



# Addingham Civic Society

## Minutes of the Meeting of the Trustees

Tuesday 17<sup>th</sup> June 2025

at 7.15 p.m.

Mount Hermon



### 1. Chairman's Welcome and Apologies

**Present:** Gill Battarbee (Chair). Richard Walton. Ian Cameron. Jayne Hood. Malcolm Keeble. Margaret Keating. Seamus Bloomer (Treasurer). Stephen Noblett. Chris Ensor. Pat Weatherill. Jane Welby (minutes).

**Apologies:** Roger Seddon

### 2. Declarations of Interest None

### 3. Minutes of the Trustees' Meeting of and Matters Arising

The minutes were proposed as a true record. All in favour

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

5.ii Jane to update the risk register for this month with identified risks using the traffic light system. Completed.

8 vi Chris to check library stock and replenish as required. Library already have a system to restock ACS books which will continue for now but Chris will review this in the future.

12 ii Jane to send Kathy's email address to Jayne. Completed

13 iv Jayne to cost the trip and meal and advise the trustees. Agenda item

### 4. Correspondence

- I. Garden friends emailed to thank the ACS for their donation which was used to resurface a pathway in one of the village garden spaces. This resurfacing has largely been met with favourable comments.
- II. Keighley and Ilkley Ward Officers Meetings. This is held across the Bradford District with the intention of gathering opinions and concerns about local communities from representatives of those communities. Gill attended and advised that the next step is for the Officers to collate all the information gained and to forward it with ideas to the representatives.

### 5. Risk Register

- I. Discussion about the current risk regarding lack of recruitment of Trustees. Decision taken to approach individuals about Trustee role and/or request assistance from individuals with relevant experience who can potentially support the work of the ACS

### 6. Finance

- I. Expenditure exceeded income in May, but this was largely accounted for by the donation of £500 to the CAA. Richard commented that the cost maintenance work undertaken needs to be included in the correct column for clarity.
- II. Gift Aid – this has not yet been received as there was a discrepancy with how Seamus's name had been recorded. This has since been resolved and confirmation has been received by email that the application has been accepted.
- III. Cyber Insurance – Roger liaised with Michael Jarosz for advice. The insurers require clarity on what, if anything, has been done over the past year to improve cyber security. Following discussion, it was decided that apart from the Chairman, Secretary and Treasurer, Trustees should continue to use their own emails as it was considered a low risk to the membership. The ACS use a reputable hosting company which includes reasonable cyber security. However it was felt prudent to request a quote.

- IV. City of Culture – A request was received from Jane Farnell for support from this fund for a frame made to hold a lithophone. This is now in the church orchard and the total cost was £1170. All in favour of paying this invoice.

**Action**

**6i Gill to ask Mike to reflect the maintenance payments.**

**6ii Gill to request a cyber security quote.**

**7. Membership Update**

- I. Membership now totals 400, with 390 paid members and 10 honorary. 270 households are members.

**8. Book Sales**

- I. Printing – Chris now has 30 copies of the latest edition of 'Views from the Moorside'. Don suggested a review of the book prices as the current prices reflect the original printing costs which have now increased considerably and in some instances exceed the price of the book. Don has forwarded a list of proposed prices and all were in favour of those for Amazon Sales with a slightly reduced price for direct sales by the ACS. Ian researched the royalty payments and confirmed that these are paid once printing costs have been deducted. However, they are reducing their royalty payments and Ian suggested that this is therefore a good time to review the prices before these changes are made by Amazon.
- II. Chris Cobley's book 'Death in Addingham' has been printed and the price needs to be set in line with Don's suggestions. It will be launched at the speaker meeting in July.
- III. A previous member of the AEG who has since died had studied the Geology of Addingham. Since his death his work has been formatted and a book produced. This will be launched at the June speaker meeting.
- IV. Chris has undertaken a stock-take of all books and ACS literature.

**Action**

**8i Gill to forward Don's list to Trustees with additional suggestions for the ACS to charge.**

**9. Planning**

- I. Oak Tree Farm on Parsons Lane has applied to cover their stockyard. AEG support this.
- II. Fencing and banking for the new build house at the Craven Heifer has been refused citing the neighbourhood plan for village green spaces.
- III. Methodist Church Hall – A resident contacted Gill to request opening a discussion for the PC to buy this property. However, there are substantial costs involved in repairing the building. It has been designated an asset of community value, but there are several pressures on the PC for other community assets.
- IV. There is a consultation about removing the free parking hour in Ilkley. All in favour of the ACS responding to the consultation about how this may affect the members.

**Action**

**9iii Gill to respond to advise the resident to arrange meetings with the relevant stakeholders.**

**9iv Gill and Malcolm to formulate a response.**

**10. Heritage Group Update**

- I. Ian reminded Trustees that the events of today become the heritage of the future and as such photo's for the archive have been taken of the Co-op damage and the Joyful Deli following the fire.
- II. Farfield – later this year, the Quaker Chapel at Farfield will come under the care of the Friends of Friendless Churches along with three others. A lunch for volunteers is being held in July and Chris Cobley will be representing the ACS.
- III. The Community Archive and Heritage Group will be holding their first Northern AGM in Huddersfield and Ian will be attending.
- IV. The Heritage archive has been gifted a facsimile of the Domesday book which features Addingham. Initially this will be on view at the Hub although not available for borrowing.

However a number of items for the ACS are accumulating and therefore need to be archived and stored. This will become a project for a small group in the near future.

**Action**

**10iv Gill to ask Don for a list of current assets.**

## **11. Environment Group Update**

- I. Wildlife week is in progress. The BCC walk, held on Sunday 15<sup>th</sup> June, was well attended and will now become a permanent self-guided walk with 3 route options. Balsam Bashing is planned during the week, and two further walks are planned i.e. Wharfedale Nats walk and a Bat walk. The week will finish with activities for Children on Old Station Way as part of Open Gardens.
- II. Jan Hindle has reported a significant decrease in balsam which is testament to the hard work of volunteers.

## **12. ACS Trustees**

- I. The issue of a lack of recruitment to Trustee roles was identified at review of the risk register. There is a need to recruit new Trustees but also to fill specific roles. Jane and Gill are working on role descriptors to aid this process. Margaret and Gill have drawn up a list of potential Trustees who have identified specific experience/interests. It was determined that people should be asked individually rather than a specific advert in the newsletter at the current time but that the New Members meeting in September could present an opportunity to enlighten new members about the roles that enable the ACS to function and to demonstrate the opportunities that the ACS can provide.
- II. Gill received an email from one of the Ward Officers. Leeds University is setting up a project with businesses offering people with matching skills. Interested parties have to register an interest.

**Action**

**12ii Gill to register and interest.**

## **13. Programme**

- I. Speaker meetings – Jayne requested that Trustees bring ideas for next year's speakers to the next meeting.
- II. Summer trip – Jayne has organised a trip for 11<sup>th</sup> July starting at a Lavender Farm, moving onto Helmsley. Options being considered are Duncombe Park or the National Birds of Prey Centre. An evening meal is booked at the Craven Heifer for 7.30pm. The menu is to be confirmed but will cost £22 for 2 courses and £27 for 3 courses.
- III. Gala 12<sup>th</sup> July – Confirmed 3 tables in a marquee. Cost of tables - £15 information only. £20 information and sales. The books will be displayed and sold from the ACS table. Set up will start at 11.00 on Saturday morning.
- IV. Summer Party – planning ongoing.
- V. New Members' meeting booked
- VI. Auction of promises October 23<sup>rd</sup>. Meeting held and Chris Darcy has agreed to act as auctioneer. Widespread advertising to raise public awareness will commence in August. A catalogue of 30 lots will be created and if possible will be included in the village newsletter to enable bidding to start. Jayne suggested that there should also be some premium lots. Ideas of lots to Jayne and also consideration of which local charity to support from funds raised.
- VII. Village Quiz September 6<sup>th</sup> – 4 participants required plus a reserve. So far volunteers are: Stephen Noblett, Richard Walton and potentially John.

**Action**

**13ii Jayne to present the Summer trip at the June Speaker meeting**

## **14. Projects**

- I. Maintenance – Outstanding jobs include painting the back board of the ACS notice board and trimming the branches of the tree around the Best Kept Village sign. The bench at the bottom of the village needs repair and renovation. Lucy is aware but has not yet responded.

The bench outside the library is in a similar state of disrepair. The PC has a rolling programme of repairs and renovation projects.

**Action**

**14i Gill to let Lucy know about the bench outside the library.**

**15. Chairman's Items & AOB**

- I. Village newsletter – deadline for entries is the end of August.
- II. Margaret commented that there is no safe area in the village for small children to learn to ride bikes. The CAA are working on creating a space for imaginative play at the Hoffman Wood field and there will be consultation at some point with various stakeholders.
- III. The residents hedges opposite the cricket ground are overgrowing and starting to obstruct the footpath.
- IV. Stephen now has a contact at BCC

**Action**

**15iii Gill to ask Lucy to arrange contact to be made with residents to address the issue with their hedges.**

**16. The meeting closed at 9.40pm**

**The date of the next meeting: Tuesday 15<sup>th</sup> July at 7.15pm Mount Hermon**