



Joint Local Access Forum (JLAF)

for Bath & North East Somerset, Bristol City and South Gloucestershire

JLAF01 Minutes

Date: Saturday, 5th July 2003
Time: 2:00pm
Venue: Willsbridge Mill, Willsbridge Hill, South Gloucestershire

Present: David Colbourne, William Dawson, Evelyn Elworthy, Ann Fay, John Gunnery, Peter Hart, Angela Hill, Robert Killen, Alun Morgan, Ray Newbigin, Ronald Phelps, Andrew Short, Janet Wallis, Chris Weedon, Robin Winfield, Paul Wynne.

Rennie Dickins (South Gloucestershire Council), Will Steel (Bath & North East Somerset Council), Andrew Ventin (Bristol City Council), Chris Hogg (Secretary to the JLAF).

1 member of the public.

Apologies: William Blyth, Chris Cray, Rae Harris, Arnold Lovell, Adam Stratton

		Action
1	Introduction and Housekeeping.	
2	Apologies. William Blyth, Chris Cray, Rae Harris, Arnold Lovell, Adam Stratton.	
3	Declarations of interest. There were no declarations of interest.	
4	Terms of Reference. An amendment was recommended at the third line of paragraph 3 'countryside' be substituted with a phrase to demonstrate that the Forum's area is not only countryside. The Forum members wish to have time to study the Terms of Reference before its inclusion as an agenda item at the next meeting. Of particular interest was that some functions of the Forum in Statutory Guidance are not mentioned in the Terms of Reference, and that the role of the Terms of Reference was not fully understood.	Secretary to bring more information on this item to next meeting
5	Expenses for travel and childcare. The Expense form for the Forum was explained. The inclusion of cycling allowances was supported.	

6	<p>Criteria for meeting venues. Agenda item 6 was moved to be addressed after the elections of Chair and Vice Chair.</p>	
7	<p>The future work of the JLAF.</p> <p><u>Publicity.</u> The use of the 'Jay' (bird) as a logo for the Forum was supported. The acquisition of an independent jlaf.org.uk domain, and the construction of a JLAF website was supported. All Forum members present have email access, and this was supported as the principle means of distributing updates.</p> <p><u>Training.</u> It was felt that there was a need for training of members on the legal background to the JLAF and to public rights of way. A crib sheet to acronyms was requested. Alun Morgan volunteered to write a two page summary to the law of public rights of way. A presentation to follow this summary will be made by the officers of the three partner councils at the next JLAF meeting.</p> <p><u>Observers.</u> Observers are those to be sent invitations, agendas and minutes of the JLAF. Adjacent LAFs should be observers on the JLAF. The Agendas and Minutes of adjacent Local Access Forums (LAFs) will be made available to the JLAF. The list of observers should be inclusive rather than restrictive and could include all organisations with an interest in the JLAF, for example the Wildlife Trust and Areas of Outstanding Natural Beauty (AONBs). A list of possible organisations will be considered with the chair and at the next JLAF meeting. Other organisations and individuals can be invited on an ad-hoc basis as experts, addressing or being available at individual meetings. Agenda item 7 would be addressed again after the election of the Chair.</p>	<p>Secretary</p> <p>Alun Morgan Secretary and Officers</p> <p>Secretary with Chair</p>
8	<p>Terms of Chair and Vice Chair. The Chair and Vice Chair to be elected for a period of one year.</p>	
9 10	<p>Two candidates, Alun Morgan and Ray Newbigin declared their interest in either of the positions of Chair and Vice Chair, hence:</p> <p>Election of Chair, and Election of Vice Chair to be addressed together.</p> <p>Ray Newbigin addressed the Forum on his wish to be Chair. Alun Morgan followed this with a short address. It was agreed that one vote be held for Chair, the candidate with the most votes would become Chair, the other candidate would become Vice Chair. Alun Morgan was elected Chair, Ray Newbigin was elected Vice Chair.</p>	
11	<p>Hand over to Chair, Alun Morgan. Agenda items 6 and 12 to be addressed together followed by agenda items 7 and 13 together.</p>	

6 and 12	<p>Location, frequency, times and dates of meetings.</p> <p>The location of meetings would be rotated between each authority in turn. The JLAF will meet three times each year, the next meeting proposed for a weekday afternoon at 2pm Friday, the 7th November 2003. This is to be confirmed. At the next meeting, the dates of the subsequent two meetings are to be arranged.</p>	
7 and 13	<p>The future work of the JLAF and future agenda items.</p> <p>An officer from each partner council will be present at each JLAF meeting. On the agenda for the next meeting will be: the Terms of Reference of the JLAF, the brief to be written by Alun Morgan, the training session by officers, and a discussion on future areas of work. Members are requested to think of four or five areas of work that they would like the Forum to consider at the next meeting. Chris Hogg will include this request in a letter to be sent with the draft minutes of this meeting.</p>	Secretary with Chair
14	Close.	