



**Addingham Civic Society**  
**Minutes of the Meeting of the Trustees**  
**Tuesday 18<sup>th</sup> February at 7.15 p.m.**  
**Mount Hermon**



**1. Chairman's Welcome and Apologies**

**Present:** Gill Battarbee (Chair). Richard Walton. Malcolm Keeble. Jayne Hood. Chris Ensor. Ian Cameron. Pat Weatherill. Gary Copping. Roger Seddon. Margaret Keating. Seamus Bloomer. Jane Welby (minutes).

**Apologies:** Stephen Noblett

**2. Declarations of Interest - None**

**3. Minutes of the Trustees' Meeting held 21<sup>st</sup> January 2025 and Matters Arising**

The minutes were proposed as a true record by Roger Seddon and seconded by Margaret Keating. All in favour.

**Matters arising not on the agenda**

**5 iv. AEG to complete their section of the YHACS questionnaire and Gill to finalise the remainder of the questionnaire and bid including the reference to our reserve fund. – Completed**

**12 iv. Gill to include Civic Pride Awards in the next newsletter and a date for nominations. - Completed**

**14 iv. Gill to advertise the film club in the next newsletter. – Completed**

**4. Correspondence**

Agenda items

**5. Membership Subscriptions**

- I. 378 Members + 10 Honorary Members. Two new memberships and a total of 271 households.

**6. Finance**

- I. January Finance report – AEG expenditure relates to payment for trees but reimbursement of this figure has been paid and will be reflected in February accounts.
- II. Design of spreadsheet – Suggestion from the Officers meeting and agreed that
  - a) income and expenditure for fairs, trips and parties should be explicit but that a further breakdown would complicate the spreadsheet when this information can be gained from other sources e.g. breakdown of card sales.
  - b) Balances are not currently shown by ACS sub group balances but this information would be useful for review at the end of the financial year.
  - c) When the current account balance is high, money should be transferred to the building society until needed e.g. £500 from BCC
- III. Gift Aid has been claimed and should be approximately £900. Seamus is now registered with HMRC Charities.
- IV. Earmarking of funds in the savings account generally to come under the following headings:
  - a) Contingency of £3000 agreed at January meeting
  - b) Amount for projects
  - c) Amount for community grants
  - d) Photo Archive savings fund

Decisions about the transfer of funds to the building society will be determined when the end of year accounts are reviewed.

- V. Skipton Building Society – Following the resignation of two trustees the Board approved the removal of Michael Williams and James Robinson as signatories and the addition of Treasurer James Bloomer and Vice Chairman Roger Seddon as signatories with the SBS. GB to provide

letter of confirmation for SBS. At a change of signatories the account is closed and a new account opened with the replacement signatures. Previously ACS signatories could act severally, but trustees agreed that going forward there should be a requirement for two signatures for transactions. Gary questioned whether another Building Society may provide a higher interest rate and online banking facility but it was thought that the interest rate would be negligible and not sufficient to warrant the work involved in moving the account at this time.

## 7. Book Sales

- I. £42 of sales reflected in the January finance report of which £10 was for sales of Heritage group cards. Chris agreed to inform the heritage group of specific sales of their cards.
- II. Out of print books:
  - a) Glimpses of the Past – this is on the Heritage group work programme for consideration
  - b) Woolcombers, Worsted and Watermills – available from Amazon at the current time
  - c) Addingham – a view from the moorside – Don has scanned a copy for pcloud but it will need to be reformatted, for example, as single pages and consideration given to the margin widths.
  - d) Richard has completed the first draft of a book on the railways for publication subject to proof reading and copyright.

### Action

7.iic Ian to discuss reprinting of publications

## 8. Planning

- I. Malcolm reported that the Bradford Council Planning office is understaffed which creates a backlog. For example our request to the Enforcement team regarding the demolition of a cottage chimney on Main Street, has been acknowledged but not yet actioned.
- II. Green space opposite Townhead Mill has been fenced under permitted development. This is designated “Village Green Space” in the Neighbourhood Plan. Rick Battarbee and Jan Hindle are monitoring developments in respect of environmental planning.
- III. Next date for meeting with Bradford Planning is Tuesday 11<sup>th</sup> March at 2pm and is being held at Ilkley Town Hall
- IV. Richard attended a Zero Carbon meeting which was also attended by member CB who discussed the potential building site behind the Lord Addingham.

## 9. Heritage Group Update

- I. Beeboles – The Heritage group have been assisting the owner in gaining assurances about the protection of the beeboles. They are protected by the listed status of the property and Historic England were approached for additional support. However, Historic England concluded that the beeboles are better protected by the Bradford use of “within the curtilage” and that if an application was made to Historic England and failed, it may weaken the case for protection under Bradford Council. This has been discussed with the owner of the property who is satisfied with the current arrangement.
- II. West Yorkshire’s Mayor, Tracy Brabin has commissioned a Heritage network to create a training programme. Ian attended and suggested that the consideration should be given to how to assess impact, how to promote publications among other heritage groups and how to get families engaged. Subsequently, the heritage group have decided that the training is more relevant for large organisations and there have decided not to take part at the current time.
- III. The Yorkshire Heritage Summit 2025 will be held at Skipton Town Hall on Tuesday 13<sup>th</sup> May and a table has been booked.
- IV. A resident of Low Mill has expressed an interest in the Blue Plaques and the Clarke Foley history. Chris Cobley has also been looking into the Clarke Foley Family and they will be liaising on this.
- V. A Heritage Walk as part of the BCC is currently being planned.
- VI. Plans are being made for VE and possible VJ exhibitions.

## 10. Environment Group Update

- I. AEG Volunteers completed a Citizen Science project on the village becks and will be comparing the results to those of 5 years ago.
- II. Tree planting is to start in March to support a moorside resident. The resident received a grant from White Rose Forest and it is thought this includes some funding for the volunteering.
- III. Zero Carbon, Wildlife Friendly and the Sustainable Water groups are contributing to the primary school science week. They are also preparing for the CAA themed weeks.

## 11. Policies

- I. Risk Policy – Gill presented the updated version of the risk policy and a risk register review will be on all Trustees and Officers agendas. Minor word changes were made and the policy was approved.
- II. Safeguarding policy – Gill noted that the vulnerable children section needed revision. The safeguarding of children section has been revised and additional guidance included. Subject to minor changes in wording, the policy was approved.

### Action

i Risk Policy - A small group will be formed to determine a starting point in the identification of potential risks.

## 12. Trustees Terms of Office

- I. Jayne Hood and Gary Copping's tenures are due for review this year and there will be seven in 2026.

## 13. Programme

- I. Speaker Meeting 27<sup>th</sup> Feb – Mailchimp remind members of date change due to the panto.
- II. Speaker Meetings 2025 – 2026 – potential for joint meetings with other village groups
- III. Spring Fair 5<sup>th</sup> April – Kathy Gilbert leading the organisation and has proposed meeting dates which Gill will forward.
- IV. Summer Outing / Members' Social TBA – Suggested dates 9<sup>th</sup> or 11<sup>th</sup> July to avoid clashes with the AA & GA outing. Suggestions put forward with visits to either Lytham St Annes or Kendal being considered.
- V. Summer Party 15<sup>th</sup> Aug – Memorial Hall is booked. Suggestions for new format requested but Richard will provisionally discuss dates with bands.
- VI. Village Quiz 6<sup>th</sup> Sept – Mark Gregory is organising a village quiz.
- VII. New Members' Meeting Sept TBA – Richard requested that this should be earlier than previous years to ensure that the cricket club requires less preparation. Provisional date of 22<sup>nd</sup> September.
- VIII. October Speaker Meeting – Auction of Promises – Jayne set out the potential work involved with this event. She will arrange a planning meeting in May to begin preparations.

### Action

i Gary to send out a mailchimp

iii Gill to forward potential meeting dates

iv Gill to contact Lytham St Anne's civic society regarding a potential visit

v Richard to liaise with bands

vii Richard to provisionally book the cricket club for new members meeting if needed.

viii Jayne to arrange a meeting date in May

## 14. Projects

- I. Maintenance – ongoing
- II. Church Orchard Diaries – A letter has been sent to the solicitor dealing with the estate of Derek Law regarding the bequest of the diaries to the ACS.
- III. Low Mill View Point – Quote awaited
- IV. BCC – Jane Farnell followed up a lead with the ward officer for Keighley who is offering support for the village.

**15. Chairman's Items & AOB**

- I. Village Newsletter – should be ready for distribution in the second half of March
- II. Co-op – This is on the Parish Council Meeting agenda. The Co-op is waiting for the landlord to decide what is to be done dependent on the insurers. Three ACS members have offered to help with shopping for residents and their names have been forwarded to Totally Addingham who are coordinating.
- III. Richard advised that the Addingham Garden Friends have not received a response to their request for a grant sent in November. This was not received and they have been referred to the website and advised to resend to the treasurer's email address.

Action

i Seamus to follow up

**16. The meeting closed at 9.40 pm**

**The date of the next meeting: Tuesday 18<sup>th</sup> March at 7.15PM. Mount Hermon**