

**Cragg Vale Community Ltd - Committee Meeting  
Monday 8<sup>th</sup> June 2015**

<b>Present:</b>	Judith Schofield, Marianne Hood, Shirley Daniel, Kevin Cutts, Hugh Morgan, Jackie Scarf, also attending Pete West
<b>Apologies:</b>	Nick Murphy

**ACTION**

**1. WELCOME, INTRODUCTIONS and APOLOGIES**

Judith, Chair, welcomes all present and introduced Pete West. Pete has kindly agreed to sort out our website for us

Apologies had been received from Nick Murphy

**2 MINUTES OF 4<sup>TH</sup> MARCH MEETING & MATTERS ARISING**

- a) Minutes of 4<sup>th</sup> March – agreed as a correct record
- b) Equality & Diversity Policy – this had been circulated to all Committee Members. Formally approved
- c) Charitable Status application to the Charity Commission – Marianne gave details of emails sent chasing a response. It is now 83 days since our original application on 17<sup>th</sup> March and in spite of chasing a response on 29<sup>th</sup> April (the commitment from the Charity Commission is to respond within 30 days) nothing has been heard. A further email has now been sent and a request made for details of their complaints procedure

- d) Story Board Launch Event – 3.30pm on 2<sup>nd</sup> July, schools have confirmed. JW Lees (Brewery owners of the Hinchliffe) have approved a site for the Board after objections from Joan Hobday, the new site is probably better. JW Lees will provide refreshments free-of-charge for the event. Marianne is meeting new Manager at the Hinchliffe to discuss arrangements for displaying the story board pictures and all the children's pictures. Agreed that we should give a cheque for £100 to each school as a 'thank you' at the event. Marianne to check with the Steiner School about changing the time of the bus so that children can attend the event. Shirley agreed to produce a cover for the board for the unveiling and also a ribbon to tie round so that the board can be 'unveiled'!

**Shirley  
Marianne**

**Shirley**

**Marianne**

Marianne to produce formal invitations to be circulated (details are on the front page of the newsletter) and to chase Calderdale and Hebden Royd Councils about people attending. Agreed to invite CROWS, Mytholmroyd Walkers Action, Yorkshire Wildlife Trust and RSPB. Details have already gone to Craggs Energy but a formal invitation will also be sent to them and to the other local businesses. Judith agreed to contact the Hebden Bridge Times to try to get them to cover the event. Judith will also invite Pennine Horizons to the event. It was agreed that the people who had produced the artwork (Edward and Diva Pitcher) should be invited to the event and that they should be given a special 'thank you'. The amount of 'honorarium' to pay to them to be agreed by email when Shirley has checked the final expenditure.

**Judith**

**Marianne**

**Shirley/all**

- e) Traffic Campaign – petition and follow-up: Marianne had circulated the report from the meeting. Scott is taking the petition round to residents who we didn't manage to contact. It was agreed that we should now seek a public meeting with relevant Chief Officers from the Council's Highways Department and the Police. Marianne to contact Simon Young to ask him to help with this. The week of 20<sup>th</sup> July was proposed. Once a date has been confirmed with Simon, a press release will be produced and posters and flyers.

**Marianne**

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**3. FINANCIAL REPORT**

**3.1: Present Position:** Shirley circulated her financial report, went through the details, and provided the comparative details as requested at the last meeting. A short discussion followed and the following matters were agreed

- a) The honorarium to Edward Pitcher to be around £500 or £600 – depending on the final details of income and expenditure and our budget **Shirley**
- b) The money held in the budget for training should be held for First Aid Training if we can find dates suitable for Geraint and enough people to attend. Details to be circulated by email and, if necessary, could be put in the next newsletter. **Jackie  
Marianne**
- c) Arrangements for cashing cheques to be changed to arrange a facility with Lloyds Bank **Shirley**
- d) No calendar will be produced for 2016 but as this is our major fund raising activity, we should aim to produce one next year and ask in the next newsletter for volunteers to help. It was suggested that details could be taken from each of the six story boards and put into 12 sections for the calendar. A letter should go to previous sponsors explaining that we will not produce a calendar in 2016 but intend to produce one the following year. **Marianne**

**4 WEBSITE – UPDATE ON DEVELOPMENT**

- a) Pete had circulated details of the site and everyone agreed it is a big improvement. He explained that it will work on a smart phone and a tablet. He said the 'Menu' should be kept short and we can make something a 'featured article' and then after time move it into the archive. The way it will work is that people can log in but we will control what does or does not get posted on the site, if we agree than it will be published. An email address will be set up for the site and it will come to whoever we agree from the Committee. The History Group can have their own section and this can apply to anything else we think needs its own section.
- b) It was agreed that we should change the password for the site and that Pete should maintain the site for us – vote of thanks given to Pete for offering to do this for us **Pete**
- c) It was also agreed that the domain registration details should be renewed as it is all still in Scott's name. Agreed that the site should go in the name of the Company Secretary. The email address also needs to be changed from Tony Ottery. **Pete**
- d) Marianne to send details of the current Committee Members to Pete and to liaise with him over any other information he needs **Marianne**

**5. 'WELCOME TO CRAGG' PACK**

Shirley went through the details of what has been gathered together so far. After discussion it was agreed that copies of other similar packs should be obtained, possibly from Angela and Steve Marchant and Cragg Cottages to help us decide what information to include **Shirley**

We need to sort out what we are doing about membership as subscriptions have not been collected for some time. Our constitution requires us to have a membership scheme (members are the only people who should vote at General Meetings) and to decide on an amount for subscription. It was agreed that this matter should be referred to a Working Group who will

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meet on Monday 14<sup>th</sup> September at 7.30pm in the Robin Hood. Marianne to circulate details to all Committee **Marianne**

**6 EVENTS SPETEMBER TO DECEMBER**

- a) Park and Garden Maintenance: it was agreed that we should meet at 10.30am on Friday morning (19<sup>th</sup> June) for a couple of hours. The house that was Sheila's is being bought by the couple at Beech Cottages and they are interested in getting involved. Hugh and Marianne to talk to them about helping with the garden and about using the water supply from their shed. Everyone asked to bring gloves and tools. Tea and coffee will be provided **Hugh  
Marianne  
All**
- b) Treasure Hunt: Agreed to set one up for the end of September and to put details in the newsletter, possibly using the Hinchliffe. Details to be circulated by email asking for volunteers to help **ALL**
- c) Bikeability session: Agreed to try to set up a session for the start of October, in the Hinchliffe car park if possible. Marianne to contact Calderdale's Bikeability team and to talk to the manager at the Hinchliffe **Marianne**
- d) Festival of Lights: agreed that this should be run on a similar basis to last year with singing and lanterns. Hugh to speak to people buying Sheila's old house about their help – and we need access to an electricity supply for the lights! It was proposed that this could tie-in with the suggestion for singing Cragg carols, Hugh said Ann Kilbey has the words. Judith agreed to talk to Katie at the Birchcliffe Centre as she had originally asked about this. Marianne to invite the schools to be involved. **Hugh  
Judith  
Marianne**

**7 NEPAL**

Shirley gave an update of the suggestions from former Cragg Vale resident Linda Drury for possible help from CVCA. Linda is keen to give a presentation about what is happening and what help is needed. It was suggested that the new Vicar at St Michael's might be interested in having a meeting and presentation in the church. Hugh agreed to talk to him. It was also suggested that we could use the Hinchliffe (they would open the building for us on a Monday) for a meeting and presentation. Shirley agreed to get more information from Linda about ways in which we might be able to help and to get details of possible dates for presentations. Marianne will circulate information when it is available. **Hugh  
Shirley  
Marianne**

**8 DATE FOR NEXT MEETING**

It was agreed that the next meeting should be held on Monday 21<sup>st</sup> September, 7.30pm at the Robin Hood **ALL**