

Upper Eskdale Development Group Directors' Meeting 08/06/2016, at the Hub

Please note: Actions in **Bold**

Present: Sharon Tolson, David Milburn, Beckie Poloso, Angelo van Hoppe, Victoria Long, Jennie Mills, Jock Miller, Bernard Provost.

Visitor: David Moffat.

Apologies: Lodro Dorje

Conflicts of Interest: Bernard Provost (regarding quote for landscaping around the PV panels).

Minutes of previous meeting: These were approved as correct by Jennie and was seconded by Angelo.

Matters arising:

- David will deal with the Working Alone Procedure.
- The Website: Elinor has been unavailable for a while.
- The Craft Group: Kathy Walker has been communicating with David, Sharon and Becky.
- Shop newsletter: This is not out yet for a number of reasons. It was decided that it be sent out separately and paid for by the Shop. In future, the mailing (by post or hand) could be done together with a Hub Newsletter.

Report from David Milburn (CEO):

David advised that much needs to be done to review the business plan, assess the ongoing projects and review the progress of the organisation against the outcomes as established by the Lottery. We may need to make some hard choices and face some unpleasant facts. We need to re-profile our business establishing where the priorities are, if we are permitted to by the Lottery. Ideally a new business plan needs to be made with more appropriate outcomes. Funds from the Lottery need to be tracked and accounted for. David will be in touch with the Trustees again after he has discussed the situation with the Lottery.

We should try and get more people involved and on the board. This could partly be done by encouraging people to come to the next Open Meeting, who might be interested to get involved. The next Open Meeting is on Wednesday 20th July at 6pm.

Administrator's (Sharon) report: (matters arising):

- The Fan: It was suggested we find a professional fan installer rather than a local person. **David and Sharon** will deal with this.
- Motorbikes: Bikers are complaining about not being able to park where they can see their bikes. **Sharon will** speak with Susie and Brian and then put up an appropriate sign for whatever is agreed.

Shop report: Becky has costed a glass single fronted fridge. The funds have already been raised through the Shop. It was agreed that this could be bought.

Tanith's report: Lunch Club: It was suggested that this should be taken forward.

We need to assess the staffing needs in relation to the menu. We need more bank staffing. **David will** review the situation and discuss with Tanith.

Agenda Items

Accountants:

It was agreed at the AGM that we would continue with Dodds & Co. However it was proposed that this should be changed on the basis of cost (Dodds & Co quoted £1,500 & Stanley Wynd quoted £750. A third quote was requested but no other company could compete with the lower price.) The Trustees

unanimously approved the change. Dodds & Co will provide a letter of disengagement. Stanley Wynd will provide an engagement letter.

Nicholas Jennings' fees: Nick is now a self-employed consultant and will be paid by UEDG as such, for the work he is taking on. This will be taken from the funds that have been raised by him, in respect of those projects.

Boundaries: It was decided that **Victoria should** write to all those who were requesting work on the boundaries explaining the situation with regard to our funding. When the CEO has established how much we have, we will be back in touch.

Corkage: It was agreed that corkage should be charged for private events only, at the following rates:

- £3 per bottle of wine for up to 6 bottles.
- Between 6 and 12 bottles corkage would be £5 a bottle.
- For more this would have to be negotiated.

This would be for wine only, the quantity being for 75 cl. All other drinks would have to be from the bar, though particular drinks could be bought in by the Hub especially, if required.

Garden: around the PV panels, regarding Bernard's quote for the work

It was agreed that we would try and do the job with volunteers. **Jock agreed** to organise this with Sharon and possibly have a Volunteer's Day. Sharon's father will be strimming the area around the PV panels in the next few days.

AOB

E Cigs: we should look at the legal situation before making a decision for a policy of whether to allow the smoking of these in the Hub. **David will look into this.**

Company Secretary: Nick is currently in this role but wishes to step down. **David will** take on this role as a temporary measure.

Licencee of the premises: Nick Jennings currently holds this but would prefer if someone else would take this on. It means paying for a new licence costing about £200 and taking a course in Glasgow.

Next meeting: 6th July. 6.15pm

Victoria Long, Secretary.