



# Board of Trustees

## MINUTES

CPRE start time prompt at 1pm with a target 4pm finish.  
27<sup>th</sup> May 2014

Freddie Gick (Chair)  
John Walker  
Neil Sinden  
Martin Meredith  
David Tittle  
Helen Marcus  
John Kershaw

### Staff

Ian Harvey

### Apologies

Gill Roxborough

## 1. Welcome, Introductions and Apologies

As this was the first meeting to be attended by Joan Humble (Chair of Blackpool Civic Trust), all board members introduced themselves and welcome Joan to the board. The Chair explained constitutionally, Joan will be filling the vacancy on the Board following on from Paul Clarke's departure. It is up to Joan if she wishing to stand for election during the elections as her appointment ends at the AGM.

Joan said she was looking forward to working with the national movement on a national level.

Apologies were received from Gill Roxborough.

## 2. Draft Minutes of April meeting and matters arising

With the following change, the minutes from April 2014 were agreed.

*Item 4 to add.*

*"Significant changes are likely to occur before the next board meeting due to membership renewals and various other activities being in process".*

## 3. Chair's update

The Chair gave a verbal update on activities since the previous meeting.

It was noted that:

- Archive project: FG had held a meeting with a senior lecturer at Bath Spa University who would be prepared to host the archive focused on the civic society movement. It was explained that Bath Spa were very keen to progress the idea. *Action: The board gave the Chair permission to continue discussions.*
- War memorials: Communication has been exchanged with Clive Aslet (the author of War Memorial) who has expressed an interest in supporting a project to involve younger people in learning more about their local war memorial. *Action: The board gave permission for the Chair to return to the next board meeting with a paper outlining what a possible project could look like.*
- Public Realm: Discussions have taken place with a planning and design consultancy about a Civic Voice supported publication. This publication would be focused on street design and street clutter. This publication could be provided to civic groups to support a campaign to improve the public realm *Action: The board gave approval to the Chair to continue the relevant discussion*
- John Thompson Partners: Discussion are taking place with John Thompson Partners who are keen to support a slimmed down version of a booklet focused on “Community Planning”. *Action: The board gave approval to the Chair continue the relevant discussion*
- President Roundtable: The chair updated the board on two recent meetings hosted by Griff Rhys Jones. It was noted that we had received support from Bircham Dyson Bell and English Heritage in holding these events. The meetings had given us the opportunity to develop relationships with journalists in national media and with a number of national influential individuals. *Action: The board asked the Chair to formally send thanks to Griff Rhys Jones for hosting the meetings.*

#### 4. Treasurer Report

The Treasurer provided a verbal update on current finances.

It was noted that:

- We need to find approximately £20,000 worth of core funding each year to cover our current estimated annual deficit.
- The board said we should be optimistic in our performance and strategy to believe we can fill this.
- Ideas from members to increase income involve organising prestigious corporate dinners as a way to corporate income and to implement a raffle at the annual convention

It was agreed that:

- We would review the budget for the 2014-2015 financial year at the July board meeting. ***Action: All to give MM feedback so we can finalise our budget.***

#### 5. Esmee Fairbairn Bid

A paper was introduced outlining the current thinking that would help build a funding proposal to Esmee Fairbairn for core funding. Staff were looking for direction from the board over the emphasis on different elements of the bid.

It was noted that any paper should:

- Demonstrate how funding will help create a step change in the growth of the organisation
- It should be centred on how we are creating a voice for the movement
- Core funding for three years should be the priority with public profile, hiring of staff

It was agreed that:

- We should wait until after we know about the war memorials fund before submitting
- The bid should focus on outcomes rather than activity
- The board should see a final paper before submission
- **Action: All to give IH feedback on current paper and IH to circulate before submission**

## 6. Manifesto Update

DT led the group through a discussion about Civic Manifesto 2015 focused on a presentation that summarised the latest survey of members about civic movement priorities.

It was noted that:

- Over 50% of civic groups involved in Civic voice have responded to the manifesto

It was agreed that:

- The next draft of the document would be shared with the membership before returning to the next board meeting
- The board will hold events at both the Conservative and Labour party conferences to promote the manifesto and trustees are welcome to attend
- **Action: All to give IH and DT formal feedback on the manifesto**
- **IH to circulate next draft of document with membership**

## 7. Trustees and Board Elections

The board held a discussion and agreed to consider to transition arrangement from 2016 onwards at length at the July board meeting.

It was noted that:

- Constitutionally, the AGM will need to include elections to fill places on the Board - the vacancy on the Board caused by Paul Clarke's resignation (Joan Humble's appointment ends at the AGM), and Helen Marcus who is elected until October 2014.
- Electing members is about democracy and any process we undertake has to be fully transparent to ensure the confidence of membership
- Rotation would be the preferred method to ensure we have as smooth transition on/off the board in future years.
- Ensuring the right set of skills is essential to the success of the board and the organisation.

It was agreed:

- To consider transition arrangements for the board and the next 3 years at length at the July board meeting.

## 8. Staff update

Staff tabled a paper outlining current activities.

### AOB

No AOB recorded.

### Private Business

Staff left the room and the board moved into a private item.