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| **ATTENDANCE AND APOLOGIES FOR ABSENCE** | | |
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|  | **PRESENT:** |
|  | **Committee Members:** |
|  | |  |  | | --- | --- | | Simon Taylor  Helen Newman  Isabella Paton  Jackie Fahey  Oliver Hockman  Samantha Lodge | (Chairman)  (Treasurer)  (Secretary)  (Membership | |
|  | **GUESTS:**  Stephen Parker  **APOLOGIES:**  None. | | |  |

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

The minutes of the previous meeting were agreed by all as a true and accurate record of the meeting. The matters arising were either completed, or covered by agenda items.

1. **Wildlife trail / Bridges Projects**

The brass rubbing posts have been delivered. The wildlife trails are due to be delivered in the next two weeks. No progress to report on the bridges. The planting day on 30th June went well and all plants sourced so far are now planted.

1. **Finance Update**

The Paypal account is now linked to the new bank account and the old one can be closed.

**Action Points**

* Close old bank account (Helen)

1. **AGM**

The accounts and AGM documents are finalised. The AGM took place at the planting afternoon on 30th June 2018. The minutes need to be drafted.

**Action Points**

* Finalise AGM minutes (Isabella)

1. **Membership Update**

There are 61 members at 31st March, as per the accounts. Jackie confirmed that renewal emails had been circulated. Simon and Sam paid their Subs at the meeting and the cash was passed to Helen for banking.

1. **GDPR**

The Privacy Notice and email signature block has been drafted and was reviewed and agreed at the meeting. These now need to start being used and the website to be updated.

**Action Points**

* Update website with Privacy Notice (Isabella)

1. **It’s Your Neighbourhood Assessment**

The assessment took place and was well received. We await the results which will be available in September.

1. **Any Other Business**

The proposed Brook House development and school was discussed.

Simon agreed to source a new banner.

**Action Points**

* Source a new banner (Simon)

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

15th August – only social and to consider position of wildlife trail boards.

19th September, 17th October, 21st November.

No meeting in December.