

## Notes of meeting 18 September 2007.

Attending: Kate, Helen, Margaret, Suzanne, Tim (Chair), Steve, Jonathan

Apologies: Ed, Patrick

Notes of last meeting agreed

### Membership

No report (Ed absent)

Membership insert went out with newsletter. 5 new members from it. Suzanne will send file for inclusion on website.

One 'joint application' with £2 fee sent for 2 people. Work on the basis that only one member can vote at meetings. Ed will deal with it as he has similar cases in the past.

A new letter box has been set up at the Post Office counter in Tesco's. This is in addition to the one set up in Patco.

### Finance

£9902.75 total balance of which £233.71 unrestricted funds. Three designated funds are for the Publishing project, the Talk of Totterdown and Totterdown Square.

There is a meeting between Alice Pollet and Margaret with the 'People's Millions' administrators to discuss advancing the application with them for the play equipment on School Rd Park (application value approximately £80,000).

Kate is awaiting news on a grant for Training.

Publishing project. A freelance sessional worker has been taken on in the immediate term to work on the project. An advertisement for the ongoing position will be posted in the next edition of Talk of Totterdown.

Authorisation of payments from the bank. The internet banking arrangement currently allows one person to authorise payments from the account. This poses a security risk and will be shut down from now on. **Action Margaret.**

All cheques need to have two signatures, this will be re-confirmed to the bank. **Action Margaret.**

Proposals for funding need to be approved by the committee in advance of submission.

Large projects need to have a timetabled project plan that is approved by the committee and is reported on by the project leader at committee meetings. Where the project deviates from the plan approval for the variation should be sought from the committee and where appropriate the funder. In any case the committee should be informed of expenditure in excess of £500.

£250 has been received from Quartet for the membership insert.

### Talk of Totterdown

Another excellent issue – thanks to Jonathan & Richard. Delivery of the coconut samples has had mixed reviews – some deliverers found it an opportunity to meet their neighbours, others found it difficult.

Jonathan pointed out that It costs us circa £800 per year to produce ToT. Eventually we'll run out of 'obvious' sponsors. If we could get Bart involved on an ongoing basis, for example sponsoring an issue per year, it could be beneficial to funding going forward.

In general we will aim to avoid other people's inserts or delivering items for sponsors or other organisations.

### Turnpike pub

Dave, the new landlord, would like to meet to discuss his plans to make the pub a 'community pub'. **Action Margaret** to set up a meeting.

### Social event

Ed has discussed the possibility of a social event for TRESA members at Bocobar. There was broad support for this initiative.

### School Road Park

Alice needs to meet our Councillors and Peter Wilkinson. It would be good to have TRESA representation. It was suggested that Peter or Ed would be best people to attend, Kate is willing to go.

### Planning

Former Esso Garage site – Steve forward emails received to planning dept. Set up page on website to follow it.

### Totterdown Square

Suzanne has received an offer of help with the next phase to encourage the businesses around the square to apply for the City 'Tidy Business' award.

Tim is leading on bulb planting and litter picking for the autumn.

### Arena

Steve will re-engage with SWERDA, the council & developers on the current position.

### Local Churches

Tim & Helen have compiled a report on the use of local churches (circulated at meeting)

### Insurance

We currently don't have insurance. We should renew the insurance. **Action Kate** to renew it.