

Minutes of a meeting of the Trustees of GLEAN Hub held Wednesday 10th January 2018 at the Gnosall Parish Office

Present:

Robert Alker, Annette Davies, Trevor Whincup

Apologies

Mary Booth, Claire Elkerton

In Attendance

Helen Farr, Chris Pitt (Staffordshire CC) for item 2

Item			Action
1	Declaration of Interest	RA reminded the meeting that his wife is Chair of Gnosall Parish Council	
2	Action Plan	<p>The Action Plan was discussed. Points of particular note were:</p> <p>a) RA reported that Thurston's have not accepted the letter of intent because it included the cost of haulage from a previous estimate. He was liaising with the hauliers to obtain a current estimate and if this is satisfactory he will send a revised letter of intent</p> <p>b) RA stated his dissatisfaction with advice from Entrust on the foundations for the unit. CP replied that HM is working hard to resolve this and has been promised further advice within 48 hours. At present the project has building control approval apart from the foundations</p> <p>c) CP stated that he was concerned about SCC's inability to provide the quality of technical advice needed. He has advised his manager that any further delays in the project because of technical issues will be the responsibility of SCC</p>	<p>HF to update plan</p> <p>RA</p> <p>HM</p> <p>Confidential Minute</p>
3	Minutes of the last Meeting	<p>The minutes of the meetings held on 10 and 23 January 2017 were approved, subject to the following clarification:</p> <p>23 January: the issue with the Surefire unit was Thurston's inability to provide technical information rather than fire certification</p>	
4	Treasurer's Report	<p>AD circulated details on the latest financial position</p> <p>RA agreed to work with AD on reformatting the computerised accounts</p>	RA/AD
5	Lease and Sub-lease	Item deferred in view of absences	

6	Draft Agreement with GPC on the funding and ownership of the Library unit	TW was asked to circulate his suggested amendment	TW
7	Visit to Werrington	AD reported that she had written to Werrington Library with GLEAN-Hub's thanks and contribution to their funds. She had received written thanks and the offer of continued support TW offered to start a record of GLEAN-Hub's achievements	TW
8	Date of Next Meeting	It was agreed that the next meeting would now be held at 9:00am on Tuesday 13 February with the customary invitations for representatives of SCC and Support Staffordshire to attend for specific items. RA indicated that he would also invite Cllr Winnington.	