

Church Fenton Community Hub

COMMITTEE MEETING MINUTES

Tuesday 2nd January 2018

Attendees: Helen McHugh (HMCh)
Lesley Wright (LW)
Mike Wright (MW)
Nigel Thirkill (NT)
Ross Higham (RH) - **advisory**
Sue Babington (SB) – **note taker**

Sarah Chester (SC) – **by invitation**

1 **Documents circulated prior to meeting:-**

CFCH Committee Terms of Reference

CFCH Feasibility Study/Business Plan

Copy of request for support from Plunkett Foundation

2 **Committee Member Actions**

Since the committee was formed on November 28th 2017, the following actions have been carried out:-

NT :-

- Prepared analysis of costs for refurbishment work, as explained in Feasibility Study under the heading of “Building and Refurbishment Works”, which will be the basis for all quotations.
- Contacted micro brewery, Crooked Brewing, based at East Leeds Airport. Interest shown in running bar, but not whole pub. NT will continue to research micro breweries, and give feedback.
- Contacted one of the partners of a Chartered Surveyors, who had previously surveyed the White Horse in its current condition. The surveyor summarised there were no major structural issues, but the premises were “tired”, and in need of general refurbishment. He is willing to work with the committee. It was decided to invite him to future meetings where he can add value.

- Budget quotation received from a builder, based in Bradford, for complete “Building and Refurbishment Works”. CFCH to project Decision taken that £100k-£130k would be the required sum for all building and refurbishment work.
- manage and provide support labour.
- NT will continue to obtain further builder’s quotations, once the Christmas holiday period is over.

SB :-

- E mailed Clerk to Church Fenton Parish Council outlining intentions.
- Set up “Drop Box”
- Prepared committee Terms of Reference. Stored on Drop Box
- Prepared (along with LW) and submitted request form for support from the Plunkett Foundation.
- Assisted LW in preparing draft Feasibility Study/Business Plan. SB to forward to Clerk after consultation meeting on 4th January.

LW :-

- Researched and prepared documentation for local community run pubs.
- Prepared questionnaire for all community pub visits.
- Contacted the Plunkett Foundation advising of CFCH intentions, and received, and forwarded, all relevant information.
- Prepared, researched documentation, and compiled Feasibility Study/Business Plan.

HMCh :-

- Set up e mail account.
- Designed and displayed poster around village.
- Organised distribution of flyer created by Sarah Chester.
- Made contact with known builder. Will follow up after Christmas holidays.
- Currently making enquiries with British Gypsum regarding discounted building materials. NT will provide list of requirements once quotations finalised and accepted.

RH :-

- Made enquiries with potential interested parties wishing to lease premises once bought and refurbished. Initially, one interested party.
- Had conversations with CAMRA relating to some of the larger local breweries. No real interest.
- Will continue with enquiries.

MW :-

- Visited and made enquiries with local community pubs. To date, those visited and contacted do not meet the business model of CFCH ie: bought by the community, and then leased to licensee/restaurateur – NOT run by the community.
- Made contact with a potential tenant, who originally had shown interest in opening up a restaurant in The White Horse. MW to follow up after holiday, and once decision to purchase has been made.

3 **Consultation Meeting** – 4th January 2018

SC (invited to discuss)

A consultation meeting with the parishioners of Church Fenton will take place at 7.30 pm on Thursday 4th January at the Village Hall.

The purpose of the meeting is to understand the views of the villagers and to ask whether or not they are in favour of the Feasibility Group continuing with their plans to present a business case to the Parish Council to recommend the purchase and refurbishment of The White Horse Public House, in order to lease the premises to an experienced restaurateur/licensee to run as a pub and restaurant.

SC, as Chair of the Parish Council, will address the meeting, requesting a yes/no vote, plus post code, from all attendees at the end of the meeting.

NT and RH to answer any questions (if able to) regarding the project.

HMcH and SB to be note takers, and record any questions that cannot be answered at the time, in order to respond at a later date.

Following the outcome of this meeting, the committee to decide on next stage plans.