

**Avon Dassett Community Benefit Society Limited**  
**(the 'Society')**  
**Management Committee**

**Minutes of The Meeting held on Tuesday 11 July 2017**  
**at 7.30 pm at Oxbow Farm, Avon Dassett**

Present: Darrell Muffitt (Chair); Trevor Gill (Secretary); Sally Crompton; Graham Fewster; Ray Randerson; Mike Blakeman; Amanda Blythe-Smyth;

1) Apologies:

2) Minutes of The Previous Meeting

The minutes of the meeting held on 5 July 2017 were agreed

3) Current Situation With The Purchase

- a) Completion is due to take place on 21 July 2017
- b) Trevor is working to ensure that the grant and loan funds are received by the solicitors in plenty of time for completion
- c) Graham and Sally to arrange for a further review of the inventory on 20 July and to confirm that all is well
- d) Graham and Trevor to liaise re the collection of the keys on completion
- e) Mike / Darrell to ensure that formalities are in place for the VAT registration prior to completion

4) Landlord Activities

- a) Mike is preparing a building register covering all relevant documents and information
- b) Mike to handle the transfer of the utilities to the Society on completion
- c) Darrell to arrange for the Premises License to be transferred after completion

5) Finances

- a) Trevor updated the meeting with the current state of pledges and share applications. We have now received all of the required share applications and either cheques or agreement to make a bank transfer when requested. There is one amount outstanding and Trevor will chase this.
- b) All cheques have been paid into the bank account and we await clearance.
- c) We are still a little short of our target and we will include this in any future communications. We have also had contact with prospective members and where this is the case then Management Committee members were asked to follow this up and obtain the required application forms and either cheques or bank transfers
- d) Trevor confirmed that the insurance has been arranged and the first premium has been paid. The meeting authorized the signing of the direct debit for future payments.

6) Tenancy

- a) The final version of the tenant specification has been is uploaded to our website.
- b) A fee of £800 has been agreed with the Morning Advertiser. Trevor to make the payment by bank transfer. This covers 3 months of advertising in their two-weekly magazine, an advert in their jobs section and 1 week as pub of the week. Copies of the advert and then text are to be uploaded to our website for consistency.
- c) Darrell to contact Robin Mence for permission to use their photographs

7) Communication

- a) Trevor to send out circulation after completion.

- b) It was agreed that we would open The Avon for a members to get together and also for members to look around the residential part of the building. It was agreed that the event would be on a “Bring Your Own” basis. Trevor to circulate a note inviting members.
- c) Darrell and Mike to progress a press release after completion
- d) The possibility of a name change was discussed and it was agreed that we would prepare a voting form for completion on 23 July.
- e) A new logo has been Sally to talk to Sandra Heard re a logo for the “Society.”

8) Microbrewery

- a) Darrell is to visit a microbrewery and will report back at a future meeting.

9) The Next Meeting

The next meeting will be held on 25 July at 7.30pm at The Avon