



# Minutes

## Western CEF Partnership Board

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Venue:	Meeting Room - Fairburn Sports and Community Centre
Date:	Tuesday, 4 September 2018
Time:	7.00 pm
Present:	<u>District and County Councillors</u> Councillor D Buckle  <u>Co-opted Members</u> Andy Pound (Chair), Jenny Prescott (Vice-Chair), Rita Stephenson, Howard Ferguson, Jenny Mitchell, David Nicklin and Stuart Wroe
Officers present:	Chris Haley-Norris, (Development Officer, Selby District AVS) and Dawn Drury (Democratic Services Officer, Selby District Council)
Others present:	Sarah Foster, David Foster and Jeff Greene (applicants, Burton Salmon Village Hall Trust)
Public:	0

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### **19 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors John Mackman and Bryn Sage.

### **20 DISCLOSURES OF INTEREST**

Stuart Wroe declared a non-pecuniary interest in agenda item 7.1, Burton Salmon Village Hall Regeneration Project – Phase 1 Heating Renewal as; he was Chairman of the Trustees of Burton Salmon Village Hall.

## 21 MINUTES

The Partnership Board considered the minutes of the meeting held on 26 June 2018.

### RESOLVED:

**To confirm as a correct record the minutes of the Western CEF Partnership Board meeting held on 26 June 2018.**

*The Chair proposed that the order of business be amended to allow the funding application at agenda item 7.1 to be taken first. This was agreed by the Partnership Board.*

## 22 FUNDING SUB-COMMITTEE RECOMMENDATIONS

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

### 22.1 BURTON SALMON VILLAGE HALL, 'BURTON SALMON VILLAGE HALL REGENERATION PROJECT - PHASE 1 HEATING RENEWAL', £4,445.34.

The application was for £4,445.34 to install four Digital Smart Storage Heaters and provide insulation in the main hall roof. The applicants were in attendance and made a presentation to the Partnership Board.

In response to queries concerning promoting the village hall, the applicants stated that once the heating system had been installed, this would provide an opportunity for the venue to accept bookings for activities.

The Partnership Board thanked the applicants for attending and invited them to wait outside while they discussed the application.

**At this point in the meeting, David and Sarah Foster and Jeff Greene left the meeting.**

The Partnership Board 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.

It was noted that although the final decision would be made by the Partnership Board, the Funding Sub-Committee had been in support of the application and had recommended approval. The Partnership Board were supportive of the application and agreed to fund £4,445.34 for the project.

The applicants returned to the meeting and were told that subject to final sign off from the Head of Service for Community, Partnerships and Customers, the Board were happy to grant the funding.

**RESOLVED:**

**To approve £4,445.34 for the project subject to final sign off by the Head of Service for Community, Partnerships and Customers.**

**23 CHAIRS REPORT**

The Chair informed the Partnership Board that he would be attending a CEF Review workshop facilitated by Skyblue Research, taking place on 13 September 2018. It was explained that all five of the CEF area Chairs and Vice Chairs would be meeting with the aim of identifying and prioritising local needs, to best position CEF's to benefit their communities.

The Board were informed that they would also be exploring the relationship between the CEF's and North Yorkshire County Council and how to release the monies available through other funding streams such as the Stronger Communities Programme.

**24 CO-OPTED MEMBER VACANCY**

A discussion took place around the co-opted member vacancy that existed following the resignation of Roy Wilson.

**RESOLVED:**

**It was agreed that the vacancy would be left open.**

## **25 BUDGET UPDATE**

The Partnership Board considered the Western CEF budget, which confirmed a remaining balance of £21,318.71.

### **RESOLVED:**

**To note the budget update.**

## **26 WESTERN CEF ANNUAL REPORT 2017-18**

The Chair congratulated the Partnership Board on all their hard work and noted that, the year had been very successful.

It was noted that there was an error on the report where it listed Councillor Bob Packham as a County Councillor however this should have been Councillor Mel Hobson. The Board asked for the amendment to be made to the Council's website and the Annual Report.

### **RESOLVED:**

- i. **To note the Western CEF Annual Report 2017/18.**
- ii. **To ask the Democratic Services Officer to correct the entry on the Western CEF section on the Council's website.**
- iii. **To ask the Development Officer to amend the Western CEF Annual Report 2017/18 as set out above.**

## **27 COMMUNICATIONS**

The Board were in agreement that the grant they had just approved for Burton Salmon Village Hall Trust would make an ideal story, once completed, for the Communications Team to forward onto the local press for publication.

### **RESOLVED:**

**To ask the Democratic Services Officer to forward details of Burton Salmon Village Hall Trust to Selby District Council's Communication's Team, in order for them to undertake publicity work, once the project was completed.**

## **28 MARKETING AND PUBLICITY**

The Board considered the design options and costings for CEF plaques which would be distributed to organisations who had received funding within the last two years. The AVS Development Officer informed the Board that the intention was for the plaques to only display the relevant CEF area logo and

the CEF website details so they were standardised over the whole CEF area. The Board were supportive for the plaques.

The Board considered the costings for a generic video and two short films for each CEF to showcase their projects and to raise awareness. The Development Officer explained that small films would make the biggest impact and that the Communications Team would monitor the number of views and hits received for the film online and feedback to the CEF's. The Board were supportive for the idea of the films.

The Board noted that the Western CEF's contributions to the promotional video and the two short films would be £155 and £440 respectively.

**RESOLVED:**

- i. To approve the purchase of CEF funding plaques, 3a, glass front white wood.**
- ii. To approve the commissioning of the CEF promotional video and two short films and agree that the Western CEF contribution will be £155.00 and £440 respectively.**

**29 ISSUES TABLE**

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

Flooding in the Aire Valley

Members of the Board had met with Paul Desmond of the Environment Agency in Brotherton, Paul explained that the marsh was currently classified as a reservoir and therefore it fell to the Environment Agency to maintain the flood banks and sluice. The Board agreed that that a close eye should be kept on this issue, and in particular the sluice.

Fly-tipping

The Board had received an update from Councillor Bryn Sage showing total figures for 2016/17 and 2017/18 by month for each village, it was noted that there wasn't a trend.

The Board agreed that any incidents of fly-tipping must be reported to the Police.

Bus provision

The Board was pleased to note that the Forum themed around transport that took place on the 26 June had been well attended. The Board confirmed that the Arriva bus number 493 was being well used and that the numbers had risen; they also confirmed that Paul Flanagan from Arriva was leaving his post.

**RESOLVED:**

**To note the updates.**

**30 COMMUNITY DEVELOPMENT PLAN**

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

The Board were pleased to note that the Little Teapot Tearoom, situated inside the newly refurbished Old Girls School, had opened on 1<sup>st</sup> September and was open five days a week from Wednesday through to Sunday.

The Development Officer informed the Board that the Outdoor Gym Club was going from strength to strength with new people attending each session.

The Board noted that following the Community Development Plan refresh Forum on the 23<sup>rd</sup> October, the Development Plan would change as some of the projects were due to finish and therefore would be removed.

The Board were asked to encourage their respective local Parish Council members to attend the event.

**RESOLVED:**

- i. To note the Community Development Plan update.**
- ii. To encourage the attendance of their local Parish Councillors at the Community Development Plan refresh Forum on the 23 October 2018.**

**31 UPDATES ON PREVIOUS GRANTS AND PROJECTS**

The Partnership Board considered the following impact report that had been submitted and was included in the agenda:

- Positive Youth CIC

The Development Officer explained that updates on previous grants and projects was useful in providing feedback on funding applications approved and that the information was used to populate the Annual Report.

**RESOLVED:**

**To note the impact report.**

**32 NEXT MEETINGS**

The Partnership Board confirmed the date of the next Forum as Tuesday 23 October 2018, 6.30 pm at The Old Girls School, Sherburn in Elmet. It was

noted that the Forum would be centred on updating the Community Development Plan.

The Chair stated that he would like an interactive workshop with a Cabaret style room layout with a member of the Partnership Board sat at each table

The Board confirmed the next Partnership Board meeting as Tuesday 22 January 2019, 6.30 pm – Funding Sub-Committee and 7.00 pm – Partnership Board.

**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 contact the Old Girls School, Sherburn to confirm the room set-up for the next Forum on 23 October 2018.**
- iii. To ask the Democratic Services Officer to produce name badges for each Board member for the Forum on the 23 October 2018.**

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The meeting closed at 8.36 pm.

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