

Heart of the Village Steering Team
The Williams Hall
Meeting May 21st, 2019, 7:30PM

Present: Chris Reah, Sam Smith, David House, Graham Glead, Nick Sloan, Sara Sollis, Heather Venn, Mark Smith, John Davidson and Hannah Puddy.

Apologises: Mike Blair and Sophie Harris

1. Approval of previous minutes
 - HV asked – did request for money go before the parish council, confirmed yes, will be on the next meetings agenda.
 - GG – Advertising for roles of shop and pub manager – adding to this agenda.
 - Minutes then approved.
2. The village website & HOTV
 - NS – states no public access
 - Once offers are open – need to look at accepting payments via the website.
3. Business Plan update
 - See business plan for changes. Hannah to send through changes to CR, GG and NS for further changes to be completed by Sunday 26/05/2019
 - Sam and Sara to be word smiths – to be achieved by end of next week (31/05/2019)
 - Final version to be completed and agreed by the end of June.
 - Need to give final version to a few members so that a FAQ can be made
4. Share Prospectus
 - Graham to review, ~~- To send document along with spreadsheet to all~~ To send document along with spreadsheet to all ~~Hannah to send through the changes.~~
5. Timeline
 - All going to plan
 - All agreed next set of plans to be achieved by 10th June
6. Communication and Marketing Plan
 - ~~Sam Sara~~ Sam Sara to finish
 - Agreed that a banner may be bought, stating 'share offers now open'
7. Fund Raising and Funding Applications
 - No fund raising at this time.
 - GG doing funding applications. Looking into -Esmee Fairbairn and the Fairchild Foundation ~~Lady Gas – Fair Child Foundation~~, also Share booster – a charity that matches monies raised.
8. Structural survey
 - 10am 4th June 2019, Jeremy Gainsford ~~?~~ cheapest of the 3 quotes £1,5,000 + VAT
 - Chris to attend as GG is away
 - GG to speak to Nicola before attendance.
9. Other Business
 - HV would like a copy of the Figures/capital
 - Treasurer – is needed, Sophie will help but cannot commit to the day to day
 - GG asked about putting something into the Stoke news, agreed yes and that we will be looking for interest of anyone for the pub and shop manager.
 - Chris to do Job descriptions for pub and shop
 - Darren will be on hand with Somerset Radio when we go live for offers and any other assistance we require.

- Look at setting up a Microbrewery – GG to look at this
Next meeting Tuesday 11th June 2019 7.30pm at the village hall.