## The Patch in Potterne Community Interest Company 19, Whistley Road, Potterne, Wiltshire Minutes of Board meeting held 15:00 on 07 May 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 A
1.	<b>Chair for this meeting</b> : Robin Jequier (RJ) proposed Bob Berry (RB) was appointed chair for this meeting. In future we will rotate around the directors. All agreed	
2.	<b>Welcome:</b> RB thanked everyone for attending and welcomed our new directors. Signing of consent papers took place. John Chandler (JC) and Paul Moss (PM) details are already updated on Companies and Andy Huntley (AH) were updated on Companies House today.	All to note
	AH to send update for the website	AH
3	<b>Finance:</b> Gill Berry (GB) advised the Lloyds bank balance is £75,026.88. RJ advised we have been promised £3,000.00 by the Area Board around January/February 2024 taking our total to around £78,000.00 on paper. The purchase price to us is £105,000.00 plus costs and funds. AH asked who is responsible for the day to day running expenses of the building. RJ	All to note
	confirmed it is the current trustees until the conveyance has completed.	
	RB Thanked RJ for his hard work in raising the funds.	RJ
5.	Conveyance: RJ advised the meeting the Salisbury Diocese Trustees confirmed they will honour the £105,000.00 agreement. Their solicitors, Parker Bullen of Salisbury have now sent a request to register the property with the Land Registry asking this to be fast tracked so it is possible the conveyance could be completed end of May or June 2024.  Due to the delays by vendor Potterne Parish Council withdrew their £30,000.00 however we can ask them again for some funds. If we approach the Parish Council for funds we may need a vote from the village.  We have approached the Community Ownership Funds who have funds available to help communities across the UK to take ownership of assets at risk of closure. Applications began April 2024. If unsuccessful we may need to hold out hands up and say we are not able to continue and refer to our constitution which states the money should go to a similar organisation or stay within the community  Note: Our solicitors are Wilsons Solicitors LLP, Salisbury  Business Plan: Our business plan is based on certain assumptions and has been submitted to	All to note
	community fund raising and includes our Case For Support. Please download this and let us have your suggestion. Our Business Plan can be downloaded from this page: <a href="https://www.thepatchinpotterne.org.uk/">https://www.thepatchinpotterne.org.uk/</a>	All to note
6.	Core activity proposal of The Patch in Potterne - RB: After listening to comments and conversations regarding the use of the venue it has become clear that there must be central theme of activity that everything else is connected to, in one way or another. There have been a few suggestions on what to use the school for including, a café, schooling, life learning, health and welfare and youth/child activities. Many of these, of course, are being served by other venues and organisations. So, what we will have to do is to look at the pros and cons of the place itself first	All to note
	Pros :  . It's a Multi-functional building with good services.	
	<ul><li>Good car parking</li><li>Building in a good state of repair</li></ul>	
	<ul><li>Central to village with good pedestrian access</li><li>Visually significant position</li></ul>	

		Action
6/cont.	<ul> <li>Good internet facilities</li> <li>A sense of belonging to village</li> </ul>	
	Cons:	
	<ul> <li>Access not good.</li> <li>Some opposition to the project as a whole</li> <li>Heating and running costs high.</li> </ul>	
	A proposal	
	The one thing that keeps cropping up in conversation is the Potterne History Centre. This could be the key element to engender excitement about the venue and the thing that all other elements connect to.	
	Setting this core element up is the one thing that other venues will not have the room to do or the will to actuate. The church has indicated that there needs to be somewhere where their collection of village history needs to be stored and displayed and would allow villagers and visitors to view, contribute and share. It will also give members of the village an opportunity to link their own family history into the village store of information.	
	Additional activities attached to this core element could include such things as regular music events, talks on a wide variety of things including, national and local history, preservation of literature and book binding, record keeping and archiving, restoration of photos, vernacular architecture presentations and practical courses, traditional building repairs, decoration techniques, farming history and displays, the list is quite expansive.	
	Other rooms in the venue could be used for refreshment areas for attendees an arts and crafts display area and the like.	
	Obviously money, or the generation of income, is going to be really important in order to cover costs etc. and most talks and presentations could attract an entry fee or suggested donation.	
	Music events will generate a quite sizeable regular income once established.	
	Having visited a few small museum/cultural venues in the last couple of years it what could be seen is that it is quite possible that cultural activity is going to become more and more a necessary part of people's lives and there appears to be an increase in researching family history and looking to the past, i.e. the repair shop, antique shows, flog it, crafts etc.	
	A good example of this is the Richard Jeffries Museum in Swindon that survives quite well mainly on grants etc. They own the building and is of a similar size. Perhaps we should all visit to get an idea of what is involved. They are more than happy to talk to us.	
	So There you have it. My view. Something to work on?	
7.	Potterne Church & Community Fete:	
	For us this will be a PR exercise.  RJ agreed to generate copies of our Case for support. Copies of the constitution should also be available.  PM RJ, JC, RB, GB will all be in attendance but some will have other duties on the day	All RJ
	What do we want the stall to look like?  RB will contact Tim Landergan as ask if we can borrow his gazebo.  GB has advised Jackie Sawyer we will require a table. (cost £5)	RB GB

		Action
8.	Where is the energy coming from?  Due to the delay in purchasing some time has passed since we asked the village what they wanted to see at the venue. In order to gather this information we need to complete another survey asking what the village would like to see.  We will require flyers, suggested list of things we can do.  There is a need to attract volunteers and build teams.	
	JC suggested the new directors stated their position and where they were coming from.	
	JC: John joined as a CIC Director in 2024. He has lived in the Potterne area for 50 years. He is a farmer and well-known locally. His community experience includes Chairmanship of the local Royal British Legion branch, oversight of the village Youth Club and the general care of several other village amenities. John has a wide network of contacts and local knowledge which will greatly assist in identifying potential asset users and recruiting volunteers.	
	AH: Good working partnership alongside JC. His areas of expertise are health and safety, fire awareness, risk assessments, protocols and methods of procedures.	
	PM: A former horticultural worker and retired primary school teacher. He is an active member of the village Youth Club Committee, an author, and a specialist in meditation and mindfulness. Paul's experience in education and working with young people will be invaluable, as will his passion for village life and levelling up within the community.	
	RJ: Fully endorsed what everyone has said. Robin is a retired army officer, fundraising consultant and author, and has made great strides in the company finances with a substantial rise in the capital pledges and gifts of support.  Fundraising will have to continue after the purchase.  We need to update website, business and ongoing projects.	
	RB: Bob Berry is a founding Director of the Community Interest Company whose vision and inspiration is driven by a love of the former school building and what could be achieved in it. Along with his wife Gill he is a traditional English Folk Musician. After a spell in the army Bob became a building restoration specialist. He therefore brings artistic understanding, practical skills and know-how to our project. He has lived in Potterne since 1987 and has excellent social and business links in the area.	
	Ideas: We need ideas to raise and generate money to keep the project sustainable  Working with police and crime. Outreach grant is available to support this.  IT support  Well-being opportunities	
9.	AGM: Send out notification advising change of time and venue/ 15:00 30 June 2024 at the Potterne School building	
10.	Next meeting to be held before AGM.	
11.	Meeting finished at 16:44	
12.	Date and venue of next board meeting to be decided.	
	Signed: Dated:	