

## BABA Executive MINUTES of Meeting held on 15.04.19 @ Diya Royal 7.15 / 7.30 until 8.30

No.	Item	Details	ACTION(S)	Deadline	Lead
<b>Present:</b> Kuldip Rupra (C - KR), Jagtar Singh (JS), Sukhpal Gill (SG), Eric Masih (EM), Suki Thiarra & Jash Mann (JM)					
<b>Apologies:</b> Jas Parmar (GS - JP), Raj Chahal (RC), Maj Shabir (MS),					
1	Apologies:	To welcome attendees and confirm apologies	Noted		Chairman
2	Seminar update(s) and future seminars.	Recognised that the last two seminars were very successful and highly regarded, especially the most recent one on digital marketing, social media and MTD. One of the key successes has been the use of Eventbrite for bookings places at the seminars and using Facebook, Twitter and What's App for promoting the events.	The gap in BABA Executive knowledge on the effectiveness and use of Social Media would be addressed by Jagtar who offered 1:1 coaching session(s) for members. We agreed to use Eventbrite for evaluation of seminars (Jash) and agreed that Executive needed to relay / communicate the seminars (and other approved BABA news) to all our respective contacts /organisations. The next seminar would cover x3 subjects, networking and buffet would begin at 6.30 and the seminar at 7.00 until 9.00pm. Proposed subjects include Environmental Health / Support (Trading Standards Advice and Best Practice) & Economic Development & Growth. Patrick Lyons (Economic Dev. & Growth) has already agreed (JM)	To agree components by end of April.  To arrange a seminar on Charitable Incorporated Organisation (CIO) or equivalent to help inform agenda items 3,4 &5	JM  KR / EM to support via CVS (Martin Trinder)
3	Constitution and New Board Members	<b>Items 3,4 and 5 were addressed together as they are interlinked.</b> BABA to discuss requirement / proposal for the recruitment of new executive members that are more representative (especially women members); in turn how would this be reflected within the constitution. Representations were made about adopting a co-opted approach to encourage members with transferrable skills (from mainly business groups and other groups such as BAPIO, Bandhan etc.). We also discussed the BABA Governance structure (potentially to mirror QP Gurdwara Committee model) where appointments are made on a 3-year cycle.	We agreed that the order of priority would be as follows: <b>1)</b> We would first need to make changes to the constitution and culture of BABA making it <b>more representative</b> and appealing, BABA would value members and they would be given confidence to lead and represent their business interests (Eric M to provide QPCO constitution to be used as a template). <b>2)</b> Agree organisational status of BABA and incorporate new values as part of this constitution and define benefits of agreed status. EM agreed to support by engaging Charles Little - Keens Shay Keens Ltd Accountants <b>3)</b> The Sept AGM to take place once the constitution and organisational status is agreed; this would then be ratified at the AGM and subsequently Executive Elections will take place.	Agree draft constitution by end May 2019	KR, JP & RC & Legal Rep
4	Charity Status			Organisational Status agreed by end July 2019	KR, SG, EM
5	AGM			AGM by mid-September 2019	Chairman & General Secretary

6	BABA Newsletter	Feedback and future items/input	BABA Newsletters have been highly regarded and there has been positive feedback (especially Jagtar's article). Actions to engage key individuals to contribute. Suggestions for articles for the next newsletter were Raj C, Jas Parmar and John Lehal and any contribution from the wider professional and business community.	Inputs for future Newsletters to be directed to JM for consideration	JM
7	Environmental Health	Update on Environmental visits with Bedford Borough Council	Succinct written update to be provided by Jas Parmar	JP	General Secretary
8	BABA Accounts 2018/19	<b>Tabled:</b> Suki Thiarra presented the BABA Accounts (Income and Expenditure for 2018/19).	ST apologised for the delay in presenting the accounts due to personal reasons and advised that the closing balance for 2017/18 was £4239.72 and then highlighted the key income and expenditure relating to BABA activity throughout the year. The balance for year-end 2018/19 was £6771.23 (representing an increase of £2,532.51). ST also advised that £500 was still outstanding from the EoE Ambulance Service (JP & JS to chase)		JP & JS
9	AOB	<ul style="list-style-type: none"> <li>BABA Chairman's Summer Bollywood Bash</li> <li>Protocol on What's App Forums (Gentle Reminder)</li> <li>QPCO Multicultural Parade 29.06.19</li> <li>Bedford Carnival 07.09.19</li> <li>Mayoral Hustings 18 April 2018</li> <li>QPCO Iftar Saturday 11 May 2019 @6pm</li> <li>BABA Awards Photographs / Albums</li> <li>BABA Website</li> </ul>	<ul style="list-style-type: none"> <li>Agreed to establish beneficiaries after the event</li> <li>Agreed that unhelpful banter resulted in frustration and reputational damage and people were disengaging as a result. Admin rules will be considered; BABA are reminded to remain professional on all forums.</li> <li>EM reported that all was going to plan and that wider publication would be welcomed (JM to support)</li> <li>BABA agreed that it was important to support and that the level of support possible would be established</li> <li>EM relayed information on the upcoming Mayoral Hustings to take place at the Bedford Blues', Goldington Road on 18 April from 5:30pm to 7pm.</li> <li>EM invited BABA to attend the Iftar on 11 May 2018</li> <li>Albums x30 for BABA sponsors need to be produced as a matter of urgency, JM to download all images to Dropbox and share accordingly)</li> <li>Website Redesign to be considered at next meeting</li> </ul>		<p>KR / JM JS &amp; JM</p> <p>EM &amp; JM</p> <p>JP &amp; JM</p> <p>JP</p>
10	Next Meeting / Seminar	Seminar 3 - 03.06.19 BABA Executive Meeting - 24.06.19	@Great Denham Golf Club - 6.30 @Great Denham Golf Club - 7.00		

General Note(s):

11	Brochure about a new development LU2ON near the Luton ParkWay station	Vinod Tailor, the previous High Sherriff approached Jas Parmar and presented him with a brochure. JP remembers that EM placed a poster in relation to this on BABA WhatsApp a while back. Anyone interested in investment can ask for more info or visit the site office.	See: <a href="https://thinkluton.co.uk/key-developments/lu2on/">https://thinkluton.co.uk/key-developments/lu2on/</a>		
12	BABA Identity	BABA needs to establish how its identity is better utilised by organisations that it supports / represents and in turn how BABA can reciprocate. One way in which this could be achieved is by organisations incorporating our (new) logo and BABA incorporating theirs (for mutual benefit).	Devise a shortlist (initial) for consideration.	Shortlist to be discussed at the next meeting	KR