



## Central CEF Partnership Board

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

Date: Wednesday, 3 January 2018

Time: 6.30 pm

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

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

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

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

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

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

Board members should also declare any other interests. Having made the

declaration, provided the other interest is not a disclosable pecuniary interest, the member may stay in the meeting, speak and vote on that item of business.

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

**3. MINUTES (Pages 1 - 8)**

To confirm as a correct record the minutes of the Central CEF Partnership Board held on 4 October 2017.

**4. BUDGET UPDATE (Pages 9 - 10)**

To consider the Central CEF budget.

**5. FUNDING APPLICATIONS (Pages 11 - 14)**

To consider the following funding applications received, with reference to the funding framework:

**5.1 HAGGE WOODS TRUST: TRANSPORTATION FOR SCHOOL VISITS - £1,000 (Pages 15 - 24)**

**5.2 ABBEY BELLES CHORUS: DEVELOPMENT AND OUTREACH - £1,000 (Pages 25 - 32)**

**5.3 GROUNDWORK NORTH YORKSHIRE: SELBY TOWN COMMUNITY POND ENHANCEMENTS - £1,500 (Pages 33 - 44)**

**5.4 GROUNDWORK NORTH YORKSHIRE / CENTRAL CEF: TEAM UP TO CLEAN UP - £9,500 +VAT (Pages 45 - 52)**

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

To receive feedback from the Forum meeting held on 13 December 2017 (oral update).

**7. COMMUNITY DEVELOPMENT PLAN (Pages 53 - 72)**

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

**8. UPDATE FROM THE DEVELOPMENT OFFICER**

To receive an update from the Development Officer in relation to the future development of the Central CEF (oral update).

**9. MARKETING AND PUBLICITY**

To consider best practice and consistency across the wider CEF brand, and to

discuss ideas to promote the Central CEF.

**10. CO-OPTED MEMBER VACANCY**

To discuss the co-opted member vacancy on the Central CEF Partnership Board.

**11. IMPACT REPORTS**

To consider the following impact reports received:

**11.1 SELBY COMMUNITY TRUST (Pages 73 - 76)**

**11.2 KING'S CHURCH OUTREACH (Pages 77 - 80)**

**11.3 ABBEY BELLES CHORUS (Pages 81 - 84)**

**11.4 DEP ARTS (Pages 85 - 96)**

**12. NEXT MEETINGS**

To note the date and location of the next Partnership Board meeting and to confirm arrangements for the next public Forums.

<b>Dates of next meetings</b>	
Wednesday 24 January 2018, 6.30pm	Forum Selby Town Hall
Wednesday 14 March 2018, 6.30pm	Forum Location TBC
Wednesday 4 April 2018, 6.30pm	Partnership Board Committee Room, Civic Centre



Gillian Marshall  
Solicitor to the Council

For enquires relating to this agenda, please contact Alice Courtney on 01757 292176 or [acourtney@selby.gov.uk](mailto:acourtney@selby.gov.uk).

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## Minutes

### Central Community Engagement Forum Partnership Board

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Venue:	Committee Room, Civic Centre, Doncaster Road, Selby.
Date:	Wednesday 4 October 2017
Time:	7pm
Present:	<u>District and County Councillors</u> Councillors Ian Chilvers (Chair), Judith Chilvers, Cliff Lunn, Brian Marshall, Jennifer Shaw-Wright and Paul Welch.  <u>Co-opted members</u> Margaret Bontoft, Patricia Chambers, Michael Dyson, Keith Watkins and Anthony Wray.
Apologies:	Councillor Mark Crane, Melanie Davis and Councillor Jude Thurlow.
Officers present:	Kate Mills (Development Officer, Groundwork), Helen Gregory (Joint Interim Planning Policy Manager) (for minute item 16), James Broadhead (Planning Policy Officer) (for minute item 16), Will Smith (Planning Policy Officer) (for minute item 16) and Alice Courtney (Democratic Services Officer, Selby District Council).
Others:	2 funding applicants representing Selby parkrun.
Public:	0

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#### 14. DISCLOSURES OF INTEREST

The Chair declared that he had an interest in Selby Camera Club, which had submitted an impact report, as he was a member of the club.

## 15. MINUTES

The Partnership Board considered the minutes of the meeting held on 5 July 2017.

It was noted that there was an error on minute 4, on page 5 of the agenda, and that the reference to 'Western CEF' needed to be amended so that it read 'Central CEF'.

### **RESOLVED:**

**To confirm as a correct record the minutes of the Partnership Board meeting held on 5 July 2017, subject to the amendment described above.**

## 16. POOL OF SITES CONSULTATION

The Joint Interim Planning Policy Manager introduced herself and the two Planning Policy Officers, and highlighted that the purpose of the consultation was to bring Partnership Board Members up to speed with the local planning process, and outline details of the current consultation process.

The statutory stages of the local planning process were outlined to the Partnership Board, and it was emphasised that the current stage specifically related to ensuring a variety of different views were gathered in relation to the appropriateness of the pool of sites that had been put forward to Selby District Council. It was noted that this stage was not where decisions were made regarding sites.

The Partnership Board was informed that a number of documents that related to the consultation process had been placed at deposit points across the district, as well as online, which ensured accessibility to all within the district.

The Joint Interim Planning Policy Manager highlighted that the consultation was not only in relation to the individual sites that had been put forward to Selby District Council, but that it aimed to gain views on the methodology around how sites were identified, to understand if officers had used the correct criteria to determine sites.

It was also pointed out to the Partnership Board that the consultation period was usually six weeks long, but that due to the size of the consultation it had been extended to eight weeks, and would run from 2 October 2017 to 27 November 2017. The Joint Interim Planning Policy Manager highlighted that a number of staffed sessions were scheduled during the consultation period, and that these involved Planning Officers attending a number of Parish Council briefings and other CEF events in order to reach as wide an audience as possible.

The Chair thanked the Joint Interim Planning Policy Manager for the presentation and the floor was opened up for questions from the Partnership Board.

The Partnership Board highlighted that documents relevant to the consultation had not been made available in hard copy format at Selby Library, and questioned whether there was the option to submit comments on the pool of sites in hard copy format, as the emphasis was placed on the electronic submission of comments in relation to the consultation. The Joint Interim Planning Policy Manager assured the Partnership Board that there should be hard copies of documents available, along with provision for hard copy comments to be submitted, and agreed to look into the situation at Selby Library.

In relation to questions from the Partnership Board about infrastructure that would accompany any future developments, the Joint Interim Planning Policy Manager stated that the infrastructure aspect of planning was key, and that this would be looked into in conjunction with developments, and an infrastructure delivery plan would be developed, which would encompass issues such as sufficient car parking, transport links and school and college places.

The Chair thanked the Joint Interim Planning Policy Manager and the two Planning Policy Officers for attending the meeting, and encouraged all Partnership Board Members to attend the staffed sessions in relation to the consultation.

## **17. CO-OPTED MEMBER VACANCY**

The Democratic Services Officer informed the Partnership Board that an email had been sent to all Parish and Town Councils within the Central CEF area, which detailed the co-opted member vacancy and asked for volunteers to be co-opted onto the Central CEF.

The Chair had previously highlighted that many of the Parish Councils had not held a meeting prior to the October Partnership Board meeting, so the Partnership Board agreed to defer discussion about the co-opted member vacancy to the next Partnership Board meeting in January, to allow Parish and Town Councils within the Central CEF area to meet and discuss putting forward a volunteer to be co-opted onto the Central CEF Partnership Board.

### **RESOLVED:**

**To defer discussion about the Central CEF co-opted member vacancy to the next Partnership Board meeting.**

## **18. FEEDBACK FROM THE RECENT COMMUNITY ENGAGEMENT FORUM**

The Partnership Board received feedback from the Development Officer, Groundwork about the recent Central Community Engagement Forum held on 13 September at Barlow Village Hall.

The Development Officer, Groundwork explained that the Community Engagement Forum had been very well attended, and that the engagement of attendees with the speakers had been excellent.

It was noted that Officers from Selby District Council had attended to present on Selby District Council's Economic Development Framework, and that the presentation had raised considerable interest and questions from the attendees.

Partnership Board Members who were present at the Community Engagement Forum also gave positive feedback on the attendance and content of the event.

The Partnership Board agreed to invite officers from Selby District Council back next year to outline progress in relation to the Economic Development Framework.

**RESOLVED:**

**To invite Officers from Selby District Council to attend a Central Community Engagement Forum next year to outline progress in relation to Selby District Council's Economic Development Framework.**

## **19. COMMUNITY DEVELOPMENT PLAN**

The current Community Development Plan (CDP) had been published with the agenda. The Board made the following observations:

- The list of Partnership Board Members had been updated as requested at the previous Partnership Board meeting.
- The Development Officer, Groundwork had reviewed the projects on the CDP action list, from page 19 of the agenda, and had used a colour coded system to prioritise the items.

The Development Officer, Groundwork highlighted that after a discussion with the Chair, it had been suggested that the 'Team Up to Clean Up' project be reinstated due to its past success, but on a reduced budget of £4,000.

The Partnership Board discussed the updates to the CDP action plan with the Development Officer, Groundwork.

- In relation to action 1.4, the Partnership Board indicated that they wanted to ensure that the new litter bins had ash trays on the top of the units.
- Members of the Partnership Board highlighted that action point 3.1 needed to be removed from the action list, as North Yorkshire County Council was already doing work on flood resilience with Parish Councils.



- The Partnership Board also drew attention to a property on Ousegate that was empty and boarded up. Officers were asked to enquire who owned the property and see what could be done to re-occupy it.

**RESOLVED:**

- To update the CDP in line with the above suggestions.**
- To ask Officers to enquire who owns the empty property on Ousegate, and consider what could be done to re-occupy it.**

## **20. MARKETING AND PUBLICITY**

The Development Officer, Groundwork suggested that it should be ensured that subsequent Community Engagement Forums had a theme that was relevant to the local community to encourage attendance and engagement.

It was also pointed out to the Board that the Development Officer, Groundwork had advertised early, and multiple times for the recent Forum at Barlow Village Hall, which had impacted on the success of the Forum in terms of attendance and engagement.

The Development Officer, Groundwork further highlighted that she intended to ask people in the community what issues were relevant to them, and what times and locations were favoured by local residents for Forums, and the findings would be implemented in the Community Engagement Forums.

**RESOLVED:**

**To ask the Development Officer, Groundwork to ask people within the community what issues are relevant to them, and what times and locations they favour for Forums, and implement the findings into the Community Engagement Forums to encourage the attendance and engagement of a variety of attendees.**

## **21. IMPACT REPORTS**

The Partnership Board considered the impact reports that had been submitted and were included in the agenda:

- Magnetic Arts
- St Mary's Catholic Church
- Barlow Village Hall Committee
- Selby Camera Club
- Selby Civic Society

The Democratic Services Officer highlighted that the Barlow Village Hall Committee impact report displayed an underspend of £100, however after discussion with the applicant, it was confirmed that the £100 had been set aside for the installation of the defibrillator.

There was an update on the Selby Civic Society impact report, that there was a delay in the project as the organisation did not initially receive VAT included in their grant. It was highlighted by a member of the Partnership Board that the order for the replacement Cholera burial stone was about to be placed, and it would take about 12 weeks to complete the project.

**RESOLVED:**

**To note the impact reports.**

## **22. BUDGET UPDATE**

The Partnership Board noted the budget update, which confirmed a remaining balance of £30,022.48.

**RESOLVED:**

**To note the budget update.**

## **23. FUNDING APPLICATIONS**

The Partnership Board considered the following application:

**Selby parkrun**

The application was for £2,000 to fund start-up equipment for a 'parkrun' to be set-up in the Selby area. Two representatives from the Selby parkrun Committee were in attendance, and presented their application to the Partnership Board.

The applicants highlighted that the sum of £2,000 was for essential equipment, to include a defibrillator, signage, walkie-talkies, first aid kits and a small contingency fund that would enable Selby parkrun to be set up in the district.

The Partnership Board were supportive of the project, and agreed that as a free event, it would be a good activity for disadvantaged young people to be involved in. Members of the Partnership Board queried issues of transport in relation to the Selby parkrun location, as this was seen as a potential barrier to some local people getting involved. The applicants noted that this did not really fall under the scope of their project, but indicated the highly inclusive nature of the concept of 'parkrun'.

The applicants highlighted that there was potential scope to launch a junior parkrun for children aged 4-14 years closer to the centre of Selby, and that they

had been speaking with the Healthy Living Fund to see how this could be organised in the future.

In relation to further questions about transport, the applicants confirmed that once the organisation was established, car-sharing to the Selby parkrun location could be an option.

The Partnership Board noted that the 'parkrun' concept was 'tried and tested' and was successful across the world; it was also confirmed that the outlined project aligned with the Central CEF's key objectives, outlined in the CDP.

The Partnership Board considered the application in line with the Funding Framework, and agreed to approve the full amount of funding to the value of £2,000.

It was suggested that the Central CEF Partnership Board could look at funding some sort of transport to the location of Selby parkrun in the future, once the organisation was established.

**RESOLVED:**

- i. **To approve £2,000 funding to Selby parkrun.**
- ii. **To ask the Development Officer, Groundwork to consider a possible future funding bid from the Central CEF in relation to transport to Selby parkrun.**

**24. NEXT MEETING**

The Partnership Board confirmed the date and location of the next Partnership Board meeting to be Wednesday 3 January 2018 at the Civic Centre, Selby, but at the revised start time of 6.30pm, which the Board agreed would also be the start time of all subsequent meetings.

The Partnership Board also confirmed the dates of the next two Central Community Engagement Forums to be Wednesday 13 December 2017, 6.30pm and a replacement Forum for the one cancelled in May 2017 to be on Wednesday 24 January 2018, 6.30pm. The Partnership Board asked the Development Officer, Groundwork and the Democratic Services Officer to find suitable locations to hold both Forum events.

**RESOLVED:**

- i. **To confirm the next Partnership Board meeting as Wednesday 3 January, 6.30pm at the Civic Centre, Selby.**
- ii. **To amend the start time of all future Partnership Board meeting to 6.30pm.**
- iii. **To confirm the next two Central Community Engagement Forums as Wednesday 13 December**

**2017, 6.30pm and Wednesday 24 January 2018,  
6.30pm.**

- iv. To ask the Development Officer, Groundwork and the Democratic Services Officer to find and book suitable locations to hold the next two Central Community Engagement Forums.**

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The meeting closed at 8.47pm.

# Agenda Item 4

## Central Community Engagement Forum Financial Report. 1 April 2017 to 31 March 2018

Balance carried forward from 2015/16	£16,978.00
Grant from SDC for 2017/18	£20,000.00

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

**Total budget for 2017/18**      **£36,978.00**

Ref.	Date Agreed	Date Paid	Paid to	Details	Amount (£)	
					Actual	Committed
N/A	10-Apr-17		Petty Cash	Refreshments for PB meeting - 5 April 2017	£9.80	
05-Apr-17	28-Apr-17		Barlow Village Hall Committee	Community Defibrillator	£1,598.00	
05-Apr-17	08-May-17		Selby Camera Club	Replacement Display Stands	£2,000.00	
05-Apr-17	04-May-17		Selby Senior Phab Club	Transport	£1,640.00	
05-Apr-17	04-Jul-17		Selby Civic Society	replacement of damaged stone in cholera burial ground	£1,140.00	
05-Jul-17	26-Jul-17		Selby Community Trust	Installation of litter bin at Community Pond	£382.22	
	26-Jul-17		Barlow Village Hall Committee	Hire of Barlow Village Hall	£50.00	
N/A	13-Sep-17		Petty Cash	Refreshments for Forum - 13 September 2017	£5.50	
04-Oct-17			Selby parkrun	Selby parkrun equipment	£2,000.00	

Total Actual Spend to date      £8,825.52

Remaining Commitments not paid      £0.00

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

**Total budget remaining**      **£28,152.48**

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

**Total balance remaining**      **£28,152.48**

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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

HAGGE WOODS TRUST

### Q1.2 Organisation address

#### What is your organisation's registered address, including postcode?

LITTLE ANNEXE, ESTATE OFFICE, ESCRICK, YO19 6EA

#### Telephone number one

07976821903

#### Email address (if applicable)

rosalind@escrick.com

#### Telephone number two

01757288381

#### Web address (if applicable)

www.haggewoodstrust.org.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	Rosalind	Forbes Adam
Position or job title		
Chair		

### Q1.4 Organisation type

#### What sector does your organisation fit into?

Social enterprise	
Charity	✓
Voluntary or community group	

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

Day	29	Month	4	Year	2013
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# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## Q1.5 Reference or registration numbers

Charity number	1151831
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

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

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

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

Transportation Funding for Selby Primary Schools to Visit Three Haggas Wood-Meadow to participate in our Education Programme.

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

**Hagge Woods Trust** is an independent environmental charity, bringing an open-access rewilding initiative to the area of Riccall and Escrick. We are committed to fighting against the serious decline in biodiversity and providing the local community with the opportunity to experience our countryside. The Trust's **Education Programme** for schools at **Three Haggas Wood-Meadow** has had great feedback from visiting schools. We feel strongly that inner-Selby schools would especially benefit from the green space, interactions with nature and structured programme that we offer.

We offer the opportunity to learn about native wildlife and plant species. Local primary schools in the area are already making visits to the site and using the educational materials that we provide them with free of charge:

*"Children loved the trip and cannot wait to come back!"*

**Nicola Wilson, Riccall Primary School**

To provide assistance with transportation costs for visiting schools would allow those children least likely to have easy access to our resources a better chance of attending. We would ideally like to offer funding to offset the cost of coach hire for four primary school trips, coming from in socially disadvantaged areas with higher than average uptake of free school meals. We believe that these are the schools least likely to be able to afford the additional cost of school education trips due to lack of financial aid from parents and PTA donations:

*"Being able to access the woods would be an invaluable experience for our children as we develop their education outside of the classroom. Having funding for transport would enable us to ensure all children are able to have opportunity to visit the wood without compromising our already stretched school budget"*

**Steffan Russon, Deputy Headteacher, Selby Community Primary School**

To be able to bring a group of children from both Key Stage 1 and Key Stage 2 to participate

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

in our programme, from two schools would give excellent exposure to the children of the natural world not far from their town.

Sir David Attenborough, in the foreword to the State of Nature 2016 report, wrote: *“The natural world is in serious trouble and it needs our help as never before. We continue to lose the precious wildlife that enriches our lives and is essential to the health and well-being of those who live in the UK.”*

*“But the State of Nature 2016 report gives us cause for hope too,”* he said. *“Landscapes are being restored, special places defended, struggling species being saved and brought back. But we need to build significantly on this progress if we are to provide a bright future for nature and for people.”*

<https://ww2.rspb.org.uk/whatwedo/stateofnature2016>



# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

Early 2018 would allow schools to time to plan for trips in the summer or autumn terms 2018.



## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

Which objective?	How will you achieve this?
Objective 1:	<p><b><u>Health and Well-being</u></b></p> <ul style="list-style-type: none"> <li>· The education programme provided by Hagge Woods Trust will encourage the attending children to <b>better understand and interact with the natural world</b> in a positive and constructive way. School groups engage with a range of curriculum linked topics through our specially developed education materials, including food chains, pollination, seed dispersal and learning how to identify wildflowers, grasses and pond life.</li> <li>· The visits provide young people with the opportunity to be in a <b>safe and enclosed wild space</b>, experiencing our countryside and natural heritage.</li> <li>· Research demonstrates <b><i>“positive associations between multiple forms of learning in the natural environment and a range of educational, social, developmental, and mental or physical health outcomes”</i></b> Natural England Access to Evidence Information Note EIN017.</li> </ul>
Objective 2:	<ul style="list-style-type: none"> <li>· The application also falls in line with the overall aim of the <b>Central CEF Development Plan</b> in that it encourages <b><i>“positive attitudes towards the environment”</i></b>; we also can be included in the opportunity to <b><i>“raise awareness and break down barriers around community health and well-being and encourage practical support activities”</i></b>.</li> <li>· The Three Haggas Wood-Meadow provides a local facility for recreation and community engagement and a healthy walk in nature. The site promotes events and learning opportunities throughout the year, while also encouraging participation in citizen science projects to monitor the development and growth of the wood-meadow biodiversity.</li> </ul>

## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

	<ul style="list-style-type: none"> <li>Participation in the outdoor education programme would encourage children to appreciate their native flora and fauna, <b>enabling them to in turn appreciate their local home environment</b> and hopefully <b>respect and nurture their living space</b>: <i>“In both adults and children there is evidence that learning in natural environments is associated with the accumulation of social capital and with fostering pride, belonging and involvement in the community”</i> Natural England Access to Evidence Information Note EIN017.</li> </ul>
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### Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)

<ul style="list-style-type: none"> <li>State school budgets are stretched across the country and finding money for non-essential activities is increasingly difficult, with the emphasis being put on parents and families of pupils to provide support: <b><i>“we know parents are being asked to contribute to school funds out of their own pockets. . . . 88% of individual schools will have lost funding in real terms between 2015-2020”</i></b> [BBC News, ‘Third of State Schools in Cash Deficit’ 25/09/2017].</li> <li>Schools are permitted to ask for voluntary contributions from parents towards the cost of school trips <b>but in areas where higher than average numbers of pupils are entitled to claim free school meals, this is less likely to be feasible for families.</b></li> <li>Primary schools in Selby such as <b>Barwic Parade</b> and <b>Selby Community Primary School</b> fall into this grouping. The Education Programme offered by Hagge Woods Trust is just a short distance away but still involves the hiring of transportation for class visits. <b>We would like these children to have the same opportunities that have been enjoyed by the children of surrounding villages:</b> <i>“Thank you for our educational trip . . . Our favourite part was the entire trip!”</i> Holme on Spalding Moor School;  <i>“The children have really enjoyed the activities today, thank you”</i> Escrick Primary School</li> <li>This proposal <b>will directly benefit the children and parents of those schools within the Central CEF catchment</b> who take up the offer of help towards our Outdoor Education programme. The programme is linked to requirements of the National Curriculum, has high quality learning materials produced in partnership with OPAL</li> </ul>
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## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

(Open Air Laboratories), based at the University of York.

**Local Selby schools have already voiced their enthusiasm for the idea of assistance towards covering the costs associated with taking a class trip.** In the current climate of stretched school funding, lack of social mobility and children spending less time spent in the natural world we feel this is a clear opportunity to take positive action:

*“Barwic Parade Community Primary School invests to ensure that all pupils have the opportunity to explore outdoor learning. We deliver an after-school gardening club and ensure all children have access to forest school learning in our on-site wildlife area. For many parents/carers pay additional fees to facilitate off site trips is cost prohibitive which leaves school with at least 60% of the cost burden which can be prohibitive. Support to access facilities Hagge Woods would be exciting and stimulating for our pupils.”*

**Jean Grant, School Business Manager, Barwic Parade Community Primary School**

- A recent press article pointed to research showing that children could identify Pokémon characters more easily than common species of our native wildlife and plants:

*“Young children clearly have tremendous capacity for learning about creatures (whether natural or manmade),” they wrote, but they are presently “more inspired by synthetic subjects” than by “living creatures”. They pointed to evidence linking “loss of knowledge about the natural world to growing isolation from it”. We need, the paper concluded, “to re-establish children’s links with nature if we are to win over the hearts and minds of the next generation”*

[from <https://www.theguardian.com/books/2017/sep/30/robert-macfarlane-lost-words-children-nature>.]

**We hope we can at least make an in-road towards reversing this trend!**



## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

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

Cost Element	Cost (£)
<b>Standard coach hire per visit quoted for Selby primary schools for a morning time period:</b>	<b>250</b>
<b>2 Schools x 2 visits [1 visit x Key Stage One, 1 visit x Key Stage Two]</b>	X4
[Costs based on quotes received from local coach operator]	
<b>Total Cost</b>	<b>£1000</b>

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

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

N/A



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



# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## Section one: About your organisation

### Q1.1 Organisation name

Abbey Belles Chorus
---------------------

### Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
11 CLOGMILL GARDENS SELBY YO8 3ED	
Telephone number one	Email address (if applicable)
01757213061	amycrampton1981@aol.com
Telephone number two	Web address (if applicable)
	www.abbeybelles.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
	Amy	Crampton
Position or job title		
Chair		

### 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		Month		Year	1993
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# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## Q1.5 Reference or registration numbers

Charity number	
Company number	
Other (please specify)	

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

## Q1.6 Is your organisation VAT registered?

Yes	<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

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

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

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

Abbey Belles Chorus - Further development of the chorus and outreach

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

It is the intention of the Abbey Belles Chorus to provide social inclusion, entertainment, enjoyment and to sing well for others within the community. We meet once a week for rehearsals where you not only get a chance to learn sing but you also get to learn how to read music which is a fantastic opportunity for all ages to come together in the community to both sing and make new friends.

It is a great social circle as Abbey Belles get involved in sing outs within different organisations within the area.

The Abbey Bells are looking to expand the choir in the new year and are looking to hold recruitment evenings in the hope to recruit a more diverse membership base.

It is proven that attending groups/ sessions like this promotes health and wellbeing, having a positive impact on mental health issue.

We look to bring music to social groups and it is our intention to bring happiness to the soul.

We want to be able to expand our music, to ensure that we can engage with different generations and likes. We want to be able to offer specific coaching to new and existing members to develop confidence and motivation. We also would like to be able to offer supported places to our annual conferences for members who would not be able to afford the fee to attend due to their circumstances.





## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

no

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

Which objective?	How will you achieve this?
<p>Objective 1:</p> <p>To raise awareness and break down barriers around community health and well-being and encourage practical support activities.</p>	<p>It is proven that attending groups/ sessions like this promotes health and wellbeing, having a positive impact on mental health issues.</p> <p>We look to bring music to social groups and it is our intention to bring happiness to the soul. Some of our more experienced choir members participate in the Dementia Forward Group at Portholme Church who meet weekly bringing a lot of joy and experience from what they learn from the Abbey Belles Chorus.</p>
<p>Objective 2:</p> <p>To help promote the shops and local businesses with new initiatives, involving private landlords, local authorities and voluntary</p>	<p>We would like to be able to get involved in other events that are coming up in the local area, we are a local choir based in Selby and would like to be in a position to become an award winning choir which attracts a wider audience in and around the Selby area</p>



# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

sector groups to engage in general environmental enhancements, festivals, the arts and cultural groups.

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

The choir is a Community ladies Chorus with great intentions, we would like to be able to offer the residents of Selby the opportunity to get involved into an activity that brings with it a sense of community spirit and community pride. It also has vast amounts of Health Benefits, bringing people together, focusing on something positive and reducing social isolation.

We need to be able to increase our repertoire, widening our reach and membership base to include all generations (18+) we think the benefits of having a community chorus based in Selby Town will provide an opportunity for people to learn new skills in a friendly supporting environment. Developing support networks and greater links within the community.



# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

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

Cost Element	Cost (£)
<b>Cost towards learn to sing group sessions room hire and voice coaching</b>	1000
<b>Total Cost</b>	1000



# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

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



## 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

Groundwork North Yorkshire
----------------------------

### Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
Selby Civic Centre Doncaster Road Selby YO8 9FT	
Telephone number one	Email address (if applicable)
01757 292124	peter.murphy@groundwork.org.uk
Telephone number two	Web address (if applicable)
07545 926702	www.groundwork.org.uk/newy

### Q1.3 Main contact details

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

Title	Forenames (in full)	Surname
Mr	Peter	Murphy
Position or job title		
Operations Director		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	✓
Voluntary or community group	

Other		Please describe
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# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## When was your organisation set up?

Day	29	Month	November	Year	2001
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## Q1.5 Reference or registration numbers

Charity number	1094878
Company number	4331238
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 checked="" type="checkbox"/>	No	<input 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

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

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

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

Selby Town Community Pond Enhancements

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

Selby Community Pond is centrally located and highly visible within Selby Town. The pond is managed by Selby Community Trust, who are being supported by Groundwork North Yorkshire to deliver the project outlined below.

A recent survey of the Pond has highlighted it is ecologically rich, but suffering from poor water quality. Our project will clear the vegetation and silt from the reed-bed adjoining the pond, to allow water run-off from the nearby road to be collected and filtered prior to reaching the main pond, to improve the water quality and hence the ecology.

The excavation work will be undertaken by contractors using a mechanical digger. We will then replant the reed-bed, working with local school children and volunteers, who will also plant additional wildflowers to enhance the local biodiversity and do some clearance work to the margins of the main pond to help facilitate pond-dipping.

Some works to enhance the existing site signage and wildlife interpretation and some minor repairs to address trip hazards and improve access around the pond will also be delivered to complete the project.

We will aim to have the main works delivered by the contractor in February/March which will then allow the planting work to follow in April/May.

To celebrate completion of the work, we will run some community events with local school children in June/July, including mini-beast hunts, wildflower identification and pond dipping activities to help raise awareness and appreciation of the wildlife value of the site.





# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

Ideally February 2018 to coincide with the start of the capital works



## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

Which objective?	How will you achieve this?
<p>Objective 1:</p> <p>Tidy Environment</p>	<p>The works will provide a range of practical measures to the Town Pond and its environs, that will help to make the area look aesthetically more attractive including:</p> <ul style="list-style-type: none"> <li>• Managing the reed-bed</li> <li>• Planting wild flowers</li> <li>• Repairing worn areas of the path and boardwalk</li> </ul>
<p>Objective 2:</p> <p>Promoting the Economy</p>	<p>As a centrally located resource within the Town, the Pond is an attractive resource that is used by the local community and visitors.</p> <p>The proposed works include:</p> <ul style="list-style-type: none"> <li>• Improving access around the pond, making it safer and easier to use</li> <li>• Replacing damaged interpretation signage with new signage, to help raise awareness and understanding of the resource</li> </ul> <p>We also anticipate that the works will see the status of the pond enhanced, by getting the biodiversity improved, which will allow us to promote the value of the area more widely, which in turn will attract more visitors.</p>



## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

Selby Community Pond is sited on the Scott Road Memorial Fields and is centrally located within Selby Town, close to Sainsbury's, the Community Centre and the Leisure Centre. It is therefore highly visible to the community and is an important naturalistic space within the Town Centre.

The Pond can be readily accessed by pedestrians, who are able to walk around the pond and enjoy the wildlife. The waterfowl (e.g., ducks, moorhen) are usually visible, with many other birds making use of the water or the reeds and trees in the area. There is a host of visible wildlife including dragonflies and many different wildflowers that add colour and interest to the site for the local community.

In June 2017, Martin Hammond an Ecologist working for North Yorkshire County Council conducted an ecological survey of the pond. He found that the pond narrowly missed meeting the criteria for a Priority Pond (one of the *habitats of principal importance* defined in Section 41 of the Natural Environment and Rural Communities Act 2006) but indicated that it potentially meets the criteria for a Site of Importance for Nature Conservation. The main management recommendation from his report is:

*Selby Town Pond is a valuable resource for biodiversity but it suffers from siltation and poor water quality. This is presumably due to the inflow of road run-off or other urban surface water. High silt and nutrient levels encourage growth of tall, competitive plants like Reed Sweet-grass and Greater Reedmace, which then need managing to maintain habitat diversity. Vegetation management is difficult because the pond is reported to have a butyl liner, which prevents use of machinery. The most sustainable way to alleviate these problems would be to intercept silt and nutrients before they enter the pond.*

The proposed project will therefore help to remove the silt and create a new reed-bed to trap future silt and its associated nutrients, helping to address the concerns about the current water quality and in turn raising the biodiversity of the pond to a higher status, helping to ensure its future protection.

Given the high profile nature of the site, we believe that it is critical to ensure that the project is delivered in such a way that the local community understands the need for the works and are given the opportunity to participate either through undertaking practical works or through educational activities, so that local ownership and understanding of this valuable resource is raised. We are therefore asking the Central Area CEF to provide funding to support activities that will allow local schools and families from Selby Town to engage.



## COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

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

**£1,500**

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

Cost Element	Cost (£)
Reed-bed clearance and disposal of arisings	7,700
Wildflower plants	600
Interpretation Signs	900
Footpath repairs	800
Community Events	2,500
Contract Management	1,500
Project Overheads e.g., insurance, printing, vehicle	500
<b>Total Cost</b>	<b>£14,500</b>

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

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

£12,500 has been secured from the Postcode Local Trust towards the full cost of the capital works and some of the community event costs. The project overhead costs will be met by Groundwork.

The £1,500 grant requested will be used to provide the full range of community activities as outlined in the project description above.

<b>Project Brief</b>	
<p>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.</p>	
<b>Project Name</b>	Selby Town Community Pond Enhancements
<b>Project Manager</b>	Peter Murphy
<b>Document Author</b> (if different from Project Manager)	
<b>Organisation Name</b>	Groundwork North Yorkshire



### **Benefit**

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

Selby Community Pond is sited on the Scott Road Memorial Fields and is centrally located within Selby Town, close to Sainsbury's, the Community Centre and the Leisure Centre. It is therefore highly visible to the community and is an important naturalistic space within the Town Centre.

The Pond can be readily accessed by pedestrians, who are able to walk around the pond and enjoy the wildlife. The waterfowl (e.g., ducks, moorhen) are usually visible, with many other birds making use of the water or the reeds and trees in the area. There is a host of visible wildlife including dragonflies and many different wildflowers that add colour and interest to the site for the local community.

In June 2017, Martin Hammond an Ecologist working for North Yorkshire County Council conducted an ecological survey of the pond. He found that the pond narrowly missed meeting the criteria for a Priority Pond (one of the *habitats of principal importance* defined in Section 41 of the Natural Environment and Rural Communities Act 2006) but indicated that it potentially meets the criteria for a Site of Importance for Nature Conservation. The main management recommendation from his report is:

*Selby Town Pond is a valuable resource for biodiversity but it suffers from siltation and poor water quality. This is presumably due to the inflow of road run-off or other urban surface water. High silt and nutrient levels encourage growth of tall, competitive plants like Reed Sweet-grass and Greater Reedmace, which then need managing to maintain habitat diversity. Vegetation management is difficult because the pond is reported to have a butyl liner, which prevents use of machinery. The most sustainable way to alleviate these problems would be to intercept silt and nutrients before they enter the pond.*

The proposed project will therefore help to remove the silt and create a new reed-bed to trap future silt and its associated nutrients, helping to address the concerns about the current water quality and in turn raising the biodiversity of the pond to a higher status, helping to ensure its future protection.

Given the high profile nature of the site, we believe that it is critical to ensure that the project is delivered in such a way that the local community understands the need for the works and are given the opportunity to participate either through undertaking practical works or through educational activities, so that local ownership and understanding of this valuable resource is raised. We are therefore asking the Central

Area CEF to provide funding to support activities that will allow local schools and families from Selby Town to engage.

## **Details of the Project**

*Please list the details of your project*

Selby Community Pond is centrally located and highly visible within Selby Town. The pond is managed by Selby Community Trust, who are being supported by Groundwork North Yorkshire to deliver the project outlined below.

A recent survey of the Pond has highlighted it is ecologically rich, but suffering from poor water quality. Our project will clear the vegetation and silt from the reed-bed adjoining the pond, to allow water run-off from the nearby road to be collected and filtered prior to reaching the main pond, to improve the water quality and hence the ecology.

The excavation work will be undertaken by contractors using a mechanical digger. We will then replant the reed-bed, working with local school children and volunteers, who will also plant additional wildflowers to enhance the local biodiversity and do some clearance work to the margins of the main pond to help facilitate pond-dipping.

Some works to enhance the existing site signage and wildlife interpretation and some minor repairs to address trip hazards and improve access around the pond will also be delivered to complete the project.

We will aim to have the main works delivered by the contractor in February/March which will then allow the planting work to follow in April/May.

To celebrate completion of the work, we will run some community events with local primary school children in June/July, including mini-beast hunts, wildflower identification and pond dipping activities to help raise awareness and appreciation of the wildlife value of the site.

## **Project Objectives**

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

### Objective 1 – Tidy Environment

The works will provide a range of practical measures to the Town Pond and its environs, which will help to make the area look aesthetically more attractive including:

- Managing the reed-bed
- Planting wild flowers
- Repairing worn areas of the path and boardwalk

### Objective 2 – Promoting the Economy

As a centrally located resource within the Town, the Pond is an attractive resource that is used by the local community and visitors.

The proposed works include:

- Improving access around the pond, making it safer and easier to use
- Replacing damaged interpretation signage with new signage, to help raise awareness and understanding of the resource

We also anticipate that the works will see the status of the pond enhanced, by getting the biodiversity improved, which will allow us to promote the value of the area more widely, which in turn will attract more visitors.

## Benefits

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

### Financial

The project will attract £12,500 of external grant funding

### Non-Financial

It will improve the biodiversity of a key wildlife site in Selby Town

It will generate opportunities for volunteers to participate in its delivery

It will improve accessibility and safety around the pond

It will enhance the local interpretation and help to educate more people about its wildlife value

## Project Approach / Delivery Options

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

The project will be managed by Groundwork North Yorkshire and primarily delivered using our contracts team, Selby Garden Enterprise, who work with adult volunteers with additional needs. The interpretation panels will be commissioned via our landscape design team and the educational sessions will be run by our countryside rangers.

## Project Timescales (Milestones)

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

Feb – March 18	Contractor to clear the silted up reed-bed and remove arising from site Contractor to clear vegetation from around pond-dipping platform Contractor to make improvements to path and boardwalk
April – May 18	Planting wildflowers and reeds with volunteers Interpretation boards commissioned
June – July 18	School activities to include pond dipping, mini-beast hunts

## Project Resources (people and money)

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

Cost Element	Cost (£)
Reed-bed clearance and disposal of arisings	7,700
Wildflower plants	600
Interpretation Signs	900
Footpath repairs	800
Community Events	2,500
Contract Management	1,500
Project Overheads e.g., insurance, printing, vehicle	500
<b>Total Cost</b>	<b>£14,500</b>

## **Funding**

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

A grant of £12,500 has been secured from the Postcode Local Trust towards the capital costs of the project and Groundwork will meet the project overhead costs, leaving a shortfall of £1,500.

## **Risks / Issues**

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

Due to the nature of the proposed works, it will be necessary to ensure that the works to the reed-beds are undertaken before the end of March to avoid any disturbance to nesting birds. Inclement weather in February/March may delay this phase of works, which would not then happen until the following autumn.

## **Links and Dependencies**

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

As funding has not yet been fully secured, we have not approached local schools to confirm their interest in participating in this project, however we know that schools have participated in similar schemes in the past, so don't anticipate that this will be a problem.





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



# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## Section one: About your organisation

### Q1.1 Organisation name

Groundwork North Yorkshire on behalf of the Central Area CEF

### Q1.2 Organisation address

#### What is your organisation's registered address, including postcode?

Selby Civic Centre  
Doncaster Road  
SELBY  
YO8 9FT

#### Telephone number one

01757 292124

#### Email address (if applicable)

[kate.mills@groundwork.org.uk](mailto:kate.mills@groundwork.org.uk)

#### Telephone number two

07549691192

#### Web address (if applicable)

[www.groundwork.org.uk](http://www.groundwork.org.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	Katherine	Mills
Position or job title		
Programme Manager – Community Engagement Partner		

### 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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# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## When was your organisation set up?

Day	11	Month	August	Year	2008
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## Q1.5 Reference or registration numbers

Charity number	1094878
Company number	04331238
Other (please specify)	n/a

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

## **Section Two: See Project Brief (separate document)**

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<b>Project Brief</b>	
<p>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.</p>	
<b>Project Name</b>	Central Area CEF – Team Up to Clean Up Campaign 2017/18
<b>Project Manager</b>	Kate Mills
<b>Document Author</b> (if different from Project Manager)	As above
<b>Organisation Name</b>	Groundwork North Yorkshire on behalf of Central Area CEF



### **Benefit**

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

One of the Central Area CEF’s key objectives in the 2016-17 Community Development Plan is ‘Tidy Environment’ and to achieve this the Board are keen to work in partnership with local communities to clean up neglected areas across the town and surrounding parishes.

In response to the success of the recent Team Up to Clean Up Campaign in 2016 the Central Area CEF would like replicate the benefits/successes and continue the programme in to 2017-18

### **Details of the Project**

*Please list the details of your project*

After the success of the first round of the ‘Team Up to Clean Up’ Campaign in the summer of 2016 it has been suggested that a second round should be promoted in 2017/18.

Team Up to Clean Up 2017/18 will be an ambitious participation campaign to inspire local people in the parishes of Brayton, Barlow and Selby Town to take action to improve local spaces and places within their community. This is a high-profile project is intended to raise awareness of the Central Area Community Engagement Forum (CEF) and will involve a consortium of community and voluntary organisations across the area and will be supported by the local media.

In addition to transforming spaces and creating awareness of the work of the CEF the campaign will aim to bring communities together and engage people of all ages and abilities with their community and the environment.

In total, three projects will benefit from a cash reward of £3,000 each from across the area.

### **Project Objectives**

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

This project will meet objective one of the 2016-17 Community Development Plan i.e. : TIDY ENVIRONMENT which aims to provide a tidy environment by working in partnership with local communities and town centre stakeholders to improve neglected areas within the public realm.

The 'Team Up to Clean Up' Campaign will:

**Raise awareness:** Do something engaging, eye-catching and different which will create a local buzz around the Central Area. It will aim to engage local people with their surroundings and make them aware of the importance of investing in their local community.

**Transform neglected spaces:** Make attractive spaces or places for the benefit of the local community that will transform an area to provide a unique opportunity and have an impact locally.

**Bring communities together:** The project will have the potential to unite and involve a cross-section of the local community, through the engagement of volunteers.

## Benefits

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

The key benefits of 'Team Up to Clean Up' will be:

- To improve either a neglected space or place in Brayton, Barlow or Selby Town.
- Provide a tangible physical improvement by doing / creating something different and inspiring people to get involved
- To raise awareness of the key objectives of the Central Area - Community Development Plan
- To engage and involve all sections of the community, especially the encouragement of inter-generational activities
- To improve public access
- Quick to complete.

## Project Approach / Delivery Options

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

The delivery of the 'Team Up to Clean Up' Campaign will be undertaken by Groundwork and managed by the Central Area CEF

Applicants may nominate a site via the on-line nominations form on the Selby District Council's website at <http://www.selby.gov.uk/central-area-cef>

Selection of winning projects - Eligible projects will be shortlisted independently by Groundwork, and then they will go forward to the Central Area CEF's Partnership Board to determine the three winning projects.

'Team Up to Clean Up' will aim to support creative projects that capture the attention of local people and inspire them to appreciate their local area. It is hoped these will provide different and innovative experiences from regular approaches to community engagement activities and regeneration of spaces and places.

Examples of the type of projects that could meet the requirements of a 'Team Up to Clean Up' community engagement project could include:

- Reinvigorating a neglected local space around an art installation
- Introducing new planting to encourage wildlife as a beneficial element of an urban space
- A food growing project that encourages people to grow their own
- A neglected building that requires a facelift.
- Cross-generation of the community come together to plan and create a project led by a group of local people

## Project Timescales (Milestones)

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

The project will be delivered in the final quarter of 2017 and first quarter of 2018 as follows:

January 2017	Central Area CEF to launch the 'Team Up to Clean Up' Initiative in partnership with the local media.
8 Feb to 2 March 2018	Nominations to be received from local community groups
2 March 2018	Submission deadline: <b><u>Friday 2nd March 2018</u></b>
14 March 2018	Central Area CEF Partnership Board will select the winning projects
1 April 2018	Work on three projects to commence on-site, with completion by end of July 2016
Late June 2018	Evaluation of initiative by Groundwork
July 2018	Feedback of evaluation to Central Area Partnership Board

## Project Resources (people and money)

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

**Costs:** Team Up to Clean Up Community Engagement Project funds will be managed and paid by Selby District Council in the form of a grant, and will be outside the scope of VAT. Funding will be available to contribute towards the revenue and capital costs of each project.

The community engagement projects will be awarded a grant of £3,000 which will be paid upon project completion and the submission of satisfactory monitoring information to Selby District Council.

**People:** Groundwork will provide 10 hours of additional support for managing the initiative which will equate to £500 charged at the AGREED daily rate of £50 per hour in the price schedule dated 11<sup>th</sup> August 2016.

The **TOTAL** budget for this Project including fees will be **£9,500 + VAT**

## Funding

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

The Team Up to Clean Up Campaign will be managed by Groundwork and paid for by Selby District Council Central Area CEF. Funding will be available to contribute towards the revenue and capital costs of each project up to £3,000.

## Risks / Issues

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

Risk	Reducing the Risk
Funding shortfall: funding is insufficient to meet the requirements of the project in full	<p>The Board will have options including:</p> <ul style="list-style-type: none"> <li>• Delay the campaign</li> <li>• Cut back the scale of the campaign</li> <li>• Phase the projects</li> </ul> <p>The most likely option is to delay the campaign, so that scale is not compromised and so that delivery of the main parts of the project is not hindered.</p>
Planning or other formal consent is required: there is a risk of failure, or of a prolonged process to secure approval	Any scheme that does require consent would be delayed by the process, and by any subsequent appeals.
Public dislikes the scheme; there is a risk of public dissatisfaction and possible loss of confidence	<p>We will carry out any appropriate public consultation to publicise the plans and to provide an opportunity for feedback before proceeding to delivery and will review the project detail in the light of feedback we receive.</p> <p>We do nevertheless expect broad public support for the campaign.</p>
Delay in delivery	A delay in timescales for implementation could result in a lost opportunity. In addition, a delay could jeopardise the opportunity afforded by funds that are available.

## Links and Dependencies

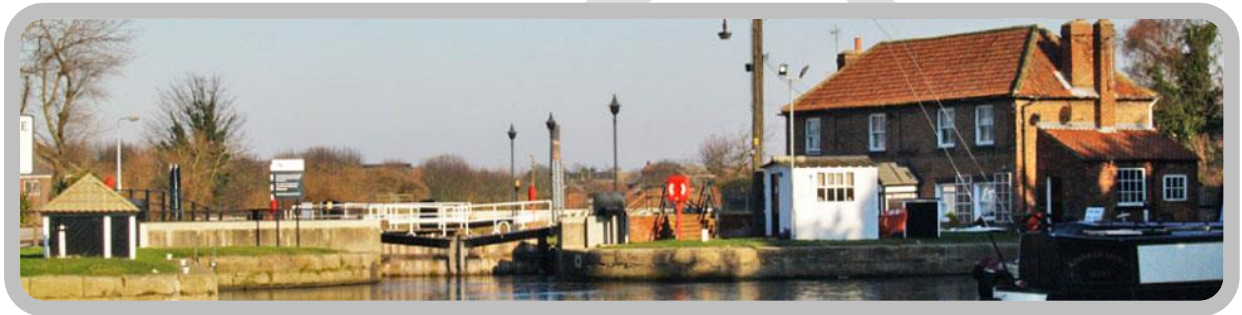
Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?

Not applicable



# CENTRAL AREA

## COMMUNITY DEVELOPMENT PLAN



**2017-2018**

in partnership with



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## **1.0 What are Community Engagement Forums?**

Community Engagement Forums (CEFs) are public meetings at which you can raise any concern or make any comment about your local area and your local services.

They are split into two parts an open community forum where all residents of the CEF area can attend and a Partnership Board meeting which is open to the public but contributions can only be made at the chairs discretion.

The Community Forum meetings give you a chance to speak directly to the people who deliver your local services, for example policing, street cleaning and road safety. This is a chance for you to have your say about the issues that are important to you and the place where you live.

The Partnership Board meeting is where funding applications are discussed and necessary decisions are made for the furtherance of forum business. The Partnership Board is made up of District Councillors, Parish Councillors and co-opted members of the community.

CEFs will meet no less than 4 times in a year the timetable for each CEF will be decided by their Partnership Board and all dates will be published on Selby District Councils website at [www.selby.gov.uk/cefs](http://www.selby.gov.uk/cefs)

## **2.0 Purpose of the Community Development Plan.**

The purpose of this plan is to focus our minds on what is important to us within our neighbourhoods and identify our priorities for the future. It has been created to encourage local people to share their views, time and expertise to deliver projects that will make a 'real' difference within our area.

In the production of this plan, we have engaged Groundwork North Yorkshire to work with us and a number of other agencies to gather information and consult with as many people as possible who live and work in the area, to reflect their views and opinions for inclusion in this plan.

## **3.0 What funding do we have?**

The Partnership Board is allocated an annual budget which is divided into two halves, the first of which will be used at the discretion of the Partnership Board to help resolve local issues and/ or enhance local services. The second will be used to further the objectives of the areas Community Development Plan by allocating grants to specific projects and schemes who apply to the Community Fund.

## 4.0 Our Achievements

Below is a table of our achievements and commitments to community projects between January 2016 and March 2017:

Organisation	Project Name	Amount requested	Board Meeting	Status	Awarded
The Monday Club	Running costs	£1,000.00	09-Jan-17	R	£0.00
Age UK	Age UK Selby District	£5,000.00	09-Jan-17	R	£0.00
Selby Swans Gymnastic Academy	Coach	£1,000.00	09-Jan-17	R	£0.00
Groundwork	Litter Bins	£9,268.57	09-Jan-17	A	£9,268.57
St Mary's Church	Levelling of headstone Plot 1698 Selby Cemetery	£229.94	09-Jan-17	A	£229.94
Brayton Community Centre	Heating Boiler	£1,964.00	09-Jan-17	A	£1,964.00
Children's Reading Festival	Selby Children's Reading Festival	£3,000.00	06-Feb-17	R	£0.00
Dep Arts	Schools Theatre Tour (Selby Arts Festival)	£12,000.00	06-Feb-17	A	£12,000.00
Barlow Village Hall	Community Defibrillator	£1,598.80	05-Apr-17	A	£1,598.80
Selby Camera Club	Replacement Display Stands	£2,000.00	05-Apr-17	A	£2,000.00
Groundwork	Team Up to Clean Up	£15,500.00	05-Apr-17	A	£15,500.00
Selby Senior Phab Club	Transport	£1,640.00	05-Apr-17	A	£1,640.00
Selby Civic Society	Replacement of damaged stone in cholera burial ground	£1,140.00	05-Apr-17	A	£1,140.00
Flaxley Road TARA	Remembrance Garden	£1,000.00	05-Jul-17	R	£0.00
Selby Community Trust	Litter Bin for the Community Pond Area	£383.22	05-Jul-17	A	£383.22
Selby parkrun	Selby parkrun equipment	£2,000.00	04-Oct-17	A	£2,000.00

## 5.0 Facts and Figures

The Central Area CEF has a population of 20,783 people. 14,731 live in the town of Selby whilst 5,299 live in the parish of Brayton and 753 live in the parish of Barlow.

Barlby Bridge is also part of the central CEF area and is part of the Barlby and civil parish, statistics showing individual population numbers have proven hard to locate.

Approximately 28% of residents are under the age of 24 with the highest ratio of young people living in Selby against the parish total.

In terms of the older people, 23% are over the age of 60 with the highest ratio of older people living in the parish of Brayton against the parish total. These statistics indicate that demands on services will continue to grow over the coming years.

19% of residents in Selby rate themselves as having some limiting long-term illness, compared to 17% in Brayton and 14% in Barlow.

Overall 2,104 residents within the Central Area CEF are providing care for others. This equates to 8% of the population with the biggest proportion living in the Brayton Parish which is indicative of the aging population within that area.

Out of the four wards, Selby East and Selby West fall within the lowest quintile (most deprived 20%) in England in the overall Index of Multiple Deprivation covering income; employment; health; education; barriers to housing and services; crime and living environment.

It is noted that Selby West Ward is the most deprived ward in the district and ranking 2057 IMD in England.

## **6.0 Consultation**

In the preparation of this plan, we have drawn evidence together from a number of previous consultations over the past three years to give us the basis of our key objectives.

These consultations have included participatory research undertaken as part of the Big Local initiative, the consultation evidence that formed the basis of the Selby South Community First Plan and audits undertaken as part of the Selby Town Enterprise Partnership (STEP).

This list is by no means exhaustive and projects are generated through public concerns raised at the Community Engagement Forum meetings.

## **7.0 What area do we cover?**

Our area of responsibility not only covers the town of Selby, but also includes the parishes of Barlow, Brayton and Barlby Bridge.

The map below shows the boundary of the CEF areas:



## 8.0 Who are our Board members?

The following people make up the Partnership Board for the Central CEF:

### District and County Councillors (11)

Councillor	Representing
Ian Chilvers (Chair)	Selby District Council
Karl Arthur	Selby District Council/North Yorkshire County Council
Judith Chilvers	Selby District Council
Mark Crane	Selby District Council
Stephanie Duckett	Selby District Council/North Yorkshire County Council
Clifford Lunn	Selby District Council/North Yorkshire County Council
Brian Marshall	Selby District Council
Wendy Nichols	Selby District Council
Jennifer Shaw-Wright	Selby District Council
Jude Thurlow	Selby District Council
Paul Welch	Selby District Council

### Co-opted Members (7)

Name	Representing
Margaret Bontoft	Brayton Parish Council
Pat Chambers	Co-opted member
Melanie Davis	Selby Town Council
Michael Dyson (Vice Chair)	Selby Civic Society
Fred Matthews	Selby Town Council
Keith Watkins	Co-opted Member
Anthony Wray	Barlow Parish Council
Vacancy	-

### Community Engagement Delivery Partner (1)

Name	Representing
Kate Mills	Groundwork North Yorkshire



## 9.0 Our overall aim is:

“By 2018 our local area will be a better place to live and work; everyone will feel safe, have the best possible health and share positive attitudes towards the environment and the local economy”

DRAFT

## 10.0 What are our next steps?

The following action plan sets out the key actions for the Central Area CEF for the year 2017 to 2018

### Key objective one: TIDY ENVIRONMENT

#### What are we going to do?

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

Ref	Location	Project description	How will we achieve success?	When	Partners	Update	Priority
1.1	CENTRAL AREA CEF	Team Up to Clean Up Campaign Year 2 of the ambitious participation campaign to engage local people to take action to improve their community. £15,000 to be made available for the delivery of the campaign.	<p>Applicants will nominate a site via the on-line nominations form on the Selby District Council's website</p> <p>Eligible projects will be shortlisted independently by Groundwork, and then they will go forward to the Central Area CEF's Partnership Board to determine the three winning projects.</p> <p>Three community engagement projects, will be awarded of <b>£5,000</b> each. The funding will contribute to the capital and/or revenue costs</p>	2017	Selby DC Selby TC Brayton PC Barlow PC	<p>After Discussion with Ian Chilvers we have proposed that we re-instate this project on a reduced budget £4k for 3 sites across Selby Central</p> <p>With agreement from the board a nomination process with start ASAP Application submitted to the Partnership Board</p>	

			of each project.				
1.2	<b>SELBY</b> Ousebank	To assist the residents of Ousebank to find a solution to improving access to the area via the un-adopted roadways and footpaths.	To undertake consultation with local homeowners.  Establish the costs of resurfacing the access roadways.  Identify appropriate funding necessary to achieve local residents ambitions.	2017	Selby DC NYCC BOCM Pauls Local Residents	KM has met with a representative from the residents, had a site visit, meetings have been held with Susie Sweeting from the District Councils Community Team and Aimee Brooks from Environmental Services KM has also met with Dave Caulfield – head of Economic Development KM also has an electronic introduction with Richard Cooper from 3 swans – The managing agent for BOCM and For Farmers	
1.3	<b>SELBY</b> Ousegate	To install handrail alongside of the footpath under the railway bridge.	Liaise with NYCC Highways and Network Rail regarding the options and costs.	2017	Cllr Dyson Selby DC NYCC Network Rail	Part Of the above discussions KM is having with residents, Richard Cooper and District Council Main issue us flooding KM TO SUGGEST SUBMITTING A CEF APPLICATION ?	
1.4	<b>SELBY</b> Market Place	To replace the existing street furniture and	To undertake consultation with local stakeholders	2017	Selby TC Selby Civic	This has now been included on the STEP Town Master Plan	

		litter bins with new heritage appropriate furniture to complement the historic character of the Town.	<p>Establish the costs of purchasing and installing new street furniture.</p> <p>Identify a more appropriate location to relocate the existing street furniture within the town.</p> <p>Establish the costs of removing the existing street furniture and relocating it.</p>		<p>Society Selby DC STEP Amey PLC</p>	<p>KM working closely with Susie Sweeting and Heather Kennedy CEF funding application pending</p> <p>Bins replace and street furniture re positioned</p>	
1.5	<b>SELBY</b> Toll Bridge	To create a new community space on the site of the old petrol filling station at the junction of Barlby Road and Ousegate.	<p>To liaise with neighbouring land owner to consider the impact on the new development. To resolve the flood resilience issues with the Environment Agency.</p> <p>To liaise with NYCC highways dept. on their progress towards the remodelling of the junction of Barlby Road and Ousegate.</p> <p>To re-commission the landscape architects to progress the design and consultation.</p>	2017	<p>Groundw ork Selby TC Selby Civic Society Selby DC Environm ent Agency WLCT Neighbou ring landowne rs</p>	<p>Due to change of use adjacent land ( Social Housing development scheme) this has had to be put on hold KM in discussion with Communities Team, with regards to reinstating this project</p>	

			Planning permission to be secured.				
1.6	<b>SELBY</b> Canal Towpath	To upgrade the canal towpath from Brayton into Selby Town.	To undertake an audit of all signage.  Establish costs of installing additional fishing platforms to accommodate people with limited mobility.  To consider new areas for additional tree planting.	2017	Groundw ork Selby TC Selby DC Canal & Rivers Trust	Land belongs to Cannel and River Trust – SDC in discussions	
1.7	<b>SELBY</b> Selby Park	To develop a Conservation and Management Plan for Selby Park.	Identify Heritage, Conservation and Restoration opportunities for the Park.  To extend the Working Group to include Park User Groups.	2017	Groundw ork Selby DC Selby TC Park Users Amey PLC IHL	Tesco Bags of Help fund secured for £12k SDC working on clearing some of the beds, awaiting planning permission to work on trees, there was an update presentation at the CEF forum on the 13/12/2017	
1.8	<b>SELBY</b> Scott Road Play Area	Create all weather shelter to cover part of the existing play area	To carry out community consultation to determine need and support.  Identify funding opportunities and complete funding applications.	2017	Groundw ork Selby TC Selby Communi ty Trust TARA	Completed January 2017	

Secure funding, commission and install new shelter.

**Key objective two: PROMOTING THE ECONOMY**

**What are we going to do?**

To help promote the shops and local businesses with new initiatives, involving private landlords, local authorities and voluntary sector groups to engage in general environmental enhancements, festivals, the arts and cultural groups.

Ref	Location	Project description	How will we achieve success?	When	Who	Update	Priority
2.1	<b>CENTRAL AREA CEF</b>	To liaise with Selby Town Enterprise Partnership (STEP) and continue to ensure that all applications meet local priorities.	Establish a portfolio of projects or activities in partnership with STEP that reflect local aspirations, needs, funding, resources and priorities.	2017	Groundwork Cllr Shaw Wright STEP	Kate Mills Liaising with Heidi Green, Heather Kennedy and Angela Crossland	
2.2	<b>CENTRAL AREA CEF</b>	To continue to support the 'Culture in the Classroom' as part of the Selby Arts Festival.	Seek to work with all nine schools identified by the Central Area CEF  Develop a full wrap around classroom package of creative arts that will be available alongside the theatre	2017	Selby DC Selby TC Primary Schools DepART S Ltd	The Selby Arts Festival has been completed Currently awaiting impact report to be returned.	

			performances at the Selby Arts Festival to ensure pupils can engage in their own creativity stimulated by delivering the project within their school environment.				
2.3	<b>CENTRAL AREA CEF</b>	Window on the Past - Heritage Project	<p>To develop a new visual interpretation of Selby's hidden heritage.</p> <p>Involve young people from Selby High School, Brayton Academy and Selby College in gathering the research and interpretation material.</p> <p>To create a series of pictorial windows to illustrate buildings and townscapes of the past.</p>		<p>Groundwork</p> <p>Heritage Lottery</p> <p>Selby High School</p> <p>Brayton academy</p> <p>Selby College</p> <p>Selby Civic Society</p> <p>STEP</p>	<p>A wider Heritage Lottery Bid is being developed in partnership with Selby District Council and Big Local</p> <p>Kate Mills and Ian Chilvers on Project development board</p>	
<b>Key objective three: COMMUNITY SAFETY</b>							
<b>What are we going to do?</b>							
To work in partnership with the Police, Statutory bodies and Town and Parish Councils to identify potential hotspots for crime and anti-social behaviour and develop practical solutions for reducing incidents.							
<b>Ref</b>	<b>Location</b>	<b>Project description</b>	<b>How will we achieve success?</b>	<b>When</b>	<b>Who</b>	<b>Update</b>	<b>Priority</b>
3.1	<b>CENTRAL</b>	Flood	Awareness raising to help	2017	Selby DC	Kate Mills would like to	

	<b>AREA CEF</b>	Resilience	<p>communities understand the risks of flooding.</p> <p>Assistance for communities to develop a flood resilience plan.</p>		<p>&amp; TC Brayton PC Barlow PC NYCC EA Emergency Services</p>	<p>explore further an initiative that is currently running in other areas of Yorkshire that include the use of Trained volunteers working with fire service and Environment Agency and Council Environmental Services to develop and operate our own flood plan for use in the event of flooding. This is purely to respond to the needs of the community before the emergency services attend it is not to deal with flood problems per-say</p>	
3.2	<b>CENTRAL AREA CEF</b>	Positive Activities for Young People	<p>Continue to develop a programme of positive activities to engage with marginalised young people to help them to utilise the facilities available to them within the area.</p> <p>Develop a communication mechanism via social media to promote all positive activities for young people across the area.</p>	2017	<p>NYCC IHL NY Police Selby DC Selby TC Brayton PC Barlow PC</p>	<p>On- going – need specific project ideas to drive forward</p> <p>Kate Mills in discussion with Selby District about interlining the Selby Park regeneration and possible programmes of activity that can help marginalised young people KM also in partnership</p>	



						with SDC and BL an expression of interest to the Families Fund	
3.3	<b>CENTRAL AREA CEF</b>	Protecting Property from Theft	To promote the benefits of property marking and working with North Yorkshire Police to promote the “Dot peen” property marking service.		NY Police	On-going	
<b>Key objective four: HEALTH AND WELL-BEING</b>							
<b>What are we going to do?</b>							
To raise awareness and break down barriers around community health and well-being and encourage practical support activities.							
<b>Ref</b>	<b>Location</b>	<b>Project description</b>	<b>How will we achieve success?</b>	<b>When</b>	<b>Who</b>	<b>Update</b>	<b>Priority</b>
4.1	<b>CENTRAL AREA CEF</b>	Dementia Awareness	To continue to support Dementia Awareness Sessions in association with the Alzheimer’s Association to raise awareness of dementia issues throughout Dementia Week.	2017	Alzheimer’s Association Age UK	Dementia week commence on 14 <sup>th</sup> of May 2017	
4.2	<b>CENTRAL AREA CEF</b>	Connecting Communities with Sport	To encourage summer holiday sports projects to take place within the communities of Barlow, Brayton, Barlby Bridge and Selby Town.	2017	IHL Selby College Local Sport Clubs & Associations	Summer Holidays for 2017 completed – This project was funded through the Healthy Living Concept Fund Kate Mills in discussion with IHL and Heather Kennedy	

Ref	Location	Project description	How will we achieve success?	When	Who	Update	Priority
<p><b>Key objective five: PUBLIC TRANSPORT, TRAFFIC AND SPEED</b></p> <p><b>What are we going to do?</b> Public Transport is an issue for many villages and towns. As this issue spans all the CEF areas then Central Area will work in partnership with other CEF areas to establish solutions</p>							
5.1	<b>CENTRAL AREA CEF</b>	Traffic Information to motorists	Develop a co-ordinated approach to informing the public about roadworks and road changes	2017	NYCC Selby DC NY Police	The Selby District Park Parks working group are in discussions with Highways to develop a more cohesive approach	
5.2	<b>SELBY Town Centre</b>	Green transport	To continue to encourage cycling within the town centre by providing additional cycle racks.  To undertake consultation with local stakeholders  Establish the costs of	2017		Cycle racks now installed	

			purchasing and installing additional cycle racks				
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**End of project impact report**

**Organisation Details**

**Project Details**

Name: Selby Community  
Trust  
 Address: Scott Rd  
Selby  
 Postcode: YO8 4BL

Description: Litter Bins for Community  
Centre land  
 Contact Name: Karen Mann Tel: \_\_\_\_\_

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



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

The community field is used by lots of local residents & they dispose of their rubbish all over the field. The litter bin provided reduces the amount of litter on the field & pond area.

**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.**

Obj 1 - tidy environment - less litter on the field & pond area



**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.**

N/A



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

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End of project impact report

Organisation Details

KINGS CHURCH OUTREACH  
 Name: PARISH NURSING  
 Address: KINGS CHURCH  
NEILD LADE  
SELBY  
 Postcode: YO8 4QB

Project Details

Description: Providing free health checks and health  
education. Providing pastoral care, listening  
and supporting to improve well-being.  
Signposting and referring to other agencies  
 Contact Name: Anne Gill Tel: \_\_\_\_\_

IMPACT REPORT FOR PERIOD DECEMBER 2016 TO NOVEMBER 2017



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

The Parish Nursing walk-in clinic has been used over 25 times within the report period. Within this period we have provided health checks and health education for 43 people at the Selby Fun Day and 87 people at the Farmers Market. We have provided decision making support when visiting one person in their own home and been a listening ear for an elderly person in their home. On a monthly basis we have attended Pymble - an independent living accomodation, providing health checks and support by listening to 6 people on a regular basis.

**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.**

We have provided health checks and education at our walk-in clinic on a weekly basis, as well as peoples homes and the Selby Fun Day. We have advised 2 people with high blood pressure and 2 people with high cholesterol to see their GP for which treatment was subsequently prescribed. This will help to reduce their risk of heart disease and strokes. We have been a listening ear for people with mental health problems, and provided support for people with regards to boundary setting, coping skills and decision making. We have also been able to support a person with physical disabilities. We have also seen people lose weight having had their BMI checked and being provided with dietary and exercise advice. We are part of Selby Advice Network, AUS and the Equality Network. We have attended a volunteers service at Hemingbrough Church. We have also linked with Selby District Council, the fire + police services and other 3rd sector agencies.



**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.**

We have been able to provide a trained volunteer to be present when a person with epilepsy does a 'bulk' cook. As his carers have been reduced he has been unable to do any cooking not using a microwave for some time.  
We have been successful in being provided with a Call-Push-Rescue kit from the British Heart Foundation, allowing us to provide CPR training for groups of up to 10 people.  
We were able to be present at the Selby Fun Day providing free health checks and advice.  
We have been very successful attending the Farmers Market providing free health checks and advice for many people who report not having time to attend their GP, or feeling they have no need/reason to see them.



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

Having contacted the Democratic Services 15/11/17 I was asked to add to this form the fact that unfortunately all our receipts for expenditures are currently with the Kings Church accountant and will not be returned until 15/12/17, therefore they are not enclosed with this form.



End of project impact report

Organisation Details

Name: ABBEY BELLES CHORUS

Address: 40 CLOGMILL GARDENS  
SELBY

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

Project Details

Description: ONGOING RUNNING COSTS OF THE CHORUS

Contact Name: IRENE BRERETON Tel: \_\_\_\_\_

copy invoices enclosed in support of evidence of expenditure (SAMPLES ONLY)

IMPACT REPORT FOR PERIOD DECEMBER 2016 TO NOVEMBER 2017



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

- THE CHORUS HAS ATTRACTED 4 NEW MEMBERS DURING THE LAST YEAR
- CHORUS HAS BEEN ABLE TO AFFORD NEW OUTFITS FOR USE WHEN COMPETING IN THE NATIONAL CONVENTION HELD IN BOWENMOUTH IN OCTOBER 2017, HELPING TO KEEP THE VISUAL STANDARD AS HIGH AS POSSIBLE, GIVEN THE CHORUS'S LIMITED RESOURCES.
- CHORUS HAS BEEN ABLE TO HOLD ITS FEES TO AN AFFORDABLE LEVEL, TO ENSURE COST IS NOT A BARRIER TO JOINING.

**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.**

- BY TAKING PART IN EVENTS OUTSIDE THE SELBY AREA, THE CHORUS HAS BEEN PROMOTING SELBY ITSELF
- THE CHORUS CONTINUES TO RECRUIT NEW MEMBERS & ENDEAVOURS TO RETAIN EXISTING MEMBERS, HELPING TO PROVIDE A VALUABLE SOCIAL NETWORK, ESPECIALLY FOR THOSE WHO MAY FEEL ISOLATED, DUE TO LIVING ALONE, AND A TRUE SOURCE OF EMOTIONAL SUPPORT FOR THOSE EXPERIENCING DIFFICULTIES OR THIS KIND.



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



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

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**End of project impact report**

**Organisation Details**

Name: \_\_\_\_\_ Dep  
 Arts \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

**Project Details**

Description: \_\_\_\_\_ Schools Tour Project as part of SAF  
 2017 \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact Name: \_\_\_\_\_ David Edmunds \_\_\_\_\_ Tel: \_\_\_\_\_

\_\_\_\_\_



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

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

As part of the build up to the Selby Arts Festival 2017, Dep Arts delivered a Selby Schools tour and subsequent wrap around activity. (See enclosed evaluation PDF for full details of the activity which took place and supports this evaluation) The project benefited a number of local primary schools in order to engage them in high quality arts and culture activity as part of the 2017 Selby Arts Festival which took place between the 22<sup>nd</sup> – 30<sup>th</sup> July 2017 . The Primary schools we worked with were :

Staynor Hall Community Primary, Barwick Parade Community Primary, Barlby Bridge Community Primary, Brayton C of E, Longmans Hill Primary School, Selby Community Primary School, Barlow Primary, Selby Cof E Primary.

The schools performances took place in the two weeks leading up to the Selby Arts Festival as term ends on the 22<sup>nd</sup> July, with a total of 1732 pupils engaging in the project.

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

The project delivered a high quality cultural experience to the listed primary school children. The core aim of the project was to give these children exposure to good quality arts and culture at an early age. It was also a great way of connecting the local primary schools in the central CEF area directly to the Selby Arts Festival ensuring those schools feel part of the wider festival which took place in the town at the end of July.

We programmed professional theatre company Wrongsemble to create and perform a new piece of work (Billy Shakes) to take place during the period leading up to Selby Arts Festival 2017. The performance company was chosen using our extensive national networks of arts organisations to ensure we programmed a high quality company who have a significant track record in performing to primary school aged children with relevant content and with the additional wrap around activity that was undertaken in their class room environments either leading up to or after the performances. This work was put together in conjunction with each of the selected schools and was then displayed during the main festival at Selby Library.



**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.**

Additional benefits outside of the main project, was the exhibition which took place of the students work inspired by the show which was housed at Selby Library and the significant level of press coverage for the project including live radio from a number of the schools and significant column inches in the printed press across the Yorkshire region

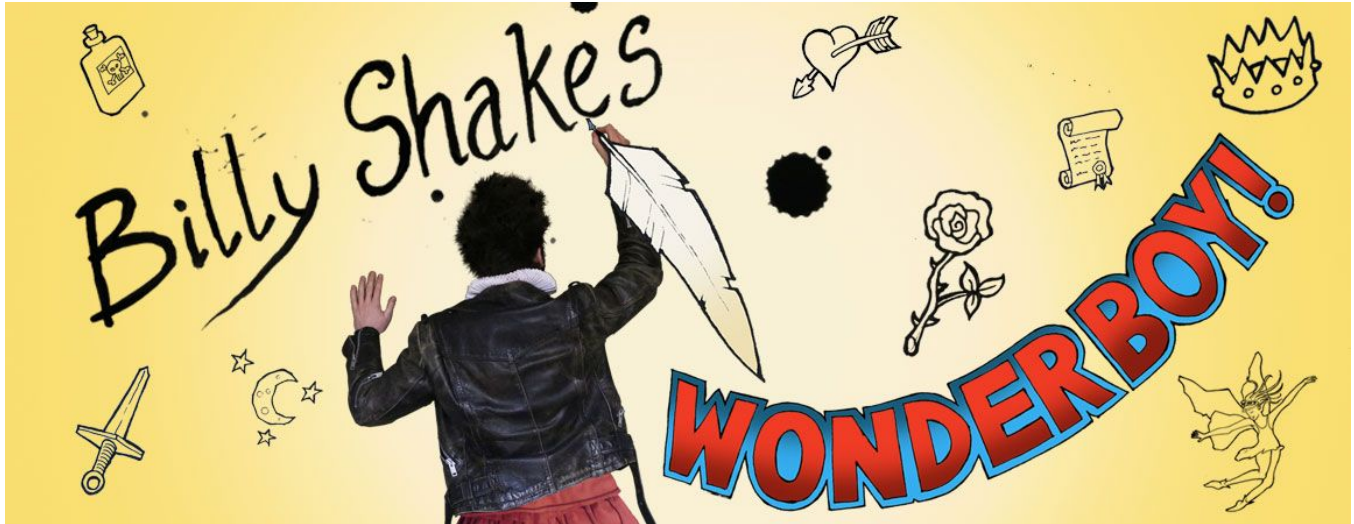


**Any other comments on the project and its success:**

See enclosed evaluation for comments from Schools, Pupils and The Company we commissioned to make the show.



# wrong<sup>2</sup>emble



## SELBY ARTS FESTIVAL EVALUATION

3 July - 31 July 2017

A tour of 8 Primary Schools in Selby, and an education project attached, displayed in Selby Library.



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## Staynor Hall Community Primary Academy

3 July 2017

Pupils engaged: 100

### Pupils said...

"I loved it!"

### Teachers said...

"Who would like to do this when they're older?" - All pupils raised their hands!

### Actors said...

"It was great to have such positive responses"

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## Barwic Parade Community Primary

4 July 2017

Pupils engaged: 250

### Pupils said...

"The songs were the best part"

### Teachers said...

"I was certainly inspired!"

"Anyone can be a writer"

### Actors said...

"Audience was lively and enthusiastic!"

"The pupils sang along to *To Be or Not To Be* each time, and loved interacting throughout"



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## Barlby Bridge Community Primary

5 July 2017

Pupils engaged: 165

### Pupils said...

"The show was amazing!"

### Teachers said...

"Lots of Shakespeare for the pupils to remember"

"Isn't it amazing that 3 people can do all this?"

### Actors said...

"Lovely responses and participation throughout!"

---

## Brayton C of E VC Primary School

17 July 2017

Pupils engaged: 430

### Pupils said...

"I'm going to be singing those songs all day!"

"He should have said to dab or not to dab!!"

"I loved all the music"

### Teachers said...

"Excellent! And really funny"

"Very clever and inspiring"

"You are all so talented!"

### Actors said...

"KS2 absolutely loved it! We also saw a pupil later in the day who was quoting lots of lines from the show!"



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## Longman's Hill Primary School

6 July 2017

Pupils engaged: 185

### Pupils said...

"It was amazing!"

"My favourite bit was throwing the fruit at Harry Butter!"

"My favourite part was the singing... and the story!"

### Teachers said...

"That was absolutely brilliant, thank you!"

"They seemed to have loved that, they won't stop talking about it"

### Actors said...

"The children were all very engaged throughout, lots of laughter and joining in. They even chanted for Billy to get him back on stage!"

---

## Selby Community Primary School

12 July 2017

Pupils engaged: 240

### Pupils said...

"It was so funny" "It was so fun"

"My favourite part was the singing and the throwing fruit bit"

### Teachers said...

"They won't stop going on about it! It was brilliant"

"When I heard it was 60 mins I was very worried but they were totally mesmerised!"

"That was just amazing, thank you!"

### Actors said...

"Very lively audience, and all pupils interacted throughout. Several teachers came in at the end of the show to give their thanks. Great day!"





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## Barlow Primary School

18 July 2017

Pupils engaged: 49 (whole school)

### Pupils said...

"Are you going to come back again?"

"Can we see it once more?"

"Brilliant!"

"My favourite character was the mum!"

### Teachers said...

"That was really funny!"

"Sounded fantastic"



### Actors said...

"It was lovely to share the show across all the age groups at the school"

---

## Selby Abbey C of E Primary School

19 July 2017

Pupils engaged: 313

### Pupils said...

"That was so good!"

"That was awesome"

"The fruit bit was my favourite"

### Teachers said...

"Thank you, that was really inspirational - you talented bunch!"

"Thanks for that, we really enjoyed it!"

"Just brilliant!"

### Actors said...

"Lovely audiences in the morning and the afternoon. They joined in with the songs, and laughed throughout!"

## Selby Arts Exhibition

22 July - 31 July

As well as seeing *Billy Shakes: Wonder Boy!*, the Primary School pupils were inspired to write, draw and create, in response to the show, and in celebration of Selby to create an exhibition for Selby Arts Festival.



Pupils were inspired to create their own characters to tell their own stories, and made beautiful puppets for our puppet theatre.

Pupils thought about Shakespearean coats of arms, and created their own to be displayed on this Selby Shield!



The young people's research, writing and artwork about Shakespeare's sonnets, and of course the stories he created, were placed pride of place in Selby Library.



### Teachers said...

"The children all thoroughly enjoyed the performance and have been inspired by follow on learning that has taken place in their classrooms." -  
Barlby Bridge Primary School

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### An Ode to Selby

Selby is a town in great North Yorkshire,  
Running through the heart is the River Ouse,  
It's a great place to be, you can be sure,  
Lots of different things to do and to choose.  
Eat in a fancy restaurant or a pub,  
Visit Selby Abbey, it's beautiful,  
Play rugby, hockey or join the golf club,  
Drive to the city of culture named Hull.  
Watch people fishing along the canal,  
Or shopping in the market for a treat,  
See folk at Brayton Barf with their best pal,  
Or farmers in their fields growing crops of wheat.  
The Arts Festival will entertain all,  
So come down to view at Selby Town Hall.

By Class 4, Longman's Hill Primary School

Total Number of Selby Primary School Pupils engaged with the show: 1732

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