



Addingham Civic Society
Minutes of the Meeting of the Trustees
Tuesday 21st May 2024 at 19.15 p.m.
Mount Hermon



1. Chairman's Welcome and Apologies

Present: Gill Battarbee (Chair), Gary Copping, Jane Welby (Minutes) Pat Weatherill, Jayne Hood, Seamus Bloomer (Treasurer), Chris Ensor.

Apologies: Roger Seddon, Margaret Keating, Malcolm Keeble, Ian Cameron, Richard Walton.

2. Declarations of Interest - None

3. Minutes of the Trustees' Meeting of 16th April and Matters Arising

The minutes were proposed as a true record by JH, Seconded by GC. All in Favour

Matters arising not on the agenda

5 iii GB to complete the handover of the Treasurer role. - Completed

5 iv GB & SB to remove Ann Austin from the Building Society Mandate- Outstanding – date to be arranged.

8 iii GB to decline Clive Brooks offer. – Agenda Item

11 i GB to take photo and include in the May Newsletter - Completed

11 iv GB to relaunch the Community Awards in the May Newsletter. - Completed

12 viii GB to request two adjoining tables for the ACS at the Gala – Completed but awaiting confirmation

12 x JH to book the summer trip. – Agenda Item

4. Correspondence

Agenda items

5. Finance

- I. Mike Enever provided a copy of the finances for April in a new format. All in favour of the new format. SB provided an overview of the finances and GB advised that the grant from the Yorkshire Millenium Trust awarded to the Environment Group is starting to come in, but will be received in installments. The Spring Fair brought in the largest revenue for April, and the annual insurance premiums constituted a large expense for the month.
- II. Subscriptions for 2024-2025. The Trustees discussed the need to increase subscriptions for the coming year. These have remained the same for several years but in line with rising costs, it was felt that a rise was justified. The subscriptions are used for the basic running costs of the society and GB advised that last year there was a shortfall of approximately 13%. Printing and room hire costs have all increased. It was proposed that membership should be raised to £11 person and that the previous reduction for couples should stop i.e. £22 per couple. It was also suggested that membership subscriptions should be reviewed at least every two years. All in favour of the proposed raise. GB will advise members in the June Newsletter of this decision and it was proposed that a recruitment drive is needed.
- III. Richard Hunter-Rowe communicated with GB on behalf of the Gala Committee requesting either a contribution or loan to help with the cost of this years gala. Last year, the gala made a profit, but the ACS had already agreed a contribution which was paid. Discussions at the July 2023 meeting were minuted and concluded, "*the Trustees agreed that in future, when making donations, we should be more hesitant in stating an amount until the surplus from an event has been established.*" The Gala Committee is seeking money in advance to offset running costs. Following discussion, and in respect of the Trustees decision in July 2023, the Trustees agreed to offer £500 in advance as a loan to assist with cash flow, subject to a refund if the event makes a profit. GB will advise the Gala Committee of the Trustees decision. Seamus to provide appropriate wording.

- IV. GB received an email from the Charity Commission advising that the annual return was still outstanding. It appears this was an oversight and GB has since rectified the situation. The annual return has now been registered and confirmed.
- V. GB also advised that the Charity Commission has amended some of their rules and GB will email the Trustees with information regarding these changes.

Actions

5 ii. GB to advise members in the June Newsletter of the new subscription fees, with a reminder of how their money is spent and the membership benefits e.g. free entry to speaker meetings and a monthly newsletter.

5 iii. SB to provide appropriate wording and GB to contact Richard Hunter-Rowe with the decision of the Trustees offering a £500 'loan' repayable if the gala makes a profit.

5 v. GB to email the Trustees with the changes in the Charity Commission Rules.

6. Book Sales

- I. Chris Ensor has now taken over the responsibility for book sales and advised that she has completed a stock take.
- II. Steve Lloyd paid £49 to the account for book sales and returned the £40 float. This cash float will be transferred to CE before the next Speaker meeting.

Action

6 ii. SB to provide CE with a float of £40

7. Planning

- I. MK had raised the application for a listed property in Kitty Fold and advised that this has been approved.
- II. Clive Brook – email circulated to the Trustees. All agreed that the situation and view of the Trustees has not changed.
- III. Horn Cragg – GB reported that re-opening of this quarry has been denied largely on landscape and water concerns. The owners have the right to appeal to the High Court, but the application to lodge the appeal is time limited.
- IV. RS emailed GB to bring to the attention of Trustees, the proposed removal of the Sycamore Tree behind the Fleece. Trustees felt this was an issue for individuals.

8. Heritage Group Update

- I. The unveiling of the Low Mill Information Board will now take place on 20th July.
- II. Preparations for the D Day exhibition are going well with loans of aircraft models from Keighley and display cases for them from the Thackray Museum. The Heritage group have also linked with the school. The exhibition will run through June in the Hub and potentially into July. The Parish Council are taking responsibility for publicity and the events programme will be included in the June ACS Newsletter.
- III. BCC – a village wide bid for £15,000 was submitted and the response is due in July.
- IV. Yorkshire Heritage Summit was held in Hull and was a successful event. GB suggested that the ACS should perhaps consider commissioning retractable pull up banners for such events and asked if anyone knew of someone who could design these. IC pointed out that despite the event being held in Hull, sales of the Blue Plaque trail were made. This raised the question of whether the local Tourist Information Offices should be approached to carry these.
- V. Farfield Meeting House. – It has been confirmed that the Historic Chapels Trust is now folding and the Friends of Farfield Meeting House are starting their own Charitable Trust. GB sent a list of questions when this was initially proposed and these have now largely been answered. The Heritage Group have discussed this and have suggested
 - a. ACS request to see the draft governing body document.
 - b. For ACS to accept the request to be a nominating body for a Trustee
 - c. If the ACS accepts, Chris Cobley is willing to volunteer.
 GB commented that if the ACS puts someone forward then it should be on the basis that they report back to the Trustees on a regular basis.

Actions

8.ii. Promotion of the D Day display and event programme to be added to the June Newsletter. GB

8.iv CE to approach Ilkley and Skipton Tourist Information to request that they stock the Blue Plaque Trails Leaflets for sale and any other appropriate ACS publication.

8.v. GB to request the draft governing body document in the first instance.

9. Environment Group Update

- I. Wildlife week will be held during the last week in June and will be publicised in the Newsletter. Water week will take place from 15-20 July with a particular focus on Low Mill in terms of pollution and the proposed fish pass. GB will email the Trustees with further details.
- II. Much work has gone into collaborating with the Parish Council on Climate Action Addingham. The PC pledged the time of the clerk for administrative support, however, at the last PC meeting it appears that this is potentially being withdrawn. Also, if grants are requested from the PC, they will request to see the groups accounts.

Actions

9.i. GB to email Trustees with further information

9.ii. GB to contact the Chair of the PC when the minutes become available.

10. Membership Subscriptions

- I. 397 members from 272 households. Aiming to achieve a minimum membership of 400.

11. Projects

- I. GB minuted thanks to Richard and Steve for their work on renovating the replica Best Kept Village Sign.
- II. Kiosk Update – GB has received a response from the local PCSO who clarified that the resident using the video doorbell must display a sign to say that it points towards public land. If the sign is not displayed the recording cannot be acted on. PW to advise the resident.
- III. Community Awards – this was relaunched in the May Newsletter and one member has approached GB to discuss applying for a grant but has not to date made an application.

Action

11.ii. PW to speak to the resident with the video doorbell which takes in the kiosk

12. Programme

- I. D Day. The event is being arranged by the PC with the WI providing teas/coffees. GC commented that there is no information on the website. GB to send the programme.
- II. Gala will commence with an evening event on 12th July and continue during the day of the 13th July.
- III. Summer Trip – JH has booked the venue and coach and requires 37 participants to break even. Currently the figure stands at 22. The cost is £20 per person and will consist of a trip to Dean Clough before moving onto Shibden Hall, leaving Addingham at 09.20. Jayne suggested a meal afterwards either at the Craven Heiffer or Fleece. The Fleece has stated that they will put together a fixed price menu, if we provide a figure for two and three courses and they will also provide free tea and coffee. JH also advised that a deposit should be requested on booking the meal of £10 to help cover the cost if people don't turn up. This will be advertised in the June Newsletter with details of how and where to pay.
- IV. Summer Party – 16th August. Kathy Gilbert has agreed to organise this but a meeting needs to be arranged to finalise details and allocate tasks. The band has been booked.
- V. Events and Speaker dates
 - a. Denton Hall update possibly March
 - b. Auction of promises to include a quilt donated by a member and a painting to be donated by a member.
 - c. Heritage group – September
 - d. Possible joint meeting with the Allotments and Gardening group in November TBC

Actions

- 12.i. GB to send the D Day programme to GC for the website
- 12.iii JH to provide information of the Summer Trip and Meal for the June Newsletter.
- 12.iv. GB to send trustees possible dates for June summer party planning meeting.

13. Chairman's Items & AOB

- I. Co-opted Trustees – Currently one, but can have up to three. Kathy Gilbert has expressed an interest. GB to contact.
- II. Library Display – GB thanked Margaret Keating for her help in this.
- III. Facebook – The account has now been deleted due to several problems and a new account will be opened by GB when time allows. A link will be sent to GC for the website and it will be launched in the Newsletter when the account has been opened.
- IV. Civic Voice has contacted the ACS with a progress report regarding the fraud against their account. They have addressed their financial issues and recovered their money. However, it was felt that unless they broaden their scope, there is no tangible benefit at the current time and therefore the subscription of £500 cannot be justified. All agreed.
- V. Petanque – PW and MK have tidied the court ready for use in the summer months. PW suggested that competition should be limited to the Trustees at the moment and proposed starting this at 10.30 Tuesday 4th June, relocating for refreshments at lunchtime. The use of the court will be promoted in the June Newsletter.

Actions

- 13.i. GB to contact Kathy Gilbert
- 13.iii. GB to set up facebook account when time allows and send the link to GC. Also to provide link in the relevant Newsletter.
- 13.v. Promote the Petanque court in the June Newsletter. GB

14. The meeting closed at 9.25 pm

The date of the next meeting: Tuesday 18th June at 7.15pm Mount Hermon