

Summary of Board of Trustees 10 April 2018

In attendance were:

Colin Chatfield (Chairman)

William Armitage

Pam Burn

Terry Hone

Lynda Needham

Kevin Jones

Robert Riggall

Trevor Saunders

Michael Underwood

Graham Fisher (Chief Executive)

Jas Kaur (Company Secretary)

Mark Coles (Head of Property)

Johannah Flaherty (Senior Communications Manager)

Alastair Stewart (Head of Charitable Service Development)

David Ames (Head of Strategic Planning and Development)

Apologies were received from Ian Cotterill and Matt Peak.

The following items were discussed, noted and/or agreed:

1 – Matters Arising

Orchard Land within Jackmans' Estate

The Board were updated that the Orchard Land discussion was not actionable by the Foundation.

Infant and Junior School Websites

Following discussions at the previous Board meeting, it was agreed that the Foundation did not have the capacity to be able assist with the development of the websites of local schools.

Bridge Road Works

The Board were advised that the Foundation had written a letter to the company managed these works to try to consider methods to reduce impact to Christmas trade of these works.

2 – Declarations of Interest

None

3 – Letchworth Cottages and Buildings appointments

The Board were asked to approve the appointment of Kevin Jones to the Committee of Management for Letchworth Cottages and Buildings.

The Board APPROVED the appointment.

5 – Householder Applications Committee

The Board received the minutes from the March meeting of the committee.

The Board NOTED the update.

6 – Garden City Events

The Board was updated about recent events organised by the Heritage Foundation and the associated press coverage.

It was noted that the current theatre season was performing well and that this season was the best season since opening the venue.

The Board NOTED the update.

7 – Board Planner

The Board noted the planner, which provides details of proposed papers for discussion.

The Board NOTED the update.

8 – Health and Safety Report

An update was given about Health and Safety matters that had arisen during the period of March 2018. Four incidents were reported during that time.

The Board NOTED the report.

9 – Grants Committee

The Board was provided with the minutes from the Grants Committee meeting from 16 March 2018. The Board noted the decisions of the committee, where grants totalling £19,482 were awarded.

The Board NOTED the report.

10 – Any Other Business

Parking near sculptures outside The Colonnade

It was raised to the Board that there has been an increase of car promotions in this area of the town centre, with new cars being parked here as part of the promotion, as well as the area being used to park cars at the weekend. The Board were advised that the Foundation did not have remit to directly stop these cars parking here, but that discussions would be had with the BID to understand the permissions given to these car dealers.

Ebenezer Howard sculptures

The Board were updated that the sculpture gifted to the Foundation by Peter Colvin would be displayed in the Spirella Gardens.

Plinston Hall

The Board were asked to discuss the future use of the old Plinston Hall premises. The Board were advised that the Foundation were talking to potential interested parties and would be updated on any future progress.