

Whitley Community Hub
 Minutes of the Meeting Held on
 Friday 4th September 2020

Present:	
Nathan Hall (Chair) (NH)	
Alison Candlin (AC)	
John Lister (JL)	
Dom Szanto (DS)	
Duncan Whitby (DW)	
Charlotte Yates (CY)	
In Attendance:	
David Miskin	

No.	Item	Action
1	Welcome and Apologies	
	NH welcomed everyone to the meeting, including David Miskin, Plunkett Foundation Advisor. There were no apologies.	
2	Minutes of 27th August 2020 Meeting and Review of Actions	
	Minutes of the meeting held on 27 August 2020 were agreed as a correct record. Actions from this meeting were reviewed. NH had discussed seed grant opportunities with Phil Alford, and had been put in touch with the Community Engagement Manager for Melksham to pursue opportunities through the Area Board. JL had developed a community survey which was being distributed to all dwellings in Shaw and Whitley during the coming weekend. Feedback would inform the business planning process. DW had an initial conversation with a representative of the Post office and was pursuing this issue further.	NH DW

3	<p>Discussion with David Miskin – Plunkett Foundation Advisor</p> <p>David Miskin introduced himself. David has had a career in retail, working with three of the UKs biggest retail companies and as also provided support to around thirty community businesses. He is also on the management community of the community shop that services his home village in Worcestershire. David updated on the support that he will offer through this “Action Planning” phase. WCH would be expected to sign off an action plan with the Plunkett Foundation. David would be available for advice and review of key products such as the business plan.</p> <p>The group discussed the various acquisition scenarios that DS had prepared regarding the current shop premises and flat. David advised on the likely importance of a community share offer as a funding source, particularly if we wanted to achieve full acquisition of the current shop space and flat. He also advised that local grant funding would be important. Unfortunately, as a consequence of the COVID-19 pandemic, national grant funding was not as readily available as in previous years. He also advised on the need to explore available social loans through specialist providers.</p> <p>David advised that preparing for each of these various scenarios was the right approach. It was noted that the purchase and subsequent renting of the flat should not be in conflict with the terms of a community benefit society.</p> <p>A specific issue relating to the statutory requirements relating to the dividing of the different properties would be further explored.</p> <p>With respect to developing our business case, JL briefed on the plans for the community survey and discussed the headlines relating to the business case. David informed the group of the importance of achieving a 50% response rate which could be a benchmark required for some future grant applications. David would also share some example business cases from other successful community businesses.</p> <p>In relation to legal structures NH briefed on the groups thinking and preference towards the Community Benefit Society model. This was based on this model allowing for an asset lock so that assets could only be used for community benefit, would support the community share funding model, allowed for a community focus beyond the immediate membership and met the other key principles noted at the previous meeting. On this basis the group agreed to pursue the Community Benefit Society Model. David would provide NH with further details about taking this model forwards, including registration fees and use of Plunkett Foundation model rules.</p> <p>Discussion turned to the importance of Communications and engagement. In particular, the success of a subsequent community share offer would depend very much on the sharing of the overall vision for the community hub. The group agreed to give some further thought to its plans around comms and engagement alongside clarifying further our overall “brand”.</p>	<p>DS</p> <p>NH</p> <p>AC</p>
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	From the discussion, David would feedback to NH a draft Action Plan for the group to consider and then sign off.	DM / NH
4	Any Other Business	
	<p>Two further items were raised:</p> <p>ACV and Discussion with MWPC: It was agreed that ,although this was not a high priority in the short term, the triggering of any future ACV application would be supported by this group, particularly if a future application was led by MWPC</p> <p>FAQs: It was agreed that a set of FAQs should be communicated via facebook to aid discussions in response to the survey going out over the weekend.</p>	AC
5	<p>Date of Next meeting 17 September 2020, 5pm-7pm</p>	