

Minutes of Executive Committee Meeting Held Tuesday 10th March 2009 At 18 Brendon House, 3 Nottingham Place W1U 5LB

Present:

Bob Smytherman (Chairman), Robert Levene (CEO), Mike Derome (Treasurer), Muriel Guest-Smith

Apologies: A McKeer, A Ellson, Y Mistry, A Pridell, Dick Williams, Philippa Turner, Nicholas Shulman.

Minutes

27/01/2009 – These were approved and signed.

Directors/Committee Members

Muriel Guest-Smith was co-opted onto the committee as a Director.

Treasurers Report:

Report distributed prior to meeting.

Bank Balances

Nationwide	£18,825.35
Nat West	£7,752.02
PayPal	£94.35

Subscriptions:

Highfield RA a member of four flats requested reduced membership fee and it was decided that the fees were already at the lowest level practicable.

A steady flow of 2009/2010 subscriptions have been arriving in the office but we are not banking until after the 1st April 2009.

CEO Report:

- Report distributed prior to meeting this was reviewed and noted.

Admin. Report:

- Report distributed prior to meeting this was reviewed and noted.
- MD to discuss with RW 'petty cash account' or 'impress' and revert.
- Lord Coleraine comments on the publications were noted and the publications will be kept under normal review.
- Sample newsletters on the website will not cost £2.
- No smoking signs now available free of charge on the website or £2 if printed in the office on plain paper and posted.
- It was agreed to not publicise the newsletter only subscription at £15 as this might be detrimental to some member renewing.
- We will create an offer Certificate of Membership.
- The next meeting date will change from 9th June 2009 to 23rd June 2009 and the August meeting will not take place proving the accountants can finalise the accounts in time for the June meeting. If they do not then a meeting will be held when they are ready to sign these.

Location and Dates of future meetings:

23rd June 2009 Brendon House

22nd September 2009 (AGM) – Park Crescent Conference Centre

Any Other Business

- RICS code of practice discussed.
- Office of Fair Trading consultation on home buying and selling RL to do standard non-detailed response.
- RL reported on holiday arrangements for the summer and he will be away 13th July to 24th August which clashes with children's school holidays for both Jacqui and Claire and it was agreed that provided that they could spend a short time in the office during this period BS will keep an eye on matters and that MGS suggestion we are to set up remote computer access.
- BS will attend a consultation on climate change and is also in contact with Westminster City Council.
- RL reported on problems with the office printer and this was felt to be a suitable item for the newsletter.
- RL to find out if Barry Gardener MP still involved in all party group.
- BS and RL to assist NS with presentation for the LEASE conference on 27th May 2009.

Thanks were expressed to Muriel Guest-Smith for use of her apartment.

The meeting closed at 7.25pm.