

**Minutes of Ludlow 21 Board Meeting  
20<sup>th</sup> April 2017 at the Feathers Hotel**

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

<p><b>1. Apologies for absence</b> – none</p>	
<p><b>2. Declarations of interest</b> – none</p>	
<p><b>3. Minutes of last board meeting held on 2<sup>nd</sup> March</b> Board agreed that the minutes were an accurate record of the meeting.</p>	
<p><b>4. Matters arising (not elsewhere on the agenda)</b> Website – MB still to make agreed amendments. New marketing person at Discovery Centre - Jade Marriott-Lodge. TD had been in touch and suggested she send anything to be publicised to L21 membership via MB. KH still to get in touch with CAT re Zero Carbon Britain. MB had contacted Sue Munro. MB to check how to get onto GSX mailing list and circulate to Board. TD had put Pete Lawley in touch with Chris Deaves re planning. KH had looked at People &amp; Planet re summer gathering. Emphasis has shifted but still taking place, 5<sup>th</sup> - 9<sup>th</sup> July. KH had asked for info to circulate via Ludlow College so we could sponsor a young person to attend. IU to pass on info to potentially interested students. KH had met with Lucy Heasman who is interested in helping with the Green Festival.</p>	<p><b>MB</b> <b>KH</b> <b>MB</b> <b>KH/IU</b></p>
<p><b>5. Green Festival</b> <b>Sponsorship:</b> LT had contacted Ludlow Homecare re sponsorship. They had offered goods eg compost. All to contact LT with suggestions with what would be useful. LT had also contacted Ludlow Motors. They had asked for more information. LT to reply with more information and ask for info from them which could be used in sponsors profile. TD suggested compiling a list of standard questions for sponsors – KH to do. Board ran through a list of potential sponsors and allocated individuals to follow up each one.  LT had looked into potential sponsorship from Co-op and Tesco. Co-op criteria more likely to fit. Could look at applying for 2018 GF, around Feb next year.</p>	<p><b>All</b> <b>LT</b> <b>KH</b></p>
<p><b>6. Feedback from affiliated groups</b> <b>Transport:</b> Nothing new since last meeting. <b>Fair Trade (LT):</b> FT fortnight went very well. Some of group went to lobby Philip Dunne MP re Fair Deal campaign – Brexit negotiations. Had received a lot of communication about this subject and was very receptive and agreed to contact Liam Fox (International Trade Secretary) <b>3Rs:</b> Nothing new since last meeting. <b>Climate Friendly Diet (KH):</b> New potential advocate with lots of ideas. Went to Ludlow College event which was good for networking as well as contacting students. Thanks to Sally Cassels for organising this. Catering students were interested in vegetarian/ vegan diets. <b>Swifts:</b> KH will now represent Swift group on L21 Board. <b>Education:</b> IU had circulated a report (appended) Event at Rockspring Centre taken place. 45 children made bug boxes and planted seeds. Names and contact details collected so children and their parents can be invited to the</p>	

<p>Green Festival. Youth centre bunting making workshops taking place in June (subject to insurance cover – see below).</p> <p><b>Incredible Edible</b> (TD): Lots of plants being grown for Ludlow in Bloom. Article in paper last week. Planting will take place second week of May. Local schools are growing plants.</p> <p><b>Energy</b>: No energy group currently. Roger Furniss working with U3A group.</p> <p><b>GSX</b>: Booked a stall at GF. AGM coming up soon. JD has applied for a grant for L21.</p> <p><b>Car Club</b>: Would like to bring a car to GF.</p> <p><b>Food &amp; Farming</b>: Error on posters and flyer for market due to May Fair dates. Corrections to this are being widely publicised. Shop going well, lots of positive feedback, now open Wed-Sat.</p>	
<p><b>8. Financial Matters</b></p> <p>£1297.06 in current account – up on this time last year.  £1811.47 in reserve account.</p> <p>Nina Foord has now completely taken over book-keeping from Gillian Mortimer. JD had written to Gillian thanking her for all her work. Bank mandates are being updated. Projected expenses mostly related to GF, also accountant’s bill, expected £360 but a discount might be applicable as the accounts are significantly less complex than previous years – JD to ask Nina to enquire about this.  Also leaflet costs, and £400 set aside for sub-groups.</p> <p>Roger Furniss had requested funding for a renewable energy booklet being produced by U3A study group. Board discussed and agreed to offer £50 and request Ludlow 21 logo is featured in the booklet. MB to communicate this to Roger and ask for invoice with receipts, etc to be sent to Nina Foord.</p> <p>Communication needs to be sent to Ludlow 21 Family sub-groups re how to apply for funding for Green Festival activities. (Transport, Swifts, 3Rs – all those not directly represented on the Board). LT to do this.</p> <p>Money already coming in for Green Festival stalls. TD has communicated with Nina re how to identify these, etc.</p>	<p><b>JD</b></p> <p><b>MB</b></p> <p><b>LT</b></p>
<p><b>9. Round-up of local, national and global developments</b></p> <p>Local elections: following the efforts of P4L in partnership with the Town Council, several new candidates will be standing for town council elections.</p> <p>General election: hustings may take place.</p>	
<p><b>10. AOB</b></p> <p>MB to investigate setting up a calendar with reminders of annual dates for eg grant applications, financial matters, etc.</p> <p><b>Insurance</b>: Insurance needs looking into for Green Festival. Also public liability insurance is needed for certain events e.g. running workshops at Youth Centre. TD had written to Gina at Town Council to find out what is already covered in market square. IU will check online for insurance companies which deal with non-profit groups. KH will check with NFU.</p> <p><b>Strategy</b>: include on agenda for next meeting.</p>	<p><b>MB</b></p> <p><b>IU, KH</b></p>

<p><b>AGM:</b> MB to send out a ‘hold the date’ email to membership. JD to ensure that accountant is aware of date of AGM. MB to check Board members’ election dates and Memorandum and Articles of Association for anything else needed for AGM.</p>	<p><b>MB, JD</b> <b>MB</b></p>
<p><b>11. Date of Next Meeting</b> <b>18<sup>th</sup> May, AGM 22<sup>nd</sup> June, provisional Tuesday 11<sup>th</sup> July</b></p>	

## APPENDIX

### Report on progress of the education group. 5-4-17

The main thrust of the work this year continues to focus on the recruitment of school and youth groups to participate in the Green Festival.

1. **Ludlow Infant School** are very much the front-runners in this and I am confident that they will be fully involved both in the lead up to the event and on the day itself. Their projects include:

- The creation of a recipe books using recipes contributed by staff and parents
- The creation of recycled pots, made out of things as diverse as trainers and handbags
- The cultivation of different plants
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**Ludlow Junior Schools:** I know they are involved with Tish on an incredible/edible project. Unfortunately they were not able to send a representative to the Eco Schools meeting on March 27<sup>th</sup>. (This meeting had to be cancelled because the other schools were also unable to send representatives). However, I am hopeful that I can work with one of the teachers

**Ludlow High School:** unfortunately, they have said that they will not be able to participate because of the pressures of school work and examinations. This is a great shame, but I suspect that the change of heart is related to an incident during the Free Trade Fortnight which somewhat alienated them. Fortunately, bridges have subsequently been built and we are hopeful of the future participation.

The other schools, Bitterley, Bishop Hooper, and Corvedale, have all shown some interest, but I shall follow up on an individual basis.

2. Ludlow College Community Conference; it was great to finally make contact with students, albeit relatively few of them. I grabbed half a dozen students that we might be able to call upon as participants/helpers in the Green Festival. I have their details and will make contact within the next fortnight.
3. Rockspring Community Centre Craft Afternoon: this is happening on Tuesday 11<sup>th</sup> April and both Erica and myself will be involved – making bug hotels and planting herbs. We are expecting to have up to about 90 youngsters in attendance.
4. Youth Club: arrangements for our June/July bunting- making workshops are underway.

Ian Urry