

TTA MANAGEMENT COMMITTEE

MINUTES

29 JULY 2018, 3:30 - 5pm Oliander House, Hougham

Attendees:

Mike Allen
Sandra Allen
Tim Found
Rob Morley,
Kevin O'Sullivan
Steve Richards
Ian Tyler
Stuart Vickers

Apologies:

Melanie Ellerington

1. Minutes of the previous meeting on 17 June 2018 were approved.
2. Update on actions:
 - a. Leaflet drop was done on 19th June and poster also placed on the pub with current status.
 - b. SA had contacted solicitor and instructed to start searches in order that a completion date of end of July could be met.
 - c. We had met our minimum target of £210,000 on 13th June and so no Public Meeting was required.
3. Company year-end and AGM:
 - a. It was proposed that the Annual General Meeting would be held on Saturday 29th September 2018 at 3 pm in the Village Hall.
 - **MA** to book Village Hall
 - **SA** to make announcement and prepare notice for display at the Registered Office
 - b. It was agreed to appoint a company accountant to prepare accounts and give professional advice to the company
 - **SA** to contact Plunkett for recommended accountant with experience of working with CBS
4. General plan of actions going forward.

It was agreed that we need to meet more regularly in the coming months as we work through refurbishment, recruitment and getting the business ready for opening. We prioritised work on the pub and shop, with B&B possibly starting to operate later.

- a. Building/Refurbishment work. SV will lead a team including **KO'S**. Other members of the team to be co-opted.
- b. Recruitment. **SA, TF** and **RM** to prepare proposal (including job descriptions, advertisement plans, need for recruitment agency and/or external experts).
- c. Licencing. MA to contact SKDC for advice on timing and activities.
- d. Security. **KO'S** to discuss needs with regards security cameras with his contact.
- e. Point of sale hardware and software. **IT** to discuss with Simon Beal.
- f. Marketing: **SR** and **RM** to prepare proposals for discussion/approval.
- g. New name for the pub. There had been a number of names suggested for the pub. A short-list was drawn up:

The Villagers
The Phoenix
Everybody Inn
The Viking (Way/Inn)

SR to prepare note for circulation to members with vote.

MA to investigate availability of relevant domain names.

6. Further funding. In addition to the More Than a Pub grant and loan we need a further £91,602 to meet our upper target of £410,000 and complete the refurbishment.

- a. Booster /Community Shares. Application was submitted on 23rd July and will be considered by panel in mid August.
- b. **MA** to identify other grant awarding bodies.
- c. It was agreed that we would not apply for charity status.
- d. We will continue to seek further share investment via direct contact, on social media, through local press etc.
- e. **SV** will target local businesses to see if they can assist with specific activities. In the first instance **MA** to contact Pete Baker regarding fencing.

7. Open house at the Pub. As the building has some access problems with uneven floors villagers would need to be accompanied and we need to consider if we have TTA member in each room or to conduct a guided tour. Date to be agreed once we have the keys.

8. All share offer applications were formally accepted. **SA** to contact each to confirm allocation.

The meeting closed at 5pm.