



Vale Vision Development Trust Ltd

Minutes of the meeting of the Board held on 19 February 2009 at the Vale Vision shop

Present: Chris Cherry (CC), Linda Cherry (LC), Bob Littleford (BL), Shirley Hill (SH) Mike Doughty (MD), Hilary Fowles (HF), Miranda Clifton (MC)

1. **Apologies:** Andrew Buffery (AB), Geoff Wheeler (GW)

2. **Minutes and matters arising from the meeting held on 22 January:** agreed to be a true record
Matters arising: none

3. **Correspondence:**

- i) Dursley Festival: next meeting 23 Feb at 7pm
- ii) VCA: re volunteer wishing to work with VV as computer wizard. **CC/GW** to follow up.
- iii) SDC: re grant for cycle track for 08/09 – report required on costs incurred and work done to enable funding to be drawn down. **Action MD**

4. **Financial report:**

- MD tabled a written analysis of the current position; funding sufficient to run for 3 months. SH had been paid for working up to the first week in Feb and was no longer employed. Major costs were the computer lease and toners for printer. It was queried whether such an expensive printer was needed; principally required for printing 'What's On'. Agreed further enquiries be made of outside printers for this. **Action LC/MC**
- Other funding available or applied for:
 - SDC for cycle trail, to be drawn down
 - SDC for sculpture trail £2000
 - Magnox for Business Forum, £15000 allocated
 - RDPE bid for cycle trail, awaiting result

5. **Project & programme management:**

- (i) There was insufficient funding to employ a project manager and continue to cover VV's running expenses. Shirley Hill had agreed to continue to support VV when possible as a volunteer, with the cycle trail, Breakheart Quarry and the sculpture trail. The directors would have to do the majority of the work on funding bids, which Shirley could provide advice/support for. When making the agreements about Breakheart Quarry VV would not be completely responsible for its management.
- (ii) The following lead responsibilities were agreed for projects:
 - Sculpture trail: SH, LC, CC
 - Breakheart Quarry: GW
 - What's ON: MC, MD to do invoicing.
 - Cycleway: BL
 - Website: GW
 - Newsletter: GW
 - Business Forum: SH, LC

6. **Shop volunteers:** currently one doing an NVQ 3 Business Studies; one intending to do an NVQ, currently occupied with Job Centre on shop days; another hoping to do an NVQ; one intending to do a computer course at the college; one does general tasks in the shop.

7. **Projects progress:**

- i) Cycleway:
 - BL reported he was looking into a bid to Glos Environmental Trust for £30k, but felt insufficiently experienced to formulate and write the bid. **It was agreed** it was not appropriate to pursue this bid at this stage as there are land ownership problems to be solved.
 - Bloor homes would be constructing the part of the cycleway crossing its site.

- Tesco was to be approached about the possibility of part of the cycle track crossing its site. **Action BL.**
- There was a meeting planned with councillors and representatives from all council departments involved to discuss advice/support available and to ensure that progress could be made when funding became available.
- The bid to Sustrans was still under consideration, result expected imminently.
- There is some GCC funding in reserve for signage for the path.
- BL was thanked for the time and expertise given to this project; the directors gave their full support to continuing the current course of action.

ii) Sculpture Trail:

- A maintenance schedule needed to be planned.
- A Leyhill work party would do work in April.
- The official hand over of grant from Energy Solutions would be on 27 Feb
- New information signs were ready to be erected

iii) Breakheart Quarry:

- The NDA had required some small changes to the bid for funding
- Glos Wildlife Trust had been contacted regarding any involvement on their part.

iv) Lister Hall: A meeting of the trustees/shadow board was to be held to discuss taking forward the change of status to charity.

v) What's On:

- A schedule for receipt of copy, printing etc for future issues should be developed.

Action MC

- A proper record of payments for advertising needed. **Action MC/MD**

8. **Memorandum and articles of the company:** GW reported that these were outdated and in need of revision. If it was straightforward they could be ready for the AGM. Agreed the revised versions be brought to the March board meeting.

9. **A O B:**

- CC - the shop insurance specifies 5 lever mortise lock on door. As current lock jams agreed to ask landlord to renew lock as per specification, costs to be shared.
- CC - Shop Local Campaign, new bags available for distribution for sale. Action GW/SH. MD enquired about destination of income from bags - financial implications.

Date of next meeting:

Thursday 19 March at 7pm in the VV shop.

(Meetings on 3rd Thursday of each month)