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LJAG TRUSTEES’ MEETING

MONDAY 3 NOVEMBER 2014

AT THE HARRY CADDICK CENTRE, 63 LILFORD ROAD, SE5 9HN

AT 8pm

Anthea Masey (chair) (AM), David Warner (DW), Hazel Watson (HW), John Frankland (JF), Walter Reed (WR), Mandy Mazliah (MM) minutes

Kristin Bayliss (KB) joined the start of the meeting by phone

1. Apologies for absence
Amanda Kamin (AK), Maude Estwick (ME), Tim Gaymer (TG), Kristin Bayliss (KB)
2. Minutes of the meeting of Monday 6 October 2014
The minutes were agreed
3. Matters arising
**AM to sign and scan in vulnerable adults policy – so the signed version can go on website
TG to draft a response to Lambeth Council from the directors after the meeting on 7 October. AM to follow up with TG.**

**TG to take up the incorrect statement on the Lambeth planning website about LJAG being in support. TG updated that he had taken this up but received no response as of 6/11/14.
MM to send WR an invite to the Google calendar**

1. LFN funding application
AM needs to amend this to include a fee of £400 for an accountant to do our balance sheet. The funding application was agreed.
2. Trustee roles
KB and AM met to discuss trustee roles and suggested that the trustees each have a dedicated role and report back to the committee. It was suggested that:
- JF is responsible for policing. He agreed but said he couldn’t guarantee to attend every single Coldharbour meeting.
- DW should continue as treasurer.
- ME & HW – could run regular community craft sessions. HW liked the idea. **AM to follow up re: craft sessions with ME & HW.**
- KB – to look after internal communications, building volunteer base.- AK – business forum
- TG – planning
- Liz Wallace, possible new trustee, will take on external communications.
3. New trustees
Liz Wallace and Jim Meacock to attend December meeting.
4. Consultations
	1. Higgs Triangle
	6 November, meeting with James Parritt. There has been some difficulty in agreeing the agenda.
	2. Public realm and traffic management.
	There has been a lot of unhappiness about the plans to close Loughborough Road on the estate and in the Myatt’s Fields area. The consultation ended on Friday.
5. Building capacity
KB is going to be working on this and will report back
6. Project reports – to follow
7. Financial report – see separate document
DW and AM met recently. DW is going to take over the finances from AM now. Points to note:
- 2013 Big Lunch is in deficit due to £5K not being released by LCF as we haven’t held worklessness event.
- Made in Loughborough Junction – deficit of £500. AM to speak to Lois Acton to find out if peer to peer mentoring money can be transferred or if this work will be continued.
- Mural money left over – WR asked whether this could be spent on printing the running in LJ photos.
8. Any other business
**- MM to check how many meetings trustees are required to attend.**
- Julia Whitehead to take over from MM as maternity cover from December/January.
- A Christmas market will be held on Saturday 6 December at Ray’s CAFÉ
- This Sunday (9 Nov) KB, WR and AM will be moving items into our lock up at Thorlands
- A health day is to be held on Tuesday 25 November, from 11am-4pm at the Harry Caddick Centre. Set up from 10am. **AM to contact HW and ME to ask if they can volunteer at the health day. AM to send details to MM of health day for publicity.**- One Planet Ventures have approached AM to ask if LJ would be interested in putting in an application to be a Business Improvement District (BID). **AM to discuss possible BID with AK.** DW felt that LJAG shouldn’t endorse this – it is up to the businesses to decide. WR felt that the business associaton needed to be better developed before taking this step.

Date of next meeting: Monday 1 December

Meeting to end no later than 10pm