



Addingham Civic Society
Minutes of the Meeting of the Trustees
Tuesday 21st November 2023 @ 19.15
Mount Hermon



1. Chairman's Welcome and Apologies

GB opened the meeting at 19.15

Present: Gill Battarbee (Chair), Pat Weatherill, Roger Seddon, Mike Williams, Steve Lloyd, Margaret Keating, Jayne Hood, Richard Walton, Jane Welby (minutes)

Apologies: Malcolm Keeble, Ian Cameron, Gary Copping, Steve Noblett.

2. Declarations of Interest

None

3. Minutes of the Trustees' Meeting of 17th October 2023 and Matters Arising

The minutes were proposed as a true record by RW and seconded by Steve LLOYD. All in favour.

Matters arising not on the agenda

7 (iv) GB checked the planning website and spoke to the planners. The application for planning by The Crown has all been passed.

8 (i) Copyright has been addressed and the website contains details of all photos that are subject to copyright.

9 (iv) GB invited Trustees to the Environment Group Social event which is on Friday 24th November

10 (i) GB requested examples of Climate change actions by the ACS and included these in the newsletter.

12 (viii) JH booked the Craven Heiffer for the Spring Social Meal for Thursday 1st February. Menus to follow later.

12 (x) GB met with Richard Hunter-Rowe. RHR invited village groups to join the meeting to discuss the Bradford City of Culture. GB will attend to represent the ACS.

13 (iii) GB contacted the potential donor but has not had a response yet.

13 (vi) GB checked the Cricket club grant payments and they have not yet claimed their third payment. RW will remind the Cricket club.

4. Correspondence

- i. SL has been approached to remind members about the Library quiz night in the Memorial Hall next week. GB will send a mailchimp to members with the details.

Action: GB to send Mailchimp reminder to members

5. Finance

- i. MW provided an overview of the finances to date. Income over the past month has been largely from Subs, Autumn fair and environment group monies. In addition, the Skipton Building Society Account earned approximately £200 in interest.. Expenditure is reflected in printing costs and costs relating to the Autumn fair.
- ii. First Aid costs. Currently 8 places have been requested provisionally from the ACS Trustees and group members. The aim is to achieve a total of 12 participants to reduce the cost per person. Subsidies for **Trustees (Gill was this Trustees or all ACS members belonging to a group ie. Heritage/environment?)** was discussed of 50%. The ACS were offered a room free of charge for meetings which GB/JW will investigate to ensure it is still available, but also suitable for the purpose. Otherwise there will be an additional cost to hire the Memorial Hall for the day. JW will advise the providers that a decision will be made and a date will be requested after the next Trustees meeting in January. GB

- will collate the number of potential participants in the next couple of weeks and extend the invitation to other village groups if the maximum number has not been met.
- iii. DBS Certificates. GB has contacted North Yorkshire with the ACS requirements and an enhanced DBS will be needed. There is no cost for the certificate, but an admin charge of £15 is payable. Payment is to be covered by the ACS as the certificate has no value to the individual outside the ACS as it is not transferable, i.e. to volunteer/work for any other organisation requires a separate certificate. Payment was proposed by RS and seconded by MW
 - iv. Role of Treasurer. Members of the Golf club are keen to be involved in village activities and the Manager of the club has suggested that he approach their members with regard to the Role of ACS Treasurer. If a volunteer is not forthcoming, he is willing to discuss the role himself. GB to follow up and also with another potential volunteer.
 - v. Update re Charity Status with Paypal. The relevant documentation has been submitted and accepted. The ACS is now registered with Paypal.

Action:

5 (ii) GB and JW to check room at The Fleece for suitability. GB to collate numbers and open to other village groups if there are spare places. JW to contact the providers to advise that decision will be made at the Trustees meeting in January.

5 (iv) GB to follow up with the Golf Club Manager and another prospective Treasurer.

6. Book Sales

- i. SL reminded Trustees that with the closure in March of the Addingham Post Office, any remaining Addingham books will be purchased for the ACS stock.

Action: SL to liaise with Mark at the Post Office regarding book purchasing.

7. Planning

- i. RW reported that the current applications have been approved by the Parish Council.
- ii. Questions were raised as to the building work and renovations taking place at the Old Vicarage and whether planning approval had been requested and approved. GB will check.
- iii. Ilkley Civic Society met with the Bradford planning department and the outcome was that planners are eager to meet with other local groups. A meeting is scheduled for the end of November. Only one member from each society/organisation can attend, and RS has agreed to attend this initial meeting on behalf of the ACS.

Action:

7 (iii) RS to summarise the Meeting with the Planners at the next Trustees meeting in January

8. Heritage Group Update

- i. Rob Smith has been appointed as Vice chair for the group.
- ii. Best kept village signs – The original was taken away approximately 6 months ago for refurbishments but despite numerous attempts at communication, it has not yet been returned or a date given for completion. GB has written to suggest a cut off date of 30th November for the sign to be returned. If no response GB will telephone.
RW and SL have assessed the replica sign situated on The Green and advised that it needs some TLC. They plan to remove the top to renovate it and to treat the pole as their time and the weather allows.
- iii. D Day update – 80th anniversary . The Heritage group are moving their display originally planned for March 2024 to June to coincide with the commemoration. They have also agreed to provide two articles for the May and June Newsletters.
- iv. Permission has now been granted for an information board at Low Mill which is scheduled for unveiling in the Spring. The Heritage Group are checking to see if planning permission is required and also plan to make a bid for some funding from the Addingham Beer Festival funds, towards the cost.

- v. The Heritage group have offered to become involved in the School enrichment programme.

Action:

8 (ii) GB to contact the contractor who has the Best Kept Village Sign to ensure its timely return.

RW & SL to restore the replica sign as time and weather permits.

9. Environment Group Update

- i. CAA meeting was very well attended and received. The Parish Council and ACS wrote to the 19 village groups to invite them to be involved. Twelve responded positively, one declined and the others have not responded to date. A reminder will be sent.
- ii. GB submitted an application to YHACs to recognise the CAA initiative.
- iii. The Environment Group social event will be held at The Swan on Friday 24th November.

Action:

9 (i) GB and PC member to send reminder to groups who have not yet responded.

10. Membership Subscriptions and Subs Collection

- i. The New Members meeting was well attended and a successful event.
- ii. Overall there are 36 outstanding subscriptions which account for 27 households. There was a good response from the inclusion of personalised reminders with the printed newsletters, but as the cut off date is now approaching, a group of Trustees will contact by phone to remind and check that those with outstanding subs still wish to be members.

Action:

10 (ii) Telephone reminders to members whose renewal is outstanding.

11. Programme

- i. RS represented the ACS at the Remembrance Day Service.
- ii. AEG social Friday 24th November
- iii. Christmas market on Saturday 25th November – the ACS has a table representing all of its sub groups.
- iv. November Speaker meeting is a joint social event with Addingham Garden and Allotments. Members of both groups will be able to attend for free and non members of both groups will be charged £3.00. The evening starts at 7pm but setting up will commence at 6.15pm.
- v. Christmas Party Thursday 14th December. The band has been organised and 39 tickets sold so far. There is a limit of 70 people and tickets need to be bought in advance. GB will send a Mailchimp reminder. GB is meeting Kathy to plan the organisation of the event.
- vi. The January Speaker meeting will be held on Thursday 18th January.
- vii. The Spring social meal will be held on Thursday 1st February.

Action:

11 (v) GB to send a mailchimp to remind members of the Christmas Party.

12. Projects

- ii. BCC update – meeting next week
- iii. Advent window – A member has created a fabric wall hanging which she has donated for the display and this will also appear in the December newsletter.

Action:

12 (ii) GB to provide a piece in the December Newsletter about the Advent Window.

13. Chairman's Items & AOB

- i. Village Newsletters – There were some issues with delivery in that some households did not receive one and others received two. For example, there was an overlap between JW & RS delivery rounds and Sidebeck Way was missed.
- ii. Jane Farnell will be joining the village newsletter team and taking over the adverts.
- iii. Social Media – SN's contact has now provided a list of ideas and suggestions for the ACS social media platforms and these will be reviewed.
- iv. GB thanked RS for standing in during her absence.

Action:

13 (i) GB and PW to review delivery rounds prior to the Spring Newsletter.

The meeting closed at 21.20

**The date of the next meeting: Tuesday 16th January 2024 @ 19.15
Mount Hermon**