



Addingham Civic Society
Trustees Meeting
Minutes
Date: 20th January 2026
Time: 19.15
Venue: Mount Hermon



Present: Gill Battarbee. Pat Weatherill. Ian Cameron. Richard Walton. Chris Ensor. Seamus Bloomer. Margaret Keating. Malcolm Keeble. Roger Seddon. Jayne Hood

1. Apologies and Declarations of Interest

Apologies were received from Steve Noblett

2. Declarations of interest:

Malcolm declared an interest regarding the Bolton Road development due to proximity to the site. This was noted and managed throughout the discussion.

3. Minutes of the last meeting on the 18th November 2025 and Matters Arising

The minutes of the previous meeting were reviewed.

- Errors in dates were identified and will be corrected.
- References to honorary memberships generated by AI were unclear and will be removed to ensure accuracy and clarity.

Action: Gill to amend and reissue corrected minutes.

4. Correspondence

i. YHACS – Civic Voice. Civic Voice is to undergo a fundamental reorganisation supported by YHACS trustees and volunteers from other societies. Membership for ACS remains at £500. As their areas of focus have not been published and the future of the organisation remains unclear ACS trustees agreed that £500 membership would not be value for money and our trustees do not have time to offer as volunteers. trustees

ii. ACS thank you card from former President Don Barrett for his leaving meal at the Craven Heifer.

iii. Bradford Project – A Place to Belong. A follow up meeting from the summer of 2025 has been arranged for January 21st. Gill will attend.

5. Risk Register

No new risks identified.

6. Finance and Budget Management

6.i Financial Overview

- A detailed finance update was presented covering November and December.

Income

- Skipton Building Society interest income totalled **£397.63**; however, the interest rate is due to reduce next year, which may affect future passive income.
- November income included:
 - **£550** from subscriptions
 - **£680** from auction-related donations and payments
- December income included:
 - **£631** from party-related sales
- Christmas card payment tracking was supported by spreadsheets maintained by Chris (£181.50) and Rick (Environment Group totals), which helped maintain financial clarity.

Expenditure

- November payments totalled **£1,016.75**, including:
 - Reimbursements for auction and social event expenses
 - AEG Web design and operational expenses
- Cyber insurance has been paid, **£193.80**.

6.ii Payment references Some reconciliation issues are evident largely due to missing payment references. It was noted that some payments via telephone have no facility for including a reference.

6.iii City of Culture funds It was agreed that the remaining £4000 for CoC would be allocated to Projects.

6.iv Community Award Application An application has been received from Climate Action Addingham for £500 towards a total cost of £5000. This is to fund professional plans and consultation for a high quality nature-friendly children's play area in Hoffman Wood Field. The committee recommends this project. All agreed.

6.v Martin House Donation

- It was confirmed that the Society pledged a minimum donation of **£3,000** to Martin House from event proceeds.
- An error of £40 was identified in the notes but has been rectified by Seamus
- Gift Aid claims are the responsibility of Martin House and are expected to add a significant amount to the total raised by the auction.
- Seamus will verify whether the original pledge was formally agreed and recorded in previous meeting minutes.
- Seamus will pay Martin House the sum needed to complete the agreed total of £3000.

6.vi "Found £100". A bag containing **£100**, with no identifiable owner, will be donated to Martin House charity to ensure ethical handling of unclaimed funds

Actions:

- Seamus to make final payment to Martin House.
- Gill to follow up and confirm the final donation total for records.

7. Membership Update

- Membership currently stands at:
 - **366 paying members**
 - **10 honorary members**
 - **Total: 376**, down from 409 last August.
- This decline was described as typical seasonal attrition.
- It was noted that some members renew after an initial lapse.
- Meeting attendance remains strong despite colder weather.

Action: Margaret to continue membership renewal follow-ups and reconcile subscription income figures.

8. Trustees and Succession Planning

- The three year terms of office will be ending for several trustees at the AGM in May. Richard will be stepping down but will continue in a support role for 12 months, managing equipment and banners to ensure a smooth transition.
- Potential new trustees were discussed.
- The need for a **Secretary** and **IT-capable trustees** were highlighted.
- The option to **co-opt trustees** remains open.
- New volunteers, including Jackie Squire, will support event administration.

Action: Gill and Roger to lead trustee recruitment and identify suitable candidates, mindful of conflicts of interest.

9. Book Sales

Chris reported steady book sales of our latest publications by Heritage Group member, Chris Cobley.

10. Planning Update

10.i Bolton Road development is currently at pre-application consultation stage.

- Concerns were raised about green belt loss and village-edge expansion.
- An informational email was sent to members.
- Alan Taylor will act as planning lead for this site.

Further development proposals around the village edge are anticipated.

10.ii Conservation Area Review has parish council support but is likely to be deferred until next winter due to timing and manpower constraints.

10.iii. The Neighbourhood Plan is overdue for review. A collaborative approach involving the Civic Society's planning and environment groups and the parish council was agreed. ACS will action a meeting.

- Clive's expertise will be utilised, with appropriate conflict-of-interest declarations.

11. Heritage Group update

- **Yorkshire Heritage Summit 2026.** The Heritage Group has secured a stall and tickets for the 2026 Yorkshire Heritage Summit in March. This will be held in Barnsley.

- **The October Heritage Speaker Meeting** will be led by the Professor of Archaeology from Bradford Univ.
- **IBase Feedback** Heritage Group members provided positive feedback to an iBase questionnaire.
- **Physical Archive Storage** Concerns were raised about the storage of physical items. A more secure, centralized storage solution will be explored.
- **The group comprises** approximately 12 active members.

Action: Ian to submit formal feedback to iBase, organise a speaker, and explore storage options.

12. Environment Group update

- **Volunteer Insurance** Volunteer insurance compliance was confirmed; all volunteers are members.
- **Old Station Way Project** Progress continues on the Old Station Way wildflower meadow, including benches, an interpretation board and a City of Culture Marble butterfly.
- Bradford Council has granted permission following resolution of land ownership.
- It was proposed to use part of the City of Culture fund to fund this project.
- Bench selection will prioritise durability, comfort, and accessibility (including armrests).
- **Skipton Brass Band** offered to hold a concert in aid of AEG. This is scheduled for 21 March and will celebrate the 10th anniversary of the the group.
- **Speaker Meeting** The Environment Group's 10th anniversary will also be marked by inviting Prickly Pigs Hedgehog Rescue to their Speaker Meeting on the 26th February.
- **Litter issues** were noted in Keighley though responsibility lies outside the Society's remit.

13. Website changes/additions

- The website front page requires updates, including outdated videos and membership numbers.
- Members were encouraged to notify Gary of required changes.

Action: Gary to update website content as requested.

14. Programme of Events

- Event planning is progressing well, with new volunteers strengthening administration.

14.i February 26th Speaker Meeting will be led by AEG. Trustees will be present to support.

14.ii Brass Band Concert March 21st The AEG will manage the Skipton Brass Band Concert.

14.iii Spring Fair 18th April Preparations are underway.

- The Society discussed continuing the practice of donating a portion of fair proceeds to charity.
 - It was agreed that charity donations will be decided annually, after reviewing surpluses.
 - The idea of a "Civic Charity of the Year" was supported in principle.
- Parish Clerk Lucy will be consulted regarding suitable local charities.
- Fundraising stalls were reviewed:
 - Bottle stall performance has improved.
 - Tombola participation has declined.
 - Suggestions included relocating stalls, improving prize quality, and reviewing refreshment pricing.
- Stallholders will be encouraged to make a donation.
- Trustees to let Gill know if they will **not** be available to help at the Fair.

Action: Gill to contact Parish Clerk

Trustees to let Gill know availability.

14.iv ACS Social Meal is planned for **26 March**, with venue options under consideration. Jayne Hood will research options.

15. Maintenance

Nothing to report

16. Civic Pride Awards

Residents who look after the telephone kiosk to be included in possible nominations.

17. Chairman's Items and Any Other Business

None raised.

DONM : 17th February 2026 19.15 Mount Hermon