

Summary of the minutes of HTHCT trustees' meeting

Held at Hornsey Town Hall, Wednesday 25th March 2015

Present:

Graeme Jennings (GJ)
Kevin Pinnock (KP)
Cllr Sarah Elliott (SE)
Sheila Kavanagh (SK)
Miriam Levin (ML)
Celia Greenwood (CG)
Sue Davidson (SD)
Tom Christopher (TC)

Apologies:

Benjy Lesser (BL)
Liz Sich (LS)

Item	Action
1. Apologies: Accepted from Benjy Lesser and Liz Sich	
2. Minutes of previous meeting: The minutes of the trustees' meeting held on 21 st January 2015 were approved	
3. Matters arising: No matters arising	
<p>4. Introduction of Tom Christopher. Tom gave a short presentation about his interest in the project and the skills which he will bring to the Board. He was unanimously co-opted.</p> <p><u>Items 5 and 6 taken together</u> SK took Trustees through a chronology of recent meetings and correspondence.</p> <p>Agreed:</p> <p>SK and GJ due to meet LBH / GVA/ Cllr Strickland. In the meeting with LBH etc SK and GJ will emphasise the following points from our discussion:</p> <p>a) HTHCT need clarity re the status of the Town Hall Square. HTHCT and the public may struggle with the concept /</p>	SK, GJ

<p>perception of the TH square being in private ownership</p> <p>b) The procurement process / documents need to be clear about the context of the project which includes HTHCT's vision statement as well as the concept of a "holistic" approach to the site</p> <p>c) We must not lose sight of the regional/national/international significance of this building. The current consultation process is focusing on the very local.</p>	
<p>HTHCT need to improve its profile now that there is a lot of activity around the project and we have been around for so long that people have forgotten – or never understood – who we are and what our role is.</p>	
<p>All Trustees agree to provide biog details to go on the website and possibly also be used in materials for our forthcoming consultation process. We may also have pictures taken of the Trustees for the website.</p>	All trustees
<p>KP, ML and SE will collaborate on ways in which to improve our profile and communication via things like Twitter etc. HTHCT needs to consider putting out its newsletter but some Trustees were concerned about whether we have the resources to maintain a newsletter. The Trust needs to consider whether we can secure some volunteer admin support. A previous volunteer administrator has recently been in touch with two Trustees and may be approached to see if she can help again.</p>	KP, ML, SE
<p>SK will produce a piece of text (similar to reply sent to Crouch End Festival recently) about who the Trust is and what we are doing, next steps etc. This text could be adapted and/or used in various forums, e.g. consultation etc.</p>	SK, LS
<p>SE referred to the minute of the last Options Steering Group meeting to inform the Trusts' discussion about the community use / access minimum requirement. She will circulate the minutes of the Steering Group to all Trustees.</p>	SK
<p>Trustees discussed the general tenor of the recent stakeholder and public meeting convened by LBH. There is clearly a massive desire for public use of the TH. We need to be aware of the risk of GVA/LBH appearing to offer more than they can deliver in terms of community use / access.</p>	SE

<p>7. Community meeting</p> <p>ML took Trustees through the consultation strategy that she is devising.</p> <p>ML met with GVA and LBH to discuss with them the format in which this process will feed into the procurement process.</p> <p>All Trustees are invited to feed back to ML with suggestions for the consultation strategy documents.</p> <p>All Trustees will feed information to ML re who to invite to the stakeholder workshops.</p> <p>All trustees will need to attend the workshops as we will have a number of facilitated group discussions which trustees will have to lead.</p> <p>The meeting scheduled for 30th March will be postponed. This will allow more time to prepare for the workshops / meetings.</p> <p>Dates proposed are:</p> <p>Stakeholder workshops: Tues 14th April, Thurs 23rd April evening</p> <p>Public workshop: Saturday 16th May afternoon</p> <p>Stakeholder workshops could take place in the Town Hall</p> <p>We will need a large venue for the public workshop. SD will ask where we could use Highgate Wood school.</p> <p>There are resource implications for this consultation exercise.</p> <p>Trustees agree to approach LBH for support.</p>	<p>All trustees</p> <p>All trustees</p> <p>All trustees</p> <p>SD</p> <p>SK, LS</p>
<p>8. Memorandum of Understanding</p> <p>This item was adjourned until our next meeting as we did not have time to discuss it.</p>	
<p>9. Dates of Next Meetings</p> <p>Already fixed for 22nd April and 20th May</p>	