



Arnside / Silverdale AONB Landscape Trust Management Committee

Minutes of the meeting held on Tuesday 8th May 2018 at 7.30 pm at the Cemetery Chapel, Arnside

1. **Present:** Fiona Allen Chairman (FA); Ray Anslow Treasurer (RA); Colin Peacock, vice chairman (CP); Mike Warren Secretary (MW); Peter Standing, Events Coordinator (PSta); Gary Marsh, Chairman, reserves subcommittee (GM).
2. **Apologies for absence:** Lucy Barron (LB); Peter Stevens (PS); Bob Pickup (BP).
3. **Declarations of interest:** none.
4. **Minutes of meeting 13th February 2018 and 13th March 2018.**

Accepted and signed as correct.

Matter Arising:

None beyond actions:

MW reported that James Deboo had been involved in advisory capacity with the next edition of Keer to Kent. Colin Patrick had not responded.

Kendal's Port is at the printers and will be available for the Arts Trail.

Cancellation notice on emails – see Membership Secretary's report below.

Guard Hill and Coldwell project. The latter should complete in May.

Update new members' leaflet. In abeyance due to AGM matters and resignation of BPenn. It will be covered in the Chairman's report at the AGM.

Business plan update – delayed by AGM matters but revision due in 2019.

Post minutes on website; this was done but it was considered more appropriate for the members if a resume was included in the newsletter as this evolves. The newsletter could also be published on the website.

Action MW

Warton Mires is subject to delay with the RSPB legal team but is proceeding well as far as can be ascertained.

5. Communications Report:

FA indicated that it is hoped that one of the new trustees will be willing to act as liaison for communications - indeed it was **agreed** that all trustees should have a special area of interest with communications as a priority. There was a debate about balancing specialised roles (such as communications lead and group) against the need for all areas of the trust's activities to be involved. It was accepted that, whilst an overly bureaucratic structure should be avoided, having a lead person as a central reference point (supported by others as required) was probably most efficient.

Action various after AGM

6. Events report:

PSta explained that he was fairly confident of having volunteers to arrange walks for the next season and hoped it might be possible to continue with the seminar and Arts Trail events. Others (such as the village weekends) would need to be re-developed later if opportunity arose. He mentioned Lucy Baird, a younger

member who had relevant qualifications and had recently led a successful walk. She could come to a meeting to meet the committee if she expresses an interest in greater involvement. Recent walks had been very successful and the Arts Trail weekend in collaboration with Rob Petley-Jones was developing well as was the Farleton weekend in the autumn.

7. Membership Secretary's report:

This was **received** - membership now stands at 1,134, with late renewals being chased.

It was **agreed** that the membership secretary's recommendation in respect of GDPR be accepted, viz:

1. That all Trust e-mails issued to members must be sent out by the DOP (Data Protection Officer) who is the only person to have an up-to-date list of members willing to receive e-mails.
2. It was **agreed** that the Membership Secretary will be the DPO.
3. Any records held should be sent to the DPO to ensure the Trust database is up to date.
4. That all computer records held by others must be deleted by May 25th and the DPO advised that this has been done.
4. That all e-mails should have an 'unsubscribe' link.
5. Any computer records created for specific items, e.g. a walk, are to be deleted one month after the event and this information to be included on any e-mail.
6. Any new details received from members must be advised to the DPO.
7. The DPO will maintain a written list of members names and area codes from the information available for historic and archival purposes.

Action LA

8. Reserves Subcommittee report:

This was delayed but **received**.

The new machine was proving its worth (a second might be considered) and most of the timber has now been removed by volunteers and wood bank personnel.

9. Reports from other committees:

- (i) **AONB Executive Committee** – Nil in period
- (ii) **Trowbarrow Advisory Group** – FA attended with no comments to pass on.
- (iii) **AONB Planning committee** – Continuing circulation **of applications to members**.
- (iv) **FA** described her attendance at a Warton Mires planning group and explained that Natural England is seeking an environmental impact report which is likely to delay finalisation of the project and other assessments on drainage and public rights of way etc. were underway. She will hand over to more relevant LT representatives when the detailed planning of management begins.

10. Chairman's Comments:

Nil beyond matters covered elsewhere

11. Business Plan report:

See note above in item 4.

12. Grant applications:

The report was **received**.

It was **agreed** that the grants proposed were very satisfactory.

13. **Treasurer's report.** This was received and the annual accounts (audited by the independent examiner) were unanimously **agreed** for presentation to the AGM.

RA explained the budget for 2018-19, which showed a deficit, largely reflected the legal costs for land purchases although it was recognised that these could legitimately be included in the overall land cost. £15,000 remains designated for reserves work and a budget will be developed.

Action RA GM

It was agreed that RA in be paid for the next edition of Keer to Kent before publication to avoid difficulties which could arise after the AGM.

Action RA

14. Correspondence and secretary's report:

There was nothing beyond the AGM business (see below).

15. AGM

The draft document for circulation to members was received and agreed. PS recommended that the management committee (trustees) should include in the document a rebuttal of the implied adverse criticism of the trustees. It was recognised that this should not be confrontational and should explain that the chairman's report would deal with the issues in any case. MW would draft something and recirculate the document and ensure the voting system was adequately explained.

Action MW

16. **Date and time of next meeting:** 7.30pm Second Tuesday quarterly, AGM 8th June 2018, 14th August 2018, 13th November 2018.

The meeting closed at 9.41 pm

17. Signed as a correct record.....

Fiona Allen, Chairman