

**Ambleside Civic Trust**  
**Minutes of the Executive Committee Meeting, January 16th 2018**

Present: Steve Dickinson (Chairman: SD), Tim Brown (TB), Rose Lord (RL), David Stothard (DS) Terry Clark (TC), Luke Steer (LS).

Apologies for absence: received from Mike Green (MG) and Jane Beenstock (JB).

**1. Minutes of the meeting of 21 November 2017**

These were accepted.

**2. Matters arising from 21 November not on the agenda of 16 January**

TB raised a query related to the conditions attached to planning applications. DS pointed out that Method Statements were conventionally attached to these if there was a potential for disturbance. It was considered that this issue should be addressed with regard to individual ACT comments on future applications.

**3. Treasurer's Report**

a) As of 12 January we have a balance of £964 in Barclays, and £3019 (as ever) with Skipton BS.

b) I have made the annual Charity Commissioners report, which for a charity with income less than £10,000 requires simply telling them our total income and expenditure for 2016/7.

c) Gift Aid of 109.75 has been claimed and paid by HMRC. I could claim GA on £439 of membership fees and donations compared with £570 in 2015/6 due to a loss of members who did not renew and lack of a signed Gift Aid form for some members. We need to ensure that we have as many signed forms as possible for 2017/8.

d) Membership income for 2017/8 to date is £393, compared with £489 at the same day in 2016/7. Last year we reached a final total of £723 through a push at the end of January and it would be good if we can repeat this.

e) I developed statements (below) of the benefits of membership following the last meeting and circulated these. I have already incorporated some comments from Jane. I ask the committee to agree a final version at this meeting so that they can be used as part of a membership drive (*see below: item 6*).

f) We also briefly discussed membership cards at the last meeting. I think that they are important and we should produce new ones for 2017/8.

**4. Planning Matters**

DS tabled a list of December 2017- 16 Jan 2018 planning applications relevant to the Trust. He also tabled a rota for ACT Exec Committee members monitoring such applications, covering this period: Week beginning Sunday 21 January to W/b Sat 8

September 2018. This was accepted by the meeting. DS to coordinate applications for this, and to respond to LDNPA as appropriate following reports back from Committee members.

## **5. Environmental Survey (ES) - Next Steps**

A. RL reported on a meeting of the ES Implementation Group held on 14 December, (present: JB, TB, RL, DS). In regard to key outcomes from this, RL reported that she aims to coordinate a meeting between Darren Ratcliffe (Historic England) and Jackie Ratcliffe (no relation - LDNPA Planning), in regard to discussing and agreeing improvements to Ambleside, including gaining an Article 4 Directive in regard to the town's Conservation Area.

B. It was also noted that there should be a conversation between the Trust's representative(s) and Andrew Hewitt of Love Ambleside, in regard to shop frontages.

C. It was further noted that the Parish Clerk, Michael Johnson, is attempting to arrange a meeting with Parish Council representatives and the Highways Department of Cumbria County Council in relation to outstanding road and bridge (Rydal Road car park) issues. It was understood, from 14 December 2017, that this meeting was to include a representative from ACT, but this, apparently, is no longer the case. SD offered to take this up with Michael Johnson (**Action:SD**).

D. TB has identified which agents arrange maintenance of Kelsick Trust-owned buildings (Carter Jonas), and noted that a retired architect, Nigel Hutchinson, advises on maintenance of certain privately owned buildings.

E. Jonathan Moffett has offered to advise in respect of weed control.

F. It was agreed that it would be useful to prioritise the Survey Next Steps outcomes from the 14 December 2017 Implementation Group meeting, so that they can be addressed in order of importance.

## **6. Benefits of ACT Membership**

MG's suggested text for individuals/couples and for corporate members were considered, and welcomed. It was thought that these could usefully be added to the ACT website (**Action: RL**). It was further thought that selected elements from these text/s could serve as single paragraph statements to be included in membership and other targeted, (e.g.; funding), appeals. TC further suggested that quotes for the production of ACT pin (lapel-type) badges and other items should be sought (**Action: TC**).

## **7. ACT Charity Trustees**

SD clarified the status of Executive Committee members in regard to the advice issued by the Charity Commission to all Charitable Trustees. It is clear from this advice that all Exec. Committee members are regarded as Trustees of the Charity by the Commissioners. RL suggested that it would be useful to confirm this at a future Exec. Committee meeting, when all present could be given, and sign up to, a copy of the current ACT Constitution and Rules.

## 8. Stockghyll Park Project (SPP) - funding

SD outlined the key issues in regard to a suggestion he had received in respect of ACT applying for funding for a SPP Feasibility Study and Educational Exhibition Project from SLDC's Locally Important Projects (LIPS) fund. The timescale for this was very tight; deadline 22 January; six days after the meeting. ***NOTE:** It has subsequently not proved possible to meet this deadline; following the conditions as outlined in the SLDC LIPS guidance notes.*

## 9. Plaques

Carried over to the next meeting.

## 10. Any other business

A. RL raised a query in respect of the LDNP Local Grants Scheme open and close dates.

B. DS offered to help with the meeting noted above with representatives from Historic England and the National Park (Planning) in regard to the Environmental Survey Next Steps (**Action: DS/RL**).

C. SD noted that he had received an invitation from 'TrailTale' ([www.trailtale.co.uk](http://www.trailtale.co.uk)) to include the ACT Ambleside Heritage Trail on their mobile device app free of charge. The Committee suggested that this should be investigated (**Action: SD**).

D. Membership - TC offered to table an update of who had rejoined, and who had yet to join, the Trust; at the next Exec. Comm. meeting.

## 11. Next meeting date and time

***To be confirmed.***