

Minutes of the meeting of the Directors of Belhaven Surf Centre Ltd
held at Seapoint, Dunbar on Thursday 30th November 2017

Present: Clive Christopherson (Chair), Sam Christopherson, Lisa Monteith,
Alasdair Swan

Appointment of Chairman:

Clive Christopherson was appointed Chairman.

Lease:

The final terms of the lease were discussed and Clive was authorised to instruct Paris Steele to complete the lease on behalf of the company.

Funding:

The core funders are Viridor Credits and Leader, both of whom have been highly supportive to date, and the next stage of the applications is in hand.

Construction project:

The GRAS proposals are in need of further investigation and Sam explained that GRAS had hoped to use their own workforce. There is now uncertainty as to where their cost proposals stand and what they cover.

Clive is leading the planning application process.

Administration:

It was agreed that Alasdair could set up a Quickbooks account to control the company's financial activities. He will make the necessary arrangements with HMRC and Companies House.

Register of interests:

The register will be kept on Dropbox.

Option to tax building:

It was agreed that there should be an option to tax the building so that all vAT associated with the project can be recovered. This will mean that rents moving forward will need to be invoiced at standard rate VAT.

Signage:

Sam and Lisa agreed to scope the signage required for the building.

Website:

Sam and Lisa will determine the requirements of a website which will give consideration to a booking system for the available public spaces.

Access to the building:

Access will be controlled through a key system, yet to be finalized.

There being no further business the meeting closed.