

# MINUTES

of  
**3<sup>rd</sup> ANNUAL GENERAL MEETING**

**Date of meeting:** Monday 5 March 2018  
**Start time:** 6:15pm  
**Venue:** Baden Powell Suite, YMCA, Whetstone Lane

**Members present:** Tom Allport; Philip Barton [**PB**]; Jim Cadwallader [**JC**]; John Davies; Richard Fassam [**RF**] (part); David Liggins; Cora Quail; Jane Rivington [**JR**].

**Non-members present:**

**Apologies:** Mark Baker; Cllr Pat Cleary

No.	Item	Notes	Action	Target date
1	Welcome and apologies	<b>PB</b> opened the meeting at <b>6:15pm</b> and confirmed that it was quorate. The number of people qualified to vote was eight ( <b>8</b> ).	Item discharged	
2	Appointment of chair for AGM	<b>PB</b> asked if members were content for him to chair the Annual General Meeting (AGM). There were no dissenters.	Item discharged	
3	Chair's valedictory report	<b>PB</b> read out a report which had been circulated to all members prior to the AGM. This report is attached to these minutes.	Item discharged	
4	Secretary's valedictory report	<b>JR</b> read out a report which had been circulated to all members prior to the AGM. This report is attached to these minutes	Item discharged	
5	Treasurer's valedictory report	<b>PB</b> read out a report which had been prepared by <b>RF</b> and circulated to all members prior to the AGM. This report is attached to these minutes.	Item discharged	
6	Resignation of management committee (en bloc)	Those members of the Management Committee who were present at the AGM formally announced their resignation.	Item discharged	

No.	Item	Notes	Action	Target date
7	Announcement of list of nominations to Management Committee	<b>PB</b> confirmed that four nominations had been made within the notified timeframe ( <b>PB; JC; RF</b> and <b>JR</b> ). <b>PB</b> asked if anyone else wished to self-nominate from the floor. There were no further nominations.	Item discharged	
8	Vote to confirm composition of Management Committee	<b>PB, JC, RF</b> and <b>JR</b> were unanimously elected to serve as the Management Committee for the period 2018-19.	Item discharged	
9	Nominations for Honorary Chair	<b>JR</b> nominated <b>PB</b> , who accepted the nomination. <b>JC</b> seconded the nomination. There were no other nominations.	Item discharged	
10	Vote to elect Honorary Chair	<b>PB</b> was elected by a majority vote to serve as Honorary Chair for the period 2018-19.	Item discharged	
11	Nominations for Honorary Secretary	<b>PB</b> nominated <b>JR</b> , who accepted the nomination. <b>JC</b> seconded the nomination. There were no other nominations.	Item discharged	
12	Vote to elect Honorary Secretary	<b>JR</b> was elected by a majority vote to serve as Honorary Secretary for the period 2018-19.	Item discharged	
13	Nominations for Honorary Treasurer	<b>JC</b> nominated <b>RF</b> who accepted the nomination. <b>PB</b> seconded the nomination. There were no other nominations.	Item discharged	
14	Vote to elect Honorary Treasurer	<b>RF</b> was elected by a majority vote to serve as Honorary Treasurer for the period 2018-19.	Item discharged	
15	Nominations for Project Planner	<b>PB</b> nominated <b>JR</b> , who accepted the nomination. <b>RF</b> seconded the nomination. There were no other nominations.	Item discharged	
16	Vote to elect Project Planner	<b>JR</b> was elected by a majority vote to serve as Project Planner for the period 2018-19.	Item discharged	

<b>No.</b>	<b>Item</b>	<b>Notes</b>	<b>Action</b>	<b>Target date</b>
17	Nominations for Chair of History and Heritage Workgroup	<b>JR</b> nominated <b>JC</b> , who accepted the nomination. <b>RF</b> seconded the nomination. There were no other nominations.	Item discharged	
18	Vote to elect Chair of History and Heritage Workgroup	<b>JC</b> was elected by a majority vote to serve as Chair of the History and Heritage Workgroup for the period 2018-19.	Item discharged	
19	Nominations for Chair of Planning Applications Workgroup	<b>JR</b> nominated <b>PB</b> , who accepted the nomination. <b>RF</b> seconded the nomination. There were no other nominations.	Item discharged	
20	Vote to elect Chair of Planning Applications Workgroup	<b>PB</b> was elected by a majority vote to serve as Chair of the Planning Applications Workgroup for the period 2018-19.	Item discharged	
21	Consideration of any other matter duly notified to the Honorary Secretary	No other matter had been duly notified to the Honorary Secretary.	Item discharged	
22	Close of AGM	Proceedings were formally closed at <b>7:20pm</b> .  Informal discussions ensued thereafter regarding various matters of local concern.	Item discharged	

**END**

## **3<sup>rd</sup> ANNUAL GENERAL MEETING**

### **CHAIR'S VALEDICTORY REPORT**

**Date:** 5 March 2018  
**Time:** 6:15 pm  
**Venue:** Baden Powell Suite, YMCA, Whetstone Lane

We have continued to make progress with our neighbourhood plan, although this has been slower than I would have liked because the management committee needed to take over the work of the community-led housing sub-group to ensure that problems with the disbursement of the Early Stages Support funding for community-led housing were resolved to the satisfaction of *Locality*.

A lot of time has also been spent to fulfil the commitment made to members to establish a community benefit society with associated community land trust to take forward community-led housing projects and any other charitable work that members would like it to achieve. On 30 January 2018 the *Birkenhead and Tranmere Community Benefit Society Limited* (BATCOM for short) was formally registered by the *Financial Conduct Authority*, which regulates this type of company structure.

However, the registration of BATCOM has caused some confusion on the part of outside bodies. The Forum's neighbourhood planning functions will continue to be governed by our adopted constitution – nothing will change there. The neighbourhood plan will develop policies for the area, whereas BATCOM will deliver projects. The separation of policy development and project delivery will be ensured by the conflict of interest rules in both the Forum's constitution and the BATCOM governing document.

#### **NEIGHBOURHOOD PLANNING**

The *History and Heritage Workgroup* continued to be chaired by Jim Cadwallader. Most of Jim's time has been taken up with research into the ownership of Tranmere Tunnels. This work has now been completed and it has been established that the *Metropolitan Borough of Wirral* does own the tunnels and *Her Majesty's Land Registry* is in the process of awarding qualified title to the Council on this basis. It is hoped that once this process is completed, that the tunnels may then be leased to *Tranmere Tunnels Volunteers Limited* and work can start in earnest to open them to the public.

Our current public consultation is seeking the views of local people about the future of the tunnels as a tourism venue.

The ***Planning Applications Workgroup*** was chaired by Philip Barton and submitted eighteen separate consultation responses. Changes to the law were made during this year that mean once the neighbourhood plan is more advanced the Forum will also be informed of any proposed amendments to planning applications.

The ***Community Issues Workgroup*** was disbanded following the resignation of Greg Vogiatzis as Secretary. The future of *These Streets Are Our Streets* is uncertain. Now BATCOM has been established, this structure might be used to replace the community issues workgroup. This is a matter that needs further debate over the coming year and depends to a large extent upon how many local people decide to become members of BATCOM.

### **OTHER WORK**

The ***Friends of Hamilton Square Conservation Area*** continue to make progress. The *Hamilton Square Conservation Area Advisory Committee* has been established and is now formally recognised by the council. About £50,000 has been made available by the *Wirral Chamber of Commerce*, the council and *Conservation Areas Wirral* to produce a conservation area management plan and the advisory committee will be involved in overseeing the preparation of this plan. Much work remains to be done to persuade the council to use its legal powers to prosecute negligent owners of listed buildings. Another success has been to persuade BT and the council to relocate one of the Grade II-listed K6 telephone kiosks from Duncan Street/Hamilton Street to the junction of Price Street with Argyle Street, where a K6 kiosk had been sited from between about 1935 and 1995.

### **VOTE OF THANKS**

I would like to thank all other members of the Management Committee for their support and hard work over the past year.



**Prepared by:** Philip Barton (Honorary Chair)  
**14 February 2018**

## **3<sup>rd</sup> ANNUAL GENERAL MEETING**

### **SECRETARY'S VALEDICTORY REPORT**

**Date:** 5 March 2018  
**Time:** 6:15 pm  
**Venue:** Baden Powell Suite, YMCA, Whetstone Lane

I would like to thank all members of the Forum and management committee for their involvement and support during the past year.

Progress has been slow with our neighbourhood plan but the final stages of our topic-based consultations will be completed during March 2018, which will then allow us to develop policies to address the issues that are important to people.

I am pleased to report the establishment of the Birkenhead & Tranmere Community Benefit Society (BATCOM) which is available for local people and groups to use to deliver community events and initiatives, including community-led housing projects.

I would like to encourage as many people as possible to sign up to be a member of BATCOM. A financial commitment is involved but it earns interest and can be withdrawn if you need it back (subject to certain rules to protect the viability of BATCOM). BATCOM is regulated by the *Financial Conduct Authority*. The founder members will also be seeking to register BATCOM with *Her Majesty's Revenue & Customs* as an exempt charity, which will make it easier to work with other charities.

A handwritten signature in black ink, appearing to read 'J Rivington'.

**Prepared by:** Jane Rivington (Honorary Secretary)  
**19 February 2018**

## **3<sup>rd</sup> ANNUAL GENERAL MEETING**

### **TREASURER'S VALEDICTORY REPORT**

**Date:** 5 March 2018  
**Time:** 6:15pm  
**Venue:** Baden Powell Suite, YMCA, Whetstone Lane

#### **BANKING DETAILS**

Institution: ***Yorkshire Bank, 2 Prince's Pavement, Birkenhead. CH41 2XY***  
Account number: **44233053**  
Sort code: **05-02-45**

#### **STATEMENT OF ACCOUNTS CALENDAR YEAR 2017**

The accounts are based on a non-accrual basis; that is, the report covers only items paid in the bank account or paid out from the banking account during the accounting period (cash in/ cash out basis). No external audit of these accounts has occurred.

#### **CURRENT BALANCE**

As at 19 February 2018 cash in the bank is **£2,060.07**



**Prepared by:** Richard Fassam (Honorary Treasurer)  
**19 February 2018**

BATNPF Accounts 2017

	Debits	Deposits	Room Hire	Postage	Reports	Operational	Printing	Fees
<b>Opening balance 01.01.17</b>			<b>1343.88</b>					
Cheque 41	67.20		67.20					
42	30.00		30.00					
43					-----			
44	3.90			3.90				
45	30.00		30.00					
46	1050.00				1050.00			
47	25.00					25.00		
48	87.39						87.39	
Groundwork		1250.00						
49	61.68							61.68
50	60.00					60.00		
51	30.00					30.00		
Gift (Philip Barton)		300.00						
52	10.00					10.00		
53	37.79					37.79		
54	35.00							35.00
55	400.00							400.00
56	195.27					195.27		
Locality		2250.00						
57	32.50					32.50		
58	101.22					101.22		
59	40.00							40.00
60	24.00					24.00		
61	8.30					8.30		
62	62.21						62.21	
63	30.00		30.00					o/s
64	78.00						78.00	
65	40.00		40.00					
66	15.00		15.00					
Groundwork		2080.00						
67								January 2018
68								January 2018
69	207.15			207.15				
70	60.00		60.00					
	2821.61	5880.00	272.20	211.05	1050.00	524.08	227.60	536.68
less cheques		<u>-2821.61</u> ***	211.05					
		3058.39	1050.00					
plus opening balance		<u>1343.88</u>	524.08					
		4402.27	227.60					
plus o/s cheque		<u>30.00</u>	<u>536.68</u>					
<b>Closing balance 31.12.17</b>		<b>4432.27</b>	<u>2821.61</u> ***					