

## EXETER ST JAMES COMMUNITY TRUST LTD

MINUTES OF THE BOARD MEETING HELD AT 15 POWDERHAM CRESCENT EXETER ON FRIDAY  
31 OCTOBER AT 10.00AM

Present: Di Boston (DB), Aylwyn Bowen (AB), Robyn Connett (RC), Paul Layton (PL)  
Jo Hawkins (JH), Acting Chair of Exeter St James Forum, for items 3(a) and 6

1 **Apologies:** none.

Items 3(a), Indemnity Insurance, and 6, QCG, brought forward for discussion with JH.

2 **Indemnity Insurance /Queen's Crescent Garden**

It was agreed that QCG funds would be transferred by ESJ Forum to the Trust bank account once active.

The following options would be explored in respect of insurance:

- DB and RC to ascertain from Neil Murrin the feasibility of a change of name from Forum to Trust on current policy and implications of its cancellation in favour of two new separate policies;
- RC to approach Cllr. Jill Owen to enquire about the possibility of additional DCC funds to assist with Trust insurance and other start-up costs;
- A loan request to ESJ Forum to cover Trust insurance premium.

3 **Minutes of the Board meeting held 13 October 2014**

(a) Approved

(b) Matters arising:

- (i) noted no response from Urban CLT Network;
- (ii) DB authorised to purchase a society seal at reasonable cost.

4 **Governance Issues**

(a) Bank account: PL had received verbal confirmation of Co-operative Bank's approval of the application; awaiting account details.

(b) Presentation on governance: agreed to accept AW's offer - am on Thursday 13 November 2014.

5 **Membership Offer and Recruitment**

Directors unanimously approved the opening membership offer document. This would be delivered with associated publicity leaflet and joint Forum/Trust newsletter to all addresses in St James between 19 and 26 November 2014.

6 **Relationship with Exeter St James Forum**

JH's paper for consideration by ESJ Forum was noted. DB agreed to co-ordinate a Trust response.

7 **Queen's Crescent Garden**

Adopted as a standing agenda item.

- 8     **Special General Meeting**  
Date and venue agreed, Friday 16 January 2014 at St Sidwell's Primary school. RC to book from 7.00 to 8.00pm.
- 9     **Date of next meeting**  
A provisional date agreed, Thursday 13 November, following AW's presentation.
- 10    **AOB:** DB and RC meeting with Keith Biggs, solicitor, at 3.00pm.

The meeting closed at 11.50am.