

## **16 April 2025 Minutes of Lordship Hub cooperative board meeting**

### **Attendees**

Sue Jameson, Sandra Sutherland, Dave Morris, Joan Curtis, Nora White, David Selby, Ruth Keeling, Sarah Hazlehurst

### **Conflicts of interests**

Sue is a local councilor for Bruce Grove

### **Last meeting minutes**

[Feb 2025 Minutes of Lordship Hub cooperative board meeting.docx](#)

### **Agenda**

#### **1. Annual general meeting and user feedback workshop (Sat 26th April) - 20 minutes**

- Identify volunteers to pick up final tasks: [Planner - AGM and user workshop 2025](#)

#### **2. Roles and responsibilities after the AGM - 20 minutes**

- Agree the roles that we **must** fill
  - Chair
  - Secretary
  - Treasurer
  - Chair/secretary of each sub group
- Clarify who does and doesn't want to continue in their current role

#### **3. Building work, new community centre and impact on hire income - 20 minutes**

- Will the disruption of building work drive class teachers to the new community centre?
- Can we do anything to avoid this happening?
- If reduced hire income is inevitable, how do we reduce our costs or increase other income to compensate?

#### **4. Hub data pack - 20 minutes**

-  [Hub data pack - April 2025 v2.pdf](#)
- Review and agree new goals for environmental sustainability and community engagement
- Identify actions to address where we are not meeting goals

### **Notes**

#### **1. Annual general meeting and user feedback workshop (Sat 26th April)**

Workshop tasks:

- Agree the agenda- done.

- Remind volunteers- **ACTION: Nora White to chase Nura Nur**
- Annual report- **ACTION: Joan to complete**
- Reminder and docs 1 week reminder- **ACTION: Ruth sending on Sat 19<sup>th</sup> April**
- Finalising annual accounts- **ACTION: Sarah H to support Ruth on shareholder email tally. ACTION: Ruth to follow up with Shu Fen on date of Issy's resignation and question over shareholders.**
- Feedback form- **ACTION: Nora White to input paper forms on Saturday.**
- Buffet- Cafe needs a number of how many to cater form. **ACTION: Ruth to email cafe on numbers.**
- Facilitators- any volunteers?- Sarah, Joan, Ruth, Dave S. **ACTION: Facilitators t discuss roles before workshop.**
- Other roles: Register- Dave M, Printed documents- Dave M, Meeting mins- Sarah H

## **2. Roles and responsibilities after the AGM**

- Who is standing again? All on call say yes.

**ACTION: Dave to follow up on whatsapp for board members to disclose if they are standing again.**

- Subgroups will include: Finance, personnel, community engagement (plus maybe environment).

## **3. Building work, new community center and impact on hire income**

- Update from Dave M.
- The set up is currently being sorted out and the council is being helpful and supportive
- David will be on the project board, supervising the project. Danny will be a key liaison.
- There will be discussions on the timing schedule to help minimise the disruption.
- It will be £120,000 worth of works over 11 weeks.

Nura's points on impact on hire income- Dave & Joan are going to do their best to limit disruption.

## **4. Hub data pack**

- No questions from the board.
- A sincere thank you to the staff and volunteers who put this together, it's a brilliant overview that allows us longer term strategic thinking.

## **5. AOB**

- There are ongoing negotiations about the borough's community leases. No action to be taken but good information for all to know that those conversations are ongoing.