

The Patch in Potterne Community Interest Company
19, Whistley Road, Potterne, Wiltshire
Minutes of Board meeting held 15:00 on 19 June 2024
Venue: Potterne School.

Present: Robert Berry (RB), Robin Jequier (RJ), John Chandler (JC), Andrew Huntley (AH), Paul Moss (PM), Gill Berry (GB) Co-opt.

Apologies: None

	Minutes	Action	Action
1.	Appoint Chair for this meeting: Robert proposed Robin chair this meeting – all agreed Robin welcomed everyone to the meeting and advised health and safety procedure in the event of fire, etc.		
2.	.		
3	Approval of minutes – All Agreed		
4.	Matters arising – Andy enquired on the business plan. Robin advised this may be viewed via the link on the last minutes. See Case For Support. https://www.thepatchinpotterne.org.uk/ Robert explained by Concerts (point 6 on last minutes) he was referring to music events however the one of the main attractions would be The Potterne History Centre in an effort to make the Patch a ‘destination venue’. This would hopefully involve people who are interest in the village. Talks could be given which may generate some income and possibly attract donations/		
5.	Finance: Gill advised the Lloyds bank balance at the Year End (May 2024) was £74824.69. The bank balance to date, 19 June 2024, is £74778.69 the difference being due to outgoing payments to: Companies House – Confirmation Statement £34.00 Potterne Community Fete – Table Hire £5.00 Lloyds Bank Service Charge - £7.00. No questions raised regarding finance.		
6.	Agenda for AGM: This was discussed and an agenda agreed. Robin to write a combined report from the directors and send it to the directors for approval.	RJ	
7.	Loan Account: Robin reminded the meeting we currently have an interest free loan account and the first repayment is due August 2024. Five annual payments.	All to Note	
8.	Conveyance: The conveyance has been agreed at £105,000.00 and Land Registry is now complete. We need to have enough to complete plus costs. We have an application with the Community Ownership Fund but may not hear anything until after the election. A lot hangs on the Community Ownership Fund. Where else can we get funds? The Parish Council may still support us. Andy and John said they were not in favour of going back to the parish council. A discussion was had and John said he would be happy if the parish council offered an open ended loan or some money but we would not ask money. Robin advised it is important we present a united front at the AGM explaining the withdrawal of funds as due to the sellers delays regarding land registry At this stage John and Andy left the meeting to go to another appointment. Paul stated once we are in a position to go ahead people may be encouraged to assist. Robin advised we would need a strategy if nothing comes in. Do we try to continue or call a halt?		

		Action
8. /cont...	<p>If the diocese are happy to extend we would still raise funds. We need to be aware of the rules of refunds if we do not proceed. If enough funds are raised to purchase including costs the directors could be liable for upkeep,</p> <p>Paul asked if we could sell commercially. This would require investigation. Could we mothball the building and rent out the car spaces to attract income?</p> <p>Rental of office space to local businesses.</p> <p>Discussion took place regarding possible use of the flat for a caretaker. Work needs to be done to achieve this and we would need to be careful with tenancy issues.</p>	
9.	Directors meetings meeting to be held monthly unless additional meeting are required.	All to note
10.	Meeting finished at 16:14	
11.	Date and venue of next board meeting to be decided.	
	<p>Signed:</p> <p>Dated:</p>	