

Inspired by the past, picture your future...

LOOK! St Albans **our community voice on design**

"In the spirit of community-led neighbourhood planning our ethos is to be transparent, proactive, respectful, collaborative, open, diverse, explorative and community-rooted."

www.lookstalbans.org/ email lookstalbans@gmail.com Twitter [@LookStAlbans](https://twitter.com/LookStAlbans)

Draft Minutes

Look! St Albans Annual General Meeting Mon, 30 November 2020

19:30 – 20:30 GMT

To be held via Zoom

If all goes to plan the formal part of the evening should take no longer than about half an hour. This will then enable us to have an informal chat over a virtual glass of wine or whatever is your favourite refreshment.

Secretary to establish there is a quorum

1) Apologies for absence
Geoff Harrison

2) Minutes of the AGM held on Monday 20th May 2019 to be approved

Proposed Mel Hilbrown
Seconded Tim Abbott
Unanimously supported

3) Matters Arising.

No Matters Arising

4) Proposed amendments to the Look! St Albans Constitution

Proposed Amendments to Constitution

Look! Constitution - meetings via an electronic facility

Note from Chris Debenham "With so much else going on, I hesitate to raise something else. However, as will be the case with many other organisations, we should perhaps be looking at changing the Constitution to allow meetings via some form of electronic facility. If agreed

in principle, we will have the opportunity to address that at our next AGM, with a resolution about the changes being passed preferably before we come to a vote on anything else. In an effort to keep changes to a minimum in the section about Annual General Meeting (AGM) and Other Special Meetings, I suggest the following”:-

1. Subclause 8.(a) to become 8.(a)(i).
 2. A new sub sub clause 8.(a) (ii) to be added:-
8.(a)(ii) Attendance at and participation in an AGM or other Special Meeting shall be by:-
(aa) attendance at a physical meeting place; and/or
(bb) using one or more electronic facilities as may be approved by the Representatives' Group from time to time that enables those entitled to attend and vote at an AGM or other Special Meeting to attend and participate simultaneously in a meeting of Look! St Albans without attending a physical meeting place.
 3. Subclause 8.(b) to become 8.(b)(i).
 4. A new sub sub clause 8.(b)(ii) to be added:-
8.(b)(ii) Any person entitled to attend and vote at an AGM or other Special Meeting and who attends and participates in a meeting by using an electronic facility of the type referred to in 8.(a)(ii)(bb) above and specified in the notice of that meeting shall be counted in the quorum for that meeting.
- The numbering and lettering of the remaining clauses in Clause 8 would remain as they are.

Proposed Mel Hilbrow
Seconded Beric Read
Unanimously supported

- 5) Chair formally identifies those individuals and organisations to be found in Appendix A Representatives Group.
- 6) Treasurer's Report.

LOOK! ST ALBANS – OUR COMMUNITY VOICE ON DESIGN
Report by the Treasurer for the period ended 31 March 2020

The financial year 2019/20 did not include the funding of a charrette. Previous years have shown that this has an obvious impact on the levels of expenditure incurred. Set against that is the difficulty in raising funds, principally from donations, where there is no specific project on which to concentrate minds. Although we were lacking the direct focus of a charrette to assist with fundraising efforts, annual costs nevertheless had to be, and continue to need to be, met.

The Summary of Receipts and Payments shows that there was a loss of £604.63 in the year against a profit of £144.78 in the previous year. Regarding Receipts, the Locality Budget Grant has been a regular and essential source of income in recent years. This cannot be relied upon. Apart from some minor cash donations, the only income was a donation received from Morgan Sindall which related to a project, Oak Tree Gardens, completed during the previous accounting year, but provided in the 2019/20 period.

On the Payments side, Website/social media, it looks as though there has been a sharp increase on last year's figure. We normally make three individual payments a year to make up the total. In the previous year only two such payments had been made. This year's figure is more representative of what we would expect to incur. Regarding Subscriptions, we took membership of the Historic Towns & Villages Forum for the first time, £60.

Without the Morgan Sindall money, the loss would have been over £1100. The Balance Sheet shows a bank balance of £1975.07 on 31 March 2020. Seven months later, on 31 October 2020, that balance stood at £1267.09. Of this year's expenditure, we can expect to incur at least the same individual sums, give or take, apart from the Planning Awards ticket refund, which would still mean incurring at least £835 next year and onwards. At that likely minimum rate and unless additional sources of income are generated, Look! would run out of funds within the next two accounting periods.

November 2020
 Christopher Debenham, Treasurer
 Look! St Albans – Our Community Voice on Design

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Summary of Receipts and Payments - year ended
31st March 2020

2019/20 2018/19

RECEIPTS

Donations				
Public collections	17.00		0.00	
Individuals	13.00		0.00	
Locality Budget Grant	0.00		1000.00	
Corporate	<u>500.00</u>	530.00	<u>0.00</u>	1000.00

PAYMENTS

Public meetings				
Hire of premises	59.00		59.00	
AGM, etc, refreshments	0.00		0.00	
Insurances	539.40		539.40	
Website/social media	149.23		75.82	
Planning Awards ticket refund	297.00		156.00	
Subscriptions	<u>90.00</u>	<u>1134.63</u>	<u>25.00</u>	<u>855.22</u>
 SURPLUS/(LOSS) for the year		<u>(£604.63)</u>		<u>£144.78</u>

LOOK! ST ALBANS - OUR COMMUNITY VOICE ON DESIGN

Balance sheet at 31st March 2020

2019/20

2018/19

ASSETS

Cash at bank	1975.07	2579.70
Represented by:		
ACCUMULATED FUND		
As at 31.03.19	2579.70	2434.92
Add surplus/(deficit) for year	<u>(604.63)</u>	<u>144.78</u>
As at 31.03.20	<u>£1975.07</u>	<u>£2579.70</u>

Chair thanked Chris for his report.

Proposed Anthony Oliver
Seconded Tim Leicester
Unanimously supported

7) Chair's Annual Report.

I think I had better say at the outset I don't intend to spend time on the City Centre Opportunity Site. If you want to ask me any questions on that perhaps that might be best over our virtual, although I must say in my care a real glass of wine, after the formal part of the meeting.

I feel we, that is Mel, Chris and I have tried to keep you all up-to-date on that subject through our news updates and also more details can be found in our Reps Group meeting minutes where I update colleagues in a more comprehensive way.

I want to focus on what we have achieved and our hopes for the future. As I have said before community engagement seems to be something St Albans has turned its back on, but nationally the wind seems to be in our sails. Look! stands ready to work with the council again and if that means explaining what we are and what we are not, to those new within the council or have forgotten then we will be happy to do so.

On looking back to last year's update I see we were much looking forward to The Planning Awards which took place on 4th June 2019.

We were delighted to be supported on the night by Morgan Sindell and Richard Shwe who has now left the council and we send him our best wishes.

We didn't win, but once again to be national finalists in such prestigious awards in the beautiful setting of The Royal Institute of British Architects building was something I think we can all be extremely proud of. In fact I think we can be extremely proud of Oak Tree Gardens as it physically proves our methodology works. You just need a willing team including architects to work with the community.

At last year's AGM I said we would give evidence the 'Building More, Building Beautiful' Commission, this we did and I attended the launch at the end of January this year of the final report entitled "Living with beauty". There was much within that report that supported what we are doing or trying to do in St Albans.

On Friday I gave a presentation to the University of Hertfordshire Master of Science students in their 'Community Engagement and the Planning Process' module, which I felt was a great honour for the work we, together, have carried out in St Albans.

Helping planners of the future understand what can be achieved by working together with the community was a pleasure.

Changes in National Planning Policy guidance is already in force even before the commission report was delivered to the minister within the National Design Guide.

In addition in the Government's White Paper which was published in August states. Well we already have some community co-authored design codes in St Albans, so they should be nothing new to the council. We can only hope the government follows through with this commitment and the sooner the better!

I understand the council have just withdrawn their latest attempt at a Local Plan. We stand ready again to help them really engage, where appropriate with communities across the district.

Look! St Albans is your community voice on design and engagement, tell your friends and neighbours in a socially distance manner what we can achieve together. Tell your councillors what you and the community can do to help shape our collective future.

Finally we on the Reps Group we really could do with more willing hands. As someone once said to me many hands make lighter work.

Thank you.

Followed by informal Q&A's and conversation. Please feel free to join us in a virtual glass of wine or whatever is your favourite refreshment.

Meeting closed at 20:30