



## Arnside / Silverdale AONB Landscape Trust Management Committee

Minutes of the meeting held on Tuesday 9<sup>th</sup> August 2016 at 7.30 pm at the Cemetery Chapel, Arnside

Present: Fiona Allen Chairman (FA); Ray Anslow Treasurer (RA); Colin Peacock, vice chairman (FA); Adrian Walker (AW); Peter Standing, Chairman, Events Committee (PSta). Mike Warren Secretary (MW); Gary Marsh, Chairman, reserves subcommittee (GM); Bob Pickup, Volunteer Reserves Manager (BP); Peter Stevens (PS); Andrew Greenwood (AG); Brenda Penn (BPenn).

### Part 1, Reports

1. Apologies for absence: Sheila May, Editor Keer to Kent (SM); Colin Patrick, Keer to Kent associate Editor (CPat); Lucy Barron (LB).
2. Minutes of meeting 12<sup>th</sup> May 2015

Accepted and signed as correct

Matter Arising:

Matters arising and actions:

There were no matters arising. All actions were complete, underway or are reported below.

FA described her informative and useful attendance at the National Conference. She reaffirmed the view that the Trust is ahead of the game in respect of charitable organisations associated with AONBs, especially given the size of the ASAONB. The conference took place just after the announcement of the EU referendum vote and there was considerable confusion and consternation at the conference since much work had been done on the expectation of continuation of EU grants etc. causing alarm for some who appear to work hand to mouth in this respect.

3. Keer to Kent Report:

This was received. It was suggested that SM's query about the founding principles be worded a little differently in respect of point 5:

"To maximise the employment opportunities presented by the conservation and enhancement of the AONB, although today this has translated into a large and diverse use of volunteers". Action MW

The success of the "Give Away" scheme for the old editions of Keer to Kent was recognised. A suggestion was made that the index be produced as a poster for display alongside the give-away copies to show the range and diversity of content available and that it may lead to a greater chance of those who take old copies becoming members if a leaflet were produced for inclusion with these copies detailing what the Trust does and how to join, since information on this is not likely to be up to date in older copies, thus turning this commendable scheme into an even more positive activity for the trust rather than simply avoidance of waste. Action MW

It was also agreed that SM be asked if there was any potential for the panel about joining the LT etc. to be moved from its current place in the advertisement section to the front where it might attract more attention from those who bought the Journal rather than received it as members. Action MW

PSta has had some contact with Terry Keefe and will enquire if he had completed his second compendium of Keer to Kent articles so it could be published, although it was recognised that if he has not completed it,

doing so now would be an unrealistic expectation but equally would be wasteful and disrespectful not if it has been completed.

Action PSta

4. Events report:

This was received together with the interesting index of past events and the draft events handbook (comments are invited on this). PSta gave an overview of the plans for the major Arnside weekend of events and described some of the logistical problems yet to be overcome, including the sad death of one of his contributors (see below).

PSta sought authority to purchase some additional display boards both as useful extras but also to replace older ones as they are beginning to fail. He also requested that the Trust obtain a small number of extra tables for displays, although it was noted that there are some stored at Coldwell Parrock which may suffice. Subject to examination of these, both purchases were agreed.

Action BP PSta

5. **Membership Secretary's** report:

This was received. A discussion ensued about dealing with inadvertent lapsed memberships but, in the absence of the direct debit facility, previously rejected by the banks for the Trust due to its small size, no magic solution was found.

6. Reserves report:

Received (including the May minutes). The complaint about Teddy Heights was explained and it was agreed that nothing more could be done in respect of the anonymous complaint. GM told the meeting that an inspection by the Forestry Commission as the result of a complaint to them by local residents had produced an excellent report about the Trust's work and adherence to its management plan. Indeed, the commission inspector said that it would have done more than us, presumably causing even greater anguish for the complainant. It was agreed that a piece should be inserted into the next newsletter to explain this to members and that the newsletter (or suitable extract) be delivered to residents near the reserve.

Action GM MW

7. Reports from other committees:

- (i) Trowbarrow Advisory Group – It was noted that the disputed footpath is open (although not yet formally so).
- (ii) AONB Executive Committee – None in period
- (iii) AONB Planning committee – Sue Hunter circulates applications.

Part 2, Trustee reports and business

8. Declarations of Interest: Only as previously recorded.

9. Chairman's Report:

It was agreed that in future there would not be a routine written report since the agenda and other reports covered most if not all of the chairman's involvement. FA had no additional items for the meeting. BP enquired if the continuing negotiations with the Steele family would continue to be done through CP and this was agreed.

10. Treasurer's Report for period:

Received. There were no additional comments or queries. RA reported that the COOP grant application for £2000 to cover the costs of additional and replacement display boards for the reserves seems likely to be accepted but needs the approval of the Charities Aid Foundation. A discussion ensued about design and manufacture and it was recognised that production costs of the boards themselves would not be huge, that mounting etc. would be a volunteer task but that design would be costly if done professionally but that Anne Kitchen and or the National Trust locally could be valuable sources of help.

11. Communications report: (item dealt with out of order to allow BPenn's early departure)

BPenn reported that her interviews are complete, that some interviewees had produced valuable written comments and that she proposed to circulate her final draft compilation for comment soon so that at the November meeting a substantive document could be submitted which would not require lengthy debate on the night. This was agreed. Action BPenn

The issue of the logo was raised and it was generally felt that it is fine although some redesign to make it clearer (especially when small) may be worthwhile. There was some general discussion about the pros and cons of the Landscape Trust having a more independent website with strong links to the AONB.

#### 12. Business Plan report (verbal and tabled):

The purchasing policy was circulated at the meeting, FA's printer having produced 10 copies but an electronic version will be circulated too for detailed perusal. It covers sound practice and ethical behaviour in this context to conform to Charity Commission guidelines. Action FA

#### 13. Grant applications:

Minor amendments to the terms and conditions for the new grants scheme were agreed, in particular not excluding the payment of revenue costs as a matter of course but on a case by case basis. In particular, revenue costs are generally regarded as expenses/salaries/supplies necessary for a scheme to proceed, whereas revenue generation (such as in a recent application) would not be acceptable since the Ts & Cs specifically preclude grants which may facilitate enrichment of individuals or organisations.

The meeting approved the grant offered to the Westmorland Red Squirrel scheme.

AW suggested that to ensure timeliness in dealing with applications meetings should be held when necessary rather than on fixed dates which could generate long delays. He also proposed that FA and MW should be informed of the grants group's activities, this allowing deputising should any of the established members be unable to attend to an application due to absence. Both proposals were agreed.

Action AW RA

#### 14. Correspondence and secretary's report:

This was received. MW explained that the unusual format of the AGM to celebrate the 30 years of the LT had caused him to make two errors. Firstly, the formal constitutional change to encompass the new grants scheme was overlooked – MW's proposal that the trustees make it a pilot for this year and formally approve it at the next AGM was agreed. Secondly, the earlier deadline for Keer to Kent publication to allow sales at the Arts Trail weekend and the coincidence of holidays robbed him of the necessary information to write an accurate account for the newsletter, wrongly attributing some activities to CPat and failing to acknowledge the contribution of Ralph Henderson. A corrected draft of the next newsletter to accompany the actual 30<sup>th</sup> Anniversary edition had already been circulated and appropriate apologies given. MW will ensure future meetings are structured to avoid such oversights. Action MW

It was agreed that there was no desire or need for the LT to be involved in Yealand Village Hall trusteeship.

Action MW

#### 15. . Any Other Business:

Kendal's Port book offer. PSta reported the sudden sad death of Len Smith, the author, who had offered the book to the Trust for reprinting, the previous two print runs having sold out. His widow is happy to proceed with the offer. An appropriate frontispiece acknowledging his generosity and publicising the LT would be included, the book would sell for £7, but potentially be offered to members for £5 and (having an ISBN number) offered also to bookshops for £5 to sell for £7. It was recognised that good marketing would be needed to ensure lively sales and further enhance the Trust's profile. After debate it was agreed (with one abstention) that the Trust arranges the printing of 500 copies. Action PSta

BP will contact SM re: her bench offer. He had sent a potential (but expensive) design proposal suggesting that the Trust should have a "rustic" rather than a commercial design. Action BP SM

#### 16. Date and time of next meetings: November 8<sup>th</sup>, 2016, in the cemetery chapel at 7.30pm.

The meeting closed at 9.40 pm

Signed as a correct record.....Chairman