

Western CEF Partnership Board

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| Venue: | Main Hall - Burton Salmon Village Hall |
| Date: | Tuesday, 26 June 2018 |
| Time: | 7.00 pm |
| Present: | <u>District and County Councillors</u> Councillors Chris Pearson and Bryn Sage <u>Co-opted Members</u> Andy Pound (Chair), Jenny Mitchell, David Nicklin, Jenny Prescott (Vice Chair), Rita Stephenson, Roy Wilson and Stuart Wroe |
| Officers present: | Chris Hailey-Horris, (Development Officer, Selby District AVS) and Victoria Foreman (Democratic Services Officer, Selby District Council) |
| Others present: | Simon Marston (applicant, Sherburn Gymnastics Club Ltd.), Paul Desmond (Lower Aire Catchment Lead, Flood and Coastal Risk Management, Environment Agency) |
| Public: | 1 |

1 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors David Buckle, David Hutchinson and John Mackman, and Howard Ferguson.

2 DISCLOSURES OF INTEREST

There were no disclosures of interest.

3 MINUTES

The Partnership Board considered the minutes of the meeting held on 20

March 2018.

RESOLVED:

To confirm as a correct record the minutes of the Partnership Board meeting held on 20 March 2018.

4 CONFIRMATION OF CHAIR FOR 2018/19

It was confirmed that Andy Pound had been re-appointed to serve as Chair of the Western CEF for the 2018-19 municipal year.

5 APPOINTMENT OF VICE-CHAIR FOR 2018/19

It was proposed and seconded that Jenny Prescott be appointed as Vice-Chair of the Western CEF for the 2018-19 municipal year.

RESOLVED:

To appoint Jenny Prescott as Vice-Chair of the Western CEF for the 2018-19 municipal year.

6 APPOINTMENT OF FUNDING SUB-COMMITTEE FOR 2018/19

Roy Wilson announced that he would be resigning as Chair of the Funding Sub-Committee, and also as a Member of the Western CEF Partnership Board, as he was moving out of the area. He thanked the Board for their hard work and support, and the Board in turn expressed their thanks for the dedication and expertise he had shown in his time as Board Member and Chair of the Funding Sub-Committee.

As a result of the vacancy, it was proposed and seconded that Stuart Wroe be appointed as a member of the Western CEF Funding Sub-Committee for 2018-19, and that the current remaining membership of the Funding Sub-Committee (David Nicklin, Jenny Mitchell, Jenny Prescott and Rita Stephenson) be re-appointed en-bloc.

The Board noted that a new Chair of the Funding Sub-Committee would be elected at the first meeting of the Sub-Committee in 2018-19.

RESOLVED:

To appoint Stuart Wroe, David Nicklin, Jenny Mitchell, Jenny Prescott and Rita Stephenson as members of the Western CEF Funding Sub-Committee for the 2018-19 municipal year.

7 MEETING START TIMES

It was proposed and seconded that the start time of meetings for the 2018-19 municipal year be:

- Funding Sub-Committee to meet at 6.30pm

- Partnership Board to meet at 7pm
- Forums to commence at 7pm, with a 'market place' event from 6.30pm.

RESOLVED:

To approve the start time of CEF meetings as described above for the 2018-19 municipal year.

8 ENVIRONMENT AGENCY - UPDATE ON FLOODING

In attendance at the meeting was Paul Desmond, Lower Aire Catchment Lead for the Environment Agency (EA). The Board asked a number of questions and discussed various issues, as detailed below:

- It was confirmed that the repairs to the rust hole in the sluice gate at The Cut in Fairburn had been completed. The Board noted that the flood season had been quite late around Easter and as such the EA had needed to wait for the water levels to go down before doing the repairs. The sluice gate was controlled by the EA and was used for overspill from the River Aire.
- There was some concern amongst Board members about St Aidan's Nature Reserve being able to keep the surrounding local area flood free, now that the inlet had been lowered. Paul explained that as a previous mine site it had been reclaimed as part of a flood alleviation scheme; the spillway had been put in to take overspill from the River Aire and acted as storage for larger flooding events. During the winter 2015 floods St Aidan's had come into play when the water levels rose rapidly.
- The Board explained that the A656 Barnsdale Road was often flooded and blocked by water, even as a result of heavy rain. This was causing concern because the flooding eventually ended up in Fairburn and Brotherton. Paul acknowledged that the A656 was a critical route, and that raising of the level of the road would be very expensive and not a viable option. The Board agreed that there may be issues with highways drainage that should be investigated. There were also subsidence issues in the area, and whether the road flooded often depended on the water levels in the nearby beck.
- The Board were pleased to note that there had been more repairs at The Cut in Fairburn, including the replacement of sealant. Paul explained that the structure at Fairburn was almost at the end of its usable life, and as such the EA were considering what could replace it. Ideally a replacement would be a passive structure that did not require manual operation. It was explained to the Board that there was legislation and guidance in place that stated that any work undertaken on flooding defences could not increase the flood risk to other people downstream, therefore any new structure could not cause issues for others further down the river. The sluice gate at The Cut was controlled by the EA from their offices; wiring had been put in for electronic controls but this was stolen a week after it

had been installed. Currently there were fuel tanks at The Cut that required filling on a regular basis in order for the sluice gate to operate.

- The condition of the flood flaps at Low Street in Brotherton for Marsh Croft were queried by the Board, as it had been reported that there was a tree trunk stuck in one. Paul confirmed that he was not aware of any issues with these flaps and they were in good working order as far as he was aware; if there were problems, the EA would have a record of this. However, Paul confirmed that they would check them to make sure. The Board advised that a representative from Brotherton Parish Council should accompany Paul during the checks.
- The Board asked for more feedback on the Flood Alleviation Scheme (FAS) at Leeds. Paul explained that there were regular email updates available and that he would sign the CEF up for these updates via the Democratic Services Officer, who would then send them onto the Board, Western CEF Parish Councils and the Western CEF mailing list.
- The Board queried if there were any plans for tree planting further upstream, i.e. at Skipton, to alleviate flooding in the future. Paul explained that this was being considered. However, the Board acknowledged that planting and the effect of trees on flooding was not an exact science; it could have an effect on lower scale flood events, but on larger scale events, such as those in 2015, the effect would be negligible. In order to significantly reduce the severity of a 'once in a lifetime' flooding event, it was estimated that around 4 million trees would need to be planted in order to have an effect. The Board also asked about the removal of trees; Paul explained that trees were sometimes removed to improve the structural integrity of embankments; if trees slipped and fell, it could make flooding worse by destabilising the banks. Reeds and grasses were better than trees for strengthening embankments as they had strong roots.
- The Board also asked who they should contact if serious flooding such as that experienced in 2015 happened again. Paul informed the Board that there was an emergency incident hotline, details of which he would make available to the Board through the Democratic Services Officer. He would also ask the EA's Flood Resilience Team if they had additional information that could be circulated to the Board and from there onto local Parish Councils and residents.
- The Board asked the Democratic Services Officer to contact Paul in the future to ask for flooding updates that could be given at Board meetings. Paul informed the Board that the maintenance schedules and up to date information on the EA managed flood defences was available online; the link to the website would be sent to the Democratic Services Officer to circulate. The Board agreed that residents should be encouraged to sign up to flooding alerts issued by the EA, and that flooding information or updates discussed at Board meetings should be uploaded onto the Western CEF section on the Council's website.

RESOLVED:

- i) To ask the Environment Agency to check on the conditions of the flood flaps at Low Street in Brotherton for Marsh Croft, preferably with a representative from Brotherton Parish Council also present.**
- ii) To ask the Environment Agency to sign the Partnership Board up to Leeds FAS updates, via the Democratic Services Officer, who would then circulate these on to the Board, Western Parish Councils and the Western CEF mailing list.**
- iii) To ask the Environment Agency to send details of the emergency flooding incident hotline and maintenance schedule website to the Democratic Services Officer for circulation to the Board.**
- iv) To ask the Environment Agency to enquire with the Flood Resilience Team if they had additional information that could be circulated to the Democratic Services Officer, the Board, Parish Councils and the Western CEF mailing list.**
- v) To ask the Democratic Services Officer to contact the Environment Agency to ask for flooding updates that could be given at future Board meetings.**
- vi) To ask the Board to encourage local residents to sign up to flooding alerts and updates issues by the Environment Agency.**
- vii) To ask the Democratic Services Officer to upload flooding information or updates discussed at Board meetings to the Western CEF section on the Council's website.**

9 CHAIRS REPORT

The Chair reported that through the CEF Chairs meetings he had been working to get better access to NYCC funds for the CEFs to manage and use on the County Council's behalf. He had also been exploring ways in which the CEFs could advise and recommend to groups that they could apply for funding from the County Council.

The Chair and the Development Officer emphasised the importance of the County Council being able to trust in the funding process already established by the CEFs; it was acknowledged by the Board that at present there was too much duplication for applicants wishing to apply for funding from the CEF or

the County Council.

10 BUDGET UPDATE

The latest budget report had been published with the agenda, showing a remaining balance of £24,458.00

RESOLVED:

To note the update.

11 FUNDING SUB-COMMITTEE RECOMMENDATIONS

The Chair of the Funding Sub-Committee presented the recommendations from the Funding Sub-Committee.

11.1 FAIRBURN CHURCH HALL, 'ACCESSIBLE TOILET FUNDING/UPGRADE TO EXISTING FACILITIES', £1,000

Fairburn Church Hall – 'Accessible toilet funding/upgrade to existing facilities'

The application was for £1,000 for accessible toilet funding and upgrade to existing facilities.

The Funding Sub-Committee recommended a grant of £1,000 as they had considered the application against the funding framework and confirmed that it met the requirements, specifically:

- That the application met at least two of the Community Development Plan (CDP) objectives (improving the quality of life for individuals across the Western CEF area and provide solutions for community issues).
- That the project would benefit the Community Engagement Forum (CEF) area including residents of the area; and
- That the project would have extensive and detailed benefits for one or more defined groups in the CEF area.

The Board noted that the success of the Community Café had highlighted the need for better toilet facilities, and were supportive of the application. The Board agreed that the toilet facilities required urgent upgrading.

RESOLVED:

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To approve the recommendation of the Funding Sub-Committee as set out above.

11.2 FAIRBURN CRICKET CLUB, 'SAFETY NETTING TO SURROUND CHILDREN'S PLAYGROUND', £1,250

Fairburn Cricket Club – 'Safety netting to surround children's playground'

The application was for £1,250 for safety netting to surround the children's playground.

The Funding Sub-Committee recommended a grant of £1,000 as the work had already been carried out and the application was retrospective in nature. The Sub-Committee had considered the application against the funding framework and confirmed that it met the requirements, specifically:

- That the application met two of the Community Development Plan (CDP) objectives (to provide a solution for community issues and trial new ideas that would benefit residents and improve the local area).
- That the project would have extensive and detailed benefits for one or more defined groups in the CEF area.
- That there was clear evidence for a high level of need and extensive community consultation was provided.

The Board noted that the netting had already been installed due to safety concerns that needed to be addressed before the start of the summer 2018 cricket season, and acknowledged that this had been an ongoing community safety concern in Fairburn, and were pleased that it had been remedied.

RESOLVED:

To approve the recommendation of the Funding Sub-Committee as set out above.

11.3 SHERBURN COMMUNITY GYMNASTICS CLUB TLD., 'GYMNASTICS APPARATUS', £972

Sherburn Gymnastics Club Ltd – 'Gymnastics

Apparatus'

The application was for £972 for gymnastics apparatus.

The funding sub-committee recommended a grant of £972, and had considered the application against the funding framework and confirmed that it met the requirements, specifically:

- That the application met at least two of the Community Development Plan (CDP) objectives (improving the quality of life for individuals across the Western CEF area and trialling new ideas that would benefit local residents and improve the local area).
- That the project would benefit the Community Engagement Forum (CEF) area including residents of the area; and
- That the project would have extensive and detailed benefits for one or more defined groups in the CEF area.

The Board noted that the club was very popular and had a waiting list of 30 people. The Board supported the application and felt that the gymnastics club was a valuable resource for local people of all ages who wanted to try gymnastics.

RESOLVED:

To approve the recommendation of the Funding Sub-Committee as set out above.

12 UPDATE ON PREVIOUS GRANTS AND PROJECTS

The Board considered the updates from previous grants and projects as set out in the agenda, and were pleased to note the successes achieved by the groups who had received funding.

The Board agreed that the longevity and sustainability of projects needed to be considered, and that the CEF Chairs meetings should be utilised to share knowledge and ideas about how to encourage the community to assist with this. It was agreed that more awareness around the future of proposed projects was required.

The Development Officer emphasised the importance of better connectivity between CEFs and partners such as the NHS, Inspiring Healthier Lifestyles, Parishes, Selby District Council, North Yorkshire County Council and Clinical Commissioning Groups.

The Board agreed that the way in which projects were monitored could be developed; funding recipients could be asked to come in and speak to the Board half way through a project in order for the Board to assess whether they required more support or promotion from the CEF. It was suggested that Board members could actively promote local projects and encourage local people to get involved, e.g. the outdoor gym in Sherburn.

RESOLVED:

- i. To note the updates on previous grants and projects.**
- ii. To ask the Chair to raise at a future CEF Chairs meetings how the sustainability and monitoring of projects can be improved, as well as better connectivity between CEFs and local partner organisations.**
- iii. To ask Board Members to actively promote the work of the Partnership Board and encourage the involvement of local people in CEF funded projects.**

13 ISSUES TABLE

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

Burton Salmon Children's Play Area

The Board noted that there had not been much movement on this project, but that it had been mentioned at a meeting with Janet Waggott, Selby District Council's Chief Executive; it was hoped that the matter would therefore be pursued.

Flooding in the Aire Valley

A comprehensive update had been given to the Board earlier in the meeting by Paul Desmond from the Environment Agency (see minute number 8). A flooding page on Western CEF webpages had been suggested, and emergency contact details and further information on the Leeds FAS from the Environment Agency's Flood Resilience Team had been requested. It was agreed that the issue of flooding should be kept on the Issues Table.

Occurrence of dangerous incidents at the roundabout at junction of the A63 and A162

The Board noted that the roundabout was to be remodelled as part of the infrastructure work related to the new houses being built nearby, and therefore this issue could be removed from the Issues Table as it had been resolved.

Fly-tipping

The Board received an update from Councillor Bryn Sage. It was noted that

the number of fly-tipping incidents had remained broadly the same, but the scale and severity has reduced across the District and the CEF area, i.e. there was not so much industrial/building waste.

The Board were concerned that a complaint about fly-tipping in progress in Burton Salmon were not acted on by the Police.

Bus provision

The Board noted that the theme for the next Western Forum on 10 July was rural transport, and as such, updates on bus provision would be requested at this meeting from the Arriva representative who would be attending. Board members were pleased to hear that buses in the area continued to be well used and were regularly busy.

RESOLVED:

- i) To note the updates and to ask the Democratic Services Officer to amend the Issues Table.**
- ii) To ask the Democratic Services Officer to remove the A63/A162 roundabout issue from the Issues Table.**

14 CEF PLAQUES

The Board considered the options for CEF plaques to be awarded to successful funding applicants and agreed that the dark wood glass fronted presentation plaque, in size 20.5 x 25.5cm was their preference.

The Board asked the Democratic Services Officer to enquire with the manufacturers if the colour of the wood could be customised to match the logos of the CEFs.

RESOLVED:

- i. To note the Board's preference for plaque option 3c, dark wood glass front presentation plaque in 20.5 x 25.5cm size.**
- ii. To ask the Democratic Services Officer to enquire with the manufacturers if the wood backing could be customised to other colours in order to match the various CEF logos.**

15 COMMUNICATIONS

The Board agreed that there were no current points of interest relating to the Western CEF that should be forwarded to Selby District Council's Communications Team to undertake publicity work.

The Board asked the Democratic Services Officer to follow up earlier work on CEF noticeboards and to find out how many Parishes had previously

requested CEF noticeboard.

RESOLVED:

To ask the Democratic Services Officer to find out how many Parishes had previously requested CEF noticeboards.

16 COMMUNITY DEVELOPMENT PLAN

The updated Community Development Plan was circulated to the Board.

The Board were pleased to note that community cafes supported by the Board in the Western CEF area had been very successful; the Sherburn Community Café would be launched on 1 September 2018 at the refurbished Old Girls School.

The Development Officer confirmed that he would contact the Tiempo Espana Dance CIC to enquire if they required any further assistance or guidance from the Western CEF, and that he was working on developing links between the Peter Pan Nursery and Selby Hands of Hope.

The Board acknowledged that the CDP required a refresh, and it was suggested the Western CEF Board, Western CEF Parish Councils and previous funding recipients could use the forum meeting on 23 October 2018 to share and discuss ideas to refresh the Western CDP.

RESOLVED:

- i. To note the updated Community Development Plan.**
- ii. To note that the Development Officer would contact the Tiempo Espana Dance CIC to enquire if they required any further assistance or guidance from the Western CEF.**
- iii. To note that Development Officer's work to develop links between the Peter Pan Nursery and Selby Hands of Hope.**
- iv. To agree that the CDP required a refresh, and that Western CEF Board, Western CEF Parish Councils and previous funding recipients should be invited to the forum on 23 October 2018 in order to share and discuss ideas that could be added to the refreshed Western CDP.**

17 ANY OTHER BUSINESS

Some Board Members expressed concern about the recycling boxes used in the District, as the rubbish was often blown around if the weather was windy and looked unsightly.

Councillor Sage confirmed that Councillor John Mackman, Executive Member

for Place Shaping, was looking into the issue with the Council's refuse collection contractors Amey. Councillor Sage indicated that he would update the Board on the matter at the next meeting.

RESOLVED:

That Councillor Bryn Sage update the Western CEF Board on the issue of recycling boxes at the next Board meeting.

18 NEXT MEETINGS

The Board noted that the next forum meeting on 10 July 2018 would be held at Fairburn Sports and Community Centre; the theme was rural transport. Representatives from Community Transport, Arriva and Northern Rail would be attending.

It was felt by the Development Officer and the Board that the current Western CEF CDP needed to be refreshed, and that the forum on 23 October 2018 should be used as a workshop style event for this purpose.

The Board agreed that the recently refurbished Old Girls School in Sherburn would be a suitable venue and asked the Democratic Services Officer to book it for the meeting.

It was suggested that the Western CEF Board, Western CEF Parish Councils and previous funding recipients should be invited to the forum on 23 October 2018 in order to share and discuss ideas that could be added to the Western CDP.

RESOLVED:

- i) To note the dates and venues for the next meetings of the Partnership Board and Forum.**
- ii) To ask the Democratic Services Officer to book Sherburn Old Girls School for the next Western Forum on 23 October 2018; the meeting would be a workshop style forum to share ideas for the refresh of the Western CEF CDP, with the involvement of the Western CEF Board, Western CEF Parish Councils and groups that had previously received funding from the Western CEF.**

The meeting closed at 8.22 pm.