



MINUTES: Meeting of the directors

Date held: Thursday 26th May 2016 – commencing 3:30pm

Held at: The Riverside, The Bridge, Boscastle

Directors Present: Nick Chater - appointed chairperson of the meeting
Ross Yates, Paul Langford and Peter Dixon

1. Quorum

It was confirmed that notice of the meeting had been given to all the Directors of the Company.

It was noted that a quorum of Directors was present at the meeting in accordance with the Company's Articles of Association.

2. Minutes from the last meeting

IT WAS RESOLVED that the minutes presented of the last meeting, 26th May 2016 were accurate and should be published.

3. Matters arising

No matters were brought forward.

4. Grant funding from Cornwall Council

IT WAS RESOLVED that the chairperson will accept Cornwall Council's grant letter on behalf of the Company in accordance with the terms and conditions set out. A copy of the grant letter and terms are attached.

5. Devolution of local authority asset

IT WAS RESOLVED that the chairperson will accept Cornwall Council's tenancy at will relating to the public conveniences at Boscastle Gateway, Penally Hill, Boscastle on behalf of the Company. A copy of the tenancy are attached.

MLC

Boscastle Community Interest Company

registered in England and Wales 10098033



6. Insurances, legal fees, utilities and rates

IT WAS RESOLVED that PSP Insurance Solutions be appointed to secure suitable insurances for the Company and their remuneration be at a rate to be agreed by the Directors in due course.

IT WAS RESOLVED that the Company will invoice Cornwall Council for £500.00 in relation to legal fees associated with the devolution of the asset.

The Company have been notified of the current utilities used by the Boscastle Gateway building and that the necessary readings and transfers will occur once a handover date has been agreed by all parties. Cornwall Council have given the Company advice regarding the ratable value of the asset and that the Company will qualify for 100% small business rate relief as this is the Company's only business premise.

7. Cleaning, waste and consumables

IT WAS RESOLVED that the Company investigates working with Steve Coom to provide a cleaning service. The current cleaning operator, Cormac, provided a tender beyond the budget currently allocated by the Company. A new cleaning specification and agreement will be produced by the Chairperson and agreed by the new cleaning operator.

IT WAS RESOLVED that the Company investigates working with Cory Environmental to provide general and clinical waste services.

IT WAS RESOLVED that the Company investigates working with Hygiene Disposables Group Ltd to provide consumables.

8. Contracts outstanding and ongoing

IT WAS RESOLVED that the Company continues with the current contract for the H2 Moxi system at an annual charge of £440.00. This will allow the Company to monitor and react to the coin pay units.

9. Book keeping

IT WAS RESOLVED that the Company directors will provide book keeping services until time that they feel that it needs to be delegated to a third party. The book keeping will be overseen by the Company's appointed accountant.

10. Advertising and National Trust

Boscastle Community Interest Company

registered in England and Wales 10098033



IT WAS RESOLVED that the Company investigates working with the National Trust regarding provision of a village map. The map will provide additional revenue into the Company by local businesses and will develop a positive relationship with the National Trust. IT WAS RESOLVED that the Company purchase two A1 advertising boards for the Boscastle Gateway building on completion.

11. Action plan

The core tasks to achieve a devolution deal were shared amongst the directors.

12. Any other notified business


No matters were brought forward.

13. Next Directors' meeting

It was agreed that the next meeting of the Directors will be notified in accordance with the Company's articles of association.

14. End of meeting

There being no other business the meeting ended at 5:00pm.

Signed 

Chairperson

Dated 26/5/16

Registered office address:

Boscastle Community Interest Company,
c/o The Riverside, The Bridge, Boscastle, Cornwall, PL35 0HE