

Minutes of ELL, Quarterly Meeting, 13th February 2015

Present: Jo Homan, Gemma Harris, Poppy Pickard, Patrick Maher, Richard Vials, (Alex Sylvester)

Apologies: Jane

COUNCIL

There is still plenty of uncertainty about what is happening with the site. Jo hasn't received a reply from the council to an email sent last December – to Stuart Hopking. We need to maintain good relations with the council staff. Jo attended the Haringey Friends of Parks Forum and spoke with Simon Farrow. He was vague about the security of tenure for ELL, and raised a concern about one ELL volunteer 'trespassing' onto the site, on a non volunteer day and refusing to leave when asked. Richard confirmed that it was him but recalled having a very friendly exchange with the staff and certainly would have left if he'd been asked.

ACTION: Richard to draft an email explaining what happened. COMPLETED

SHOWCASE BED

Richard explained his design for the showcase bed. It will be more formal with clear divisions into 5 zones: vegetables, fruits, teas, herbs and salad leaves.

DATE OF MEETINGS

Gemma often can't come on Fridays so the meetings could be moved to Mondays from 11-1. However, people enjoy the PACT meals also, so decided to keep at existing time.

ACCOUNTS

Jo didn't bring them to the meeting

ACTION: Jo to send the accounts to the next meeting COMPLETED

ROLE DESCRIPTION FOR JO

Some had read Jo's role description and it was felt to be acceptable. Jo found it useful to track her hours – has been doing since November. She found that the ratio of training and ELL to admin, meals and walks was 3:1 on average.

AGM BUSINESS

Meeting wasn't well publicised enough and there was some confusion that this was meant to be an AGM or just a quarterly meeting. There was also some uncertainty about what the ELL Articles of Association say should be covered in an AGM.

There were several uncompleted actions from last year, including the idea that we would have a forest garden conference, try to collaborate with TCV, that we would have an induction process for new volunteers, and that the permacultural agenda would be promoted more in site signage.

ACTION: Jo to convene another AGM and publicise it more widely, e.g. through signage at ELL. Publicise agenda in advance. Make Articles of Association, accounts and last year's minutes available. COMPLETED

ACTION: Jo to flag up actions of last year's AGM to last year's attendees COMPLETED

ACTION: Jo to use Googlegroup list for when new people join ELL COMPLETED

APPOINTMENT AND RESIGNATION OF DIRECTORS

Sam McCabe stepped down from being a director on 22nd December 2014. Alexander Sylvester agreed to become a director. There was some confusion about the procedure for appointing new directors. Our existing directors are now: Gemma Harris, Hannah Roberson, Jo Homan, Poppy Pickard, Jane Howson, Patrick Maher, Richard Vials and possibly Alexander Sylvester.

- ACTION:** Jo to check Articles of Association on appointing new directors. COMPLETED
- ACTION:** Register Alex as a director with Companies House, if appropriate. COMPLETED
- ACTION:** Remove Sam as a director with Companies House. COMPLETED

WEBSITE

Gemma had spent some time looking at the ELL website and was largely pleased. She felt the extras page should not include information about woodworking with a volunteer who is no longer on site. She also said the project could no longer be described as volunteer-led, since Jo is now being paid. Finally, Gemma mentioned that the about page should include more information about the funding from PACT.

- ACTION:** Jo to update website. COMPLETED

DATE OF NEXT MEETING

The next meeting is the AGM on Friday 8th May, 11am, at ELL. The meeting after that is a quarterly meeting on Friday August 14th at 11am, then November 13th at 11am.

- ACTION:** circulate these minutes. COMPLETED