

DRAFT MINUTES

TTA Management Committee Meeting Thursday 25th July 2019 7pm Elmwood, Main Street, Marston

Attendees:

Sandra Allen
Tim Found
Kevin O'Sullivan

Melanie Ellerington
Stephen Manuel
Stuart Vickers

Apologies:

Anne Barnabas
Brent Richardson
Jason Scott

Rob Morley
Fran Stephens
Ian Tyler

1) Minutes from 4th July were approved.

2) Updates from sub-committees:

a) **Building sub-committee (including heating, plumbing and electrics): SV, KO'S/BR**

Report had been circulated previously.

Asbestos had been found in the pub. Full Asbestos survey had been conducted and samples taken away. Awaiting report and information regarding any remedial action required.

We have had a quote for the renewal of the fire alarm system at almost £7,000.00. Further quotes had been requested.

Still awaiting report from John Hallam.

Work constructing the bar is continuing and on schedule.

Electrical 1st fix works still continuing and on schedule.

Plasterers have been in to quote for the work that is required to ground floor area only at present.

Flashings have been inspected and hopefully work will commence on that soon.

The roof to the infill bit is now watertight.

We have discovered more problems with the work of the previous builder but will await John Hallam's report before deciding what is to be done.

The white-rock boarding that was put on in the kitchen and extension area has had to be removed as severe mould growth was behind it where it had been put onto existing tiled area. It had never been cleaned off and there was still grease behind the boarding.

It does look like the new floor may have to be dug up as the drains have been incorrectly positioned, being too tight against the wall to allow anything to be fixed on the wall, such as plasterboard and batons and still allow access to the drains.

Avanti Windows have provided a cost for the new front door, in aluminium for £2854 inc.2 more quotes are being sort for grant purposes.

b) **Kitchen refit: RM**

All in-hand. **RM** to ask HCS to discuss heights of sockets etc for the kitchen with Hyperion.

c) Beer/wet supplier: SM

SM had previously provided a report of progress to the cellar and analysis of Empire Drinks demonstrating the post—mix option represented best value for money.

d) Marketing and image/branding. JS

Nothing to report.

e) Garden: KO'S

John Gardner was clearing the garden FOC and had cut down trees and sprayed all grass and weeds.

f) Recruitment: TF/FS/RM

Nothing to report.

g) Fund-raising/Finance: SA

Report and cashflow had been shared previously. Only income in July from LotterySK. Draft accounts had been prepared showing a small loss for the year of around £5K. Some corrections needed and will be circulated shortly.

SA and KO'S had met with Funding officer for National Lottery Community Fund and were awaiting feed-back as to whether funding was available for management flat and B&B rooms. Grant application for SK Community fund in final stages of preparation.

As we did not get Calor funding need to consider applying the Awards for All for the garden.

FCA return needs to be done once we have final accounts. AMM to be arranged for mid end October. May submit a application to Plunkett Foundation "One to Watch" award.

h) Licensing: SA/RM

Nothing to report.

i) Compliance: AB/SA

Two policies had been prepared and approved to enable Trade-Up Grant to be paid.

3) Any other Business

No AOB. The meeting closed at 9:10pm.

Dates for future meetings:

Thursday 15th August

Thursday 5th September