

**Natural Kirklees Trustees Meeting  
Wednesday 13<sup>th</sup> November 2019 2pm  
15 Delves Wood Road**

Attendees	Organisation
Tim Duke	Chair Natural Kirklees
Mary Kenworthy	Treasurer Natural Kirklees
Joan Vevers	Secretary Natural Kirklees
Ed Day	Natural Kirklees
Christine Senior	Meltham Pleasure Grounds
Apologies	

Item	Action
<b>Minutes of the Meeting on 17<sup>th</sup> April 2019</b> Were approved	
<b>Matters Arising</b> None	
<b>Trustee Terms</b> Mary and Ed will resign at the AGM and offer themselves for re election. Next year Tim and Joan will stand down	
<b>New Trustees</b> It was suggested that Win Harrison and Phil Slater be approached	
<b>Trustee Duties</b> We need to look at what we do and apportion duties to whoever carries them out. <b>ED</b> will email details of Trustee duties from Beaumont Park. Ed agreed to keep the membership details up to date	<b>ED</b>
<b>Volunteer Co-ordinator Meetings</b> We have not had a joint meeting for some time. After discussion it was decided that we should support the VC's at different meetings. The VC's are producing a newsletter which they want to put on the Natural Kirklees website. They are back up and running, probably quarterly.	
<b>Accounts</b> The accounts were discussed and agreed. Mary will look at the 3 <sup>rd</sup> Objective which the accountant has drawn attention to. We could look at the In Bloom Scheme to see if we can offer small grants and also to find out what other groups may need funding for. This will be in the new year if we have the funds available. We are at the end of the financial year and need to ring fence enough funds for next years insurance and any increases in premium. We should also ring fence funds for the possibility of Public Liability increasing to 10 million. Pete Banks at Dewsbury Country Park has asked for bat detectors. We could agree to buy 6 provided that he takes care of them on our behalf. He will run bat walks and train people in their use.	

<p>Bioblitz equipment has also been asked for but rather than buy them we will find suitable materials for people to make these things so that Patrick can show people how to make and use them. If we offer small grants they would be open to full members who have the insurance. We could offer grants of up to £500. Groups would complete an application form to tell us what they want to do.</p>	
<p><b>Next Years Meeting Dates for Natural Kirklees</b>  19<sup>th</sup> March, 18<sup>th</sup> June, 17<sup>th</sup> September and 19<sup>th</sup> November which will be the AGM. We should make one of the first 3 of these an evening meeting at Beaumont Park Visitor Centre. We are very grateful to Beaumont Park for letting us use their premises.</p>	
<p><b>Any Other Business</b>  <b>Trustee Insurance</b> Natural Kirklees have Public Liability Insurance but we need insurance to be covered for individual trustees' liability which will come out of the insurance money.  <b>Yorkshire Bank</b> Mary has visited the Yorkshire Bank regarding signatories and it was decided that she should become the third signatory with Tim and Joan. We have paid River Holme Connections for the Japanese Knotweed training.  <b>Site Management Plans</b> Not many of these have been completed and none at all for quite a while.  <b>Friends Handbook</b> We altered the document and Rob Dalby changed things and it was agreed and ratified. The document was sent to 2 or 3 groups who did not give a favourable response so nothing will come of it.  <b>Skills Register</b> The register does not need to be on the website. Keith Hickling would keep the register and put people in touch as appropriate. Enquiries should be sent to <a href="mailto:info@naturalkirklees.org">info@naturalkirklees.org</a>  <b>Site Visits</b> Tim will chase Dave Hemingway. We could make further visits to carry out Phase 1 Walk Over Survey but it would be useful to have an information sheet or leaflet to follow. <b>Mary</b> will contact Michael Brook to find out if there is anything available.  <b>Membership</b> Ed will take over the Membership spreadsheet.</p>	<p>MK</p>
<p><b>Date of the next Trustee Meeting</b>  4<sup>th</sup> March 2020 2.15pm at 15 Delves Wood Road</p>	