

Minutes

Community Engagement Forum Partnership Board (Southern)

Venue:	Committee Room, Civic Centre, Selby
Date:	Thursday 8 March 2018
Time:	6.30pm
Present:	<u>District and County Councillors</u> Councillors M Jordan (Chair), C Lunn and C Pearson. <u>Co-opted Members</u> Steve Carr, Gillian Ivey, Steve Laursen and Dave Perry.
Officers present:	Chris-Hailey Norris, Association of Voluntary Service (AVS) Development Officer; Caroline Skelly, Planning Policy Manager (Selby District Council) (up to minute 40); and Alice Courtney, Democratic Services Officer (Selby District Council).
Others present:	John White, funding applicant (Horton Housing Community Café Network); and Josh Windle, Discosize Instructor (Selby Hands of Hope).
Public:	0

36. APOLOGIES FOR ABSENCE

The Democratic Services Officer informed the Partnership Board that apologies had been received from Councillor Dave Peart and co-opted members Keith Westwood and Fiona Conor.

37. DISCLOSURES OF INTEREST

There were no disclosures of interest.

38. MINUTES

The Partnership Board considered the minutes of the Southern CEF Partnership Board meeting held on 11 January 2018.

RESOLVED:

To confirm as a correct record the minutes of the meeting held on 11 January 2018.

39. CHAIR'S REPORT

The Chair welcomed newly co-opted member Steve Carr onto the Southern CEF Partnership Board.

The Chair highlighted that he was disappointed with the public response to the survey that was sent out to gather Hensall residents' views on what the theme should be for the Community Engagement Forum in April. The Partnership Board was informed that the Chair would write a post on the Hensall Village Facebook page to publicise the event and encourage attendance.

40. ADDITIONAL SITES FOR THE CONSULTATION PLAN

The Planning Policy Manager updated the Partnership Board on progress in relation to the Site Allocations Local Plan.

It was explained that the initial Pool of Sites Consultation had taken place in Autumn 2017, and that the current consultation exercise was in relation to 48 new sites and 5 amended sites which had been submitted. The Partnership Board was informed that the aim of the Additional Sites Consultation was to seek views on the suitability of the additional and amended sites, and that the consultation would run from 8 March to 19 April 2018.

The Planning Policy Manager outlined the locations of the additional and amended sites; it was highlighted that 11 residential sites, 2 employment sites and 1 leisure site within the Southern CEF Area had been submitted to the Additional Sites Consultation. The Planning Policy Manager explained that the Burn Airfield site was put forward as a residential site, however it had failed the initial sift so was not part of the consultation at this stage.

The Partnership Board was informed that the main consultation documents were available for inspection at the Civic Centre, the Council's Contact Centre and at libraries across the District, and that they were also available on the Selby District Council website. The Planning Policy Manager explained that comments could be submitted in relation to all of the additional and amended sites within the District and that comments would be collated and included in the Pool of Sites Consultation Plan document, which was the next step in the preparation of a Site Allocations Local Plan for the Selby District. The Planning Policy Manager stated that publication of the Site Allocations Local Plan was scheduled for Summer 2018.

Co-opted Member Gillian Ivey declared an interest in the site at Burn Airfield as she was the Chair of the Trans Pennine Trail, which ran along the Eastern side of Burn Airfield, and stated that she was under the impression that the site at Burn Airfield would be used as a residential site, which would help to pay for the upkeep of the Trans Pennine Trail. The Planning Policy Manager explained that the site would not be used as a residential site at this time, and Councillor Cliff Lunn stated that it was important to note that sites were not being discounted through the consultation, and that sites such as Burn Airfield may be an option for the future.

The Partnership Board thanked the Planning Policy Manager for attending and requested that the presentation slides be circulated to Board Members.

RESOLVED:

- i. **To note the update in relation to the Additional Pool of Sites Consultation.**
- ii. **To ask the Planning Policy Manager to circulate the presentation slides to Partnership Board Members.**

The Chair proposed that the order of the agenda be amended to bring consideration of the Southern CEF Membership forward, and then to take the remainder of the agenda as printed. This was agreed by the Partnership Board.

41. SOUTHERN CEF MEMBERSHIP

The Democratic Services Officer explained that two co-opted members, Jack Burbridge and Kathleen Walton, had not attended meetings of the Southern CEF for a considerable amount of time.

The Partnership Board agreed to remove both co-opted members from the Southern CEF Partnership Board, and asked the Democratic Services Officer to write to both individuals to notify them of that fact.

RESOLVED:

- i. **To remove Jack Burbridge and Kathleen Walton from the Southern CEF Partnership Board due to non-attendance.**
- ii. **To ask the Democratic Services Officer to write to Jack Burbridge and Kathleen Walton to notify them of their removal from the Southern CEF Partnership Board.**

42. BUDGET UPDATE

The Partnership Board considered the Southern CEF budget, and noted a remaining balance of £3,208.50.

The AVS Development Officer highlighted that the Partnership Board had utilised the 2017/18 budget well and funded a wide variety of community projects.

The Partnership Board highlighted that the impact report included from page 32 of the agenda stated that £320 of unused grant monies had been returned to the Southern CEF, and noted that this figure was not included within the budget report.

The Democratic Services Officer confirmed that the money was repaid in the 2016/17 financial year; therefore it would not appear within the 2017/18 budget report.

The Partnership Board asked the Democratic Services Officer to send a letter of thanks to The Monday Club for the return of the unused grant monies on behalf of the Southern CEF Partnership Board.

RESOLVED:

- i. **To note the budget update.**
- ii. **To ask the Democratic Services Officer to send a letter of thanks to The Monday Club for the return of the unused grant monies.**

43. FUNDING APPLICATIONS

The Partnership Board considered the following funding application:

Horton Housing Community Café Network

The application was for £4,250 to fund Community Transport to allow individuals with limited access to transport to attend a drop-in Community Café event held at Eggborough Methodist Chapel every Wednesday morning. The applicant was present and summarised the application, highlighting that the Community Café helped to overcome loneliness and isolation, and particularly rural loneliness that occurred in the Southern CEF Area.

The Partnership Board was informed that the Community Café volunteers organised a range of activities during the drop-in sessions, and that the sessions presented an opportunity for residents in the Southern CEF Area to meet one another and share experiences.

In relation to the application, co-opted member Gillian Ivey highlighted that the Allocation of Funding Framework stated that the CEF could not fund the same project for two subsequent years, and that the Partnership Board funded the same project in January 2017.

The AVS Development Officer highlighted that he had informed the applicant of that fact, but that consideration needed to be given to how the CEF could assist with sourcing funding for Community Transport to benefit isolated residents within the Southern CEF Area who had limited access to transport facilities.

The applicant responded to questions from the Partnership Board in relation to the costs of the project and whether any alternative funding routes had been explored.

The applicant left the room while the Partnership Board considered the application for funding.

The Partnership Board was supportive of the project as it tackled loneliness and isolation. However, the Board noted that it was unable to fund the application in accordance with the Allocation of Funding Framework, as the same project was funded by the Southern CEF in January 2017, which was less than two years ago. The Partnership Board also highlighted concerns over the accuracy of the costs outlined in the application.

The Partnership Board agreed to refuse the application as it did not comply with the Allocation of Funding Framework.

The Chair stated that he would arrange to meet the Head of Community, Partnerships and Customers to explore options in relation to how the applicant could be assisted in sourcing funding. It was highlighted that the Chair would liaise with the applicant directly regarding the outcome of the above outlined discussions.

RESOLVED:

- i. **To REFUSE the application for funding for the reasons outlined above.**
- ii. **To ask the Chair to speak with the Head of Community, Partnerships and Customers to discuss the other potential options available to the applicant in securing funding.**

44. COMMUNITY DEVELOPMENT PLAN

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

The AVS Development Officer informed the Partnership Board that there would be an update from the Hambleton Community Cinema in the next CDP, and that the Training for Employment CIC entrepreneurship project had struggled to progress due to a number of barriers experienced in recruiting volunteers. The AVS Development Officer stated that he would see if he could offer any more help to assist project progression. It was highlighted that all of the other projects outlined in the CDP were on track.

The Partnership Board confirmed that it was satisfied with the CDP update.

RESOLVED:

To note progress and developments relating to the Community Development Plan.

45. MARKETING AND PUBLICITY

The Chair stated that, while disappointed with the public response to the survey for the Community Engagement Forum in April, he would promote the event on Hensall Village's Facebook page.

The Partnership Board highlighted that the Forums were the ideal place to advertise the work of the CEF and the projects that it had funded. It was agreed that copies of the Community Development Plan be made available at future Forums for inspection by attendees, to promote the work of the CEF and the funding opportunities it offered.

The AVS Development Officer informed the Partnership Board that the new CEF logo had been rolled out, and as a result the Partnership Board could arrange for the distribution of plaques to organisations funded by the Southern CEF. It was agreed that the Chair and the Democratic Services Officer would compile a list of previously funded organisations which would receive a Southern CEF plaque to display.

RESOLVED:

- i. To ask the Democratic Services Officer to make copies of the Community Development Plan available for inspection at future Forums.**
- ii. To ask the Chair and the Democratic Services Officer to compile a list of previously funded organisations which would receive a Southern CEF plaque to display.**

46. COMMUNICATIONS

There were no points of interest outlined by the Partnership Board to be forwarded to Selby District Council's Communications Team.

The Partnership Board noted that there were now two co-opted member vacancies on the Southern CEF Partnership Board. The Board requested that members of the community from previously funded organisations be approached to enquire as to whether any individuals wanted to be co-opted.

The Chair stated that he and the Democratic Services Officer would meet to compile a list of organisations to write to for expressions of interest in relation to the Southern CEF Partnership Board co-opted member vacancies.

RESOLVED:

- To ask the Chair and the Democratic Services Officer to compile a list of organisations to write to for expressions of interest in relation to the two co-opted member vacancies.**

47. IMPACT REPORTS

The Partnership Board noted the following impact report, which was included in the agenda pack:

- The Monday Club

The Partnership Board asked about developments in relation to Cridling Stubbs Village Hall, and the AVS Development Officer stated that he and the Discosize Instructor attended a meeting in Cridling Stubbs to discuss the future of the village hall.

The Partnership Board agreed that, due to the described proceedings and outcome of the meeting in Cridling Stubbs, it would not take any further action and would wait for the Village Hall Committee to approach the CEF if they agreed a way forward regarding the village hall.

RESOLVED:

To note the impact report.

48. NEXT MEETINGS AND MEETING DATES 2018/19

The Partnership Board confirmed the date and location of the next Forums as Thursday 26 April 2018, 6.30pm at Hensall Community Primary School, and Thursday 14 June 2018, 6.30pm at Carlton Methodist Church.

The Partnership Board noted the dates of the Southern CEF meetings for 2018/19.

RESOLVED:

- i. **To confirm the next two Forums as Thursday 26 April 2018, 6.30pm at Hensall Community Primary School, and Thursday 14 June 2018, 6.30pm at Carlton Methodist Church.**
- ii. **To note the dates of the Southern CEF meetings for 2018/19.**

The meeting closed at 7.50pm.