

# MASHAMSHIRE COMMUNITY OFFICE (MCO)

## Minutes of Annual General Meeting Tuesday 16<sup>th</sup> December 2025, 2pm-3pm Small Hall, Masham Town Hall

Registered Charity Number 1098666  
Limited Company Number 4481253



### Present:

First Name	Last Name	Organisation
David	Broadley	MCO Member
Justine	Brooksbank	MCO Trustee
Jackie	Cheshire	MCO Member
John	Darby	MCO Member
Shirley	Fidge	MCO Member
Christine	Greensit	MCO Member
Robin	Horsell	MCO Member
Kathy	I'Anson	MCO Member
Hayley	Jackson	MCO Staff
Christopher	Jakeman	MCO Member
Wendy	Jakeman	MCO Member
Ian	Johnson	MCO Member
Tessa	Klemz	MCO Member
Tim	Klemz	MCO Trustee

First Name	Last Name	Organisation
Steve	Konya	MCO Member
Keith	Marshall	MCO Trustee
Moira	Marshall	MCO Member
Rachel	Mountain	MCO Member
Howard	Mountain	Member of Public
Sue	Palin	MCO Trustee
Alan	Paton	MCO Member
Gaynor	Pearson	MCO Trustee
Heather	Perkins	MCO Member
Jane	Place	MCO Member
Kath	Sanderson	MCO Member
Tina	Saxon	MCO Member
Wendy	Simpson	Member of Public
Gill	Smith	MCO Member

### Apologies:

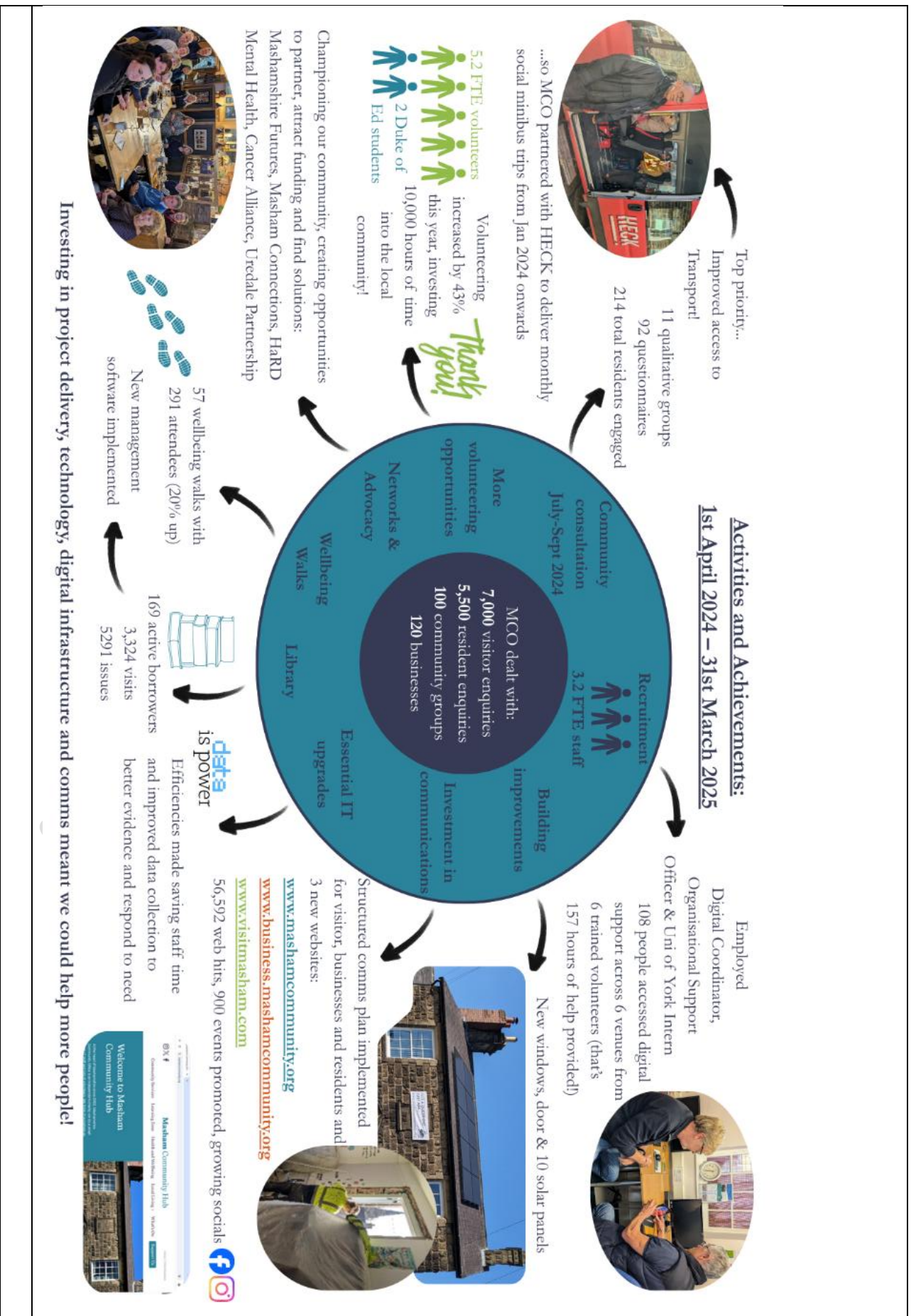
First Name	Last Name	Organisation
Andy	Anderson	MCO Member
Cath	Boshier	MCO Member
Harriet	Broadbent	North Yorkshire Council
Shirley	Broadley	MCO Member
Kay	Bromhead	MCO Member
Nigel	Bromhead	MCO Member
Grahame	Bruffell	MCO Member
Marie-Christine	Brummel	MCO Member
Lynn	Cartwright	MCO Member
Margaret	Charlesworth	MCO Member
David	Cheshire	MCO Member
Hilary	Cookson	MCO Member
Paul	Cookson	MCO Member
Linda	Ellis	MCO Member
Becky	Farnell	MCO Member
Jonathan	Forbes	MCO Member
Judy	Fuller	MCO Trustee

First Name	Last Name	Organisation
Gina	Gardner	MCO Member
Jane	Haycock	MCO Member
Amanda	Hinchcliffe	MCO Member
Amanda	Horsell	MCO Member
Penny	Hull	MCO Member
Lesley	Hunter	St Mary's Church
Caroline	Hunter	MCO Member
Debra	Jones	MCO Staff
Christine	Lehman	MCO Member
Avia	Machin	MCO Member
Sarah	McCourt	MCO Staff
Tracey	Miles	MCO Member
Jude	Newell	MCO Staff
Kay	Parker	MCO Member
Arthur	Plumpton	MCO Member
Hilary	Randall	MCO Member
Amanda	Robson	MCO Member

First Name	Last Name	Organisation
Ann	Rooke	MCO Member
Ann	Rudd	MCO Member
Roger	Sarjeant	MCO Member
Wendy	Sarjeant	MCO Member
Arnold (Russ)	Sayers	MCO Member
Shirley	Scrutton	MCO Member
Maureen	Simons	MCO Member
Sue	Simons	MCO Member
Jock	Simpson	MCO Member
Julie	Stead-Connor	MCO Staff

First Name	Last Name	Organisation
Bobby	Thomson	MCO Member
Hazel	Wade	MCO Member
Tony	Watson	North Yorkshire Tourism
Sue	Whitehead	MCO Member
Brian	Wilkinson	MCO Member
Helen	Williams	North Yorkshire Council

	Item
1	<b>Apologies</b> (as stated above)
2	<p><b>Minutes of Previous Meeting</b></p> <p>The minutes of the previous AGM held on 05/11/2024 were accepted as true and correct. Hayley apologised for slight change to agenda (no constitutional requirement to give advanced notice to make this change to the agenda), adding item 6 with Gaynor and Tim to retire by rotation.</p>
3	<p><b>Chairman's Welcome (Tim Klemz)</b></p> <p>Tim thanked everyone for attending and introduced current trustees (himself as Chairperson, Keith Marshall as Treasurer, Gaynor Pearson, Sue Palin, Justine Brooksbank. Tim confirmed the retirement of Marie-Christine Brummel and Susan Briggs earlier in the year and Judith Fuller as of today, as Trustees and thanked them for their contribution to MCO. Tim also introduced Hayley Jackson, MCO Manager. He explained the board's role is to create the direction of travel for MCO. The board are currently recruiting and invite applications, closing date 20<sup>th</sup> Dec, information available online and link shared at meeting (<a href="https://mashamcommunity.org/current-staff-vacancies/">https://mashamcommunity.org/current-staff-vacancies/</a>). Interested to hear from people with experience in the following fields;</p> <ul style="list-style-type: none"> <li>• Knowledge of the health, community or care sector</li> <li>• Expertise in charity fundraising or funding bid writing</li> <li>• Expertise/passion for youth work and services for younger people</li> <li>• Experience of older people support initiatives</li> <li>• Knowledge of community transport</li> </ul> <p><b>Hayley then shared achievements to date, current landscape and Mashamshire Community Office's (MCO) role within this:</b></p>



Investing in project delivery, technology, digital infrastructure and comms meant we could help more people!

The current landscape:

- VCSE sector respected as an equal partner post COVID
- Grassroots organisations such as MCO provide added value
- NYC unitary authority & Combined Authority (new Mayor, North Yorkshire)
- NYC TIPs for 32 towns/settlements
- Uredale Community Partnership
- Rural Health Inequalities ([Healthwatch report](#))
- NHS 10 Year Plan: Neighbourhood and prevention key
- ICB & LCP engagement with VCSE
- MacMillan Cancer Alliance project
- HaRD/TEWV Mental Health hub and spoke model

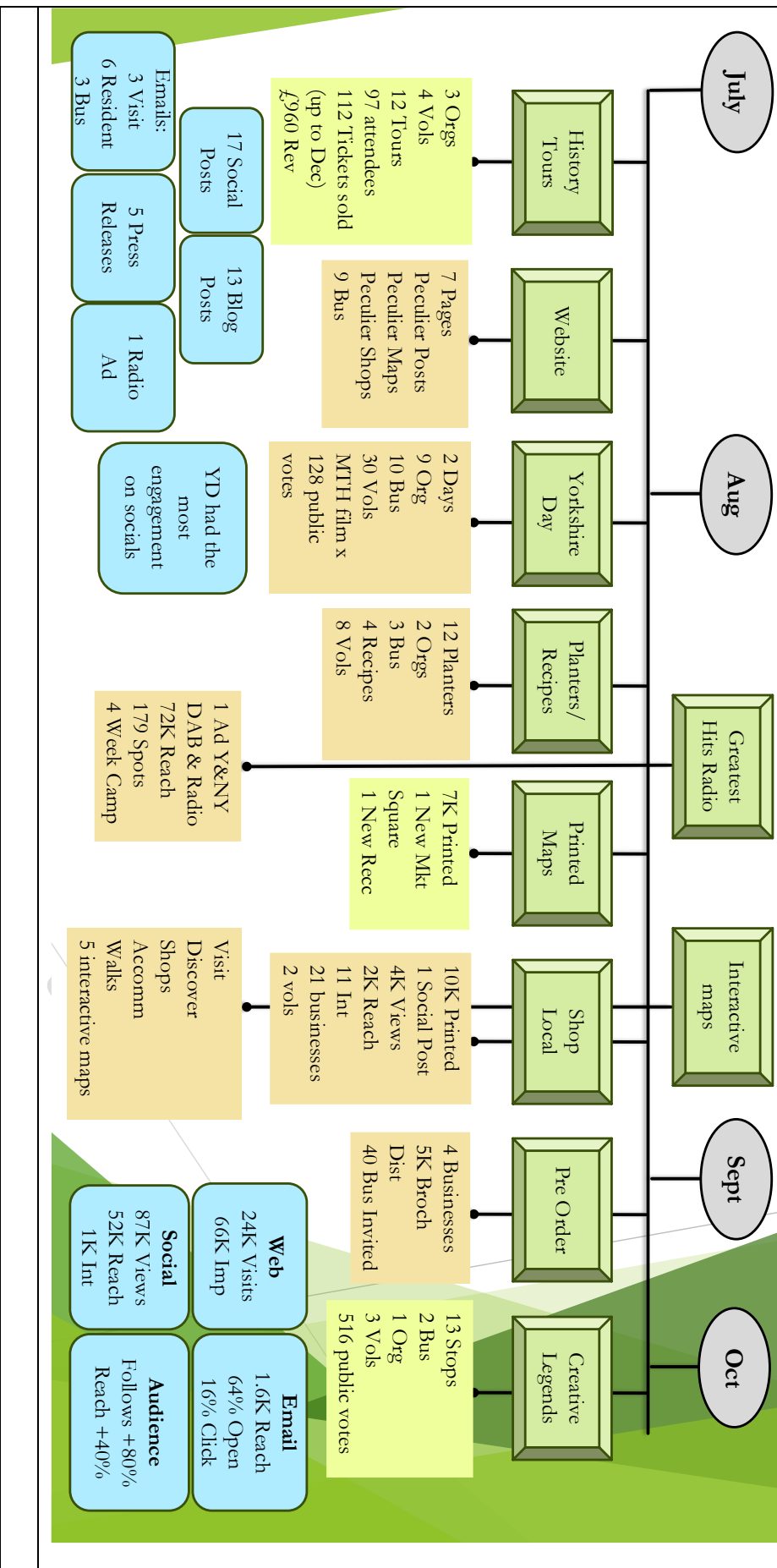
MCO's role within this...

- Advocate for our rural community - transport/health inequalities/digital (skills/access)
- Create opportunities to work together: Mashamshire Futures, Masham Connections
- Support the best placed organisations to address need
- Partner with others
- Attract funding to benefit Mashamshire
- Keep our community connected and informed

# Peculiarly™ Masham



4 steering group meetings  
 Project Officer employed by MCO (June-Sept)  
 Min of 60 Volunteers supported the project





**BOOK YOUR PECULIER HISTORY WALKING TOUR TODAY!**

**History Tours Now Extended**

**2.3K Views  
127 Tickets  
£1K Income**

We invite you to stroll through the stories, characters and have shaped this remarkable town. As we uncover the tales brewed in barrels and through whirling lanes, Masham's peculiar past is every step.

*"Just got back from the tour so the guide was so knowledgeable anecdotes added a lot - everyone should go on it!"* -Gwen

*"We lived in Masham all my life and never knew these stories it was fascinating"* - Masham

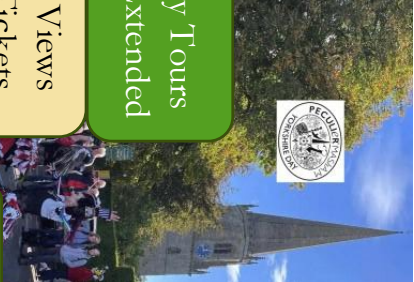
Special thanks to the Masham History Group for supporting this project

**TOUR DATES 2025**

Fri 12 Sept, 4pm-5:30pm  
 Fri 19 Sept, 4pm-5:30pm  
 Sat 27 Sept, 11am-12:30pm  
 Sat 4 Oct, 11am-12:30pm  
 Fri 17 Oct, 2pm-3:30pm  
 Sat 1 Nov, 11am-12:30pm  
 Fri 14 Nov, 2pm-3:30pm  
 Sat 6 Dec, 11am-12:30pm  
 Fri 19 Dec, 2pm - 3:30pm



For more information contact Mashamshire Community Office: Tel 01765 680200 Email: [info@statemasham.com](mailto:info@statemasham.com) [www.mashamshirecommunity.com](http://www.mashamshirecommunity.com)



**Radio Ad  
70K Reach  
79 Spots**



If you've wandered down Silver Street recently you might have spotted some beautiful new wood

**Edible Planters Tried the Recipes? 3.5K Views**



**Fri 1 August**

- 12pm Town Car and shuttle hubs
- 12.15 - 4pm Victorian fire service in church, crafts and more
- 1pm Fire a variety of food stalls
- 1.30pm Handelballs
- 2.00pm Singsongsters
- 3pm Kaddy Malaral Longwood Dancers
- 7.30pm Keith Bran Band Concert

**Sat 2 August**

**Peculier History Walking Tour** 2nd August 2pm - 3:30pm

Our Peculier Walking Tour of Masham invites you to discover the parts of our town, the streets, the buildings, the people, the stories, the legends, the myths, the traditions, the customs, the history, the culture, the character, the spirit of Masham. As we uncover the tales brewed in barrels and through whirling lanes, Masham's peculiar past is every step.

Our peculiar story is proudly told in our town, the streets, the buildings, the people, the stories, the legends, the myths, the traditions, the customs, the history, the culture, the character, the spirit of Masham. As we uncover the tales brewed in barrels and through whirling lanes, Masham's peculiar past is every step.

Tickets £10 per person  
 Please scan below to book

**Join our 2 day Peculier Yorkshire Celebrations**

**Sat 2 August**

- 10am-2pm Coffee
- 11am-2pm 'Count'
- 11am-2pm Variety of Jamson's
- 11am-2pm Leno of All school
- 11am-2pm St Mary's Church Grounds
- 11am-2pm Masham Town Hall
- 11am-2pm Masham Community Office
- 11am-2pm Masham History Group
- 11am-2pm Masham School
- 11am-2pm Masham Primary School
- 11am-2pm Masham Infant School
- 11am-2pm Masham Nursery
- 11am-2pm Masham Pre-School
- 11am-2pm Masham Daycare
- 11am-2pm Masham Children's Centre
- 11am-2pm Masham Youth Club
- 11am-2pm Masham Sports Centre
- 11am-2pm Masham Leisure Centre
- 11am-2pm Masham Community Centre
- 11am-2pm Masham Community Hall
- 11am-2pm Masham Community Rooms
- 11am-2pm Masham Community Shop
- 11am-2pm Masham Community Bookshop
- 11am-2pm Masham Community Library
- 11am-2pm Masham Community Post Office
- 11am-2pm Masham Community Pharmacy
- 11am-2pm Masham Community GP Surgery
- 11am-2pm Masham Community Dentist
- 11am-2pm Masham Community Optician
- 11am-2pm Masham Community Hairdresser
- 11am-2pm Masham Community Beauty Salon
- 11am-2pm Masham Community Barber
- 11am-2pm Masham Community Tailor
- 11am-2pm Masham Community Shoemaker
- 11am-2pm Masham Community Cobbler
- 11am-2pm Masham Community Jeweller
- 11am-2pm Masham Community Goldsmith
- 11am-2pm Masham Community Silversmith
- 11am-2pm Masham Community Watchmaker
- 11am-2pm Masham Community Clockmaker
- 11am-2pm Masham Community Carpententer
- 11am-2pm Masham Community Blacksmith
- 11am-2pm Masham Community Smith
- 11am-2pm Masham Community Farrier
- 11am-2pm Masham Community Saddler
- 11am-2pm Masham Community Harness Maker
- 11am-2pm Masham Community Basket Maker
- 11am-2pm Masham Community Weaver
- 11am-2pm Masham Community Spinner
- 11am-2pm Masham Community Knitter
- 11am-2pm Masham Community Crocheter
- 11am-2pm Masham Community Sewer
- 11am-2pm Masham Community Tailor
- 11am-2pm Masham Community Dressmaker
- 11am-2pm Masham Community Upholsterer
- 11am-2pm Masham Community Cabinet Maker
- 11am-2pm Masham Community Joiner
- 11am-2pm Masham Community Carpenter
- 11am-2pm Masham Community Bricklayer
- 11am-2pm Masham Community Stonemason
- 11am-2pm Masham Community Plumber
- 11am-2pm Masham Community Electrician
- 11am-2pm Masham Community Gas Fitter
- 11am-2pm Masham Community Painter
- 11am-2pm Masham Community Decorator
- 11am-2pm Masham Community Plasterer
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- 11am-2pm Masham Community Plasterer

**Yorkshire Day  
15.5K Views  
1.4K Reach**

# Peculiar Masham Shop Local

## Pre-order Service



- In Masham we like to make life easier for our visitors
- So we've introduced a new 'FREE' pre-order service
- Let us take the strain out of holiday planning
- Hop on over to our participating pre-order shops now
- Choose from a specially selected range of locally sourced products
- Order now and collect when you arrive

Follow this link to find out more

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Did you know that just £10 spent in a local shop is worth more than double that to our local economy?

Why? Because it:

- Keeps your local shop thriving
- Supports local suppliers
- Helps pay the wages of local people

Don't Miss Out!

As well as a warm welcome and a bit of a chat, you'll get to see the locally sourced, made, grown and raised products that you just can't get anywhere else.

Check Out The Guide

- Meet your local independent shopkeepers
- See what's on offer
- Learn why they think Masham is Peculiar

Pick up your Shop Local Masham Founder Point



The Old Peculier, North Yorkshire, YO13 1JN

## Shop Local

SHOP LIKE A LOCAL IN MASHAM

Some insider tips to help you really enjoy your visit to Masham

VisitMasham  
A productivity fine day out!

## Discover

WHAT MAKES MASHAM A PECULIARLY FINE DAY OUT

VisitMasham  
A productivity fine day out!

CALLING ALL ACCOMMODATION OWNERS



Shop Local  
10K Print  
15 TT Centres  
Local Shops

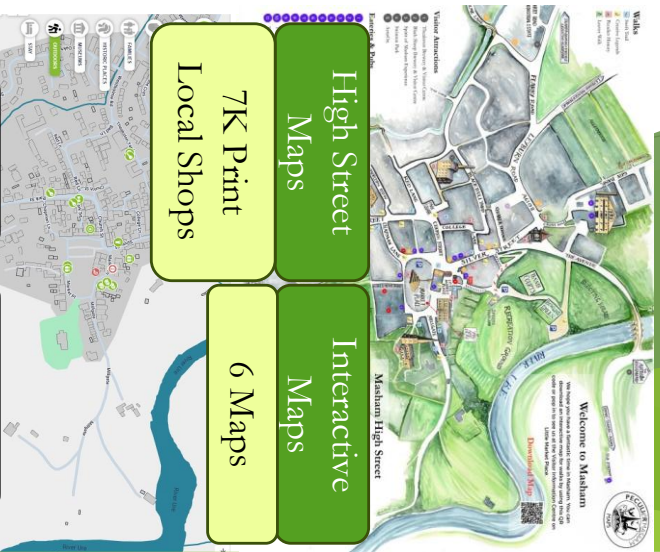
Creative Legends

BBC press coverage



High Street Maps  
7K Print  
Local Shops

Interactive Maps  
6 Maps



Web  
+34% Visits  
+23% Dwell

Social  
+15% Followers  
+80% Follows  
+40% Reach

60 Vols  
14 Orgs  
21 Bus

*"Just got back from the tour which was fantastic the guide was so knowledgeable. The personal anecdotes added a lot - everyone who lives here should go on it"*



*"Pewler™ walking tour: 'Being relative newcomers to Masham, we feel much more integrated and knowledgeable about our local community... A must for every Masham resident!'"*



*"Spotted the planters outside bab humpings they look great!"*

*"We'ow amazing work you guys have been busy!"*



*"I've lived in Masham all my life and never knew these stories it was fascinating"*



*"Just like to say how much we enjoyed both Yorkshire Days! Thanks to all those who had put so much effort into the organisation especially for the younger children! Loved the Reindeers!"*



*"We' would like to say how much we enjoyed reading the latest "Discover" publication. Informative, witty and well put together! Great idea to hear the vendors "talking" to us via their quotes which really did give you a feeling about their business and how they viewed the town... congratulations to everyone who thought of this format and put it together!"*



4	<p><b>Treasurer's Report (Keith Marshall)</b></p> <p>Keith advised that MCO do not always know where funding is going to come from and as such it is not easy to plan ahead. 60% of income is from grants and donations, some regular, some are not. Trustees are looking for someone that can help put funding applications together for MCO. MCO is involved in so many things that are perceived as local authority responsibilities. He explained the account figures.</p> <ul style="list-style-type: none"> <li>• Current Assets: £396,810 (includes the building)</li> <li>• Restricted Funds: £256,099</li> <li>• Unrestricted Funds of £140,711 designated for 2025-2027</li> <li>• Reserves: £60,000</li> </ul> <p>He explained that the Unrestricted Funds of £140,711 are designated for during 2025-2027 as follows:</p> <ul style="list-style-type: none"> <li>• Organisational restructure to create a new "fit for purpose" team going forward; to enable 6 days a week office cover, with extra resources to better support our increasing number of volunteers and to improve information to and liaise with residents and businesses and partners. Total designations from unrestricted funds £35k.</li> <li>• Following the major redevelopment of the Visit Masham Website and the creation of a new Mashamshire Community website, funds are allocated to phase two of the development to include an online shop. Designated £5k.</li> <li>• Develop a costed proposal that seeks to improve access to transport for our community and begin implementation including additional part-time staff hours. Designated £15k.</li> <li>• £15K designated towards future capital purchase of an electric vehicle subject to the success of 3 above and further research regarding feasibility.</li> </ul> <p>Keith thanked the following organisations for their financial support in the form of service level agreements, grants and contracts: North Yorkshire Council, North Yorkshire Council UK Shared Prosperity Fund and Rural England Prosperity Fund, Nidderdale Plus, Masham Town Hall, Acorns Preschool, Masham Parish Council, MIND in Harrogate, Masham Tennis Club, Citizens Advice, Fleece, North Yorkshire Police.</p> <p>We are grateful to the following organisations for their informal collaboration: Masham Foodshare, Masham Photographic Club, The White Bear, St Marys Church, the Methodist Church, Wednesday Welcome Group, Keep Moving Masham, Masham Surgery, Day Lewis Pharmacy, Mashamshire Neighbourhood Plan Committee, Masham Sports Association, Masham GP Surgery, Living Well, MIND, Carers Resource, Horizons, Maple Creek, Masham Primary School, HECK, Citizens Advice and Warm and Well, Yorkshire Energy Doctor, HADCA, Bedale Community Minibus Service, Ripon Community House, Nidderdale Plus, CHAIN Lane, Boroughbridge Community Care, Community First Yorkshire.</p> <p>Thank you to our volunteers! MCO would not have the depth of knowledge, skills or passion it needs to support our community the best we can without you. Thank you for the 10,000 hours you gave us this year and for all you've given since!</p>
5	<p><b>To propose the adoption of the Accounts for year ending 31<sup>st</sup> March 2025</b></p> <p>Adoption of the 2024-2025 accounts were proposed by Tim Klemz, seconded by David Broadley and all present voted in favour.</p> <p><b>Gaynor and Justine presented the following information to attendees looking to the future of MCO:</b></p> <p>Challenging times ahead:</p> <ul style="list-style-type: none"> <li>• Rural communities losing everyday services</li> <li>• Limited affordable housing</li> <li>• Families and working age residents find it hard to stay local</li> <li>• Impact on businesses</li> <li>• Less community engagement</li> <li>• Isolation and negative impact on health and wellbeing</li> </ul> <p>How do we help?</p> <ul style="list-style-type: none"> <li>• Understand needs and priorities and advocate for these</li> <li>• Support opportunities to connect people</li> <li>• Keep people informed – signpost to reliable help &amp; info</li> </ul>

- Help overcome barriers like digital skills gaps
- Help community-led initiatives to get off the ground & thrive

#### MCO Strategic Priorities

1. Partnerships
2. Sustainability
3. Volunteers
4. Communication
5. Transport

#### **Priority 1: Strengthen Partnerships**

##### **Why it Matters:**

- To get Mashamshire's voice heard
- Ensure Masham doesn't miss out if new funding sources emerge
- Collaboration increases impact – more done with less
- Increased funding success

##### **MCO Actions:**

- Networks outside Masham
- Greater Parish Council liaison
- Masham Futures & Masham Connections support
- New voluntary group network

#### **Priority 2: Financial Sustainability**

##### **Why it Matters:**

- As a charity it's vital to invest available reserves in services
- Led to a planned deficit in our operational budget
- £60K pa income growth needed to maintain services

##### **MCO Actions:**

- To be at the table for any new funding opportunities
- Increase focus on grant applications – collaborations
- More fundraising – events, donations, legacies
- Maximise self-generated income – retail, tickets, advertising, rents
- Sustainable trading income – new Charity Shop (much missed)

✓ *Community resource / MCO Income Stream / Shared Community Fund*

#### **Priority 3: Volunteer Capabilities**

##### **Why it matters:**

- Volunteers are backbone of services
- New services means additional volunteers and new skills needed

##### **MCO Actions:**

- Funds committed to Volunteer Coordinator role
- To support recruitment, upskilling, safeguarding & coordination

#### **Priority 4: Communications & Information**

##### **Why it matters:**

- Trusted information combats isolation & misinformation
- It improves access to the help and support people need
- It keeps people feeling connected
- Promotes Mashamshire
- Attracts visitors and supports businesses and events

##### **MCO Actions:**

- Funds committed to permanent communications staff role
- Building on new website, social media and communications processes

#### **Priority 5: Community Transport**

##### **Background**

- Lack of transport is consistently raised as a major issue and limiting factor to living locally

	<ul style="list-style-type: none"> <li>• Changes to criteria for access to patient transport making hospital appointments more difficult for many people</li> <li>• Previous research and initiatives - Lift Share, Heck minibus trips, and insights from Nidderdale Plus, have helped us identify what is needed</li> <li>• Addressing this has been MCO's intention for some time and with building purchase and new staff structure behind us, we feel ready and able</li> </ul> <p><b>What and When</b></p> <ul style="list-style-type: none"> <li>• North Yorkshire Council have agreed MCO can be a community transport provider <ul style="list-style-type: none"> <li>➢ They provide limited funding of £3.09 per journey to cover our admin/staff costs</li> <li>➢ Users of the scheme pay 45p a mile to cover driver cost - fuel &amp; wear and tear</li> <li>➢ Some provision will be free if we can get funding from elsewhere e.g. health funding for hospital appointments.</li> </ul> </li> <li>• A steady start from April 2026, with delivery of journeys via local volunteers using their own cars</li> <li>• Phase 2 - bidding for a community vehicle with wheelchair access for volunteers to drive</li> <li>• Planning and information from January to be ready for April</li> </ul> <p><b>What Can You Do?</b></p> <ul style="list-style-type: none"> <li>• Keep informed via our newsletter and regular updates</li> <li>• Help get the word out - When you hear of someone struggling to get to an appointment or to get out, refer them to the MCO</li> <li>• Volunteer as a driver - We will provide you with all the information you need once we have developed the scheme ready for delivery</li> <li>• Volunteer in the office - We need as much support as possible</li> </ul>
6	<p><b>Trustees to retire by rotation (Tim Klemz and Gaynor Pearson)</b>  Tim Klemz and Gaynor Pearson stood down by rotation but are willing to serve again and were re-appointed unanimously. This motion was proposed by Sue Palin, seconded by Steve Konya and David Broadley and all present were in favour.</p>
6	<p><b>To confirm the appointment of Robin Horsell as Trustees</b>  Robin Horsell introduced himself; I live locally here in Masham and have spent most of my career in retail sales. For the early part of my career I was heavily involved in supplying Marks and Spencer and other large UK retailers with clothing, cosmetics and toiletries. In the last twenty years, I founded an online school uniform retailer called Schoolblazer which I'm proud to say is now the largest supplier of uniform and sportswear to the UK Independent Schools. In 2024, it was acquired by an Australian listed company, allowing me to spend more time on all things Masham! I'm a Trustee of Masham Church Trust as well as the MCO and am also a Masham Tour Guide.  Robin Horsell to join the Mashamshire Community Office board of trustees was proposed by Sue Palin, seconded by Steve Konya and David Broadley and all present were in favour.</p>
7	<p><b>Re-appointment of Officials</b>  Timothy Klemz was re-appointed as Chair of Trustees, Keith Marshall as Treasurer and Hayley Jackson as Company Secretary. All were unanimously re-appointed. This motion was proposed by Tim Klemz and seconded by Sue Palin and all present were in favour.</p>
8	<p><b>Appointment of Independent Examiner</b>  Tim Klemz confirmed that the existing independent examiner for MCO is TP Jones &amp; Co LLP and MCO plan to continue with TP Jones &amp; Co LLP for 2025-2026.</p>
Meeting closed 3:30pm.	