

Minutes of Save The Bell Meeting

Date: 16 March 2023

Venue: Menith Wood Old Chapel Hall

Present: Toby Wise TW (Chairperson)
 Nick Crabbe NC
 Stephen Osborne SO
 Luke Grant LG
 Julian Godwin JG

Remote
(WhatsApp): Rob Gready RPG

		Responsible Person	Time Limit	Outcome
1.0	APOLOGIES			
1.1	Lisa Bailey Andrew Gillett Julian Turner Tim Lawson Dan Grant			
2.0	MINUTES OF LAST MEETING AND MATTERS ARISING			
2.1	The minutes of the meeting of 23 February 2023 and 1 March 2023 (Public Meeting) are still awaiting distribution for approval.			
2.2	<p>Matters Arising from minutes of 28-12-22: All action points were reviewed and those outstanding are listed below.</p> <p>4.3 There was also brief discussion of approaching one of the four local brewers to see if they might be interested to become the tenant. This subject will be considered in more detail at a future meeting.</p> <p>9.2 It was agreed that local MPs, District Councillors and County Councillors should be updated at a date to be decided. It was agreed that there would be a start date for this communication and press release.</p> <p>Matters Arising from minutes of 05-Jan-2023:</p> <p>5.3 David Chambers is the area WCC County Councillor. He has a discretionary £10,000 "Divisional Grant". He should be approached.</p> <p>6.2 TW to set agenda item to consider prospectus and rules.</p> <p>Matters Arising from Minutes of 12-Jan-23:</p>	<p>TW</p> <p>TW</p> <p>JG</p> <p>TW</p>	<p>TBC</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</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>4.12 It was agreed a core business plan would be needed to be agreed as the basis of discussion at the proposed public meeting and to demonstrate viability.</p> <p>A more detailed business plan would be needed to support the share prospectus and to assist in attracting a tenant and/or manager.</p> <p>Matters Arising from minutes of 19-Jan-23:</p> <p>4.1 TW had drafted a Timeline of key action points which was discussed in detail. Negotiation to be added.</p> <p>TW to update Timeline and find people with key skills required from questionnaire.</p> <p>Matters Arising from minutes of 02-Feb-23:</p> <p>3.4 All working group members to ensure they have read the Code of Conduct and Rules</p> <p>5.4 Radio slot – RPG to organise</p> <p>5.5 The Pledge form to be distributed at the Public Meeting and made available on the website</p> <p>Matters Arising from minutes of 08-Feb-23:</p> <p>3.3 DG to ask a publican he knows for details of energy costs and to review the P&L spreadsheet.</p> <p>NC and SO to look at adding some of the activities proposed in the survey responses.</p> <p>TL to review and provide detailed feedback on the current iteration of the P&L modelling.</p> <p>AG to get input on coffee / cake margins.</p> <p>7.1 All to confirm their position as regards being part of the Community Benefit Society formation at or before next meeting.</p>	<p>TW</p> <p>NC</p> <p>NC</p> <p>TW</p> <p>TW</p> <p>ALL</p> <p>RPG</p> <p>TW</p> <p>DG</p> <p>NC/SO</p> <p>TL</p> <p>AG</p> <p>ALL</p>	<p>24/01 /2023</p> <p>TBC</p> <p>TBC</p> <p>ASAP</p> <p>Imme diate</p> <p>08/02 /2023</p> <p>ASAP</p> <p>ASAP</p> <p>16/02 /2023</p> <p>16/02 /2023</p> <p>16/02 /2023</p> <p>ASAP</p> <p>16/02 /2023</p>	
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	<p>Matters Arising from minutes of 16-Feb-23: None</p> <p>Matter Arising from minutes of 23-Feb-23: None</p>			
3.0	UPDATES			
3.1	<p><u>Pledges</u></p> <p>TW shared details of the number and value of Pledges received to date.</p> <p>It was agreed that this represented an excellent start but that more work was needed to reach a wider pool of possible investors</p>			
3.2	<p><u>Community Benefit Society</u></p> <p>NC confirmed that the application for the CBS had been completed with the help of Plunkett and that the cost of registration should be at the 'basic' level without any changes to the model rules.</p> <p>Once final signatures received the application will be submitted and the expectation is that the process will complete soon after the Easter holidays.</p> <p>In the meantime those that will serve as initial Directors of the CBS could be obtaining and partially completing an application form for a bank account.</p>	TW	23/03 /2023	
3.3	<p><u>Plunkett Membership</u></p> <p>RG confirmed that the working group has full membership of Plunkett which provides access to a variety of online resources and specialist help.</p> <p>This also qualifies the working group for a number of hours of free advice from Nick Comley (Community First)</p> <p>Share details of login to Plunkett website</p>	RPG	ASAP	
3.4	<p><u>Finances</u></p> <p>RPG confirmed that the initial 'seed funding' was now spent (with the Plunkett membership fee included).</p> <p>With a grant of £2,000 from the District Council currently being held by the Parish Council RPG offered to fund the CBS registration fees pending opening of a bank account.</p>			

	Edit the permissions for the Cost Tracker in Google Docs so that all working group members are able to add and edit expenses	TW	18/03 /2023	
4.0	SOURCES OF FUNDING			
4.1	<p>It was agreed that the readily available sources of finance to purchase The Bell are:</p> <ul style="list-style-type: none"> • Funds raised via a Share Offer (Pledges) • Grants • Loan finance (either Public Works Loan Board or on commercial terms) <p>Efforts to increase the total amount pledged must be re-doubled.</p> <p>Confirm availability of grants and the process for applying for them.</p> <ul style="list-style-type: none"> • Malvern Hills D.C. Enterprise Grant • District Council grant funding • Community Ownership Fund 	TW	23/03 /2023	
5.0	MARKETING			
5.1	<p>The need to emphasise that this is a once in a lifetime opportunity was discussed. There is a concern that people feel that the battle is won and do not have a sense of urgency regarding Pledging.</p> <p>Two 'Pop-up Bell' events were tentatively agreed:</p> <ol style="list-style-type: none"> 1. Social event in Abberley Village Hall 15.Apr 2. Coronation Weekend Beer Festival. AG's farm. TBC <p>Ask contact at Clifton Hunt if STB Pledge process could be shared at the Hunt Ball</p> <p>Share a list of all those that had said 'Yes' or 'Maybe' to investing but have not yet made a Pledge.</p> <p>Call a subset of the shared list to update them and answer questions.</p> <p>Update the 'Vision' section of the website with latest achievements.</p> <p>Merchandise to be created, initially t-shirts, mugs and pint glasses. Agree design.</p> <p>Discuss getting some initial samples from existing supplier.</p>	<p>RPG</p> <p>TW</p> <p>ALL</p> <p>TW/ DG</p> <p>LB</p> <p>JG</p>	<p>20/03 /2023</p> <p>ASAP</p> <p>23/03 /2023</p> <p>ASAP</p> <p>ASAP</p> <p>23/03 /2023</p>	

	<p>A sponsored walk from The Brewers Arms to The Bell along the Worcestershire Way is being planned by SO.</p> <p>The possibility of a “Founders’ Wall” with names of all those that bought shares at the initial share offering was discussed as a way to encourage additional Pledges.</p> <p>Investigate possibility of a “Heroes of The Bell” page on the website which could list all those that have Pledged (subject to their written approval)</p>	DG	23/03 /2023	
6.0	VALUATION			
6.1	<p>RPG had reviewed the valuation document in detail and will circulate a copy with marked-up comments</p> <p>It was agreed that negotiations with the owners of The Bell regarding a potential purchase should be initiated soon.</p> <p>Confirm approach and timing</p> <p>If a purchase price was agreed it would need to be subject to a professional survey, notwithstanding that there are some known issues with the property (specifically the unfinished repairs to timber on the front and the potential need for a replacement septic tank)</p>	RPG	ASAP	
		TW	ASAP	
7.0	AOB			
8.0	DATE OF NEXT MEETING			
8.1	<p>23-Mar-2023 at 7pm. Venue: Zoom (tbc)</p>			