

Hallbankgate Hub Ltd

Minutes of Management Committee meeting Monday 27th July 2015

7.30pm at Wood House, HBG

1. **Those Present.** John Foster, Rose Foster, Robin Murray, David Jones, Duncan Sperry, Edna Eagleton, Steve Bowles
2. **Apologies.** Angie Wareing, Sue Consterdine, Janet Lambert
3. **Minutes of last meeting** (already circulated). These were agreed along with minor amendments before publication on the website.
4. **Matters arising:** (4c) Michael Bauer is on holiday until the end of August. (7) Delivery of share prospectuses is almost complete. David reported some lack of enthusiasm about the pre-existing premises, stressing the need for mood boards etc. to show our exciting ideas. (10d) There was a positive article in the Cumberland news. John would try to get an electronic copy. (12) volunteer evening. 12 people came; a positive discussion about the shop took place. To be repeated. (14) logo – deferred as Janet was not present.
5. **Treasurer's Report.** Sue had emailed this in advance of the meeting:
As at close of business 24.7.15;

Balance at bank	2,741.09
Unbanked cash	500.00
Unbankable cheques	5,240.00
o/s cheque	(286.80)
o/s receipt	500.00
Available funds	8,694.29
Petty Cash	29.25
6. **Bank account name.** Steve explained how we came to be known as Hallbankgate Hub LTD when we were incorporated as a CBS. This is being sorted with the bank. It may be necessary to operate two bank accounts, at least for a while. Steve and Sue to sort this out with the Cumberland.
7. **Correspondence** HMRC. Steve had received two letters from HMRC with regard to registering and paying corporation tax. Our report dates were now known. No action required at present. We have applied for the SEIS advanced assurance.

8. Building inspection and issues

David presented and went through the documents which had been emailed before the meeting. They showed one version of layout and it was agreed they were excellent. Notes and drawings to be attached to the minutes.

As most of the internal walls are stud walls it makes reconfiguration easier. There is a lot of rubbish to be sorted/removed. The electric meter for Store house is also located within the shop. Conversely our water supply comes via the house.

Robin proposed (seconded by Steve) a vote of thanks to David and the operations team. Agreed unanimously.

9. **Bid developments & solicitor's actions.** Duncan and Robin had met with our solicitor. She had drawn up heads of terms which were agreed. These have been forwarded to Scotmid. Their response (via solicitor) was to thank us but also to ask what interest was payable and what was the pay-back period. These points are clearly not correct. A reply will be drafted by John (Duncan to forward John the email from Adrian Lorimer) then shown to our solicitor before sending to Scotmid.

10. Post Office

Post office had advertised for a business to become post master – applications had now closed (none received). Karen Bragg had sent two emails, but they mostly concerned other locations.

11. Fundraising

How to spread the word. Steve and Rose had put together a piece for the September village news. This was agreed. Rose had produced posters and flyers for farmer's market and film club. Tim Coombe will send out info to all Arts Umbrella recipients. Sustainable Brampton list has been emailed and Mark Lloyd will forward to sustainable Carlisle. Rose will contact BIG magazine and The Voice in Brampton

Shares. Steve had updated a spreadsheet put together by Robin showing target breakdown and amounts received. (£7020 to date).

Grants Esmee Fairbairne, - we have now heard that our application will not be progressed. Cumbria Foundation - section A has been submitted and section B must go in Wednesday's post. Quotes are needed for EPOS systems. Prince's countryside fund, A report had been shown on BBC breakfast about a shop in Wales. Many similarities to us. We can apply when applications open in September.

12.Road access – possible one-way system. It was felt that this was unlikely to be possible. If it was it would be a matter for the future.

13.Recycling area. This area is very untidy. Now that the shop is closed it is also being used as a carpark by residents of the flats. This will need to be looked at. Robin and Rose to make a start on this.

14.AOB

Robin suggested we try to find people who could be the nucleus of small cells of about ten houses

15. Date and place of next management committee meeting.

Monday 17th August at Wood House. (Apologies from Steve)

Meeting closed at 10.00 pm.