

**Minutes of Hallbankgate Hub Management Committee 17<sup>th</sup> August 2015  
held at Wood House, Hallbankgate, at 7.30.p.m.**

Present: John Foster (chair), Janet Lambert (Vice Chair) , Sue Consterdine (Treasurer), David Jones, Rose Foster, Robin Murray.

Apologies: Steve Bowles, Edna Eagleton, Duncan Sperry, Angie Wareing

1. **Minutes.** Agreed.
2. **Matters arising.**

- i) *Cumberland News article.* Note on their website. JL will scan.
- ii) *Recycling.* RF reported on conversations with Victoria Wilson, Council officer responsible. Was told that there was no extra capacity to include plastic and card in Hallbankgate's collections. VW had found no evidence of a contract or agreement between the Council and the Co-op over the siting of the bins. Nor is there any sign of any financial arrangements, either for the benefit of the shop or the school. JL to double check re school with her neighbour at Coalfell who is chair of the PTA .

Agreed to consider at a later meeting on whether there ways of improving recycling and any income that could be earned for the Hub.

- iii) *Clusters.* This was the idea of gradually forming a network of 50 or so people who would be willing to act as two way points of connection between the management committee and the community for the feed back of ideas, delivery of newsletters etc. Connecting with 6-10 households, this had been the secret for the success of community centres like the Hub in Japan to ensure the involvement of members, guard against burn out of those on the Committee, and be a source for new members of the Committee when existing members decided to step down. In the discussion there were doubts raised about whether such a network could be formed immediately, but it was emphasised that it was an idea for longer term, and it was a matter of identifying those who would be willing to undertake this limited degree of support for the Hub work. JL also pointed out that the working groups also rovided a way of involving non Committee members. DJ suggested it was a way of widening the network of volunteers.

Agree that RM approach Christine Lloyd to see if she would consider taking responsibility for the relations with the membership and begin the process of forming the cluster network.

3. **Treasurers Report.** SC presented the accounts. They showed that £18,900 share subscriptions had been banked to date, with a further £2,000 in process. There was still a small sum remaining from the original

Trust grant, held in the original Trust account. Together with the Village Trust's sum of £13,000, and Scotmid's agreement to purchase £10,000 shares, this brings the total raised to c.£45,000, the sum necessary to purchase the shop. To date the Hub now has 59 shareholders.

The Cumbria Building Society (CBS) Trust account would be wound down after some final BACS payments had been received, and the balance transferred to the Society's main Hallbankgate Hub Ltd account with CBS.

4. **Grant fundraising.** The Cumbria Trust had distributed the Hub's request to a Brampton Charitable Trust which had turned it down on the grounds that the Hub was not a Charity or Not for Profit. In SB's absence RM had written back to say that a Community Benefit Society had been developed as in effect a charitable co-op, whose goals were entirely for the community's benefit, and whose rules excluded any benefit for individuals. To date no response from the Trust. Other possible sources to approach: The Prince's Fund, business groups and associations with a potential interest in the area. Ideas to SB to follow up on his return.
5. **Share certificate.** These would be issued at the close of the share offer. JL would provide a design.
6. **Power to Change Review.** RM had been in touch with the Power to Change office, who said they would be in touch shortly about further information required in addition to seeking fixing a date to visit the Hub and discussion the application. Among items that the fund flagged up, and which need updating from the time of the application:
  - i) community involvement. Further details on shareholding, including results of second round of canvassing. Discussion of further newsletter, but agreed to wait until the report in the Village News comes out in early September.
  - ii) ideas on incentives encouraging involvement (see paper attached for the meeting). Among other suggestions, including those from earlier discussion on cluster networks, DS had suggested a membership card that would provide benefits negotiated for the holders particularly those passing through the area like bikers and bird watchers, and give publicity to local farms, businesses like the Belted Will, and providers of services like B&Bs. RM agreed to discuss with DS the preparation of a short paper for later consideration by Committee.
  - iii) Volunteers. SC had drawn up a list of volunteers to date, which now totalled over 50.
7. **Bid Progress.**

*Scotmid.* JF outlined the discussions he had had with Adrian Lorimer of Scotmid about the Heads of Terms (see his note prepared for the meeting). The Hub solicitor had sent comments on the issues raised about future assurances on reasonableness and not changing rules on

withdrawals. It was agreed that JF would reply to Scotmid and attach a draft letter of understanding.

*Timing of shop purchase.* Now the funds to purchase the shop were in place, issue raised of timing, and whether it would be prudent to go ahead before hearing about the result of the Power to Change bid. After discussion motion proposed by DJ seconded by JL to go ahead rapidly, agreed unanimously. Also agreement to the Chair's proposal for a press release for the Cumberland News announcing we had reached our first target. Action: JF

8. **Design.** JL presented a revised plan for the refurbishment drawing on the points contributed, and following a second inspection of the building with Hamish Nicholson. The café area had been moved back to the main shop side of the building, with the room on the east of the back wall available for the Hub activities. DJ said that Adam had underlined that the Committee had to make clear what it wanted in terms of priorities and use, and he could then refine it in the design. RF pointed out the planning advice that any café area should not be more than 50% of the shop area. DS had indicated that he thought the café area might be key to the long term sustainability of the Hub, and that we could think of the Hub as a destination, where to be met with a welcoming cafe area might be more attractive than facing a shelf of tinned baked beans. SC identified the constraints and flexibilities of the building as it stood, JL underlined the importance of maintaining space for the development of Hub activities/services, and reported on ideas of Hamish Nicholson, his thoughts on opening up the old entrance to the West, building a conservatory replacing the current porch, renewing the floors, and offering to help before the end of September. Agreed that all ideas to go to JL who would revise the plans to enable a decision to be made at the next meeting. Also noted that RF and RM would circulate a brief note on exterior design on such issues as the road entrance, the recycling area, the approach road.

9. **Operations.** DJ reported on:

EPOS system. proposed to invite EPOS Now to come and demonstrate their system on site. DS had suggested insisting on a Letter of Acceptance prior to the completion of any purchase. And value of having some alternative tenders to compare against EPOS Now.

Suppliers. SC had got in touch with Blakemores Wholefood Systems, for 1,000 basic lines out of 1800 in total. They were a Northern firm and offered not only supplies but shop design, IT systems (including EPOS) and similar support services. DJ/SC have also been in touch with other specific potential suppliers.

10. **Next meeting. Tuesday September 1<sup>st</sup> at 4 Coalfell at 7.30** (Monday being a Bank Holiday). The meeting closed at 10.15