

EXETER ST JAMES COMMUNITY TRUST LTD

MINUTES OF THE BOARD MEETING HELD AT 15 POWDERHAM CRESCENT EXETER ON
MONDAY 15 DECEMBER 2014 AT 2.00PM

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

This meeting was postponed from 10.00am by mutual agreement.

1 **Apologies:** none.

2 **Minutes of the Board meeting held 4 December 2014**
Approved.

3 **Governance Issues**

(a) Banking: awaiting Co-op Bank confirmation of on-line banking.

(b) Charitable Exempt Status: awaiting HMRC response.

(c) Rule 11: clarification required regarding status of applications received from unincorporated organisations which require shares to be held in joint names of two or more persons; PL to seek advice from Alison Ward.

4 **Membership Offer and Recruitment**

(a) Applications: Directors considered and gave formal approval to the 64 applications received (Roll numbers 46 to 109); 1850 shares sold.

(b) Communication with members/SGM arrangements: Directors resolved to seek members' approval for their re-election until the AGM in October 2015; calling notice to be sent on 17 December with a deadline of 29 December for receipt of director nominations; entrance to the SGM would be by registration only, non members may observe; Frazer Osment to be approached to give a QCG presentation after the business meeting.

(c) Share certificates: payment of £30 to Stormpress (invoice 147991) for 100 certificates authorised and a repeat order agreed; approved the purchase of a die for the society seal.

5 **Financial Report**

Transactions to date:

	<u>Credit</u>	<u>Debit</u>	<u>Balance</u>	
B/f			£1,220.00	
04/12/14		£694.20		Printing
		£294.84	£230.96	Insurance
05/12/14	£320.00		£550.96	Shares
11/12/14	£945.00		£1,495.96	Shares

Balance less outstanding invoice (£30) = £1,465.96.

- 6 **Relationship with Exeter St James Forum**
Noted next date of ESJF SG meeting – 26 January 2015.
- 7 **Queen’s Crescent Garden**
RC reported that solicitor, Keith Biggs, was in negotiation with ECC on behalf of ESJCT Ltd concerning Heads of Terms of the proposed lease.
- 8 **St James Allotments**
Discussions with Network Rail and National Allotment Association continue. DB has acquainted parties with need to comply with the society’s objects.
- 9 **Date of Meetings**
(a) Next meeting of the Board confirmed as 9 January 2015 10.00am. ESJF members to be emailed with a reminder that applications for membership must be received no later than 8 January 2015 to enable participation in the SGM.
(b) A provisional date of 19 January 2015 was set for the first Board meeting following the SGM.
- 10 **AOB:** none.

The meeting closed at 3.20pm.