**DRAFT Part A Minutes of a meeting of the Board of Avenue Services (NW) Limited held at Parade Enterprise Centre, Blacon, Chester on Thursday 15**

**March 2018.**

**Present**

Attendance record since AGM September 2017

William Hogg, Chair 4/4

Carol Gahan, Vice Chair 4/4

Tony King, Board Director 3/4

Ben Powell, Board Director 4/4

Keith Board, Board Director 4/4

Colleen Eccles, Board Director 1/1

Yvonne Davies, Board Director 4/4

Gus Cairns, Board Director 3/4

**In attendance**

Christa Ripley, Sanctuary Group, Head of Housing

Paul Knight, Head of Avenue Services

Nick Garner, Sanctuary Group, Financial Controller

Helen Kelly, Avenue Services, Team Secretary

**22/03/18 APOLOGIES**

No apologies were noted, all Directors were present.

**23/03/18 DECLARATIONS OF INTEREST**

The Chair reminded Directors of the need, as a subsidiary of Sanctuary Housing Association (the Association), in accordance with the provisions of Sanctuary Group’s (the Group) Standing Orders and Group Financial Regulations, to disclose any personal interests in relation to matters under consideration at the meeting It was noted that such disclosures would be recorded under the relevant agenda items for ease of reference when producing

‘extract minutes’.

**24/03/18 APPOINTMENT OF DIRECTOR**

Following the resignation of Judith Stainthorp in January 2018, Group Board approved the appointment of Colleen Eccles as a replacement Association appointed Director to the Board of Avenue Services.

The Board noted the appointment of Colleen Eccles as an Association Director with effect from 23 January 2018.

**25/03/18 MINUTES OF PART A OF THE MEETING HELD ON 18 JANUARY 2018**

Part A of the minutes of the meeting held on 18 January 2018 were agreed as a true record and subsequently signed by the Chair.

**26/03/18 MATTERS ARISING AND ACTION POINTS**

The Board noted that with regard to the action at 06/01/18, Paul Knight confirmed that an article had been placed in the next *My Blacon* publication in relation to the achievements of Ash Tree Nursery which currently occupied the Dee Point Centre. A copy was distributed to the members at the meeting.

**27/03/18 CHAIRMAN’S REPORT**

The Chair confirmed that he did not have any matters to discuss under the

Chairman’s Report outside of the agenda.

**28/03/18 BUSINESS INITIATIVES UPDATE**

Paul Knight provided an update on the progress of key business initiatives. The Board noted that the Meynell Place play area had been refurbished and

was opened to the public in November 2017. The work on the King George V play area had been completed in December 2017 but it was not fully open to the public due to poor ground conditions. Following a review in January 2018, security fencing had been erected on the site to enable children to play on some of the play equipment.

The major refurbishment of the main building at Blacon Adventure Playground had now been completed and the building opened to the public in January

2018. A review of the Adventure Playgrounds’ Activity Centre was now underway.

Paul Knight advised that Avenue Services had completed negotiations with the owners of the Cairns Crescent modular building and a new hire agreement had been signed. The Board noted that this would keep the facility on the site, with ownership of the modular building transferring to Avenue Services by 2023. An

application to extend the temporary planning permission had been submitted to the Cheshire West and Chester Council by Blacon Youth Football Club.

*The Board requested that a PR exercise be carried out to inform the community of the substantial progress and improvements made to the Cairns Crescent site and modular building.*

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

**29/03/18 ANY OTHER BUSINESS**

Paul Knight presented the fifth Blacon Neighbourhood Plan produced by Avenue Services, which included 32 projects supporting local issues and ideas that would be translated into action in Blacon during 2018/2019.

The Board noted that the priorities and themes for the neighbourhood plan would be: employment, education, skills and training, health and wellbeing, community safety and infrastructure, the environment and financial inclusion.

*The Board requested that information be included in the new Avenue*

*Services website that clearly outlined the process and timeframe for submitting projects for consideration and inclusion in future Blacon Neighbourhood Plans.*

The Board approved the Blacon Neighbourhood Plan for 2018/2019.

**Date of next meeting: Thursday 17 May 2018.**