



Minutes of Board Meeting – 1st of September 2010

Attendees: Abigail Tripp, Annie Duffield, Chris Easton, David Fisher, Doyin Ayorinde, Giles Goddard, Natalie Bell, Richard Bridge, Rosa Wright, Sarah Coyte

Apologies: David Clarson, Ken Hamilton, Michael Ball, Peter Truesdale

No conflicts of interest were reported

Matters Arising

Community Audit – D.F reported that contact details of about 62 Organisations/TRAs/TAs have been compiled together. Questionnaires have been sent out to all of them. A database has been created for the questionnaire and a few organisations have returned their forms. The database will hold all the contact details and questionnaires of the organisations. This database will also be used to separate who needs to know what, when information that doesn't concern all organisations are sent out.

Action Learning Set for TRAs – A.T had a discussion with N.B about there being quite a few communication problems and issues around the housing co-ops and she seems to think that they need a lot of support as well. AT would like to start the series of action learning set around October and would like to start recruiting now for the action learning set, then have about 6 meetings and 2 outreach events. The events would probably take place over Christmas and the other around March as they both have to be done before the end of March 2011.

LFN Milestones & Budget – R.B reported that as we are doing the community audit, this signifies that the money has been received. Our major output for this are the community audit which produces the database & report of what's needed, secondly we are continuing to support the physical cost of the south bank forum and thirdly we are going to make contributions to the physical cost of the last south bank news of this financial year and in return WaCoCo will take co-edition of the double page spread in the south bank news.

- So WaCoCo is underway in the output for the LFN.

Minutes of Last Meeting – Accepted

Financial Report

- The difference between the balance carried forward on the draft end of year financial report on page 3 and the WaCoCo spreadsheet is that the accountants accrued their balance and WaCoCo puts the actual in the spreadsheet.
- The difference between the restricted funds and unrestricted funds are that restricted funds are used for specific projects for example, grants. Unrestricted funds are funds which WaCoCo can use for anything they wish to use it for.
- D.F will find a way to input the donated time into the accounts as it was agreed putting voluntary hours into the accounts is very good for an organisation.

- The draft accounts were accepted by the board will be presented at the AGM in October.
- For the AGM a note with Volunteers donated time should be put up in the slide.
- The account looks good and the only outstanding invoice so far is from SE1 united and parents for the outreach.
- The current balance is £17,174.59
- D.F and D.C would need to sign bank forms so as to put them as signatory's in order for them to access the internet banking whenever A.T isn't available.

Planning for AGM

- The Annual report will need to go out 3 weeks before the AGM
- DF will draft the agenda
- The intention would be to start the AGM at 10 with coffee & tea at 9:30 and finish just before 1pm where the first half of the meeting would be formal and the second half would be an opportunity to engage.
- If people know they are not going to be there, they are able to vote via proxy. This can be arranged with D.F. A simple email supporting the accounts and the new memorandum and articles.
- An annual report needs to be done before the AGM and it needs to be sent out 3 weeks before the AGM.
- The articles are the only things that are being changed. The memorandum setting stone can't be changed.
- R.B would need to write the chairs report and A.T will also need to write the treasurers report. The SOFA(Statement Of Financial Activities) will need to go in the annual report.

Set up of Communication sub-group

- RB would like to WaCoCo and the local community sector's communications networks to set up a sub-group.
- This would be about organisations sharing information with each other which would also include how WaCoCo plans on using the double page spread in the South Bank News for the autumn edition onwards.
- So far Abigail Tripp, Annie Duffield and Giles Goddard would have an initial meeting with regards to the setting up of the sub-group.

LBL Budget Cuts and Living Space

- AT mentioned that Living Space would be closing down by the end of October.
- This issue was raised with the council on things that could be done to keep the building running the way it is currently running but all the ideas have been slammed as NO.
- AT said she has been communicating with the children and young people's department with regards to this.
- DF brought up a very similar situation with regards to the Millennium green and the conclusion was for a representative from WaCoCo, BOST, SE1 United and Blackfriars settlement to have a meeting to try and work from a united front for the whole site.

A.O.B

- Former Cathedral ward councilor, Mayor of Southwark and leading local Liberal Democrat Hilary Wines died after a long illness.