



**Addingham Civic Society**  
**Minutes of the Meeting of the Trustees**  
**Tuesday 19<sup>th</sup> March at 19.15 p.m.**  
**Mount Hermon**



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

**Present:** Gill Battarbee (Chair) Malcolm Keeble, Richard Walton, Steve Lloyd, Stephen Noblett, Pat Weatherill, Jayne Hood, Chris Ensor, James (Seamus) Bloomer, Jane Welby (Minutes).

**Apologies:** Roger Seddon, Margaret Keating, Ian Cameron, Gary Copping

Gill welcomed Chris and Seamus to the meeting and introduced the Trustees. Seamus advised that he goes by this name, but for formal Treasurer purposes his given name is James. His name will appear in the minutes as Seamus.

**2. Declarations of Interest** None

**3. Minutes of the Trustees' Meeting of 20<sup>th</sup> February 2024 and Matters Arising**

The minutes were proposed as a true record by Malcolm Keeble & Richard Walton. All in favour.

***Matters arising not on the agenda***

5 (ii) GB to advise members at the Speaker Meeting of the proposed split Treasurer role and invite expressions of interest – Draft received by Trustees – Agenda item

5 (iii) RW to source headset – Richard has sourced a headset but it requires an additional part costing £150.00. JH & SL proposed purchasing this. All in favour

5 (iv) GB and RS to sign off redundant equipment – Delayed until PAT testing undertaken on all electrical equipment.

5 (v) GB to enquire re electrical equipment testing – Requested by email but currently on holiday

6 (i) GB to ask RB to send list of non member volunteers to MAK – in progress

6(ii) JH to notify GC when Facebook has been deleted. – In progress

6 (iib) GC to check if Photo archive links to ACS site – GC not present. GB to check.

6 (iid) GC to discuss use of Instagram with the Heritage Group – To be included in next Heritage meeting agenda

7 (i) MAK to enquire about library window display. - This has been agreed. Date to be confirmed  
GB to thank Mark on behalf of the ACS Completed.

9(ib) IC and GC to bring the documents to the next Trustees meeting in March. – Agenda item

9(ic) GB to liaise with Richard Hollinson to try to resolve the issue of fee paying for information boards going forward. – Resolved for Low Mill, but no clear long term solution. Ongoing discussions

9(ii) GB to ask PW to act as liaison for Church Street Kiosk. – Agenda item

12 (v) GB to write and thank Sally Llyoyd for all of her hard work and support for the ACS. Letter written, to forward at the end of March.

**4. Correspondence** - None

**5. Finance**

I. Update – The end of February balance is £4,535.23. This figure reflects First Aid Training paid for in full to be reimbursed when the course goes ahead on Monday 25<sup>th</sup> March apart from the 50% agreed subsidy for Trustees. New lettering for the Spring and Autumn Fairs has been purchased. Craven Crescent seating area (AEG) has been paid for but a grant application (previously agreed) has been submitted for reimbursement. The February speaker meeting raised £200 and three new memberships.

II. Mike Enever is now using xero which links to the bank and the figures concur.

III. GB advised that the costs for the hire of the Memorial Hall are rising as follows:

Small room rises from £15.50 per hour to £15.90

Large room rises from £19.20 per hour to £20.00

- IV. Joint Treasurer Roles – This was circulated and GB thanked the Trustees for their comments.
- V. End of Year Accounts. – This will be created using xero. GB is to meet with ME next week and Ian Drysdale has agreed to check the accounts. GB pointed out that this is not a requirement and therefore not an audit, but good practice.
- VI. Virgin Money – This bank is possibly going to be taken over by Nationwide, but assurances have been given in anticipation of this. The Trustees agreed to remove Mike Williams and Jim from the mandate and for a new mandate to be created. Mike and Jim have provided letters for the bank in respect of this. Gill Battarbee, James Bloomer and Roger Seddon will be signatories on the new mandate. Proposed by GB, seconded by RW and all in favour.
- VII. Civic Voice Membership – GB emailed MK and IC as this membership relates predominantly to Heritage and Planning. MK proposed that there was currently insufficient benefit to the ACS in renewing this membership. Also, a previous misdemeanour had occurred during a period when the ACS was a member, but no assurances have been given to date or any indication that new guidelines will prevent it occurring again.
- VIII. Climate Action Addingham – The ACS Environment Group and Parish Council are the lead organisations. However there are now about 16 village groups involved. This initiative inevitably incurs costs such as printing, flyers and room bookings. The Parish Council have earmarked £500.00 towards this and GB asked the Trustees to consider whether an ACS contribution would be an appropriate use of Membership funds.

**Action**

- 5 iv Gill Battarbee, James Bloomer and Roger Seddon to create a new mandate and liaise with the bank to remove Mike and Jim from the account.
- 5 vi Trustees to consider and discuss whether the ACS should contribute to CAA financially.

## 6. Membership Update

- I. Currently membership stands at
  - 376 paying members and 10 honorary (386 members) representing:
  - 257 households and 8 honorary (265) households
  - This is over 10% of the village adult population
- II. GB was approached by a member to ask if membership could be paid by Direct Debit. Virgin Money confirmed that this was not possible and Standing Orders should be used for this form of payment.

## 7. Book Sales

- I. Steve reported a £2.50 sale.
- II. GB wrote to Mark Preston to thank him for supporting the ACS.
- III. Steve will be handing over the book sales to Chris. Steve will clear his float and a new one will be issued to Chris.

**Action**

- 7 iii Steve and Chris to meet for a handover.

## 8. Planning

- I. MK advised that the Horn Cragg consultation finished and a decision is expected on the 26<sup>th</sup> April. GB formally thanked Malcolm and Rick for the extensive work that they undertook in representing the ACS and the wider community. MK reported that there are several planning applications:
  - Kitty Fold – Listed Building and Conservation area – application for solar panels. MK raised the issue of the national debate regarding climate action versus heritage, and advised that as there will be a limited public view of the panels an agreement in principle should be submitted stressing that this should not set a precedent and applications of this nature should be assessed and determined on an individual basis.
  - Similarly, there is an application on a listed building at Low Mill which is in a Conservation area. Again, the proposed work is not visible to the public.
  - The retrospective application by The Fleece for their outside awning has been rejected on appeal.

- II. Road Safety on the Bypass – This issue has been raised due to a number of fatal accidents over several years. The Parish Council has this on their agenda and have set up meetings with Bradford Council. GB suggested that the ACS should be clear about the issues and MK concurred but advised that the ACS should not lead this initiative but offer strong support.
- III. Addingham Housing Allocation. – No formal information has been forthcoming to date but a political party flyer has been circulated stating a figure of 181 houses. This has not been validated.

GB noted that Bradford has published a list of 155 sites which will be sold. The only Addingham site is The Old First School which has been identified as the richest wildlife site in the village. CAA is researching the possibility of applying Community Asset status for the site. Trustees agreed with this approach.

The closure of Golden Butts recycling centre was also discussed. MK suggested the possibility of launching a Judicial Review.

**Action**

8.iii GB to check with Climate Action Ilkley.

## 9. Heritage Group Update

- I. Update – The Blue Plaque Trail leaflet has been revised and is being printed. Low Mill Information Board unveiling is proposed for Saturday 4<sup>th</sup> May and the Heritage Group would like there to be refreshments. JH has agreed to offer advice. Posters will be created to promote the launch and an invitation list is being formulated including the Parish Council. MK suggested the BCC committee should receive an invite as this is a forerunner to the City of Culture year. D Day exhibition plans are underway and it will be held in the Hub in June. The digitised slides are being loaded onto the photo archive.
- II. The Blue Plaque Criteria and Nomination Form have been circulated to the Trustees for comments and have been formulated by referencing English Heritage, Leeds City Trust and the City of London Guidance. All in favour of the proposed guidelines and nomination form. Finance is perceived as a separate issue by the Heritage Group and GB advised that previously, the ACS has made a contribution. She proposed that this should continue and the Trustees felt that the ACS should feature on each plaque wherever possible. The Heritage Group also proposed that a Committee should be formed to review applications and make recommendations to the Trustees. They proposed a Trustee as a member and chaired by a Heritage Group member and Gill recommended that a resident member should be included from the outset. All agreed.

## 10. Environment Group Update

- I. CAA & Environment Group – Yorkshire Water have published a plan for preventing/lessening sewage discharge into the River.
- II. Craven Crescent – With the completion of the seating area, a party is being planned for the residents of Craven Crescent
- III. The CAA Zero Waste week was held last week and was very well supported and received.

## 11. Projects

- I. Church Street Book Swap Kiosk – Vandalism in this area last Summer has left the members who care for the Kiosk feeling anxious. Pat Weatherill has been liaising with the residents and also with neighbours about their doorbell cameras. One neighbour's camera is picking up clear images of the area surrounding the kiosk, but needs to report any problems directly to the police rather than via the ACS in respect of privacy laws. One suggestion was to move the kiosk, but it is a listed building and does not "belong" to the ACS. In addition, the kiosk outside the hub is a functioning telephone kiosk and has been used at least 10 times in the past year for telephone calls. It is therefore inappropriate and the Parish Council would be unlikely to repurpose it whilst it is still in use. However, this box has problems with the door sticking and BT will make repairs if they are notified.
- II. The replica Best Kept Village Sign on The Green has been renovated by Richard Walton and Steve Lloyd.

- III. Bradford City Of Culture preparations by the Committee had slowed down but are picking up now.

**Action**

11 i GB to speak to the local PCSO regarding privacy and camera use

## 12. Programme

- I. Speaker Meeting March – Trustees have indicated their attendance and their roles.
- II. Thank you evening for Mike Williams – Mike has indicated that he would prefer to meet at The Swan for a drink when he returns from his holiday.
- III. Petanque – Pat advised that the court was only suitable for one team at a time and that to set up regular games would involve a lot of waiting to play. However, he suggested a weekly slot being defined and Jayne Hood suggested a ‘Knock Out’ event in the Summer. Malcolm suggested an evening event with a barbecue. Pat and Stephen Noblett to meet to plan.
- IV. Spring Fair – Setting up will be on Friday 12<sup>th</sup> April from 7-9pm. Saturday 13<sup>th</sup> April morning meet at 08.30 for final setting up. Bottles are needed for the bottle bags. Raffle prizes have been donated. John Fontana will be taking photos and the Lady President of Bracken Ghyll will draw the raffle. The posters have been prepared and are ready for printing. Discussion about what the proceeds would be potentially used for to ensure that Members know what happens to the revenue and how this benefits the village. A display board was suggested which shows previous use of the funds raised.
- V. AGM – Trustee nomination forms will be provided with the April Newsletter.
- VI. Summer Trip – Jayne Hood presented options for the Summer Trip and is exploring costs. Shibden Hall is an option and although there is a slope leading up to it, a road train is provided to transfer the less physically able to the hall at a small additional cost. Jayne suggested the Bankfield Museum as part of the trip or Dean Clough. Date in July to be confirmed.
- VII. Summer Party – Richard Walton has approached ‘Chill Pill’ for the Summer Party on Friday 16<sup>th</sup> August and ‘Route 65’ for the Christmas Party on Thursday 12<sup>th</sup> December.

**Actions**

12 iii – PW and SN to meet to plan Petanque events

12 iv - GB to request bottles for the Spring Fair in the April Newsletter

12 vi - JH to continue to investigate potential venues, costs and enquire about transport.

12 vi – GB to check the Gala date to avoid clashes

## 13. Civic Pride Awards

- I. Civic Pride Awards – The list of potential recipients has been circulated among the Trustees and will be on the agenda for the April Trustees meeting.

## 14. Chairman’s Items & AOB

- I. Cooptations – Chris Ensor and Seamus Bloomer were both welcomed as cooptees for the ACS.
- II. Online Scam – Following the hacking of Margaret Keatings private email account, Members are to be reminded in the April Newsletter, to be vigilant to avoid falling foul of scammers.
- III. Village Newsletter has been delayed slightly but is now being printed.

**Action**

13 ii GB to include a piece on scams in the April Newsletter

**The meeting closed at 21.40**

**The date of the next meeting: Tuesday 16<sup>th</sup> April @ 19.15 Mount Hermon**