

	<p>a date for the next events meeting. Ask Katie to organise the raffle – Mark will help with contacts.</p> <p><i>Fireworks 2016:</i> This will be the last year that Toni & Carla organise the firework event for the PTFA. They will provide a complete organisational breakdown of the event & have suggested that, in the event of the PTFA not finding suitable replacements, FoCG offer to organise the whole event for a set fee plus agreed percentage of any income surplus, with the PTFA providing their team of volunteers for the day.</p> <p>CAT: Nothing has been heard yet from Herefordshire Council.</p> <p>WW1: The feedback on the WW1 project was almost complete. The planting of the star bed in Cantilupe Gardens went well.</p> <p>Operations: Katie reported that bookings were coming in really well & on target, including two new yoga classes and. Pavilion bookings generated almost £1,000 in the last month – many congratulations to Katie. The quote for the extractor fan was accepted and we were awaiting fitting. Flooring estimates were in but it was agreed that these should wait until after work on the heating had been concluded. As soon as all the grey fobs had been returned to Katie, she would issue sets of keys to each of the Directors.</p>	<p>Katie</p> <p>Mark</p> <p>Katie</p>
Finance	<p>More invoices were being raised echoing the increase in room bookings. All the new signatories were now able to countersign cheques. Steve had just received the bank statements from RBS and would be able to check incoming payments for membership & the Christmas Fair.</p> <ul style="list-style-type: none"> - Awaiting the final amount paid to Companies House in respect of the penalty for late filing of the 2013 accounts. - The current balance was £19,619 at 28th October but this would be some £17K after current liabilities were settled. This was some £5,000 less than the previous month and a watchful eye should be kept on the cash flow position. Steve will put together a monthly cash flow forecast. 	Steve
Pay Policy	The revised Pay Policy in line with current legislation was circulated and approved.	
Any Other Business	<ul style="list-style-type: none"> - Amanda had replied to an email from Christian Twiehaus (student at the International Centre for Sustainable Development, University of Maastricht in the Netherlands) requesting information for his Master's thesis on CICs & their organisational structure and how they balanced their economic, social & environmental goals. He was delighted & will send us a copy of the finished thesis. - A letter had been received from Lady Darnley, thanking FoCG for her gift & flowers at the WW1 Celebration event and wishing us every success with future plans. - The new memorial bench had been installed on Castle Green. As it wasn't ready for the time requested, Mark had donated his, which Peter King will replace. FoCG paid £50 for the installation as agreed. Agreed to send out a press release describing our memorial bench scheme at a cost of £1,200 per bench, including maintenance for the first five years. <p>Agreed to spend £300 for bulbs plus 3-4 bulb planters and organise a party of volunteer planters using part of Margaret Smith's donation.</p> <p>Board Meetings would be scheduled for the 3rd Thursday in each month except for July when the date would be 28th July. Lisa would recirculate the schedule.</p>	<p>Katie</p> <p>Mark</p> <p>Lisa</p>
Dates of Next Meetings	<p>Thursday, 26th November, 2015 at 7pm at the Castle Green Pavilion, Hereford</p> <p>21st January, 2016</p>	