



**ENFIELD ISLAND VILLAGE TRUST**  
**Board Meeting**  
**21/12/2016 (161221)**  
**MINUTES & ACTIONS**

Enfield Island Village Trust

Present	Initials	Role and Organisation
Vincent Green (Chair)	VG	Trustee, EIVT
Paul King (Secretary)	PK	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
Jacqui Bainbridge	JB	Trustee, EIVT

Item No	Discussions		
1	<b>Welcome and Apologies</b> Trustees were welcomed and apologies were recorded.		
2	<b>Declarations of interest</b> There were no declarations of interest. The meeting was quorate.		

## ENFIELD ISLAND VILLAGE TRUST BOARD MEETING

Item No	Discussions	Action/Decision	Timescale
3	<p><b>Advice from Foulds Solicitor regarding rentcharge</b> The advice given was presented to the board and agreed to be comprehensive and clear. It was agreed to discuss this in more detail in the New Year.</p>	<p><b>D:</b> Discuss rent charge advice in 2017.</p>	31/01/2017
4	<p><b>Update on risk register</b> There were no updates to the Risk Register.</p>		
5	<p><b>Trust Accounts 2015-2016</b> The financial statements for the year ended 31 March 2016 together with the Directors' Report (the "Accounts") were considered. It was unanimously resolved that the accounts be and are hereby approved and that the Chairman of the board be instructed to sign the Directors' Report and the Balance Sheet.</p>	<p><b>D:</b> 2015-2016 accounts were accepted. <b>A:</b> VG to sign accounts</p>	31/12/2016
6	<p><b>Review of AGM 14/12/2016</b> All agreed the meeting had been successful and the format was good. The Trustees discussed the need to hold the AGM earlier in the year closer to the end of the financial year.</p> <p>Documents such as minutes and policies need to be added to the Trust website by the end of the year, as agreed at the AGM. The debtors' policy needs to be finalised early in 2017 before publication.</p>	<p><b>A:</b> Upload documents to trust website</p>	31/12/2016
7	<p><b>Minutes from the Previous Meeting and update on actions</b> These were accepted, and updates would be presented in the New Year</p>	<p><b>D:</b> Minutes accepted <b>A:</b> Update on actions deferred</p>	17/01/2017
8	<p><b>AOB</b> Weekly Managing Agent reports: Trustees discussed the format of the reports and will provide feedback to the management Agent.</p>	<p><b>A:</b> Ask MA to modify the structure of the reports</p>	01/01/2017
9	<p><b>Date of Next Meeting</b> Wednesday 11<sup>th</sup> January 2017</p>		