

## Wrexham Heritage Forum

### Minutes of the Meeting of the Executive Committee held at Wrexham County Borough Museum

7pm on Monday 16 July 2007

#### Present

Nick Roe	David Millington
Patrick Reeson	Hazel Hawarden
David R Jones	Colin Davies

#### Apologies for Absence

Steve E Roberts, Vernon Crewe and Os Davies.

#### 1. Minutes of the Last Meeting and Matters Arising

- HH apologised that the minutes of the last meeting were not available for distribution and confirmed that they would be sent out as quickly as possible.
- NR reported on the meeting he had attended with Stephen Barlow of HLF, accompanied by HH. SB had been very helpful in suggesting ways in which a bid could be strengthened and had indicated that the proposed bid for the purchase of equipment would be eligible. **It was agreed that NR, HH and PR would form a working group to draft and submit an application to the HLF for the purchase of equipment as per the list drawn up by OD.**
- The Committee expressed their pleasure in the attendance of the students from Moscow University at the Forum's July meeting and suggested that visiting foreign students should be invited and encouraged to attend future meetings/events.

#### 2. Secretary's Report

- HH distributed a list of members who had been recruited to date: it was noted that a number of 'key players' had not yet formally become members. Membership application forms are available to download off the Forum website. **It was agreed that the Executive Committee would use their personal contacts to encourage local organisations – including their own - to become members. The Secretary will write to all the organisations who attended the initial, meeting to encourage them to 'sign up'.**
- HH confirmed that a letter of thanks had been sent to St Giles on behalf of the Forum.
- Colin Davies offered to host the next meeting on 4<sup>th</sup> October in the main building at the former Brymbo Steelworks site. **It was agreed to accept**

**the offer, and CD and HH will liaise with regard to firming up the programme for the evening**, which was suggested as follows:

- Tour of site
- Presentation about the development proposals for the site
- General Business meeting
  - Treasurer to report on progress re: Funding applications
- HH noted that she would not be able to attend the next meeting, as she will be on holiday.

3. Treasurer's Report & Financial Matters

- PR updated the Committee in relation to progress on opening the bank account. This will initially open with the Treasurer and Secretary acting as authorised signatories, and the Chair being added when the supporting documentation is available. **The Executive Committee agreed this approach.**
- HH distributed information about the Welsh Church Acts Fund. There is only one opportunity to apply each year – closing date for the 2007 round is the end of July. **It was agreed that PR and DM would form a working group to prepare and submit an application, to purchase display equipment for the Forum.**
- HH outlined the potential for a partnership application under the new Rural Development Plan, for funding towards a Community Heritage project, including an officer to work with the Forum and its members. Following initial discussions with colleagues in the WCBC Economic Development Dept, HH had drafted an initial proposal for consideration by the Executive Committee. David Roberts expressed a conflict of interest as he is a member of the Partnership Board and took no further part in the discussion. **It was unanimously agreed that HH be delegated to work up an outline proposal for submission under the Rural Development Plan, in relation to a partnership Community Heritage project, and authorised to submit an application on behalf of the Forum.**

4. Marketing, Publicity & Promotion

- HH reported that information about the Forum had been included in the latest issue of Connect, the WCBC newsletter for local residents: as result, Offa Community Council had already expressed interest in joining the Forum.
- **It was agreed that HH will issue a press release for the next meeting on 4<sup>th</sup> October.**

5. Education & Training Activities

- NR is following up contact with Karen Morris and Lynn Podmore, the Heritage Service Learning & Access Officer, and Steve Roberts. There followed a general discussion about how to engage young people in Heritage, in particular in partnership with Groundwork.

6. Annual Events Programme

- DR suggested that the Forum should make use of regular events to promote itself.
- **It was agreed that the Forum would have space on the Culture & Heritage Service stand at the Learning Festival (11-2pm on Friday 7 September, and 11-3pm on Saturday 8<sup>th</sup> September on Queens Square). HH will prepare some information as handouts for the day, and asked for the Executive Committee to help ‘man’ the stand during the event.**
- It was noted that the Science Festival next March would also present a very good opportunity to promote the Forum and Heritage generally. (Dates last year were Tuesday 27th March 2007 through to Tuesday 3rd April 2007 with Scientriffic being on Saturday 31st March 2007)
- Ultimately, the Forum could look to establish an annual Festival, to celebrate local heritage.

7. Any Other Business

- HH distributed copies of the Public Consultation document for the Nomination and Management proposals in relation to Pontcysyllte Aqueduct. NR noted that the Civic Society is intending to respond with comments. **Following discussion it was agreed that the individual organisations would respond to the consultation with their detailed comments and the Forum would send a letter of support in principle for the Nomination, to be signed by NR.**
- HH outlined the ‘Time Bank’ concept, which is a system that originated in the USA, for encouraging networking between local groups and individuals. **The meeting agreed that there might be scope for the concept to be applied locally.**

8. Date and Venue of the Next Meeting of the Executive Committee

6.45 for 7pm on Wednesday 5 September. Venue to be confirmed.