



# Board of Trustees

5 September 2012  
CPRE, London

## MINUTES

Paula Ridley (Chair)  
Freddie Gick  
Martin Meredith  
David Tittle  
John Walker  
Helen Marcus  
David Lovie  
Neil Sinden

Steve Graham (Director)  
Ian Harvey (Co-ordinator)

### 1. Apologies

There were apologies from Paul Clarke.

### 2. Minutes of meeting of 21 June 2012

The June Minutes were signed and there were no matters arising.

### 3. Private item

Paula Ridley, Martin Meredith and staff left the room.

### 4. Co-option of Chair and Treasurer

It was agreed that Paula Ridley (Chair) and Martin Meredith (Treasurer) would be co-opted as Trustees of Civic Voice for the period of 1 April 2012 to 31 March 2013.

Freddie Gick nominated and David Lovie seconded the decision of Chair

All in favour with one abstention

Freddie Gick nominated and John Walker seconded the decision of Treasurer.

All in favour

## 5. Away day feedback

SG introduced a report from the away day that led to a discussion about its contents. It was agreed to circulate a copy of the Facilitators report to delegates minus the strategic objectives that will be revisited by the Board at the November away day. **(Action SG)**

SG highlighted Strategic Objective 3-Campaigns-and suggested that he, and Ian, would like to work with one or two Trustees to develop a couple of ideas over the next few months. **(Action All/SG)**

IH introduced a summary report based on feedback received from delegates. A discussion was held by the board about the outcomes from the day and it was agreed to take forward the idea of a Civic Forum as a way to strengthen the transparency of Civic Voice and to give a vehicle for people to help contribute to our future. **(Action IH)**

## 6. Staff report

IH introduced a report covering the range of different activity undertaken since the June meeting and including a forward look.

The Parliamentary All Party Parliamentary Group on civic societies will be re-launched in November.

Freddie reported on the immense success of Civic Day and the Board thanked him for all their efforts. Freddie highlighted the real potential to expand Civic Day and use it as a focus for strengthening civic societies, bringing in new support and promoting greater involvement of people in contributing to the place where they live.

The Board noted that it was the Heritage Open Days programme would be taking place the following weekend and all members were encouraged to visit local events. The board had a discussion about the future of HODs and all were in agreement that this was a key project for the civic movement. **(Action SG and DL to meet Graham Bell)**.

IH explained that we may want to consider renewing the license on the E-campaigning tool that we use to enable civic groups to make “easy” contact with local MPs and newspapers. Board delegated authority to PR and MM to consider the situation when demand occurs. **(ACTION IH/PR/MM)**

The board held a discussion about the effectiveness of the planning panel and were encouraged to hear that opportunities will be found at the AGM to host a meeting of this group.

JW updated the Board on his recent opportunity to present Civic Voice’s view on HS2 to Justine Greening MP in his role as KFAS Chair.

It was agreed that all future papers submitted to the Board should be authored. **(Action IH/SG)**

## 7. AGM and Board appointments

IH introduced and the Board, with some slight amendments to timings agreed the proposed programme for the AGM and national convention in Coventry. It was agreed to present the Civic Day awards at the Friday reception. Marsh Awards would be presented at the AGM and we would be looking forward to welcoming Griff Rhys Jones give the keynote speech.

The Board received an update on the candidates who are standing for the board and a discussion was held around the process to ensure all societies who are members of Civic Voice have enough time to participate in the vote. It was agreed to circulate the nominations and voting form by email on September 10 to allow at least 4 weeks for the voting window. **(Action IH)**.

David Lovie confirmed he would be standing again while Freddie Gick explained to the board that he would not be seeking re-election.

## **8. Civic Survey**

There was a wide ranging discussion about the Civic Survey and it was agreed that the Board should take stock of the report and priorities looking ahead, consider how best we define and strengthen the civic movement and address future funding and support (including a more detailed review of membership fee options). All accepted that it was no easy solution and many external factors contribute to the success and effectiveness of civic societies. It was agreed we should continue our approach to “lead by example” and continue to find ways for civic societies to showcase their work to each other. All were asked to give detailed feedback on the report before October 1<sup>st</sup> **(Action – All)**

## **9. Membership**

IH updated the Board to say that a sub-committee has been set up including MM, HW and JW to review the current membership fee. Civic groups have indicated to IH that they would like to see Civic Voice “revisit” the current membership model. It was agreed that the sub group would submit ideas to the Away day. Other Trustees were asked to join the group. **(Action All)**

## **10 Funding**

SG stressed the importance of civic societies developing thinking on how they could shape neighbourhood planning and outlined the support being given to access funds and focus political attention on their role, including through a community front-runners programme.

SG led a discussion on different work that the fundraising committee had considered over the past three months and presented several different options. A discussion was held by the board about the pros/cons of each opportunity and it was considered that as time goes on, each opportunity had the ability to evolve in different ways. The board emphasised that any funding from Government should in no way fetter our ability to speak out on relevant issues, such as planning reform.

SG to continue working with relevant board members where appropriate in taking forward the funding framework **(Action SG)**

## **11. Annual report and accounts**

The Management Accounts were introduced by Martin and noted by the Board.

MM then introduced the Board's second annual report and accounts. It was agreed that the report was important for providing a full explanation of our activities in the early development of Civic Voice. A conversation was held around the statement referring to our level of reserves. MM agreed to slightly change the wording.

Freddie proposed and John seconded the annual report and accounts in principle and delegated authority to PR to sign off with some slight amendments. This was agreed unanimously (**Action PR/MM**).

It was agreed a short, public facing annual review should be produced in time for the AGM (**Action**).

## **12. AOB**

Paula Ridley thanked Freddie Gick on behalf of the Board for the huge amount of work he had contributed to Civic Voice over the past few years, in particular in managing to establish Civic Day as a national event so quickly. The board all thanked Freddie for his efforts and wished him well for the future.

## **13. The Board held a private session**

Staff left the room.