

7pm at The Cheviot Centre

ACTION

Present: Patrick Sheard, Julian Bales, Shirley Mills, David Hughes, Becci Murray, Siobhan Younger, Sue Mitchell & Karen Froggatt.

1 **Welcome & Apologies:**

Cindy Wait & Amanda Worlock

2 **Declarations of Interest:** Cindy as a tenant at the YH. Patrick as an accommodation provider.

3 **Minutes from the previous meeting:** These were **agreed and signed.**

4 **Matters Arising:** There were none.

5 **Draft Budget Approval:** Some adjustments needed but agreed in principle, final approval to be done at next board meeting

6 **Designated Funds:**

The figures for the external repair budget come to approx. £58,000. KF and GD to go round all the properties and assess what internal repairs need to be done, KF to check if covered by insurance after storm damage.

It was agreed to put £60,000 into Designated funds to cover these costs and to review the figures as and when we receive actual figures.

Youth Hostel – we are working with the architects to come up with a plan of how to make the living accommodation into a self catering annex after Karl and Cindy have decided to live off site from now on.

Cheviot Centre – radiator that had been leaking for a while has been mended, so hopefully we won't need a new boiler. We will monitor it over the next few months and see about funding to replace it if needed, KF to speak to CAN about making CC as energy efficient as possible.

Once we have actual figures for these, they will be added to designated funds.

7 **Trustee Research Projects:**

BM questioned where we are at with projects that have been started and delegated to Trustees, it was agreed that in future ideas are welcome and all project work will be done by paid staff.

8 **Chair and CEO Update:**

Generator here but thankfully not needed, but they will drop one off if ever we need again, a hole will be drilled into electricity cupboard. We are working close with MM to make the CC the hub for all future storms. MM is the main contact with the Water / Northern Power. We have a phone line that the Doctors surgery can use too.

4 interested parties for Barclay's first floor: 1 micro pub, 2 charity shops (one already on high street and one wanting to do antiques and furniture) and a cool bean coffee house (they are based in London – wanting a 12 year lease with a break after 3 years) Concern was made over direct competition for the coffee shop and it was agreed to say no thank you to the coffee shop idea and the

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charity shops. We are waiting for the Wobbly Duck to come back to us as they have gone away to work out figures and hopefully come back.

New digital room booking system – Hallmaster - we are making use of a 90 day trial at the minute, updating all customer details on the system. It will enable people to book their rooms online if they so wish or carry on ringing in and we can book it for them.

BM suggested offering a buffet to go along with a room booking for conferences, and place the links on our website for them to choose.

DH also suggested adding some small local accommodation links should people want to book an away day conference.

KF wrote to all local supermarkets for donations to Food Bank. So far ASDA have given us £50 worth of food. SY suggested contacting the COOP in Wooler to see if they can give us some donations.

KF met Gee and Collete at Drop in Centre, they are interested with working with us, especially in the garden

KF met MM and he is going to take her to the next Parish Council Meeting

Tenants survey been sent out to all tenants, they are coming back in and will be presented at the open day.

RS to carry out fortnightly checks in the CC to make sure we keep the CC up to an agreed standard.

KF looking at new accounting software update with Sage and MH – at present there is no other access to the accounting system apart from on MH computer. KF can now speak to Sage about the system but she also needs access to be able to run off reports.

Youth Hostel – DH questioned the “life” left in the YH – it was agreed that as it’s still making money, to wait and listen to the tenants as to when and how any updates are needed

Gemma applied for a grant from Omicron Business Support – we have received £2667

Remote learning is back up and running and will commence on a Monday morning from 25th April for 10 weeks initially. We will promote Techie Tea Parties and O365 Pick and Mix courses. We will also be able to facilitate any of the self-study courses on the Learning Together Platform.

Next Meeting - Monday 28th March 2022 – 4pm

The Meeting closed at 8.25pm

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