

Upper Eskdale Development Group

Minutes of Meeting, 15th September 2020

Present: Victoria Long, James King, Chris Hutchinson, Laura Bennett, Lindsay Reid.

Paul Barber and Chris Hutchinson attended for the first part of the meeting to reports on their activities.

Apologies Susie Lilley did not attend. She will be our new board member.

Victoria to speak to Susie regarding absence from meeting and if she would confirm that she wanted to be on the board.

Conflict of interest: none

Minutes of previous meeting.: These were read out by Lindsay, who passed them as correct. This was seconded by James

Actions relating to previous meeting: Victoria still to chat with Paul about adding additional items to the agenda for future meetings (health and safety and diversity and inclusivity).

Chiller cabinet is still to be sorted. Lindsay will look into this. Training for first aid is still to be looked into.

Reports:

Chris Hutchinson - Finance

Management Accounts for July were briefly looked over. These had been sent around.

Cash availability is similar to last month. There has been a lot of repairs this month. There is money from the lottery (restricted fund) that can be broken into. Chris is of the opinion we should be spending this money. It was agreed that this could be a good thing since it would use up Restricted Funds allocated for this use.

Chris is whittling down the shop items, on the ipos system, as well as making the shop and the café run on the same system. Having one system will save money, as well as make things much easier, for digital tax purposes.

Chris to meet up with Victoria on Thursday, in order to discuss organising and simplifying the crafts section on the ipos system, as it is too complex. Also to talk about getting requested documents to Theresa.

Paul Barber

Paul had not sent out a report as this had needed redoing.

Several alternatives to a new name for the Hub were presented. These were discussed and one was chosen and agreed on unanimously:

Old School Hub & Café Eskdalemuir

AGENDA

Raising the minimum spend for the Bar: Lindsay feels having alcohol delivered would make more sense than having people drive to Dumfries/Carlisle. Deliveries could be dropped off at somebody's house, as Tesco etc will not deliver to a business.

Bernard suggested bringing back the Sunday stock taking with a rota of Bar Volunteers. These could also help with the service for the Café.
James asked that Mark note that he is responsible for bar rota.

The Bar spend was raised to £400.

Launch of Website: Laura to resend to board members as previous email with website attached was without login details. To be launched as soon as everybody has given their input.

Leaflets: Paul has sent Dani a couple of pictures as options for the leaflet.

In Memory of Jennie: Jennie's sister was keen for a tree to be planted. There is £60 available from donations at the funeral. Important not to have a tree which will put a shadow over the solar panels. Victoria has suggested a Hawthorn-she will send a picture to board members of the Hawthorn that she has.

Work on the outside of the building: The windows and doors all need their old varnish scraping off, in order to be ready to be stained. James to encourage other people to help him with this. Helen Boittier's (new Cook/ kitchen assistant), partner, Tim, is a handy man, and may be willing to help out with this. Tim may also be willing to be on the bank staff. **James to take** this on.

Solar panel maintenance: Shrubs are growing in the areas between the solar panels. Victoria has made a start on this, but more work needs to be done. **James agreed** to take this on.

Lisa's resignation: Lisa resigned and then retracted the resignation. However, she will not be continuing with her cleaning hours. Pam to take up these hours. Lisa will stop working as from the end of September.

Catering for Eskdalemuir Forestry: George Birrell has been in touch with Paul. He entertains various organisations. He would like to have food arranged by us for people using the shooting range. (15-20 people). They would need to be in a room on their own (maybe upstairs). Victoria feels we should start with takeaways, and take it from there. Lindsay suggested that we get some more information on what they require. The costs of this would need to be taken into account (e.g. wet wellies being brought into the building).

Alcohol Licence: James has completed his online exam (personal licence). The next step is applying for premises manager.

Ebay selling: there are some bits and pieces around (including upstairs). Paul is going to look into selling these.

Date and time of next meeting: **Tuesday October 13th at 5.15pm**