

Avon Dassett Community Benefit Society Limited
(the ‘Society’)
Management Committee

Minutes of The Meeting held on Wednesday 25 July 2017
at 7.30 pm at The Avon, Avon Dassett

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

1) Apologies:

Mike Blakeman;

2) Minutes of The Previous Meeting

The minutes of the meeting held on 11 July 2017 were agreed

3) Finances

- a) Trevor will publish a Completion Statement once all of various accounts and fees have been paid.
- b) Once all of the various utilities and licenses have been transferred Trevor will prepare a cash flow for the next 6 months

4) Landlord Activities

- a) Mike is progressing with the transfer of the utility accounts into the name of the “society.
- b) Mike is also preparing a building manual
- c) We have received a Council Tax account from Stratford on Avon District Council and Trevor will apply for a 3 month repayment holiday on the basis that the property is unfurnished and unoccupied
- d) We will look to get a Fire and Electricity Certificate in the near future

5) Tenancy

- a) The advert has been agreed with the Morning Advertiser and The Avon will appear of the pub of the week this week. The advert will appear in the two weekly magazine for a period of 3 months.
- b) The tenancy advert will also be placed on our Facebook page and on the Society website
- c) Graham to devise a method for agreeing the short list of candidates
- d) We need to decide who should be involved in the short listing and interview process
- e) We are also committed to review the need for an external specialist to be a part of the interview process and this will be agreed at a future meeting

6) The Next Meeting

The next meeting will be held on 10 August 2017 at 7.30pm at The Avon