

HOTV interim Management Committee meeting (Zoom) minutes

26 January 2021, 7:00pm

Present: Graham Gleed (Chair), Mike Blair (Vice-Chair), David Crabbe (Treasurer), Nick Sloan (Secretary), John Davison, Chris Reah

- 2.1 The minutes of the last (public) meeting were unanimously agreed to be accurate.

Decision on gym proposal

- 3.1 Katy Ribton had made a presentation to the MC on 19 January via Zoom, giving details of her proposal for running a full-time gym in the function room. Having considered this carefully, it was the conclusion of all committee members that much as we applauded her hard work and would love to have been able to support the project, we were not persuaded that the project was financially viable, either for HOTV or for Katy herself. NS pointed out that giving over the whole function room to the project had from the beginning been said to be unlikely. **GG to draft response to KR.**

Kitchen/store-room options

- 5.1 GG asks where we are with decisions on the kitchen and shop storage. NS: we have to make the kitchen viable in the short term, which includes upgrading it to achieve a high health rating, but we should not do more than we have to while the future site of the kitchen is under discussion. We also need some equipment, but this would be transferable if the kitchen was moved. We have received offers of help in specifying and sourcing kit. MB: we need to replace some wall panels and have the extractor fan cleaned. An inspection could take place at any time. GG: we must assume that we need to use the existing kitchen for at least the next 12 months.
- 5.2 GG: The shop stock currently in the kitchen needs to be moved to the LH skittle alley as soon as possible. MB: provided that the alley is clean and lockable, there should be no problem. DC volunteers himself and Susan to help clear the alley and move stock. NS suggests using the RH alley to store redundant stuff, keeping the LH alley for shop stock.
- 5.3 The messy building work on the bars should be finished by the end of this week, so stock move can take place from 1 Feb. **All agreed that the LH alley should be the temporary stockroom. DC to co-ordinate stock move, JD and NS to transfer and rebuild shelving.**

- 5.4 Agreed that plans for upgrading the kitchen should be made now, to take effect as soon as it is free.

Eventual use of function-room

- 6.1 GG points out that the function-room has limited potential until it is more accessible. NS says that making it more accessible was always part of the long-term plan, and offers to price lifts. DC mentions a hybrid goods/passenger lift used by his mother-in-law in Plymouth and offers to find out more. **NS and DC to research.**

Pub work

- 7.1 GG asks how the work on the bars is going. NS and JD agree that it is all going according to plan, and that Dave Dyer is doing a characteristically good job.

External work

- 8.1 GG asks about external plans. NS reports that Jo Williams who had been intending to do more brick repairs, has had an accident with his hand, and will be out of commission for a month, but that Robbie and Olivia are planning to start repointing work this week. JD says that Dave Dyer has agreed to do some brick repairs as well.
- 8.2 GG says that the sooner the scaffolding comes down and the side awning goes up the better. All agreed. **NS to circulate plan for awning.**
- 8.3 JD and NS agree that the café/garden door needs to be replaced soon with double French windows, but differ on whether to use PVC or wood. **Cases for both to be circulated for a collective decision.**
- 8.4 GG: we need to keep an eye on our bank balance and expenditure. Anything we can do to generate revenue (e.g. takeaways) should be pushed soon. The situation is not currently critical, but we need to analyse the trends carefully. CR asks whether DC's P&L tables include all our outgoings or just shop-related expenses. DC says that total outgoings per month are circa £7K (comprised roughly of £4.5K wages, £1K services etc, and bank loan repayments of £1.75K). Shop trading is just covering regular outgoings, but capex payments are eating into the capital. DC asks **JD and NS to check his listing of capex payments.**
- 8.5 DC: our gas consumption is far greater than expected. **JD and NS to investigate why this should be so.**
- 8.6 MB asks if there is any way we can bring in revenue from the apartments. NS thinks access and security issues make this difficult in the short term. Necessary upgrade work is not too onerous, but until we can see how they are going to be used a bit further ahead, we cannot easily rent them. GG: not to be lost sight of/

Shop shortlisting/publicity

- 9.1 GG: the shortlisting of the shop for a Grocer award has generated a lot of interest. JD: credit to Tim Slattery for organising this. NS asks if people can vote for our shop. GG not sure but will **ask Tim to find out.**
- 9.2 GG mentions a government scheme for kickstarting youth employment; if we go to the local DWP to propose jobs, they will match candidates and pay the first six months wages. Do we want use this scheme to set up stand-ins for the shop managers? JD, MB and DC support the idea provided that we are clear about the conditions. **GG to get more details from the DWP and to mention it at the next public meeting.**
- 9.3 NS asks MB if there have been any developments towards a contingency plan if the shop managers need to self-isolate. MB: five volunteers are willing to be trained as temporary replacements, and thought has been given to safe till training. **MB to speak to Jo and Carolyn to try to take training forward.**

Meeting closes 8:04 pm (64m)

The next scheduled meeting is the public HOTV meeting on Monday 1 February, at 7:30pm.