**Present:** Tim Johns (Chair) Yvonne Budd Mike Euridge

Alan Cleave Alain Cook Richard Franks

Michelle Hamilton-Kendall

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**1. Apologies** Meriel Fry

**2. Membership Communication/Promotion of Givey and Give as you Live**

*Suzanne Finch was in attendance for this first part of the meeting*. The Trustees would like to have access to the membership, the idea is to expand and maximise communication within the club. Suzanne had spoken to Mr Euridge and both are happy that Alain Cook and Alan Cleave have access to this and can support this work. Suzanne said some members email may not be up to date. It was agreed that on the next invoices to be sent out there would be a note added asking members to confirm their email address. A new Trustees email address would be created and this work would be supported via this email address, so as not to fill up the Gym Club (and Suzanne’s) email.

The use of Facebook was discussed and it was agreed rather than set up a closed, separate Friends/Trustees page, Suzanne would arrange for administration permissions be given to Alan Cleave and Alain Cook.

Tim confirmed both Givey (the charitable collection website) and Give as You Live (online shopping) were now up and running. For the Givey website, payments are made by PayPal and linked to Trustees bank account for collection. Tim thought this was set up for Give as You Live, but would check this for both websites. Tim would also email out login details for both sites, so this can be publicised.

Suzanne asked about publicising the £40,000 grant, but this would be done after confirmation of builder’s doing work and details been sent to solicitor and bank to confirm.

The Trustees thanked Suzanne for her time attending the first part and for her support.

**3. Minutes of Last Meeting – 5th September 2015**

Agreed as a true record.

**4. Matters Arising**

None.

**5. EGC Grant Application Update**

The grant allocated was £40,000. The next step is to demonstrate best value from contractors and have funds in place. Three quotations had been received and, after discussions of the quotes, it was agreed that Mike would contact Cockman Builders to confirm costs and agree timeframe of building works. The Council would need to be sent an email detailing our reasoning for choosing the builders.

**6. HSBC Loan**

The loan from HSBC had been agreed, the terms of which are based over 5 years at base plus 2½ percent flexible. Tim confirmed the bank have had written agreement that Tenant rate would go up by that amount to demonstrate repayment; any surplus would be reimbursed back into Club. We need to carry out an evaluation of the premises to support this by one of two companies the bank would like us to use; Drew Pearce or Tim Dickinson – both with a cost of £700 + VAT. Tim to follow up.

The Committee authorises the Holding Trustees to enter a Mortgage agreement with the bank on the Charity’s behalf.

**7. Land Registry & Holding Trustees**

There is a cost involved in changing the names on the document, but all agreed this had to be done and amended. Tony and Peter would be taken off. Alan Cleave and Alain Cooke would be added. Yvonne to follow up.

**8. Exeter Foundation Application**

Unfortunately we were unsuccessful with this bid, but the Trustees wanted to thank Richard and Ian for their efforts in submitting an application. From letter received from the Foundation, it looks like there is no reason we can’t apply again. The letter also offers suggestions for other fundraising initiatives, which Tim, Frank and Ian would look into.

**9. Treasurer’s Report**

Yvonne said the accountants were in the process of finalising the annual accounts, which would be sent on Monday. Yvonne will email these to Trustees to sign and agree ready for AGM.

**10. Friends Activity and pending events**

Michelle is in the process of getting more members involved. She is getting more volunteers supporting the coffee shop, however, it is cover for competitions held at EGC that can sometimes be a problem – especially if parents do not have children entering.

In terms of future events, Mike confirmed there is a **Boy’s Novices competition**. Mike said the Young Leaders would be able to support the running of the coffee shop. Michelle would speak to Taylor and Gill Cleave to support this competition.

For the club **Christmas Parties**, again the Young Leaders will be tasked with the organisation of this event, with support from the Friends. Michelle will speak to Taylor and Gill Cleave to support this event.

Promotion of the **Christmas Gala** would need to be done and discussed at a future meeting.

**11. Noticeboard**

It was agreed a confirmation of the £40,000 grant and of the presentation for the Grant be added. Tim/Mike to print off and Michelle can put up on noticboard.

**12. AGM**

This had been agreed for Wednesday 5th November. Tim would present to members the grant application and give an update on the building work. Michelle will put up AGM notices in the gym club. Notification would need to be put on Facebook and, hopefully, via email to members. The Trustees were happy to stand again and would email Tim to confirm this.

**11. Any Other Business**

Fundraising ideas: Tim asked if the presentation night would be done again. It was agreed this event was good, but Liesa Thompson, who organised it, was no longer at the Club. It is something that the Club would like to do again, but maybe done a bit differently.

New Squads: Mike updated Trustees that 30 new squad members are either joining squads, increasing training etc. He said it had been one of the best transitions to date.

St Lukes: Mike is still discussing the links and future build of a gym club on the St Luke’s site. The school are still very keen to progress.

**12. Date of next meeting**

This will be the AGM taking place on Tuesday 5th November.