

Church Fenton Community Hub Ltd

Ulleskelf Village Hall - Tuesday 16th October 2018 – 6.45 pm

Attendees: Nigel Thirkill (NT) – **Chair**; Helen McHugh (HMCh) – **Treasurer**; Lesley Wright (LW); Mandy Thirkill (MT); Mike Wright (MW); Ross Higham (RH) - **PC member**; Sue Babington (SB) – **Secretary**

1 **APOLOGIES FOR ABSENCE**

No apologies received

2 **MINUTES OF PREVIOUS MEETING**

Minutes of meeting held on 11th September approved. Secretary to add to website.

Action for: SB

3 **FINANCES**

The finance report had been circulated by The Treasurer prior to the meeting.

Current balance in bank - is £64,460.71, with a small number of invoices still outstanding. The Treasurer has now submitted VAT claim for £11,131.60.

The Treasurer to circulate Cash Flow Forecast at the end of each month, as well as providing an update on balance at all MC meetings.

Action for: HMCh

Shareholders – The share offer closed at midnight on 1st October, resulting in almost 200 shareholders, and far exceeding all expectations. Secretary to write to all shareholders with an update and thanking them for their support.

Action for: SB

Corporate Sponsorship – LW is continually pursuing sponsorship. The kitchen, donated by Innova Kitchens, plus the materials donated by British Gypsum, will all be delivered to The White Horse very shortly. How do we intend to acknowledge all our sponsors? LW and HMCh to follow up with corporate sponsors to agree how we can acknowledge them.

Actions for: LW/HMCh

Grant Funding – Prior to the meeting, LW circulated a comprehensive report summarising progress on all grant applications to date. LW is currently following up applications made to Eggborough Landfill and Makin Enterprises. The grant from **Tadcaster and Villages Community Engagement Forum** should be paid into CFCH account by Friday 19th October.

The Chief Officer of SDC Association of Voluntary Services has provided a list of possible grant applications. LW is working through the list and making enquiries with regard to suitability. RH is assisting LW with grant applications.

HMCh is also researching Community Shares Booster Programme.

Actions for: LW/RH/HMCh

4 **LEGALS**

The Clerk for CFPC has forwarded correspondence from Freeths Solicitors regarding claim made, due to financial loss following lapse of premises' licence. The Chair is still in communication with The Clerk for CFPC over this issue.

Action for: NT

5 **COMMUNICATIONS**

Vision Evening on 19th September was a great success. The Secretary to write to all shareholders to thank them for their attendance, and to update on the outcome of share offer as a result of their support.

Facebook – RH to post update on FB regarding the success of the share offer.

Website – HMCh to update with share offer news. HMCh to look at potential to do analysis on how many view the website, and how many are reading published minutes.

G Mail – HMCh to ensure all MC have access to GMail in order that all future correspondence can be channelled correctly.

Fenton in Focus – RH to contact Editor in order to publish CFCH update.

Actions for: SB/RH/HMCh

6 **REFURBISHMENT/FIT OUT**

Both outside and inside refurbishment is on schedule for pub to re-open mid January 2019. A Quantity Surveyor has now been appointed by CFPC to inspect first tranche of work completed.

The tenants have submitted plans to Selby DC for permissions.

7 **BUSINESS PLAN**

Item to be added on next agenda

8 **ANY OTHER BUSINESS**

Future of the group? What next? Do we need more members on the MC? – item to be included on next agenda.

Next Meeting – November 20th at 6.45 pm – Church Fenton Methodist Chapel

Meeting closed at 8.45 pm