



Greater London Tamil Sangam - Minutes of Meeting

Meeting Title : General Meeting
Meeting Venue : 7 Offord Grove, Leavesden, Watford, WD25 7NF
Meeting Date/Time : 23-Mar-2019, 9:30 PM to 10:30 PM
Meeting Chairperson : Kannan Renganathan
Meeting Participants :

Name	In Person / On Call	Notes
Kathiresan Kaliyaperumal	In Person	
Sooriya Kumar Coimbatore Rajendran	In Person	
NandaKumar Palani Gounder Sivaswamy	In Person	
Anand Krishnamurthy	In Person	
Sivakumar Manokaran	On Call	
Ramachandran Raghu	In Person	
Chezhan Veerasamy	In Person	
Ajoykumar Srinivasan	In Person	
Kannan Renganathan	In Person	

Absent from Meeting:

- N/A

Meeting Agenda:

- Charity name
- Constitution 'foundation' document walkthrough and approval
- Bank Account Opening and Operation
- Appointment of Executive Directors
- Membership Fee

Greater London Tamil Sangam

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- GDPR Compliance
- Social Branding
- Discuss on next events

Meeting Minutes/Notes:

Below points were discussed and resolved in the meeting,

- Why 'Greater London Tamil Sangam' : This denotes the people living around Watford, Bushey, St Albans, Hemel Hempstead, Harrow.
- Constitution document
 - Tamil Sangam - Constitution Document v1.0.docx shall be the constitution 'foundation' documentation for the Greater London Tamil Sangam.
 - The documents shall be signed by all Charity Trustees.
- Bank Account
 - To open a Community Current Account with Metro Bank, Watford Branch
 - Authorised signatories for the bank account be
 - Ramachandran Raghu
 - Sooriya Kumar Coimbatore Rajendran
 - Kathiresan Kaliyaperumal
 - We require the following facilities for the Bank account
 - Debit Card
 - Internet Banking
 - Cheque book
 - Each signing authority can have a debit card.
 - Each signing authority can have access to the Internet Banking.
 - Anyone of the authorised signatory can sign the bank cheque.
- Appointment of Executive Directors
 - Treasurer : Ramachandran Raghu
 - All other Executive Directors shall be discussed and finalized in the next meeting.
- Organisation Structure
 - Discussed about the advantage of a flat organisation structure.
 - Organisation as per the current constitution document to be adopted.
 - Proposed to review the organisation structure after 2 years.
 - Trustees team will be gradually expanded to ensure to give opportunity for the active participating volunteers
 - President and secretary will be consulted during the decision making process
 - Requested Ajoy and Chezhan to be the President and Secretary respectively.
 - For Fund handing, an internal approver of expenses (other than treasurer) to be adopted.
- Annual Membership fee to be



- £10 for individual adult
- £5 for individual children (under 18 yrs)
- £25 for Families (2 adult and 2 child)
- The activities of the Tamil Sangam to be categorised as per the UK guidelines as below
 - Education
 - Arts
 - Citizenship or Community Development
 - Health
 - Religious or Racial Harmony
- GDPR Compliance
 - Policy showcased and all members to review it.
 - All member data will be collected as per the law.
 - Any School or teaching related people should check - Disclosure Barring clearance
- Social Branding
 - Tamil Sangam Website, social network sites (facebook, twitter) to be used for branding and communication.
 - Initial sites released.
 - <https://www.gltamilsangam.org/>
 - <https://www.facebook.com/gltamilsangam>
 - <https://twitter.com/gltamilsangam>
 - The logo that depicts tamil culture and value to be used for all further branding and communications.



- To celebrate Tamil New Year
 - Decided to Celebrate Tamil New Year in the month Apr'19. Date to be finalized based on the hall availability.
 - Would like to have friendly debate show at the event.

Key Achievements:

- N/A

Planned Activities / Next Milestones:

- Tamil New year event planning
- Chezian to confirm his interest to be a bank signatory.



- Organisation structure to be discussed and if required the constitution document to be amended.
- Ajoy and Chezhan to confirm their role (President and Secretary) acceptance.
- Bank Account to be opened with Metro Bank

Action Items:

Minutes of Meeting Tasks	Responsible	Start Date	End Date	Status	Comments
Bank Account Enquiry and Opening	Nanda	25-Mar-2019	05-Apr-2019	Open	To work with Bank and signatories
Tamil New year Event	Sooriya	25-Mar-2019	10-Apr-2019	Open	To work with Chezhan and Ajoy.