

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

Present:

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

In Attendance

Helen Farr, Helen (Staffordshire CC) for item 2

Barry Halls (Support Staffordshire) for item 4 onwards

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) Entrust replied within the agreed timescale to the questions submitted about the foundations. However this reply was based based on a misunderstanding and consequently did not address the issues raised. Following HM's intervention, a structural engineer is checking RA's calculations</p> <p>b) RA has provided Building Control with the additional information requested except for that on the foundations (awaiting Entrust's response)</p> <p>c) The request for a structural engineer to attest to the integrity of the proposed building was reviewed. RA will check with Building Control what is required and then liaise with HM</p> <p>d) Indication has been received from Awards for All that the application for the library complex will be approved. This is confidential until the formal announcement which is likely to be in March</p>	<p>HF to update plan</p> <p>RA/HM</p> <p>Confidential item</p>
3	Minutes of the last Meeting	The minutes of the meeting held on 19 December 2017 were approved	
4	Treasurer's Report	<p>AD circulated details on the latest financial position</p> <p>RA reminded everyone that the annual accounts need to be finalised in March to comply with the charity's legislation</p>	
5	Lease and Sub-lease	<p>MB reported that GPC had delegated discussions on its lease to a group of three councillors</p> <p>There was insufficient time for a full discussion on the sublease. It was agreed to everyone should submit comments to MB who will liaise with SCC</p>	All

6	Draft Agreement with GPC on the funding and ownership of the Library unit	It was agreed that TW will produce a final draft for discussion with GPC	TW
7	Date of Next Meeting	It was agreed that the next meeting would now be held at 9:00am on Tuesday 30 January with the customary invitations for representatives of SCC and Support Staffordshire.to attend for specific items.	