

Addingham Civic Society – Committee Meeting Minutes

Date: Tuesday, 21 October 2025

Time: 7:00 PM

Venue: The Hub, Addingham

Chair: Stephen Noblett

Minutes Prepared by: Jane Welby

1. Attendance

Present: Stephen Noblett, Malcolm Keeble, Chris Ensor, Pat Weatherill, Richard Walton, Ian Cameron, Jane Welby, Seamus Bloomer, Margaret Keating

Apologies: Gill Battarbee, Roger Seddon, Jayne Hood

2. Leadership and Governance

The Committee considered succession arrangements for leadership positions. It was agreed in principle to appoint Jonathan White as President and Jim as Vice President, subject to their formal acceptance. A formal vote will take place at the forthcoming Annual General Meeting (AGM) in accordance with the Constitution. Gill has initiated informal discussions and will confirm outcomes prior to the next meeting.

Gill reported progress on recruiting trustee administrative support through a newly joined member, with an update due in November.

3. Finance and Fundraising

The Treasurer reported September income of £2,097 from subscriptions and £120 in donations. A shortfall of approximately £1,100 was noted due to unrenewed memberships.

A budget of £300 was approved for the upcoming Auction of Promises, with projected revenue of £3,000 from items valued at around £4,000. Venue hire costs (£144.80) will be covered by the Society to maximise charitable proceeds.

The Committee reviewed cyber insurance options ranging from £109 to £290, pending clarification on coverage levels. Gill and Roger will obtain further details before final approval at the next meeting.

An erroneous £148 heritage film payment is being reclaimed.

4. Membership and Engagement

Membership currently stands at 295 paid members, with approximately 100 outstanding renewals, representing a 25% lapse rate.

Trustees agreed to assist with direct outreach to non-renewed members via calls and visits. Two drop-in sessions will be held in November to facilitate payments. Renewal reminders will also be issued via the newsletter and direct email communication.

5. Planning and Conservation

The Committee endorsed the Conservation Area Review for Addingham, last completed over a decade ago. Volunteers will assist with property surveys.

Malcolm will liaise with Bradford Council to confirm how findings will be used and integrated into planning enforcement.

The Committee reviewed a retrospective planning application concerning UPVC windows at Burnside Mill. Although considered non-detrimental, the Society will submit comments stressing the importance of conservation compliance.

Malcolm, Gill and Alan Taylor will attend the forthcoming Bradford Planners Meeting to raise concerns about the “grey belt” reclassification and its potential impact on local development.

6. Heritage and Culture

The Heritage Group is preparing a publication on Samuel Cunliffe Lister, with an initial print run of 100 copies. Interest has been received from local organisations, including Salts Mill and the Bradford Historical Antiquities Society.

The Group also plans to acquire a folding display case for exhibitions after loss of loaned equipment. Parish Council declined shared use; storage will be at The Hub.

Social media and website engagement remain stable. Strategies to improve outreach are being developed, drawing on insights from museum and PR events.

7. Events and Operations

Preparations for the Autumn Fair are complete. Subject to financial outcomes, a £500 donation will be made to a local charity.

The Auction of Promises will be held on 6 November 2025, featuring 55 items with estimated total value of £4,000. Jayne is overseeing volunteer coordination, payments, and hospitality with support from Martin House Hospice staff.

The Christmas Party will take place on 11 December 2025 with entertainment and ticketing

arrangements confirmed.

The Civic Pride Awards have been postponed to a later date to allow additional nominations.

Jim has completed repainting the Book Swap Kiosk at no cost to the Society. The village newsletter will be printed and distributed within the week.

8. Environment and Community Assets

The Climate Action Addingham Village meeting will be held on 15 November, 2–5 PM, at The Hub.

A pink marble butterfly sculpture has been received and is being assessed for a suitable permanent display site. The Committee noted maintenance considerations for potential public locations.

The Committee agreed to update the membership total displayed on the Society website once renewals are finalised.

Bradford Council's management of local car parks has generated £973 from the Main Street site and approximately £1982 from the Bolton Road car park in income over nine months. Although utilisation is low, the income level exceeded expectations.

9. Next Meeting

Date: Tuesday, 18 November 2025

Time: 7:00 PM

Venue: The Hub

The meeting concluded at 9:15 PM.

Action Log

Responsible	Action	Due By
Gill	Confirm Jim and Jonathan's acceptance of leadership roles; report at next meeting	November meeting
Gill	Confirm admin support arrangements with new volunteer trustee	November meeting
Gill	Obtain detailed cyber insurance documents and update risk register	Next meeting

Margaret	Coordinate membership renewal outreach and November drop-in sessions	End of November
Ian	Follow up on folding display case purchase for Heritage Group	Ongoing
Malcolm, Gill & Alan Taylor	Attend Bradford planners' meeting; raise grey/green belt issues	As scheduled
Jonathan White	Confirm acceptance of presidency nomination	Before AGM
Treasurer	Monitor auction payments and coordinate logistics with Jayne	6 November
Treasurer	Reclaim incorrect heritage film payment	Next meeting
Jayne	Manage Auction of Promises volunteers, payments, and refreshments	6 November
Margaret	Lead membership renewal reminders (newsletter & direct contact)	Ongoing
Malcolm	Liaise with Bradford Council on Conservation Area Review data	Next meeting
Malcolm	Draft comments on Burnside Mill planning issue	Immediate
Chris	Promote Samuel Lister book and finalise Christmas card orders (21 Nov cutoff)	21 November
Pat	Publicise Auction of Promises and ensure QR bidding system operational	6 November

All Trustees

Support membership
renewal visits and drop-in
sessions

End of November