



Lancashire Federation of Young Farmers

Management Meeting

Thursday 25 September 2025, 19:30 for 19:45 Start

County Office, Clitheroe

Present:

Chair - Ana Haworth

Vice Chair – Anna Robinson

<u>Bury</u>	Eleanor Fish (County Safeguarding), Alfie Naylor
<u>Bilsborrow</u>	Lucy Phillips, Holly Barton
<u>Bolton-by-Bowland</u>	
<u>Chipping</u>	Sam Gornall, Rachel Hardman (Bowland Region), Neil Hodgkinson, Jen Miller (Comps Committee)
<u>Chorley</u>	
<u>Clitheroe</u>	
<u>Longridge</u>	
<u>Parbold</u>	Meg Johnson, Isabelle Deacon, Rachel Webster, Jack Hepplestone
<u>Pendle</u>	Beth Duerden (Comps Committee)
<u>Rainford</u>	Meg Whittle
<u>Samlesbury</u>	Scott Bennett, James Nairey, Lucy Bargh, Peter Jackson (Bowland Region)
<u>Slaidburn</u>	Millie Thornber (Fundraising and Social Committee, Helena Beattie
<u>Turton</u>	
<u>Vale O' Lune</u>	Tom Walker, Daniel Holley
<u>Winmarleigh</u>	Olivia Gorst, Tom Boardman

Robert Webster (Vice President), Michael Rimmer (Life Vice President), James Oddie (Staff Management Chair), John Neary (Safeguarding), Hannah Rose (Administration Coordinator)

1. Chairwoman's Opening Remarks and Welcome

The Chair welcomed everyone and expressed her hopes all had had a good summer. She asked for a moments silence for those that have sadly been lost over the last few months. She advised that if anyone needs support, please reach out and they will be signposted to appropriate resources.

2. Apologies for Absence

Gary Davies, Sue Davies, Pete Davies, Ella Mason, Lucy Williams, Beth Holden

3. Minutes of the last Management Meeting as circulated

a. Matters arising from the minutes not covered on the agenda

None raised



4. Correspondence (H Rose)

Not too much outside of what has been circulated.

Please can all officers make sure they receive the weekly update, as this is still the main way of circulating information.

Hannah asked if there is anyone who would be willing to provide some guidance to someone organising a tractor run for the first time. Hazel Stansfield or Meg Goring.

We were supposed to be having 2 speakers: Leoni from RABI and Annie Collier about locally organised communities and food alliance.

Annie is sick, possibly covid, so will attend the next meeting.

Leoni is uncontactable. Hannah has tried ringing RABI to get someone to talk to me. They have not responded to messages yet.

5. MooHundred Club (H Rose)

Haven't got access to the account yet, so unfortunately Hannah has been unable to progress the agreed plan. As soon as access to the account is secured and past direct debits cancelled, correct draws can be made and the new system launched. This will include getting a gambling licence, but Hannah has held off as we have to pay each year and do not want to pay for time, we are not using it.

6. Finance

Hannah completed Xero training on 6th August. Have had a lot of work to, including completely re doing the charter of accounts, so that income accounts are sales codes and don't get counted expenditure (and vice versa). After making sure the codes we were using to assign transactions were going to work, also had to upload the invoices for all expenditure and reconcile all outstanding transactions (including moving any into different accounts as required). Started to write off old debtors (in excess of 3 years).

a. Outstanding debtors list

Refer to Appendix A – Debtors

Clubs were asked to ensure they settle outstanding amounts.

b. Financial Report

Refer to Appendix B

Hannah asked if people would like this much detail going forward, happy to provide more summarised version if wanted. The report was discussed and the £15,000 Misc income was questioned and identified as the transfer of the roof money from the building fund to cover the repairs that took place. This should be annotated by the auditors, Ana confirmed this had already been requested. Ana requested everyone considered County Levy, as that would need to be voted on at the AGM. She advised that National Levy would be remaining the same. It was asked if there needs to be a proposal of an amount for levy to cover rising costs, Ana replied that she wasn't sure without having a much closer look at the figures. She mentioned that National had planned for levy to increase by £2.50 per year, this

Simon mentioned that members are very capable of raising money and need to keep costs low. It is hoped that everyone will support the County New Year's Eve do, as this will be a great opportunity to raise funds.



7. Competitions Committee Report (B Duerden / J Miller)

Previous events include sheep dogs which went well, won by Tom (was good to see new face winning). For Live of Live and Carcase, there was a good show by Junior's but poor by Seniors. Please can officers make sure all who went to Live turn up for Carcase.

Debate will be starting 7th October, Swimming is 14th October, the reserved date for speaking competitions is 13th November, the reserved date for sports is 23rd November, Bowling is 25th November.

Sports and Speaking competitions were discussed, members were asked if they want these on the same day or 2 different days. Also, should they be planned for November or January?

It was confirmed that NA Weekend will be 1st or second weekend in March, deadline end for entries being the end of January.

Anna thought it worked well separating, as there was not as much of a rush to get all done at same time. It was proposed that we go with 2 separate dates, to aim for a weekend date (especially for sports) and to not do in November.

Vote held – this was accepted.

An idea of debate teams was given by show of hands: 13 -17

8. Social, Fundraising and Training Committee (M Whittle/E Mason)

Not completed too much fundraising since last meeting. Would appreciate some guidance next year on what is expected and some more training was requested. Looking to get things in line for New Year's Eve do, all members asked to support as it will be a great fundraising opportunity.

New officer training will be in February, date to be arranged.

9. Regional Reports

Trialled a new report form this meeting, only one region filled in prior to the meeting. Some feedback was received and will be actioned for the next meeting. **Regional reps will be asked to complete this prior to meeting from now on.**

Bowland

- Regional pub crawl was hosted by Samlesbury.
- Regional stock judging was hosted by Slaidburn.
- Pendle Speed shear raised £17,100.
- Bowland Ball coming up 18th October.

North Lincs

Not much has happened.

Pennine

- Bury's 80th dinner dance, was well attended.
- Turton tractor run will be 7th December.
- Bury and Turton seem to be doing well.



South-West

- Rainford, Chorley and Parbold dinner dances are coming up.
- SW Regions turn to host county rally. Will be at Taylors Farm Shop 17th May.
- Parbold tractor run 16th November.

10. Reports on previous events not covered under Comps/Social reports

None

11. Reports from County Committees

a. Safeguarding (J Neary / E Fish)

Ellie reinforced message around recent loss of people. If any clubs or members need support, then please contact Ellie as she has resources and places to signpost.

b. Management Trustees (A Holden)

At the last meeting they signed off the accounts for 23/24. They are still looking for new Finance Officer and Clarke. It was requested that if anyone knows a suitable person (out of age) who might want to be the Secretary of Trustees or Finance Officer the please make it known.

There was a discussion at the meeting around the letting of the office. Andrew felt that he could not put his name to the letting agreement, but Trustees felt it was adequate. Andrew had quoted for a colleague to draft an agreement at £1,500.

c. Staff Management (J Oddie)

James reported there has not been a committee meeting since last meeting, that Hannah has had a busy summer getting things in line and all seems well.

12. County Office Report (H Rose)

a. Health and Safety

Need to start working on the core risk assessments.

Do people have all the risk assessments they need at club level?

Would people like risk assessment training?

b. General

Room hire – Finally agreed on a contract that everyone is happy with and Tom will be coming in from next week. He has already put a few bits in the room in preparation.

Using the room is still ok, if we need it for competitions, as long as we give him some notice. If anyone needs the room, please let Hannah know at least one week prior.

New Officers – Hoping to get new Officers up and running as soon as possible. All appointed secretaries will be sent a form to complete after Hannah informed of appointments at the club's AGM. Please submit as soon as possible as this will allow us to get people registered for safeguarding training, DBS checked, and on Silo.

Hannah has also been working on a pack of resources for all new Officers, these will be issued when the club info forms have been completed and returned. The deadline for this is 31st October.



Placing cards – Now received County cards, Regional placing cards are also available. If people want to order anything for their club or region, they are asked to use the new [order form](#).

Compass Fuels – Came to an agreement with Compass Fuels to be our main sponsor over the next 5 years. Ana managed to get them to agree to become a main sponsor of County Rally each year as well, so they will be contributing a minimum of £1,300, plus any show fundraising from agricultural show attendance.

They provided us with information on what they will supply us with.

Website – Hannah has been working on the website to try and ensure that things are easy to find and it is helpful for people. Want a helpful website for both members and people interested in joining. Each club has been asked to provide info in the new officer form, plus some photos. There will be a new page about each of the clubs created from this. There will be a new competitions page, where all the entry forms, rules, results and consent forms will be available. The new page about the office and printing will also go live soon. All these changes will be replicated in the App and kept up to date moving forward. The calendar has had all dates added for the next member year. If there is something missing, please let Hannah know and it will be added. If you want an event adding at any point in time, just send Hannah a message or email.

c. Other Communications

Membership - Need to make sure that all members going to Malvern this weekend are current members. Have emailed to remind them and Margaret emailed them again today.

Social media – Lot of work to do at County Office at the moment. Social media posting is suffering as it is not as high a priority as other required work. Is there anyone who would like to assist in this area? Could people ask at clubs?

They would need to be an older member (18+) as they would be given access to the social accounts for county. They would need to be happy to work with Hannah to create a social media plan and then work to implement it and go to certain events to take photos (as well as all the usual sharing of club posts and promoting partner organisations stuff).

13. Reports from outside organisations

a. NFU

NFU harvest ball is this coming Saturday, starts at 13:30.

b. RABI

None

14. Northern Area Report (P Davies)

There has been no meeting since last management meeting, but the next is 12th October and will be the AGM. At this meeting they are due to discuss all NA events and East Riding will take over as Office Bearers. As a County, we will be organising Stockman, Anna has pencilled in Saturday 22nd June at Clitheroe Auction (can't have it at Gisburn as they sell each Saturday). Will see if NA accept this.

An appointment of a chairman and secretary of NA Stockman is required.

Anna Robinson proposed as Chairman, this was seconded and accepted.



It was proposed that Beth Duerden be Secretary. It was proposed that Jen Miller be Secretary. Jen's appointment was seconded by Beth, but she will help.

15. NFYFC

a. News from NFYFC Council

Hasn't been council meeting. They lost DEFRA funding (£30,000) but have managed to get some in its place. Next meeting 10th October.

b. Agri link representative update

National Young Farmers week is 6th – 10th October, will be doing a business innovation challenge and scarecrow challenge as part of this that clubs can enter. Link available from Izzy
Mentoring and coaching sessions 11th October that people can sign up for. Contact Izzy for more information.

New voices training will be held 27th November, 12:00 – 16:00 at National Conference Centre in Birmingham. Can sign up online - [New Voices 2 27 November](#). The theme is planning for the future incorporating resilience, establishing your own voice and networks, and focussing on strengths.
Farm visits Crop walk in Warrick young farmers are invited to.
Oxford walk

16. Any other management business

Simon has been to very enjoyable new member evening. He asked clubs running new member events to ensure that if there are new members who are sticking at the back, to please ask existing members to mingle and involve them. He thought on the whole the evening was very encouraging. John asked if when planning for the County AGM that the constitution is used as guidance. He also asked that a note of the length of time people have been serving is made to ensure people are not serving longer.

Tom mentioned that NWA are wanting to support young farmers and want to donate to us and Cumbria. Tom will pass info on to Hannah.

A request was made to edit the mins from the January meeting to ensure the amount awarded as the honorarium is specified.

Neil confirmed he will donate the Chairmans challenge money directly.

Ana raised that there are 2 members of LFYFC going to achiever awards from Clitheroe. She asked how members felt about helping them with costs to attend as tickets are quite pricey.
Some discussion was had.

Consensus was that we shouldn't help as we haven't in the past.

17. AOB

The County AGM was mentioned, and it was clarified that this will be discussed at the next meeting.

18. Date of next meeting - Thursday 25 September 2025, at County Office.

NB – November meeting will be a week earlier (13th November) to accommodate the AGM.
The AGM will be held at County Office 27th November 2025.

19. Close Meeting at 23:37



Appendix A – Debtors list

As at 24/09/25

Debtor	Due date	Invoice number	Total
Bowland Region			
15 Aug 2025	16 Sep 2025	INV-0317	16.95
Total			16.95
Chorley YFC			
10 Oct 2024	20 Nov 2024	INV-0230	2,603.04
Total			2,603.04
Clitheroe Speakers Club			
29 Oct 2021	29 Oct 2021		(100.00)
Total			(100.00)
Clitheroe YFC			
14 Feb 2024	28 Feb 2024	INV-0206	958.09
10 Oct 2024	20 Nov 2024	INV-0231	1,262.08
06 Feb 2025	06 Feb 2025	INV-0246	60.00
04 Mar 2025	18 Mar 2025	INV-0267	638.70
05 Aug 2025	16 Sep 2025	INV-0287	30.00
05 Aug 2025	16 Sep 2025	INV-0301	1,741.30
Total			4,690.17
Compass Fuels			
05 Sep 2025	06 Oct 2025	INV-0322	1,300.00
Total			1,300.00
Longridge YFC			
05 Aug 2025	16 Sep 2025	INV-0288	170.00
05 Aug 2025	16 Sep 2025	INV-0302	79.15
Total			249.15
Parbold YFC			
14 Feb 2024	28 Feb 2024	INV-0208	1,352.49
Total			1,352.49
Pendle YFC			
27 Mar 2023	10 Apr 2023	INV-0174	12.66
Total Pendle YFC			12.66
Samlesbury YFC			
10 Oct 2024	20 Nov 2024	INV-0234	1,104.32
Total Samlesbury YFC			3,058.92
Southwest Region			
15 Aug 2025	16 Sep 2025	INV-0318	16.95
Total			16.95
Thomas Lemmon Specialist Counselling Services			
01 Sep 2025	31 Oct 2025	INV-0321	150.00
Total			150.00
Winmarleigh YFC			
23 Sep 2024	20 Oct 2024	INV-0221	1,735.36
06 Feb 2025	20 Feb 2025	INV-0257	163.80
06 Feb 2025	06 Mar 2025	INV-0251	60.00
Total			1,959.16
Total			15,309.49



Appendix B – Report example provided

Profit and Loss

Lancashire Federation of Young Farmers' Clubs For the year ended 31 August 2025

2025

Turnover

Club Sundry Sales	69.75
Competitions Sponsorship	400.00
County Ball - Other	1,949.50
County Ball Tickets	8,554.00
County Competitions	277.47
County Levy	30,665.00
Event Income	553.88
Event Sponsorship	150.00
Mics Revenue	15,301.81
NA Sponsorship	1,300.00
National Levy & Insurance	11,428.35
Northern Area Income	2,036.16
Northern Area Sales	3,785.53
Room Hire	347.50
Sales	749.13
Total Turnover	77,568.08

Cost of Sales

Chairman's Honorarium	1,500.00
DBS Checks	90.30
First aid	622.99
Stationery	126.92
Total Cost of Sales	2,340.21

Gross Profit

75,227.87

Administrative Costs

Attendance Assistance	1,120.00
Audit & Accountancy fees	353.70
Building Safety	1,589.41
Building utilities	2,795.44
Cleaning	530.00
Club Supplies	267.60
Communications - Phone & Internet	950.49
Competition Judges Costs	135.00
Competition Resources	1,626.23
County Ball Costs	500.00
Employers National Insurance	5,248.91
Event and YFC Advertising	997.31
Event Costs	158.77
Fines	91.00
Gift	40.78



	2025
Insurance	6,421.84
IT	2,853.99
Legal Expenses	738.00
Member Training	225.00
Misc Operation Expenses	79.94
Northern Area Costs	4,092.87
Pensions Costs	1,313.13
Postage, Freight & Courier	14.46
Rates	1,197.03
Repairs & Maintenance	481.14
Salaries	24,892.85
Sanitary Contracts	218.30
Staff Travel	119.21
Trophies	179.97
Tug of War Licencing	20.00
Uniform	94.99
Yearbook Costs	200.00
Total Administrative Costs	59,547.36
Operating Profit	15,680.51
Other Income	
Donations	2,107.45
Member Fines	675.00
Total Other Income	2,782.45
Profit on Ordinary Activities Before Taxation	18,462.96
Profit after Taxation	18,462.96