

Minutes of Directors Meeting

Ref No:
 Date of Meeting: 15th February 2021
 Time of Meeting: 18:00
 Place of Meeting: Zoom videoconference
 Purpose of Meeting: Scheduled Board Meeting of Combe Mill Society

Distribution:
 Directors: Derek Goddard, Margaret Gruber, Philip Hawtin, Tony Simmons, Julie Stuart-Thompson, Peter Trowles.
 Noticeboard, Website Members' page

Present

Directors: Philip Hawtin, Derek Goddard, Margaret Gruber, Tony Simmons, Julie Stuart-Thompson, Peter Trowles.
 Members: Richard Newman

1 Apologies

Ref	Comment	Action
1.1	None	

2 Minutes of previous board meetings

Ref	Comment	Action
2.1	The minutes of the meetings held on 4 th and 18 th January 2021 were confirmed as correct records of the meetings.	

3 Lockdown working arrangements

Ref	Comment	Action
3.1	No further projects had been approved by the sub-committee since the previous board meeting.	

4 Treasurer's Report

Ref	Comment	Action
4.1	The treasurer provided the report in Appendix 1.	
4.2	It was noted that a third government grant of £7,244 had been received as compensation for the enforced closure. This was more than had been expected. The treasurer reported that there are further grants and training opportunities available which the mill might make use of e.g. the Belenheim Community Fund. Projects that might qualify for a grant included: replacing the water wheel wedges, repairs to the head race sluice and repairs to the head race retaining wall.	

5 Annual boiler inspection

Ref	Comment	Action
5.1	It was noted that the steam raising boiler had passed its visual and pressure tests on 10 th February. The inspector had not expressed any concern about corrosion.	DG
5.2	A cowling will be made and fitted to the steam safety valve exhaust pipe.	

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Ref	Comment	Action
5.3	The new tannin dosing system is working well	TS

6 Re-opening of the mill

Ref	Comment	Action
6.1	<p>The chairman led a discussion of the strategy for re-opening the mill. It was hoped that a possible reopening date would be known following the government announcement expected on 22nd February.</p> <p>It was agreed that we need to know how many members and volunteers will be willing to attend and fill all the roles necessary to open the mill either static or in steam. The roles needed would be based on the mill's existing documentation and advice from the HTAs and the Director Responsible for Safety. It was agreed that the board should write to all members to determine their attitude towards a reopening of the mill and what they would be willing to do.</p>	JS-T
6.2	<p>JS-T suggested holding a 'welcome back' members' steaming day before the public reopening to give members the opportunity to confirm what they would be prepared to do and to give them something to look forward to. This was agreed. It was also suggested that the mill could advertise for new members and give them the opportunity of visiting on the afternoon of the members' day. It was felt that the earliest such a meeting could take place would be in May.</p>	
6.3	<p>Tea room – Wendy now has responsibility. We need to check what catering offers we can provide after reopening and cost them, e.g. group lunches and cream teas. Julie to speak to Wendy.</p>	
6.4	<p>Future AGMs – there was a discussion on whether or not to delay the AGM until after April 2021 if this would allow a face-to-face meeting. It was agreed to revisit this question after the government announcement on 22nd Feb.</p>	

7 Date of next meetings

Ref	Comment	Action
7.1	<p>Monday 8th March 2021 at 18:00.</p> <p>Monday 12th April 2021 at 18:00.</p>	

Approval

These minutes were approved by the Chairman for display on the Society's website.

Peter Trowles
Minutes Sec

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Appendix 1

Report from Treasurer – 15 February 2021

Current balance: @ 15 February 2021

Bank	£15,325
Cash	£ 559
Savings Reserve	£10,500

Significant Recent Income:

- Membership fees £588
- Member donations £137
- Gov COVID Grant £7,244.63

Significant recent payments:

- Boiler inspection fees £200

Routine expenditure per month:

- Telephone/broadband - £42
- Cleaning - £56 (week month)
- Electricity - £60 (warm months)

Significant forthcoming expenditure:

Item		Forecast
Directors Liability Insurance	Direct Debit	£16.33 per month
Electrical work – survey remedial work (RCDs)+WC Fan + Em lighting	Quote	£1390

Tony Simmons - Treasurer
15 February 2021