

Friends of Rowley Hills

Committee Meeting

Brewers Fayre, Wolverhampton Road, Oldbury, B69 2BH

Monday 13th April 2015 at 19.30pm

Attendees:

Chair: Jayne Wilkinson (JW), Secretary: Josie Cook (JC), Treasurer: Dave Price (DP), Committee Members: Bob Duncan (BD), Mike Poulton (MP), Ray Sadler (RS), Antony Wilkinson (AW), Visitors: Simon Atkinson (Wildlife Trust).

1. Apologies:

Paul Stephenson (PS), Jane Tavener (JT).

2. Minutes of last meeting/Matters arising

Minutes were adopted as a true record and signed by the Chair.

6.1 Working Parties – Simon Atkinson confirmed that a staff member from the Birmingham & Black Country Wildlife Trust had to be present for working parties to take place on the reserve. However it may be possible to fully train a volunteer in the Wildlife Trust policies and procedures to undertake this role.

3. Actions

None.

4. Items for Discussion

Items	Description	Action
-------	-------------	--------

4.1.	Correspondence	DP
------	-----------------------	-----------

	4.1.1 SCVO Grant	
--	-------------------------	--

	JC confirmed that she had received an email from the SCVO stating that we had been successful in our grant application. We had not received the full amount requested but had been given a grant for £500. Funding will be released as soon as we provide our bank details.	
--	---	--

	A discussion took place about the issues that had been encountered while trying to set up the bank account which has resulted in us still not having an account.	
--	--	--

	Action: DP to visit the bank tomorrow and report back by email to the Chair and Secretary. If nothing is forthcoming it is recommended that we look at opening an account with another bank.	
--	---	--

4.2.	Leaflets	SA / JT
------	-----------------	----------------

	4.2.1 Content	
--	----------------------	--

	For those persons not previously present a brief background of the leaflets took place. Discussion took place around a A5 double sided leaflet that would promote the Friends Group and highlight their link to the Wildlife Trust.	
--	---	--

SA proposed that the Wildlife Trust could help out with the layout etc. JW asked if we would be able to have a template so that they could be used at the Titford Boat Rally.

Action: SA to co-ordinate with JT who had previously agreed to undertake this role.

4.2.2 Distribution

AW / RS

JC produced a list of road names with approximate numbers of residential homes in them and the Big Local map for planning how / when we were going to distribute the leaflets. We still need to look at Businesses in the area.

Action: AW agreed to look at the rounds / numbers for distribution. RS said that he could help with the distribution on his estate.

4.3 New Membership

JC / JW

JC reported that we had received membership applications for:

- 3 Adults – (2 local and 1 from Cornwall who had formally lived in the area.
- 3 Juniors.

JW stated that in addition to the leaflet drop we should look at other ways of prompting the group and thereby increasing the membership i.e. inclusion in Library Sheets or linking our Facebook page to Sandwell's.

Action: All approved. JC to confirm membership by email. JW to investigate other promotional options.

4.4 Events

4.4.1 Titford Boat Rally, 16th & 17th May 2015

SA

JC reported that she had received the application form for us to attend the BCNS Boat Rally. The entry cost was £10 and we would have to do a risk assessment and have insurance cover. JW asked SA that as we would be prompting both groups would we be covered by the Wildlife Trust.

Action: SA to check and confirm by email.

4.4.2 Big Lunch 27th June 2015 with Wildlife Trust Event

DP

The Big Lunch is an event that is run nationally each year. It was decided that it was too short notice to do anything this year but that we look at doing an event next year.

It was proposed instead that we would try and arrange two events for this year using the dates set aside for the General Meetings. As they would be later on in the year they would be held indoors at different venues if possible within the local area.

- 7th September 2015 – Butterfly Talk - Mike Poulton
- 7th December 2015 – Geological Talk - tbc

Action: DP to look at suitable venues.

4.4.3 Netherton Park Fun Day, 4th July 2015

DP

Due to the date being so close again to the Boat Rally it was agreed that we would not take this any further. However DP suggested that we could look at the other canal rally held at Bumble Hole later in the year.

Action: DP to find out more details.

4.4.4 Supported Walks

SA / JW

It is the intention of the group to prompt Health Walks on Portway Hill. DP said that it might be best to co-ordinate with Stride.

Action: SA to check if we would be covered on the Wildlife Trusts insurance policy. JW to investigate possibility of joint walks with Stride.

4.4.5 2016 Events

Proposed events for 2016 included:

- Bird Walk – early in the season
- Pepperpot Walk
- Health Walks

4.5 Funding

4.5.1 Co-op Community Dividend

**SA / JW /
JC**

JC had researched some costs for some items which we were thinking of purchasing for use when out campaigning namely: Gazebo; Table & Chairs; Hi Viz Vests; Flyers; A3 Posters; Business Cards and Banners. A grant would be needed for their purchase as we have no other funds. It was decided not to apply to the Co-op Community this time.

SA informed the group of the 'Awards for All' scheme where you can apply for funding of up to £10,000. It was agreed to try that first.

Action: SA to send details to JC.

5. Any Other Business

5.1 Rowley Hills

SA / MP

SA outlined part of his role at the Wildlife Trust. He brought to our attention:

5.1.1 New Right of Way (ROW)

There are new rights of ways proposed for the Portway Hill site.

Action: SA to provide details of new ROW's. MP to raise at the coming Sandwell Access Forum meeting.

5.1.2 SINC/SLINC Status

SA

SA asked the group if we were aware of the SINC/SLINC status for the area. He agreed to look up the Planning Application for the Portway Hill's Site of Local Importance for Nature Conservation (SINC) status and to update the group.

Action: SA to provide the current status.

5.2 Advertising General Meetings

All

JC produced a draft poster for advertising the next General Meeting. It was agreed that the layout looked ok. MP said that he would provide additional photos that could be used. Suggested locations included: Facebook; Portway Hill Lifestyle Centre; Tesco; Libraries; Sandwell Park; Bumble Hole.

Action: JC to update poster. All to distribute.

5.3 Streetlife Interest

None

JC reported that there had been some interest on a post she had made.

There had been 16 views which had resulted in 4 people following the group and 1 membership application.

Action: None

5.4 Wildlife Trust Website

SA

It had been noted that while looking up access details for the Portway Hill Nature Reserve to add to Streetlife that some of the access information was incorrect.

Action: SA to ask for the website to be updated.

5.5 Tree Lopping

None

JC reported that while out walking / talking to people an area between Bury Hill and Lakeside was pointed out to her where trees had been chopped down and the ground had been dug up. There are no signs to say any work is being undertaken.

Action: None

5.6 Action Tracker

All

JC had produced the Action Tracker and asked how it was going to be shared. It was agreed in the short term that the tracker would be sent out by email and that Committee Members would send any updates by email to JC.

Action: All

5.7 Express & Star/Elected Officers

JW said that there had been some interest in the group from the Express & Star. It was agreed that we should have a Public Relations Officer to deal with such matters.

A Public Relations Officer and additional Officers were elected.

Title	Officer	Proposed	Seconded
Public Relations Officer	Jayne Wilkinson	Dave Price	Mike Poulton
Vice Chairman	Mike Poulton	Dave Price	Anthony Wilkinson
Co-opted Committee Member	Bob Duncan	Ray Sadler	Jayne Wilkinson
Wildlife Trust	Simon Atkinson	Josie Cook	Mike Poulton

6. Date of Next Meeting:

Monday 11th, May 2015