



Cyfeillion Cronfeydd Dŵr Caerdydd

Friends of Cardiff Reservoirs

Annual General Meeting

Wednesday 16 July 2025 6.30pm

Celsa Room, Lisvane and Llanishen Reservoir Visitor Centre

CF14 0SD

PRESENT: 23 voting members 3 non-voting members and 3 Welsh Water staff.

CHAIR: Phil Savage **MINUTES:** Fiona Liddell

1 Welcome and apologies

Apologies were received from Peter Fullerton, Julie Lawrence, Margaret Butler, Caren Fullerton.

2 Approval of minutes of AGM 12 July 2024

Minutes from the AGM on 12 July 2023 were approved.

Proposer; Suzanne Bellew; seconder: Ros Reilly

3 Chair's report: Review of activity 2024-25

The Chair's report was presented in his absence and is included in Appendix 1.

4 Treasurer's report and adoption of accounts

The Treasurer's report on income and expenditure for the calendar year 2024 was presented in her absence and approved. (See Appendix 2).

Proposer: Phyllis Saulick; seconder: Pam Chapman.

5 Appointment of independent reviewer for the accounts

The appointment of Richard Norton was approved as independent reviewer for the coming year.

Proposer: Fiona Mandel-Edwards; Seconder: Jane Richards

6 Members subscription

Membership subscription to remain at £5 for individuals and £10 for households, for the coming year, Fees will be reviewed again next year.

Proposer: Gay Sutton; seconder: Anne Mitchell

7 New constitution and registration as a charitable body

Application has been submitted to the Charity Commissioners to become a Charitable Incorporated Organisation (CIO). We have been advised that we should hear within 16 weeks. We will then have 18 months in which to confirm names of trustees and a schedule for phased retirement/election of trustees will be put in place.

8 Election of committee members

Elections at this meeting are in accordance with our current constitution. Those elected will have the option to become trustees once our CIO status is confirmed.

The following nominees were elected 'en bloc':

- Rosalind Reilly and Phil Savage (previousy co-opted)
- Chris Moore, Suzanne Bellew, Kathryn Buck (new appointments)

Proposer: Phyllis Saulick; seconder: Pam Chapman

9 Q and A with Dwr Cymru Welsh Water

An informal session to address members questions. A summary of questions asked and responses given is included in Appendix 3.

10 Any other notified business

There was no notified business

11 Digital memories project – presentation

A video introduction to the People's Collection Wales and the Lisvane and Llanishen digital memories project was shown, recorded for us by Berian Elias.

Anyone wishing to get involved- either to share their memories or to help with interviewing, content management or outreach should email:

memories@friendsofcardiffreservoirs.org

The published content for our project can be seen here: [Lisvane & Llanishen Reservoirs: Digital Reminiscence Project | Peoples Collection Wales](#)

The meeting closed at 1940.

Appendix 1

Chair's report: review of activity, 2024-25

As I will be unable to attend this year's Annual General Meeting due to ill health, I am providing this written report on behalf of the Committee.

The Friends group has now existed for four years and, over the coming months, we hope to transition into a Charitable Incorporated Organisation (CIO), as agreed at the 2024 AGM. This will enable us to bid for more grants, claim Gift Aid, have cheaper banking etc. CIO status will bring a new constitution which adheres to a standard Charity Commission template. We have had an initial response to our application from the Charities Commission and are expecting to hear back again within 16 weeks.

If we become a CIO, the Committee would be replaced by a group of Trustees. Four of the existing Committee have agreed to become Trustees initially. Once the CIO is established, there will be elections for all Trustee posts. We are looking for more trustees to join us to help get us started - so please let Fiona Liddell (secretary@friendsofcardiffreservoirs.org) know if you would be interested in joining the initial group of Trustees.

Reservoir Action Group (RAG) donation

Following the dissolution of the Reservoir Action Group, RAG members agreed to donate a large part of its remaining resources to the Friends. The donation is being used to broaden access to the site to benefit the wider community.

Wellies in the woods

Some of the funds that were donated to the Friends by RAG have been used to broaden access to the reservoirs to refugee and asylum seeker families. Working with Groundwork, Oasis, the Welsh Refugee Council and Welsh Water, up to 8 families attended outdoor learning sessions over 8 weeks from September to November 2024. Wellies in the Woods involved the families enjoying themselves together outdoors, learning new skills and games. The sessions introduced outdoor play to children, some who had never experienced being a forest before.

National Lottery bid

Once the CIO arrangements are in place, we plan to submit a bid to The National Lottery Community Fund's "People and Places" programme. This bid will seek funds to develop a pilot programme aiming to extend the benefits of the reservoirs to the wider Cardiff community. The donation from the Reservoir Action Group would also be used to support the programme.

The Friends group would lead the Lottery bid and we have had some initial discussions with Welsh Water and potential partners such as Action in Caerau and Ely. We would welcome help from any members who would like to contribute to this initiative.

Digital memories

The project to capture digital memories of the reservoirs has been developed in partnership with Welsh Water, Digital Communities Wales and Peoples Collection Wales (PCW). The material collected from our initial pilot collection day in November is now on the PCW website (<https://www.peoplescollection.wales>). We held a further collection event March and gathered more fascinating insights into the reservoirs' history among the community. Information on the project is being presented at the AGM. If you are interested, there are several opportunities to volunteer to help with this project. If you would like to volunteer or share your memories please get in touch by emailing memories@friendsofcardiffreservoirs.org

Volunteering opportunities

With Welsh Water, we have continued to offer a wide variety of practical activities that help to manage the woodland areas as well as develop new opportunities.

This year we also offered the chance for volunteers to train as “walk leaders” to welcome visiting community groups to the site and, in pairs, lead guided tours to introduce the history, ecology and activities available. So far we have run a series of well-received walks for community groups and our members.

We have also developed a new “Guide in our Hide” role to help visitors appreciate the bird life on site. Many thanks to Alan Oliver (volunteer) and Vanessa Brown (ranger) for all their work on this. We have also led some bird-focused Guided Walks, along with a volunteer from Sight Life Wales, concentrating on the great variety of birdsong heard in the woodlands.

Volunteers have also acted as site ambassadors, raked grass, set trail cameras, cleared paths and brambles and helped with numerous other activities. Since the Friends group was set up in 2021, over 4,700 hours of volunteering time has been recorded by members.

We now have around 330 on our mailing list, including close to 200 on the Volunteer Management System. However we have only received 77 paid subscriptions for 2025, allowing full participation in activities, so would be grateful if members could check if theirs are up-to-date.

Awards

In October, the site was successful in winning the prestigious Land Management UK award by the Royal Institution of Chartered Surveyors. Both Friends committee and former Reservoir Action Group members were among those who met the judges to help explain the impact that the reservoirs had made and were represented at the awards ceremony in London.

The reservoirs site has also received a Green Flag Award – the benchmark international standard for publicly accessible parks and green spaces – and was designated as a bathing water for the first time this year. The Friends group was also among the nominees for the Cardiff Third Sector Council’s Volunteer Group of the Year.

In June, representatives of the Friends Committee were invited to a visit by the Welsh Government’s Deputy First Minister Huw Irranca-Davies to talk about the work of our volunteers.

Your committee

Many thanks from us all for their contributions to the Friends group to Amit Jain, Rajeev Sharma and Sandra Veasey who left the Committee last year. Following the 2024 AGM, Ros Reilly (Membership Secretary) and Phil Savage were co-opted onto the Committee. We are also grateful for the support we have received throughout the year from Michelle Impanni (Visitor Attractions Volunteering Manager at Welsh Water) and the ranger team at the Reservoirs.

We also appreciated the two “Thank you” events last January and during Volunteering Week in June. Focus groups with the Rangers have also proved valuable in developing new opportunities and improving the site for visitors.

We continue to schedule regular drop-in sessions in the Visitor Centre café from 10am to 12 noon on the last Saturday of each month. These sessions allow members to drop by and chat and for people to find out more about the Friends group and the volunteering opportunities offered.

Peter Fullerton, Chair, Friends of Cardiff Reservoirs, July 2025

Appendix 2

Treasurer's Report for the year 1/1/2024 to 31/12/2024

The balance brought forward from 2023 was £1,822 consisting of £977 in the general fund and £845 in the uniforms fund.

Income

During the year FOCR received a generous donation from the Reservoirs Action Group RAG of £29,162 for the purpose of widening access to the reservoirs. £350 was collected from member's subscriptions and £70 was donated from groups who had guided walks.

Expenditure

RAG Funding - £3,829 was spent on the Wellies in the Woods project run in conjunction with Oasis, Cardiff Refugee Council and Groundwork which saw volunteers welcome refugee families and their children to the Reservoirs and partake in Forest School type activities in the woodland areas. The main expense was for Groundwork's involvement (£3,600) as they co-ordinated and delivered the project. Uniforms - £452 was spent on additional uniform for volunteers. General - £678 was spent from the general fund as detailed in the Income and Expenditure report this was for software and website licences, insurance, stationery, DBS checks and the volunteer social event.

On 31st December 2024 the funds stood at £26,444 consisting of £25,333 RAG fund, £393 Uniform fund and £719 in General Reserve.

It is proposed to keep subscriptions at the same amount for next year 2026 and thank you to members for paying their subscriptions. For 2025 so far £525 has been raised in subs which will pay for the insurance, website, software, DBS checks and general administration.

The application to become a charity has been submitted and we have been told we should know if this is successful in 16 weeks time.

Richard Norton has kindly audited the accounts and signed them off.

The accounts can be viewed on our website.

If you have any further questions about the financial report please email

Treasurer@friendsofcardiffreservoirs.org

Julie Lawrence

July 2025

Appendix 3

Informal Q and A with Welsh Water staff

1 Guided walks – what’s involved? Is there a leaflet?

Alan Oliver described the practicalities of leading a walk. Leaflets are available, targeted at local community groups.

2 Guide in the Hide - update

This new role builds on the Site Ambassador role. A resource pack is available for Guides. Another training session will run shortly.

3 Site hours – is 9am the earliest time the site is open?

Yes- 9 am remains the morning opening time, due to capacity for staff cover.

4 Sailing- charges too high?

Others have also commented on this, but charges are in line with elsewhere. FoCR is intending to develop a bid for Lottery grant for social prescription, which will include funds that can subsidise costs for defined target groups

5 Gwern y Bendy woods – what’s happening?

Ash die back was managed last year. A surveyor is due shortly, to ensure the perimeter fence is sound. There is an ecological management plan to restore the woodland and volunteers will be involved in this.

6 Toads – how are they doing?

There are fewer this year than last, but they are doing well.

7 Swans – are they breeding?

There has been notable failure of swans to breed successfully. A low platform is to be built to provide an accessible nesting area.

8 Bird islands – are they used?

Bird islands enable birds to rest safely. They have been used and chicks reported. There are plans to build 3 more with varied ground cover. A gravel base, for example, may attract swans to nest.

9 Bird Hide – can windows be lowered?

Yes, the Intention is to lower the windows to make viewing easier

10 Discount scheme for volunteers - update

Michelle is working on this with Head of Visitor attractions and the comms/marketing team. Volunteers will qualify for 20% off café and activities at all sites after a minimum of 50 h volunteering per year. A digital card will be sent to volunteers by email.

11 Google maps showing the site as cycle path - update

James, Deputy Site Manager, is pursuing this

12 New pathways – update

Stone for pathways are being laid from the picnic area to story trail entrance and up to Rhyd y Pennau entrance. The contractors' compound near the story trail entrance will soon be removed.

13 Coed Ty Llwyd woods - update

The woods have been purchased to support post grad student research and education. Once the site is made safe, access from reservoir will be discussed