



TRUSTEES

Minutes of the meeting held 22nd May 2018

Present: Valerie-Goodyear Burrow (Chair), Peter Jones, Mike Neighbour, Trevor Parsons, Faye Penfold and Momtaz Rahim.

Friends: Pauline Thomson & Patsy Spavin

Observers: Zarqa Aslam & Graham Smith

1	Apologies for Absence	Ellie Hudspith, Cathie Crown and Jackie Brennan
2	Appointments	Val proposed Graham & Zarqa as Trustees Seconded: Trevor
3	Minutes of Last Meeting	20th March 2018 signed as a true record with thanks to JB for taking notes
4	Matters Arising	None
5	Reports	
i. Chair VG-B	Report received.	
ii. Treasurer PJ	<ul style="list-style-type: none"> • PJ presented <u>Summary of Accounts 2017-2018</u> • Summary: Now in profit. • Friends and FCC money kept separate. • Thanks to Anthony Rowland for help with contribution from Film company. • Discussion re Rent/Council Tax/Rates • Discussion re informal shopping list for raising funds enabling contributors. • GS volunteered to put together a draft Fund Raising Strategy with a separate, regular agenda item. 	
iii. New Build MN	<p>Report received, discussed and accepted.</p> <p>EH will be contacting Joe Tavernier, SADC Head of Community Services.</p> <p>MN encouraged Trustees to view the documents in the Green Folder either in the Centre Managers Office or on a secure website, plus the contents of the Black folder on a secure Google Drive. He would provide access details.</p>	
iv. Building JB	<p>PJ presented JB's Report</p> <p>PJ confirmed that Trustees' Insurance is in place.</p>	
v. Manager CC	<p>Report was circulated and accepted.</p> <p>PJ proposed accepting the proposal by Rec for Retired for £200 for table tennis table.</p> <p>Agreed</p>	
vi. Friends PT	<p>PT presented report on past and future Fundraising Activity.</p>	

vii Website DF	DF appealed for content for the website, emphasizing that the Trustees have made a substantial contribution to the website and that it should be used as a powerful resource.	
6. AOB	<p>MR presented £150 raised from the sale of Samosas.</p> <p>MR Invited Trustees us to the Big Iftar and Peace Vigil this coming Saturday</p> <p>VGB will chase up new councillor to hopefully bring Trustee numbers up to 12.</p> <p>VGB proposed social for Trustees (Trustees to make contribution) Agreed DF will do DoodlePoll to Trustees, Sub Committees and Friends.</p> <p>It was requested that we had full list of Trustees with contact details available to all.</p> <p>MN New Build Subcommittee will have Stand at LitP and need funding for the introduction of some updated information for £157. Agreed</p> <p>Discussion re role of Minuting Secretary -requested that minutes be issued as soon after the meeting as possible. Agreed</p>	
7.	Date of Next Meeting	Tuesday July 24th