

Edenfield Community Neighbourhood Forum.

Minutes from Management Committee Meeting held on 17.04.18 at the Community Centre.

Attendees: - Chairman Ian Lord; Acting Deputy Chairman Paul Williams; Gillian Hoyle; Acting Treasurer Trevor Boothman; Richard Bishop & Acting Secretary Alan Ashworth.

Guest: - Peter Cooke

Apologies: - Richard Lester

The Chairman welcomed everyone to the Management Committee Meeting and then proceeded with the Agenda items:-

- 1) **Minutes of the Management Committee Meeting dated 19.03.18.** The Chairman asked if all present had reviewed the minutes and agreed they were an accurate record of the meeting. A vote was taken; they were unanimously accepted with no objections and then duly signed.
- 2) **Matters Arising not covered by Agenda Items:** - The only issue arising was related to the Consultants requirements for Videos of the traffic congestion at Market Place; Market Street & Edenfield School and John Davies will hopefully arrange to take these shortly.
- 3) **Publicity & Communications.**
 - a) **Newsletter.** The Newsletter was circulated to every house and business in the Village and very well received. There are some copies still available and they will be used at future promotional events.
 - b) **Initial Consultations.** Follow up visits will be made to the Businesses to gain their views / opinions and determine any issues for consideration in our plan. Additionally, we need to arrange "Consultations" for all the Residents to enable us to determine what their issues are and how best we may address them. We are planning to hold the first of these at the Resident's Fete Day on the 9th June.
 - c) **Website & Social Media.** Richard confirmed all the proposed changes had been implemented and he will arrange for the On-Line Membership application Form to include a request for telephone numbers. He confirmed the website likes had increased to 128 and the visits to the sites for January were 29, February 211, March 712 & April to date 84. It is considered the high number in March relates to the circulation of the Newsletter.
 - d) **Communications.** The provisional draft of a Poster and the Community Strategy has been prepared and will be updated based on the comments from the Committee Members. Gillian will then circulate a further draft with a copy to Richard Lester prior to finalisation.
 - e) **Logo.** Gill will circulate the proposal previously made by Trevor to all Committee Members for comments etc and then this will be passed to our Consultants who agreed to fine tune this for us free of charge.
- 4) **Application for Designation by RBC.** The Consultancy period was completed on the 9th April, there were 47 Responses received, 40 of which were in support, six were invalid and one was

an objection. RBC now has until the 28th May to advise us if we will receive “Designation”, however current indications are that this may be achieved in the next two weeks.

- 5) **Technical Response to RBC following our Meeting on the 13th March 2018.** Our Consultants have now forwarded their Technical Response to RBC based on their investigations following the meeting with RBC and we are currently trying to arrange for a further meeting with the Forward Planning Team before the end of April to review this response.
- 6) **Membership Update.** The Chairman produced a breakdown of the Forum Membership as at the 13th April and it is pleasing to note we are approaching ninety Members.
- 7) **Financial Update.** The Treasurer confirmed we now have an active Bank Account with three signatories.
- 8) **Funding. 8.1 Donations.** Contact has now been made with the majority of the Members who indicated a willingness to make a donation and we have made a very positive start towards our targets to cover the costs of the Consultants etc.
8.2 Grants. Trevor has been chasing a grant from RBC for £500 which can be used for promoting the Forum and communicating with the Residents through Newsletters, Stands at the Fete etc. (Gillian will prepare some ideas for marketing banners etc for use at forthcoming events and Trevor will then put these forward for part of this grant). Trevor is also following up the possibility of a similar grant from the Burnley, Pendle and Rossendale Council for Voluntary Services. Preparation is also being made towards the application for the Neighbourhood Planning Grants from Locality to enable us to chase these immediately we receive confirmation of our “Designation”. This application will also be discussed with our Consultants on their next visit.
8.3. Other Fund Raising. The One Hundred Club proposal and other ideas were discussed and it was agreed to ask for ideas and assistance from Forum Members at the meeting on the 30th April.
- 9) **Forum Meeting.** The date was confirmed as 30.04.18 and the draft agenda was approved.
- 10) **Date of next Management Committee Meeting.** 10th May at 6-15pm at the Chairman’s Home.
- 11) **Any other business.** The Acting Secretary advised the members that RBC have produced a list of Sites excluded after Stage 1 of their Local plan but unfortunately none of the proposed Sites in Edenfield were on the list.

Signed..... Chairman. Date.....