

EXETER ST JAMES COMMUNITY TRUST LTD

MINUTES OF THE BOARD MEETING HELD AT 15 POWDERHAM CRESCENT EXETER ON THURSDAY 14 JULY 2016 AT 10.30AM

Present: Aylwyn Bowen (AB), Robyn Connett (RC), Paul Layton (PL), Beth Osment (EO)

This meeting was postponed from the scheduled date of 6 July 2016.

RC took the chair

1 **Apologies:** Harry Temple (HT)

2 **Conflict of Interest:** none.

3 **Minutes of the Board meeting held 22 March 2016**

(a) Approved.

(b) Matters arising: PL had written to the Forum Housing Group regarding 3 Well Street requesting that a comprehensive business plan be submitted for Directors' consideration.

4 **Governance Issues**

(a) AGM 2016: agreed to be held on Thursday 1 September at 6.00pm, St Sidwell's Community Centre.

(b) Directors: consistent with Rules 19.1 and 18.5 PL and EO would stand down at the AGM; both would seek re-election.

5 **Membership Issues**

(a) Applications: Directors considered and gave formal approval to the 5 applications received (Roll numbers 222 – 226); 3685 shares sold.

(b) Seal: use of the Society Seal approved for certificate numbers 222 – 226.

(c) Communication:

(i) the cost of mailing members who did not supply email addresses, the majority recruited by Mr Hassan of Exeter mosque, was recognised as a drain on Trust funds; RC undertook to contact Mr Hassan to see if he would be willing to distribute future Trust communications to those members.

(ii) the autumn edition of "*About St James*" would be published in late September/early October; PL to ascertain Joni Holohan's willingness to continue as editor in view of her resignation from the Forum SG.

6 **Financial Report**

Transactions to date:

	<u>Credit</u>	<u>Debit</u>	<u>Balance</u>
B/f			3,419.28

K Macleod	15.00	3,434.28	Donation
Memb shares	15.00	3,449.28	Roll No. 222-223
Advert income	100.00	3,549.28	Saunders/St Anne's W.
Advert income	50.00	3,599.28	Gillams
Memb shares	5.00	3,604.28	Roll No. 224
Memb shares	10.00	3,614.28	Roll No. 225
TWRA	70.08	3,684.36	QCG donation
QCG Fund		1,760.39	1,923.97

Directors agreed that QCG funds should be returned to the Forum pending the Trust assuming legal responsibility for the project.

7 Queen's Crescent Garden

CPO:

- (i) following publication of the order, the 21 day period for objection expired on 24 June; it was not yet known if any objections had been received.
- (ii) RC undertook to contact solicitor Keith Biggs, OTB Eveling, to ascertain an estimate of costs in connection with the ECC lease.
- (iii) it was agreed to approach to Cllr Jill Owen for a Locality Budget grant to cover legal fees.

8 St James Vegetable Gardens

In the absence of HT there was no report on the progress of negotiation with NR regarding the proposed lease.

9 Exeter Community Forum

PL had been unable to attend the ECF AGM held on 18 June.

10 Date of Meeting

The next meeting of the Board: Tuesday 20 September 2016 at 10.00am.

11 AOB: none.

The meeting closed at 11.40am.