

BUXTON TOWN TEAM

NOTES ON THE DIRECTORS' MEETING HELD ON MONDAY 14th MARCH 2016

Present: Charles Jolly, Claire Millard, Janet Miller, John Estruch, Philip Barton, Richard Silson, Simon Fussell, Tina Heathcote

Apologies: Roddie MacLean, Sarah Rawlinson, Suzanne Pearson

1. NOTES OF PREVIOUS MEETINGS

The notes of the meeting on 23rd February were agreed to be an accurate record and can be posted on the website. **JM**

2. BOARD, DIRECTORS AND OFFICERS

There were no issues to report.

3. IDEAS & ACTION MEETING

Notes of the last meeting had been circulated. Turnout was very good, but the Clubhouse was double booked again, and the meeting had to squeeze in to the bar, which is far too small. Tina will ask Trevor if we might be able to use somewhere in Hardwick Hall. **TH**

As well as videos from and discussion about the Buxton on the Move conference, there was a presentation about a possible CoderDojo Group; at this stage we are not being asked for formal support, just advice.

4. COMMUNICATIONS GROUP

The last meeting was earlier in the day, the notes will be circulated soon. There was a glitch with the website and emails just before the conference, but with help from Matthew Morgan (our current provider) it was resolved reasonably quickly; the switch to Vidahost (the new provider) will take place sometime next week.

The group suggested that an extra box on the Project Proposal form covering Publicity would be a good idea, to ensure continuity of communications; this was agreed, Janet will circulate an amended form for comment. **JM**

5. SCRUTINY GROUP

The group had met on 3rd March, notes were circulated and discussed, Janet will post them on the website. They had approached a new member to join the group, she may be interested but has not agreed to it yet. **JM**

6. MEMBERSHIP & FINANCES

6.1 Current Position

The number of members is 222. The Facebook page has 935 Likes.

Philip had circulated a financial report, showing current assets at £11,836, including the £3,000 loaned to Buxton Markets CIC as agreed. The £11 a month standing order for the website will now cease, a payment of £69.60 has been made for the next two years, though there will be some small invoices due associated with the transfer. Income from the Spring Fair is coming in, with £1410 banked so far, though further expenditure is due soon. It was noted that Philip has ordered 300 tea-towels and 72 jigsaws to replenish stocks.

6.2 Returns to Companies House and HMRC

Rob Layton has examined the accounts and advised no changes are needed, so will arrange to submit them. The draft Community Interest Company Report (CIC34) for 2015 had been circulated. Any suggested amendments should be sent before the end of the week to Janet, who was delegated to then sign them for submission with the accounts to Companies House. **JM**

7. TOWN MATTERS

7.1 The Crescent

The plan for the construction site hoardings has been published, which will affect Spring Fair layouts and also the Carnival and Well Dressings, for the next two years. It is still not known when construction will start.

7.2 Nestle Site Proposals

Discussions are continuing, there was nothing major to report.

8. PROJECT UPDATES & PROPOSALS

8.1 Buxton in Bloom 2016

A project proposal had been circulated. It was agreed in principle, subject to an amendment to expenditure and funding to reflect the fact that a donation of £250 has been received and another £250 is anticipated. Claire will amend and circulate, for formal approval at zero budget by any director not on the project team. **CM**

8.2 Buxton Railings Clean

A project proposal had been circulated, as drafted by the Buxton & Leek College students; it was agreed that this was not an appropriate standard for publication. The project itself was agreed in principle, Janet and Tina were delegated to rewrite it based on last year's proposal, and approve it at zero budget. **JM/TH**

8.3 Buxton on the Move Conference

Congratulations were extended to all involved in planning and organising, with particular thanks to Andy Parker for the high quality videos and technical wizardry. All speakers conveners and helpers have been thanked by email, work has started on compiling the report. The traffic forum will be reconvened soon. **TH**

8.4 Buxton Market Revitalisation

The £3,000 loan from Buxton Town Team has been transferred, donations and loans are coming in and 44 people

to date have joined as members. Three trailers with stalls have been delivered so far, the other two are due any day. The first volunteer sorting and cleaning session has been arranged for Tuesday 15th March. Traders are being signed up and work has started on recruiting a team to erect and dismantle the stalls.

8.5 Project Monitoring

A status report had been circulated. There are a number of outstanding closing reports, John will send part completed templates to the project leaders and assist them to complete the reports.

JE

It was also agreed that for those projects which have evolved into ongoing activities, such as Merchandise and Litter Picking, a closing report should be completed, they should then be reported on an annual basis. John will amend the status report to include them in a separate section.

JE

9. UPCOMING TOWN TEAM MEETINGS

9.1 Ideas & Action Meeting Thursday 10th March

It was agreed the focus of the May meeting should be gardens and wild spaces, we have a number of possible presenters, Dick and Janet will sort out an agenda.

JM/RS

9.2 General Meeting Wednesday 13th April

The Palace Hotel can provide us with a room. The notes of the last meeting, the resolutions, the agenda and the format of the notifications was agreed. Janet will get the formal notifications sent out to all members by the end of the week. Roddie will approach all contributors regarding what we want them to present.

JM

RM

10. MEETINGS WITH OTHER ORGANISATIONS

Claire is attending the meeting about Water Features tomorrow evening and will report back.

CM

The Vision Buxton Marketing Group have requested a monthly report from participant organisations, Tina and Philip will arrange this between them.

TH/PB

11. ANY OTHER BUSINESS

11.1 Neighbourhood Plans

The possibility of developing a neighbourhood plan was discussed. It was agreed that this should be kept under review, but noted that it could constrain our flexibility and ability to take opportunistic action.

11.2 Insurance

The policy has been renewed, and the fact that we do now accept under eighteen volunteers, in accordance with an agreed policy, has been noted.

11.3 Policy on Vulnerable Adults

Janet will recirculate the first draft for comment and liaise with Kathryn regarding developing a version for approval.

JM

11.4 Community Garden Heroes

The competition is sponsored by Stihl, it was suggested that Ashwood Park might be an appropriate candidate. First prize is £2,500 worth of cordless equipment. Tina and Claire will look at submitting a nomination.

TH/CM

12. DATES OF NEXT DIRECTORS' MEETINGS

The date of the next Directors' meeting is:

Wednesday 20th April

All meetings are at 7:30pm in the Old Hall Hotel.