



ENFIELD ISLAND VILLAGE TRUST  
Trustees Board Meeting  
Tuesday, 23 May 2017 (170523)  
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   |
| <b>1</b>  |                            | <b>Welcome, Apologies and Quorum Check</b><br>6 Trustees present, meeting quorate  |                      |  |
| <b>2</b>  |                            | <b>Declarations of Interest</b><br>None  |                      |  |
| <b>3</b>  |                            | <b>Update on Risk Register</b><br>There were no updates to the risk register.  |                      |  |
| <b>4</b>  | D<br>A                     | <b>Minutes of Previous Meeting</b><br>The minutes were approved. The new format for the minutes was shown to trustees by AC.<br>VG asked PK to send the new spread sheet to him.   | PK                   | 01/06/2017   |
| <b>5</b>  | A<br>A                     | <b>Review of Minuted Actions</b><br>The trustees' action list was reviewed and a number of actions marked as completed.<br>Health and Safety; VG is to ask IP to contact the boiler maintenance contractor to arrange servicing of the boiler at the trust's flat at Lockyer Mews.<br>Bollards in Pritchett Close; PK to chase the MA regarding support from the residents for the bollards across the lane to the garages.  | VG<br>PK             | 01/06/2017<br>01/06/2017                             |
| <b>6</b>  | A<br>I<br>A<br>A<br>I<br>A | <b>MA site report and Actions Arising</b><br>MA report format; The trustees wish to discuss the format of the MA's report at the next meeting with the MA in mid June, to ask for a prediction of expenditure for the forthcoming months.<br>Barrier in Government Row<br>The MA has provided quotes of £600.00 + VAT to repair the barrier in its current position.<br>The trustees wished to ask the MA to investigate the cost of replacing the barrier and changing its location to where it was believed it should have been installed originally, across Martini Drive.<br>The trustees wished to ask the Government Row Residents Association for a contribution towards the costs of replacing the barrier.<br>Gardening<br>It has been reported that the gardeners have been using the lane just before the eco field to dump garden waste as a compost heap, and that they have been repeatedly driving the vans along the footpath to the eco field.<br>The MA should ask the gardeners not to dump garden waste and to discuss the use of a composting frame, perhaps on the eco field, and also to use the reinforced path at the end of George Lovell Drive to access the eco field to avoid damage to the foot paths. | PK<br>MT<br>MT<br>PK | 13/06/2017<br>13/06/2017<br>13/06/2017<br>01/06/2017 |
| <b>7</b>  | A                          | <b>Debtors</b><br>It was agreed that debtor reports need to be down-loadable from the MA website. This will be discussed with the MA at the next meeting   | PK                   | 13/06/2017   |
| <b>9</b>  | I                          | <b>Deeds of Rent Charge</b><br>VWV have not yet given their opinions regarding the deed of rent charge. This will be carried forward to the next meeting.  |                      |  |
| <b>10</b> | I                          | <b>Sale of trust flat</b><br>The trustees were awaiting valuations of the flats in order to decide on proceeding to sale.  |                      |  |
| <b>11</b> | I                          | <b>Lease extensions</b><br>VG confirmed that any owners seeking lease extensions should be directed to IP. The fee charged was £100.00.  |                      |  |

|    |                       |   |              |                              |
|----|-----------------------|---|--------------|------------------------------|
| 12 | D<br>A                | <b>Restrictive covenants regarding replacement doors and windows and conservatories</b><br>It was agreed that a written undertaking was required from residents wishing to erect a conservatory not to breach the clay cap during building work, upon the receipt of which the trust would raise no objections to building work being undertaken.<br>An agreement by the original freeholders, Fairview Homes, to grant the right of decision regarding property changes to the trust is to be confirmed from previous board minutes. | VG           | 13/06/2017                   |
| 13 | I                     | <b>Transparency</b><br>This was not discussed.  |              |                              |
| 14 | I<br>D<br>A<br>I<br>A | <b>Any Other Business</b><br>Container unit on the eco field; An offer to rent this out by the gardeners was discussed.<br>The trustees agreed to rent the container to the gardeners for their use for work on trust land.<br>Trust lawn mower; The mower needs checking for condition ready for sale.<br>2017 AGM; changing the date to the 20th July was discussed but no agreement reached.<br>The date for the next AGM needs to be discussed at the next trustees' meeting.   | MT<br><br>PK | 13/06/2017<br><br>13/06/2017 |
| 15 | I                     | <b>Date of Next Meeting</b><br>13th or 14th June, subject to MA attendance.   |              |                              |