

EXETER ST JAMES COMMUNITY TRUST LTD

MINUTES OF THE BOARD MEETING HELD AT 15 POWDERHAM CRESCENT EXETER ON
MONDAY 13 OCTOBER AT 10.00AM

Present: Di Boston (DB), Aylwyn Bowen (AB), Paul Layton (PL)

- 1 **Apologies:** Robyn Connett (RC)
- 2 **Minutes of the Inaugural Board meeting held 6 October 2014**
Approved
- 3 **Governance Issues**
 - (a) Indemnity Insurance – need for separate Trust cover identified; DB, RC and Jo Hawkins (Acting Chair, ESJF) to meet with Neil Murrin, broker.
 - (b) Standing Orders/secondary rules etc. – awaiting advice from Alison Ward (Wessex Community Assets); AW's offer of a presentation on governance noted.
 - (c) Bank Account – application to Co-operative Bank now being processed.
 - (d) DB to investigate the purchase of a company seal.
- 4 **Membership Offer and Recruitment**

AW was complimented for work on the promotional leaflet; a draft membership offer/application form was considered.

Exeter University and Exeter City Council to be approached for use of logos in Trust membership literature; similarly Residents' Associations and councillors to be invited to support.

Agreed to deliver to all addresses in the St James ward; AW to ascertain costs.

Distribution beyond St James was considered.

Recruitment to be active once bank account established.
- 5 **Relationship with Exeter St James Forum**

Directors confirmed their stated position. This matter would be considered further by the Forum Steering Group at its meeting on 13 November 2014.

DB and RC to meet with Keith Biggs, solicitor (OTB Eveling), re tenancy agreement for Queen's Crescent Garden.
- 6 **Urban CLT Network**

DB awaiting response.
- 7 **Dates of next meeting**

The next meeting of the Board: Friday 31 October 2014 at 10.00am.
- 8 **AOB:** None.

The meeting closed at 11.05am.