

# Lordship Hub Co-operative

## Minutes of Board meeting, 14<sup>th</sup> May 2020

Present: Dave Morris (chair) Sue Jameson(secretary) Joan Curtis (Communications) Glynis Kirkwood (Treasurer)and Sandra Sutherland.

Agenda: Minutes  
Finances  
AGM  
Maintenance  
Future Actions  
Fundraising  
Board

Minutes of 30th April approved.

### **Finances.**

Government furlough money has not yet arrived. Joan, Valerie and Joan have met. We now have a cashflow, profit and loss – via Glynis.

The documents are hard to share because the row names are missing at the moment. We considered whether we will be able to open in June and have projected a 50% takings. Revised to 25%. Room hire is on hold until September. We probably won't open til end of June. We need to decide which staff to take off furlough.

We agreed Glynis could adjust figures as required.

We agreed the figures presented by Glynis.

We discussed briefly the likelihood of opening and when.

Café can only open as take aways

It would be a minimal operation.

**Agreed to discuss our opening strategy next week.**

### **Staffing**

Furlough extended til end of May. We need to send a cover letter to extend We have 6 weeks should we need to make a redundancy. We can change our minds. The big issue is making redundancies and our Covid safety measures. We aim to take all reasonable steps.

### **AGM June 13<sup>th</sup>, 11-12.30pm.**

We need to send out notification to members. Dave will write the invite and ask Issy to forward to membership list. Sue to have copy of membership list. Can Joan put something on the website.

### **Use of building**

No alternative uses available for the moment

### **Maintenance and improvements**

Amey are being moved on and there's a new group at the council Dave will meet the new contractors. They will look at the building and Dave would discuss processes and liabilities. Dave to get a list of outstanding jobs from Danny and any other repair issues. We need preferred sub-contractors because the Eco hub is a specialist building.

Improvements proposals. Joan to apply via the power to change grant. We would like to turn the broken window into a hatch. We would like to fix the roof. Danny thinks he can fix it. Joan has arranged a meeting. We agreed the serving hatch would be a good thing. This may help us adhere to safe space guidance. We now have less obligations for the time being. Eg toilets.

We will discuss use of toilets as part of our opening strategy.

Danny needs to do a risk assessment about working on the roof. We may need to hire a cherry picker.

### **Fundraising**

PTC and our appeal and potential council money. PtC have allocated £2million to projects that they have already supported. Joan, Glynis and Dave have had a meeting about it. Joan is completing the application. If anyone would like to see the application, ask Joan. We can apply for up to £25,000.

Our appeal went live yesterday and has so far raised over £4,000. We will keep it going for 4 weeks. The comments have been great. Check them out.

Dave and Joan have circulated far and wide. MANY THANKS TO JOAN AND ISSY for the great film!

Council additional fund. Joan has written to them to see if we can get something.

We will also expect contact from the council re poss grant. Fairness dept etc. Joan gets info from Gideon Bull.

### **Comms**

The blogs have been really successful. The next one will be on gardening and growing. Harmony gardens, orchard etc. Subjects so far include Cycling issues, birds and habitats, community empowerment. Any ideas for a blog send to Joan.

### **Future:**

Main action point after our general discussion last week is to have meetings with staff. We are a business but with a real community ethos. Staff have their own needs too. We have to manage our business commitments alongside our idealistic ethos.

### **Board.**

Issy will stand down from her membership role but stay on the board. We hope to see her at the AGM. Issy has done a fantastic job particularly around our complex constitutional issues and wonderful members meetings etc. A big Thank you to Issy.

Glynis does not want to be treasurer anymore but happy to stay on board. There needs to be a clear line of communication between staff and treasurer. Big thanks to Glynis for her stupendous efforts.

Sandra has worked very hard to sort out complex personnel issues – massive thanks! Happy to stay in her role. And also thanks to Karen for her help and support re personnel issues.

Dave happy to stay on.

Joan happy to stay on, but maybe more focused on events.

Nefertiti has had a lot of health issues but may be happy to stay on.

Dave to ring Beth re AGM.

Need more board members!

AOB. Haircuts.

