



**Tadcaster & Villages**  
Community Engagement Forum

## Tadcaster CEF Partnership Board

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# Minutes

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| Venue:            | Meeting Room - The Ark                                                                                                                                                    |
| Date:             | Monday, 27 January 2020                                                                                                                                                   |
| Time:             | 7.00 pm                                                                                                                                                                   |
| Present:          | <u>District and County Councillors</u><br>Councillors R Sweeting (Chair), K Ellis, D Mackay<br><br><u>Co-opted Members</u><br>Avis Thomas, Steve Cobb and Elizabeth Dixon |
| Officers present: | Chris Hailey Norris, Development Officer – Selby District AVS and Victoria Foreman, Democratic Services Officer – Selby District Council                                  |
| Others present:   | John Fielden, funding applicant – Tadcaster and Villages U3A, Nick Atherton, funding applicant – Project: Wild C.I.C. David Gluck, Tadcaster Today                        |
| Public:           | 0                                                                                                                                                                         |

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### **45 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor A Lee, T Phillips and Z Devine.

### **46 DISCLOSURES OF INTEREST**

S Cobb declared a non-pecuniary interest in agenda item 6.1 – funding application from Tadcaster and Villages U3A for IT Equipment, as he was a member of the U3A.

A Thomas declared a non-pecuniary interest as she was a member of the Tadcaster and Rural CIC, about which an update had been provided at the meeting.

## **47 MINUTES**

The Partnership Board considered the minutes of the meetings held on 9 September and 11 November 2019.

### **RESOLVED:**

**To confirm as correct records the minutes of the Partnership Board meetings held on 9 September and 11 November 2019.**

## **48 CHAIRS REMARKS**

The Chair was pleased to note that the meeting was quorate.

## **49 BOARD MEMBER VACANCIES - CO-OPTED MEMBERS**

The Board noted the two current co-opted vacancies on the Board and asked that the matter be brought back to the next meeting for consideration.

### **RESOLVED:**

**To ask Officers to bring the matter back to the next Board meeting for consideration.**

## **50 FUNDING APPLICATIONS**

The Board noted the funding framework. The Chair indicated that presentations from applicants would be heard first, and the Board would then discuss the applications at the end of the meeting. The applicants would be advised if their applications for funding had been successful in the following days by Democratic Services.

The Board heard presentations from Tadcaster and Villages U3A and Project: Wild CIC and asked a number of questions.

## **51 BUDGET UPDATE**

The Board noted the budget update, which confirmed a balance of £31,485.10.

### **RESOLVED:**

**To note the budget update.**

## **52 UPDATE ON PREVIOUS GRANTS AND PROJECTS**

The Board received an update from Appleton Roebuck Tennis Club about the outcomes of the project to rejuvenate Court 3, for which they received funding in September 2019 of £1,000.

The Board had also received an update on Tadcaster Today magazine, the

information for which had been circulated as a supplementary to the main agenda. The Board agreed to discuss this at the end of the meeting as a separate item.

**RESOLVED:**

**To note the update from Appleton Roebuck Tennis Club.**

**53 COMMUNICATIONS**

The Board noted that the CEF films had been completed and were available to view on the Council's website. They could now be circulated more widely and actively promoted; the Development Officer would email them out to the Board.

The CEF plaques were also being distributed and presented, most recently to the Church Fenton Community Hub.

**RESOLVED:**

**To ask the Development Officer to email links to the CEF videos to the Partnership Board.**

**54 COMMUNITY DEVELOPMENT PLAN**

The Development Officer was pleased that the last forum, which had been themed around the refresh of the CEF's Community Development Plan (CDP), was well attended and a number of ideas had been discussed.

The Board agreed that more surveys needed to be completed and agreed to take paper copies with them to give out. More responses and ideas would mean more information to use in formulating the CEF's new priorities.

A link to the online questionnaire would be put on the Tadcaster and Villages CEF pages and would be emailed out to the Board directly.

Once more responses had been received, the priorities would be identified and the CDP produced as a folding leaflet for circulation in the local area.

Previous grant recipients such as the Disability Action Group, Church Fenton Community Hub and the U3A had also been promoting the questionnaire.

**RESOLVED:**

- i. To ask Board Members to encourage the completion of the CDP refresh questionnaires.**
- ii. To ask the Democratic Services Officer to publish a link to the online questionnaire on the CEF's webpages.**
- iii. To ask the Development Officer to email the link to the questionnaire out to the Board.**

## **55 FEEDBACK FROM RECENT FORUMS**

The last forum had been on 18 November 2019 at Riley Smith Hall; the theme had been the refresh of the Tadcaster and Villages CEF Community Development Plan. The Development Officer again emphasised the importance of the completion of more CDP surveys.

## **56 FUTURE MEETINGS**

The next Forum meeting was on 9 March 2020 at Riley Smith Hall. The Board discussed this further and decided that the meeting should be moved to Monday 27 April 2020 at Riley Smith Hall. The theme would be energy and energy saving; the Yorkshire Energy Doctor would be invited to attend and provide an interactive session for attendees.

Once the changed date had been confirmed with Riley Smith Hall, publicity materials would be produced by the Development Officer as usual.

### **RESOLVED:**

- i. To ask the Democratic Services Officer to change the date of the next forum meeting to Monday 27 April 2020 from 6.30pm at Riley Smith Hall, Tadcaster.**
- ii. To ask the Development Officer to promote the meeting and produce publicity materials once the revised date had been confirmed.**

## **57 TADCASTER TODAY**

An update on Tadcaster Today magazine had been received and appended to the agenda as a supplemental/late item. The update set out how many issues of the magazine had been produced since the CEF had agreed in 2019 to fund four issues; the fourth issue was due out in March 2020. The update also set out the income and expenditure for the magazine, as well as challenges faced in changes to the magazine to a more 'tabloid' format, use of an online print company and ongoing issues with delivery in some areas.

The update finished with a request for the CEF Board to consider if it wished to agree, in principle, to continue funding Tadcaster Today in 2020-21 subject to a full review at its next meeting.

The Board discussed the update. Some felt that Tadcaster Today was an important publication that reached every household in the CEF area, and that the CEF should continue to contribute towards its funding.

It was suggested that the production of the magazine should be used to tie in with the CEF's CDP and its schedule of meetings; however, the production of the magazine was often not in line with the CEF's calendar of meetings and subsequent publicity around them.

It was noted that with the funding for marketing (such as flyers/posters for upcoming forum meetings) and its contribution towards Tadcaster Today, the Board was already spending over a quarter of its budget on communications.

Some Board Members felt that Tadcaster Today should explore using advertising to fund more of its production costs itself. The Board suggested that before a decision was taken on funding Tadcaster Today for another year, that the Democratic Services Officer revisit what had been agreed when the funding for Tadcaster Today was last considered by the Board in June 2019.

**RESOLVED:**

**To ask the Democratic Services Officer revisit what had been agreed when the funding for Tadcaster Today was last considered by the Board in June 2019.**

**58 TADCASTER AND VILLAGES U3A, 'IT EQUIPMENT', £926.00**

The Board considered the application for £926.00 for the purchase of IT equipment from Tadcaster and Villages U3A.

The Board considered the application met the requirements of the funding framework, and were supportive of the activities and inclusion that the U3A provided for older people in the community. They were pleased to note that membership had been growing steadily and was expected to continue to do so.

The Board agreed that the funding for the purchase of IT equipment of £926.00 should be awarded to the group.

**RESOLVED:**

**To recommend that funding of £926.00 for Tadcaster and Villages U3A be awarded for the purchase of IT equipment.**

**59 TO NOTE: APPLETON ROEBUCK PRE-SCHOOL GROUP, 'OUTDOOR HEALTH AND SAFETY EQUIPMENT', £446.00**

The Board noted the application from Appleton Roebuck Pre-School Group for £446.00, which had been considered and agreed under urgency procedures.

**RESOLVED:**

**To note the application.**

**60 PROJECT: WILD CIC, 'SCHOOLS GO WILD', £4,000**

The Board considered the application for £4,000 for the 'Schools Go Wild' project by Project: Wild CIC. The application had been circulated as a supplementary to the main agenda.

The Board considered the application met the requirements of the funding

framework, and were supportive of the proposed project which would provide useful education on the natural world to hundreds of schoolchildren in the Tadcaster and Villages CEF area.

The Board agreed that the full funding for the 'Schools Go Wild' project of £4,000 should be awarded to Project: Wild CIC.

**RESOLVED:**

**To recommend that funding of £4,000 for Project: Wild CIC be awarded for the 'Schools Go Wild' project.**

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The meeting closed at 7.45 pm.