

BOARD MINUTES



Board Date 18th September 2017

Board Time: 6.15pm to 7.15pm

Present: Ian Pope (IP) Alan Bowlas (AB), Ross Weddle (RW) John Fisher (JF) Ann Short (AS) Jan Casson (JC)

In Attendance: Julien Lake (JL), Ian Guthrie (IG) plus Mark Dodds and Tony Reed-Jones as observers

Apologies for absence

There were apologies for absence from Monica Burns and Keith Siseman.

1 Minutes of the Meeting held on 17th July 2017

The minutes of the meeting held on 17th July 2017 were approved and signed as a true record. The only matter raised was that there should be an action list on the minutes.

2 Election of Officials

JL took the chair for discussion on this matter. IP has indicated for some time that he no longer wished to stand as Chair and at the meeting he formally advised that he would not be seeking re-election. Jan Casson was proposed by AB and seconded by AS and Ross Weddle was proposed by JF and seconded by IP to stand as Chair. They both gave a resume of their respective views of the Trust and what they could offer if they were elected as Chair. Following their presentations the remainder of the Trustees were issued with a voting slip and asked to indicate their preferred candidate. Three Trustees indicated their support for Jan Casson and one for Ross Weddle and JC was duly elected as chair. The outgoing chair was thanked for all his work for the Trust whilst he had been chair and for the professional way he had led the organisation. He responded by saying how much he had enjoyed the challenge and would continue to be an active Trustee.

Both AB and RW indicated that they would be prepared to stand as Vice Chair. AB indicated that in view of RW's interest he would withdraw his nomination and RW was duly elected as Vice Chair. Note AB left the meeting at this point

It was agreed that the appointment of a Treasurer would be deferred and this led to a wider discussion on the necessity to carry out a skills audit of the Trustees to establish any weaknesses in the make up of the Board. It was also suggested that Job descriptions/specifications are needed for all officials of the Trust. This is particularly important at this time when the Trust moves into a wider, more commercial, perspective in the work being carried out.

3 Finance and Accounts

IG produced the regular report showing the income/expenditure to 31st August 2017 compared with the profiled budget to the same date. He indicated that the actual income was very similar to the budget but that the expenditure was substantially lower than the budget with a result that the actual surplus exceeded the estimate at 31st August. He also produced an indicative cash flow position for the next six months. The reports were noted. IG also indicated that he will shortly be starting on a budget for next financial year and, as part of that process, a longer term financial plan would be produced.

4 Chief Executive Officers Report

JL issued a report to update trustees on a number of issues. The following matters were raised

- The latest figures for the turbine show continued high levels of generation exceeding both the P50 and P90 predictions
- AHF have confirmed that we are to receive £20,500 funding for fees relating to the Old Brewery development and that an application for £820k of funding from the Heritage Lottery Fund has been submitted. An application to the Big Potential fund has also been made for £26k to cover the development of a business case for loan finance. The outcome is awaited. JL indicated that the owner of the adjacent site has indicated that they would wish to discuss the transfer of certain of their assets in exchange for an area of our building. This would be considered in more detail in due course and would be subject to

assurances that the respective valuations were reflected in the settlement. RW made an observation to be aware that there was a stone culvert under the Old Brewery building and this may be relevant with any proposed development.

- The Barracks Project partners will meet in early October and an application for HLF money is likely to be made but this is to a separate source than the application the Trust are making for the Old Brewery.
- The Supporting Families project continues to work well.
- Georgie Bruce our apprentice has successfully completed her probationary period.
- It has been decided not to go to phase 2 on the Town Twinning Project because of the practicalities of working in partnership with a community so far away.
- The survey report on the Quayside moorings has been received and forwarded to the Town Council for them to decide how to proceed.
- It has been agreed that the remaining grant from the Coastal Community Team will be spent to fund Andy Ashcroft working two days per week to co-ordinate actions to deliver the Economic Plan. There are some operational issues around both the Town Council and NCC's involvement which need clarified. We are working with the Chamber of Trade to organise a Tourism Conference.
- A decision is expected by the end of the month on the application to Virgin Money for a grant to sustain the work on the Here For You project. If the application is not successful there will be a shortfall in the year end forecast and this will need to be resolved at the next meeting. In the medium term we remain optimistic that there will be funding from the DWP.

Future meetings of the Board were agreed to be held on the 2nd Monday of alternate months with the next meeting being Monday 13th November 2017.

There being no further business the meeting closed at 7-15pm