

Glendale Gateway Trust Full Board Meeting
Wednesday 26 May 2021
7.00pm at The Cheviot Centre

ACTION

Present: Patrick Sheard, Julian Bales, Shirley Mills, Becci Murray, Amanda Worlock, Sue Welch, David Hughes (via zoom), Tom Johnston, Gemma Douglas & Rachel Sinton

- 1 **Apologies**: Siobhan Younger & Cindy Wait
- 2 **Welcome**: A warm welcome to all and especially our three new trustees. Patrick asked everybody to introduce themselves with a little bit about themselves. This indicated a wide variety of experience and a shared love of the this corner of Northumberland.
- 3 **Declarations of interest**: There were none.
- 4 **Membership applications**: A few recent applications have been approved via email – there are none outstanding.
- 5 **Minutes of the Previous meeting**: The minutes of the zoom meeting of February 24 were **agreed and signed**.
- 6 **Matters Arising**: There were none. Patrick explained that group reports would be delivered at the next policy meeting, which is the place for discussion, whereas the board meeting is for ratifying decisions.
- 7 **Report from CEO**: This had been circulated before the meeting. It shows the wide breadth of activities going on despite the Covid restrictions. There was some discussion about the pre-planning application for the ground floor of Barclays – this may determine the possibility of using it as a restaurant with extraction for the kitchen. Derek Simpson will advise on any electrical work that needs to be done.
The person approached to be a maintenance coordinator has decided against it. Rachel agreed to take on the role of H&S officer.
The monthly operations meetings of staff will be attended by Julian until a new CEO is appointed. The next one will be Wednesday 7 July. RS
GD, RS &
JB
- 8 **Review of 2020/21 fourth quarter management accounts**: Circulated before the meeting. It was expected that the trust would take a substantial financial hit due to the pandemic; but a combination of grant support, staff flexibility and furlough, and most of our housing and commercial tenants continuing to pay rent has actually led to an increase in unrestricted funds. The knock-on effects are yet to be manifest.
It was **agreed** that the trading arm of the trust, which has never been used will be closed. Julian to investigate. JB
Signatories on both our bank accounts will need to be changed. It was **agreed** to do as much as possible via email. JB
Trustees were reminded that these figures are confidential
The use of our reserves will be discussed at the next policy meeting.
- 9 **Staffing discussion**: New job descriptions for Gemma & Rachel have been produced.
It was **agreed** to go ahead with appointing a new CEO. Job description etc. are

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ready and the post will be advertised within the next few weeks. It is vital to find the right person – the earliest this might happen is probably Sept/Oct. Advertising will be done through various appropriate social media outlets. The idea of recruiting an additional admin post had been discussed at the last policy meeting. There is money in the budget as Rachel has dropped to three days a week. There are projects bubbling up so more office cover may be needed. It was **agreed** that the staffing group would investigate further and take appropriate action.

10 **AOB**: None

11 **Next meeting**: Policy Group 2pm Monday 28 June at the Cheviot Centre

Patrick closed the meeting by wishing Tom well in retirement – he said he had no words to express Tom's contribution to the trust - but he found a few such as; Inspiration, drive & tenacity, a level of dedication rarely seen. The continuing work of the trust will be a tribute to all that Tom has achieved. Huge thanks for a job very well done.

Tom replied saying it had been an extraordinary 25 years. For him the pivotal moments had been the acquisition of the Cheviot Centre and the purchase of properties on the High Street – which had been a real leap of faith. The GGT has been able over the years to see the bigger picture and respond to key issues. He reminded trustees that all communities have their divisions and critics and this was in no way unique to Wooler.

He said he had enjoyed a refreshing working environment and that the work of the trust was a credit to all trustees past and present. He finished by urging the trust to keep going!

The meeting closed at 8pm with a buffet and farewell drinks.