

## **AVENUE SERVICES (NW) LIMITED BOARD**

**Minutes of a meeting of Part A of the Board of Avenue Services (NW) Limited held at Parade Enterprise Centre, Blacon, Chester on Thursday 21 September 2017.**

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Attendance record since AGM September 2017

### **Present**

William Hogg, Chair	1/1
Carol Gahan, Vice Chair	1/1
Ben Powell, Board Director	1/1
Keith Board, Board Director	1/1
Yvonne Davies, Board Director	1/1
Gus Cairns, Board Director	1/1

### **Apologies**

Tony King, Board Director	0/1
Judith Stainthorp, Board Director	0/1

### **In attendance**

Kate Reynolds, Group Head PR and Communications  
Christa Ripley, Sanctuary Group, Head of Housing - West  
Nick Garner, Sanctuary Group, Financial Controller  
Paul Knight, Head of Avenue Services  
Alistair Jeffs, Cheshire West and Chester Council, Director of Commissioning People  
Helen Kelly, Avenue Services, Team Secretary

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## **97/09/17 APOLOGIES AND INTRODUCTIONS**

Apologies from Tony King and Judith Stainthorp were noted.

## **98/09/17 ANNUAL DECLARATION OF INTEREST**

The Chair reminded members of the need, in accordance with the provisions of the standing orders, to disclose any personal interests in relation to matters under consideration at the meeting and it was noted that such disclosures would be recorded under the relevant agenda items.

## **99/09/17 APPOINTMENT OF CHAIR AND VICE CHAIR**

## **AVENUE SERVICES (NW) LIMITED BOARD**

The Board agreed to appoint William Hogg to carry out the office of Chair and Carol Gahan to carry out the office of Vice Chair for the forthcoming year.

### **100/09/17 APPOINTMENT OF COMMUNITY DIRECTOR**

The Board approved the appointment of Yvonne Davies as the new Community Director.

The Chair congratulated Yvonne on her re-appointment.

### **101/09/17 ANNUAL ROTATION OF DIRECTORS**

The Board noted the annual rotation of directors including the reappointment of Carol Gahan as Council director and Judith Stainthorp as Association director.

### **102/09/17 MINUTES OF PART A OF THE MEETING HELD ON 13 JULY 2017**

Part A of the minutes of the last meeting held on 13 July 2017 were agreed as a correct record and were subsequently signed by the Chair.

### **103/09/17 MATTERS ARISING**

The Board noted there were no action points or matters arising from Part A of the minutes of the meeting held on 13 July 2017.

### **104/09/17 CHAIRS REPORT**

#### **a) Finance and Board Training**

Finance and board member training was held on 4 September 2017. The Board members who attended reported that they found it very informative and expressed their thanks to Sophie Atkinson, Director of Governance and Legal Services and Curtis Parker, Senior Financial Planning Manager for delivering this training.

### **105/09/17 BUSINESS INITIATIVES UPDATE**

## **AVENUE SERVICES (NW) LIMITED BOARD**

Paul Knight presented an update on the progress of key business initiatives.

### **a) Blacon Adventure Playground Investment**

The Board noted that following the major refurbishment of the main building staff volunteers from the Council, Police and Avenue Services have attended a corporate decorating day. Paul expressed his thanks to Alistair Jeffs and his team for their contribution. It is anticipated that the building will be open to the public in October 2017.

### **b) Play Area Investment**

The Board noted that consultation events have taken place at the Linear Park and King George V play areas and work on these sites is due to start in October 2017. Supplier contracts are currently being reviewed by Sanctuary's legal team.

A formal consultation took place on 18 September 2017 at the Canterbury Road play area with positive feedback and ideas.

A fun day was held at the Graham Road play area on 12 August 2017 and a formal consultation is due on site on 27 September 2017.

The Board noted the contents of the report and progress made.

## **106/09/17 MEETINGS SCHEDULE 2018**

The Board noted the 2018 meeting dates for the Board of Avenue Services.

## **107/09/17 ANY OTHER BUSINESS**

The Board noted that no additional items have been added under this agenda item.

**Date of next meeting: Thursday 16 November 2017 in the Conference Room, Parade Enterprise Centre, 14 The Parade, Blacon, Chester, CH1 5HN commencing at 1pm**