

Hallbankgate Hub Management Committee

Minutes of meeting on Monday 6 July 2015

7.30pm at 1 Bank Hall, Hallbankgate.

1. **Those Present:** John Foster, Rose Foster, Edna Eagleton, Sue Consterdine, Duncan Sperry, Janet Lambert, Angie Wareing, David Jones, Steve Bowles

2. **Apologies:** Robin Murray

3. **Minutes of the last meeting (22 June).** These were agreed.

4. **Matters arising:**
 - a. Post Office. Duncan had spoken to Karen Bragg, who had said that funding for a PO local may not be available beyond the end of the year. Duncan to keep her updated. When we are ready to negotiate a contract will be the time to stress that we require a business to business agreement rather than one individual being responsible.

 - b. Building operations/refit group. The group has now met twice; there are two main strands:-
 - i. Epos/supply chain/licencing
 - ii. Shop layout – close liaison with design team needed, Janet will liaise with AdamThe group will provide a note on progress at the next meeting.

 - c. Michael Bauer. David decided it was too early to have contacted Michael (as dates have slipped) but will do so in the next two weeks.

 - d. Rose has been contacted by Peninsula. She will inform them that we do not wish to pursue a relationship at present.

5. Treasurer's report.

This was presented.

6. Bid Progress.

Duncan reported that we now have a prospective solicitor – Minihan McAlister (Jayne Minihan did the report on the survey). She had just emailed details of letters we could send to Scotmid plus outlines of her terms, charges, etc. She suggested two options for Scotmid's investment, with advice for the latter.

7. Share prospectus.

The final version is now available to download from the website.

Delivery of the prospectuses will be co-ordinated by Rose. Steve will print labels for the return envelopes.

The draft share certificate was discussed. The wording was agreed with the addition of “ordinary” in front of “shares”. Janet and Scott will work on the final design, perhaps including a logo.

8. Power to Change timings

It was agreed that we should not try to ask them to expedite a decision – they may not anyway – but that we should use the time between now and September 30th to put as much match funding in place as possible.

9. School/Church fete

We had a stall at the fete. A few pounds were raised. The main object was to publicise and distribute the share prospectus. There were fewer people there than some previous fetes so not all that many had been taken away.

10. Other fundraising

- a. Cumbria foundation. Steve has started an online application and asked Duncan to look – particularly with regard to the finance. Steve and Duncan would try to get this off as soon as possible, perhaps increasing the amount requested.
- b. LEADER. Sue has been in touch. Their next round will not commence until September and they will contact us then.
- c. Esmee Fairbairn. The information (pre-circulated) suggests that they do not fund building/refurbishment but may contribute to salary costs. Steve to investigate further.
- d. Other. Janet will launch a Facebook campaign. John will use his contact at Cumberland News (Jenny Brown) to see if they might help. Rory Stewart could also be approached. Local businesses need to be approached. John will look at the volunteer info sheet and John and Steve will craft a letter of approach to firms in the area – and beyond.

11. Volunteer policy

Rose had circulated a draft policy – this was agreed with minor amendments.

12. Volunteers evening

40 people who had said they would volunteer have been approached about the evening on 7th July in the village hall. 11 have said they are coming. David will lead along with Sue, Rose, Angie and Edna

13. Premises inspection

This has not yet happened as Sue Stoddart has been away and we have been unable to get keys.

14. Hub visual identity

Janet has met with Scott. They will take ideas from the winning designs from the school competition but it will not be possible to simply use that which was awarded first prize.

15. ACT community buildings event.

Steve had attended this workshop/conference. It was however almost exclusively about village halls and therefore of little relevance to the Hub.

16. AOB

- a. Duncan expressed the view that we are nearing the time where a critical path review was needed so that actions can be prioritised.
- b. The issue of what goes in the published minutes was important. It was agreed that rather than state in public minutes that an item was restricted it would be better to have two versions of the whole document.

17. Date and place of next meeting

Monday 27th July at Wood House

Meeting closed at 10.05 pm