



Minutes of the meeting of the Directors of Belhaven Surf Centre Ltd held on Wednesday 27 February 2019

Present: Clive Christopherson (Chair); Brian Allen;
Sam Christopherson (Minutes) Alasdair Swan

Minutes of the previous meeting

The minutes of the meeting held on 30th January 2019 were approved.

Finance

Funding:

The East Lothian Council Tourism grant application has been approved. All grants have now been received apart from the tourism grant, a Be Green grant and the main Leader and Wren grants.

Professional fees:

These currently stand at £27k and will be higher than originally anticipated.

Main project costs:

There have been no significant unexpected costs. The cost of the electricity supply will come in close to budget. The cost of mains water supply and drainage will be higher than the budget cost.

User updates:

Wave project:

The WP has been very supportive. Brian and Alison had a successful meeting and the heads of terms will now be sent to the WP. **BA**
The terms of the lease are for an office in line with planning terms.

Dunbar Surf Lifesavers Club:

A meeting is to be arranged with the club to confirm the timed slots that will support the Club's activities and the benefits that would assist the Club if the crowdfunding is as successful as hoped. **BA**

Countryside Rangers:

A meeting will be set up with Tara Sykes to clarify the requirements of the Rangers. **BA**

Active Schools:

Meet with Gareth to understand requirements. **BA**

Lease details:

It was agreed that the lease would include terms to place the responsibility for internal maintenance and repairs on the tenants; external repairs will be the responsibility of Belhaven Surf Centre Ltd

Site update:

The main project uncertainty is centred on the water supply and drainage. Quotes for professional help have been received from Business Stream but BS's service to date has been inefficient and slow and the quoted costs are excessive. We will return to Peter Brett for advice. **AS**

East Lothian Council has granted us permission to take a mains water supply off the pipe to the toilet block provided the new meter is positioned before the council's meter. It is believed that Scottish Water will still need to be engaged with this installation. **AS**

Obtain access to the Lifesavers' Store to facilitate the mains water project. **AS**

Early progress on site by PJ Green has seen large movements forward and the building project is proceeding to plan.

Charitable status:

It was agreed that there are many good reasons for seeking charitable status.

It was confirmed that the Chairman should not have a casting vote and , as an aspiration, the Board wishes to move forwards on the basis of seeking unanimous approval for decisions..

Although the constitution allows for a minimum of 3 and a maximum of 6 Directors it was agreed that 5 would be an ideal number of Directors, providing sufficient numbers for a quorum, with Directors holding meaningful roles, and with a small enough group to make meetings manageable.

Clive will check over the consistency of the company documentation. **CC**
Alasdair will then apply to OSCR and communicate with Companies House **AS**

Website:

Sam asked all the Directors to review the current content of the website to suggest possible improvements.

E mail:

Sam will bring the BSC e mail up to date and will assign user names for the Directors. **SC**

Booking system:

Progress is being made to identify an ideal booking system which will provide visibility for all interested parties who wish to use the Centre. **SC**

The management of time slots was discussed and it was agreed that as much flexibility as possible needed to be kept in the system to allow maximum use by all of the groups involved with the Centre. This matter remains work-in-progress. **SC**

Marketing:

Sam thought that more follow-up Public Relations was now needed. **SC**

SC demonstrated the approach needed to secure a successful crowdfunder

Directors agreed that there would be an EASTER Launch date. **SC**

Contact USERS to be see how they can be engaged with the crowdfunding **BA**

SC to drive forward the network idea with directors, work with BA on the story and then work with BA on organising a USER group to chase the rewards. **SC**

Date of next meeting:

To be determined - **CC**