

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

MINUTES OF THE 'KIRKBY MALZEARD AND DISTRICT COMMUNITY ASSOCIATION' COMMITTEE MEETING HELD ON 19 DECEMBER 2018 IN THE MECHANICS INSTITUTE, KIRKBY MALZEARD.

The meeting commenced at 7.00pm

Present: Cllr Peter Saxon (Chair), Cllr Jane Aksut, Cllr Alan Brownlee, Cllr Howard Mountain, John Collins (Mechanics Institute Village Hall), Marlon Johnson (Highside Playing Fields Association), Ruth Verity (Kirkby Malzeard Methodist Chapel), Hilary Cookson (St Andrew's Church), Anne Watt (Kirkby Malzeard Primary School) and Sam Carson (Kirkby Malzeard Pre-School). Although the meeting was open to the public, no members of the public were present.

1. Welcome and Apologies for absence.

The Chair welcomed everyone to the meeting. Cllr Geoffrey Berry was unavoidably delayed and subsequently sent his apologies. General introductions were made.

2. The Role of the Committee as set out in the Terms of Reference.

The Chair of the Parish Council Cllr Mountain ensured that all committee members had received the Terms of Reference and understood the nature of this advisory committee, together with the role with which it had been tasked, which was to advise on the creation of a Community Association for Kirkby Malzeard and District.

3. Powers and Responsibilities of Committee members.

Cllr Mountain asked each Non-Councillor member to confirm that they were aware of the disqualification rules and that there was nothing which prevented them serving on the committee. He also drew their attention to the Council's Standing Orders and Code of Conduct and asked that they abide by these whilst on this committee.

4. Compliance with GDPR.

Cllr Mountain briefly explained how GDPR applied and each Non-Councillor completed and signed a form, which as well as acknowledging points in items 2 and 3, gave consent for their email addresses to be shared within internal correspondence for this committee.

5. Consider the general aims of the 'Kirkby Malzeard Community Association'.

A general discussion led by the Chair was held, in which each member was given the opportunity to explain how they felt that a Community Association (CA) might be of benefit.

John Collins (MIVH) explained his personal involvement with CA's in the past and how he felt that such arrangements might now be of benefit within this community. The MIVH had earlier in the year made an unsuccessful Lottery Fund grant application and the guidance provided in conjunction with the refusal had indicated that greater evidence of cohesive community support was needed. He felt that the creation of a CA would help towards this, particularly if it also led to more involvement in community activities from a greater number of residents.

The application had included provision for the employment of a part-time 'Community Co-ordinator' who would be based in the Mechanics Institute building and would actively liaise between the public and the various organisations/bodies, seek grant funding, run the Community website (www.kirkbymalzeardareaguide.btck.co.uk) and promote the area to visitors for the benefit of local businesses. It was agreed that if a CA was created then it would be more effective if someone were employed by it in this role.

The idea of a CA being formed by a combined MIVH and HPFA, with additional trustees from the other main local organisations, was one of the options available, but at this time Marlon Johnson (HPFA) expressed reservations about this approach, as he felt that it might be seen as excluding some smaller groups, and that it would involve major revisions to how the MIVH and HPFA operated, the merging of finances, as well as considerable time and effort to put into effect. The need for improved co-ordination between organisations and the avoidance of

clashes between individual events was agreed by all committee members as being a priority.

Anne Watt (School) hoped that being part of a CA would enable the School to become more directly involved in the community as many residents were often unaware of the many activities carried out by pupils and a CA could provide the opportunity to publicise the work of the School to a greater extent than at present.

Ruth Verity (Chapel) felt that a CA could assist in promoting the Chapel as a venue as the School-room is currently underused and also felt it important to put in place a diary system to avoid any clashes of events in the future.

Hilary Cookson (Church) considered that finding a way of involving a greater number of residents in helping with and attending events was a priority. Cllr Brownlee hoped a CA would also improve publicity of events and activities and attract more visitors and Sam Carson (Pre-School) hoped that being part of a CA would enable residents to appreciate the role which Pre-School played and bring to their attention that it was a charity which needed community support. Cllr Saxon hoped that new activities could develop with the support of a CA and Cllr Aksut stressed the need for initiatives such as this in order to foster and encourage 'community spirit'.

The following general 'Aims' that a CA would need to fulfil were agreed:

- Co-ordinate the work of individual organisations and bodies so that they work more efficiently together, with no clashes of events.
- Reduce the workload on existing committee members/trustees by employing a 'Community Co-ordinator', sharing methods of publicity and promoting involvement from new residents with fresh ideas, rather than creating another tier of unnecessary administration.
- Enable bodies such as Church, Chapel, School and Pre-School to develop improved links with residents with whom they do not currently have sufficient contact.
- Benefit the community as a whole by undertaking a wider range of events and activities.

- Encourage residents who may be currently involved with one organisation to get involved with others, and through publicity around events, draw in those residents who currently have no involvement in Community matters. This could help sustain those existing organisations who are struggling financially or are suffering from reduced support.
- Promote the area to visitors in order to help support local businesses.
- Foster and encourage 'community spirit' to reduce the risk of the area slipping into becoming a dormitory where residents participated in activities elsewhere rather than here.

6. Constitution and Funding

Cllr Mountain reported that he had contacted Community First Yorkshire in order to seek advice on drawing up a Constitution for the CA and that a representative would be pleased to attend the committee's next meeting.

On the basis of the general aims which had been agreed CFY would be able to advise whether a CA which was effectively an 'umbrella' organisation (with existing organisations remaining independent but having formal links) or a CA formed by fully combining MIVH and HPFA (with all other organisations remaining independent but having some direct involvement such as a representative on the CA committee), would be most suitable for this community. It appeared that as members had reservations at this stage about the latter approach that an umbrella group might be set up initially with provision incorporated for transition to a combined MIVH/HPFA based CA as time progressed, if this became desirable.

Further discussion took place about the details of how a CA might function with Cllr Aksut describing how an interactive website similar to that used by the School could improve co-ordination between the local organisations and bodies. Hilary Cookson raised the issue of funding for a Community Co-ordinator and Cllr Mountain explained that external grants (such as Lottery Funding, Sport England, NYCC Stronger Communities etc), internal grants (Parish Council Local Organisation Grant – up to £4,000 available in 2019, up to £6,000 available in following years), Sponsorship from Local Businesses and possibly nominal subscriptions from residents, might all be available. The CA would be set up as a

Registered Charity which would then increase the likelihood of funding being obtained.

Cllr Mountain also confirmed that he had met with members of North Stainley Sport and Recreation Trust who had been very helpful in providing advice on how to proceed on the basis of their experience. This CA administers the Village Hall and Sports Field and runs the Community website (www.northstainley.org.uk) having 12 trustees including representatives of the main local organisations (Cricket Club, Church PCC, School, Parish Council) as well as individual residents. This model is similar to the second option (i.e. if MIVH and HPFA combined) and appeared to have worked well there since its inception in 2000. A copy of their constitution will be forwarded to members for reference.

7. Date of next meeting

This was provisionally arranged for Thursday January 17th, 2019 at the Chapel School-room (subject to it being convenient for Community First Yorkshire).

The meeting closed at 8.00pm

The Minutes were taken by Cllr Mountain in the absence of the Parish Clerk.

PARISH CLERK Jen Hurford, Holmes Cottage, High Walk, Kirkby Malzeard HG4 3RY (Postal enquiries only). Tel: 01765 650363 Email: clerk.kmldpc@outlook.com Agendas and Minutes, along with General Privacy Notice, are also available on the Parish Council website www.kmldpc.btck.co.uk Facebook: Kmldpc Parish Council