

Minutes of MCBS committee meeting held 16/01/23 at Church House, Yarpole

Present Julian Stokes JS, Graham Whitlock GW Tom Rogers TR Tony Kinsey TK Jeff Woodfield JW
 Tony Dawson TD Amanda Horden AH (For reference only Iain Dixon ID)

Agenda item	Comment	Action
1 Apologies	Apologies for absence received from Joanna Latimer JL	
2 Minutes of last Meeting	<p>Matters arising from the October meeting.</p> <p>2.4 Full page advert regarding the new share issue did not appear in Parishioner as expected. However, as we had not received confirmation of acceptance from the FCA, it was decided that this was perhaps for the best and a full launch would be discussed in conjunction with ID/JL and others</p> <p>2.5 Articles of amendment to society rules now accepted by FCA and we can press ahead with planned publicity</p> <p>3.5. ID has still not produced proper accounts as per our agreement. TR to monitor and JS/TR to raise this issue again at the next liaison meeting with ID</p> <p>5.2 Issues with Google 2 step verification now seems to be resolved thanks to the input of JL</p> <p>6.1 issues around the bath leaking appears to have been resolved with no intervention from MCBS</p> <p>6.2 Window installation has now been completed and invoice paid</p> <p>6.3 Grease trap installation completed by Grange heating</p>	<p>Ongoing</p> <p>JS / TR</p> <p>Complete</p> <p>Complete</p>
Pub issues 3.1	<p>Minutes signed as a true record</p> <p>December rent was not received on time and appears that the Bank standing order is still not in place. Also, no further accounts from Iain have been received. JS/TR to discuss at next liaison meeting</p> <p>Nikki Pybus has expressed a desire to be included at the regular liaison meetings and has suggested he be copied into future correspondence. (MCBS has no objection)</p>	JS / TR
3.2	<p>ID living away from premises. Iain and Ceri have now moved into a rental property in Leominster but no notification has been received from ID as tenant. This is in breach of the tenancy agreement and JS to ask Iain to formally advise us in writing, although the committee would not invoke any breach proceeding. JS to also remind Iain of his responsibilities in respect of the signed agreement</p> <p>ID may also need to check his own personal / business insurances in case of any possible issues</p>	JS
Financial 4.1	<p>2022 audited accounts now received and available on MCBS website. Slight issue as the signature page is missing from the website. TR to send updated copy to JS to upload</p> <p>TR to check with Auditors that they will submit a copy to the FCA by the 31 Jan deadline.</p> <p>Break clause options discussed. ID has to submit a request under the tenancy agreement by 16/2/23 but it is hoped he will not do so. This will be discussed at the next meeting.</p>	TR
Insurance 5.1	<p>GW outlined the issue of the buildings insurance renewal due 31/1/23. The existing premium has increased from £1360pa to over £3600. Our current broker has said he has found alternative suitable cover at a price of £1880 (still an increase of over £500).</p> <p>GW to source alternative quotes and it was agreed that he can go ahead on behalf of the MCBS if a better option is found.</p> <p>UPDATE 18 JAN 23... Broker recommended through Plunkett foundation can provide like for like cover at £1283pa (cheaper than 2022). GW to forward schedules for people to view and comment if required. Invoice will be passed for payment unless comment rec by 25/1</p>	GW
Maintenance issues	<p>Issue of running water down the sloped driveway continues to be a problem. Need to check the drainage channel by cider barn/gate.</p> <p>JW advised the meeting of the likely issues surrounding the Soul plate in the cider barn and this needs to be investigated further before any decisions about further insulation or works to the cider barn.</p> <p>JW ideally wouldn't look to be involved in any building work but happy to provide a schedule of works.</p> <p>JW then left the meeting at 19:45</p> <p>TR to approach a contact through his work to ask them to provide a report/estimate for the work req.</p> <p>GW will look through the society's files to see if the original building survey is available as hard copy.</p>	<p>JW/GW/JS</p> <p>TR GW</p>
A.O.B	<p>TD submitted an excellent updated projection spreadsheet to include agreed loan repayments with all possible scenarios regarding both ongoing and/or vacant tenancy. To be reviewed after break deadline</p> <p>AH presented a summary of her discussions with Plunkett advisor regarding best practice and regulatory procedure. Biggest issues seem to be tenant/leaseholder relationship, communication from the tenant, recommendation that a secondary DPS should be in place where possible.</p> <p>It was agreed that GW becomes a full personal licence holder in addition to JS and will complete the necessary procedure.</p> <p>Discussion regarding full share launch to be on agenda for Feb meeting. GW to ask what plans are in place for summer events at the pub and perhaps tie the launch in with one of these. TD came up with the excellent suggestion of exploring use of QR codes on literature to link to share prospectus etc</p>	<p>Ongoing</p> <p>Ongoing</p> <p>GW</p> <p>Ongoing</p>
Next meeting	<p>Mon 20 Feb 6:30pm at GW's house. 7 Croft Crescent.</p>	