

**Minutes Ludlow 21 Board Meeting Tuesday 1st November 2016 7.30pm,
Feathers Hotel,**

Present: John Daniels (JD), Tish Docherty (TD), Ian Urry (IU), Kim Holroyd (KH), Liz Taylor (LT)

1. Apologies for absence: Megan Blackmore (MD), Gillian Mortimer (GM)
2. Declaration of interests: TD – item 5 - Request from Food and Farming Group
3. Minutes of last Board meeting held on 29th September: Minutes agreed as an accurate record.
4. Matters arising not elsewhere on the agenda: List of Green Festival volunteers to thank had not been received. It was agreed to put photos of GF on website and include a note of thanks on this page. Request for images from Eliz Anne and Erica. A link would be sent to all Ludlow 21 members **Action TD**
5. Request from Food and Farming Group for transfer of activities: At the 29th September meeting, the Board had agreed this in principle provisional to the consideration of Ludlow 21 finances. TD had reported this decision back to the Food and Farming Group. An email from Kate Norman 12th October 2016 regarding the request for transfer of Food and Farming Group activities was circulated to all Board members and is appended at the end of the minutes.

Kate Norman had been invited to this evening's meeting for item 5. The background to the request was reiterated and questions fully answered.

Seed funding would be needed to carry out the project, primarily to fund set up costs for the café/shop. Over past years, surplus from the market enterprise had contributed to most of Ludlow 21 funds.

The café shop would serve as an information hub for the whole of Ludlow 21. Products sold/served would be a way of promoting local sustainability and would not be in competition with local businesses or market traders. Any surplus would go towards continuing to promote local produce

The Food and Farming Group would continue to be a member of and supporter of Ludlow 21. It was hoped there was a mutual sense of responsibility and trust on the part of both Ludlow 21 Board and Food and Farming Group

It is hoped that the launch of the shop/cafe could take place on 25th November.

Kate left the meeting.

A view was expressed that TD should not attend the ensuing discussion. A show of hands indicated by three to one that TD should remain to contribute to the discussion.

An in depth discussion and reflection took place.

A motion was proposed by JD and seconded by IU that the transfer of Food and Farming Group activities outlined in the email of 12th October from Kate be accepted.

There were two amendments proposed: a) that we allow 2 weeks for membership to respond before voting on the motion and b) that the sum of £2,700 was too much and should be reconsidered.

Neither amendment was seconded. Neither amendment proceeded.

A vote was taken on the above motion that the transfer of activities outlined in the email of 12th October from Kate be accepted. This was agreed by a majority of four to one. The motion was carried.

The Food and Farming Group is to liaise with Ludlow 21 Board over practicalities regarding financial matters. **Action: JD and GM**

6. Financial Matters: Progress with accounts: Following useful meetings with the accountant, outstanding disparities regarding Ludlow 21 accounts for 2015/16 have been resolved. The accountant has offered to provide an excel spreadsheet template. Ongoing accounting needs of Ludlow 21 following the splitting off from Food and Farming Group accounts will be discussed with the accountant. **Action: JD**

JD and GM were thanked for their work

7. Structure update and next steps: Following the email to vision groups of Ludlow 21 inviting groups to select from one of the two types of membership, all groups had responded either by email or through members of the Board. All former vision groups (now sub-groups) have opted for 'family' membership. Two are already represented on the Board (Education – Ian Urry; Climate Friendly Diet – Kim Holroyd) while three have sought representation from members of the Board (Energy – Ian Urry; 3 Rs – Ian Urry; Transport – Liz Taylor)

It was agreed that each vision group would be responsible for sending Board members regular minutes/updates of their activities.

It was agreed that the smaller groups – Car Club and Swifts be approached and offered a 'Friend's membership'. **Action:TD**

GSX Denise Thompson is happy to continue to report back information to relevant members of the Board.

Email contact list: Request Megan deletes the following:- events, postmaster. The rest should be retained. **Action: MB**

It was agreed that the Board would take on the functions of the former 'Strategy' Group set up as a separate entity under the old Board.

It was agreed that The Green Festival should now be directly part of the Board. Board members would attend meetings of GF if at all possible and be closely involved in decisions.

8. Green Festival update and minute decision from Board 13/10/16: The two meetings (13.10.16 and 27.10.16) have been positive with many good ideas. Decisions agreed at the meeting of 13.10.16 – see appended notes. The co-ordinator post is to be unpaid as there are insufficient funds to meet payment Sub groups will be able to apply for up to £50 for activities at the Green Festival.

It was agreed that the advert for the co-ordinator post was ready to send out.

Action: TD and MB

Next meeting of Green Festival is Monday 7th November 7.3-pm Queen Elizabeth Room, Feathers Hotel.

9. Feedback from subgroups:

Fairtrade – subgroups have been recently formed for education, business and churches and have each met to plan future action. Traidcraft Christmas Fair Saturday 19th November and a notice will be sent to Ludlow 21 members and also an entry on the website. **Action: LT**

Transport: LT had received minutes as the rep for the group. These will be circulated to Board members. **Action: LT**

Climate Friendly Diet: TD reported that Incredible Edible would like to take part in Ludlow in Bloom and are offering edible plants for the tubs. The help of schools in planting would be included. **Action: TD to liaise with Viv Parry**

Education: Planning continues, more members are welcome

Energy: The group had not met. No report available.

3 Rs: IU reported following a recent meeting. Bike maintenance classes in the Junior School through the year; It is hoped to start a tool repair workshop refurbishing tools for Africa (Tools for Self Reliance); toy library is in the planning and a suitable venue is being investigated. Grant funding is being sought. The group is keen to participate in Green Festival activities.

10. Green Drinks Programme: 21st November – Marie and Ian ‘ Off Grid’;

21st December – pre Green Drinks Christmas meet up at David and Clare Currant’s with baked spuds. This is aimed at families but includes everyone

21st January ‘ Woofing’ tbc

It was agreed to buy a gift for staff at the Feathers Hotel as a thank you for use of their premises through the year and also for the Blue Boar for use of the Sitting Room. **Action: KH**

11. Future Ludlow 21 newsletters: item to be deferred until MB can attend

12. Update on People’s Alliance for Ludlow: 15th November meeting ‘The Frome Experience’ and local democracy;

Gina from Town Council and People's Alliance are holding a workshop for people interested in becoming town councillors.

13. AOB: Scarlett is prepared to run a Facebook page for Ludlow 21; Barclays involvement in fracking – individuals are able to make an appointment to discuss concerns with Barclays or go onto Barclays website.

14. Date of next meeting: Thursday 8th December 7.30pm Feathers Hotel. A small room has been booked.

Appendix: email from Kate Norman 12th December

LUDLOW 21 BOARD

Re; Request for transfer of Food and Farming Group activities.

Tish has reported to our committee that you have approved our request in principle but are concerned about the implications of loss of financial support for the overall running costs of Ludlow 21 and would therefore like more detail about the proposed donation. Having looked at last year's accounts we can see there is a shortfall between the basic income and expenditure of about £100. We accept that that may be somewhat larger this year because of accountancy fees but those will be much less in future years without Food and Farming activities. Unfortunately the Local Produce Market stall income is significantly down and may not make much or any surplus this year, so we cannot commit ourselves to a large contribution to other L21 activities. We are proposing a donation of £360 to be paid at £30 monthly by direct debit and with an annual review by both parties.

If that is acceptable we would like to get everything sorted by the end of October. That would include transfer of the name 'Local to Ludlow', the cooking trailer, the gazebo, the green bags, and £2700. (The trailer and gazebo would still be readily available at no cost for use by L21). We would also need the figures for these activities in the current financial year. We would take over the insurance for all these items from the date of transfer. We will continue to be part of the Ludlow 21 'family' and the shop can be used as an information hub for any L21 activities.

I hope that with this clarification we can agree and move forward.

Kate Norman

Oct. 12, 2016