



Addingham Civic Society
Minutes of the Meeting of the Trustees
Tuesday 18th March at 7.15 p.m.
Mount Hermon



1. Chairman's Welcome and Apologies

Present: Gill Battarbee (Chair), Roger Seddon, Ian Cameron, Gary Copping, Margaret Keating, Malcolm Keeble, Richard Walton, Pat Weatherill, Jane Welby (minutes)

Apologies: Jayne Hood, Chris Ensor, Stephen Noblett, Seamus Bloomer

2. Declarations of Interest - None

3. Minutes of the Trustees' Meeting of Tuesday 18th February 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

7.iic Ian to discuss reprinting of publication – Moorside book is stored on pcloud but as jpeg's making it difficult to arrange to reprint as a professional looking document. Gary contacted the original printers. They have changed their printing format and are contacting the company that produced the original typeset. If they are able to reprint the book, they can print on demand.

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

13.i Gary to send out a mailchimp (speaker meeting Feb) Completed

13.iii Gill to forward potential meeting dates (Spring fair planning) Completed

13.iv Gill to contact Lytham St Anne's civic society regarding a potential visit Email sent, response awaited.

13.v Richard to liaise with bands Agenda item

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

Provisionally booked

13.viii Jayne to arrange a meeting date in May Ongoing

15.i Seamus to follow up (Addingham Garden Friends grant) Completed. Award received with thanks.

4. Correspondence

- I. Gill received an email from Margaret Hicks-Clarke (Chair of YHAC's) requesting that the ACS host the Summer or Autumn meeting. This entails arranging a morning walk, couple of speakers and refreshments for the afternoon session. All agreed that it would be an opportunity to promote Bradford City of Culture. The Heritage group and AEG are already planning walks for the BCC and could use these routes.

Action

Gill to confirm with YHAC's the July date.

5. Finance

- I. Income and expenditure figures were explained and noted that the £2484.78 income was the outstanding money owed from a grant from the Yorkshire dales Millenium Trust to the AEG and covers previous expenditure. Margaret noted that due to the fees associated with PayPal payments for subscriptions the membership income will not tally with the bank records. Margaret queried the surplus deficit total as it appears to reflect the prior month, Gill will seek clarification from Mike Enever and therefore the finance report was not approved at this meeting.
- II. CAA Finances - The PC and ACS are committed to £500 contribution. The PC are happy to hold the budget as they are able to reclaim VAT. The following arrangement will be presented to the Parish Council for ratification at their March meeting. From the financial year commencing April 2025,

any money left over will be topped up to sums of £500 each. Also moving forward any invoices relating to, for example printing for the CAA, will be sent to the PC. Clarification needed regarding prior notice being given of expenditure to the PC.

- III. SBS – Gill provided the SBS with all the paperwork and documents originally requested for change of account holders but they now require original ID documents. Gill will present this as requested. Gill also proposed a plan for transferring money to the savings account to cover contingency, BCC, Community awards, Photo archive contract and projects e.g. Low Mill Seating. All in favour of Gill transferring an amount from the current to savings account.
- IV. Ian Drysdale has kindly agreed to audit the end of year accounts this year and Gill has checked the Charity Commission guidance re change of category when income exceeds £25,000 and will discuss this with Ian.
- V. A Community Award of £500 has been paid in full to the Garden Friends which they received with thanks.

Actions

Si Gill to question the perceived discrepancies with the finance report to gain clarification of how the accounting software presents the figures

Sii Gill to speak to Sallie about the potential need to advise the PC of expenditure before they receive invoices for CAA

Siii Gill to provide SBS with relevant documentation and to transfer money from the current account to the savings account.

Siv Gill to discuss the Charity Commission guidance with Ian Drysdale.

6. Membership Update

Two new members, bringing paid membership to 380 plus 10 honorary.

7. Book Sales

- I. Chris has ordered 30 packs of Heritage cards for the Spring Fair.

8. Planning

- I. Marchup Heights – their 2nd application for new stabling was granted but a drainage plan must be submitted before work can start. Rick is liaising with them re the proposed new pond.
Hart Rhydding Lane – application for a single storey flat roof extension. Suggestion that solar panels should be considered with this although Richard pointed out that they have just installed a number of panels.
101 Main Street – application for solar panels on a listed building. The proposal is for the back of the building and should not affect the tiles adversely. Circulated for comment.
- II. Meeting with Bradford Planners attended by Gill and Chris Copley
Rights of way map is out of date and definitive mapping is now in progress. Jonathan has agreed to look at Addingham rights of way and advise.
Wharfedale Greenway – Chris Copley is involved in this and was advised that to alter a footpath to a bridleway could take a minimum of two months.
The local housing plan should be available late summer/autumn. 181 new builds proposed for Addingham but any new builds from 2021 can be taken from that number.
New building plots since the last consultation for Addingham have not been specified. Gill has contacted Simon Tennant (Chair of PC) as a reminder that the neighbourhood plan is due for review.
Planning department are recruiting new staff.
- III. Golden Butts recycling – Money allocated to Bradford Council specifies terms that prevent the council selling off its community and heritage assets. This has been interpreted by the council to mean an asset has to be of both community and heritage value to prevent its sale. Gill has contacted the planners and MP in respect of this.

9. Heritage Group Update

- I. VE day celebrations are progressing well. National plans have been released and locally an exhibition is planned on a smaller scale than that for D Day. The school has been contacted to ask what they will be doing. Chris Copley has been pursuing the film 'A Bridge too far'. The overall cost

is approximately £120 and he has asked if the PC and ACS will split the cost. The Trustees support the proposal in principle, but there are concerns that the proposed film is not reflective of the VE and therefore support will be dependent on the proposal of a more suitable film.

- II. Heritage walk – Sunday 11th May. A practice walk has been undertaken and a risk assessment is in progress.
- III. 'Images' book has been discussed by the group and they are considering whether a smaller book using photos and historical text should be produced to replace it in its current form.

10. Environment Group Update

- I. Tree planting project is complete.
- II. Work at St Peters Church is the next project. Erosion on the slope behind the church is a cause for concern and it is envisaged that planting into the slope may provide a solution. However trustees questioned as to whether appropriate monitoring has been undertaken or is planned. GB to check
- III. AEG are considering changing their focus with the school particularly as other village groups offer their support. They are considering offering to manage and maintain the school's nature reserve. Next step is to discuss this with the school.

11. Risk Register

- I. A small group met to consider the potential risks for the ACS and a list was compiled categorising the key risks. Ian suggested simplifying this to remove the categories identifying those currently appearing in group A and the first 3 of group B in the list. In addition, he suggested that for guidance, each risk should be briefly clarified. The risk register will be a standing agenda item going forward.

Action

Jane to revise the register as per discussion and to forward to the trustees prior to the next meeting in April.

12. Programme

- I. Notes from the meeting with Robbie Moore MP have been circulated.
- II. March Speaker meeting – Denton Hall are sending a team to provide an update about the work undertaken over the last year on the buildings and land. Following the break they will be using the time for feedback and questionnaire completion. Due to the organisation of the venue with tables and chairs and the expectation of a large audience, trustees are requested to meet at the memorial hall from 6pm.
- III. Spring Fair update – Catherine (Co-op Manager) will be closing the event and drawing the raffle. Stewart from AA&GA will be providing flyers about the open gardens event to be displayed on the refreshment tables. The banner will be displayed from this weekend (22nd/23rd March).
- IV. City of Culture – Meeting with the Ward Officer who is keen to help submit bids for funding for the village. A time table of village events has been forwarded to the Ward Officer. A request has been made to the owner of The Crown to decorate and display advertisements. The Arts community is considering an event celebrating village arts possibly to coincide with the silversmith's exhibition. Gary asked to advertise the village events on the website. A short film about the culture of Bradford is available and may possibly be shown on the screen in the Hub – TBC.
- V. Summer Party – Richard will book the band.
- VI. Village Quiz – Saturday 6th September from 2-6pm. 16 teams from village organisations have signed up and each team needs to comprise 4 members with 1 spare. Team members names need to be forwarded asap.

Actions

12iii Richard to display the Spring Fair banner

12iv Gill to forward the timetable of village events to Gary for inclusion on the website

12v Richard to book the band

12vi Request for team members to be placed in April Newsletter.

13. Projects

- I. Low Mill Viewpoint – Estimate of £1200 has been provided but an oversight of what it will look like needs to be requested. A photo of something similar or drawing will suffice.
- II. Church Diaries – The estate has now approved the gift of the diaries to the ACS.
- III. Maintenance – this has been agreed at a cost of £20 per hour.

Action

13i Richard and Gill to pursue a drawing or photo of what the finished viewpoint will look like

14. Chairman's Items & AOB

- I. Village Newsletter – there has been an unavoidable delay and this should hopefully be ready for collection mid April
- II. Trustees Matters – There has to date been one expression of interest for a trustee position.

Actions

14i Jane to advise deliverers of change of date. Pat and Jane to revise the delivery list accordingly.

14ii Gill and Roger to meet with potential nominee to discuss the role.

15. The meeting closed at 10pm

The date of the next meeting: Tuesday 15th April at 7.15pm Mount Hermon