

Rooley Moor Neighbourhood Forum AGM

(Annual General Meeting)

www.rmnf.co.uk

Thursday 25th October 2018 at 7:30pm,
Spotland Methodist Church, Rooley Moor Road, Rochdale OL12 7ES

AGENDA

1. Introductions & Apologies
 - Code of Conduct
 - Conflicts of interest and conflicts of loyalty
2. To read and if considered appropriate to approve the Minutes of the Annual General meeting of 2017 held on 2nd November 2017
3. Review Action Log
4. To read and if considered appropriate to adopt the Accounts for the year ended 31st August 2018
 - To review and agree our reserves policy
5. Legal & Administrative Information
6. Reports from Trustees and Officers of the Forum
7. Trustee & Officer Rotation, Resignation and Appointment
8. Updates - Neighbourhood Plan & HLF Project
9. Open Forum & AOB
10. Date & Time of Next Meeting – To be confirmed

Agenda Item 1

Introduction / Apologies / Code of Conduct / Conflicts of interest and conflicts of loyalty

Introduction

- Welcome – come and go as you please. Ask any questions as we go along.
- Health & Safety – Fire exits, etc
- Toilets – location
- Any declarations of interest

Apologies

- TBC

Code of Conduct (in the event of any issues the decision of the chair is final)

It is established by and for the Rochdale Neighbourhood Forums that the following code of conduct will govern the behaviour of their members. The Chair of this meeting will enforce the code of conduct.

Conduct at meetings

Members will at all times observe accepted practice while taking part in discussions to:

- Be courteous to each other and support and assist other members in finding the best possible solution to problems being discussed
- Allow each other the opportunity to speak and comment
- Attempt as far as possible to stick to the agenda and assist each other to reach effective conclusions
- Operate within the agreed Terms of Reference
- Aggression, violence, threats, harassment, intimidation and other disruptive behaviour in the forum will not be tolerated
- The term 'members' applies to all those present at the meeting

Confidentiality

- Members will refrain from mentioning specific individual cases which may cause embarrassment or identification of an individual
- Any information or item shared that is of a confidential nature will not be disclosed to anyone else apart from members of the Forum in order to allow the business of the meeting to proceed.

Dignity at meetings

- All those who attend Forum meetings have the right to be treated with dignity and respect regardless of their race, colour, ethnic or national origin, nationality, gender, marital status, age, sexuality, religion or any other matter which causes people to be discriminated against
- The meeting will do all that is in its power to oppose all forms of harassment and bullying

Individual Members

- Should disclose any personal interest that they consider may affect or influence their approach to the matter being discussed
- Must show respect in all their dealings by observing reasonable standards and courtesy, and by not seeking to take unfair advantage by virtue of their position

Political Affiliation

- Even though individual members may be affiliated to/or be members of a political party, they may not represent a political party in their role as individual members of this Forum

Breach of Code of Conduct

- If anyone attending the Forum meeting does not abide by the code of conduct, the Chair will have the discretion to decide on an appropriate course of action. The Chair may either issue a warning, ask the people to withdraw from a particular agenda item or exclude that person from the meeting.
- Where a person is asked to leave a meeting, the Chair will have the discretion to decide whether or not that person is welcome to attend future meetings.
- The Chair at his/her discretion, may close the meeting if he/she deems it necessary

Conflicts of interest and conflicts of loyalty

Forum Trustees and Members are required to declare any pecuniary, personal or personal and prejudicial interests they may have and the nature of those interests relating to items on this agenda.

A charity trustee must:

1. Declare the nature and extent of any interest, direct or indirect, which he or she has in a proposed transaction or arrangement with the CIO or in any transaction or arrangement entered into by the CIO which has not previously been declared; and
2. Absent himself or herself from any discussions of the charity trustees in which it is possible that a conflict of interest will arise between his or her duty to act solely in the interests of the CIO and any personal interest (including but not limited to any financial interest). Any charity trustee absenting himself or herself from any discussions in accordance with this clause must not vote or be counted as part of the quorum in any decision of the charity trustees on the matter.

Agenda Item 2

To read and if considered appropriate to approve the Minutes of the Annual General meeting of 2016 held on 6th October 2016

Rooley Moor Neighbourhood Forum (RMNF)

AGM

MINUTES OF MEETING

2nd November 2017

FORUM MEMBERS PRESENT: Andy & Mair Meek, Gwyn Fitton, Morley Morgan, Councillor Cecile Biant, Margaret Howard, Fran Healey, Win McGhee, Helen Moore, David Ireland, Phil Massey, Margaret & Nick Green and Alan Rawsterne

ALSO IN ATTENDANCE: Brian Holden

APOLOGIES FOR ABSENCE: Jim Murphy, John & Janette Newcombe, Jen Holt, Denise Madgin, Christine Thomas, Steve Davison, Nigel Morell, Sue Morgan, Elaine Marsden and Irene Pope

MINUTES: The meeting commenced at 19:30

1. Introduction

Andy Meek (AM) opened the meeting, welcomed all, dealt with housekeeping (fire exit and toilets), the meeting code of conduct and apologies (detailed above)

2. Minutes of AGM 6th October 2016

AM confirmed minutes were circulated after the AGM and no amendments were made.

- Morley Morgan (MMn) proposed to accept the minutes
 - Fran Healey (FH) seconded the proposal
 - The minutes were unanimously accepted on a show of hands

3. Review Action Log

AM reviewed the outstanding actions and noted the following:

1. Planning applications are monitored weekly and loaded to the RMNF website. They are available for anyone to review if they wish. This action is on going.
2. The Neighbourhood Plan action is on going and there is a more detailed update later in the meeting. It was noted that the farming community have had little input into our forum and RMNF trustees will strive to engage with and involve the farmers.
3. Catley Lane Head conservation status – There have been a number of objections. The Conservation Project Officer is planning to publish a simple guide to explain conservation status. The guide will be posted to objectors and it's expected the decision will be made at the Township Meeting in December.
4. Shawfield Turbine – it was noted the turbine is currently not in its consented location, might be operating illegally and a second set of footings, presumably in the consented location, have been installed to protect the applicants planning permission. Members of the forum involved in the Neighbourhood Plan process and some representatives from affected communities have requested a meeting with planning to understand what criteria is being used to determine compliance management. The RMNF Neighbourhood Plan Group believe they require a better understanding to facilitate a meaningful plan that is helpful to council officers. Cecile Biant (CB) advised a meeting was provisionally diarised for the 16/11/17.

5. Catley Lane Head drains – It was noted that this action was still outstanding and will be carried forward as sediment washed down from the moor is an on going issue. It was also noted that the footpath on left as you enter the rural section of Rooley Moor Road traveling towards Catley Lane Head was in poor condition and requires cleaning and repair.

ACTION: CB to request a gully cleaner

ACTION: CB to request the footpath noted above to be cleaned and repaired

- Win McGhee (WM) proposed to accept the outstanding actions
 - CB seconded the proposal
 - The outstanding actions were unanimously accepted on a show of hands

4. Accounts for year ending 31st August 2017

FH explained the accounts and recommended to increase our reserves policy to £400 to cover insurance and website costs for the coming year.

- Gwyn Fitton (GF) proposed to accept the accounts
 - Miar Meek (MMk) seconded the proposal
 - The accounts were unanimously accepted on a show of hands
- MMn proposed to accept the reserves policy
 - Helen Moore (HM) seconded the proposal
 - The reserves policy was unanimously accepted on a show of hands

5. Legal & Administrative Information

AM explained the legal and administrative information

6. Reports from Trustees and Officers

Alan Rawsterne (AR) explained the content of the report

ACTION: AR to post the report on RMNF web and social media sites

- FH proposed to accept the trustees reports
 - WM seconded the proposal
 - The trustees reports were unanimously accepted on a show of hands

7. Propose change to our constitution required to accommodate the position of Honorary President

The wording for insertion in to our constitution is as follows:

‘Honorary President

The Trustees may from time to time elect an Honorary President of the Forum to hold office for a period of three (3) years. No subscription shall be required from an honorary member and the Honorary President may stand for re-election for additional terms.

The Honorary President has no executive function and the role carries no Trustee responsibility.

The Honorary President shall be entitled to attend meetings of the forum, but not to vote.’

- FH proposed to accept the wording for insertion in to our constitution
 - WM seconded the proposal
 - The proposal was unanimously accepted on a show of hands

ACTION: AR to update constitution and make it available on the website

8. Appoint Honorary President, Trustee Resignations & Rotation

David Olusoga has agreed to accept the position of Honorary President.

- FH proposed to accept David Olusoga as our Honorary President
 - WM seconded the proposal
 - The proposal was unanimously accepted on a show of hands

The following people stood down from their positions:

- Roy Thorniley - Trustee and Vice Chair
- Frances Healey – Trustee & Treasurer
- Nick Green – Trustee
- John Newcombe - Trustee

The following people are stood for election:

- Frances Healey – Trustee & Treasurer
- Nick Green – Trustee
- John Newcombe - Trustee

MMk proposed to approve the resignations and appointments

- Seconded by: HM
- Unanimously accepted on a show of hands

AM noted thanks to Roy Thorniley for his contribution to our forum and was pleased to report Roy will remain as a member of the forum. AM asked members to consider if they wished to become a trustee and let AR know if they did. CB suggested trustees vacancies should be advertised when skill gaps become apparent. All agreed the importance of Vice Chair was realised at this years event when AM wasn't able to officiate.

ACTION: AR to ask if anyone would like to take up the position of Vice Chair and (or) trustee.

There was a proposal to ask Sue Devaney to be a 'Patron' of our forum.

- FH proposed to accept the proposal
 - CB seconded the proposal
 - The proposal was unanimously accepted on a show of hands

ACTION: AR to contact Sue Devaney

9. Next Steps – Neighbourhood Plan

AR gave an overview of next steps and timelines. All agreed this would become more meaningful when draft policies become available for review. Involvement of the farming community was noted as very important and the trustees present at this meeting agreed to make contact.

10. Open Forum

- Community event – There were mixed feelings about holding another event. We discussed having an event:
 - At a different place and time
 - With a different theme
 - The following year

ACTION: AR to seek event group membership to discuss this point further

- Donations to other charitable organisations that supported our August 17 event. We agreed to donate:
 - £50 to the Okenhoof clog dancers, and
 - £50 to The Met for the loan of the PA equipment (Note: FH declared an interest in The Met and did not vote)
- Heritage Lottery Fund (HLF) application
 - FH advised our application for a grant to promote our 'Shared Heritage' had been successful. Fran took everyone through a high level presentation with details of the £11.9K grant, which includes partnership funding from Rochdale Council (£9.4K HLF plus £2.5K RC) and the HLF 'approved purpose'.

All agreed this is a fantastic opportunity and a number of people indicated they would like to be involved.

ACTION: FH to establish an HLF group to discuss this point further

- Traffic calming, fly tipping and illegal off road use
 - Traffic calming measures have been suggested as a better prospect than quiet lanes status. The forum has £744 of restricted funds that can be used for signage to promote road safety. HM suggested a number of different signs. AR proposed we try to set up a meeting with the council to discuss how to best spend the money for maximum effect

ACTION: AR to set up meeting

- Fly tipping – advice is to report to Environmental management
- Illegal off road use - advice is to report to 101. Phil Massey (PM) said the Police informed the Spotland & Falinge Area Forum they thought the problem had improved because reporting had reduced. A number of people raised concern with the 101 process being inadequate, there was also concern about challenging off road users who could be aggressive. AR advised that since publishing the RMNF illegal off road reporting initiative in August, there had been no emails to report any issues. All agreed to reinvigorate this initiative.

ACTION: AR to re-notify the bikes@rmnf.org.uk initiative on social media

- AOB
 - AR advised our forum was supporting Norden, Slattocks and Bamford who are considering the neighbourhood forum process for their areas
 - David Ireland (DI) raised the issue of Catley Lane Head drains and his property being exposed to flooding because kerb levels had not been increased when the road was re-laid - CB advised she would review
 - WH advised that the stone wall adjacent to Rooley Moor Road and the fishing pond was collapsing. Win wanted to know who would be responsible for repairing gate wall. CB advised she would review and advise
 - Spotland & Falinge in Bloom – CB & PM explained the process and suggested Catley Lane Head should consider entering next year's competition. All agreed this is a great opportunity and a number of people indicated they would like to be involved

ACTION: AR to establish an 'In Bloom' group to discuss this point further

- Christmas tree for Catley Lane Head- A number of people thought the possibility of get together for carols, mince pies and mulled wine was a great idea. WM will make enquiries about a tree for the village as will FH when she next meets with the council

ACTION: AR to ask if anyone would like to be involved

11. Next Meeting

- TBC – AR advised the next meeting would probably be in the New Year.
Updates will be posted on the RMNF web and social media sites and (or) sent by email
- **Proposed to approve the minutes:**
- **Seconded by:**
- **Accepted / Rejected – Show of Hands**

Agenda Item 3

Review Action Log

Rooley Moor Neighbourhood Forum - Actions

Date of action	Description of action	Who is responsible	Comment	Date Completed
17/03/2016	Continue to monitor planning applications for anything affecting our area	AR	On-going	On-going
07/12/2016	Let AR know if you would like to attend a trustees training day	AR	On-going	On-going
07/12/2016	AR to seek support to draft a proposal for heritage signage and quiet lanes status for Catley Lane Head	AR	09/12/16 Ruth Howard offered to help 04/08/2017 Sign placed in village - Quiet lanes status is pending 02/11/17 Need to send proposal to Highways for traffic calming / signs	No Progress due to lack of enforcement
02/11/2017	AR to ask if anyone would like to take up the position of Vice Chair and (or) trustee	AR	15/11/17 Phil Massey would like to be a trustee - AR to process vote and appointment in the New Year	2018 AGM
02/11/2017	CB to request a gully cleaner	CB		
02/11/2017	CB to request the footpath noted above to be cleaned and repaired	CB		
02/11/2017	FH to establish an HLF group to discuss this point further	FH	On going	See update
02/11/2017	Traffic calming, fly tipping and illegal off road use - AR to set up meeting	AR	24/11/17 Meeting with LotM agent	On going
02/11/2017	Ask Sue Devaney if she would like to be a Patron of our forum	AR	Sent email 05/12/17	No response to email

- **Proposed to carry forward the outstanding actions:**
- **Seconded by:**
- **Accepted / Rejected – Show of Hands**

Agenda Item 4

Rooley Moor Neighbourhood Accounts

Year End: 31-Aug-18

Reconciliation of Accounts 2017/18 To Bank Statement			
	Paypal	Co-Op	Total
Opening Balance 01/09/17	50	6,847	6,896
Receipts Reported	0	12,457	12,457
Expenditure Reported	0	(8,225)	(8,225)
Closing Balance 31/8/18 Reported	50	11,079	11,128
Balance at Bank 31/8/18	50	11,079	11,128

	2017/18 Restricted	2017/18 Restricted	2017/18 Restricted	2017/18 Restricted	2017/18 Restricted	2017/18 Restricted	2017/18 Restricted	2017/18 Restricted	2017/18 Restricted	2017/18 Restricted	2017/18 Unrestricted	2017/18 Total
	Groundwork	PCC	DQAG	Groundwork 17	CWA 17	Township Rev 17	Township Cap 17	Asda	Christmas 17	HLF 17		
	£	£	£	£	£	£	£	£	£	£	£	£
Opening Balance B/F from Summary 2016-17	0	744	1,694	4,971	500	(697)	(1,000)	0	0	0	685	6,896
INCOME												
Gift Aid	0	0	0	0	0	0	0	0	0	0	0	0
Grants	0	0	0	0	0	0	0	200	200	9,400	0	9,800
Projects	0	0	0	0	0	0	0	0	0	0	270	270
Donations In	0	0	0	0	0	937	1,000	0	0	0	450	2,387
Total Income	0	0	0	0	0	937	1,000	200	200	9,400	720	12,457
EXPENDITURE												
Consultant Costs	0	0	0	(4,643)	0	0	0	0	0	0	0	(4,643)
Training	0	0	0	0	0	0	0	0	0	0	0	0
Room Hire	0	0	0	0	0	0	0	0	0	0	(60)	(60)
Website	0	0	0	0	0	0	0	0	0	(996)	0	(996)
Insurance	0	0	0	0	0	0	0	0	0	0	(137)	(137)
Donations Out	0	0	0	0	0	0	0	0	(75)	0	(100)	(175)
Printing & Stationery	0	0	0	(83)	(155)	0	0	0	0	0	(15)	(254)
Projects	0	0	0	(245)	(345)	0	0	(24)	0	(100)	(43)	(756)
In Bloom	0	0	(313)	0	0	0	0	0	0	0	0	(313)
Misc Expenses	0	(423)	0	0	0	(240)	0	0	(85)	0	(143)	(892)
Total Expenditure	0	(423)	(313)	(4,971)	(500)	(240)	0	(24)	(160)	(1,096)	(498)	(8,225)
Closing Balance	0	320	1,382	0	0	0	0	176	40	8,304	907	11,128

Notes – Referring to the £11,128 above; at the date of the AGM, the only other cost not accounted for is £40 cash payment, relating to an expired cheque for the purchase of a Christmas tree (cost to be recovered through expenses) and room hire for the AGM (£30). It is proposed to maintain our reserves policy at £400 to cover insurance (estimated at £140 - due June 2019) and miscellaneous costs, e.g. printing, hire of meeting rooms, etc. There are no Gift Aid donations to be claimed.

- **Proposed to approve the accounts:**
- **Seconded by:**
- **Accepted / Rejected – Show of Hands**

Agenda Item 5

Legal & Administrative Information

Status

Our organisation is a Charitable Incorporated Organisation (CIO)

Charity Commission Registered Number 1165601

Structure

Andy Meek – Trustee & Chair

Frances Healey – Trustee & Treasurer

Alan Rawsterne - Trustee & Secretary

Cecile Biant - Trustee

Morley Morgan - Trustee

John Newcombe - Trustee

Nick Green – Trustee (Resigned 18th June 2018)

Registered Office

Owd House

Fern Hill Lane

Rochdale OL12 6BW

Bankers

The Co-operative Bank

P.O. Box 250

Delf House

Southway

Skelmersdale WN8 6WT

Independent Examiner

Last year we asked the Treasurer of the Rochdale Ramblers to verify and sign off our accounts

Agenda Item 6

Reports from Trustees and Officers of the Forum

Structure, Governance and Management

Trustees manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO. In exercising their powers and duties, charity trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission.

It is the duty of each trustee:

- a) To exercise his or her powers and to perform his or her functions as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and
- b) To exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:
 - i. any special knowledge or experience that he or she has or holds himself or herself out as having; and
 - ii. if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

Members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

There are no paid employees of the CIO and the value of services provided by volunteers is not incorporated into financial reporting.

Including trustees and officers there are currently 40 members of the CIO with voting rights. This remains at the same level as last year.

Recruitment & Appointment of Trustees

At every subsequent annual general meeting of the members of the CIO, one-third of the charity trustees shall retire from office. If the number of charity trustees is not three, or a multiple of three, then the number nearest to one-third shall retire from office, but if there is only one charity trustee, he or she shall retire.

Any vacancies so arising may be filled by the decision of the members at the annual general meeting and the members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed, or as an additional charity trustee, provided that the limit of 12 charity trustees is not exceeded.

This year Nick Green resigned as Trustee.

Cecile Biant and Morley Morgan are standing down as Trustees but wish to be considered for re-election.

Phil Massey, Steve Davison and Councillor Wendy Cox wish to be appointed as Trustees.

BIOGRAPHYS

Mr Philip Massey.

As someone who is passionate about the community of Spotland & Falinge and our Borough in general, I am volunteering to become a trustee of the Rooley Moor Neighbourhood Forum.

With the Neighbourhood plan and remarkable heritage projects that RMNF are undertaking, it's clear that the RMNF is a true gem of Spotland and Falinge ward. Above all I advocate your principles of working together to protect and enhance our neighbourhood.

I was brought up on Woodstock St in Meanwood, before moving to Hull to attend university.

My Wife and I have also lived in Oxford, Salford Quays and Todmorden, but decided to return to Rochdale, to raise our family. We have two children aged six and two years.

For the past three years I have chaired the Spotland & Falinge area forum, and I'm also a member of the multiple gold award winning Rochdale In Bloom committee. Having fought for and won funding, I am currently delivering a number of projects in the ward for Rochdale In Bloom and on behalf of the area forum. I find working with members of our community and volunteering time towards a common purpose is extremely rewarding. As a Spotland resident who doesn't live on Rooley Moor but who appreciates the advantages of the RMNF, I represent an outside perspective for the charity.

My skills are more humble than many of the existing trustees. I built a Wedding Video production company during my time studying Mobile Telecommunications Engineering at Hull, which was then sold and invested into our current greeting card distribution company. We have been happily distributing greeting cards for the last eleven years. Being self-employed in a Partnership I am excellent at using my own skills and initiative to complete tasks and realise projects, but also work well alongside my Wife and partner where required.

Dr Steve Davison,

I am a long standing resident of Norden with a passion for the environment, the outdoors and our wealth of local heritage. I love mountain biking on our extensive local trails and Rooley Moor Road is one of my favourite routes. I am always surprised that so many people in Rochdale haven't heard about the road or its historic significance. I started to take a more active interest in its preservation and promotion as a result of Coronation Power's planning application for a wind farm alongside the road. That was the first time that I had become actively involved with a community group and I feel very fortunate to have made many new friends along the way. More recently I helped in the campaign to fight off the extension to Scout Moor Wind Farm, leading on the technical aspects of renewable energy policy.

In terms of my background and what I can offer to the forum as a trustee I am a scientist by training with a doctorate in physics. Most of my career has been involved in IT. I developed the initial version of the forum's website and it is great to see what a valuable resource it has become as a result of the hard work of others. I don't anticipate much more work will be required to the underlying code but I am happy to help with normal maintenance activities and handling less frequent security issues. I am also very happy to help out in other areas as best I can and hope I can bring a slightly different perspective to the group based on my professional experience as a director of a number of small IT companies.

Councillor Wendy Cox,

As a relative newcomer to the Borough but a keen walker (when time allows), the beautiful moor and cotton famine road are a joy to me. I have done community work with older people for 20 years and now work for a national housing policy charity.

As a Councillor I am the assistant to the Cabinet Member for Health & Wellbeing and Chair of the Rochdale Township Clean and Green Priority Group. I am also a member of the Rochdale Township Committee and the Spotland and Falinge Area Forum.

My appointments to outside bodies include Greater Manchester Passenger Transport Authority Ring & Ride Steering Group, Rochdale Boroughwide Housing Board Representative Committee, Rochdale Chamber of Commerce Local Council and Rochdale Shop Mobility Executive Committee.

Being a trustee of the forum helps maintain a strong relationship with our Council.

Forum Objects

The CIO is established for the public benefit without distinction of ability, sex, sexual orientation, race or political, religious or other opinions for the following purposes in the area of benefit known as Rooley Moor, which shall hereinafter be referred to as the Neighbourhood

The objects of the CIO are:

1. To promote high standards of planning and architecture in or affecting the area of benefit.
2. To educate the public in the geography, history, natural history, culture and architecture of the area of benefit.
3. To secure the preservation, protection, development and improvement of features or areas of historic or public interest in the area of benefit.

In furtherance of the above objects but not otherwise the trustees shall have the power to establish a neighbourhood forum for the area of benefit to promote and or improve the social, economic and environmental well-being of the area.

Accounting Policy, Income & Funds Structure

Income arises from restricted funds (grants), unrestricted donations and recovered Gift Aid.

Expenditure is recognised when an invoice is received or payment made.

There are no tangible fixed assets.

The Reserves Policy of Rooley Moor Neighbourhood Forum CIO is to hold reserves from unrestricted funds to cover our known liabilities (such as insurance, hire of meeting rooms, website costs, etc.). £400 has been proposed to cover these costs. The reserves policy will be reviewed at each AGM.

Achievements & Performance

November 2017:

Friday 10th November, members of our forum were delighted to receive a cheque for £200, to help with display boards, from the Asda Rochdale Store Community Champion. Our thanks go to Asda and everyone who voted for us.

Sunday 12th November, RMNF 2018 calendar made available

Thursday 16th November, meeting with Michael Brooke (RMBC Communications Officer) to discuss our HLF project.

Friday 16th November, meeting with Paul Simpson (Planning Consultant) to discuss the Neighbourhood Plan

Friday 24th November, meeting with Andrew Crossley (Agent for the Lord of the Manor) to discuss our Neighbourhood Plan and illegal use of the moor (fly tipping, 4x4's, etc.).

Monday 27th November, Rooley Moor Neighbourhood Forum receives £9,400 from the Heritage Lottery Fund (HLF) towards a 'Shared Heritage' project.

December 2017:

Monday 4th December, meeting to discuss arrangements for Catley Carols - Great Christmas Get Together.

Wednesday 6th December, Rochdale Township Committee approve conservation status for Catley Lane Head.

Monday 18th December, Catley Lane Head Christmas tree lights switched on.

Thursday 21st December, Catley Carols - Our great Christmas get together! We took a car boot full of food and a cheque for £75 to Rochdale Foodbank and they were very appreciative. All had a good night!

Thursday 28th December, community walk around Ogden reservoir, checking out a trail for our own area.

February 2018:

Saturday 3rd February, we had a session at Touchstones with Janet Byrne (Local Studies Supervisor) who collated information on Rooley Moor, Greenbooth and Healey Dell to show us, and guide us through the process of researching our particular areas of interest.

Tuesday 13th February, data gathering process started to make representations to TfGM, First Bus and ROSSO regarding trying to stop the removal of the bus service to Catley Lane Head.

March 2018:

Saturday 24th March, community meeting at Healey Dell Heritage Centre and Tea Rooms to discuss ideas and content to support our HLF project.

April 2018:

Thursday 12th April - Trustees meeting to discuss Neighbourhood Plan, HLF Update, In Bloom, Policies required (GDPR, Privacy, FOI & Cookie, Complaints, Health & Safety, Managing Volunteers, Conflict of Interest, Safeguarding, Risk Management & Risk Register), potential new Trustee appointments and Prickshaw signage for restricted byway.

Monday 16th April meeting with Mid Pennines Arts – introduction to RMNF and project awareness.

Wednesday 18th April we publish our first Heritage Trail Leaflet

Saturday 21st April – Fourteen people attended our Neighbourhood Plan Public Consultation 'Drop In' Event held at Spotland Church.

Meeting with Michael Brooke (RMBC Communications Officer) - HLF project update

May 2018:

Sunday 13th May – Whitworth Skyline Walk included the Cotton Famine Road

Friday 18th May, GDPR implemented in readiness for the 25th May 2018 deadline.

Saturday 27th May 2018, an Equestrian Rendezvous event was held in Catley Lane Head. Horse riders from Rossendale, Wardle, Bury, Bolton and Rochdale descended on Catley Lane Head on Rooley Moor Road for this year's Pennine Rendezvous.

The brainchild of The National Federation of Bridleways Associations (NFBA), this annual get-together occurs in different areas of The Pennines and this year it was the turn of Rochdale and Bury Bridleways Association to be the hosts.

The idea of the event is to highlight the importance of bridleways and byways to horse riders as safe off-road areas to ride and to show riders routes they can use outside of their normal riding area.

This year's event was blessed with superb weather. Each participant was awarded a rosette by The Lord Lieutenant of Greater Manchester, Warren Smith. Cosima Towneley, the chair of NFBA, introduced the Lord Lieutenant and described the aims of the event.

The rosettes celebrated the 70th anniversary of The British Horse Society which was founded in 1947 and were also to mark that May is Ride Out UK Month 2018 which is all about raising awareness of off-road riding and the need to protect and restore multi-user routes across the UK.

The event raised £155 for North West Air Ambulance.

June 2018:

Thursday 7th June, meeting with the Co-operative Heritage Trust - introduction to RMNF and project awareness.

Thursday 7th June, Trustees meeting to Review the Neighbourhood Plan 'Pre Submission' consultation responses / Agree RMNF response / Identify any required changes to the plan and decide if the plan should be submitted to the Council.

Tuesday 12th June, RMNF identify and stop a proposal from Highways to tarmac the cobbles, 600m north, from Smallshaw Road (2 listed items of 300m each).

Monday 18th June, Neighbourhood Plan community brief to advise the RMNF trustees had reviewed all the comments made during the "pre-submission consultation" and the unanimous decision was to make some slight changes and to submit the Plan to the Local Planning Authority (Rochdale Metropolitan Borough Council).

Monday 18th June, Neighbourhood Plan submitted to Rochdale Metropolitan Borough Council Planning Authority for consideration.

July 2018:

Thursday 26th July, In Bloom judging took place in Catley Lane Head, results are eagerly awaited and to be announced in October.

August 2018:

Wednesday 15th August, meeting with Andrew Crossley (agent for the Lord of the Manor) and commoners to discuss possible re-instatement of gates to restrict unauthorised access and illegal use of the moor.

Health & Safety

Risk assessments were in place for all activities and there are no issues to report.

Our Health & Safety policy has been documented and adopted.

Trustee Training

Thursday 19 Jul 2018, Andy Meek attended a Trustees training session at Macc.

Grants & Funding

- 10th November, cheque for £200 from the Asda Foundation. Presented by the Rochdale Store Community Champion.
- 27th November 2017 – Payment of Heritage Lottery Fund Shared Histories Grant of £9,400 made to RMNF bank account for the following approved purposes:
 - Research and produce accessible heritage trails around areas of historic interest in Rooley Moor, including QR codes linking to additional interpretation material and permanent heritage display boards
 - Research, develop and produce accessible heritage trails around areas of historic interest in Rooley Moor, including QR codes linking to additional interpretation material
 - Support Forum members to visit and research other local heritage trails to inform the project, and consult with a range of user groups to support accessibility
 - Work with Touchstones Museum and Rochdale Pioneers Museum to research archive material for use on display boards and project website
 - Record audio and video interviews with local families to capture their memories, and make use of local dialect songs and historical interpretation
 - Update the Forum website with heritage material to link to QR codes, and promote the project via social media, leaflets and events

- Evaluate the impact and effectiveness of the project, including on users and participants
- 30th November £200 grant from Forever Manchester for The Great Christmas Get Together

Other Issues

- Shawfield Turbine - A complaint regarding the position of the turbine and noise from the turbine was made in November 2015. At the time of writing these problems have no formal resolution, however the turbine has not run, for reasons unknown, since July 2018.
- Fly tipping and illegal off road use. Forum officer are working to see if it is possible to re-instate the gate that used to be in place on Rooley Moor Road, just after the junction with Knacks Lane.
- We continue to support other neighbourhood forums, this year we have been contacted for help with various issues by Thornham St Johns Neighbourhood Forum, Warsash Neighbourhood Forum and Woodford Neighbourhood Forum.

Agenda Item 7

Trustee & Officer Rotation, Resignation and Appointment

The following people are standing down from their positions:

- Councillor Cecile Biant - Trustee
- Morley Morgan – Trustee

The following people are standing for election:

- Councillor Cecile Biant - Trustee
- Morley Morgan – Trustee
- Phil Massey
- Dr. Steve Davison
- Councillor Wendy Cox

We have a limit of 12 charity trustees, therefore 3 vacancies

- Do any other of our members wish to become a trustee?
- Does any member wish to propose a trustee for election?
- Does anyone wish to stand for the position of Vice Chair or propose a Vice Chair for election?
- **Proposed to accept:**
- **Seconded by:**
- **Accepted / Rejected – Show of Hands:**

Forum Officers:

- Andy Meek – Trustee & Chair
- Frances Healey – Trustee & Treasurer
- Alan Rawsterne – Trustee & Secretary

Frances Healey wishes to step down from the role of treasurer.

The role of Chair and Secretary to remain unchanged, unless anyone objects.

Proposals for appointment of forum officers:

<ul style="list-style-type: none">• Role – Vice Chair• Who• Proposed to accept:• Seconded by:• Accepted / Rejected – Show of Hands:	<ul style="list-style-type: none">• Role – Treasurer• Who• Proposed to accept:• Seconded by:• Accepted / Rejected – Show of Hands:
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Agenda Item 8

Updates

Neighbourhood Plan

Our Neighbourhood Plan has been handed over to Rochdale Council who are undertaking and Environment Impact Assessment (EIA) to make sure our plan is not damaging to the environment. When Rochdale Council formally accept the plan, the following will happen:

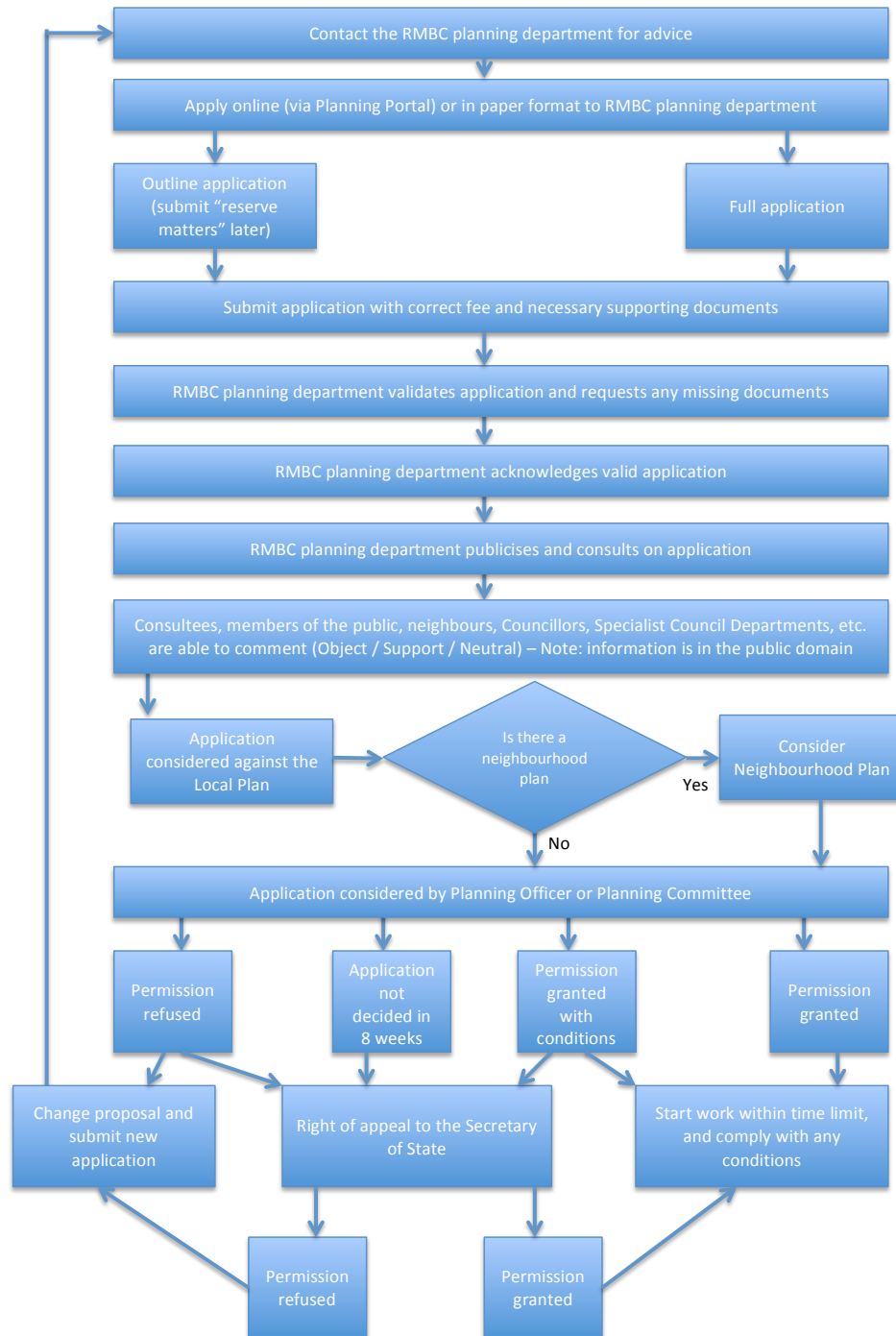
Action	Owner
Submission of Plan to LPA and report to RMBC Township Committee This is likely to happen towards the end of this year or early in 2019	RMBC
Publicise Plan Proposal - Regulation 16 - 6 weeks	RMBC
Submission of Plan to Examination- Regulation 17 - 6 weeks	RMBC
Examination - 2 weeks	Examiner
Publication of Examiners ReportStatus- Regulation 18 - 4 weeks	Examiner
Decision on Plan Proposal - Regulation 19 - 4 weeks	Examiner
Publicising neighbourhood development plan	RMBC
Referendum - 6 weeks	RMBC

During the review of 'Pre Submission' comments about the Neighbourhood Plan it became apparent that a small number of people have misunderstood the role of our forum in planning.

Our forum **DOES NOT** make planning decisions – This has always been done by the local planning authority – Please see the "Planning Decision Process" map below, which is an existing process; the only difference being that if the Neighbourhood Plan is adopted, it would be included in the process.

Our forum **DOES NOT** make new legislation. The Neighbourhood Plan policy wording is taken from existing legislation and reflects the communities view in a form of words that are acceptable for the Neighbourhood Plan, if adopted, to form part of Rochdale's Local Plan.

Planning Decision Process Map (High Level)



HLF Project Update

The project end date is 30th November 2018. The HLF area of our website is nearing completion, Heritage Trail Leaflets 1 to 4 are documented and the design work for the visitor interpretation boards & viewfinders is well underway. We are waiting to be advised if planning permission, etc. is required for the following suggested locations for the visitor interpretation boards and view finders:

1. Catley Lane Head – Rooley Moor Road, after the cattle grid, just north of the old bus terminus – Grid reference SD 87107 15903 – This is greenbelt, we have permission to place the board from the Lord of the Manor, through his agent, Andrew Crossley, who we believe is the landowner
2. Greenbooth Car Park – Turn left at the top of Woodhouse Lane – Grid reference SD 86032 16158 - This is greenbelt, we have permission to place the board from the Lord of the Manor, through his agent, Andrew Crossley, who we believe is the landowner
3. Prickshaw – Broadley Fold / Station Road car park – Grid reference SD 87926 16445 – To replace unused wooden board – please see attached photo. We believe the car park belongs to the Council
4. Healey Dell Heritage Centre – Grid reference SD 87931 15585 – Permission is being sought from the Heritage Centre Tea Rooms and owner of Healey Hall Mill

There are two viewfinders that we wish to mount on existing Cairns in the following locations:

1. Knowl Hill - Grid reference SD 84196 16847 - This is greenbelt, we have permission from the Lord of the Manor, through his agent Andrew Crossley, to place the view finder on the existing cairn
2. Top of Leach – Grid reference - SD 85125 19486 - This is greenbelt in Rossendale. We have permission from the Lord of the Manor, through his agent Andrew Crossley, to place the viewfinder on the existing boundary marker – Rossendale Council have agreed we can use this location

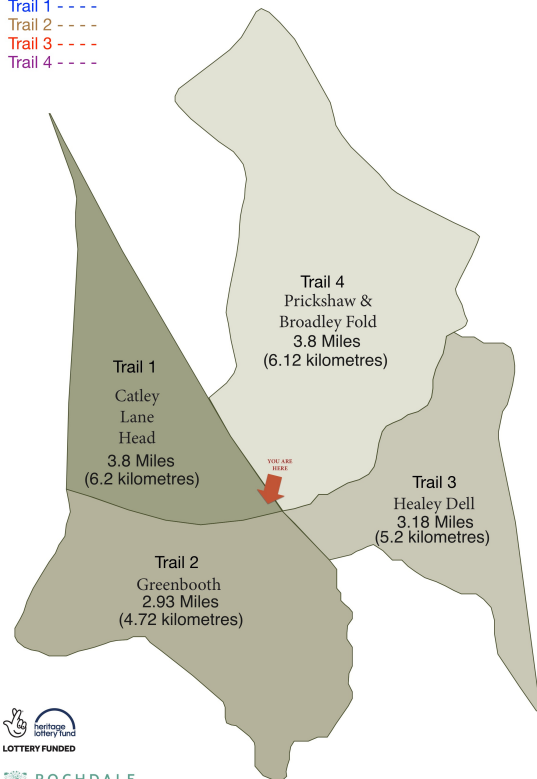
Example Visitor Interpretation Board



ROOLEY MOOR heritage trails

Key:

- Trail 1 - - - - -
- Trail 2 - - - - -
- Trail 3 - - - - -
- Trail 4 - - - - -



CATLEY LANE HEAD

Gateway to Rooley Moor and the Cotton Famine Road

In the Medieval period, Rooley Moor lay within the ancient township of Spotland. In the 13th Century, a route across the moors to Whalley Abbey was established, and became Catley Lane. The first reference to buildings in the area was in 1560-61. Rooley Moor got its present name in the 18th Century when Mr Rowley, later corrupted to Rooley, settled on what was to become the site of the Old Moorcock Inn. The Cotton Famine Road came about because of the American Civil War. Scan the QR code (bottom right) for trail and historic information.



Cotton Famine Road

The Cotton Famine Road built by impoverished cotton millworkers who supported the abolition of slavery during the American Civil War 1861 - 1865. For more information about the Cotton Famine Road scan the QR code opposite



Moorcock Inn

The Moorcock Inn would have been frequented by drovers, travellers, quarry men and miners. Now the Inn's remaining stone pillars serve as a well-known landmark

BBC Plaque

The BBC Plaque was presented to Rooley Moor Neighbourhood Forum in 2016



www.rmnf.org.uk



Example View Indicator (Top of Leach)



Top of Leach



Knowl Hill



Agenda Item 9

Open Forum & AOB

- Catley Carols – Should we do this again this year?
- Community event – should we have another one next year?
- Planning – Application 2018/0318 concerning the erection of 119 no. Two-storey (2, 3 and 4 bed) houses, with associated infrastructure and access works on land at the former Spring Mill Whitworth Rochdale
- Rossendale Local Plan
- Rochdale Allocations Plan
- GMSF
- AOB

Agenda Item 10

Date & Time of Next Meeting

To be confirmed

- Regular updates will be issued through the website and by email