

**Transition Town Kingston – core group meeting  
Tues 30 January 2024, 6.30 - 7.30, at Spring Grove**

**NOTES (Actions in red)**

**Present:** Marilyn (MM, chairing and note-taking), Damon (DHD, Paul (PMc, treasurer), Peter (PM), Toni (TI), Maya (MF)

**Apologies** had been received from Marcus (MO), Hilary (HG)

1. **Last meeting's notes** (November 2023) were approved for publishing.  
A few **matters & actions arising** were discussed later or deferred.

2. **Updates**

**TTK events/projects**

See **Appendix 1** for other TTK updates sent earlier.

**Energy Group** (PJM, DH-D) – DHD brought up the problems caused by national planning restrictions/specifications/priorities that hampered or delayed energy-efficiency measures such as heat pump installations and external insulation. He had raised this with Cllr Manders, but it was a national issue – a campaign for another day?

The EG had participated in the recent Council-led Bite Size energy efficiency event.

**Repair Café** 1<sup>st</sup> birthday coming up on 3/2, with a cake and VIP presence planned.

RCK funds were healthy, and they requested **PM** to transfer £200 from their account to TTK's general fund. MM commented that it was nice that RCK was not only a useful green and popular outreach project, but seemed to be a "nice little earner" for TTK.

**Other groups & orgs**

See **Appendix 2** for some updates sent earlier

**KEF solar project:** now had a new lead, Charles Tugenhat

**Transition Together/Vive** - notes had been sent earlier – MM commented that we should keep in touch with the Transition network, but there was a ton of information and initiatives, and it was hard to keep up!

**The Climate Coalition** – meeting notes and newsletter circulated earlier – **Great Big Green Week, June 8 – 16**, coming up – we should try to do something (Event/talk? Fit some our usual activities under this banner?) and maybe get other local groups involved (via KEF?)?

**Good Food Group** – MM had circulated a report on their meeting earlier.

3. **Events/opps coming up**

**Reminders about TTK AGM:**

**Reports:** Treasurer, Chair and Project groups (Abundance, CCG, EG, RCK, Recycling Minds(?...)) should prepare brief reviews of 2023 – end of March 2024, decide who would do so (**HG/ DHD** would report on RCK), and get financial transactions (including 10% transfers of project funds/donations to the general fund) up to date by end of March to assist our Treasurer with the accounts. (Scrolling back in the event list on the TTK website - <https://www.ttkingston.org/events/> - may remind groups of the year's activities for reports, though not everything was there.

**Constitution:** MM had drafted changes to allow for growing CG, agreed by CG for confirmation at AGM

**Chairing TTK:** MM would be standing down after the AGM (she had been diagnosed with a rare blood disorder and either that or the medication was making her feel even more tired than usual, though no other symptoms or side-effect thus far); she requested volunteer(s) to chair TTK 2024 on ("job description" in Appendix 2) – DHD offered to be interim Chair until/unless someone else offered.

**Party for stakeholders and volunteers** afterwards: we agreed that the December event, though expensive, had been a success and that we should repeat it after the AGM, so at 7.30 on 30/4. It might

even encourage more people to attend the AGM, step up with projects... Planning and invitations deferred to next CG meeting

**River Thames Scheme:** TTK Energy Group (**PM, MO?**) would reiterate/update their earlier response on SCC & EA latest consultation on the flood mitigation scheme, supporting energy extraction at weirs. Others (including readers of K E News) were invited to participate, attend public event in Kingston on 15/2, support greening proposals along the river. More info at <https://www.riverthamesscheme.org.uk/consultation>.

#### 4. Continued / held over from previous meetings:

**Insurance** – risks and requirements had been agreed earlier – we now had enough info about what needed cover, **PMc** would forward renewal reminder from current insurer, due in February, and **PM** would take on renewal, or, if there were problems, find a better deal. Both were requested not to leave it to the last minute in case a new insurance company had to be found. (GSRC network had some advice about useful insurance companies from other Repair Cafes.)

**Storage at STWC** –see Appendix 1, HG's report. It was agreed to go ahead, pay for the space, and **MM & PM** would talk to Hugh @ STWC about moving TTK stuff in. The deal for the moment involved one key held by STWC, who would unlock during their opening hours on request.

**Business planning**... income, contributions from project groups, membership... all deferred until MO was present to advise.

**Green corridors/chains/links** across Kingston. MM revived this idea (something DHD had proposed some time ago) as a possible future project, potentially involving every green group + Kingston residents, council officers and contractors... in rewilding, wild-life corridors, tree and hedge planting (see <https://www.bbc.co.uk/news/science-environment-68132688>.) Would be a massive educational project and a great legacy for the future. **DHD** would invite **MM** to present to KEF's next meeting as a start.

#### 5. Resources, to discuss as needed: publicity, fliers, new flag/banner? high res Logo (updated)?; TTK funds and Open Collective, website, TTK property/assets list... Some notes in Appendices to Agenda sent earlier).

**TTK Logo** – we need a high res logo with the TTK name bigger and clearer – for a **new flag/banner** in the first instance. Other major changes to how TTK operated in Kingston (as suggested in TT webinar notes circulated earlier) which could involve a rebrand and affect design and content were considered too big and too difficult to embark on, so minimal changes were needed and **PMc** would undertake these.

**Funding** - do we need any money or envisage any new activities that might? E g, next rounds of Transition Together Seed Funding, RBK funds, sources highlighted by KEF, RBK, KE News... Nothing for now but we should maintain awareness of what's available

**Transfers of 10% project funds/surpluses** after expenses to TTK general fund (for shared resources, insurance, storage, volunteer incentives, contingencies...) – **All** project groups were reminded to build this contribution into future funding applications.

**Website** – **MM** had been informed that the default design would shortly change – she would check that she had undertaken the appropriate revision and do so if she had not.

#### 6. AOB:

MF told us that Twickenham would soon have a **Library of Things** - see <https://participate.libraryofthings.co.uk/twickenham> (**MM** would update Leonard @ RBK)

Kingston was consulting about how to mark the **1100 year anniversary** of crowning of Saxon kings in Kingston – perhaps TTK could contribute in some way, maybe something (positive?) about the next 1100 years? **All** to consider.

#### 7. Dates of next meetings: 27 Feb, 26 Mar, 30 April (AGM)...

**Green Drinks** followed, but no one joined us so we continued informal chat. TI has a new grand-daughter – congratulations!

## APPENDICES

### 1. TTK & TTK Project updates

- See [Repair Café Project group notes](#) for updates – MM attended and reported back to RC project group on a European RC webinar conference on 26/1.
- **CCG** –has the donation of £34 (earmarked for a banner for out gate) from Educare Small School arrived yet? Annual totals for 2023, highly inaccurate as usual but looking better than last year, though a farmer would probably be unimpressed by our productivity:
  - Chicken Collective, an estimated 350 hours for an estimated 700 eggs
  - CCG volunteer hours - 222 recorded
  - CCG crops - c36 kilos recorded + herbs+ hops
- **KE News** – FYI/reminder, this is edited solely by MM, KEC having found it difficult to do regularly or reliably. Some readers on some devices are having problems with anchor links – what to do: should we abandon them, or can they be fixed? No visible advice or FAQs on Mailchimp website.
- **TTK storage at STWC:** DHD and HG visited The Circulatory again and talked to Hugh and Eric about space for TTK's stuff. The offer is for around 10 sq ft @ £15 per square ft per year, see the picture with the metal frame (not part of the deal). In the short-term our space would be behind the locked black door (open in the picture), to which only a few people have a key. A few screens would demarcate our space. There is a carpenter-built space about double that next to it which will become free in around 6 months and we could have half of it: see the picture with the glass door and red walls; the door has its own lock. DHD and HG recommend going ahead and propose a 6-months contract to start, i.e. an initial outlay of £75.

### 2. TTK chair or co-chairs or... – “job description” MM

*This is more or less what I have been doing for the past couple of years, and perhaps all these tasks don't need doing or more or other tasks do - some of them weren't done for long periods in the past, and TTK survived, though it didn't thrive or grow. And they don't all have to be done by one or two people, though sometimes that's the easiest, most efficient way to get things done:*

- Making sure monthly CG meetings and AGM happen, decisions are shared, and, along with actions, are recorded. To this end, circulating agendas (there's a standard agenda that can be used or adapted) and requests for input and updates, chairing and/or taking notes if needed, but delegating and sharing these tasks if preferred and possible/realistic.
- Strategic planning, where are we now? Where do we want to be...?
- Ensuring that TTK runs smoothly, and that our resources, insurance and finances etc are fit for purpose and clear to CG members
- Keeping web resources and events updated, or appointing someone to do so
- Administering Facebook page, deleting irrelevant posts, or appointing someone to do so
- Keeping in touch with the wider Transition movement, its ideas, discussions and resources, and passing on news and opportunities to the CG, or appointing someone interested to do so
- Keeping in touch with the Council and with other environmental groups in Kingston, and passing on news and opportunities to the CG, or appointing others to do so and report back
- Being a first point of contact for enquiries and ensuring they get forwarded to the right person
- Useful attributes, which can be cultivated on the job: good connections (e.g. with relevant Councillors and Council officers); knowing enough about TTK to be able to speak for it, sign petitions etc without input from the CG (often hard to get, particularly when time is short); availability for CG and other meetings, networking etc. It can be helpful to be a generalist rather than being focussed on just one element of Transition.

**The newsletter**, shared with KEC, is a separate task, though ideally done by someone who attends CG meetings and is aware of what's happening locally.

### 3. FYI - All [Climate Emergency Centres](#) Zoom Talks on the CEC YouTube channel