

**Rooley Moor
Neighbourhood Forum AGM**

(Annual General Meeting)

www.rmnf.co.uk

Thursday 6th October 2016 at 7pm,
Spotland Methodist Church, Rooley Moor Road, Rochdale OL12 7ES.

AGENDA

1. Introductions & Apologies - Code of Conduct
2. To read and if considered appropriate to approve the Minutes of the Annual General meeting of 2015 held on 16th September 2015
3. Review Action Log
4. To read and if considered appropriate to adopt the Accounts for the year ended 31st August 2016
5. Legal & Administrative Information
6. Reports from Trustees and Officers of the Forum
7. Appoint New Trustees, Chair, Vice Chair, Secretary, and Trustee Rotation
8. Next steps – Presentation From Neighbourhood Forum Planning Consultant Paul Simpson Of PPS Planning Manchester
9. Open Forum & AOB
10. Date & Time of Next Meeting – To be confirmed

Agenda Item 1

Introduction / Apologies / Code of Conduct

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

- John & Janette Newcombe, Davis & Diane Ireland, Jen Holt, Sue Morgan, Joyce Bargh, Caroline Downey and Bill Taylor

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

Draft

Agenda Item 2

Rooley Moor Neighbourhood Forum (RMNF)

Inaugural AGM

MINUTES OF MEETING

17th September 2015

FORUM MEMBERS PRESENT: Mark Stirzaker, Peter Howard, Geoff Ogden, John Newcome, Steve Davidson, Councillor Cecile Biant, Liz Rutherford, Bill Taylor, Fran Healey, Roy Thornley, Irene Pope, Gwyn Fitton, Win McGhee, Nigel Ashworth, Nick Green, Andy Meek and Alan Rawsterne

OFFICERS: TBA

ALSO IN ATTENDANCE: Janette Newcombe, Elaine Marsden, Mair Meek, Jack Fitton and Margaret Green

APOLOGIES FOR ABSENCE: Morley Morgan, David Mallalieu, Chris Thomas, Denise Madgin, David Ireland, Diane Ireland, Nichola Marr, Mr Ollerenshaw, Wendy Noakley and John Lord

MINUTES: The meeting commenced at 19:00

1. **Introduction** - Alan Rawsterne (AR) opened the meeting, welcomed all and handed over to Andy Meek (AM) to chair the meeting.

AM introduced himself, dealt with housekeeping (fire exit and toilets), the meeting code of conduct and apologies.

2. **Purpose** – AR covered the purpose of the forum and this meeting
3. **Designation Update** – AR advised the proposal to designate the Rooley Moor Neighbourhood Area and Forum was unanimously approved at the Rochdale Township meeting on 16th September 2015. Next steps were discussed and that it would probably be in the New Year before designation is approved.
4. **Forum Area & Registration** – AM explained the how the area had been derived from part of the electoral ward that directs voters to the polling station in Catley Lane Head.

- John Newcombe (JN) proposed we accept the area as defined
- Cecile Biant seconded the proposal
- The proposal was unanimously accepted on a show of hands

AM explained why the forum has to be registered and the various options available with the preferred option being to register the forum as a Charitable Incorporated Organisation (CIO)

- Bill Taylor (BT) proposed we register the forum as a CIO
- Nigel Ashworth seconded the proposal
- The proposal was unanimously accepted on a show of hands

5. **Nominations & Vote** - AM detailed the nominations for trustees, officers and committee members

AM invited other nominations to be made – there were none

AR invited other nominees to be trustees and Councillor Cecile Biant (CB) indicated she wished to be included as a trustee

- Mark Stirzaker proposed the nominations for trustees, officers and committee members
- Geoff Ogden seconded the proposal
- The proposal was unanimously accepted on a show of hands

AM detailed the current forum membership for information only

AR advised there had been an enquiry that day from Councillor Shefali Farooq Ahmed about joining the forum - All agreed AR could pursue this enquiry after the meeting

ACTION: AR to pursue the enquiry detailed above, update trustees names on the constitution, update website and application to become a charitable trust

6. **Constitution** – AR advised the constitution followed a standard format and whilst it was a hefty document printed copies would be made available on request. A number of people indicated they had gone on the forum website to review the proposed constitution. Nick Green (NG) asked about the personal liability of trustees, officers, committee members and members to seek reassurance in two respects:
- a. Individual financial liability
 - b. Personal liability, for example in the event of an accident at RMNF organised event – Do we need insurance, etc.?

ACTION: AR to review the points above to reassure everyone about personal liability for trustees, officers, committee members and members of the forum

ACTION: AR to investigate any requirement for liability insurance to cover events such as meetings, etc. *See notes

- Steve Davidson (SD) proposed to accept the constitution with the proviso there were no issues for members, committee members, officers and trustees concerning liability
- JN seconded the proposal
- The proposal was unanimously accepted on a show of hands

*Committee members of the Forum shall be entitled to be indemnified out of the property of the Forum for any liability properly incurred by them severally or jointly on behalf of the Forum, provided that nothing in this clause shall entitle any member or members to any indemnity against liability arising through negligence or similar actions on their part

***Liability of members to contribute to the assets of the Forum if it is wound up** If the Forum is wound up, the members of the Forum have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

7. **Accounts** - AM detailed the requirement for the forum to have a bank account so it could go about its business

AM advised there is a proposal to open a Community Account with the co-operative bank and asked if anyone had suggestions / preferences for the forum to have other banking arrangements

There were no other suggestions

AR advised trustees would have to complete relevant sections of the account application form.

AR suggested there should be a 'bank' of signatories to draw from for cheques, etc. and there should be a minimum of two signatures on cheques – All agreed

- NG proposed to accept opening a Community Account with the co-operative bank
- JN seconded the proposal
- The proposal was unanimously accepted on a show of hands

ACTION: AR to pursue opening a Community Account with the co-operative bank

8. Forum Priorities – AR introduced this agenda item

- a. *Forum launch event* – all agreed we wait for the area and forum to be designated
- b. *Fundraising* - AM noted thanks to AR, the Ramblers and Touchstone Glass for the donations thus far

AM asked for ideas

- i. NG suggested Gift Aid should be investigated and a proposal put forward if applicable **ACTION:** Fran Healey (FH)
 - ii. CB suggested contacting Naylor's Equestrian to see if they would like to make a donation in return for a link on the RMNF website. **ACTION:** AR
FH noted it was appropriate to pursue donations from business and suggested waiting whilst we better understand Gift Aid for individual donations
 - iii. JN asked about getting others involved – A general request was made to everyone to spread the word and encourage local business to get involved and make a donation to the forum. **ACTION:** All
 - iv. CB suggested a photographic competition to include winning photographs in a RMNF calendar. **ACTION:** LR
- c. *Neighbourhood Plan Questionnaire* – AM asked for ideas on how to get people involved and complete the questionnaire
- i. AR suggested people should spread the word and raise the profile of the forum. Please pass on printed copies of the questionnaire to any one not on the internet **ACTION:** All
 - ii. CB suggested contacting Rochdale Online (10 times the readership than the Observer). **ACTION:** CB
 - iii. LR asked what is the total population of the area. AR advised he didn't know actual figures and rather than guess he would ask the council **ACTION:** AR
- d. *Website to be agreed* www.rmnf.co.uk - AM asked if there were any objections to the site or its content- everyone agreed they were happy with the site
AR made a request for people to provide content for the website
- i. BT suggested a Facebook page. SD offered support for this and the RMNF website **ACTION:** AR & SD
 - ii. Win McGhee referenced a Lanehead Facebook page – all agreed this was a very good site containing interesting material – but no one knew who created and maintained the site. **ACTION:** All – try to make contact for possible link to RMNF
AR noted there was a potential issue with the 'notowindmills' reference in the Facebook page title – similar to the 'nowindfarm.org.uk' address for the excellent Prickshaw and Broadley Fold website – Unfortunately, these references made linking to RMNF difficult
 - iii. JN took an action to review the Prickshaw and Broadley Fold website address. **ACTION:** JN
- e. **Volunteers** - Liz Rutherford (LR) suggested we could appoint other officers to lead working parties for various tasks, example public relations, fun raising, etc. - All agreed this was the way forward – AR suggested deferring this action until we know if our designation application has been successful – All agreed **ACTION:** AR to note this on the action register

9. Open Forum

- a. SD asked if there was any overlap with the area forum. CB advised that the area forum does not have the same power as a neighbourhood Forum and as such RMNF was standalone and did not overlap with any other forums. AR advised other neighbourhood forums could form within the Spotland and Falinge area, or Norden, Healey, etc and boarder with RMNF. If this were to happen RMNF would look to support other neighbourhood forums although it had to be noted there was no guarantee these forums would share aims and objectives
- b. SD asked if there were any possibility of external input to influence the forum to accept unsympathetic developments in the neighbourhood area – AR advised this was unlikely as the forum should be made up of people who have an interest in the area and the neighbourhood plan, once defined, would be put to referendum to the people living in the area. It's expected that the democratic process would ensure any unacceptable proposals would not make the plan – That said, it is possible there may be a majority of people who have an interest in the area my propose something unacceptable to the minority – but that is the democratic process and we would have to cross that bridge if / when we got to it
- c. WM asked if meetings had to be at the current location – AR advised meetings could be held where we wished
- d. LR asked if she could photograph the group at the end of the meeting - All agreed
- e. LR offered to provide photos for the RMNF website **ACTION:** LR & AR to create photo gallery for RMNF website

10. **Next Meeting** – AR advised the next meeting would be in the New year when we know the outcome of the designation process. Between now and then updates would be posted on the RMNF website and (or) sent by email.

NG proposed a vote of thanks for all the work put in by the officers – All agreed

Meeting closed at 20:07

• **Proposed to approve the minutes:**

• **Seconded by:**

• **Accepted / Rejected – Show of Hands**

Agenda Item 3

Action Log

Date of action	Description of action	Responsible	Comment	Date Completed
17/09/2015	Open a Community Bank Account for the forum with the Cooperative Bank	AR	Application started and pending information from forum members is required (see action below)	Complete
17/09/2015	Investigate creating a RMNF Facebook page	AR &SD	Meeting SD 25/04/16 to advise	Complete
17/09/2015	Obtain public liability insurance for forum activities	AR	Carried forward from 17/09/15 and subject to funds - Contact made with NFU and Zurich Insurance	Completed 1/7/16
17/09/2015	Pursue Gift Aid	AR	Action delayed pending the forums registration with the Charities Commission and opening a bank account - carried forward from 17/09/15 - Status Confirmed 13th June 2016	Complete
17/09/2015	Investigate the possibility of a photographic competition to include winning photographs in a RMNF calendar	LR	Action carried forward from 17/09/15. LR to lead - Volunteers to make themselves known to LR	Put on hold
17/03/2016	Contact Rochdale Online about RMNF	AR	Complete	03/08/2016
17/03/2016	Request additional information from members to facilitate opening a bank account	AR	email sent 19/03/16	Complete
17/03/2016	Register the forum for data protection	AR	Pending grant money	Complete. Registration not required as not-for-profit organisations are exempt

17/03/2016	Establish next steps for Neighbourhood Plan and inform volunteers	AR	John Newcombe, Bill Taylor, Diane & David Ireland volunteered - provisional meeting for 11/05/16 Meeting with consultant PPS held 11/05/16	Ongoing
17/03/2016	Secure funding to develop Neighbourhood plan - Launch event, etc	AR	£2708 offered by Locality - grant accepted 24/04/16	Complete
17/03/2016	Can grant money be used to undertake an Archaeological survey	AR	included in technical grant - await result - refused	Complete
17/03/2016	Conservation status for Catley Lane Head - contact Sue Oakley to see if this could be considered in a Neighbourhood Plan to allow residents a vote	AR	Included in email sent 21/03/16	Ongoing – see below
17/03/2016	Confirm meeting with Sue Oakley scheduled on Tuesday 5th April 2016 for 11am at Owd House and invite Helen Moore, John Newcombe, Bill Taylor if available and Diane Ireland	AR	email sent 21/03/16 - Helen Moore, John Newcombe, Bill Taylor if available and Diane Ireland wish to be involved - 1st Meeting 5/04/16 - Herritage assesment expected 04/05/16 - Undertaken with Sue Oakley, Win, Gwyn and Jen Holt	Ongoing – Update 09/09/16 Hi Alan, Thanks for your email. My colleague has drafted the assessment and we need to go through it and check that it looks ok then we'll send it over for you all to have a look at and make comments on. I'm snowed under with work at the moment but I'll try to sort it out in the next few weeks. Regards Sue

17/03/2016	Make contact with trustees for Healey Dell Nature Reserve: <ul style="list-style-type: none"> • Helen Moore to put AR in touch with Countryside Ranger - Richard Whiteley • Roy Thorniley will provide contact email addresses to AR • There was a suggestion to try local councillor – Shaun O’Neill 	HM RT AR	email sent 21/03/16 RT sent details via email 18/03/16	Complete
17/03/2016	RMNF Launch event - Could we coincide TV launch event	AR	email sent to BBC 20/03/16 - Yes – Agreed	Complete
17/03/2016	RMNF Launch event - arrange group planning date - AR to propose dates towards end April	AR	Awaiting response from BBC about suitable date - Group to plan – Liz Rutherford, Win McGhee, Denise Madgin, Nick and Margaret Green, David and Diane Ireland - 1st Meeting 27/04/16 - Launch event date 14/08/16	Complete
17/03/2016	Trustee training – AR to get details and share with trustee	AR	Subject to funds - R&R presentation emailed 23/03/16	Two trained 13/09/2016 - On-going
17/03/2016	Circulate the document from the BBC with forum members so people can make contact if they wish	AR	Done 19/03/16	Complete
17/03/2016	Contact Dave Thomas regarding Cotton Famine Road research given to him by Ian Clayton	AR	Done 18/03/16	Complete
17/03/2016	Continue to monitor planning applications for our area	AR	On-going	On-going
17/03/2016	Plane has been seen going over Whitworth scanning the moor <ul style="list-style-type: none"> • AR to try and find out what it was for 	AR	Sent email to council 20/03/16 - closed as Council has no knowledge of this activity	Complete
17/03/2016	Monitor noise from Shawfield turbine and notify Dian Rothwell of any issues	All	Please contact AR for details	On-going

17/03/2016	Contact Rochdale Youth Council	AR	See if they could be involved in Neighbourhood Planning, etc - email sent to Cecile 23/03/16 - no echo	Complete
17/03/2016	Can our forum develop a relationship with community police officers	AR	Contact made through Martin Giblin (66038) email: 66038@gmp.police.uk Now: Philip Jones email: PhillipM.Jones@gmp.police.uk	On-going – Application made to PCC for £5K towards CCTV – Also separate application for Lane Head village sign
17/03/2016	Establish what major work is scheduled to be undertaken by the council in our area (kerbs, footpaths, drains, road repairs, etc)	AR	email sent 20/03/16	Complete
22/03/2016	Ask for list of council owned land in our area	AR	email sent 22/03/16 - received	Complete
14/08/2016	Permanent fixing required for BBC commemorative plaque	Open Forum	Location agreed with Gwyn to be near the cattle grid. Propose the forum use unrestricted funds to purchase a large stone for fixing the BBC plaque if the council are not able to provide one	Urgent action – Plaque required to be in place in readiness for the BBC program to be aired in November 2016

- **Proposed to carry forward the outstanding actions:**

- **Seconded by:**

- **Accepted / Rejected – Show of Hands**

Agenda Item 4

Rooley Moor Neighbourhood Forum Accounts

Year End: 31-Aug-16

	2015/16 Restricted Groundwork £	2015/16 Restricted Township £	2015/16 Unrestricted £	2015/16 Total £
INCOME				
Gift Aid	0	0	0	0
Grants	2,708	767	0	3,475
Donations	0	0	1,563	1,563
Total Income	2,708	767	1,563	5,038
EXPENDITURE				
Consultant Costs	(393)	0	0	(393)
Training	0	0	0	0
Room Hire	(30)	0	(30)	(60)
Website	(786)	0	(85)	(871)
Insurance	0	0	(135)	(135)
Postage	0	0	0	0
Printing & Stationery	(49)	(335)	0	(385)
Misc Expenses	(100)	(432)	(694)	(1,226)
Total Expenditure	(1,359)	(767)	(943)	(3,069)
NET INCOME	1,349	0	619	1,969

Reconciliation of Accounts 2015/16 To Bank Statement

	Paypal	Co-Op	Total
Opening Balance	0	0	0
Receipts Reported	50	4989	5038
Expenditure Reported	0	(3,069)	(3,069)
Payments cleared after 31/8/16		1611	1611
Receipts Not Cleared		(767)	(767)
Closing Balance 31/8/16 Reported	50	2763	2812
Balance at Bank 31/8/16	50	2763	2812

Note on Expenditure – Referring to the £3,069 above - Launch Event cost were (£1,611) The balance of £1,458 was split between website (£871), Consultant costs (£393), insurance (£135) and room hire (£60).

Groundwork surplus is before consultancy fees due in September 2016 (£428). Surplus not spent by the end of October 2016 will be available for return to Groundwork.

As at the date of the AGM, the only other cost not accounted for above is room hire for the AGM (£30)

The unrestricted surplus (£619) will need to cover insurance (estimated at £140) due June 2017. Website costs are covered until May 2018. Gift Aid to be claimed £87

- 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 - Chair

Roy Thorniley - Trustee & Vice Chair

Frances Healey - Treasurer

Alan Rawsterne - Trustee & Secretary

Cecile Biant - Trustee

Morley Morgan - Trustee

John Newcombe - Trustee

Nick Green - Trustee

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

TBA

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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 36 members of the CIO with voting rights.

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.

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 is through restrictive funds (grants), unrestricted donations and members Gift Aid declarations.

Expenditure is recognised when a liability is incurred.

There are no tangible fixed assets.

No reserves policy is in place.

Achievements & Performance

Our launch event generated a lot of interest in our forum and area. Thanks go to our Launch Team, Rochdale Council and the many organisations and people who supported our event. Particular thanks go to Liz Rutherford for the many hours spent documenting the history of the Cotton Famine in Rochdale. Here is a summary of the comments from feedback forms and the comments' book:

- Everyone marked 5 out of 5 - top rating for how much they enjoyed the event
- Favourite part of the event -
 - Clog dancing, music and dancing,
 - All of it
 - Local history
 - Information
 - Costumes
 - Cotton spinning
 - Birds of prey
- How we could improve things in future -
 - Parking
 - Seating
 - Stage
 - Possibly more activities/events
 - Even more focus on the arts
 - Give enough time in between interactive stalls
 - A real ale stall would go down well in this setting
 - More of the same and the same weather
 - More variety of food
 - Better sound system, some couldn't hear
- Comments book:
 - Excellent event, informative, enjoyable and a celebration of our heritage. Thank you!
 - An excellent day. Well supported. Interested to learn the history of the area.
 - Lovely day. Very interesting. Learned a lot!
 - Great show of varying interests

Health & Safety

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

Trustee Training

Two trustees (Morley Morgan and Alan Rawsterne) attended a Trustee Roles and Responsibilities training session hosted by MACC in Manchester. As a result of this training it became apparent the trustee structure of our forum required revision.

Grants & Funding

Any unspent restricted funds from Groundwork will have to be returned at the end of October 2016

An application for £5k has been made to the Police and Crime Commissioner for Greater Manchester. Any grant awarded would go towards the cost of CCTV in Catley Lane Head.

Outstanding Issues

- **Prickshaw Dam** is still leaking – At the time of writing, no progress has been made with the dam since the first on site meeting with Mark Widdup, Director of Neighbourhoods, on 1st December 2015 – An urgent follow up meeting with Rochdale Council has been requested to try and resolve this issue before winter sets in.
- **Shawfield Turbine** - The complaint regarding the position of the turbine and noise from the turbine was made in November 2015 and remains unresolved and at the time of writing an update is awaited from the Planning Enforcement Officer
- **Scout Moor Wind Farm Expansion** has been called in. An inspector, instructed by the Secretary of State, will attend an enquiry at Council Chamber, Rossendale Borough Council, Futures Park, Bacup, OL13 0BB on Tuesday 11th October 2016. The enquiry is expected to run from 10am to 5pm (with an hour for lunch) for a period of 8 days. There is an open door policy and people are invited to drop in and come and go as they wish.
- **Fracking** – PARTNERS, HUTTON ENERGY PLC & CORONATION (OIL AND GAS) LIMITED have been awarded the option to licence a plot (known as SD81) that includes our area. Rochdale Council has not received any planning applications for fracking and at the time of writing there is nothing further to report.

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Agenda Item 7

Appoint New Trustees, Chair, Vice Chair, Secretary, and Trustee Rotation

The following people are standing down from their positions:

- Alan Rawsterne - Trustee & Secretary
- Roy Thorniley - Trustee and Vice Chair
- Andy Meek - Chair
- Frances Healey - Treasurer

The following people are standing for election:

- Alan Rawsterne - Trustee & Secretary
- Roy Thorniley - Trustee and Vice Chair
- Andy Meek - Trustee & Chair
- Frances Healey - Trustee & Treasurer

- **Proposed to approve the accounts:**

- **Seconded by:**

- **Accepted / Rejected – Show of Hands:**

We have a limit of 12 charity trustees, therefore 4 vacancies

- Do any other of our members wish to become a trustee?

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Agenda Item 8

**Presentation From Neighbourhood Forum Planning Consultant Paul
Simpson Of PPS Planning Manchester**

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Agenda Item 9

Open Forum

- Propose the forum use unrestricted funds to purchase a large stone for fixing the BBC plaque if the council are not able to provide one
- Community event – should we do another one next year?
- Heritage Open Days 2017 - Proposal to request Catley Lane Head is included in the vintage bus tours – thus facilitating access to the Famine Road, Prickshaw, Healey Dell, etc.
- GMP has made an application from their funds for a village sign to read, “Welcome to Catley Lane Head – Please Drive Carefully’
- Silent auction of Catley Lane Head aerial photos donated Jen Holt
- Liz Rutherford photo display
- Arranging to meet with a representative of Friends of Healey Dell
- Norden are considering a Neighbourhood Plan
- AOB

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Date & Time of Next Meeting

To be confirmed

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

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