

Annual Report 2013

Who we are

Established in 1969, Pontefract Civic Society is a registered charity promoting supporting the well-being of Pontefract in all its aspects.

Charity No. 513509

Mission

To raise the profile of Pontefract as a place to live, work, do business and visit, by protecting and enhancing the environment.

Vision

By 2020, through innovation and lobbying, to raise the profile of Pontefract and the Pontefract Civic Society in the Leeds City Region by promoting good land use, architectural, environmental and transport changes to achieve a range of inter-related and farsighted objectives which conserve the best features of the town, encourage regeneration and improve the quality of life for residents. These achievements will be publicised in a variety of ways for the benefit of Pontefract citizens, businesses and visitors.

Values

* Professional * Inclusive * Proactive *
Educational and Influential in promoting
Civic Pride in the Pontefract district *

Objectives

- 1. To promote an understanding of the changes facing Pontefract and district,
- 2. To assess the possible effects of these changes on the town's environment and on quality of life. Town environment includes the built-up area, transport facilities, public open spaces and surrounding countryside,
- To oppose undesirable change, promote changes to enhance high quality design of buildings and spaces,
- To encourage the conservation and improvement of public spaces and built structures that are either of historical interest or contribute to public amenities,
- 5. To liaise with local authorities,
 English Heritage, Metro and other
 bodies about changes in the area, to
 represent local interests at public
 inquiries and on other occasions when
 the above issues are under
 consideration,
- To help raise awareness of the above matters by arranging public meetings, workshops, events, lectures and exhibitions,
- 7. To publish reports and other material in support of the above objectives,
- To maintain links with the Civic Voice (our national umbrella body), and with other relevant local and regional bodies.

Contact Us

Honorary Secretary: Paul Cartwright, 39 Mill Hill Avenue, Pontefract, WF8 4JH

01977 708658

pontecivicsociety.secretary@gmail.com www.pontefractcivicsociety.org.uk



Photography: Christine Cartwright

Our Trustees

Executive

Chairman Peter Cookson
Secretary Paul Cartwright
Treasurer Stephen Lofthouse
Vice Chair Paul Cartwright
Conservation, Environment & Planning
Chair Peter Taylor
Land Use & Transport Chair
Peter Cookson
Publicity & Events Chair Allan R Blaza
Co-opted Derek Vaux
Co-opted Dr Colin White

Our Committees

Conservation, Environment & Planning Committee:-

Peter Taylor, Norman Blackburn, Allan R Blaza, Paul Cartwright, Christine Cartwright

Land Use & Transport Committee:-Adrian S. Pope, Peter Cookson, Sir Bill O'Brien, Derek Vaux, Anthony Dee

Publicity, Events & Administration Committee:-

Allan R Blaza, Paul Cartwright, Kath Evans, Mollie Garbett, Mike Skidmore, Dr Colin White

Report of the Trustees' for the period ended 31 December, 2013

The Trustees, present their report with the financial statements of the charity for the period ended 31st December, 2013.

The accounts have been prepared in accordance with the accounting policies set our Treasurer Stephen Lofthouse of Lofthouse & Co., Chartered Accountants.

Structure, governance and management

Pontefract Civic Society is a registered charity governed by way of constitution. The organisation is viable by way of self-generated income from subscriptions and events. We hope to develop our project funding over the coming years by way of grant applications. We currently have no plans to recruit an Executive Director and intend on the trustees continuing to manage the charity directly on a voluntary basis.

Recruitment and appointment of trustees

As set out in the Constitution, the Chair of Trustees is nominated by the membership. The trustees are set out in this report and are those in place at the signing date of this report. The board of trustees as the power to co-opt trustees until such time that trustees can be voted in at the AGM.

Trustee induction and training

The Trustees maintain a good working knowledge of charity and charity law and best practice. Attendance at charity training courses as deemed applicable.

Organisation

The Charity is controlled by a board of Trustees. The day to day running of the charity is divided amongst these trustees with specific roles and responsibilities as required.

Charitable objectives and activities

The Society is established for the public benefit for the following purposes in the area comprising Pontefract and District which area shall hereinafter be referred to as "the area of benefit":-

- (i) To promote high standards of planning and architecture in or affecting the area of benefit.
- (ii) To educate the public in the geography, history, natural history and architecture of the area of benefit.
- (iii) To secure the preservation protection development and improvement of features of historic or public interest in the area of benefit.

Public benefit

In furtherance of the said purposes, but not otherwise, the Society through its Executive Committee shall have the following powers:-

- 1. To promote civic pride in the area of benefit.
- 2. To promote research into subjects directly connected with the objects of the Society and to publish the results of any such research.
- 3. To act as a co-ordinating body and to co-operate with the local authorities, planning committees and all other statutory authorities, voluntary organisations, charities and persons having aims similar to those of the Society.
- 4. To promote or assist in promoting activities of a charitable nature throughout the area of benefit.
- 5. To publish papers, reports and other literature.
- 6. To make surveys and prepare maps and plans and collect information in relation to any place, erection or building of beauty or historic interest within the area of benefit.

- 7. To hold meetings, lectures and exhibitions.
- 8. To educate public opinion and to give advice and information.
- 9. To raise funds and to invite and receive contributions from any person or persons whatsoever by way of subscription, donation and otherwise; provided that the Society shall not undertake any permanent trading activities in raising funds for its primary purpose. To acquire, by purchase, gift or otherwise, property, whether subject to any special trust or not.
- 10. Subject to such consents as may be required by law, to sell, let, mortgage, dispose of or turn to account all or any of the property or funds of the Society as shall be necessary.
- 11. Subject to such consents as may be required by law, to borrow or raise money for the purposes of the Society on such terms and on such security as the Executive Committee shall think fit, but so that the liability of individual members of the Society shall in no case extend beyond the amount of their respective annual subscriptions.
- 12. To do all such other lawful things as are necessary for the attainment of the said purposes.

We do this by organising membership events, reaching out to non-members by inviting them to all public talks and meetings in accessible locations and venues.

A number of events free public meetings are organised and publicised, which ensures the Society remains accessible, financially viable and sustainable.

Risk management

The trustees have a risk management strategy which comprises of:

- 1. An annual review of the risks the charity may face
- 2. The establishment of systems and procedures to mitigate those risks identified in the plan
- 3. Implementation of the procedures designed to minimise any potential impact on the charity should those risks materialise

Role and contribution of volunteers

Pontefract Civic Society celebrates its commitment to a diverse and skilled volunteer team. Volunteers contributed many hours to the organisation within our remit during 2013. Without this help our organisation could not survive.

Financial review

The Statement of Financial Activities showed a surplus of £736.

Reserves policy

In accordance with the advice of the Charity Commissioners for England and Wales, the charity aims to hold unrestricted reserves at levels of approximately 12 months of budgeted unrestricted expenditure in order to meet unforeseen costs and statutory obligations.

Future plans and developments

The main priority is to increase the governance controls and trustee training put in place by the Board of Trustees, but our other operational plans are:

- To review investment opportunities
- To work on specific projects of benefit for the town as a whole
- To continue working in partnership with public & private stakeholders

• To increase our membership with a broader demographic and encourage active participation

On behalf of the Board Mr P Cartwright Honorary Secretary

Date: 27th February, 2014

Membership

Member Fees 2013

Personal membership £12
Corporate - Bronze £40
Corporate - Silver £75

Corporate - Silver

Rogerthorpe Manor

Corporate - Bronze

- Pomfret Gallery
- Yorkshire Society

Member Offer

- Bi-monthly Newsletter
- Talks & public meetings
- Society Communication
- Vote
- Visits (possible charge)
- Annual Dinner (chargeable)
- Website & email alerts
- Insurance
- Corporate window sticker







Chairman's Review of 2013

Most people will be aware of a general upturn in economic activity over the past year and a renewal of some optimism in the process of re-building the national economy. The stagnation of the previous five years or so is now giving way to some measure of regeneration and we are beginning to see the evidence of this in Pontefract, though these developments are a source of concern as well as hope.

After a decade as a forlorn wasteland, the site of the former Prince of Wales Colliery is now being remediated and we can expect the first building on this site to take place at the end of the present year. Most people will be glad to see the transformation of this ugly tract of land but the Society is very concerned that what is built there enhances Pontefract and contributes to its economic viability; without careful planning, it could easily become a detached community contributing little to the general wellbeing of the town.



It was against this background of uncertainty that the Society became aware (almost by chance) of a public consultation put out by WMDC on the future of our town centres and their economic viability. We took the decision of responding to this consultation in some detail and it soon

became apparent to us that a fairly substantial and detailed document was called for. We are greatly indebted to Adrian Pope, with technical help from his son Andy that he took on the task of writing the text, which eventually emerged as a professionally-produced document. It is our hope that this will form the basis of a town plan. In the event, there is a good measure of agreement between the Society and WMDC on many matters concerning the future of the town but, where there is divergence of opinion, a periodic series of meetings has been set up with the Authority so that such matters can be discussed.

Although the Plan concentrates on the town centre, this cannot be seen as separate from the problem of connectivity of outlying districts to the centre and this focuses attention on the various traffic problems, which make that connectivity difficult.

It is clear that the town centre cannot be seen in isolation from the rest of the town it serves and, as a result, we have interpreted the brief more widely than simply the commercial centre. It is also clear that the attractiveness and viability of Pontefract depends on social and cultural "infrastructure" as well as the built infrastructure. There are many groups in the town who work tirelessly in support of various aspects of our environment, culture, history and heritage and members of the Society are active also in these groups. We do not presume to tell them what they should be doing, but work with them and in them to help bring about the kind of Pontefract we would like to see.

There will never be complete unanimity on any single vision of the town we might look for, but it should be possible to find a broad measure of general agreement on the kind of town we would like to see in the future. To achieve this goal will not be an easy task and it will require the intelligent cooperation of all parties involved. More detail of some of the issues that have exercised our minds is included in the separate committee reports and are not repeated here, but all our efforts remain committed to this consultation process.

It only remains for me to express my customary thanks to all who have worked for the Society in any capacity and to all who have supported us throughout the year.

Peter Cookson - Chairman



Secretary's Report

On a personal level, my day job continued in Bridlington right through to December, 2013, and therefore, that severely restricted my access to mid-week Society events, though I am now back based in West Yorkshire, albeit, Bingley. The use of technology has though provided a business as usual service to members and stakeholders through telephone, email, website and social media.

In fact, the Society's website (www.pontefractcivicsociety.org.uk),

Continues to feature highly on Google searches, as the Society's shop window!

I have provided secretarial support to both the re-launched of the Publicity, Events and Administration Committee, and the Conservation, Environment & Planning Committee.

During 2013, Christine and I have attended meetings of Civic Voice (Liverpool) and YHACS (Scarborough, Fountains Abbey, and recently in Harrogate), plus regular meetings with other Societies across the Wakefield District, namely Wakefield, Ossett, Castleford and Horbury.



Paul Cartwright - Secretary

Treasurer's Report

Financial reporting into Executive meetings has taken place at intervals during 2013.

Stephen Lofthouse - Treasurer

Conservation, Environment & Planning Committee Report

The committee has met minimally in 2013 for a variety of reasons.

Peter Taylor - CEP Chair

Land Use & Transport Committee Report

It is only a few weeks since a report on the "Recent Developments in Housing and Roads" was circulated in the Society's Newsletter. There is little point in revisiting all of this. Furthermore, where significant strategic infrastructure projects and use of land are concerned, these are in the main, slow burners, which take months if not years to come to fruition, and none are in the control of the Society. Therefore, much of this report is the work in progress throughout 2013, if not earlier, and the bulk of the content has yet to be delivered, though many promises exist for action in 2014.

Over the past year the five members of the LUT committee have met ten times for about two hours. During the past year they have discussed road schemes that have come forward from the Wakefield MDC and have looked at some of the larger housing schemes Wakefield that the council has proposed for Pontefract.

As a result of these meetings, our comments have been sent by letter to Wakefield's Regeneration and associated departments with our criticisms or recommendations when we find items that we think require further scrutiny.

In addition we hold meetings with District Councillors on alternate months where a frank exchange of ideas takes place.
Starting in March, 2014, the Society's Executive is also meeting with Cllr P Box, Cllr Denise Jeffery, Andy Wallhead and possibly the Chief Executive every three months

The major item of 2013 was the "Plan" prepared by Adrian Pope giving his ideas (fully supported by this committee) for

changes to the Town Centre and of ways of improving the traffic circulation around town. This document was widely circulated amongst interested parties at the end of October 2013. It takes into account the projected housing growth over the next ten years and more and represents our vision for the future.

I will try to bring members up to date on what else has happened over the past couple of months.

Northern Link Road - We have made known our views on the effect this new road will have, especially on Ladybalk Lane. Concerning the four road junction improvements in the Monkhill and All Saint's Church areas, which are due to become controlled by traffic lights, we have highlighted two areas where we believe that the new junctions will cause problems - 1. near the Railway Inn; 2. at the junction between Mill Dam Lane and North Baileygate. We also point out our belief that there is a real need to restructure the junction of Friarwood Lane with Southgate in advance of the proposed housing on the former maternity hospital site.

Moving onto Wakefield Road and the **Priory** development, the planners have approved an access junction to the site at a point which we believe will cause major problems in the future. On the positive side, remodelling of Townend Junction is now to start in 2014. We also are told that a review of the South East Link Road (linking Hemsworth to Normanton) is to take place during March, 2014.

Returning to "Adrian's Town Plan", we finally had a response from WMDC's Regeneration Department in the last week of February, 2014. Interestingly, we found that there was agreement with many of

the ideas that we put forward. However some had been overlooked completely. The differences lie in the vision that the Civic Society has for a long term future in contrast to the short term financial constraints Wakefield claim to be working under. At the Open Meeting at the Central Methodist Church we tried to set out a balanced report covering our own ideas and the response from Wakefield. The point that must be made here is that there are many issues concerning the eastern side of Pontefract where substantial housing growth is planned. Since we are aware that Box Lane is inadequate and Water Lane may be closed to through traffic this flags up a need for a road along the line of Stump Cross Lane capable of carrying a good volume of traffic. This could form the basis of an "Eastern link road". We are told that a bridge or tunnel will be needed to cross the railway line and that would be too expensive. Yet, at the same time we find a new road has been approved round the east side of Wakefield needing to negotiate a river, a canal and a railway line.

On a positive note, Ian Thomson, Head of Regeneration is asking us to meet with his officers to have a discussion on their plans and our suggestions. We hope that this will be possible in the near future.

Housing - We face the fact that nearly 3.800 dwellings are planned for WMDC's Housing Growth Plan for Pontefract. These will need roads, schools, jobs, water and sewer provision and extra healthcare to cope with around an extra 10,000 population. We have yet to see plans for any of this infrastructure. Building on the Prince of Wales colliery site will start in the last weeks of 2014. It now looks likely that 80% of the traffic generated will come out onto the A639 Park Road through a traffic light junction instead of using the

Northern Link Road. Finally on housing, we are doing our utmost to make sure an adequate strip of land is preserved through the Maltings site for a two-way bus route to pave the way for our long term vision of integrated bus and rail services at Monkhill Station.

Work is to start in 2014 on an improvement to the car park and CCTV at Monkhill Station which will form part of a general upgrading of facilities. Further improvements will depend on the strength of the business case to justify them. This, in turn, will depend on the substantial increase in patronage which will come from improved services having extra connectivity. The specification of the service pattern for the North of England in the new franchise is being drawn up at the moment and we have submitted our proposals for this.

For decades, Pontefract has been uniquely handicapped by an illogical service pattern that leaves us with the worst services in West Yorkshire and we are working hard to get this problem resolved.

J Derek Vaux - LUT Secretary



Publicity, Events & Administration Committee Report

Although one of the concerns of the Publicity, Events & Administration Committee is to recruit new members to the Society – and as many as possible from the 'pre-retirement sector'! This was achieved with modest success in 2013, the principle focus of the committee was to produce varied, stimulating and entertaining programme of talks, tours and events for members to enjoy.

We believe that 2013's programme did achieve that aim, commencing in January with Stephen Carlisle's fascinating account of the life of John Gully (1783 – 1863), English prize-fighter, horse racer and politician, who rose from being the son of a humble butcher to become a country gentleman as Master of Ackworth Park.

Four further talks all illustrated and of absorbing interest were, in February, about the Paralympic Games 2012, presented by a participant Kevan Baker and Pontefract's Roger Ellis, a physiotherapist to the Games; in March after a guided tour of St. Giles' Church, Pontefract's Parish Church, by the Vicar, Canon Robert Cooper, on the remarkable on-going re-ordering of the interior (St, Giles' Reborn); in April and July, a 2-part history and development of the location now known as the Button Park/Friarwood Conservation Area, by Adrian Pope, a resident of the area and Civic Society member; in October we heard about the Queen's Mill Project in Castleford a talk which was delivered with enthusiasm and passion by Alison Drake, President of the Castleford Heritage Trust; in November, on the Ackworth Hoard by David Evans, Curator at Pontefract Museum, revealing in 2011, the contents of a pot made in Wrenthorpe, found buried in a garden in Ackworth between 1645 and 1646 during the Civil War, the hoard comprising gold and silver coins and a single gold ring inscribed with the words "When this you see, remember me".

A tour in August, took members (disappointingly few it has to be said) to Goole, hosted by Goole Civic Society, which included a trip on the water in Goole docks. Also, that month, we ourselves acted as hosts to several members of Huddersfield Civic Society, giving them a tour of Pontefract, including St. Giles' Church (that Society in turn, will be giving us a tour of Dewsbury, including its Minster, and Huddersfield Conservation Area in August, 2014).



The committee also arranged contributory roles during the "Love Your Local Market" (a national campaign) in May; Civic Day (a Civic Voice initiative) in June; and played a prominent part in Heritage Open Days events of the weekend of

14/15 September organised for Pontefract, jointly with Wakefield MDC's Townscape Heritage Initiative Officer.





A special much anticipated event on 9 July, should have brought to Pontefract Philippa Langley, Secretary of the Scottish Branch of the King Richard III Society, whose invitation and drive led to the discovery of the remains of Richard III beneath a car park in Leicester. She had gladly accepted our invitation to the present the King Richard III Trophy (given by Pontefract Civic Society to Pontefract Civic Society some years ago) to the winning jockey to the eponymously named Handicap Stakes race. In the event, Philippa could not attend and Sir Bill O'Brien made the presentation. Happily, Philippa will be able to come to Pontefract in 2014, and will also deliver an illustrated talk in St. Giles' Church during the evening after the race.

Early in 2014, we rewarded a number property owners and tenants with certificates at our AGM and Design Awards, including the Façade of the Year Award being well-received by Jolly's Café on Ropergate. Other certificates went to St. Giles' Church (for their exterior

improvements and access), Haribo's offices, Pontefract Bus Station, Nationwide, Vodafone, the Malt Shovel and the Green Dragon.



The year ended with a splendid Christmas dinner at Rogerthorpe Manor Hotel, so much so, that we'll return in 2014.

Allan R Blaza - PEA Chairman

Talks & Tours 2014

Although this report is for 2013, we'd like to take this opportunity to keep you updated on our 2014 programme, which led by Allan Blaza. If you have suggestions for future talks or tours, then do please let Allan know.

Tues 25 Feb 7:00pm

Pontefract Town Centre Plan Public Meeting [Central Methodist]

Tues 11 Mar 7:15pm

St. John's Priory 'the Grange' ~ Eric Houlder

Tues 18 Mar 7:15pm

Design Awards & Annual General Meeting

Tues 8 Apr 7:30pm

Talk: History of the Rosse Observatory ~ Paul Dobson (WYAS)

Tues 13 May 7:00pm

Talk: Pontefract Regeneration ~ Ian Garratt & Kate Thompson (WMDC)

Sat 21 Jun

'Civic Day' Society Garden Party [Valley Gardens] Civic Day is a Civic Voice national initiative to promote the civic movement)

Tues 8 Jul

'A Day at the Races' – King Richard III Stakes [Pontefract Racecourse]

Thurs 7 Aug

Talk: Outbreak of World War One - Pie & Pea Supper ~ Gerald Delany [Pontefract Barracks]

Sat 16 Aug (all day)

Tour: Dewsbury including Minster & Huddersfield Conservation Area. Visit hosted by Huddersfield Civic Society

Fri 12 - Sun 14 Sep

Heritage Open Days ~ buildings & places you wouldn't usually see!

Thurs 30 Oct 7:30pm

Talk & Tour: The Rosse Observatory ~ Gary Leslie (WYAS) * £3 per adult and £1.50 under 16's

Tues 11 Nov 7:30pm

Pontefract's Geology ~ Tony Felski

Tues 2 Dec 7:00pm

Christmas Dinner [Rose Room, Rogerthorpe Manor Hotel]

All talks are at Carleton Grange unless otherwise stated.

Members £2 and Non-Members £3.00 including light refreshments.

Design Awards 2013

For 2013, it has been a lean year, which can be both positive and negative. From the Conservation, Environment & Planning Committee perspective, we actually see this in a positive manner as

Pontefract has witnessed a reasonable amount if improvements over a three year period, if not longer. In order to make the final decisions for 2013, we made a short walk around the town centre to determine our final choices celebrating some good work in making Pontefract a more attractive place.

Unfortunately, we could not find a suitable building of significance to justify presentation of the Countess of Ross Façade of the Year Award.

The committee are though pleased to make two presentations, one of which was noted by chance during our walk to assess potential recipients.

Heritage Award



For 2012, we recognised the exterior of St. Giles' Church, and we are also pleased to announce that the remodelled interior is now to receive our 2013 Heritage Award. The interior blends both historic preservation and contemporary design, with a bright, modern, accessible and flexible space, plus a number of purposemade meetings rooms, café and toilets.



Improvement Award

Whilst walking along Ropergate, we were pleasantly surprised to see that the old first floor Chinese restaurant (at one time, Keyzers café) on the north side of the road appeared to have been refurbished, both inside and out. On closer inspection, with an unannounced visit inside to meet the owner of Top Marks, we saw significant improvement to the décor and display areas of a gentleman's dress hire shop, whilst also maintaining the integrity and fabric of the building interior mouldings and external windows.

On behalf of the Conservation, Environment & Planning Committee





Pontefract Civic Society is pleased to be associated with the organisations shown below:





NOVA

Friends of Friarwood Valley Gardens
Friends of Pontefract Park & Racecourse
Friends of Pontefract Castle
Pontefract Business Forum
Pontefract Groups Together
Pontefract Town Centre Partnership



Annual Accounts 2013

Pontefract and District Civic Society			
Charity Commission number 513509			
Treasurer's Report for the year ended 31 December 2013			
Membership	-01-		
	2013	<u>2012</u>	<u>2011</u>
Corporate	3	3	8
Household	76	66	52
Pontefract and District Civic Society Income and Expenditure Account For the year ended 31 December 2013			
	<u>2013</u>	<u>2012</u>	<u>2011</u>
Income	025		F 4.6
Annual subscriptions received	935	559	516
Blue plaques	462	-	658
Grants and Gift Aid	-	-	675
Donations	146	380	126
Revenue from events	860	493	776
Legacy – From the estate of M Macaskill	- 2.402	21,938	
	2,403	23,370	2,751
Income from monetary assets	10	1	2
Bank interest	12	_ 1	2
Total Income	2,415	23,371	2,753
	2013	<u>2012</u>	<u>2011</u>
Expenditure	2013	2012	<u> 2011</u>
Direct charitable expenditure			
Civic Voice subscription		64	51
YHACS subscription	- 50	50	50
Expenses at events	574	473	1,371
Donations	550	125	30
Donations	1,174	$\frac{125}{712}$	1,502
	1,174	712	1,502
Other Expenditure incurred			
Membership Refunds	_	28	_
Insurance	245	250	245
Postage	-	332	376
Blue Plaques and Guides	58	-	771
Campaigns	-	-	48
Costs for Pontefract Town Centre			
Improvements Proposal	182	-	-
Website Link	20	-	-
Purchase of equipment	-	-	725
Total expenditure incurred	1,679	1,322	3,667
Overall Excess/Deficit of Income over Expenditure	736	22,049	-914
,		<u> </u>	

Statement of Assets of Liabilities as at 31 December 2	<u> 2013</u>				
Monetary Assets COIF Barclays investment		2013 57 23,830	2012 57 23,818	2011 57 2,378	
Barclays current		1,835		115	
		25,722	1,111 24,986	3,58	
Reconciliation of cash movements to banl balances		£	£	£	
Total bank balances at 31 December 2012 Total cash receipts Less: Expenditure			2,415 _1,679	24,986	
Total cash inflow Total bank balances 31 December 2013				736 25,722	
Гreasurer: JS Lofthouse (2014)					
I have examined the Receipts and Payments for the Year 2013 and found it to be in accordance with the records and vouchers produced.	The Income and Expenditure Accounts for the year ending 31 December 2013 and the Statement of Assets and Liabilities as at 31 December 2013 set out above are as approved by the Executive Committee.				
Signed:Date: P Cartwright Secretary	Signed:Date: P Cookson Chairman				