



ENFIELD ISLAND VILLAGE TRUST
Trustees Board Meeting
Wednesday, 22 February 2017 (170222)
MINUTES & ACTIONS

Trustees

Vincent Green, Chair (VG)	Present
Jay Paramanathan, Vice Chair (JP)	Present
Andrew Colledge, Treasurer (AC)	Apologies
Paul King, Secretary (PK)	Present
Jacqui Bainbridge (JB)	Present
Mark Turner (MT)	Present

Topic	Item Type	Item Description	Action	
			Owner	Due Date
1		Welcome, Apologies and Quorum Check		
	I	5 Trustees present, meeting quorate		
	I	David Goldberg attended as COO of MA		
	I	Anna Marinova attended as the MA representative		
2		Declarations of Interest		
	I	None		
3		Update on Risk Register		
	I	No new risks raised		
4		Minutes of Previous Meeting		
	D	Minutes approved		
5		Review of Minuted Actions		
	I	Not reviewed.		
6		Rent Charge draft budget		
	I	Trustees and MA performed a comprehensive review of each budget line including the amounts set for reserves, planned preventative maintenance (PPM) and gardening. DG offered insight from other estates that the MA agent managed, including the degree to how much PPM should involve long-term planning, and the need for additional survey work regarding tress and waterways in order to inform five- and ten-year plans.		
	D	Trustees asked MA to redraft the budget to include agreed amendments. The objective is to minimise any increases to the rentcharge		
	A	Redraft budget for next Board Meeting.	MA	01/03/2017
	A	DG is to arrange contact with a potential project co-ordinator to discuss the PPM work with the Trust.	DG	01/03/2017
	A	DG to provide details of a broker who can provide a quote for Professional Indemnity insurance for the Trustees.	DG	01/03/2017
7		AOB		
		None		
8		Date of next meeting		
		Wednesday 1 st March at 8:00 pm. Venue to be Christian Action Housing Trust offices.		