

Minutes of a meeting of the Board of Cwmni Cymunedol Cletwr held on Thursday 14th January 2016.

Cofnodion cyfarfod Bwrdd Gwmni Cymunedol Cletwr a gynhaliwyd ar nos Iau 14eg Ionawr 2016

Present/Yn bresennol:sh, sf, ho, clw, rp, bw, nc, ke, mlw (observer)

<p>1. Matters arising 1.1 Janice de Haaf has now finished her work. Report received and she has been paid. 50% of funding came from general funds, 50% from events budget. Survey results sent out to partners. 1.2 H&S policy needs review as we now employ more than 5 people. Ceredigion staff visited today to do a review to help us. We are doing everything we need, but need to have it as a written policy. Jane will do risk assessments. 1.3 Road signs. Roland and Bethan have given permission to put sign up on their land. 1.4 New notice board. Thanks to Cindy for her work. 1.5 Fridge.. Still unstable. May need to move fridge. KS to discuss with JL.</p>	<p>1. Materion yn codi</p>
<p>2. Financial report Christmas period not as good as hoped, although turnover was up. Still basically on target, but not as great as hoped after excellent summer. Wages have been increased which has a long term commitment. Need to look at casual staff numbers during quiet months. Need to be careful. Interest-bearing a/c: agreed to proceed as interest rates so low</p>	<p>2. Adroddiad cyllidol</p>
<p>3. Insurance etc. 3.1 Buildings insurance. Quote of £633 from NFU. Will be effective from exchange of contracts. 3.2 Directors and Officers Insurance. Recommendation from broker that we might find this useful. Estimate about £350 p.a. Agreed to complete proposal and consider starting from May, will include in draft budget. 3.3 H&S assessment. Suggestion from NFU to get in external consultant to do H&S review. This would cost several thousand pounds. AGREED this would be inappropriate for the time being. 3.4 KE to investigate First Aid courses. Possibly open up to community to defray costs.</p>	<p>3. Yswiriant 3.1 Yswiriant adeiladau. Wedi derbyn amcanbris o NFU. Bydd e'n effeithiol o ddyddiad cyfnewid</p>

<p>3.5 New pension laws. We have done what we need to so far, but likely we will join the scheme in 2017. KE to ask CAVO if they have any courses etc. NC to check if we are CAVO members and if not, sign us up.</p>	
<p>4. Operations and Staff. 4.1 Have agreed to appoint a 'night porter' to handle evening opening and cleaning. 4.2 Cheffing for Mon and Tuesday. AGREED to delegate decision to BW after discussions on overall wages budget. 4.3 any suggestions for caffi to be e-mailed to KS. 4.4 Marketing – various things in progress. (KS left)</p>	
<p>5. Community Co-ordinator. Report by HO Programme for Jan-Feb now published. Concern over possible small deficit. Several options. To be discussed later. Did not get grant from Laura Ashley for future funding. AGREED to organise a funding strategy meeting to cover next few years. 2.30 pm 8th Feb. NC to circulate. HO to prepare final report for Santander.</p>	
<p>6. Update on purchase etc. 6.1 Lottery will have a legal charge for 20 years. 6.2 Exchange in '2-3 weeks'? Thanks to SH for hard work. 6.3 CFP application submitted. 6.4 EOI for EU RDP submitted. VOTE OF THANKS to CF for his work on the business plan. 6.5 Capital Development Group report. Decided we do not need a full landscape survey. Quote received for upgrading the main external big signs. This can be done now and paid for out of trusthouse funding. 6.6 Community Survey. Report has been produced. 6.7 Newsletter. Need to look at future distribution etc. Must use more electronic distribution. Possible 'colour supplement' online. 6.8 Suggestion for a 'youth newsletter' SH to discuss with Donna. CLW to get involved as well. 6.9 Will approach youth workers to see if one would be willing to attend board meetings. 6.10 Collection box. AGREED BW to buy a donations box. CLW to design 'thermometer'</p>	

Next meeting 17th March.

Cyfarfod nesaf 17 Mawrth, 19.30