



ONE NORBITON

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MEETING OF THE ONE NORBITON BOARD ON THURSDAY 7TH FEBRUARY 2013 AT 6pm at 11 Comberton KT1 3JH

DRAFT MINUTES

Present: Dr Mike D'Souza (Chair) Jill Preston (Secretary) John Hall, Elaine Kennedy, Harry Hall

1. **APOLOGIES**

Davinda Lail

2. **TO RECEIVE MINUTES OF MEETING HELD ON 8th JANUARY 2013**

These were agreed

3. **MATTERS ARISING:**

a) Completion of Directors Return for Company House – JP reported that she is currently waiting for details from 2 Directors to submit to Companies House

b) To report on One Norbiton bank account and altered plans – MDS reported that there have been problems with the SMILE account. However JP has proposed an alternative plan. JP explained that there has been an existing bank account which remains from the Fire Fund opened by CREst during the Madingley Fire.. This was due to be closed now that the funds have been distributed and the end of February is CREst's end of financial year. However it would be possible to simply change the name and signatories on this account.

"It was agreed that this meeting resolve to take over the previously titled 'CREst Fire Fund account' and rename it One Norbiton. "

Proposed by Elaine Kennedy

Seconded by John Hall

UNANIMOUS

"It was further agreed that the account signatories be Dr M D'Souza, Jill Preston, John Hall and Elaine Kennedy."

Proposed by: John Hall

Seconded by: Elaine Kennedy

UNANIMOUS

c) Progress on One Norbiton Task Force - MDS reported that he and JP have recently met with Simon Oelman [SO] Head of Housing Management at RBK where this matter was discussed. SO confirmed that Mears do not have the exclusive contract to repair fencing etc.

This allows One Norbiton to pursue other possible resources for help with this project, for example the RBK Caretaking team.

It was agreed that there should be a Service Contract created to administer the individuals or companies employed to undertake the task force training for each specific project.

d) Data Protection registration – This is straightforward but a time consuming task

e) Update on TB complaint. - HH read a letter to those present from Federation Kingston Residents [‘The Fed’] This stated that One Norbiton had not acted correctly in the handling of the TB issue and listed specific actions which they required ON to take. However, it was clear from the content of the correspondence that they have misunderstood TB’s position within One Norbiton. This was debated at length and a detailed response composed to aid HH when he responds to the FED/TB (see appendix 1)

4. TO DISCUSS FUTURE HANDLING OF BUDGETS – (SEE REPORT FROM MDS)

JP explained to those present how the Community Development Foundation sits within the structure of One Norbiton. Ie: That there is an agreed panel whose task it is to look at the requests for funds from Norbiton organisations and agree projects which are to be funded. It was agreed that it would be sensible in the future for the members on the Community Panel to be the same as the Directors.

5. ANY OTHER BUSINESS

None

6. Date and time of next meeting

5thMarch 2013 at 6pm. 11 Comberton.