



# Annual General Meeting

Tuesday 13<sup>th</sup> July 2010

Brompton Village Hall

7.30pm – 8.45pm

## Minutes

### Present:

Sally Anderson (Chair); Robert Carter; Gloria Davies; Rev. Michael Webster; Peter Cole; Nicky Smith; Mark Haynes; Cllr. Tim Swales; Audrey Pitchforth; Julie Pitchforth; Ken Blackwood; Lesley Shaw; Carol Russell; Bryony Wilford; Martin Brown; John Parkinson; Phillipa Chapman; David Occlestone; Barbara Slater; Geoff Thompson; Derek Plews; Sue Munn; Stan Hudson.

### Apologies:

Rosemary Bullimore; Adrienne Lucas; Emily Thomas; Cllr Jack Dobson; John Sheehan; Peter Rodgers; Bob Beaver; Barrie Meech & Sheila Gibbins.

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### Welcome & Introductions

Sally welcomed members to the Forum's 5<sup>th</sup> Annual General Meeting and introduced Kathryn Chapman (Rural Network Officer), Nicky Smith (Hambleton Project Development Officer) and Keith Blewitt (Community Accounting Network North Yorkshire.)

### Support for Village Halls and Community Buildings across Northallerton

- **Introducing the Role of Northallerton & District Voluntary Service Association**

Hazel Kirby, Manager of the Northallerton & District Voluntary Association, provided an overview of the support offered by the organisation, in particular with regards to funding advice, project development and signposting to other key organisations. The NDVSA co-ordinates volunteer provision across the Northallerton area and hosts both the Rural Voice Network Officer and the Community Accounting Network. The NDVSA also provides office space, photocopying, laminating and a payroll service and produces funding and volunteering newsletters that can be distributed via email. For further details please visit: [www.ndvsa.co.uk](http://www.ndvsa.co.uk) or email: [secretary@ndvsa.co.uk](mailto:secretary@ndvsa.co.uk) or telephone: 01609 780458

- **The Rural Voice**

Kathryn Chapman, Rural Network Officer, described the support offered to village communities through the 'Rural Voice' initiative. The North Yorkshire Rural Voice project is part of the Big Lottery funded Rural Voice project. Six specialist Rural Network Officers operate across North Yorkshire. The project provides free one to one advice, signposting to service providers and advocacy work to voluntary and community groups across Hambleton. Outreach support is available and a specialist Black & Minority Ethnic Officer

is also in post to assist and support new and existing BME groups in the North Yorkshire and to represent their views.

The twin aims of the group are to help community groups access support and advice for their projects and to listen to views and concerns and pass them onto policy makers to ensure that groups in Hambleton are represented both locally and regionally. Advice and support is available on such issues as:

Funding	Marketing
Employment Law	Trustee Risk
Contamination Surveys	Training for Committees
Website Design and Development	Liaison with Statutory Organisations

For further information please contact Kathryn on 01609 780458 or email: [Kathryn.chapman@ndvsa.co.uk](mailto:Kathryn.chapman@ndvsa.co.uk)

#### ▪ **Community Accounting**

Keith Blewitt, Community Accounting Network North Yorkshire, provided details of the Community Accounting Network North Yorkshire, a 3 year project, the aim of which is to *'improve knowledge and understanding of financial management in voluntary and community organisations to help the voluntary and community become more sustainable.'*

CANNY provides free financial advice, information and training, initially aimed at smaller voluntary and community groups (typically with an income under £100,000). These services include:

- advice and information on financial and charity legislation and compliance.
- assisting new organisations to set up adequate financial records and systems.
- reviewing the financial systems of existing organisations and suggest improvements.
- providing guidance to groups on financial planning including preparing budgets and the production of meaningful management accounts for trustees.

Each Community Accounting service also offers a fee-based Independent Examination service, available to voluntary and community groups within the York & North Yorkshire region. For further information about the scheme please visit: <http://www.canny.org.uk>

#### ▪ **Funding and Development Support**

Nicky Smith, Hambleton's Project Development Officer, described a range of community-led projects being undertaken across Northallerton and the surrounding villages including play areas at Nether Silton and the Applegarth in Northallerton, village hall enhancement schemes in Great Smeaton and East Rounton and the Linen Worker's Memorial Seat in Brompton. Nicky confirmed that Lottery funding is still available and that the Reaching Communities fund includes a 'community buildings' element. Funding for community-led projects is also available through Awards For All, Grassroots Grants, the NYCC Area Committee and the Changing Spaces programme. Nicky reported that the most common themes for recent funding applications were for grants to develop community allotments and play area enhancement schemes.

**Actions:** Nicky to liaise with Phillipa regarding the provision of a community play area at Great Smeaton school. Ken, Peter and Kathryn to follow up concerns over access to high speed Broadband in rural communities and to feed these concerns into the work being undertaken by the Hambleton Strategic Partnership's Broadband Task/Finish Group.

Nicky to feedback concerns expressed by Robert regarding the Football Foundation application process, in particular with regards to VAT, the timing of meetings and the lack of provision made for volunteers throughout the application/monitoring process.

## 1) Chair's Report

Sally presented a review of the Forum's activities over the last twelve months entitled 'People, Perseverance, Places, Play and Promotion'. Sally reminded members that the purpose of the Forum is to improve the quality of life for those living in Northallerton and the surrounding villages and made reference to successful projects supported by the group including the Youth Base, the Shopmobility Scheme, the Brompton Pavilion and the ActDivertz Group. Sally thanked Mark, Peter and Nicky for their support to help complete these projects. Sally described the work being undertaken to develop play areas across the area, entries by Northallerton and Appleton Wiske in the Yorkshire in Bloom competition, the Brompton Linen Worker's Memorial Seat, the completion of the Evolution Business Centre, the Blaenavon/Hay on Wye fact-finding trip and the Northallerton Yards and Hidden Corners project. Sally also described future plans for the group, in particular plans to develop community planting schemes and a 'surplus-swap' co-ordinated by the Northallerton & Villages in Transition Group.

Sally reminded members that a review of the Hambleton Community Plan is to be undertaken and a new plan drafted for 2011-2016. Sally encouraged members to identify key priorities for the Group and suggested 5 broad headings for consideration:

- Sustainability
- Health & Well Being
- Heritage
- Accessibility
- Community Buildings

## 2) Finance Report

Ken reported that at the start of the financial year (1<sup>st</sup> April 2009) the Group had £65.70 in reserves. The Group secured £5785 from NYCC to develop the Northallerton Yards & Hidden Corners project of which £2937.50 has been paid to Urban Fiction. As at 13<sup>th</sup> July 2010 the group has £3003.20 in reserves. Once the remaining invoice to Urban Fiction has been paid NVCF will have £103.20 in reserves.

## 3) Election of Officers: 2010-2011

The following Officers were duly elected:

- **Chair:** Sally Anderson  
Proposed by Audrey Pitchforth and seconded by Lesley Shaw.

Michael thanked Sally on behalf of the Group for her support and commitment to the group and the community it seeks to represent over the last seven years.

- **Vice Chair:** Rev. Michael Webster  
Proposed by Lesley Shaw and seconded by Robert Carter
- **Treasurer:** Ken Blackwood  
Proposed by Sally Anderson and seconded by Audrey Pitchforth
- **Secretary:** Peter Cole  
Proposed by Lesley Shaw and seconded by Hazel Kirby

#### **4) Any Other Business**

- Hazel agreed to raise at the Hambleton & Richmondshire Rural Transport & Access Partnership concerns expressed over the bus service between Stokesley and Northallerton, in particular the 9.20am Thursday service which it is understood is full before it reaches Brompton.
- In response to a question from Audrey regarding the need for bus parking at Northallerton Railway Station Mark confirmed that such a scheme is identified in the LDF Allocations Plan that was submitted to the Secretary of State on the 18th December 2009 for examination by a Planning Inspector. Hearing sessions took place in May and the Inspector's binding report is due in August.

#### **6) Closing Remarks**

Sally thanked members of the NVCF Management Committee and the wider group for their continuing support over the last 12 months.

#### **7) Dates for Future Meetings:**

- **Tuesday 14th September: 4pm Main Committee Room, Stone Cross Civic Centre**
- **Tuesday 9th November: 4pm Main Committee Room, Stone Cross Civic Centre**

**The meeting closed at 8.45pm**