

**Minutes of Ludlow 21 Board Meeting  
3<sup>rd</sup> March 2021 via Zoom**

Present – Tish Dockerty, Ian Urry, John Daniels, Chris Deaves, Kim Holroyd, Megan Blackmore

<b>1. Apologies for absence</b> – Di Lyle	
<b>2. Declarations of interest</b> – none	
<b>3. Minutes of last board meeting held on 12<sup>th</sup> January, and matters arising not elsewhere on the agenda</b> The Board agreed these were an accurate record of the meeting. MB had linked to the new Fairtrade website from L21 website.	
<b>4. Green Festival</b> It is likely that restrictions will have been lifted by the end of June. TD reported that the square is booked for 11 <sup>th</sup> July if we want it. Risk assessment relating to Covid and potentially insurance needs to be considered. Other festivals eg Ludlow Fringe are going ahead. TD had enquiries from potential stallholders. Normally we would have started planning the festival in January, but TD felt we could still pull something together. The Board agreed the best approach would be to contact the GF mailing list to see if there is enthusiasm to plan a festival for this year. IU to do this.	<b>IU</b>
<b>5. Update on financial situation</b> JD had great difficulty in getting online access to the bank account arranged. Some paperwork has now been submitted so hopefully should be sorted soon. TD congratulated JD for persevering with this. Web hosting for the Green Festival is due for renewal. JD to arrange this. Web hosting for the L21 website has been renewed. MB to send receipt to JD to reclaim expenses. The ground loop heating project is likely to have an invoice due to be paid within the next fortnight. The only means of payment at the moment is by cheque. JD and IU to meet to sign cheques.	<b>JD</b> <b>MB</b> <b>JD / IU</b>
<b>6. Response to Information Commissioner’s Office</b> We have received a letter from the ICO regarding GDPR registration. CD reported that we could be exempt from registration if we are only holding data for the purpose of administering membership. Board agreed that we may be outside of this exemption so we should register and pay the fee of ?£35. This needs to be done by 15 <sup>th</sup> March. TD to arrange registration. We need to ensure we are complying with GDPR regulations. Training is available on the ICO website. Board members to familiarise themselves with the requirements and review at next meeting.	<b>TD</b> <b>All</b>
<b>7. Green Drinks</b> February’s Green Drinks fell in Fairtrade Fortnight. Sylvia and Liz from the Fairtrade group ran a quiz, which attracted some new people to Green Drinks. The Board thanked Liz and Sylvia for a successful evening. It was agreed that different groups hosting GD is working well. Proposals for the next two months are: March – CEE Bill as this ties in with a key date for the bill of 26 <sup>th</sup> March; April – cargo bikes. KH will make arrangements.	<b>KH</b>

<p><b>8. Facebook Campaign</b>  MB reported that the new #gogreenludlow facebook campaign is going well and thanked members for their contributions. TD and MB are meeting regularly to review this. Our followers on facebook are mostly different people to those on our members and supporters email list, so we are reaching a wider audience. The number of facebook followers increased by 50 during February, so this is evidence of greater engagement. News sent out via facebook is also being collated into a monthly newsletter which is put on the website and emailed to members and supporters.  MB suggested a monthly children’s poster competition as part of the campaign. Board members approved this suggestion and suggested that stickers, photographs, etc, could be added, and that we should find somewhere physical to display the results. MB and IU to meet to progress this idea.</p>	<p><b>MB / IU</b></p>
<p><b>9. CEE Bill</b>  Members had been emailed about the Shropshire campaign on this. To be featured at March Green Drinks.</p>	
<p><b>10. Ludlow Hydro AGM</b>  This is due soon. L21 holds shares in Ludlow Hydro. JD and TD will be attending as private shareholders so will report back at next meeting.</p>	<p><b>JD / TD</b></p>
<p><b>11. Possible Carbon Footprinting Project</b>  DL had proposed this but unfortunately could not attend the meeting.  CD reported that Zero Carbon Shropshire are trying to think of ways of reporting carbon reduction in absolute terms and are asking community groups to act as Carbon Friends and collate information on efforts by individuals.  The Board felt this was a good idea. CD will ask DL to let us know more.</p>	<p><b>CD/ DL</b></p>
<p><b>12. Proposed book donation to Ludlow Library</b>  In response to MB’s request for book suggestions for a media post for World Book Day, KH suggested that L21 could donate a book or books to the library. KH had asked library staff about this and was told they would welcome a donation of physical books (as opposed to cash.) The Board supported this idea and agreed a budget of £100. MB to ask members and supporters for suggestions of books.</p>	<p><b>MB</b></p>
<p><b>13. Feedback from Friends and Family Groups</b></p> <p><b>Sustainable Transport</b>  The e-cargo bikes project is progressing and an individual has come forward who would like to take it on as an enterprise.  Ludlow Town Council are to be approached to fund a reprint of the bus timetable.  Robin and David have done some work on the Rural Transport Strategy.  The Car Club have been having some problems with batteries losing charge if the vehicle is not used often enough. This is being investigated.  South Shropshire Climate Action Group have collated reports and will be putting together an action plan.</p> <p><b>Fair Trade</b>  Fairtrade Fortnight is ongoing and members are being encouraged to participate in the Fairtrade Foundation’s free online festival.</p> <p><b>Incredible Edible</b>  The remote seed swap is happening. Plants will be added soon and the wheelbarrow will be out. MB to add info to the L21 website.</p>	<p><b>MB</b></p>

<p><b>Energy</b> Ground loop heat study: The survey phase is complete. The project is moving forward nicely. Neen Sollars Hydro is continuing to operate effectively.</p> <p><b>Climate Friendly Diet</b> Some Zoom meetings have been held to share recipes, although the meetings have been mostly social. Some vegan recipes have been shared. KH to send copies to MB for facebook and newsletter.</p> <p><b>Local to Ludlow</b> The market continues to operate. Cafe and shop to hopefully open later in the spring.</p>	<p><b>KH / MB</b></p>
<p><b>AOB</b> KH passed on thanks from the UN association and Hereford Peace Council for use of the L21 Zoom account, it is very much appreciated.</p>	
<p><b>Date of next meeting</b> Tuesday 4<sup>th</sup> May, 7.30pm via Zoom.</p>	