

## Meeting Minutes -8<sup>th</sup> March 2017.

In attendance-Tom Lake, Phil Vaughan, Peter Burt, Phil Johnson.

Apologies from every-one else

### Community Right to Challenge.

Business plan now sent into the RBC, they'd asked for it by 27<sup>th</sup> February but it was a week late – still a good achievement as they had only given us 6 weeks to do it.

The business plan has flagged up issues we need to think about. The income is based on costing structure for the pool which would need to be increased. There was an equal split on the questionnaires between people willing to pay more/less than current. It would likely be £30 for pool and gym membership.

RBC's figures would suggest a shortfall. Reading Sports and Leisure do not charge overheads as part of expenditure on individual sites: i.e.- accounting. Peter saying that on our figures we are still looking at a £120 k per annum shortfall.

Tom suggested we need to have another business group meeting to seek to improve on this.

Two other issues:

- 1) Repairs – situation not as bad as RBC said. Based on work done by Tom Lake and David Smith it's probably £270 k tops. Tom will look into whether VAT would be reclaimable on repair work
- 2) Cashflow – we would need £ for salaries. Would need £50 £100k start-up costs. Security is a problem. Phil J saying this is a working capital requirement. Nikki expressing concerns about the CIC borrowing this as it has implications for directors. Peter thinks the neighbourhood portion of the Community Infrastructure Levy could be a source of income for initial outlays.

We've agree that until RBC decide whether to accept the Community Right to Challenge there is no point in us contacting other companies.

Tom saying we need to improve the business plan before it goes to Council.

Peter saying we need to speak to Labour Councillors about this, we need to brief Councillors.

Tom saying we need to have another leaflet printed and campaign around this, Phil saying we need to produce a press release to the media. We could ask people to write to their

Councillor. The problem is we haven't got a clear vision as to exactly what we are asking RBC for at the moment (i.e.: to commit to giving us £ etc.)

We decided on the following strategy:

- i) Media work to say where we've got to and why it's important;
- ii) Membership drive to build up membership;
- iii) Working behind the scenes with Councillors;
- iv) Continue to improve the business plan and discuss again in the working group.

### Follow Up Work.

- 1) Market Research
  - On-line survey questionnaire
  - Face-to face questionnaire (school gates/Broad Street etc.) (We could possibly combine this with asking people to be members)
- 3) Fundraising –small grants are available for community activities, we should start applying for them now for future community events (we made a loss of around £80 at the last AGM!)
- 4) Community Engagement group and programme of things we should be participating in. This may link in well with the school, so possibly Marlon and Sarah. Nikki would be involved. There is a man from Reading Football Club's Community Trust who is happy to talk to us.

### Communication Issues.

Phil wants to do a newsletter for members/supporters and has some ideas and drafted this.

Peter thinks we need strategic thoughts about fresh objectives for communications.

Useful feedback from Phil J that he didn't know what was going on after contributing to the fundraising appeal due to no communication. The possibility of a regular round robin email was mooted – communications to agree.

### Insurance.

We've confirmed we want directors liability insurance and public liability insurance – Peter will sort.

### New Volunteer.

Sabita has offered to help on finance and some admin. There is already a problem with membership muddle (nobody's fault in particular) – we need to make sure we collect £ and people complete forms properly.

### Bank.

All signatories to provide ID and proof of address. We need to arrange this via Peter.

### Legal Up-Date.

RBC have still failed to respond to letter before claim. Prospect of Judicial Review still open. Lawyer will chase them for response.

### Trello.

Tom and Peter will move things that are completed before the next meeting.

### Actions.

From last meeting not reviewed as AGM intervened.

NO working group meeting next week (smaller groups doing other things will make separate arrangements)

Next meeting working group: 22/11/2017 8pm Nikki's house

Director's meeting: MONDAY 27/11/2017 8pm Nikki's house.