



ONE NORBITON

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MEETING OF THE ONE NORBITON BOARD ON TUESDAY, 8th JANUARY 2013 AT 6pm at 11
Comberton KT1 3JH

DRAFT MINUTES

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

1. APOLOGIES

Elaine Kennedy, Harry Hall, Davinda Lail

2. TO RECEIVE MINUTES OF MEETING HELD ON 4TH DECEMBER 2012

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 – MDS reported that an application has been submitted to SMILE

c) To discuss Draft Business Plan submitted by Chair – This had been submitted previously and passed to the CWG for discussion where it was agreed that the project should go ahead, There is a Working Group planned for 17th January with all parties involved to move this project forwards. There will be a progress report at the CWG meeting on 24th January.

d) Data Protection registration – This is on-going

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

The Chair had submitted a report before the meeting seeking to clarify what the best way forwards for One Norbiton as a Company holding funds. Having sought advice from an Accountant, the Chair's opinion is that being in charge of huge budgets would be onerous and time consuming and he felt that it would be better to take a route which allows One Norbiton to consult with Strategic Partners about local priorities and be given written /legal assurances that ON opinion would be honoured. This was agreed. It was further agreed that this will form part of the debate at the 17th January Spend Mapping workshop.

5. ANY OTHER BUSINESS

Consultation re Environmental Grant on CRE and CG – Complaint by TB - JP submitted a copy of the results of her investigation which she had restricted to simply comparing minuted items with complaint points. A copy of this had been passed to HH. This will be discussed further at the CWG. There was a brief discussion concerning the request by TB to table re-drafted sub group minutes of the HEN group. Given the lack of members present it was agreed that this be an agenda item for 24th January.

Website items - The Chair questioned the process by which sub group minutes etc are placed on the website. JH explained that many of the earlier documents had been sent across by TW. However he now receives them from JP. It was agreed that this matter be discussed at the CWG to ensure that all sub group minutes are submitted via the CWG before being added to the website.

6. **Date and time of next meeting**

5th February 6pm TBC