

Minutes of EIVT Board Meeting

24th April 2023 at 18:30



PRESENT:

ATTENDEE	ROLE
TD	CHAIR
LH	Trustee
MB	Trustee
VG	Trustee
SC	Trustee
MM	Guest
LM	RR
AC	RR

APOLOGIES:

ATTENDEE	ROLE
FC	Trustee

ITEM	DETAIL	ACTION
1. Welcome, Introductions and Apologies	Introductions made to the Guest Attendee, MM. Apologies for FC as not able to attend	
2. Quorate Check	5 Trustees in attendance so meeting is Quorate for any decisions required	
3. Acceptance of previous Minutes	Trustees all accepted	
4. Finances	Bank Balances EIVT have transferred the Barclays Acc to RR – need to ensure that an acc is set up for the money to be added. LM explained the process for the Rental Properties Acc Looking at creating separate Client Accs for both the Community Centre and Rental Properties – check with Accs Debtors, Historic & Housing Assoc Looked through Debtors – LH asked for Historic and Current Debtors to be split going forward Creditors No significant Creditors as of 20.04.23	RR RR

Audience Client
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Author
Approver Unapproved
Scope
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	<p>Monthly Financial Report Report to be issued by 5th May to all Trustees. Bank Statements to be issued on a quartely basis – next issued in July. - Resend a copy of previous statements to VG & LH</p> <p>Rent Charge Budget 23/24 Rent Charge has been sent out. Preparation notes for 24/25 Budgets have been added to the diary</p> <p>Accounts Transferred to RR Ensure all DD have been set up to carry on the payments now the EIVT Acc is with RR</p>	<p>RR</p> <p>RR</p>
<p>5. Managing Agent Update</p>	<p>Water Risk Assessment Signs have been installed around the the Canal / Water Feature Require 2 more signs by the ECO area – Trust agreed to instruct</p> <p>Gardening Damaged grass area – Gardeners have provided a quote which is to be sent on for payment Suggested Birds Mouth Fencing be installed in order to stop people driving on to grassland – require a price per meter.</p> <p>Tree Works Looking to source alternartive Tree Surgeons to get comparative quotes for works required across the Island</p> <p>Swing Gates Swing Gates have been instructed to be repaired. Using a new Contractor to repair who will also be responsible for the Maintenance Contract. RR set up the Contract once repaired Send letter to all Residents that the gate services once the date of repair has been installed</p> <p>Solar Lights Solar Lights have been installed to give some light in the Garage Area – still not working as they should. Intructions have been followed. Ask Contractor who installed to reattend ASAP</p> <p>Play Areas Health & Safety report on play areas has been received. Has been sent out for alternative quotes in order to risks are carried out – RR to chase the quotes</p> <p>Coffee Morning Actions from the Coffee Morning on 15.04 have been passed to RR to complete</p> <p>Community Centre Mini Refurboshment of the Community Hall required – recommended painting the walls from the lower level up to the Emergency Lights as well as painting the Kitchen. Could be done as a Volunteering Initiative</p> <p>Complaints None received</p>	<p>RR</p> <p>RR</p> <p>RR</p> <p>RR</p> <p>RR</p> <p>RR</p> <p>RR</p> <p>RR</p> <p>RR</p>

	<p>Speed Gun Course One of the Trustee has volunteered to train as a speed gun official for Enfield Island to try and help combat the speeding issues on the Island</p>	
6. Tracker & Maintenance Items	<p>Trees by Soper Mews & Canal Tree Surgeon has been instructed – RR to follow up with them</p> <p>Newsletter Summer Newseltter to be drafted for the next meeting – to be issued in June 2023 – details of the next Coffee morning to be added</p> <p>Minutes of Meeting for the website Work in progress – to work on 2 per month and add to the website as they are completed</p> <p>Broken Fence – Dundas Mews Quote received from the Gardeners in order to fix this – Trustees agreed to instruct the works</p> <p>Streetlights not working This has been completed</p> <p>Lights in the Garages at Barrass Close This has been completed</p> <p>Cracked Paving Slabs at Lockyer Mews This has been completed</p>	<p>RR</p> <p>RR</p> <p>RR</p> <p>RR</p>
7. AOB	<p>Pavement at Barrass Close is cracked and uneven causing a trip hazard – Contractor to quote for the works</p> <p>Cleaning Cost at Community Centre was discussed and agreed</p> <p>AGM & Accounts – statements to be sent to independent auditor – would like to propose a date of AGM to be be Sept / early Oct</p> <p>New dates for Coffee Mornings added to diary – 13th July and 21st October</p> <p>Look at grants for additional items across the Island</p> <p>Property Sales – speak to Managing Agents to ensure the correct procedure is being followed and that RR are notified. Will also add the procedure to the next Newsletter</p>	
8. Next Meeting	Next Meeting to be held on 31 st May 2023 at 18:30	

Signed as an accurate record:

Client:

R&R:

Date: