



ENFIELD ISLAND VILLAGE TRUST  
Trustees Board Meeting  
Tuesday, 14 March 2017 (170314)  
MINUTES & ACTIONS

**Trustees**

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

Topic	Item Type	Item Description	Action	
			Owner	Due Date
1	I	<b>Welcome, Apologies and Quorum Check</b> 5 Trustees present, meeting quorate		
2	I	<b>Declarations of interest and Quorum Check</b> There were no declarations of interest and with 5 trustees present, the meeting was quorate.		
3	I	<b>Update to Risk Register</b> There were no updates to the risk register.		
4		<b>Minutes of Previous Meeting - These were approved with minor alterations.</b>		
5	I D A D A	<b>Review of Minuted Actions</b> 1. Rent charge letter: AC has provided an updated budget for publication to residents. Trustees discussed the wording for the rentcharge demand letter Trustees approved the budget and format for publication JP to send wording for rent charge letter to VG 3. Meeting with MA Finance team will be arranged for Friday 17th. VG will arrange with WE. VG to arrange meeting with MA Finance team		16/03/2017    17/03/2017
6		<b>Managing Agent site report and actions arising</b> There was no site update from the managing agent last Friday.		
7	I D	<b>Antisocial Behaviour in Barass Close</b> A resident has complained of antisocial behaviour and has asked the Trust to send copies of the restrictive covenant to the residents highlighting the perceived breaches in the covenants. Trustees discussed the matter and did not feel that it was the Trust responsibility send residents a reminder of the covenants. The MA should continue to deal with the issues that the Trust is responsible for in the Village.		
8	I D A I A I D A	<b>AOB</b> 1. Gardening The Trust owns gardening equipment including a ride on lawnmower This was provided to the previous gardener. However the new Gardening Contractor will provide their own tools and equipment. Trustees discussed the options for disposal of the assets. Trustees requested that a report on gardening equipment owned by EIVT be produced AM to report on gardening equipment owned by EIVT 2. Trust Rental Property. JB asked if copies of the tenancy agreements for the two flats owned by the trust were available. IP should have these. AC to liaise with IP 3. A query had been forwarded regarding the cost of the introductory pack charged to buyers by Warwick Estates. The contents need to be seen by the trustees Trustees requested that the content and price charged needs to be reviewed. MA to send intro pack to trustees		29/03/2017        29/03/2013
9		<b>Date of Next Meeting</b> Wednesday 29 <sup>th</sup> March 8:00 pm at CAHT offices.		