

Carlton Village Neighbourhood Forum (CVNF)

Meeting (5) Minutes

March 11, 2020

Present: Helen Nuttall (HN), Jacqueline Rooney (JR), Peter Ellis (PE), Mark Pitts (MP), Chris Genn (CG), Kathy Genn (KG)

Apologies: Cllr Diane Chapman (DC), Kevin Kuszyk(KK) Jan Furlong (JF), Laurie Furlong (LF) Kaylee Pitts (KP)

Meeting held on Wednesday 11th March at Kathy & Chris' house.

5.1 Welcome & Introduction given. Apologies noted above. Thanks to Kathy & Chris for stepping in and hosting the meeting.

5.2 Minutes of the previous meeting (February) were agreed by all attendees.

5.3 Matters & Actions from previous meetings

5.3.1 Strawberry Fields –developer contact

KK advised at the end of the Workshop held on 20th January he had not yet made contact with the developer. No further progress.

5.3.2 Right to Bid issue – see Strawberry Fields.

5.3.3 Website & Communications - Facebook: JF & JR now have access to Facebook page.

5.3.4 Constitution review – outstanding action. In a previous meeting , there was general agreement that the document still had relevance and perhaps needed fewer updates/adjustments than had been anticipated. Need to get this completed.

Action: JR & JF to review and issue

5.4 Strawberry Fields

PE invited Verity Britten via email to attend the meeting but she had not responded.

Right to Bid – land opposite social club – S Golton had advised PE outside of the meeting that there were two applications submitted have been accepted by LCC And therefore next step(s). The original letter from LCC suggests that in lodging an intent to bid , there will be a 6 months moratorium on the development.

PE to write to the Rothwell Record updating their article whereby it was stated the CVNF and Incredible Edible were launching the bid. He will state it is our intention to support the application where possible.

Action : PE to circulate statement prior to sending to Record

5.6 Website & Communications

5.6.1 Website in need of a few updates.

Action: KK or can KK advise one of the team how to access the website to action

5.6.2 Facebook

JF & JR are posting and updating relevant information. There are 376 people who follow the page and there has been an increase in views.

5.7 Finance

5.7.1 CVNF bank account – was there a cheque book? JR has the statements and therefore the details of the account but no cheque book. Seek confirmation from previous incumbent. **Outstanding**

Action: JR

5.7.2 Decide on signatories (may need to check with the bank) and arrange change of names **Action: MP**

<https://www.business.natwest.com/business/support-centre/manage-your-account/manage-your-signatories.html>

4.7.3 Start to investigate sources of funding again – Locality? Website link sent to MP.

Action: MP/PE

5.8 Charitable Status

KK suggested in January that he start the initial process of applying for charitable status. Agreed by all however, we did need to confirm the names against the committee roles which is now complete & sent to KK. He came back asking for trustees names & addresses.

It was agreed during this meeting that the following would be trustees:

Peter, Mike, Jan, Jacqueline and the registered address would be Peter's. Application refers to governing document rules (constitution?) so this also needs review (see 5.3.4)

Action: KK to prepare application

5.9 Other Current planning applications of interest

5.9.1 Cemetery application at Oulton – PE logged comments.

5.9.2. Carlton Hall Tree preservation info has been recycled from previous application. PE raised comments.

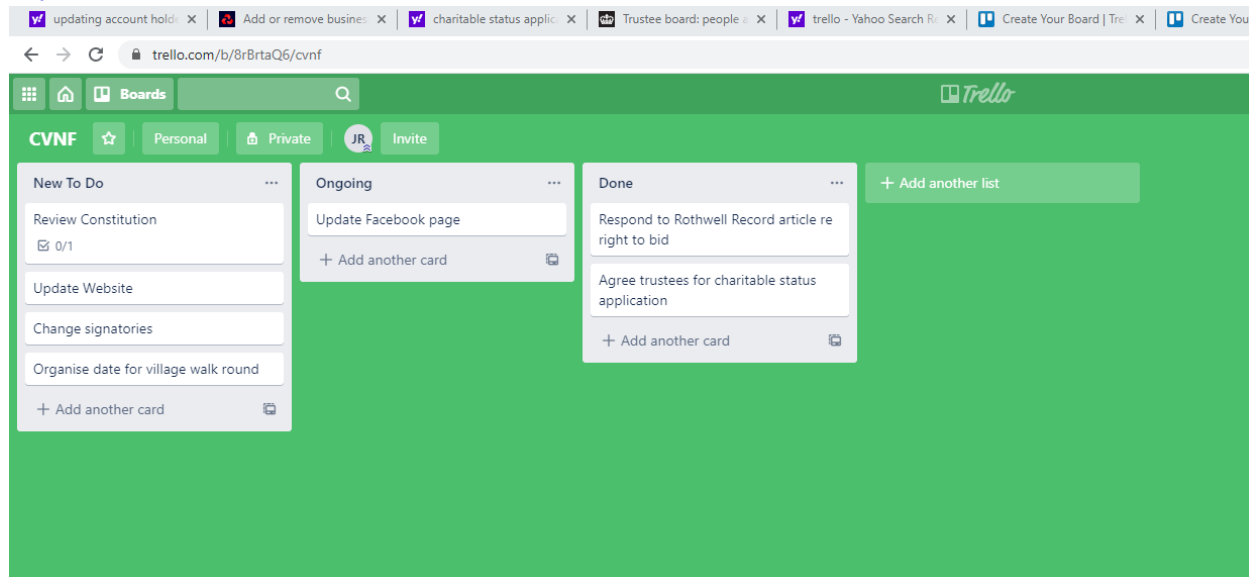
5.10 AOB

5.10.1 Traffic volume & speeds & number of Artics through the village general feeling it's on the increase. Take into consideration for plan.

5.10.2 Improving information sharing / visibility within the group

There has been a real need to be able to share info and see status of work. Suggestion that we use a piece of downloadable software called TRELLO. Example shown of a project board below:

<https://trello.com/>



People can be assigned actions, click and drag to change status. It can be as simple or as complicated as we want. Word of warning, there may be a limit as to what we can store on it so we do not want to get carried away if we use it.

Action: have a look at the software & advise JR if you want to be sent an invite to this board to have a look

5.11 Date & time of next meeting

8th April 2020 , 7.30pm , location TBC

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