

Haddonhall Steering Group meeting

Tuesday 2 December 2003

Present: Ida Forster (minutes), Wendy Richmond (Chair), Charlie Whitmore, R Macklin, T Macklin, Flo French, Pattie Whitmore, George Varughese, Bill Guest (?)

Apologies: David Baker, Sue Jennings, David Baker, Mike Sedgwick

1. Registration update

George explained that TMOs would normally go through PP to register with the FSA but that PP have suspended their registration process so this is not an option at the moment. Another option would be to register through another sponsoring agent but there is not one whose rules would be appropriate for us, so the best option is to write our own rules and register directly. This will cost £950 instead of the £500 it would cost through PP.

George confirmed that we can progress with the registration process regardless of the Accounts being uncompleted.

The issue of liability is still unclear.

George agreed to change the dates of the financial year as they appear in the rules to make them appropriate to the TMO's financial calendar.

The Steering Group agreed to register directly with the FSA. Wendy to ask Bob to issue a cheque to the Financial Services Authority for £950.

The draft rules will be ready to sign on 12 December. **Ida, Wendy, Renie and Flo agreed to sign as founding members.**

2. Accounts update

The accounts have not been completed. George offered to do a damage assessment on the books as they stand now as part of the Options Study so that we can consider options for getting them ready for audit.

The Steering Group agreed to ask Bob to return the books to the Estate office so that they could be available for inspection, regardless of their current state.

George will seek advice on other support around this issue.

3. Jam Factory

As Chair, Wendy thanked Flo for her work on this. We still have not had a reply from Jackie Wilde on the progress of our 'wish list'. George advised that we find out how to access the 'pool' of Section 106 monies that is sometimes held by local authorities. **Ida to talk to Emma Williamson at Willowbrook Centre.**

Ida reported that Alison Giblet had presented objections to a planning application at the November Community Council meeting but that the application had been agreed.

We agreed that we should contact Councillor Richard Thomas once we are constituted to keep him involved.

4. Communications on the Estate

George circulated the newsletter, which had been handsomely produced by PPCR and was highly praised by the Group.

5. AOB

Wendy reminded the Group that we had initially agreed a rotating Chair for meetings and asked if any other members would like to chair future meetings. **Everyone agreed that Wendy was doing a marvellous job and that she should continue.**

6. Date of next meeting: Wednesday 7 January 2004 6.45pm