

Date	Wednesday, 22 July 2020	Time	18.30	Venue	Zoom
Attendees				Apologies	Did not attend
Anne Lambert (in the Chair) Julia Bott (co-chair) Richard Fox (co-chair) David Coleman (secretary)		George Meakin (treasurer) Rachel Stevenson (part) Lisa Kanter Charlie Oppenheim (part)		Guests: None	
No	Item	Discussion			<u>Actions by next meeting</u>
1	Welcome & apologies	There were no apologies.			
2	Minutes of last meeting	Minutes of Jun 4 meeting agreed as correct. Matters arising (not dealt with elsewhere): None			
3	Committee Members and Roles	(i) Noted that DC had decided to resign w.e.f. end of AGM. Thanks were expressed for his contribution over the past year. (ii) What was the optimum size of the Cte? The Constitution provided for 11. Assuming the two members to retire by rotation were re-elected and no-one further came forward, the Cte would be 7. Whilst 11 may not be optimum, a sufficiently large Cte was important in order to spread the tasks and provide a proper exchange of views and representation of interests. Accordingly, it would be best if at least two more members were sought. (iii) No-one had yet been come forward interested in taking up a Cte position. The Cte required different interests and skills to general volunteers (i.e. a difference between "governance" and "doing"). (iv) A trawl through the FoWC membership list had identified a couple of possibilities. Whilst a number of people had come forward for specific tasks (e.g. admin), no-one was prepared to take on the responsibility of being a Cte member or indeed for leading specific events (e.g. litter picking, swan and duck food bagging). (v) Efforts had been made to recruit (e.g. the Volunteer event). It was difficult to see, however, what else could be done to recruit. (vi) Should we attribute specific roles or skill sets for the Cte and search for them? Was combining a Cte role and a specific role too much? This topic had been discussed on a number of occasions. Specific skill sets had been sought and were still needed on the Cte (e.g. communications; marketing; events organization; sponsorship/fundraising). Agreed to use these areas as examples of skills needed in further advertising for Cte members.			RF/JB to follow up with possible recruits. AL, RF or JB to arrange to meet/have a coffee with them. RF to indicate specific skill sets in further advertising for Cte membership.

4	AGM	<ul style="list-style-type: none"> (i) Agenda to be sent out (including nomination paper for election to Cte) by 5th August. (ii) Agreed to ask those interested in attending the AGM to register for the meeting and then be sent the joining details. This would help get an idea on numbers, as well as helping to prevent "zoom bombing". (iii) Ian Mitchell, CEO of Enable had agreed to take Q&A. People would be asked to submit questions in advance but those wishing to ask questions on the day would either be asked to use the "chat" feature in Zoom or to raise a "hand", as per usual virtual mtg etiquette. (iv) Individual reports from Chair (JB/RF - based on recent mail chimp Bumper Birthday newsletter + current issues + future plans); Heritage Group (AL – mainly 150th Anniversary plans); Treasurer (GM – highlights of receipts and payments). Qus to be taken after each report. (v) Elections and special resolutions (DC). Cte members to retire by rotation CO and [?]. (vi) AOB – launch of photo competition (LK/RS). 	<p>RF to circulate agenda</p> <p>RS/AL to moderate chat and note raised hands (one task each tba).</p> <p>All as per email request to provide any topic not covered in those communications to date or ideas on format asap; AL/GM slides to JB/RF for single "deck"</p>
5	Litter picking/recycling awareness	<ul style="list-style-type: none"> (i) Recent events set out in Chair's report. (ii) Enable had at short notice agreed to resurrect postponed April 4 event for litter pick/sustainability/awareness raising on Aug 1. They had also agreed to organise a regular litter pick on the Common – Thursdays at 10am. RF/JB to advertise and pass on names of volunteers (iii) Enable/WBC were also to pilot a recycling bins initiative. (iv) Thanks to JB/RF on their efforts in this regard. 	
6	Heritage Group	<ul style="list-style-type: none"> (i) AL had circulated the updated list of projects for WC150. (ii) Some were going well (especially the 150 objects book initiative), but there were obvious gaps, especially the Anniversary Celebration event. Schools engagement also remained an important area. 	<p>All continue to explore identifying any interested parties to take on schools liaison and feedback to Cte</p>
7	Promotion through social media and photo competition	<ul style="list-style-type: none"> (i) RS & LK 's ideas for an Instagram based photo competition had been circulated and were agreed by Cte. General theme to be appreciation of the Common. They had not yet managed to liaise (ii) RS had considered how FoWC could promote itself better through positive messaging on social media and local online networks, such as NextDoor (which could provide an engaged target audience). (iii) NextDoor: JB/RF and recently MAC member Mark Luboff already on this platform, but it is too big a job as postings re WC frequent. Those willing to be on NextDoor to consider engaging in chat that promotes the FoWC message/story. Mark Luboff's posts were a good example. (iv) Twitter: RF/JB to continue to manage account, which links directly to website. (v) FaceBook: There is a FoWC/MAC group which any FB member can sign up to & could be made an administrator if wished. RF & LK are already (as is Karly Olsen-Haveland, who set up the original group). (vi) TicToc was another platform the MAC had discussed (Emily Jennings has proposed her teenagers to do a video tbc) 	<p>LK/RS to liaise and agree details of photo competition ready for AGM launch</p> <p>RS to provide paper on her research/ideas</p> <p>RS/LK to liaise to co-ordinate social media activities and develop suitable hashtags.</p>

			RS to liaise with Mark Luboff and Emily Jennings
6	Standing items	Nothing further to report, except to say that there was currently c.£10k in the bank, to cover proposed activities, esp WC150 projects.	
7	AOB	None	
8	DONM	RF/JB to agree dates later in September with DC, who would circulate to the Cte in order to agree best date	RF/JB/DC