

Hallbankgate Hub Ltd

Minutes of management committee meeting.

7.30 pm Monday 4th January, 7.30 pm at Wood House, Hallbankgate

1. Those present; John Foster, Rose Foster, David Jones, Sue Consterdine, Mark Glouchkoff, Steve Bowles. Robin Murray

2. Apologies: Angie Wareing, Duncan Sperry, Janet Lambert

3. Minutes of the last meeting : These were agreed

4. Matters arising : Accountant (8) Katy Consterdine is talking with her boss. They will need to know what we actually want. Duncan has also suggested his new accountant, Paul Brennan, would be possible at a cost of £500 - £1000. Director's insurance (8) Steve has contacted Malcolm Ward who has replied that he believes that premiums for this often outweigh the risk. However, individual members may want to have some sort of indemnity. To be investigated further. EPOS (9). David and Duncan are yet to meet to discuss this. EPOS NOW are our agreed supplier – a system will be put together for us with a 12-15 week delivery time. Social evening (13). Everyone agreed this had been a great success. A vote of thanks (proposed John, seconded David) was agreed unanimously. Land outside the shop (14). Steve has spoken with David Armstrong who was very accommodating. David agreed that nobody should park there, including himself. He had also rodded the drains to improve drainage from the area. Electrician (15). Bob Lancaster will be looking at the premises. Steve will pass keys to Mark to allow access. It was agreed that we need to keep a register of keys. **Action David and Sue** to liaise. Other matters: Water meter – Scotmid are in the process of contacting United Utilities.

5. Treasurer's report (previously circulated) This was noted

6. Closure of TTs account.

Having two bank accounts was now causing confusion. Sue proposed (seconded by Rose) that we close the TTs account and retain only the Ltd. Account. Agreed.

7. Progress. Sue has spoken to Lee. He is still interested but has not yet seen the architect plans. A meeting is needed to discuss terms. We do not want unnecessary delays but if a reduced rate could be negotiated this would be preferable. However we would like our builder to negotiate with any sub-contractors, and also utilise volunteer labour where possible. Staffing issues : Action David and Rose to agree a date to discuss this and ensure that all polices are in place. Tim has sent an invoice (£1394) for work to date. It was agreed that we should pay it but request what aspects from the original quotation had been covered.

8. Loan repayment. Angie had gently enquired at the social evening when we might be in a position to make any repayments of her loan. At the time she was happy with the idea that the loan would be repaid from trading profits. However as we had raised a total of £72k to match the £70k from

power to change we would be able to make a £2k repayment now. This was proposed by John, seconded Mark, and agreed unanimously.

9. Secretary stand-in. Steve explained that despite wide distribution of the request nobody had put themselves forward. One possibility was to pay someone (person identified) at a rate of £10 per hour (£300 + for the period). This was proposed by John, seconded Rose. Robin offered to do minutes himself whenever he was there and to liaise with PtoC. After lengthy discussion this was seconded by Steve as an amendment. This was then voted on and agreed 4:1 with 1 abstention. The main motion therefore fell. Thus agreed tasks were distributed as follows

Minutes and Agenda	Mark and Robin (by mutual arrangement)
Liaison with Funders	Robin
External Correspondence	Sue
Membership admin	Sue

Action Steve to notify the other person.

10. Engineer's recommendation.

Tim had arranged for an engineer to look at the task and we are in receipt of his estimate. It was felt this this was excessive for the work involved (eg a charge per flat when each is only one room). **Action David** to get back to Tim to clarify the costs.

11. Grants liaison. Only the original email letter has so far been received from Prince's countryside fund, despite the letter mentioning the enclosed information pack. Steve has emailed them to point this out. Our application to Cumbria foundation has now been deferred to January. Both organisations have been given John's email to copy any replies.

Robin suggested that it would now be advisable to have a revised budget – this was agreed.

12. Electricity account. Steve explained that the switch over to Ecotricity has again been objected to by Scottish Power. Apparently we must first have an account with them – which may take several weeks to set up – and then we can switch.

13. Recycling banks. The clothes bank – and other types – were discussed. We need to ascertain whether an alternative site could be made available before suggesting removal.

14. AOB. Christine Lloyd will collect Hub mail from Peel house and deliver to Sue.

Sue asked that ALL invoices must be made out to Hallbankgate Hub Ltd and must specify VAT separately.

Steve queried whether we have any documentation that specifies the premises are free of asbestos. Action John to check.

Post office. Steve said that Karen Bragg has been in touch with Lucy at the Hall – who has asked Steve to phone Karen with a view to possibilities of using the Hall as PO premises. Action Steve to contact Karen to say that use of the Hall would not be possible.

Capital gains. Robin reported that Duncan had said that for valuation purposes it was customary to hypothecate 80% of expenditure as refurbishment and 20% as development.

15. Next meeting. This was fixed for Monday 25th January. 7.30 pm at 1 Bank Hall, HBG.

Meeting closed at 9.30pm