

**Minutes of Ludlow 21 Board Meeting
Tuesday 22nd November 2016 at the Feathers Hotel**

Present – Kim Holroyd, Liz Taylor, John Daniels, Ian Urry, Tish Dockerty, Megan Blackmore

<p>1. Apologies for absence – none</p>	
<p>2. Declarations of interest – none</p>	
<p>3. Minutes of last board meeting held on 1st November 2016 KH suggested an amendment to item 5 ‘Request from Food and Farming Group for transfer of activities’, that “at the meeting of 29th September, the Board had agreed this in principle <i>provisional to consideration of Ludlow 21 finances.</i>” The Board agreed to this amendment. The addition of an appendix is needed showing the proposal sent by Kate Norman via email on 12th October. Subject to these amendments, the Board agreed the minutes as an accurate record of the meeting.</p>	<p>MB</p>
<p>4. Matters arising (not elsewhere on the agenda) Concerns had been raised about procedural errors which had occurred during the meeting held on 1st November. LT therefore proposed a motion as follows, which was seconded by IU: “That the Board recognise in hindsight that there were procedural errors during the meeting of 1st November in Tish Dockerty being present during the vote and in voting on the decision regarding the transfer of Food and Farming activities. Further to this the Board resolves that the votes counted stand, apart from Tish Dockerty’s vote being discounted. Thus the votes for the motion are 4 instead of 5, and 1 against the motion. Therefore the motion remains carried by a clear majority.” The Board voted 4 in favour, 0 against, 1 abstention. The motion was therefore carried. KH expressed dissatisfaction with the format of this meeting and felt that she was present under false pretences, that the decision regarding Food and Farming activities should have been revisited, particularly with relation to the financial implications for Ludlow 21, and was under the impression that she had been assured this would be the case. JD agreed to work on a financial summary and projections for 2017/18 for the January Board meeting</p>	<p>JD</p>
<p>5. Correspondence</p> <p>Accountants Letters clarifying the terms of engagement had been received from DHJH accountants. These are to be signed by TD and JD on behalf of Ludlow 21, and circulated for other Board members to read.</p> <p>Insurance TD had had 2 meetings with Bluefin Insurance to discuss extracting Food & Farming</p>	<p>TD / JD</p>

<p>business from other Ludlow 21 business. They have advised that we do not need insurance other than for the Green Festival, unless other large public events are planned. If the current policy is cancelled, a rebate of £508.28 would be due. TD suggested doing this and then shopping around for appropriate insurance for the Green Festival. All 5 Board members voted in favour of this course of action.</p> <p>We need to be mindful that the budget associated with future events would need to include any necessary insurance, and that the insurance situation should be communicated to sub-groups.</p> <p>Complaint from Graham Lambert</p> <p>An official complaint had been received from Ludlow 21 member Graham Lambert regarding the conduct of the Board at the meeting on 1st November. It was felt that this had been addressed in Matters Arising (above). MB to draft a response to Graham in consultation with TD. Graham had also made requests to JD for financial information, and JD had offered to meet with him.</p> <p>Communication with members</p> <p>KH felt that a meeting should be held to inform members about changes to the structure relating to Food and Farming, but the remainder of the Board disagreed. An email had been circulated to members and supporters to inform them of the changes. KH queried the statement in this email regarding a £360 annual donation. TD confirmed that this is guaranteed for the current financial year, but thereafter may need to be adjusted up or down. KH felt that this was unclear.</p>	<p>TD</p> <p>MB / TD</p>
<p>10. Date of Next Meeting Thursday 8th December, 7.30pm, Feathers Hotel</p>	