Meeting Number: 8 The Friends of The Elm Tee Inn Management Committee

Location: Two Stiles Date of Meeting: 11 February 2026 Time: 3 pm to 5 pm

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

Apologies: None

Approval of the Minutes of the meeting of 14 January 2026: The Minutes were approved.

Items arising from the Minutes of the meeting of 14 January 2025:

There were no risk assessment issues for discussion at this meeting.
The Treasurer was asked if he had received any response from the accountants about our buildings' depreciation. No response had been received to date.
The Master Share Register has been completed.
The newsletter (The FOTETI Ledgers) has been published to all Members.
The discussion about how we can pay interest to Members who live outside the United Kingdom will take place at the March 2026 meeting.
Discussions about the creation of a secure portal will commence in the week beginning Monday, 16 February 2026.

Approval of the agenda of the meeting of 11 February 2026: The agenda was approved.

Number	Agenda Item	Outcome	Action	By Whom	By Date
4	LSC report on Meetings with the Tenants	The LSC meetings will now take place quarterly.	The next meeting will take place on 7 May 2026.	LSC	7 May 2026
		Discussion took place about The Elm Tree Inn's marketing and how to manage the website.	Wes Dowell would be asked to provide inhouse training for the Inn's staff so that they can upload text and photographs as regularly as is needed.	LSC to inform the tenants.	20 February 2026
		FOTETI needs good quality photographs and videos for the website and the newsletter.	Committee members to take photographs when there are activities in The Elm Tree Inn.	Management Committee	Ongoing
		The planned rebuilding of the cemetery wall.	The builder has requested a space in The Elm Tree Inn's car park to locate the skip. This has been granted and so there will be no need for Shop Lane to be closed.	LSC	20 February 2026
5	Financial Report	The report had been read by the committee and there were no questions.	The report was accepted.	Management Committee	11 February 2026
6	Email from the Tenant	The Tenant sent a request for the Management Committee to consider a cover for the patio that would enable al fresco dining throughout the year.	The Management Committee was keen to support the Tenant's desire to build his business. However, careful consideration needs to be given to any projects.	LSC	20 February 2026

		The Tenant shared a website that provided images of the structure that was being contemplated.	The Management Committee supported the project but clarified the following caveats:		
			The structure clearly affects the aesthetics of the front of The Elm Tree Inn. It will be necessary to have an architect create a 3D rendered image of the structure in its preferred location. This would allow FOTETI, and residents in Langton Herring, to accept or oppose the plan.	LSC	20 February 2026
			FOTETI needs to establish an estate plan ASAP.	Management Committee	1 March 2026
			All costs associated with the 3D rendered design and any planning permission will be borne by the Tenant.	LSC	20 February 2026
			The roofing structure will be on the Tenant's inventory. This could be purchased by the incoming Tenant or by FOTETI.	LSC	20 February 2026

7	Prioritisation of Repairs and Maintenance in The Elm Tree Inn	Two projects have been completed and paid for. There are projects that we now know will need to be attended to.	The car park has been repaired and the loft in The Elm Tree Inn has been boarded and insulation nearly completed (all materials have been purchased). 1. External lighting in the car park is easily damaged by cars. Cost about £1,000. 2. Some rafters in the loft need to be repaired. Cost about £3,000. 3. One of the chimneys on the roof will need to be repaired. Cost about £12,000. 4. Repainting the south wall of The Elm Tree Inn. Cost about £4,500. 5. Removing two dead trees. Cost about £2,000. It was decided that our immediate priority would be to commit to: a. The repair of the rafter(s) in the loft. b. Remove the two dead trees. c. Repair the chimney. The total cost of these three projects will amount to some £16,000.	NC Management Committee	11 February 2026 11 February 2026

			Three quotations would be needed for all three projects.	NC	Ongoing
8	Social Media Policy	The revised social media policy was presented for approval.	The social media policy was approved. The procedures associated with the social media policy were also approved. Copies of the social media policy and procedures will be posted on the FOTETI website.	Management Committee Management Committee AC	11 February 2026 11 February 2026 16 February 2026
9	Issues with the article in "Country Life"	The article was not officially approved by FOTETI.	It was decided that asking the magazine for a retraction at this time would be pointless. More focus would be brought to bear on "unofficial publication" in the future.	Management Committee Management Committee	11 February 2026 11 February 2026

10	Insurances	Both the Directors' and Building insurances will need to be renewed by 23 May 2026.	It was agreed that quotations would need to be sought both by the Treasurer and by the Tenants. The insurance schedule for each policy would be used to ensure that all quotations were "like for like". We need to check the rebuild cost for The Elm Tree Inn and to determine if it is sufficient. Once confirmed, that will be included in the schedule for the building insurance quotations. Although the Tenants may also search for quotations FOTETI will remain in charge of the process.	LSC Management Committee Management Committee Management Committee	20 February 2026 11 February 2026 11 February 2026 11 February 2026
11	100 Club	The parameters of the 100 Club were discussed.	It was agreed that: 1. The cost was established as £10 per person per month. 2. The monthly draw would be in The Elm Tree Inn on the last Friday of each month. 3. 50% of the monthly total will go to The Elm Tree Inn and 50% for prize money. 4. A bank account will need to be opened for the 100 Club.	Management Committee Management Committee Management Committee TA	11 February 2026 11 February 2026 11 February 2026 ASAP

12	Any Other Business	FOTETI participated in the last annual CBS pub saving award.	Regrettably, we were not selected on this occasion.	MP	11 February 2026

Minutes prepared by: AC

Minutes circulated on: 13 February 2026

Minutes approved on: 11 March 2026

Signed by the Chair:

