

COUNCIL OF THE BOROUGH OF HARROGATE DEPARTMENT OF DEVELOPMENT SERVICES		DISTRIBUTION Yore Vision Management Grp + IS, VH, NA, GP, RD, PC.
SUBJECT: YORE VISION MANAGEMENT GROUP MEETING NO. 12 1st FEBRUARY 2007 BOROUGHBRIDGE COMMUNITY OFFICE	DATE: 5/03/07 REF: RD	

PRESENT:

Keith Ramsay (KR) Chair
 Keith Boardall (KB)
 John Brookes (JB)
 Elaine Dixon (ED)
 Ian Hick (IH)
 Andrew Lawson-Tancred (ALT)
 Barry McCallum (BM)
 Keith Scott (KS)

OTHER ATTENDEES:

Rebecca Dacre (RD)
 Lee Corner (LC)

ACTION:**1. INTRODUCTION AND APOLOGIES**

Genevieve Parker (GP), Ian Stewart (IS), Jane Barber (JBa)

Members had been made aware of LC's recent decision to resign from the MBED programme and therefore as facilitator of the Boroughbridge town team. The Chair opened the meeting by formally thanking Lee on behalf of Yore Vision for all of her support and for helping the group access the assistance of experts to help move projects along during the past 12-18 months. It was noted that Valerie Holland (VH) will succeed LC as the MBED facilitator for Yore Vision – VH is due to attend the 29th March meeting.

2. MINUTES OF MEETING HELD ON 7TH DECEMBER AND MATTERS ARISING

The minutes of the meeting held on 7/12/2006 were accepted as a true record.

- a. Back Lane car park – nothing to report.
All other matters arising covered elsewhere in the agenda.

3. PROJECTS UPDATES

RD circulated updated Gant charts for the key projects – it was noted that these will be updated regularly, with the most recent available to view on the password protected webpages.

RD

Group 1 – Masterplanning: Riverside Area

KB reported on a meeting he had attended with GP and Tracey Rathmell of HBC Planning who had advised that Planners are currently minded to recommend that the Boddy's site be allocated for housing with a target of 50% being "affordable" (subject to some negotiation). RD reported that GP and Nigel Avison (NA) had now held subsequent discussions with the Planners. NA had expressed concern over potential net loss of employment land if Boddy's relocate to a site already in employment use or allocated for such use. This could be particularly problematic given that consultants working for the Council had recommended that there should be provision made for additional employment land in Boroughbridge.

In addition, GP and NA had now been made aware that the consultation on the



draft of the Core Strategy for the new Local Development Framework (LDF) has been delayed to allow revised housing targets in the Regional Spatial Strategy to be incorporated and for the proposed distribution of new housing to be informed by an updated housing needs analysis for the district. This process will not be completed until at least June 2007. This analysis could well change the housing target set for the District and will determine the number of houses allocated for each town along with employment land allocations.

Therefore, whilst the planners are very supportive of the development of a masterplan they have advised that it will be difficult to progress this without knowing the above details and therefore difficult to negotiate a way forward with the land owner/developer. It was also noted that Yorkshire Forward are unlikely to give support to a project that is not in line with the LDF.

KB and KR expressed concern about the implications of delaying the masterplanning exercise as they felt that a delay could result in the opportunity to influence the development of this area being lost, particularly in light of a pending planning application for employment/industrial use from Boddy's. It was agreed that a letter from Yore Vision to formally express these concerns be sent to NA (cc. to Ian Stewart).

KR

Group 2 – CORE/Advanced Power Site

ED reminded members that Skills Strategy Research (SSR) had been appointed in November to carry out a feasibility study looking at what CoRE could be, the demand, existing provision, operational delivery, etc. The study is focussing on vocational skills, enterprise skills and business start-ups looking at both the 14-19 age group and adult provision. Telephone surveys on learning needs with a sample of schools and employers are now underway. Although the study is focussing on Boroughbridge and Thirsk (both of which identified the need for development of vocational skills in their RMT Delivery Plans) it is also including towns across the region that could use a facility of this nature. ED and RD are due to attend an interim Project Team meeting on 21st February. The final SSR report is expected to be complete by the end of March. KR noted that he had been interviewed by Neil Campbell from SSR for this study.

Group 3 – Arts/Business Forum & Riverside Project

RD reported that a draft brief for a 'light-touch' feasibility into the Aldborough Forum has now been completed in discussion with ALT. The draft brief has now been circulated for comments to Yorkshire Forward, English Heritage, NYCC Arts Officer, HBC Leisure, Museums and Arts as well as members of the Yore Vision management team and any new members that expressed a particular interest in this project on their membership form. A justification statement to request £10k support from Yorkshire Forward to carry out this feasibility has been submitted. It is hoped that the study will begin by the end of March 2007.

RD noted that IS had expressed some concern about the suitability of ALT being included as a member of the Project Team due to potential conflict of interest – IS was unsure whether it was appropriate for a landowner to be part of a team to steer a consultant towards an objective feasibility study re the viability of a project on his own land that may bring personal benefit. However, after discussion at the meeting, Yore Vision Management Committee agreed that ALT was the obvious Yore Vision representative for this project and it therefore seemed non-sensical to remove ALT's place from the Project Team - he has a lot of background information about the initial concept and has carried out some initial tentative research and so would surely be a very valuable member of the Project Team.



ALT is clear that the study should in no way attempt to justify the proposal, rather it must give clear instruction of the likely viability of one or more options and determine whether or not this is an idea worth progressing further. Despite this, it was agreed that in order to fully satisfy all parties that there is absolutely no risk of conflict of interests, another member of Yore Vision should also have a place on the Project Team. A second representative is therefore to be agreed.

all to note

KS provided an update on the **Riverside Walks** project. Students from Boroughbridge High School undertaking the BTEC in Countryside Management and the Duke of Edinburgh Award have been providing assistance to address blockages along the route. Discussions are taking place with NYCC with regard to an area in Aldborough that requires clearing – the owner of this site is unknown and NYCC have cleared the route before. A computerised map has been prepared by Tom Walker. Unfortunately the request for funding through the YF Expert Pool for the Bridge at Westwick Lock was unsuccessful. Discussions are now being held with NYCC who have prepared costings in the past and are looking into the possibility of carrying out future work.

Group 4 – Town Centre Improvements

- a. St James Square: Phase 1 - £7k LABGI funds have now been secured in addition to the contributions from Yore Vision, Bb Town Council, and Bb Chamber of Trade. IH reported that the lights for the trees have been ordered and that the Town Council are due to make a final decision at their next meeting with regard to seats, litter bins, planters, signs and display cases (taking into account the responses from the consultation before Christmas). RD reminded the group that the Rural Target Fund £10k contribution must be spent and claimed before the end of March 2007. IH reported that the issue of maintenance of the planters has yet to be resolved – it was suggested that local shops may be willing to contribute towards this (e.g. the Butcher, The Dining Room?)
- b. St James Square: Phase 2 - At the December meeting it was discussed that in order to justify any request for financial assistance from Yorkshire Forward, phase 2 of St James Sq (i.e. more comprehensive redesign of the area which could include reassessing car parking, relaying cobbles etc) must be packaged with other town centre improvements to create a wider project that offers tier 3 outputs. Potential elements of this scheme could include investigation into Business Improvement Grants, Welcome Host / Customer Service Courses, on the job training / skills. This could also have links with a similar project in Knaresborough.

GP had prepared an initial project proposal in consultation with KR and IH and submitted this to Yorkshire Forward. IS has now requested further information in terms of the identified need and strategic fit, mapping of the areas affected, reasoned, estimated costs for this and the implementation phase, indications of partners and their views. IH attended an initial meeting on 30th January with Tony Robinson, HBC Conservation Officer. GP was unable to attend due to illness. The focus of the discussion at the meeting was on the public realm and further investigation into elements that could produce tier 3 outputs is now required. Another meeting to be arranged.

GP

IH reported difficulty re securing the draft lease for St James Square and the Town Council are now chasing up owners with regard to this. Feedback is also still awaited from NYCC with regard to chevron parking etc.

IH

Group 5 – Youth Facility

KR reported that a meeting of the Youth Sub-group was held on 29th January - the



meeting was well attended and included representatives from the Chamber of Trade, NYBEP, Connexions, and NYCC Youth.

With regard to the Water Rats site, the group have identified a good practice example in Bentham where the ownership of a community building was transferred to a Charitable Trust. KR has now written to Boroughbridge Town Council to explain this concept, determine whether they would be interested in pursuing this course of action and asking for their agreement in principal.

The Digital & Creative media project is continuing to be progressed with possible links with the mobile cinema project. A potential bid from the young people to the NY Opportunity Fund is being discussed.

ED noted that NYCC has significant funds available to be spent on youth provision and especially on places to go and things to do. These funds are to be used to give more choice and influence to young people and NYCC is developing ways for young people to control how the funds are set up and decide how this money should be spent. More info is available on the NYCC website.

Group 6 – Marketing

BM circulated the completed leaflet. All members were pleased with the finished product and thanks was extended to all who had been involved in its production. 5000 copies have been printed and these will be stored at the Community Office. BM reported that the leaflet was due to be distributed through the local newspapers during the week commencing 5th February. Leaflets will also to be sent to all included on the 'VIP list'. Members were reminded that any additional contacts for this should be forwarded to PC. ED offered for the school to send the leaflet out with the next school newsletter and it was agreed that BM would ensure that copies of the leaflet be delivered to the school.

BM
PC

BM/ED

BM posed a question about the future strategy for Yore Vision marketing and suggested two alternative ways to take this forward:

1. for 'marketing' to become a fully fledged project in its own right and for this group to cover publicity for all projects etc. It was noted that some groups work on the premise that a fixed percentage of all project costs be allocated to marketing (possible guideline 10%), or
2. marketing be carried out for each individual project by the relevant project group.

It was agreed that there could be a role for a marketing sub-group and it would be good to maintain a consistent theme, though funding would be an issue. Agreed that future marketing would be included on the agenda for the next meeting.

PC

4. FINANCIAL REPORT AND PROPOSALS

It was noted that the £3k facilitation fund that had been allocated to Yore Vision from Yorkshire Forward at the start of the financial year must be spent and claimed by the end of March 2007. There was some confusion as members did not recall being made aware that this fund was time limited. However RD confirmed that the Delivery Team had now received confirmation from YF that they cannot award money with no specific annual allocation/profile and that it must therefore be spent by the end of March. This is supported in the minutes from the meetings held in February and March 2006.

Following discussions it was agreed that the £3k be nominally allocated to the following items:

Leaflets - £615 – as committed by BM



Display boards - £470 – BM to action (will also need to consider storage)	BM
Stationery (various) - £300 – BM to action (noted that KB offered to laminate membership cards)	BM
Banner (including graphics) and sign boards - £215 – BM to action	BM
Website (domain name, design, development and marketing) - £1000 – JBa to action and inform BM of domain name for inclusion on stationery a.s.a.p.	JBa
'Away Day' contribution - £400 – KR to investigate (needs to be an element of this that would not otherwise be funded through MBED).	KR

BM and JBa to report back to KR and IH (delegated to agree final spend allocation). Any additional ideas also to be sent to KR and IH.

5. WEBSITE AND COMMUNICATIONS

Delayed full discussion until next meeting as JBa not present.

6. MEMBERSHIP

KR reported that a total of 37 completed membership forms have been received. A letter will be sent to all members offering details of how they can be involved and include contact details for the project group leaders.

PC/KR

7. AWAY DAY

KR reminded members that the proposed 'Yore Vision Away Day' will be taking place on 21st April. The aim will be to look at what Yore Vision have achieved in the first year and consider the future of the group. New members will also be invited. KR/RD to discuss this with VH.

KR/RD

8. UPDATES

a) An Expression of Interest to the **2007/08 RMT Rural Target Fund** for a Boroughbridge and District Interpretation and Signage project has now been approved. This could potentially involve close working with a range of partners: different parish councils, voluntary groups and individuals across the wider Boroughbridge area and is therefore not only an opportunity to enhance the area for local people and visitors, but to help foster more sustainable and stronger partnership working within Boroughbridge and the Lower Ure Valley. RD, KS and IH to work on the full application and to submit this by the deadline of 28th February. KR suggested that the Heritage Lottery Fund would be worth exploring as a potential source of match funding.

RD/KS/IH

b) KS reported that the **Mobile Cinema Project** is now up and running and that users have been very pleased with the picture and sound quality. The cost of hiring the equipment is yet to be agreed, though will be a minimal cost. It was agreed that PC and KS would progress publicity with Lynne Mee with the aim of getting an article published in the Ripon Gazette and Knaresborough Post. It was also suggested that a leaflet would be useful to explain what the equipment can be used for etc.

PC/KS

KS outlined insurance options and it was subsequently agreed that Yore Vision pay a premium on Great Ouseburn's existing insurance to cover this. The cost of this is £26.46 until June 2007. It was noted that a hire form needs to be prepared to include disclaimers to ensure that YV are not liable – KS to action.

KS

c) RD made members aware of a proposal put forward by North Yorkshire Cultural Events for **Market Towns Week 2007** which was to involve market towns across the region 'buying in' a day of activities to link with the Green Space Festival in Knaresborough. It was however agreed that Yore Vision were unable to raise the



£10k necessary to secure participation of the town, though was noted that there may be some interest in pursuing smaller scale activities with a possible link to the Aldborough Festival.

d) The **Meet the Funder** event is taking place at King James School in Knaresborough on 13th February 2007. A space for a small promotional display will be available for Yore Vision – BM to take leaflets and RD to prepare A3 sized laminated logos.

BM/RD

e) KR reported that Richard Wilson has recently resigned as Chair of the **Aldborough Gate** project – a replacement has not yet been appointed. IH confirmed that the Town Council have now purchased the land.

f) KR thanked ALT for attending the **SRIP Steering Group** meeting. Members were reminded that the Project Status Reports prepared for these meetings, covering the key projects in Boroughbridge, Knaresborough, Pateley Bridge and Ripon, will be available to view of the password protected webpages.

RD

g) RD informed members that she has recently joined the **Yorkshire and Humber Market Towns Network** to represent Boroughbridge and Knaresborough. The aim of the network is to aid communication with and between the regions towns - it includes town, subregional and regional representatives. The YHMTN Business Plan and Work Plan will be made available on the password protected webpages.

RD

9. ANY OTHER BUSINESS

a) Keith Boardall regretfully reported his decision to resign from the Yore Vision Management Committee due to anticipated conflicts of interest with some of the ongoing projects. KR thanked KB on behalf of the Management Committee for all of his work and dedication to Yore Vision.

b) The **Annual General Meeting** will take place on 10th May. The AGM to be included as an agenda item for the next Yore Vision meeting.

PC

c) It was agreed that HBC would renew their **Partner Membership of Action for Market Towns** – Yore Vision is included as one of the four named towns. It was noted that Yore Vision may consider taking full membership at some time in the future should full member benefits be later considered worth the additional cost.

RD

d) RD informed the group that a Harrogate District **Community Sports Network** has recently been established. This is a network of local deliverers from a range of organisations, all with a contribution to make towards improving the delivery of sport, physical activity and active recreation. The network will improve communication and resource sharing between partners with the overall aim of catering for the specific needs of the community. A separate hub will be created to look specifically at the needs in Boroughbridge. PC will attend the first meetings and update the group at the next Yore Vision meeting.

PC

9. DATES OF FUTURE MEETINGS

29th March, 31st May, 26th July, 27th September, 29th November