



Tadcaster & Villages
Community Engagement Forum

Tadcaster CEF Partnership Board

Minutes

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

16 APOLOGIES FOR ABSENCE

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

Apologies for lateness were received from Councillor D McKay.

17 DISCLOSURES OF INTEREST

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

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

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

18 MINUTES

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

RESOLVED:

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

19 CHAIRS REMARKS

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

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

20 BUDGET UPDATE

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

RESOLVED:

To note the budget update.

21 UPDATE ON PREVIOUS GRANTS AND PROJECTS

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

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

22 COMMUNICATIONS, MARKETING AND PUBLICITY

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

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

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

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

RESOLVED:

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

23 COMMUNITY DEVELOPMENT PLAN

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

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

RESOLVED:

To note the updates to the Community Development Plan.

24 COMMUNITY UPDATES

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

TEMPT 2019

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

Tadcaster Today Future Communications Strategy

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

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

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

Tadcaster Arts Festival

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

RESOLVED:

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

25 FEEDBACK FROM RECENT FORUMS

Councillor D McKay joined the meeting at this point.

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

26 FUTURE MEETINGS

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

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

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

RESOLVED:

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

27 FUNDING APPLICATIONS

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

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

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

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

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

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

RESOLVED:

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

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

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

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

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

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

The meeting closed at 8.12 pm.