collect)	£0.00
	<b>TOTAL</b>	<b>£30.00</b>
<b>Early Years Resources (Order-2)</b>	Sensory Building Blocks (pack of 16)	£53.94
Georgina Ordered 15/12/17	Plastic kitchen ware set	£29.94
	Small senses board books	£13.95
	Delivery - Free over £70 excl. vat	£0.00
	<b>TOTAL</b>	<b>£97.83</b>
<b>Argos</b>	Baby Born Great Value Outfit Set	£18.99
Georgina Ordered 15/12/17	Chad Valley Vacuum Cleaner	£14.99
	Delivery (click and collect)	£0.00
	<b>TOTAL</b>	<b>£33.98</b>
<b>TOTAL Spend to date</b>		<b>£1,002.81</b>
<b>TOTAL LEFT</b>		<b>-£2.81</b>



## Elmet and Osgoldcross Rotary Club

The Local Rotary club raises funds in many ways and spends the monies raised, where possible, in the communities that raised the funds.

*So how have we spent the monies raised in the Sherburn area?*

The 2017 Car Boot Sales raised £3025, thanks to all who supported these events.

The final figure was split with South Milford School who provide gate and car parking services at each sale, Rotary members are in charge of Bacon Butties

The club also had a successful bottle stall at the great Craft and Food festival, thanks again to support from those attending raised £240.

Together these funds have been used to support the provision of dictionaries to all year five students in the primary schools in Sherburn. All students must now show they have the skill to use a dictionary before leaving primary school.

Secondly two students from Sherburn High were funded to attend summer leadership programmes.

Robert Bate from Monk Fryston went on the Rotary Youth Leadership Programme, held in the dales. A week of fun, laughter, challenge and confidence building, and especially making long-term friends.

Natalie Stephenson-Quayle from South Milford went on the Ocean Youth Trust, a week spend sailing down and back up the west coast of the UK. This provides all the above opportunities, plus the challenge of being at sea.

Robert and Natalie gave feedback to the club, it was obvious how much they had not only enjoyed the experience but had grown as individuals.

A few comments below from others who attended the course.

"New friends, new experiences and a new me"

"Go on RYLA, your life will change. Chance, choice, change"

"From the very start I felt welcomed and then was supported throughout the entire week. The activities were challenging but fun and I enjoyed being with my team and supporting one another"

"As the course went on, I could see the changes in myself each day"

"It is one of the best experiences ever and you will love it"

"You faced me with challenges and situations that I felt too scared to do but the love and support we all had for each other made the course unforgettable"

"Amazing time, do it and you won't regret it"

*Rotary will be supporting two students next year from Sherburn High, we will be in school before Christmas explaining the application process, if you are interested to know more check out [www.osgoldcrossrotary.org](http://www.osgoldcrossrotary.org)*

The accessorise event held with Friends of Sherburn High School held at Scarthingwell Golf Club on the 19<sup>th</sup> Oct raised £600 all funds going to the FOSH project to refurbish the School Hall.

## South Milford Baby & Toddler Group

South Milford Baby & Toddler Group would very much like to extend their thanks and appreciation to South Milford and Lumby Parish Council, and Selby District Council's Western Community Engagement Forum (CEF), both of whom have provided funding of £1000 each.

The group was set up by a local Mother over 33 years ago, and has been run and operated on a voluntary basis since then by other local Mothers right up until the present day. Since its creation, we believe the group has never sought funding from any source.

It operates during school term time at St. Mary's Church Hall in South Milford from 9:30am to 11:15am.

It is an opportunity for parents and carers of babies and young children from birth up to school age to meet, create friendships and allow their young children to socialise, explore and play in an informal environment. Tea and coffee is available for the adults.

Toys have been largely donated over the years, as the weekly fees generally just cover the cost of the hall hire and the refreshments and snack provided. All profits are re-invested back into the group.

The £2000 of funding is to be used to update the toys and equipment and to make the group a safer place that provides better learning and development opportunities for children of the village and surrounding areas than it did previously. New items are currently being sourced and we are preparing to receive them. All will be in place before Christmas.

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**Project Monitoring Report to: Selby District Council – Western CEF Partnership Board**

Ref: Western CEF Grant Application W0082 – ‘Fairburn Community Café’

**Organisation Details:**

Fairburn Community Café  
Village Hall  
Silver Street  
Fairburn

**Description:**

‘Pop-In’ Community Café – One morning per week (Wednesday)

**Date of Project:**

Commenced 1<sup>st</sup> March 2017

**Contact Name:**

Veronica Shearer - Telephone: 01977 676119 or Mobile: 07754 757196

**Impact Report for Period:**

1<sup>st</sup> March 2017 – 28<sup>th</sup> February 2018

**Q1 – Key Outcomes of Project:**

- Brought together people from Fairburn and surrounding villages
- Encouraged support for those who need it.
- Create and Improve social integration.
- Fund raising for Charities and the homeless.
- Called in from friends - External 'free gratis' aids for advertising (leaflets & Banners)
- Generated Hobbies of knitting and sewing amongst the elderly resulting in 1000 Poppies being made for the British Legion/Selby Abbey appeal.
- Money has been sent to Macmillan Cancer to keep our Macmillan Nurses locally for those who rely on them.
- Money and goods have been given to the Homeless Charity.
- Knitting and sewing of items to raise funds for the Café and funds for Charity.
- A team of us arranged the transport for those who needed it while there was no bus service to our village.

**Q2 - How Project met the Objectives**

- We have met the objectives laid out in our application, as listed above.
- Children enjoy their visit to the Café and have brought such fun and smiles to the elderly in particular.
- Young families enjoy coming together and learning more about the village and the villagers enjoy telling their stories.
- People from other villages now have a new circle of friends they meet every week, and begin to care more for each other.
- Still learning about the facilities which can be tapped into via Selby District Council and the Parish Council.

**Q3 - Additional benefits**

- All residents near and far have a focal point to meet – the old get all the conversation and the young get more information.

- We arranged for the Fire Service representative to come to give advice, which raised great awareness for Safety in the Home and appointments were made with the Officer to visit homes and have alarms fitted.
- All the new bus timetables were distributed when the service was back on, and we keep local information coming to the tables at all times.
- Those who do not have any contact with anyone except once a week at the Café are now coming in early and with a smile on their faces. We ensure no-one is left sitting on their own.
- A group of ladies have now formed new friendships and a little team have an outing together once a week by bus or train.
- We invited the Children from Fairburn School to come along and entertain everyone at the Christmas Party. There is so little now in the village for the school children to be involved in.

#### **Q4 – How the project has benefited the community:**

- The community has gained a ‘buzz’ back again. The more ‘word of mouth’ is spread the larger our group has become. The villagers were – undoubtedly – sceptical about our project in the beginning and now they are so proud of their Café that the news brings more people in each week, with their friends and families now joining in.

#### **Q5 - How the Fund were used:**

- The funding you granted us (£1,520) covered one year’s rent.
- The rent is £30 per week, plus additional hours of hire charge for extended time and any necessary setting up.
- We have purchased an additional Boiler, two Toasters, 50 teapots, new coffee pots, and all our necessary cutlery.  
Supply of Goods (i.e.: teas, coffees and consumable food) Containers and dishes and tableware.
- We have raised money – and are now self-funding – and have money in the Bank.
- Our Volunteers have not taken any contribution towards their wonderful baking which has helped to increase our funds for the development of the Café.
- I have not taken any contribution for any fuel, or other overhead costs for printing literature.
- We have all given freely to ensure success and now that we are self-funding we can cover some costs going forward.
- Our funds paid for the Party – our First Christmas Party thrown free to all. Although restricted to numbers (restriction placed on us by the Rules and Regulations of the Hall) we accommodated everyone who wanted to

join us at the Party. Those who have loyally supported the Café deserved to be treated and we were happy to do so and we budgeted accordingly to enable this.

**Q6 - Meet any conditions attached by the CEF:**

- We consider all conditions required of us to get funding from the CEF have been met over and above expectations.
- We are grateful to you for the opportunity of creating our Café and thank you for your initial support. We hope you have as much success with your other projects, and we have enjoyed such pleasure in seeing everything come together. We are a great team!!



# Western Community Engagement Forum 'You said – We did' Action Table

Items Raised: 71  
Items Resolved: 65  
Items Outstanding: 6

04.01.2018 **TABLE 39**

## Items raised

	Issue and date initially raised	Update	Action
9	Burton Salmon need a children's play area 12 <sup>th</sup> October 2010 <b>Contact</b> Cllr Chris Pearson, NYCC 01757 704202 <a href="mailto:chris.pearson@northyorks.gov.uk">chris.pearson@northyorks.gov.uk</a>	6.1.15 5.4.16 5.7.16 11.10.16 17.01.17 04.01.17	Still on hold until an area is located. Area now identified, land owned by SDC. Negotiations regarding the land ongoing. Negotiations regarding the land ongoing. Negotiations regarding the land ongoing. DSO email to Cllr Pearson to seek clarification of location of land.
25 Page 67	Flooding in the Aire Valley particularly affects Fairburn and Brotherton. 11 <sup>th</sup> January 2011 <b>Contact</b> Sharon Fox, NYCC <a href="mailto:Sharon.fox@northyorks.gov.uk">Sharon.fox@northyorks.gov.uk</a> or Emily Mellalieu <a href="mailto:Emily.mellalieu@selby.gov.uk">Emily.mellalieu@selby.gov.uk</a>	5.5.11	Some progress with UK Coal and the landowner has been made, however a date for completion has yet to be agreed. Discussions have taken place between NYCC, Internal Drainage Board and the Environment Agency.
		1.2.12	Consultants have now been appointed and discussions are continuing but at the moment there is no change.
		7.1.14	Flooding in the Aire Valley has been discussed in detail and a forum will be arranged to accommodate speakers from the Environment agency.
		4.3.14	Forum meeting held focus on flooding issues. Advised that if there are further queries about this, people would be best directed in the first instance to the website: <a href="http://www.environment-agency.gov.uk/research/planning/default.aspx">http://www.environment-agency.gov.uk/research/planning/default.aspx</a> If they cannot find the necessary information contact our customer contact centre on 03708 506 506 or email at: <a href="mailto:enquiries@environment-agency.gov.uk">enquiries@environment-agency.gov.uk</a>
		2.4.14 5.4.16	Questions were raised at the Forum meeting and are being dealt with. Noted some residents still not back in their homes after the Christmas flooding. Councillor Hobson is working with Yorkshire Water on similar issues in Sherburn. Issues are being reported to the MP via Howard Ferguson.
		5.7.16 11.10.16 07.03.17	EA study ongoing Ongoing Democratic Services Officer to contact Mark Young for an update at next PB meeting. Not: Enquiries by DSO have revealed that Mark Young no longer works for NYCC – trying

	Issue and date initially raised	Update	Action
		12.09.17 11.12.17 14.12.17	to locate a replacement officer. Sharon Fox at NYCC has asked the Flood Risk Team to comment. DSO email to Sharon Fox re: Flood Risk Team comment Update from Emily Mellalieu at NYCC – Work to fulfil sec. 19 recommendations is on-going. Work with IDB to undertake maintenance of ditch in Brotherton is being progressed.
66	Issue of lorries and vans parking in Sherburn raised at June 14 Public Forum.	3.6.14	It was agreed to add this item to the issues table for further discussion by the Partnership Board.
		15.7.14	Parking in the area is an issue, many lorries park over night. There is a meeting to take place on the industrial estate about Lorry Parking provision in the area.
		7.10.14	There is a need to identify an area on the industrial estate for safe parking. Unfortunately this may not solve the problem and will be on going.
		6.1.15	Parking in the area is an ongoing issue as many Lorries park over night. There is a need to identify an area on the industrial estate for safe parking and for the provision of toilets, showers and changing facilities. Potential land is available. Parish Council to consider adding to the new Selby District Plan.
		3.3.15	A piece of land has been identified for safe parking, there has been a recent meeting to discuss this unfortunately this may not solve the problem and will be on going.
		7.07.15	There are a lot of Lorries parked in the local areas, a lorry park is urgently required, some talks have taken place about this and a decision is still to be made.
		6.10.15	Cllr Packham reported to Partnership Board that a multi-agency meeting was being organised involving Leeds CC, Selby DC. North Yorkshire CC which will aim to sign an agreement on the installation of clearways in laybys. Ultimately a lorry parking strategy will be needed for the whole area. Cllr Packham will report back to the next meeting on 12 January 2016.
		12.01.16	Leeds City Council had assumed responsibility for both sides of the A63 and that Clearways had been installed and were being policed.
		05.04.16	Councillor Hutchinson reported that Leeds City Council had NOT assumed responsibility for the full stretch of the A63 – lorries were still using the laybys.
		7.6.16	Councillor Packham reported that, contrary to the previous update, Leeds City Council HAD assumed responsibility for the existing clearway on the A63. Noted that this was either a NYCC issue, or a police matter if illegal parking.
		11.10.16 07.03.17	There remained conflicting views on the existence and purpose of clearways. The Democratic Services Officer was asked to request a comprehensive answer from NYCC

	Issue and date initially raised	Update	Action
		<p>11.04.17</p> <p>12.09.17</p> <p>10.12.17</p> <p>04.01.18</p>	<p>Highways for the next PB meeting.</p> <p>Email from NYCC Highways Officer was circulated to members confirming the situation in relation to the old A1 north of Fairburn. The email also confirmed that a Section 8 Agreement was due to be signed between Leeds City Council and NYCC which would transfer responsibility for maintenance, grass-cutting and litter to LCC.</p> <p>Sharon Fox from NYCC sent email update to DSO to say that regarding the section 8, Selby locations are all ready to sign across – however, there remained issues with Otley that still needed to be finalised before NYCC could complete the agreement. However, the Board were asked to be assured that the services were in place in principal.</p> <p>DSO email to Sharon Fox for update.</p> <p>DSO chase up email to Sharon Fox for update.</p>
<p>69</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 69</p>	<p>Occurrence of dangerous incidents at the roundabout at the Junction of the A63 and A162. Raised at Public Forum March 15</p>	<p>3.3.15</p> <p>7.4.15</p> <p>6.10.15</p> <p>12.01.16</p>	<p>Overview from Ray Newton- Dawn and Mark are residents on the A63 on the Leeds (west) side of the roundabout, and their daughter has to walk to the north side of the roundabout on the A162 to catch bus to go to Sherburn. They have told me of their concerns about her and others safety because of wagons which they have observed mounting the kerb as they travel from Leeds on the A63 towards Sherburn on the A162.</p> <p>They are worried that this situation which has steadily got worse because of the increase in traffic to Sherburn industrial estate will get worse as the estate grows and want to know what can be done to eliminate the potential danger.</p> <p>I visited the site yesterday and took photographs of the footpath which is sandwiched between the right up the road edge and private land - JP Plan. In certain places the kerb is dropped to allow access to JP for vehicles which means that the carriage way is not as clear as it might be and the road lines on entry to the roundabout are that as clear as they might be for roundabout users.</p> <p>To make matters worse two lamp posts have been sited in the middle of the footpath which are clearly is an obstruction to pedestrians and presents further potential dangers. I have not seen lampposts sited in a similar position on footpath adjacent to the busy A63 in MF Village.</p> <p>Some communication has been made with Highways and a meeting will be set up shortly by Cllr Pearson.</p> <p>Cllr Pearson reported that Gary Lumb (Highways) is working on a strategy and will arrange a site meeting in due course.</p> <p>Ringways, on behalf of NYCC, are considering a number of options for the redesigning of</p>



	Issue and date initially raised	Update	Action
			the roundabout. Further meetings were planned for the spring.
		5.7.16	Cllr Pearson confirmed that NYCC had included this junction in its Forward Plan, but that developments could be several years away. It was noted that some recent planning permissions at the Sherburn Industrial Estate could have included agreements and/or commitments regarding junction improvements.
		11.10.16	Recent planning permission for the Sherburn Industrial Estate could have included a Section 106 agreement.
		17.01.17	Various agencies were awaiting confirmation of possible Section 106 funding.
		11.04.17	Councillor Mackman confirmed that the S2 development in Sherburn included provision for an improved roundabout at the A63/A162 junction.
		10.12.17	DSO email to Councillors Pearson and Mackman for update.
70	Fly-tipping	5.7.16	The Board considered a presentation from the NFU regarding problems with fly-tipping in the Western CEF area. It was agreed that the next Forum would focus on fly-tipping.
		17.01.17	The Board agreed to purchase a number of signs that would be made available to parishes, and also to update the CEF leaflet on fly-tipping. Previous reports had suggested that SDC would be purchasing similar signs, but the Democratic Services Officer confirmed this was not the case so the CEF could proceed with the purchase.
		11.04.17	The CEF funded leaflet had been approved and would be delivered to all households in the Western CEF area.
		01.09.17	Parishes emailed again to collate orders for fly-tipping notices,
		13.09.17	Number of fly-tipping notices to be ordered sent to Chris Hailey-Norris. How to deliver to different Parish Councils also queried. Total required was 28.
		12.10.17	Fly tipping notices to be ordered by DSO from vistaprint.
		13.11.17	Fly-tipping notices ordered and distributed – spares available. These will be brought to meetings for Parish attendees to take with them.
71	Bus provision	12.09.17	It was agreed to add the issue with buses onto the issues table as the removal of the bus service had left Brotherton, Fairburn, Byram and Burton Salmon with no public transport access. It was agreed that the Chair would look into the provision of community transport as an interim solution. Howard Ferguson had already written to Nigel Adams MP about this, and Parish Councils were encouraged to write to the MP themselves.
		10.12.17	DSO email to Chair for update

# Western Community Engagement Forum (CEF)

## Community Development Plan 2017-18

Update 8<sup>th</sup> January 2018

### Introduction

Community Engagement Forums are collaboration between a range of partners including the District Council, County Council, Town council, Parish Councils, Police, Fire and Rescue Service, local businesses and community groups along with individual residents. Our aim is to encourage, assist and empower the local community to create the environment and services they would like and need.

The Western CEF started in October 2010, covering the following towns and villages: Birkin, Brotherton, Burton Salmon, Byram, Fairburn, Hillam, Lumby, Monk Fryston, Newthorpe, Sherburn in Elmet and South Milford

### Over Arching Priorities

The Western CEF is keen to support and develop initiatives which;

- Improve the quality of life for individuals across the Western CEF area
- Provide solutions for community issues
- Trial new ideas that will benefit residents and improve the local area



### Current Key Issues being Addressed

<b>Youth Services</b>
<b>Working with North Yorkshire Youth and BeeAble to review service provision for teenagers and disaffected young people.</b>
<b>Progress</b>
<ul style="list-style-type: none"> <li>▪ April 16 – agreed to fund BeeAble to provide a Detached Youth Service for a year from 1<sup>st</sup> September 2016. Bank of hours for 2 workers. Lesley Senior, Director of BeeAble, to attend Partnership Board meetings to update on developments.</li> <li>▪ 03/04/2017 meeting attended by Stacey Summerland (Bee-Able) Councilor Robert Packham (Parish Council) Julie Jackson (Time-Out) Apologies Aimi Brookes (Selby District Council) Charlotte Keable (NYCC) Craig Ward (Bee-Able) Lesley Senior (Bee-Able) Discussion Meeting held at Time Out, Sherburn to discuss outcomes of the Open Day held on Friday 25 November 2016. It was mentioned that the garages at the Highfields area were planned to be knocked down and replaced with bungalows. Though the timescale of the plans moving forward were unknown. This was thought to be in the control of Selby Housing Trust and could reduce the parking spaces that are currently available, which in turn will raise concerns on current parking issues. Concerns on parking were discussed. Initially, it caused a huge impact through temporary closure of the schools entrance due to the new Athelstan school building. This resulted in</li> </ul>

residents/parents collecting children from the school parking on the grass verge, which has resulted in the ground foundations being damaged and grass overturned. It was discussed that a large portion of properties had long driveways but, were not necessarily being used.

Concerns on the overflowing rubbish bins were discussed. There was mention of them being set on fire, bottles smashed on the play area and general untidiness. It was mentioned that the bins were not emptied on a regular basis, if at all.

Discussions were made on the current use of the park facilities as well as age and maintenance of them and how the park area can be utilised to bring the youths of the community together.

These included:

Facilities to play sports (especially football). It was noted that a multi-purpose sports pen is not needed as these are being built at Fairways, believing to be for hire purposes only. Mini skatepark and fitness equipment were favoured by individuals, for both youths and parents to use. It was mentioned that there would be cost implications to this type of equipment. 2

03/04/2017 Highfields, Sherburn in Elmet

- Indoor shelter with Wi-Fi for individuals to access, where social interaction could develop new/maintain friendships although, supervision would be required. Discussions of voluntary staff/parents were noted. It was mentioned that the materials used would need to be long lasting with very little maintenance and not easily damaged to be worth installing. It was also mentioned that if each area within Sherburn could specialise in a certain type of equipment, to share, that this would bring youths with similar interests together, which could result in new friendships being developed and further social interaction, as well as, positive community spirit.

It was mentioned that a group of youths were hanging around the building of Time-Out, breaking in and causing damage. Local authorities have been made aware and equipment such as CCTV has been put in place. A group of youths are hanging around the library/childrens centre situated in Sherburn. It is believed that they are being able to access the Wi-Fi located at the library but, also vandalising the external walls. It was noted that youth work will be carried out at these two premises to build rapport with the youths and find out what could benefit them in the area.

#### Actions

It was agreed that Bob would seek further info from Selby District Council regarding the facilities, maintenance records and costs of any repairs carried out.

It was agreed that Stacey would speak to a parent of Highfields about setting up a community/parent group consisting of 10 parents/youths, to meet and discuss fundraising ideas and plans for the Highfields area moving forward.

It was agreed that Stacey/Craig would carry out youth work at the library and Time-Out where groups of youths are present (evening/weekends) to aid them in finding something that they could potentially benefit from.

It was agreed that Julie would help out where she is able to and continue allowing meetings to be held at TimeOut.

#### Meeting held in June 2017

It has been identified that the facilities at Highfields have undergone two lots of repairs between October 2014 and June 2016, on the safety surface and a further repair to damaged panels of the shelter in October 2016. This amounted to £9,000. The facilities have safety inspections carried out monthly between the winter months (October-March) and fortnightly in the summer months (April-September). Minor wear and tear repairs are carried out when identified. The rubbish bins are still overflowing and general untidiness of the area still occurs.

Additional work was carried out at two other sites (Time-Out and the Library) that were receiving inappropriate behaviour from youths (vandalism), but nothing was seen. There were no further reports.

As we are unsure whether space of the Highfields area will be lost to the bungalow plans, it seems unfair to build the communities hopes up so it is felt that once the information has been received by Social Housing Trust, another meeting will be scheduled to discuss the plans of moving forward with a community group, including the benefits of this and invitation of the community.



## **Western Walks Project**

### **Creating a series of public walks across the Western CEF area**

#### **Progress**

- 12<sup>th</sup> Jan 16 The Partnership Board noted that the ‘Western Walks’ project had been completed successfully, and it was suggested that a further five walks could be adopted as a CEF project for 2016. The Board agreed to defer a decision on the additional walks to allow more time to evaluate the success of the initial project.
- Email from David Walker in March, he would appreciate an update regarding posters being put up at Birkin Fisheries Tea Room for walk No. 3 and walk No.1 from the Cross Keys at Hillam. Have the other venues been given their posters too?
- July 16 – over half of all walks booklets have been distributed. Continue to bring them to all CEF events and meetings.
- October 16 - The Development Officer reported that the walks had been very popular and he had received positive feedback.  
  
The Chair requested that the Democratic Services Officer publish some information regarding the Walking Project on the Western CEF page of the Council’s website.
- June 17 – Walk booklets have continued to be distributed – only a handful remain from the original print run.

## **Combined community sports facility in Monk Fyston**

### **To bring together the football and cricket grounds into an expanded sports facility.**

#### **Progress**

- 12<sup>th</sup> Jan 16 Clive Hoyland from Monk Fyston Football Club was introduced to the Partnership Board and outlined his idea for a combined community sports facility in Monk Fyston, which would bring together the football and cricket grounds. He explained that the project was at an early stage and that he would be approaching various agencies and bodies to explore what funding may be available and the feasibility of the project.  
21<sup>st</sup> Jan Chris HN attended a planning meeting with the steering group to discuss governance models, funding strategy, community consultation and useful networks
- October 16 - The Development Officer reported that a discussion with Clive Hoyland from Monk Fyston Football Club regarding progress with the project had taken place in October and funding to progress the



project was still required.
<ul style="list-style-type: none"> <li>December 16 – the Development Officer had met with the group again in December. They have created a CIC and have completed a Project Brief for submission to the Western CEF. A meeting has also taken place with Heather Kennedy.</li> </ul>
<ul style="list-style-type: none"> <li>Feb 17 – the group made their submission for professional support to progress funding further. Their award was successful. Work is now taking place to recruit the best person to progress with the work.</li> </ul>
<ul style="list-style-type: none"> <li>June 17 – meetings continue with the group. Plans have been developed and the assistance of the Development Officer has been requested to look at potential sources of funding</li> </ul>
<ul style="list-style-type: none"> <li>July 17 – Development Officer has prepared and emailed over funding options report, with details of how to apply to a range of different organisations.</li> </ul>



<b>Community Cafes</b>
<b>To provide support to local communities wishing to develop a community cafe.</b>
<b>Progress</b>
<ul style="list-style-type: none"> <li>Chris HN contacted Horton Housing for information regarding their Community Cafes and also received information regarding the Escrick Café.</li> <li>Horton Housing currently running 6 community cafes in Hambleton, Womersley, Eggborough, Sherburn, Tadcaster and Selby, some are weekly and others fortnightly. In total over 160 active attendees on the books and generally in excess of 100 attending weekly.</li> <li>Eastern CEF, Parish Council, Stronger Communities and Chris HN have worked together to create a Community Café in Escrick. Launched in January 2016 the weekly café is sustainable with volunteers, transport available for those need a lift, book library and speakers.</li> <li>Suggest both organisations come to speak at a future Public Forum?</li> </ul>
<ul style="list-style-type: none"> <li>June 16 – Community Café Public Forum – 3 speakers talking about 3 different models, well attended and lots of questions asked.</li> </ul>
<ul style="list-style-type: none"> <li>July 16 – 3 localities exploring model to use for developing a Community Café</li> </ul>
<ul style="list-style-type: none"> <li>October 16 - The Chair reported that he had visited community cafés located in Ripon and Escrick; he informed the Board that he was aware of five people interested in establishing a community café in Fairburn.</li> </ul> <p>The Development Officer suggested that the community café model operated by Horton Housing could be adopted by the Western CEF.</p>
<ul style="list-style-type: none"> <li>February 17 – support has been provided by the CEF Chair and Development Officer for the development of a community café in Fairburn. Funding has been awarded by the Western CEF towards the first year running costs.</li> </ul> <p>Assistance has been provided regarding governance structures and the opening of a Bank</p>

account. The Development Officer has linked them up with the Escrick Community Café for additional support and ideas.

- February 17 – assistance has been provided by the Development Officer on the creation of a funding application to develop a Community Café in Sherburn.

- February 17 – Launch of Fairburn Community Café. 80 people attended.

- June 17 - I have had a great response from our visitors on Wednesday mornings and in total now – since opening on 1st March – I have banked £700 as well as buying all the necessary equipment mentioned below, including 18 new teapots.

Our visitors have expressed that as they are only there a couple of hours at the most, they don't think any 'interruption' to their friendly get together would be welcome. I have made a couple of suggestions of having visitors/talks but they really do have a good time together. They have produced hundreds of poppies for the Selby Abbey campaign. I am considering a few other suggestions but as it is going well, and they are not looking for any entertainment, I will play that by ear. The feedback I have received is that it is the best thing that has happened in the village for a very long time. Keeping the people happy is all I want to do.

Sep 17 - The Café continues to flow and I consider it a success:

- We opened 1<sup>st</sup> March and to date our average number in attendance is between 30 and 40.
- Our regulars just love it, and we have those who pop in when they can, and others who see our banners on the Village Hall Gates which brings them in out of curiosity.
- My team of volunteers have continued to produce some marvellous baking and the smell of toasted teacakes brings a smile to many faces. Our regulars even bring along their cake boxes and buy our cakes to take home.
- Our villagers and visitors consider it their café now which is fantastic and they bring along the most generous raffle gifts, and even occasionally a bag of sugar, jar of coffee and pack of napkins – all gratefully received.
- We continue to put fresh flowers on the tables and there are some ladies who almost fight to take a turn of having them to take home.
- I continue to purchase equipment and goods to enhance our Café and still bank money. We did receive the second part of the funding and we have certainly budgeted well and although we have earmarked the funding for next year's rent, we have indeed banked a great deal more than we anticipated.
- Ideas for spending some of our money for the benefit of the supporters is still under discussion but one thing I do intend is that we will give them a lovely Christmas Party. I am keeping that news quiet until I have everything arranged.
- We made news headlines in the Selby Times when we donated 800 knitted poppies for the Royal British Legion to help with the Selby Abbey project/display. The poppies still come in regularly from the lovely ladies who take time to do them at home – and very proud of them!
- I continue to put a little piece of news in the Church Magazine which is circulated in the village and through my little epic we have had a couple more kettles and toasters donated and more trays for use in collecting all their lovely little teapots.

November 17 -

- Hectic is appropriate with regard to the Café which is doing exceptionally well (hope you heard this through the grapevine) and I have attached a copy of the Christmas Party Invitation and the Confirmation which has become necessary! Once it was known there would be a party we seemed to swell in numbers a little, hence the need to confirm the limit to numbers.
- I know you were aware that we had the ladies knitting poppies for the British Legion/Selby Abbey display and we made the 'headlines' in the Selby Times: We have indeed donated 1000 poppies and were asked to stop supplying them as they had an abundance of donations

and were extremely happy with that. We still have a few ladies knitting the Easter Chics for Macmillan Cancer and one of my team (Judith Shaw) knitted hats, scarves and a few other things which we have sold, again for Macmillan Cancer, and raised about £150. Everyone is happy to be generous and the buzz in the Café is very heartening. We have other talented ladies in our group who provide some lovely homemade/craft goods for raffle prizes, all these things helped to raise our funds and that is why I am putting on a 'free' party as a thank you to everyone.

- I have quite a few ideas planned for the Christmas Party and Sheila (from the Parish Council) called in to ask us to sell Poppies, which we did, and seemed to be impressed with all our activities, she has offered help (by virtue of 'sausage rolls') and donated a raffle prize. Sheila also asked if someone from the Parish Council could come along to the party on the day...just to see what was going on!!! I did advise that they would not be in the head-count as there are not enough chairs in the hall for a start, and my food catering is critical on numbers.
- We have quite a gathering now from other villages: Ledsham, Ledston, Brotherton, Garforth, Kippax and certainly great support from Fairburn. The last three weeks have seen 49 visitors and there were a few of regulars on holiday so I hope this continues into next year. The venue lets us down by virtue of the fact that the toilets and toilet areas are not up to a decent standard and the paint is peeling off the walls in the kitchen and in the hall, but I haven't had too many comments to need to consider moving the venue ..... which I don't want to think about!

- March 17 – Funding for the development of the Community Café in Sherburn agreed.
- June 17 - At long last work has started on the school. We have had all the asbestos removed and now we are on with sorting out the leaks to the flat roof and refurbishing the toilets. We have got through the first stage of the Big Lottery Fund new process and we are working on getting the answers to the next set of questions which have been posed. We are also waiting to hear back from St Gobain on a funding application.



<b>CEF Promotion</b>
<b>To continue to raise awareness of the work of the CEF and opportunities available.</b>
<b>Progress</b>
<ul style="list-style-type: none"> <li>▪ April 16 – Investigate cost of having a CEF notice board in each village / town</li> <li>▪ June 16 – range of options researched and passed onto Chair</li> <li>▪ July 16 – agreed Daniel to contact each Parish Council to ask what type of noticeboard they would like and where they would like it positioned.</li> <li>▪ October 16 - There was some discussion in relation to advertising the Western CEF information on roundabouts in the area. The Democratic Services Officer agreed to seek further information from the relevant officer at Selby District Council.</li> <li>▪ January 17 - We now have a list of Parish Councils who would like a notice board.</li> <li>▪ February 17 – design of a new Western CEF logo has commenced.</li> <li>▪ March 17 – Comments from the CEF Board fed back and a new draft design completed.</li> <li>▪ March 17 – Partnership Board agreed to purchase notice boards to be purchased and the cost</li> </ul>



has been agreed. Daniel currently liaising with manufacturers for delivery and agreement with each Parish Council for the installation

- November 17 – looking at plaques being distributed to all organisations who have received funding since April 2016. Currently getting the numbers we will need before agreeing the design across all of the CEFs.

<https://vintageplaques.co.uk/collections/all/products/memorial-plaque>

**Memorial Plaque** - 8" x 5.5" (other sizes available)  
Regular price £19.99

Our stunning stove enamel plaques are made using the same traditional methods used to make aluminium number plates during the 19th century, with paints that have been hand-mixed to create our unique colour palette.

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Any colour requirements ( logo/text etc ) will be digitally printed directly to the plaque using UV stable inks (Inc White ink if required).

Our lifetime guarantee on manufacturing defects covers:

- enamel chipping
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## Addressing Environmental Issues

To find solutions in relation to environmental issues and improving access to nature

Progress

Fly-Tipping

- July 16 – PB concerned at the latest information regarding the increase in Fly – Tipping. It was agreed that a specific forum should be developed inviting all key stakeholders to help look at what communities can do to address this issue.
- October 16 – There was some discussion in relation to fly-tipping and the Western CEF funding signage in local hotspots to deter offenders. It was suggested that 10 large signs and 10 smaller signs be funded by the CEF and placed in various fly-tipping hotspots throughout the Western CEF area.  
The Democratic Services Officer agreed to email Western CEF parish council clerks to ask if

they felt their area needed a fly-tipping deterrent sign, the number of signs needed and the location.

The Development Officer agreed to seek a quote for the production of the signs and to report back at the next Partnership Board meeting.

- January 17 – Costs have been secured for production of signs. However it looks like SDC are doing something similar so it was agreed to put this element on hold for now.
- It was agreed to fund a re-print of the fly – tipping leaflet at the PB meeting in January 17. The content was circulated to the speakers for comment and amendments made.
- February 17 - additional changes made. Information sent across to designer to draft new leaflet.
- March 17 – additional changes requested by Partnership Board and SDC. Changes made, but further amendments requested by SDC and fed back to designer.
- Fly Tipping Signs – Information has been requested from each Parish Council regarding the location of their notices in order to secure a final costing from the manufacturers.
- June 17 – confirmation that all of the fly tipping leaflets have been distributed out

August 17 – updates so far received from the following Parish Councils;

- Hillam – they want 10 signs
- Huddleston with Newthorpe – they don't want any signs
- Sherburn in Elmet – they want 10 signs
- South Milford – they want 6 signs
- Need to confirm what they are being attached to so that the appropriate signs are ordered.

[www.vistaprint.co.uk](http://www.vistaprint.co.uk)

### Plastic signs

- Customisable front and back, with 5 available sizes
- Durable construction and fade-resistant printing
- Perfect for indoor or outdoor use, with minimal setup
- Great for properties, construction and more

Sizes available

- 305 x 457 mm
- 457 x 686 mm
- 152 x 610 mm
- A1 (594 x 841 mm)
- A2 (420 x 594 mm)



- November 17 – Parish Councils have been chased creating a final list of those wanting Fly Tipping notices. These have now been ordered and will then be distributed.

### Access to the Sherburn Fishing Club

- July 16 – PB received application to improve the accessibility for wheelchair users at the Fishing club – this was agreed
- April 17 - Councillor Buckle agreed to liaise with the Wheatsheaf Angling Club to bring an update on the disabled platforms project to the next Board meeting.

## Community Health and Safety

### Defibrillators – enabling communities to establish this additional facility

Progress

- October 16 – requested that this issue be added to the CDP.

## Cuban Community Dancing

### Tiempo Espana Dance Academy

#### Progress

- April 17 - Providing five courses of Cuban Salsa dance classes in the Western CEF area. Each course would consist of six classes, which would be provided at a discounted charge initially to local residents. Sessions will primarily be held during the evening, but the CIC would be flexible if demand was identified for daytime sessions.
- June 17 – Development Officer met with Aimi and Ben to plan locations, timetable, pricing structure and promotion. Agreed to aim for initial start in September 17.



- August 17 - We have been in touch with Ray from Monk Fryston who has been great and have organised a start date for our 6 week course in the community centre for the Wednesday the 27<sup>th</sup> of September from 10.30-11.30am. We are just waiting on some flyer designs so we can fully advertise this but in the meanwhile our C.I.C. website is online at: <https://tiempoesspanacic.wixsite.com/tiempo-espanacic>

We have also been in touch with Burton Salmon regarding starting a 6 week course there but have heard that the village hall is in the process of changing ownership and have not been able to get a confirmed start date on this one yet.

We have an email address for our C.I.C. which is [tiempoesspanadancecic@hotmail.com](mailto:tiempoesspanadancecic@hotmail.com)

- November 17 – further meeting held. Monk Fryston group has taken off very well – bringing together older people and young parents. Looking at a further boost launch in January. This dance class will continue following the initial trial period.
- Looking at next Dance class taking place in Sherburn in the New Year.
- Burton Salmon – still waiting on confirmation of the ownership changes before commencing promotion there.

We decided to run our new Monk Fryston 6 week course a little later to give us a bit more time for advertising and have finalised the date for Sherburn. The dates and times are

- Sherburn: 6 week course from 11am to 12pm starting on 12/02
- Monk Fryston: 6 week course from 10:30 to 11:30 starting on 28/02

CUBAN SALSA CLASSES

NEW!

**Tiempo España**  
DANCE ACADEMY C.I.C.

**6 week Cuban salsa courses**

Classes starting:

Eversley Park Centre, Sherburn In Elmet  
Monday 12th of February 11am-12pm

Monk Fyston Community Centre  
Wednesday 28th of February 10.30-11.30am

ONLY £3 Per Session

Visit: [tiempo-espanac.wixsite.com/tiempo-espanac](http://tiempo-espanac.wixsite.com/tiempo-espanac)

CUBAN SALSA CLASSES

NEW!

**Tiempo España**  
DANCE ACADEMY C.I.C.

We will be running Cuban salsa classes lasting 6 weeks which will be tailored to absolute beginners who have little or no dance experience. The classes are designed to take you through the basics on to further advanced moves and no partner is necessary to join!

Our aim is to provide a unique activity for those in smaller villages/communities to try out so that they can keep fit while also meeting new people and making friends at the same time.

**£3 per session for adults or £2 for students or those under 20 years old**

Our classes at the Eversley Park Centre will start on Monday the 12th of February from 11am-12pm and we will also be running a course in Monk Fyston Community Centre from Wednesday the 28th of February from 10.30-11.30am. Please get in touch with us at [tiempo-espanadancecic@hotmail.com](mailto:tiempo-espanadancecic@hotmail.com) to register.



Visit: [tiempo-espanac.wixsite.com/tiempo-espanac](http://tiempo-espanac.wixsite.com/tiempo-espanac)