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| **1.** | **ATTENDANCE AND APOLOGIES FOR ABSENCE** | |
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|  | **PRESENT:** |  |
|  | **Committee Members:** |  |
|  | |  |  | | --- | --- | | Helen Newman (HN)  Isabella Paton (IP) Jackie Fahey (JF)  Marjorie Withers (MW) | (Treasurer)  (Secretary)  (Membership) | |
|  | **APOLOGIES:** |  |
|  | Simon Taylor (ST) (Chairman) |  |
|  |  |  |

1. **Agreement of previous minutes & matters arising**

The minutes of the previous meeting were not yet available.

1. **Financial Report**

Helen is progressing the new bank account. The current bank balance is £263. The accounts are nearly finalised.

It was agreed to meet up to look at the Paypal account & do some training on how to use it.

**Action Points**

* Progress new account
* Finalise accounts
* Paypal training

1. **Onion Project & Targets for 2017**

The paving slabs need to be laid around the edges. Isabella to chase up Fleet Town Council regarding this.

If the paving slabs are laid and hedges are trimmed, then a ‘grand opening’ event could be held as part of an Easter Egg hunt in April.

Subject to agreement at the AGM, the Committee suggested the goals for 2017 should be to:

* replace the fence around the under 5’s play area
* to start fund raising for some new under 5’s play equipment and
* look at the woodland.

**Action Points**

* Chase FTC regarding paying slabs

1. **Events for the year**

It has not been possible to book the room so the date for the AGM has changed to Monday 27th February). Isabella to progress room booking. It was agreed to issue the AGM notices with an RSVP so that the venue could be confirmed at a later date.

Isabella to draft some brief slides confirming

**Action Points**

* progress room booking & then issue notices
* draft slides

1. **Membership Update**

Jackie has issued the renewal reminder to members. 20 members have paid so far. It was agreed that the subscription should remain at £5 per household per year.

**Action Points**

* Issue membership renewal notice.

1. **ANY OTHER BUSINESS**

Posters have been put up encouraging new committee members – no feedback so far. Continue to progress getting new committee members.

It was agreed, subject to agreement of changes to the constitution at the AGM, that:

* the membership / accounting year be changed to 1st April to 31st March to make it easier to issue renewal invitations.
* From 2018 the AGM be held in June
* The 28 days’ notice / end of February requirement for the AGM be softened to ‘best endevours’
* Add a paragraph to allow Business Internet Banking

Also to double check the constitution for any other items that may require amendment.

**Action Points**

* Canvas various groups for volunteers
* Draft changes to the constitution for agreement at the AGM

1. **NEXT MEETINGS (usually 3rd Wednesday of the month)**

AGM Monday 27th February)

Wednesday 15th March