



# Steering Group Meeting

Thursday 2<sup>nd</sup> October 2025

Microsoft Teams

## Attendees:

Brandi Hall-Crossgrove	Saltaire WHS Officer
Ulrike Knox	Saltaire Village Society
Robbie Martin	Salt Foundation
Cllr James Roberts	ShIPLEY Town Council - Ward
Cllr Anna Watson	Bradford Council – Ward (leaving early)
Saranya Dharshini	ICOMOS-UK
Simon Micklethwaite	Salts Mill (leaving at 10:30am)
Andrew Wilson	Uni of Bradford

## MINUTES:

### **1. Welcome by Officer**

**Apologies:** Cllr & Chair Alex Ross-Shaw (Bradford Council), Saira Ali (Bradford Council), Cllr Martin Love (Bradford Council – Ward), Cllr Kevin Warnes (Bradford Council – Ward), Maggie Smith (SWHEA), Emma Clarke (NHS), Suzanne Lilley (HE Regional Rep), Diana Bird (ShIPLEY College), Glenn McCauley (Saltaire Inspired), Rachel Oxborough (Visit Bradford), Ian Dobson (Bradford Council/Roberts Park Management), Hannah Learoyd (Victoria Hall), Simon Hincliffe (Canal & River Trust), and Ian Andrews-Swailes (Saltaire Festival)

### **2. Declarations of Interest to be Made:** None to declare

### **3. Term of Reference Revision:** Adjusted

a. Sending out again.

**b. Action: Please look over and respond with any further adjustments needed.**

### **4. New Chair proceedings**

a. Internal Group made to create an advertisement for a new Chair, to scrub incoming CV's, to conduct the interviews, and to provide a decision to the Steering Group.

- Simon M./Salts Mill
- James R/ShIPLEY Town Council

- Brandi HC./Bradford Council
  - Uli K./SVS
  - Saranya D./ICOMOS UK
- b. Deadline to have new Chair before February's meeting (3.2.2025) to avoid purdah starting in March.
- **Action: All Steering Group Members are being requested to disseminate the call for a new chair in their communication networks. This could include but is not limited to social media, newspapers, emails, etc.**

## 5. *Appoint Acting Chair*

- a. Agreed on Brandi for July, October and for February's meeting

## 6. *SWOT Analysis of Membership*

- a. Only list organizations not specific people
- b. **Action: Please respond by October 31<sup>st</sup>.**

## 7. *World Heritage UK Conference*

- a. Will be 9 & 10 October next week.
- b. [World Heritage UK 2025 Annual Conference | World Heritage UK](#)
- c. Please feel free to get tickets up until Wednesday next week 8 October using the membership discount as a Steering Group member.
- d. Or if you wish to just drop by please do email Brandi to let us know when you would like to be in attendance and if there is any dietary restrictions.

## 8. *Date of next meetings:*

- a. **Extraordinary Meeting on 3<sup>rd</sup> February 2026** from 10-11am via Teams
- b. **9<sup>th</sup> April 2026** from 10-12pm via Teams
- c. **16<sup>th</sup> July 2026** from 10-3pm on site
- d. **1<sup>st</sup> October 2026** from 10-12pm via Teams