

Minutes of Save The Bell Meeting

Date: 18 May 2023 @ 6pm

Venue: Robert Gready's Home + MS Teams

Present:

Toby Wise	TW (Chairperson)
Rob Gready	RPG
Lisa Bailey	LB
Nick Crabbe	NC
Julian Godwin	JG
Luke Grant	LG
Dan Grant	DG (MS Teams)

		Responsible Person	Time Limit	Outcome
1.0	APOLOGIES			
1.1	Andrew Gillett, Stephen Osborne			
2.0	MINUTES OF LAST MEETING AND MATTERS ARISING			
2.1	The minutes of the meeting of 5 th May are still to be circulated	TW	ASAP	
2.2	<p>Matters Arising from Minutes of 12-Jan-23:</p> <p>4 .11 It was agreed that a strategic development plan would be required for The Bell which might include developing more dining space. This to be considered at a future meeting.</p> <p>Matter Arising from minutes of 23-Mar-23:</p> <p>3.3 Prepare a demo of other functionality available in the WIX platform</p> <p>Publish Rules as shared with Plunkett</p> <p>NC's article on 'Why Community Pubs work'</p> <p>3.4 Get details of any CAMRA contacts</p> <p>3.5 Engage with survey respondents and FB posters keen to organise events.</p> <p>3.6 TW will contact other possible grant funding sources.</p> <p>Matter Arising from minutes of 30-Mar-23:</p> <p>3.2 Working Group members to share a picture and brief bio to be added to the website</p> <p>7.0</p>	<p style="text-align: center;">TW</p> <p style="text-align: center;">DG</p> <p style="text-align: center;">NC / DG</p> <p style="text-align: center;">NC / DG</p> <p style="text-align: center;">ALL</p> <p style="text-align: center;">SO</p> <p style="text-align: center;">TW</p> <p style="text-align: center;">ALL</p>	<p style="text-align: center;">24/01 /2023</p> <p style="text-align: center;">ASAP</p> <p style="text-align: center;">30/03 /2023</p> <p style="text-align: center;">30/03 /2023</p> <p style="text-align: center;">ASAP</p> <p style="text-align: center;">ASAP</p> <p style="text-align: center;">30/03 /2023</p> <p style="text-align: center;">13/04 /2023</p>	

	<p>Publish the draft rules on the website.</p> <p>Matter Arising from minutes of 13-April-23:</p> <p>Who we are section with photos required on the website. Everyone needs to send a portrait photo to Dan with a short connection to the pub and working group</p> <p>Matter Arising from minutes of 20-April-23:</p> <p>4.1 AG/LB to work on a draft framework documents and present to the group at a future meeting</p> <p>Question 1 – What is the expected admin process for shares and handling money during the life cycle of the purchase? RG to talk to Plunkett and come back to the group next week</p> <p>Question 2 – Do we need a soft launch? A small group to help road test? TW to put some thought into how this could work</p> <p>5.1 Each owner identified is required to put some thought in to how their topic could work, devise a plan and work with individuals who could support to execute.</p> <ol style="list-style-type: none"> 1. Breweries - TL 2. Local Property Developers – section (106) - DG 3. Widening the STB demographic – Isaac/Abbie? 4. Local businesses - AG 5. High Net-Worth – RG 6. Volunteers – TW 7. Survey individual who said they would pledge – DG 8. Grant Funding – TW 9. CAMRA groups - SO <p>Matter Arising from minutes of 5-May-23: LG still to send Bio details for website</p> <p>Planned Comms not yet circulated via email</p>	<p>NC / DG</p> <p>All/DG</p> <p>AG/LB</p> <p>RG</p> <p>TW</p> <p>ALL</p> <p>LG</p> <p>TW/NC</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>27/4</p> <p>TBC</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p>	
3.0	UPDATES			
3.1	<p><u>Pledges</u></p> <p>TW shared that the total of Pledges received to date was £175,000</p>			
3.2	<u>Website</u>			

	<p>DG updated the group on website enhancements including documentation around Ltd Co pledges and a separate pledge page for this purpose.</p> <p>The Working Group bios will be published soon.</p>			
3.3	<p><u>Community Ownership Fund Round 3</u></p> <p>TW updated the group regarding the next round of COF funding which opens on 31st May.</p> <p>Plunkett have contacted TW to outline a potential support package which the STB group may be eligible for. This would allocate 8 days from a Plunkett employee with extensive COF experience, to be funded by the COF programme.</p>			
4.0	EXPENSES			
4.1	<p>The process for making payments from the CBS company account was discussed. The priority is to repay 'startup costs' to those individuals that covered them personally.</p> <p>All payments must be documented in Google Docs and have an invoice uploaded.</p> <p>RG proposed that all payments should be pre-approved at a WG meeting and those present agreed.</p>			
5.0	MARKETING / COMMS			
5.1	<p><u>Email updates</u> The first regular update by email and specific comms relating to Ltd Companies have been drafted and will be reviewed by TW and then distributed with a link shared on Facebook.</p> <p><u>Video</u> DG has arranged for the videographer to be outside The Bell on Tuesday. NC, JG and LB can all potentially attend.</p> <p><u>History of The Bell</u> LG to pull together a 1-page potted history which can be used as required – with details of how to pledge.</p> <p><u>Volunteers' Event</u> TW proposed an event be organised for those that had offered their services / expertise in response to the original survey.</p> <p>DG to put together a short survey to gauge interest in this idea.</p>	<p>NC/DG/T W</p> <p>LG</p> <p>DG</p>	<p>ASAP</p> <p>24/05 /2023</p> <p>24/05 /2023</p>	

6.0	AOB			
7.0	DATE OF NEXT MEETING			
7.1	TBC			