



WARLEY COMMUNITY ASSOCIATION COMMITTEE MEETING

14 October 2013 – 7pm, Maypole Inn

MINUTES	
<p>Attendance and Apologies</p> <ul style="list-style-type: none"> • Present: E.Bailey, A.Berry (Chair) , C.Crowther, M.Deahl (Secretary), J.Illingworth (Treasurer), P.Ineson, S.Kettley, S.Naylor • Apologies received: J.Blackburn, K.Hutson, D.McCallam, S.Ryan, J.White, J.Williamson 	
<p>Minutes and matters arising:</p> <ol style="list-style-type: none"> 1. Minutes of the last Committee Meeting on 9 September 2013 - Approved. 2. Matters arising from last meeting: <ol style="list-style-type: none"> a. Correction made to Minutes of 9 September – Autumn Social is 23 October 2013, not 26 October as stated. b. Community Engagement: Secretary confirmed that Partners had been reminded in writing that Community Meetings would not run on a regular basis (only as need occurs) and that Committee Meetings are open meetings to which they are very welcome to attend or to send in information or comments for the attention of the committee. 	
<p>Officer Reports</p> <p>3. Treasurer update</p> <ol style="list-style-type: none"> a. Financial Accounts for Sept presented. Available funds - £2514. b. Management Accounts continue to project end of year surplus to be c.£2000 over and above our £3000 working capital. c. Reminder to committee to forward invoices etc to JI as a matter of urgency to finalise end of year accounts. d. A new bench, funded by the family of the late Angela Mason, is now in place in the playground. <p>4. Publications & Design: AB - Confirmation of new process for the creation of the Warley Lantern (in light of DMc stepping down):</p> <ol style="list-style-type: none"> a. A template has been developed and AB will take over production. b. Stories/updates to be submitted by Activity Project Leaders for each issue c. Volunteers sought for batching and delivering d. Distribution will continue as usual e. Next Lantern to be ready for distribution on 2 November <p>5. Membership: Discussion on purpose of Autumn Social Event - to increase general support and encourage more people to take part in activity groups and/or to join the committee. Secretary will send further personal email to those that had responded positively to the previous call for members, to encourage them to attend on 23rd or to make alternative arrangements to meet WCA members.</p>	<ul style="list-style-type: none"> • AB to confirm new arrangements with Distribution Team • Secretary to send email.
<p>Activity Reports</p> <p>6. Events</p> <ol style="list-style-type: none"> a. Autumn Social: EB: date confirmed 23 October 2013. Numbers of confirmed bookings still small. (8 bookings plus committee members/partners) however it is expected that some will just turn up on the night (problem estimating the catering). Committee asked to spread the word about the event. Reported that early draft of the flyer with incorrect tel.no. was delivered to part of the Village - although the weblink could be used for booking. b. Christmas Fair: EB - Proposed to change the date from 30 November to 7 December in the light of the School amending the date of its own Xmas Fair (7 December agreed). EB confirmed arrangements for stalls and space. Next Christmas Fair meetings: 28 October and 4 November. c. Remembrance Sunday: no update in JW's absence. d. Open Gardens: AB - Article in November Lantern will appeal for people to come forward if they are interested in opening their gardens. Open Gardens is 8 June 2014. 	<ul style="list-style-type: none"> • Autumn Social: AB to confirm running order with JW • Christmas Banner: DmC to review change date. • Remembrance Sunday: JW to confirm arrangements

Activity Reports (continued)		
<p>7. In Bloom – JI reported for KH. JI has applied for funding (total of £1,190 – WCA contribution to be £245) from the Community Development Fund for plants, bulbs and compost for the community sites and also for a further bench. The Council team continue to support WCA; recently they mulched one of the community sites, sprayed weedkiller along Paradise Lane and Stocks Lane and cut back overgrown bushes in the playground.</p> <p>8. History – MD reported for DMc. History meeting schedule still to be finalised.</p> <p>9. Community Engagement – JI reported that WCA's decision to donate a portion of surplus to charity was questioned by a member of the community. AB confirmed that this is in the Constitution. All parts of the Constitution would be revisited during the process of developing a Village Plan.</p>		3b) DMc to confirm History meeting dates
Project Reports:		
<p>10. Village Plan: AB - the team have met twice – so far to review the purpose, nature and scope of the plan. The team concluded that the Village Plan must align closely with the aims and objectives of WCA. This may mean that, in looking at priorities for the Plan, WCA must re-visit its own Constitution.</p> <p>11. Calendar: AB - Discussion about pros and cons of printing more calendars. Orders were still coming in. Decision deferred until sales to date are clarified.</p> <p>12. Heritage Audit: MD – Little new activity recently but project progressing slowly.</p> <p>13. Graveyard Database: MD - second burial book being processed to become page-ready to send to volunteer team for transcription. Lantern article will highlight the need for still more volunteers for checking and transcription activities. MD confirmed that a mini-biography would be published at regular intervals on the Website highlighting some of the interesting people buried in Warley Cemetery.</p>		2. KH to confirm calendar sales
Potential New Projects – none to report		
AOB		
<p>13. Paradise Lane: AB reported that he had written to local Councillors to highlight the disrepair of Paradise Lane (a major thoroughfare in Warley and the major route for children to approach the School). Cllr. Evans confirmed that the Lane is unadopted and that residents of the Lane could adopt the Lane. AB highlighted that the Council itself is the major resident of the Lane. Cllr Evans has now approached the Council for a response.</p> <p>14. Council Funding: AB - Calderdale Council have set up 2 new funds and WCA may be eligible to apply for grants in relation to the events we organise. AB will send details to committee members for consideration, but it was agreed that event leaders should take advantage of this funding wherever possible.</p> <p>15. AGM 25 November 2013: AB:</p> <p>a) The November Lantern will contain an appeal for new committee members.</p> <p>b) Both the Secretary and Treasurer confirmed they would stand for re-election.</p> <p>c) No nominations for Vice-Chair received, a position that has been unfilled for over 12 months. The Chairman noted that this on-going situation was a concern and encouraged the committee to seek a solution to ensure the long term stability of the Association.</p>		<ul style="list-style-type: none"> • AB to circulate funding details. Event leaders to review. • Appeal for new committee members to go in November Lantern/website • Committee members to consider role of Vice Chair and liaise with AB.
Date of next Committee Meeting:	25 November, Maypole Inn, Warley	
	Committee Meeting - 6.15pm AGM - 7pm	