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September 2018

Dear Member

Friends of Hollingworth Lake

PLEASE NOTE THAT THE MEETING AND AGM SCHEDULED FOR 13 SEPTEMBER HAS BEEN CANCELLED. THE MEETING HAS BEEN RE-ARRANGED FOR 11 OCTOBER 2018.

Please find enclosed the minutes from the previous meeting on the 19 July 2018 along with a draft agenda for the next meeting on the **11 October 2018**. Please note that the meeting will commence at 7.30pm (after the AGM) and will be held at the Visitors Centre.

Should anyone have any items for the agenda, please contact me before the next meeting so that a revised agenda may be circulated.

Please also find attached a privacy notice, as discussed at the meeting in July in relation to your data and compliance with the General Data Protection Regulation.

I look forward to seeing you on the 11 October 2018.

Yours sincerely

Jane Taylor-Holmes
Secretary

FRIENDS OF HOLLINGWORTH LAKE

Thursday 11 October 2018 at 7.30pm at Hollingworth Lake Visitors Centre

DRAFT AGENDA

1. Welcome and Introductions
2. Apologies for Absence
3. Declarations of Interest
4. Approval of minutes of meeting on 19 July 2018
5. Matters Arising from previous meeting
6. Correspondence
7. Finance Update
8. Ranger Update
9. Future Strategy of the Group
10. Ongoing projects and updates
 - Littleborough Civic Trust – Signage Group
 - Enviro-gym
 - Bird boxes
 - Events
 - Sensory garden – maintenance and upkeep
 - Wildlife update
11. Date / Time of next meeting

All meetings to commence at 7.30pm and be held at the Visitors Centre
Thursday 10 January 2019
Thursday 25 April 2019
Thursday 18 July 2019
AGM – October 2019 – to be arranged

ASSOCIATION OF FRIENDS OF HOLLINGWORTH LAKE
MEMBERS MEETING 19 July 2018

IN ATTENDANCE

Jim Taylor, Director / member and Chair for the meeting, , Jane Taylor-Holmes, Director / Member / Secretary, Rae Street, Director / Member, Kath Clegg, Member, Andrew Huyton, Member, Claire Costigan, Link 4 Life. Pat Carline, Member, Jean Bogg, Member, Kath Mills, Member, Frank Mills, Member, M Sanders,

OFFICERS

Judy Alderson, Ranger

1. Welcome and Introductions

The Chairman welcomed attendees and opened the meeting.

2. Apologies for Absence

Apologies were received from Cllr Ann Stott, Mr & Mrs Greenwood, Vivienne Ashworth, Nigel Eves, Treasurer, Steph Mills and Nigel Stanley.

3. Minutes of previous meeting

The minutes of the previous meeting held on 19 April 2018 were agreed as a correct record; Pat Carline & Andrew Huyton

4. Matters arising;

➤ Enviro-gym Pennine improvements

JT confirmed that the project was now complete, the end of project evaluation had been submitted to the Pennine Township and accepted.

JT confirmed that Vivienne Ashworth had been appointed as Director and Trustee.

JT also confirmed that the amendment to the bank mandate was in progress.

Further the item referred to at the previous meeting in relation to Shaw Moss was for information only and was not a Friends of Hollingworth Lake matter.

5. Correspondence

None

6. Finance Update

£820.10 balance in the bank, all amounts in relation to the enviro-gym had been paid.

7. Governance Update – GDPR and the new Charity Commission disqualification rules.

JT explained that JTH had drafted a revised privacy notice, this would be circulated to all current members and placed on the website.

The changes to the Charity Commission rules on automatic disqualification would be circulated to Directors / Trustees for information and action if required. It was noted that current Trustees were; Rae Street, Steph Mills, Jim Taylor, Jane Taylor-Holmes and Vivienne Ashworth.

8. Director / Trustee Code of Conduct

JT explained that JTH had drafted a revised Trustee Code of Conduct, this would be circulated to all Trustees for completion.

9. Ranger update

The Countryside update was circulated to members. JA provided further information where required. The funding bid to improve Eales meadow was mentioned and the group supported the bid, an update on progress would be provided at a future meeting.

RS thanked the Rangers for the work done with wild flower planting on Wildhouse Lane, unfortunately this year, the extreme cold weather in Spring had adversely affected growth.

10. Future strategy of the Group

Link 4 Life update

CC explained that the Lady Catherine a pleasure craft from Ellesmere Mere in Shropshire would be installed on the Lake to replace the Lady Alice, the process of obtaining necessary consents was underway. This was welcomed by members.

It was noted that the TS Palatine lease had been given up by Alternate forces and there were discussions ongoing with other potential interested parties.

CC reported that some York stone from the jetty area had been stolen, this was extremely disappointing.

The round kiosk at the water sports centre was being used as a ticket booth for boat hire.

11. Ongoing projects and updates

- Littleborough Civic Trust – Signage Group – ongoing – current work was around walks around Littleborough Town Centre.
- Enviro-gym – complete.
- Bird boxes – The group discussed the damage done to bird boxes and further discussed the idea of a potential future competition encouraging members of the public to design and build a bird box, with the winner receiving a small prize, all bird boxes could then be installed around the Lake. This would be considered further with a view to such a competition being held over the Winter with the boxes being available for installation in Spring.
- Events – Dawn Chorus (1st May) and Bat Walk (19th May) both well attended and successful helped by the good weather. JT explained that the bats were seen so early in the evening to take advantage of insects on the wing before it turned too cold later in the night.
- Sensory garden – maintenance and upkeep was being undertaken by U3A, the group appreciated the contribution.
- Wildlife update – the group discussed the low water levels on the Lake due to the good weather and the impact on visiting wildlife. In particular the provision of large areas of mud for wading birds. The future of the reserve area was also discussed and the possibility of work being done to enhance the area. JT suggested contacting a friend from Wigan Flashes to visit the site and share any thoughts on improvements.

12. Any other business

None

13. Date for next meeting

13 September 2018

Association of Friends of Hollingworth Lake (FoHL) Privacy Notice

The Association of Friends of Hollingworth Lake (FoHL), is committed to protecting your data and privacy in accordance with the provisions of the Data Protection Act 1998, Data Protection Act 2018 and the General Data Protection Regulation (GDPR) 2018.

This privacy notice tells you what to expect when we collect your personal information. It tells you how we will use the information and the rights you have in relation to this.

The FoHL will be what's known as the 'Controller' of the personal data you provide to us.

The FoHL is committed to letting you know how we use your personal information and to making only responsible use of your data.

References to "we", "us", "you" or "our" in this Privacy Policy are references to the FoHL, a charity registered in England and Wales, registered charity number: 1136889

Information about you

We will collect personal information from you when you enquire about our charitable activities or as to become a member of the FoHL (including becoming a Director or Trustee). This may include your name, title, email address, physical address and telephone numbers. We may also ask for some additional, non-personal information.

Under the GDPR, we process personal data on the basis of:

- legitimate interest in relation to our charitable activities;
- a contract or agreement which the person has entered into or; because the person has asked for something to be done so they can enter into a contract or agreement.
- Because explicit consent has been provided.

Our use of this information

Your personal information will only be used to process your enquiry or membership.

If you become a member of FoHL we need to know your personal data in order to administer your membership. We will not collect any personal data from you we do not need in order to provide and oversee the terms of this agreement.

Security

We will take reasonable precautions to prevent the loss, misuse or alteration of information you give us.

All the personal data processed is done so by Trustees and the Company Secretary in the UK, however for the purposes of email hosting this information may be located on servers within the European Union.

Communications may be sent by e-mail. For ease of use and compatibility, communications will not be sent in an encrypted form unless you require it and provide the certification to enable us to communicate with you in that way. E-mail unless encrypted is not a fully secure means of communication. Whilst we endeavour to keep our systems and communications protected against viruses and other harmful effects we cannot bear responsibility for all communications being virus-free.

No third parties will have access to your personal data unless the law allows them to do so.

How long we keep your data

We will retain your data for the time needed to process your enquiry.

Where consent has been provided for FoHL to hold personal details as member, to inform you of news, events and activities, this data will be held until consent is withdrawn.

What are your rights

If, at any point, you believe the information we process on you is incorrect you can request to see this information and have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact us to have the matter investigated.

info@friendsofhollingworthlake.org

If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law you can complain to the Information Commissioner's Office <https://ico.org.uk/>