

LORDSHIP HUB CO-OPERATIVE
Minutes of general board meeting Friday 4th September 2020

Present: Dave Morris (Chair), Sandra Sutherland (Personnel), Sue Jameson (secretary), Joan Curtis (Comms), Louise Costelloe-Ward (board Member), Issy Harvey (Membership) **Apologies:** None received.

Agenda:

1. Intros/apols
2. Mins of last meeting 28.8
3. Re-opening the Hub
 - Staff update [Including safety/vols/hirecharges etc]
 - Risk Assessment update
4. Maintenance/repairs [+ specialist toilet]
5. Finances
6. Fundraising
7. Personnel - general issues
8. Events
9. Communications
10. Board issues, including proposed joint Board/staff meeting on fundamental purpose of the Hub [and strategic roles]
11. Legal issues - eg land registration, constitution
12. AOB

PART 2 - Personnel - any confidential issues [Notes not attached]

Minutes of last meeting 28.08.2020 approved.

Re-launch

Sandra updated us. RA [Risk Assessment] is still being worked on for the café and Carola has done two for the hiring. Building has more traffic through. We have had some good days in terms of takings. Business is picking up. The menu is being reconsidered for change of weather to come.

Carola would like approval to increase charges for hiring. We **Agreed** in principle that she can but details needs clarifying. £15 extra per hour, or if that puts people off make it less. Sandra will liaise with Carola. Hiring can start subject to RA.

Agreed We accept the updated RA version that was sent round. If there are no objections by Wednesday the RA is accepted.

Maintenance. We had HfH to replace the filters but we couldn't because HfH didn't have the filters. HfH may take some time to get the filters. Carola and Danny are chasing. We may need to buy them ourselves if we want them fast. It is the councils' responsibility. Carola has asked HfH for a full scheduled maintenance list. **Agreed** We would pay for filters if they are cheap and if crucial to the re-launch - as its an exceptional circumstance. We may bill HfH if we have to buy them, but this might not be accepted.

Finances. Valerie sent a report a couple of weeks ago - appreciated. We need a report for up to the end of August. We are in a relatively stable position but things will get worse after the furlough scheme runs out and autumn and winter takings decrease, especially if little or no hires.

Fundraising: We have had no answer about the council fund we have applied for. Joan has applied for another fund. We may be considered due to our volunteer program. Heritage lottery is now not taking applications except covid-related.

Events. The Hub 7th birthday party outdoors was a great success. We are hoping to have mini flower and produce show on the 3rd October. It will be a showcase of Covid produce and craft successes. Joan and Nina's art sessions were a great success with lots of great feedback. Louise knows of some funds we may be able to apply for.

Dave attended the last Tottenham BLM event in the rec. They have been meeting for months twice weekly in the park (Joan and Dave have attended some) but they met last week on the Hub terrace – Dave was asked to do a presentation on the history of community empowerment in the Rec over the last 20 yrs. If they wish to meet in the terrace we can allow that. We are happy to treat them as a sort-of park user group (although they are Tottenham-wide). We would only charge if extra staff are needed, unless they get some funding. **Agreed**

Communications: Social media. We have started using Buffer which synchronises actions and is very useful. Staff can make suggestions as to how it can be used. Progress has been made.

Board and other strategic roles. Dave and Glynis are meeting with the possible new treasurer on Sunday. The list of Hub strategic roles has been updated. We have someone who would like to work with Youth who may like to join the board. We noted we have had lots of young people volunteering recently.

Carola has suggested a meeting for staff and board on the purpose and ethics of the Hub. We **agreed** we would like a meeting to re affirm our mission and discuss our future and its structures and founding aims. Issy **agreed** to initiate this action. We'd like to aim for October/November and include everyone.

Legal: We need to register our lease of the land [Dave]. Getting this done may also depend on our constitution. We have to revise the constitution. [Issy to revisit].