

## Minutes of a meeting of the Trustees of GLEAN Hub held Tuesday 8th May 2018 at the Grosvenor Centre

**Present:**

Robert Alker, Mary Booth, Annette Davies, Claire Elkerton, Trevor Whincup

**By Invitation**

Helen Farr (SCC)

Item			Action
1	<b>Declaration of Interest</b>	RA reminded the meeting that his wife is Chair of Gnosall Parish Council	
2	<b>Action Plan</b>	<p>The Action Plan was discussed in detail and updated.. Points of particular note were:</p> <ol style="list-style-type: none"> <li>1. RA reported that the Youth Club no longer requires an improved ramp as the emergency exit via the library will be sufficient. However Cllr Greatrex was insistent that the planning permission for the library needed to be amended because the exit was not included on the original application.</li> <li>2. Building Control have confirmed that there is need no to seek further approval because the portable unit will sit on runners rather than jacklegs</li> <li>3. It was noted that the draft partnership agreement with the youth club had not been endorsed. It was agreed to seek further talks on this with MB and AD representing Glean Hub</li> <li>4. It was agreed that, notwithstanding the issue on planning permission, to start the process for purchasing the unit. RA agreed to contact Thurstons to find out what they now require. He also agreed to draw up a plan setting out the steps for commissioning the unit</li> </ol>	<p><b>HF to update</b></p> <p><b>CE to check position with Stafford BC and if necessary to prepare the variation documents</b></p> <p><b>MB</b></p> <p><b>RA</b></p>
3	<b>Minutes of Recent Meetings</b>	<p>The minutes of the meetings held on 10 and 24 April together with the notes of the informal meeting held on 17 April were approved</p> <p>RA confirmed that he had invited Cllr Greatrex to attend the meeting on 24 April but he had received no response.</p>	
4	<b>Annual Parish Meeting</b>	The Parish Council has again asked Glean Hub to prepare a progress report for the annual Parish Meeting on 24 May. TW agreed to draft this.	<b>TW</b>
5	<b>Date of Next Meeting</b>	9:00am on Tuesday 22 May	