



Lancashire Federation of Young Farmers

Management Meeting

Thursday 26th September 2024, 19:30 for 19:45 Start

County Office, Clitheroe

Present: N Hodgkinson (chair), Anna Robinson (Slaidburn), E Clarke (Ex officio, Vale of Lune), B Duerden (Bowland Region), A Haworth (Bury), J Miller (Chipping), S Morris (Holding Trustee), Annabelle Robinson (Bolton be Bowland), J Oddie (Staff Management Chair), M Rimmer (County President), M Thornber (Slaidburn), , R Webster (Vice President), C Bleazard (Longridge), G Ireland (Longridge), P Davies (Bury), T Boardman (Winmarleigh), W Fryars (Winmarleigh), M Goring (Clitheroe), R Hardman (Chipping), A Bury (Slaidburn), J Huggett (Pendle), H McRory (Pendle), A Gill (Pendle), E Warbrick (Pendle), E Thompson (Bilsborrow), L Phillips (Bilsborrow), T Oston (Vale and County Finance Officer), S Gornall (Chipping), D Hartley (Vale o Lune), J Bennett (SM Committee, Minute Taker)

- 1 Chair Neil opened the meeting and welcomed everyone to the meeting saying it was great to see a good attendance and especially pleasing to see new faces.
- 2 Apologies for Absence were received from R Eccles, H Beattie, G Murphy, R Redmayne, A Warbrick, S Davies, G Davies.
- 3 Minutes of the last Management Meeting as circulated ahead of the meeting.
 - a. Matters arising from the minutes (items not to be covered later within the agenda) – none.
- 4 Correspondence - A Haworth had received a letter from a lady looking for a Golden Jubilee LFYFC Yearbook. The lady is willing to purchase if anyone has one, they are willing to part with, please can they let AH know.
- 5 MooHundred Club - A Haworth – no draw has been held since April but reassured members that the May onwards draw will be done in the coming weeks and prizes distributed.
- 6 Finance - T Oston
 - a. **Outstanding debtors** - List will be checked but clubs were asked to pay any outstanding accounts to the federation asap.



- b. **Financial Report** – currently behind in managing the finances of the county but TO assured members and officers he would prioritise in the coming weeks. TO is struggling with access to the accounts which needs to be investigated further. There is an urgent need to review the signatures and new bank mandates completed.

A Haworth reported that she was in the process of sending out the membership invoices. There are outstanding monies from clubs which need to be reconciled, and clubs will be contacted to agree current position.

All club and regional officers were asked to check if all the cheques for county have been cashed. If there are any outstanding, please contact the office and reissue the cheques or BACS the payments across. Club Officers were asked for their support during the transition period.

S Morris informed the meeting that the signatures on the accounts will have been formally recorded in the minutes of the management of trustees.

TO confirmed that the expenses for the building roof repairs have been paid out of the main account and need to be moved from the Buildings Account when access is established.

7 Competitions Committee Report - A Robinson

Swimming - Entry forms a request was made to send entries directly to Anna Robinson or County Office email as there is currently an issue with accessing the Jot Form Software. The event will take place next Tuesday and entries close at 22:00 hours on Friday.

Livestock Judging - T Webster gave a reported from the Livestock Judging reporting a very good venue and the event was well supported by junior members.

Debate – Tuesday 8th October debate starts and entries are needed by the closing date 22:00 hours this Friday for the draw to take place. S Morris was recognised for the support he has given the office in planning the event and setting the motions.

10 Pin Bowling – The event will take place on 12th November at Red Rose Bowl in Preston. There is only one team per club allowed and the deadline will be issued in the coming weeks.



Member of the Year – The event will be held on Wednesday 13th November in the County Office – nominations to be sent in from Regions before end October.

Sheep Dog Trials – The event went well and had a good turnout. Thank you to Issac Bury, Slaidburn for hosting. Issac won the event so will be asked to host again next year.

M Rimmer asked what people in the room can do to help Ana and other officers during the period without a member of staff. AH asked for cooperation from officers of clubs in responding promptly to any requests from the office, enter on time as there is no time to chase or delay deadlines due to a limited time available nights and weekends when the office duties are being carried out.

There was a poor attendance at the competitions meeting last week. All clubs were reminded of the importance of attending such meetings and ensuring that their representatives are attending the meetings for comps and social committee.

2025 Quiz – AR asked for questions to be submitted to the office and requested that all questions are relevant and up to date.

8 Social, Fundraising and Training Committee - E Clarke

Race Night – The event was held earlier this month. The final balance sheet from the event is not yet available. Thank you to those who supported the event. Next year the event will be held in May.

Chairman's Challenge – N Hodgkinson said the event was to take place this Saturday and would walk from Chipping to Clitheroe. The route will be mainly on road due to the poor and damp conditions of any off-road paths.

Officer Training Night – The event will take place at the end of November. Please ask all club officers to attend the evening. NH reiterated to members that it was a valuable night and would also include Safeguarding and therefore each club is requested to have their Safeguarding Officer attend too.

EC asked if anyone wanted any topic including to please contact him asap. AH asked if officers would like a SILO training included on the night too. The response from the meeting was yes.



Royal Lancashire Show – A debrief from the Royal Lancashire show still needs to happen

9 Regional Reports

- a. **Bowland** (B Duerden) – The Region have held their stockman of the year competition and Pendle held their Chairty Speed Shear. Slaidburn hosted their regional quiz on Monday evening.
- b. **Pennine** (P Davies) – The Region have held a debate practice night and Charity Tractor Run
- c. **South West** (B Southfield) Held their AGM and Ollie has stood down and Becky taken over as chair. Chorley have their Dinner Dance on November 2nd at DW Stadium. Parbold to hold their Dinner Dance in February.
- d. **North Lincs** (D Hartley) – The Regional Fund Raiser for North West Air Ambulance was planned to take place this year as a bike ride but the poor weather meant that participants did a walk instead.

10 Reports on previous events not covered under Comps/Social reports – None.

11 Reports from County Committees

- a. **Wellbeing & Safeguarding** - J Neary – The county is still looking for a Safeguarding Officer. Clubs were reminded that all new officers need to complete the training when set up on SILO. The role is going to be known as the Wellbeing and Safeguarding Officers.
- b. **Management Trustees** - A Holden – apologies sent.
- c. **Staff Management** - J Oddie confirmed with the meeting that all officers had been issued recently with a letter from Staff Management, stating Caisha Hindley had left the Federations employment. Julie Bennett had recently been Co-opted onto the SM Committee and had supported the committee to reach the best outcome for all parties. The focus now is on the future. On behalf of SM James thanked Ana Haworth for stepping up and putting in a lot of time and effort to support the annual calendar of events from the office with the administration for the federation.

JO shared the proposed job role and description and proposed advertisement details. The Trustees have provided a budget of up to £1000 towards the cost of advertising. The Farmer's Guardian is £349. The Farmer's Weekly is £850 – Trustees have asked that we hold advertising in here unless there is not a good calibre of candidate from other media outlets including LinkedIn.

JB will review the contract of employment to ensure it is compliant. She said



that earlier this year the notice period was increased from 1 to 3 months. This is not something she would recommend or support for an admin role and would propose is changed to 1 month. Alan Gill and Rachel Hardman proposed and seconded. Meeting agreed with the proposal.

JO asked members for guiding principles the SM Committee would consider when looking for the ideal candidate for the role. The following notes were taken back to the SM Committee:

- Open to keep the hours of work same 32 hours but consider fulltime – other counties have more than one member of staff – Northumberland 2 Durham have a full and part time, Yorkshire only 1
- Change the hours of work to later in the day so are more accessible 6pm finish or have one later finish, have early start and be accessible during lunch periods for members to contact
- More hours to be spent in the office – min 3 days
- Attend / Minute comps and social minutes – change the working hours on those meeting days
- Weekly update to have working hours and time in the office for the week ahead
- Cap TOIL
- Have a knowledge of farming and YFC
- Contact should not be through messenger – use WhatsApp
- Holiday timing – limit and suit business needs
- Consider applications of those who have applied previously
- County Office Co-ordinator is to be the job title
- Consider using the printer – offering a printing service as a revenue source
- Manage the building
- No pets in the office
- Do not have an over reliance on staff for passwords and access to systems etc – the team around them need to step up
- Willing to work with the members, ideally with a youth background
- SM to consider if there is a need to keep the telephone landline
- Would members consider a job share – This went to a vote (only 27 for).
- Probation period – Meeting agreed to take the advice and guidance from the SM Committee

JB asked for clarity on the decision-making process when a candidate for the role is identified. S Morris said the Trustees are there to give advice but would not want to be involved in the decision-making process. The meeting agreed that the ultimate decision is with Staff Management delegated by this meeting.



M Rimmer expressed thanks on behalf of the Federation to JO and JB for their work to date.

12 County Office Report - A Haworth

Room Hire – AH asked for clarity on the pricing structure. Current hire rates for the building main room – £37 a charity or club is £22 per session. Proposal was made and carried hourly rate of £15 / 4 hour session £60

Jot Form Software – Used for entry forms has been disabled and needs to be reinstated before we are able to use going forwards which AH will look into.

Members taking part in National Comps - Deadline is 14th October need to have membership paid and entered on SILO.

Weekly Update Circulation - All clubs to send a list of recipients to receive the Weekly Updates to be submitted asap to ensure the current officers and all clubs are receiving the communication which is currently not happening.

13 County Press Report - A Haworth nothing to report

14 Reports from outside organisations

a. **NFU** – N Hodgkinson thanked all clubs for supporting Back British farming. Clubs are asked to provide feedback to Beth Baldwin. There are no other up and coming events. Members are reminded that there is a NFU student place available for free to YFC members.

b. **RABI** – no update or report available.

15 Northern Area Report – P Davies – Lancashire are hosting NA Sports and Public speaking event over the weekend 22 & 23 March 2025. Venue Blackpool 6th Form College is and he asked if there was any member with a contact at the college to let officers know so we can strike a deal and reduce the cost. There are plans to host a fundraising event over the weekend and information will be communicated when confirmed.

One of the competitions over the weekend is Panto and this is not something the county has entered in recent years. Club Officers were asked to take back to their clubs to see if there would be interest in entering a country team. Anyone interested should contact P Davies.



16 NFYFC

- a. **News from NFYFC Council** – Ed Clark – National YFC week 7-11 October – Clubs were asked to get involved. There is a toolkit online to download and use. The tagline for this year's theme is focussing on inclusion "YFC is for everyone".

Applications are open for YFC travel programmes – LFYFC will support financially so Club Officers were encouraged to take back to their clubs and get members involved and interested in the great opportunities available.

The membership survey is open please encourage your members to complete at club and there are good prizes available as all entries will go into a draw.

12/13 October officer training Ana Howarth attending from Lancashire

Next council meeting will be in November Ed will retire so looking for a new representative to go with Becky Sackfield.

M Rimmer asked for an update on the finances of National – EC replied that he did not have this information so could not comment.

- b. **Agri link representative** - update not available.

17 Any other management business

- a. B Durden said Roger Dugdale had provided financial support via Child Action NW and has requested feedback, but this has not been received. A Haworth agreed to collate the feedback and get back to Roger in the coming week.

- b. Nominations are open for Vice Chair, President, and Finance Officer as well as nomination for County Chair.

- c. N Hodgkinson reminded members of the Chairman's Challenge on Saturday meeting at 10:30 hours from the Sun Inn in Chipping, walking to Clitheroe via Waddington – Please do let Rachel Hardman know if you are attending (over 18 only) and good luck to those who have signed up. NH said the money raised would be donated to Cancer Research UK a charity close to him having had a health scare himself earlier in the year.

18 Date of next meeting is Thursday 14th November 2024 in the County Office, and a reminder was given to officers of the County AGM to be held on 28th November venue to be confirmed.



N Hodgkinson thanked everyone for attending and closed the meeting at 21:15 hours