

Shaw & Whitley Community Hub
 Minutes of the Meeting Held virtually on
 Sunday 6th December 2020

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

No.	Item	Action
1	Welcome and Apologies	
	NH welcomed everyone to the meeting. No apologies had been received.	
2	Minutes of 26 November 2020 Meeting and Review of Actions	
	<p>Minutes of the meeting held on the 29 October 2020 had previously been agreed as a correct record. Actions relating to items not covered on the agenda were reviewed.</p> <ul style="list-style-type: none"> - Visual Identify: Jed Fielder had completed his work on a visual identify for SWCH. It was agreed that this now needed to be applied to the website, Facebook page and all planned communication over the coming weeks. - Operational Finance: JL had been developing the operational finance assumptions as part of the developing business plan. - Parish Council: NH had briefed Teresa Strange regarding the delays with our bank account and the turned down Area Board grant application. - Further Grant Applications: No progress to update at present. - Community Benefit Society Registration: NH stated that all documentation had been submitted and approved by our sponsor, the Plunkett Foundation. Confirmation of registration was expected during the coming week [<i>post meeting note: confirmation was received on Monday 7 December 2020</i>] 	<p>AC</p> <p>JL</p> <p>DS / NH</p>

3	Response to Marketing of 116 Top Lane, Whitely	
	<p>The 116 Top Lane site had been placed on the market on Friday 4th December 2020. The meeting discussed the implications of the for the SWCH.</p> <p>It was agreed formally gauge the level of investment the group can raise through a community share offer, with a focus directly on the 116 Top Lane site. This will involve seeking "pledges" from members of the community. NH stated that this process will allow the group to understand which of the potential acquisition scenarios is open to us (that might mean being a tenant of the commercial part of the building, purchasing the commercial space or purchasing the commercial and residential space).</p> <p>DS was asked to prepare the pledge documentation ready to send to every household in the village early in January 2021. This would need to include details of the various acquisition scenarios. David Miskin would be used for advice.</p> <p>In advance of this it was agreed to hold a call with Mike Hughes (commercial valuation expert) we are in touch with a commercial valuation expert to ensure the group had a realistic understanding of the true market value of the building. This would help inform the pledge materials by setting realistic aims for the various scenarios.</p> <p>The group were keen to also market SWCH as a Tenant of Choice for any other potential investors who may be interested in purchasing the building. AC agreed to communicate this position through the Melksham News and Facebook. It was also agree to develop a brochure to give to a number of local estate agents (including Strakers) so that local investors were made aware of the group and our plans.</p> <p>It was noted that alongside the Top Lane site, there is another potential site option which involves a purpose build that we would lease, on a green field site. It was agreed to keep options open as this opportunity develops over the coming months. DW was asked to communicate with the landowner with respect to this option.</p> <p>Other agreed Actions:</p> <p>JL would further develop the Business Plan based on this option.</p> <p>DS would pursue banking options</p> <p>DS to explore options for social loans</p> <p>NH would update the wider group via What's App</p> <p>NH to set monthly meeting dates (Fridays 5-7) for 2021. These meetings to be combined with some more informal discussion sessions.</p>	<p>DS</p> <p>NH & DS</p> <p>AC</p> <p>DW</p> <p>JL</p> <p>DS</p> <p>DS</p> <p>NH</p> <p>NH</p>

4	Date of Next Meeting	
	The Steering Group would meet again early in 2021. Dates for 2021 would be communicated shortly.	