

Transition Stroud - Council Meeting – Minutes of Meeting

9 September 2009, 10am – 12 noon

Action

Present

Simon Allen, Business and Government, Co-ordinator Support
John Meadley, Transport
Helen Royall, Co-ordinator
Nigel Westaway, Co-ordinator Support
Liz Hillary

Apologies

Jackie Rowanly, Connections
Fiona Eadie, Story Telling
Molly Scott Cato, Lifestyles and Livelihoods
Emily Smith, Textiles

1. Meeting Dates

Next Council Meeting will be Tuesday 20th October, 7.30pm. 6 Castle Rise, Stroud GL5 2AW

2. Stroud Currency

Molly has asked that TS join the Stroud Currency in time for the launch this weekend (12th September). This was agreed by the meeting and John is to contact Molly. **JM**

3. New volunteers

Gail Bradbrook has expressed an interest in being involved in Transition Stroud – she will help at the Open Homes event this weekend (12th September), and Helen and Simon will meet Gail next week. Beth Stannard has also expressed interest but has recently got busy with work so involvement will be later.

4. Company Registration

TS is now fully incorporated (from 1st August 2009) with 2 directors John Meadley and Nigel Westaway – John brought the certificate to the meeting. A minimum of 4 directors are actually needed according to the Articles of Association and to open the Co-operative Bank account, needed to receive Open Homes funding from Stroud Town Council. Funding. To overcome this Molly Scott Cato and Simon Allen have been signed in as Directors. All existing and new Directors (12 max) will be proposed and voted in at the GM on 26th September.

It was noted that the articles of association sent to Companies House contained a small error. It had been previously agreed by email circular that article 13.1 (re Company Secretary) should read “The secretary will be appointed, and may be removed, by the Directors” replacing an earlier draft which stated “The Secretary is appointed from within the Directors, and may be removed by the Directors”. The reason for this was that in many small companies the role of company secretary is contracted out to a legal firm and there is no requirement for the Secretary to be a Director. As all the Directors and Members of the company were present (or represented by proxy) at the meeting, it was agreed the articles of association should be changed to “The Secretary will be appointed, and may be removed, by the Directors” and that Companies House should be notified accordingly. **JM**

5. Company Contact Details

The address will be The Exchange, Brick Row, Stroud GL5 1DF. The fee for using this address is £50 per year and TS will be notified when there is post to collect. The email address will be admin@transitionstroud.org and the telephone number will be Helen's: 01453 755509.

6. Fundraising

A cheque for £500 from Stroud Town Council has been collected and will be spent on the Open Homes Weekend.

Helen will be applying for other possible Lottery funding – some bids needs to be in by the end of September. **HR**

7. Directors and Members

It was agreed that, in accordance with Memorandum and Articles of Association ideally, there would be a director from each working group. Members sign up to the articles of association to show that they are in agreement with the stated aims of TS. Simon will summarise member's rights and responsibilities at the GM. **SA**

The role of members in general was discussed at the meeting and it was felt that a possible further category of member/supporter should be defined for people who want to support the organisation but who are not necessarily interested in signing up as formal Members. The aim is to discuss this and come up with a definition of 'full member' and 'supporter' by the GM.

8. General Meeting on 26th September

Director's and members need 2 week's notice for the GM. Attendees will also need to see the details of proposed directors in advance of the meeting. Details to include the proposed director's name, address and any other directorship/s they hold.

The GM will be an opportunity to:

- show how the organisation has moved forward e.g. it is now incorporated
- round up exciting news: encourage working groups to share their experiences and successes
- elect directors
- ask for members

Working groups will be asked to prepare an exciting 5 minute presentation covering: successes, celebrations, challenges and future plans. Nigel will put together a short brief to help working groups prepare their presentations, encouraging them to use visual material. Nigel will also ensure that working groups stick to their allotted time slots on the day. Nigel to contact the Art Space to say that we do want them to provide a bar on the night. **NW**

Working groups will be asked to send any electronic presentations onto Helen who will collate them all onto one disk/memory stick. Helen will also organise a projector and laptop for the event and cancel Angelo's Pizzas. Fiona has offered to do a story for the AGM (Helen to check). **HR**

Simon will put an 'Announce' out this Friday 11th September about the GM and ask people to bring a plate of food to share (drinks can be bought at the Art Space bar – **Nigel** to check). Donations will be asked for on the day – a bucket will be provided and a note with a suggested £5 donation. By Thursday 17th September, Simon will circulate a list of proposed directors to TS members for them to vote on at the GM. **SA**

Format for the day: 2 to 5pm will be the meeting which will allow a short time for the business side of the GM, a tea break and 2 ½ hours for the working groups' presentations. John will do news on EDAP. From 5 to 6pm people can eat and then the band, Smoothee, will play from 6pm until 8pm. There will be time to clear up after 8pm.

The meeting agreed to pay £200 to Smoothee to perform (any shortfall from the donations will be made up from the Transition Stroud account).

Interested individuals can be encouraged to sign up to one of the working groups.

9. Next Meeting

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