

Minutes of Board Meeting of Berks, Bucks and MK and Oxon Food Group CIC on 20 June 2011

Present

Directors

Tamara Schiopu, Elaine Cook, Chair, Henriette Reinders, Colin Wainwright, Philip Emmett, Jane Bowler, Clare Marriage

Observers

Susie Ohlenschlager

Apologies

Mary Rumsey, Jody Cavaye

1	Apologies	Action
2	<p>Minutes of the last meeting and matters arising</p> <p>The minutes were approved. It was agreed the HR would take the minutes for this meeting.</p>	
3	<p>Projects Update</p> <p>Food Guide The Food Guide came out in May. 13000 copies have been circulated to members and stakeholders. The feedback has been good. Copies were even spotted in the library of the House of Commons, three days after it came out.</p> <p>Membership: We still have outstanding debts (older than 90 days) to the value of £2,220.00. It was agreed to send debtors a letter urging them to pay within 21 days, or BBO will get the small claims court involved. The outstanding debts issue needs to be resolved by the 12th of September 2011 at the latest.</p> <p>Grant funded projects</p> <p>Big Lottery: BBO were given approval to develop a guide to foraging in March. Value: £9800. Tamara was in the process of slightly changing the project and take out the three trails and replace them with ideas for responsible foraging.</p> <p>Stronger Communities Fund: Unfortunately this application was rejected.</p>	<p>Tamara</p> <p>Tamara</p>

	<p>Thame Show: Oxfordshire County Council has awarded a grant of £4,000 to run the Thame Show this summer. 24 BBO food producers will exhibit in the BBO marquee.</p>	
4	<p>Financial Report Tamara checked with the accountants re possibility of joining the end of year report with a closing down report. This is possible and won't incur any extra costs. The cash flow forecast shows that by December 2011, no further funds will be available. The future of the food group will be decided upon in the September meeting.</p>	
5	<p>Future of the Food Group: maintenance of the BBO Food Directory on-line.</p> <p>With the potential demise of the BBO food group, some thought was given as to how we could keep a web presence for the BBO food producer members. After some discussion it was agreed that if BBO winds up, Tamara will inform producers which websites would be good for them to register with and HR will get a quote to get a BBO website as part of the regional website, www.southeastenglandfoodanddrink.co.uk, which will make sure that BBO and its members still have a presence, content can be transferred and linked in, and if BBO was to be resurrected again, this would be easily done. SEFGP provides the same service for Surrey and IOW.</p>	Henriette
6	<p>Ordinary resolution:</p> <ol style="list-style-type: none"> 1. Appointment of Susie Ohlenschlager as co-opted Director and Chair. Approved 2. Changes in signatory authority: HR offered to become a signatory on the BBO account. This was accepted. Tamara agreed to sort out the paperwork. 	
7	<p>AOB</p> <p>The following points were raised: We need to have all information re the financial situation by the September meeting and we have to consider either closing the business or take it into a dormant state. EC referred to a meeting with the LEP in the Berkshire area. Berkshire LEP is sympathetic to the type of business we represent and we should use this. Elaine promised to produce a small paper setting out the opportunities re working and liaising with the LEP's.</p>	

	Susie Ohlenschlager led the Board in thanking Elaine for her time and effort in chairing the BBO food group and wished her well in Devon pastures new.	
6	Date of next meeting 12 September, venue: Cocoa Pod, Stone.	TS