

LONDON CYCLING CAMPAIGN

Board Meeting, 3rd November 2020

By Videoconference

MINUTES

Present: Pearl Ahrens, Aidan Chisholm, Simon Clark (from item 6.2), Sylvia Gautereau, James Heath, Stuart Kightley, Eilidh Murray, Terry Patterson, Kris Sangani, Sarah Strong, Christian Wolmar (from item 2)

Apologies: None

In attendance: Ashok Sinha (CEO)

1. Welcome from the Chair

1.1 As Terry was having technical problems in participating in the videoconference, Eilidh took the chair (until item 3). She warmly welcomed everyone, especially the new trustees.

2. Introductions

2.1 All trustees introduced themselves by saying a few words about the backgrounds, motivations, and what they hope to achieve as a member of the LCC Board.

2.2 A common thread was the importance of widening participation in LCC to make the charity more representative of London's diversity and the broad range of Londoners' needs.

3. Declarations of Interests

3.1 Stuart Kightley declared that he is a managing partner at Osbornes Law, which provides LCC members with legal services. He restated that he would withdraw from any conversation that related to LCC's selection of legal partner.

3.2 Aidan declared that he is member of staff of Sustrans.

4. Chair's Report

4.1 Terry said that the AGM went as well as could have been expected given that it was a digital, essential business only meeting.

4.2 She added that she was recommending that Simon Clark be once again co-opted by the new Board as Treasurer, and that he was willing to fulfil that role for another year.

OFFICER ELECTIONS & COMMITTEE MEMBERSHIPS, 2020-2021

5. Chair

5.1 Ashok took the chair for the election of Chair for 2020-2021.

5.2 Terry was elected unanimously and re-took the chair.

6. Other Officers

- 6.1 **Vice Chair:** Eilidh was elected by acclamation.
- 6.2 **Treasurer:** the Board agreed to co-opt Simon Clark.

7. Other Co-options

- 7.1 No other co-options were made.

8. Subcommittee Chairs

The following were elected by acclamation:

- 8.1 **Campaigns & Active Membership (C&AM):** Aidan and Kris (co-chairs)
- 8.2 **Policy Forum:** Pearl and Sylvia (co-chairs)
- 8.3 **Business Committee:** James
- 8.4 **HR Committee:** Christian

The following volunteered to serve on Board subcommittees:

- 8.5 **C&AM:** Sarah, Christian, Sylvia, Eilidh
- 8.6 **Policy Forum:** Sylvia (second trustee seat), Sarah
- 8.7 **Business Committee:** Simon, Terry, Pearl
- 8.8 **HR Committee:** Terry, Kris and James (on a case-by-case basis)

9. Induction

- 9.1 Terry asked that all trustees who had not yet done so should sign and return their annual **Declaration of Interests** and the **Board Code of Conduct**, and send all the requested **personal details** to the office.
- 9.2 Terry also checked if all trustees had received the LCC **Safeguarding Policy**, asking everyone to make sure they are familiar with its contents.
- 9.3 She similarly asked that all trustees familiarise themselves with the **Charity Commission guidance and advice** for trustees that had been previously circulated.
- 9.4 **Skills Audit:** Terry said that she would consider the best way to perform an audit and communicate this to the Board.

10. Minutes of the 29th September Meeting (previously agreed by email)

- 10.1 Actions tracking was deferred to the next meeting.

11. Staff Report

- 11.1 None tabled at this administrative meeting; Ashok agreed to send the report to the last Board to new trustees for information. A report will be tabled at the first full business meeting of the Board in December.

12. AOB

12.1 None.

The meeting was closed.