

Will McMahon  
Richard Hope  
Marj Mayo  
Niki Gibbs  
2Dec 2019

### **Review of minutes**

The minutes of the Directors' meetings and the meetings with Peabody have been stored on the Google Drive. Web versions will be posted on the website David Rosenberg up for organised tours locally around the prison. David Rosenberg does walks / talks around the history/ famous/ infamous stories

**NG** to send pics, of prison

Note correction add NG to WB subgroup breakdown

We still need to discuss volunteer team development, we agreed to park this for now.

Approach Tufnell Park Primary re arts engagement project.

### **Governance**

Talk to Antony meet with CPH4 on **6th Jan at Marj Mayo flat 6-7pm** to discuss CP4H governance. Antony has still to confirm this.

#### **What do we want to know?**

Company

Charity CIO

Community Benefit Society

#### **We all need to draft some questions, these were put forward:**

What are the dangers of being a director of a company?

Pros and cons of each option.

Can we be formally one thing and informally another?

What are the financial limitations, requirements and benefits of each?

What are the time frames for transition and what exactly is involved in achieving each transition?

### **Finance and Fundraising**

We have 2 subscribing donators

Other single donations.

Richard has produced an forecast tool Excel spreadsheet setting out our current expected expenditure of the money that we currently have. We can afford Mark until Oct 2020!

Suggesting renting Church space for volunteers £20 not £10 a day approx £160 Month need to confirm with Alexandra

Basically we have 1 year's wages

**RH** - Put ledger on Google Docs so everyone to see it

### **Applications for funding from CP4H**

We need a procedure for accepting or rejecting applications for funding:

A month's notice for any funding application.

We need criteria for applications.

Any funding should be proportionate to different groups but open to all.

Any application for funds should be Central to CP4H objectives.

Working within design ideals; (correct logos and design style)  
Approval of all wording before printing  
Balance of interest

### **Fund Raising**

11-1pm Marj and Will will be meeting Trust for London tomorrow -3rd Dec. It was decided that when we attend meetings we should always wear appropriate dress! (I.e. we should all look the business!!)  
See funding bid  
Add disability full range

### **IDEA.....**

Marj suggested that we have a **Smelling Sensory Garden Space** on the site!

### **General leaflet for CP4H**

Will suggests we need a generic leaflet to explain what we want and plan on doing  
What copy goes into it  
Niki suggested we add an arts project that people send pic for their support creating a community  
Niki will have to leave the room as she offered to do design work but need paying, proper open call procedure will of course be observed.  
Get **Mark** to put some copy together for this

National Lottery bid not accepted, however there may be a way forward.  
Will has scheduled meeting Sophie from National Lottery on 12th Dec 11am.  
Richard will join Conference call with Sophie to discuss this further. Dress code important!!

New Bids for funding  
Core funding from Woodward Charitable trust  
charity of CIC women specific funding  
31 Jan deadline up to £3k  
Business planning needed  
Will will investigate eligibility

Oak and Cripplegate still to be approached

### **Next agenda - bigger funders conversation**

Peabody  
We need items for agenda  
We always need someone taking minutes in future  
No of units raised  
Size and space of units  
Concierge  
service charging?  
Pepper pot approach?  
Estate manager needs to be appointed

### **Rents**

No right to buy? Lock on sales  
Affordable means if the building has been given a grant for construction  
Affordable units for sale under shared ownership?  
Surveys need to be put out there  
Provisional agenda for Peabody needed

Possibly ask to shift Peabody meeting on the 13th till 2pm on the 13th as there is an election the day before.

Sub groups  
Subgroups look too small  
We should encourage people to join sub groups and advertise on our general leaflet to encourage support.  
Venues need to be sourced that are inclusive  
Need to go out to women's groups and meet with them on their own ground.

Check **Mark** is on it with Base Camp, has he had tutorial

### **Tuesday 3rd Dec Peabody Women's building workshop**

Question what the spaces and services  
Needs to be separate entrances for vulnerable women in women's building to keep them safe |  
Also need emergency accommodation

We need a business plan drawn up by a feminist with business skills!

9pm finish  
Minutes by Niki Gibbs