Meeting Number: 4 The Friends of The Elm Tee Inn Management Committee

Location: Two Stiles Date of Meeting: 8 October 2025 Time: 4:00 pm

Attendees: Trevor Austreng (TA), Nick Carroll (NC), Alun Cooper (AC), Anne Kerrins (AK), Shaun Moloney (SM), Martin Pearson (MP)

Apologies: Peter Hughes (PH)

Approval of the Minutes of the previous meeting:

Items arising from the Minutes of the previous meeting:

What is the update concerning the Special Event in October for those who have supported the acquisition of the pub? MP reported that JP had not determined a precise date, but it would now be possible in November 2025.

What is the current status of our Instagram account? MP reported that he had not been able to meet with Tim Warren. However, MP felt that we would be advised to launch new Facebook and Instagram accounts on the FOTETI website, with the possibility of moving previous contacts across at a later date. MP agreed to work with Coastal Creations once we had approved the new website.

Approval of meeting agenda: The meeting agenda was accepted.

Number	Agenda Item	Outcome	Action	By Whom	By Date
4	LSC report on Meetings with the Tenants	The gate issue has now been resolved.	The customer's insurance company will pay for a new gate	AK	15 October 2025
			Arrangements will need to be made for the installation of the new gate.	NC	15 October 2025
		The chimney on the church side of the property requires review and repair.	A roofing contractor to be contacted.	NC	6 November 2025
		The roof over the men's toilets is leaking.	A roofing contractor to be contacted	NC	6 November 2025
		Accessible toilets and a bar need to be built to offer additional facilities.	Concept sketches need to be created and handed to an architect.	NC/SM	12 November 2025
			Planning permission will only be possible if there are appropriate detailed plans available. Funding will also be possible if there is a concrete project to stimulate interest.	Management Committee	Ongoing

5	Status of FOTETI Finances	The current bank balance is £70,000, and the projection is that there will be £70,000 at the end of the year. TA asked whether it was advisable to use some of the £70,000 at this time (eg repaying loans)? The rent is being paid early each month. What is the status of the annual return to the FCA?	No action needed No use of the reserves would be made at this time until the Management Plan had been approved. No action needed. Was the return sent by recorded delivery? Was a copy retained as a precaution? PH to be asked.	N/A Management Committee N/A NC	8 October 2025 8 October 2025 8 October 2025 9 October 2025
5b	Approval to commence repayments for private loans	The case was made that we had met all of the conditions necessary to implement the repayment of the private loans, which total £811 per month (capital and interest)	The Management Committee accepted the proposal (TA proposed and AK seconded) The monthly repayments will be made by standing order	Management Committee TA	8 October 2025 30 October 2025
6	The Management Plan	The framework of the Plan has been created.	The framework will be shared with the Management Committee	AK	9 October 2025
7	Available grants	Research has indicated that there are few grants available and even fewer for pubs.	We will continue to monitor the grant landscape and will be ready to apply if funds become available.	MP	Ongoing

8	New FOTETI website	The website ought to be ready for review on Thursday, 9 October or on the morning of Friday, 10 October.	The website will be reviewed for 1. The colour scheme across the website 2. All text is in the right position 3. All photographs are in the right position. Once the review is complete and no changes are needed, the website will be shared with all members of the Management Committee for their comments.	AC AC	10 October 2025 10 October 2025
9	Future Fundraising	Maintaining exposure is critical if FOTETI is to generate further fundraising. Launching a 200 Club will bring in funds.	Use the Management Plan as the stimulus for further fundraising. This concept was approved by the meeting. A separate bank account will be necessary.	MP AK TA	December 2025 February 2026 February 2026
10	New Year's Eve Party	JP has agreed to organise a New Year's Party.	The party will be open to anybody who books a table. The tenants to be informed of the decision.	Management Committee LSC	8 October 2025 6 November 2025
11	Others Trying to Buy Their Pub	The Plunkett Foundation gave our contact information so as to assist prospective buyers.	One group has already made contact with the FOTETI Chair.	NC	8 October 2025

12	The resignation of the Secretary	The meeting was informed that the Secretary had presented his resignation. Decisions need to be taken: Is there a replacement in the Management Committee? What are the responsibilities/skills of the Secretary? Should the Management Committee remain with 7 members or move to 6 members?	The resignation needs to be in writing. A meeting will be held at 10:00 am on Monday, 13 October, to discuss these questions. Review the Plunkett Foundation's description of the roles, responsibilities and attributes of the Secretary and publish to all members of the Management Committee.	NC Management Committee AC	10 October 2025 8 October 2025 9 October 2025

Minutes prepared by: AC

Minutes circulated on: 10 October 2025

Minutes approved on:12 November 2025