



ENFIELD ISLAND VILLAGE TRUST
Trustees Board Meeting
Tuesday, 13 June 2017 (170613)
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) | Apologies |
| Mark Turner (MT) | Present |

| Topic | Item Type | Item Description | Action | |
|----------|----------------------------|--|----------------------|--------------------------------------|
| | | | Owner | Due Date |
| 1 | I | Welcome, Apologies and Quorum Check 5 Trustees present, meeting quorate | | |
| 2 | I | Declarations of interest and Quorum Check There were no declarations of interest and with 5 trustees present, the meeting was quorate. | | |
| 3 | I | Update to Risk Register There were no updates to the risk register. | | |
| 4 | | Minutes of Previous Meeting - These were approved. | | |
| 5 | I | Debtors Review A number of debtor accounts were reviewed for inappropriate charges levied by the previous management agent. These account balances are confidential and not for general publication. | | |
| 6 | I D A I D A | Finance Report AM presented the new format budget report showing budget, actual expenditure and forecast to year end. Trustees were happy with the progress in improving the report format and suggested additional changes to refine the presentation of the information. JP will work with AM to implement the changes discussed. AM presented the new format debtors reports. AC did not feel that the report explained the movement in debtors adequately. AC to review report and recommend improvements | JP AC | 20/06/2017 20/06/2017 |
| 7 | I | Any Other Business None | | |
| 8 | | Date of Next Meeting Wednesday 21 June 8:00 pm at CAHT offices | | |