



ENFIELD ISLAND VILLAGE TRUST
Board Meeting
Tuesday 1st November 2016 (161101)
MINUTES & ACTIONS

Enfield Island Village Trust

Present	Initials	Role and Organisation
Vincent Green (Chair)	VG	Trustee, EIVT
Paul King (Secretary)	PK	Trustee, EIVT
Jacqui Bainbridge	JB	Trustee, EIVT
Andrew College (Treasurer)	AC	Trustee, EIVT
Jay Paramanathan (Vice Chair)	JP	Trustee, EIVT
Mark Turner	MT	Trustee, EIVT

In Attendance	Initials	Role

Apologies	Initials	Role

Item No	Discussions		
1	Welcome and Apologies Trustees were welcomed and apologies were recorded.		
2	Declarations of interest There were no declarations of interest.		

ENFIELD ISLAND VILLAGE TRUST BOARD MEETING

Item No	Discussions	Action/Decision	Timescale
3	<p>Minutes from the Previous Meeting and update on actions Accounts examiner appointment; AC is in communication with New Horizons. More information is required from Trust bookkeeper when they return from holiday.</p> <p>Anti-slip strips for bridge; After further discussion it was agreed to ask Managing Agent to arrange fitting of the 10-year guaranteed strips.</p> <p>Rental of flats owned by trust; It had been confirmed by the Interim manager that both flats were currently rented out. JB stated that from October 2015 that tenants should be given 'How to Rent' leaflets and efficiency rating information. As the tenants had been in place since 2014, this was not necessary in either case but would be so when the tenancy agreements are renewed. It was suggested that we could approach The Managing Agent to manage the rental of these properties.</p> <p>Data Protection Policy; Trustees discussed the draft data protection policy and how it would work in practice. Agreed that JB would update the draft.</p>	<p>AC to contact bookkeeper</p> <p>VG to action</p> <p>VG to action</p> <p>JB to action</p>	<p>08/11/2016</p> <p>08/11/2016</p> <p>15/11/2016</p> <p>08/11/2016</p>
4	<p>Update on risk register JP stated there were no updates to the risk register.</p>		
5	<p>Solicitors WVV have been appointed as Trust solicitors. David Foulds, solicitor, has been asked to provide specific advice relating to rentcharge.</p>	<p>JP to action</p>	<p>02/11/2016</p>
6	<p>Trustee Indemnity Insurance JP updated the board on the quotes for Trustee's professional indemnity insurance. There was no material difference between the two policies reviewed and the trustees agreed to proceed with the cheaper policy. JP was authorised by the trustees to proceed with arranging the insurance on their behalf.</p>	<p>JP to action</p>	<p>04/11/2016</p>

ENFIELD ISLAND VILLAGE TRUST BOARD MEETING

			04/11/2016
7	<p>Hand-over arrangements VG updated the board on handover arrangements and a proposed date when control will be handed from the interim managers to the elected board of trustees. The trustees will continue to work with the interim manager to satisfy the Charity Commission before they agree to the handover.</p> <p>The Trust's solicitor has provided opinion on the proposed Management Agent contract. Following consideration of the advice, the Trustees agreed to proceed with the contract.</p>	VG to liaise with Interim Manager regarding hand-over date	04/11/2016
8	<p>AGM planning This item was deferred to the next board meeting.</p>	PK to add to agenda for next week	08/11/2016
9	<p>AOB None.</p>		
10	<p>Date of next meeting Tuesday 8th November at 8:00 pm.</p>		