

FLETTON HOUSE WORKING PARTY

Minutes of meeting held at Courthouse on 11/08/2014

Present: Ann Fitzgerald; David Chapple; Roy Sparkes; Brian Pearson; Terry Stagg.

1) Apologies Paul King.

2) Minutes of previous meeting agreed.

All tasks done except following:

Not done by due date therefore carry forward to September meeting:

Marketing of space freed up in QVH when dance studio operating	PK
Community funding proposal	TS
Courthouse marketing plan	PK
Day in the life of a building	AF/DH

Actioned and in progress:

Quote for windows from Tradell not received. Should get JW& and another window quotes shortly together with a JW quote for roof costs. More quotes will be sought for windows and the lift.

Continue to look at other grants

Use of FH for organised classes and groups- some expressions of interest. Next step to agree charging schedule.

Registrar move to FH

BP
TS
AF
FH AF/DH

3) Progress report - attached

4. Operational issues

Agreed to advertise licence to operate refreshment facility in social/coffee shop area. Will draft something for Oracle and will send a letter to businesses in area on the date of publication of the Oracle that provide similar offering to provide them with the opportunity to tender for the licence to provide the service

AF/??

AOB

None