

Hallbankgate Hub Ltd

Monday 2nd May at Wood House

Those present: John Foster, Janet Lambert, Rose Foster, Mark Glouchkoff, Duncan Sperry

Apologies – Sue Consterdine, Robin Murray, David Jones

Minutes from last meeting – item 6, last sentence, PO report, Proposal accepted – reword.
Item 10, leaflet drop with share prospectus. Accepted as revised.

Matters arising

A – Power to change. We were due to get a further draw down in March, had to evidence proper spend/invoices. Steve has arranged deferment until June, but we can claim beforehand. Will have some form of pro-forma invoice/estimate from Lee by the end of the week.

B – HMRC. Needs to be done but not as a matter of urgency as we haven't started trading yet. Defer to next meeting

Item 8 on minutes – water. Defer to next meeting.

Item 9 – recycling – defer to next meeting

Item 11 – funding logos and HUB logo, Janet reworking, defer to next meeting.

Post office contract has been signed and returned.

5. Treasurer's report – noted

6 & 7. Ceiling stripped out in front, partly finished in the back. Floor joists badly replaced in the past therefore fully stripped out in the right hand area of the shop. Lintels above windows and doors are in, as is the steel lintel in the middle of the shop.

John's note on refurbishment cost was noted.

Duncan put forward cash reconciliation, cash projections and went through them in detail. Pressure on funding appears to be less than had been feared. Duncan proposed we carry on in accordance with current building plans, seconded by Janet, all agreed.

Budgetary control sub-committee. Duncan, Robin and Sue. Proposed Duncan, seconded Rose, all agreed.

Planning consent has been granted – thanks particularly to Janet for that.

Fixtures and fittings - design of the interior needs to be taken forward and costed within the £14k budget. Invitation to Edna to be made to discuss café.

8. 21st May – have existing share prospectus available, not a relaunch. Leaflet drop to be done – 500 leaflets to be ordered – A5 size. E-mail to volunteers and Facebook post asking who is available to do deliveries. Janet, Steve and Rose to coordinate. Steve to order print-run. Shareholders, 11-1. Intro and report. John to do a "What we've done" as a bullet point

one page report, Duncan to provide an oratory. Q&A. Copy plans. Ask volunteers to provide and coordinate cakes, food etc. 1-3, open house to volunteers etc.

9. Discussed previously

10. Bingham Yates. We have not yet received the report relating to the adjoining properties. Janet has chased Tim, and the last we heard was it would be with us last week. The report is not needed as a matter of urgency – defer to mid-June.

11. AOB

a. Insurance. Volunteers are employees for insurance purposes so are covered. Having made the enquiry, Steve has heard from the broker regarding risk assessments with Lee. He will have his own insurance. Any claims will depend on the cause.

b. Artwork for loyalty cards. The old Penrith Co-op one was noted, something along those lines – an old photo of a village. Janet is looking into it.

c. Cumberland News, planning application comment made by John. They are asking for a provisional opening date – still aiming for 1st September. John will contact tomorrow.

Next meeting Saturday 21st May at The Village Hall to tie in with the open day.