



**Minutes of SCT Board Meeting (27)
Held on 27th June 2017, 7:00pm-21:30pm at OneStonegrove**

Present Dan Goodman [DG] (Chair), Ingrid Beale [IB] Rev Simon Rea [SR], Julie Okpala [JO], Aggie Nowocien (from 8:30pm) [AN], Jason Houston [JH], Angela Gibson [AG] Gilead Limor [GL]

In Attendance: Mark Patchett [MP], Jade Alogba [JA], Nicola Bird [NB]

Apologies: Arike Aiyetigbo [AA]

Item	Items discussed	Action
27.1	<p>Welcome, Introduction and Apologies</p> <p>The Chair welcomed everyone to the meeting.</p> <p>Apologies were received and noted from Arike Aiyetigbo.</p>	
27.2	<p>Minutes of Meetings (26) dated 3rd April 2017</p> <p><u>27.2.1 Approval of minutes</u></p> <p>The minutes were approved as a correct record of the last meeting and signed by the Chair.</p> <p>27.2.2 Matters arising:</p> <p><u>23.4.6 New School Gate: Heads of Terms</u> Nicola advised that the officer responsible for this project has left the role and she is awaiting the contact details for the new point of contact from Property Services. Mark to contact Angela Trigg to seek an alternative solution.</p> <p><u>25.3.3 External Signage</u> Mark advised that a problem was identified with the ground conditions during today's installation of the main signage on Hayling Way, therefore it has been postponed to next week.</p> <p><u>25.6.2 Confidentiality Policy</u> Mark advised that redacted versions of the minutes from the last board meetings have been uploaded to the trust's website. Jade to inform residents in the next newsletter.</p> <p><u>25.7.3 London Festival of Architecture</u> Simon provided feedback on the successful London Festival of Architecture (LFA) exhibition, organised by the Activities and Events committee. The exhibition consisted of historical photographs and items of interest donated by residents. He advised that the event was attended by Sprunt architects and approximately 30 residents.</p> <p><u>26.6.3 Summer Newsletter</u> The latest newsletter was circulated for information.</p> <p><u>26.1.2 Recruitment and Interviews for new Trustees</u> Mark advised that three people have expressed an interest in becoming a trustee. Interviews will be held on 6th July. The panel will consist of Arike, Jason and Dan, with support from Mark. There are currently three vacancies on the board across the residents' and co-option membership categories.</p>	<p>MP</p> <p>JA</p>

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<p>27.3</p>	<p>Finance Sub-Group</p> <p><u>27.3.1 Minutes of Finance Sub-Group: 15th June, 17</u> The minutes of the finance sub-group meeting were circulated to the board.</p> <p>Jason reminded the Trust of its contractual responsibility to provide Family Mosaic with copies of their accounts. Mark undertook to email Jason the 6 month accounts.</p> <p>Ingrid reported that the finance committee are concerned about the underspend of the activities and events budget. Simon advised that this is due to the lack of grant funding applications received. Dan requested the committee to consider alternative methods for advertising the grant fund and encouraged the committee to also develop their own ideas.</p> <p><u>27.3.2 Year End Accounts 2016</u> The Year End Accounts for 2016 were circulated. It was proposed by Ingrid and seconded by Dan, and carried unanimously that the 2016 accounts be approved.</p> <p><u>27.3.3 New Bank Account</u> Dan advised that he has a telephone conversation lined up this Thursday to progress the opening of the new bank account with Nat West.</p> <p><u>27.3.4 Trust Management accounts to 31st May 2017</u> Mark presented the trust management accounts to 31st May 2017. He advised that the income and expenditure is in line with projections.</p>	<p>MP</p>
<p>27.4</p>	<p>OneStonegrove – Building and Building Management</p> <p><u>27.4.1 Update on meetings with Tony as Chair, Hive Foundation</u></p> <p>Mark outlined the changes to the SCA which was revised with Steve, following the meeting. The board accepted the Building Management Sub-group’s recommendation to sign off the amended SCA document.</p> <p><u>27.4.2 Minutes Building Management Sub-Group: 19th June, 17</u> The minutes of the last Building Management Sub-group meeting were circulated and discussed.</p> <p><u>27.4.3 Café and Kitchen</u> Mark advised that the café is under new management. It will re-open on 8th July, but will formally launch at the fun day on 15th July. The opening hours will start with 4 days a week from 10am – 4:15pm, with an intent to extend as soon as it is viable and/or additional staff become available.</p> <p>The name will be changed to Amber Arts & Wellness Café. This reflects the new business model of integrating with activities in the community centre by targeting existing user groups.</p> <p><u>27.4.4 Feedback on User Group Meeting</u></p> <p>Dan provided feedback on the meeting between the trust and core users of OneStonegrove. He explained that the meeting was very productive and many opportunities for joint working arose between users.</p> <p><u>27.4.5 Outstanding Building Works / Snagging</u></p> <p>Mark advised that the Diocese, Barratt’s, Goldsmith and LBB will undertake a site visit on 29th June with the objective of signing the building off for the first-</p>	

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	<p>year post-completion. Mark will also be in attendance to highlight any outstanding, snagging and maintenance issues.</p> <p><u>27.4.5 Acoustic Treatment</u> Mark & Nicola reported that Peter Glass has not received the results of the acoustic inspection undertaken in May.</p>	
<p>27.5</p>	<p>Activities & Events Sub-Committee</p> <p><u>27.5.1 Minutes of Activities Sub-Group: 23rd May, 17</u> The minutes of the Activities & Events Sub-Group meeting were circulated.</p> <p><u>27.5.2 Grants for community activities</u> Simon fed back that he received three grant applications prior to the last Activities and Events Sub-group meeting. Due to uncertainty surrounding the management of the café at the time, two of the applications were put on hold as they were related to food activities. However, the committee considered and approved an application from SEYP to provide youth activities during the school holidays.</p> <p>The funding is for two periods and can be outlined as follows:</p> <ol style="list-style-type: none"> 1) Summer 2017 and October Half term:(6 weeks) 2) February Half term 2018: (4 days) <p>Simon added that he plans to discuss a proposal at the next committee meeting, for making spaces available to residents for drop in during vacant periods.</p> <p>Dan suggested that more aggressive and targeted marketing is employed to promote the fund and recommended that a flyer is created and circulated to residents.</p> <p><u>27.5.3 Summer Event: 15th July 2017</u></p> <p>A discussion ensued regarding the plans for the upcoming fun day.</p> <p>Catering: Dan advised that he is keen for the food offering to be better than last year and encouraged the Activities and Events committee to allocate an adequate budget towards this. The board welcomed the proposal of a barbeque alongside sample food from the café. It was agreed that all food and drinks will be free as a gift to the community.</p> <p>Budget: The board thanked Family Mosaic for their commitment of £2000 towards the cost of the event.</p> <p>Simon acknowledged the board's recommendations and undertook to discuss them at the upcoming Activities & Events meeting.</p> <p><u>27.5.4 Trust AGM (7th August 2017)</u> Mark advised that the trust's annual general meeting will be held on 7th August. This will be a closed meeting in which the board will engage with the new trustees.</p>	<p>Activities & Events Committee</p>

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<p>27.6</p>	<p>Any Other Business</p> <p><u>27.6.2 Refuse Collection</u> Angela queried how often the external bins are emptied. Mark responded once a week and advised that he has increased the capacity to a second 1100 litre bin.</p> <p><u>27.6.6 Photographic Art Installation</u> Gil presented his artwork which was produced for the LFA exhibition. He advised that it was a donation to trust and would like to see it displayed in the building. To be discussed at the next building management sub-group meeting.</p> <p><u>27.6.7 Youth Trip</u> Dan proposed that the trust annually sponsors a day trip for young people. The committee agreed the proposal in principle ensuring it is inclusive of under 10s and asked the Activities and Events committee to liaise with SEYP.</p>	<p>Activities & Events Committee</p>
<p>27.7</p>	<p>Date of Next Meetings:</p> <p>7th August 2017 at 7pm 2nd October 2017 at 7pm 4th December 2017 at 7pm</p>	

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