Meeting Number: 12 The Friends of The Elm Tee Inn Management Committee

Location: Two Stiles Date of Meeting: 8 April 2026Time: 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 11 March 2026: The Minutes were approved.

Matters arising from the Minutes of the meeting of 11 March 2026:

Has there been progress with our application for a bank account for the 100 Club? When the last form has been signed and submitted, that ought to conclude our application.
Have we received the report from the Independent Examiner? Not yet, but there appear to be no issues, and so it ought to be with us soon.

Approval of the agenda of the meeting of 8 April 2026: The agenda of the meeting of 8 April 2026 was approved.

| Agenda Item | Outcome | Action | By Whom | By Date |
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| 4. LSC report on Meetings with the Tenants | There was no meeting on 2 April 2026 but this report updates all works in progress. | | | |
| | Vans and deliveries are still driving onto the paved patio area and causing damage. | A retractable bollard will be located in from of the gates to prevent entrance to the patio area. | LSC to notify the tenants. | 17 April 2026 |
| | There are expired units of the fire safety panel that require updating. | The quotation for the purchase of the units. is yet to be received. | Tenants | 17 April 2026 |
| | Repair work on the graveyard wall will commence on Monday 13 April 2026. | All preparation for the works has been concluded. Shop Lane will not be closed; the skip will be located in the Inn's car park and the set down area for all materials will be in the graveyard. | S. Bartlett | 13 April 2026 |

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| 5. Report of the financial status of FOTETI | | If we have a deficit, is that going to create a negative credit rating? Not expected.<br><br>It will be necessary to reevaluate the rebuild cost of The Elm Tree Inn every 5 years | Treasurer<br><br>Management Committee | 8 April 2026<br><br>8 April 2026 |
| 6. The analysis of the Members survey. | We received 135 responses, which represents 32% on the membership.<br><br>Discussion ensued about the bathroom available for people with mobility issues.<br><br>How do we publish the information from the Members Survey. | This was considered a supportive response.<br><br>An article explaining our current ability to offer access to an appropriate toilet for clients in the Inn in our next edition of the Newsletter.<br><br>The Next Steps survey results will be published to all Members in the AMM pack.<br><br>We will need to explain the difference between FOTETI and The Elm Tree Inn. | Management Committee<br><br>Management Committee<br><br>Management Committee<br><br>Management Committee | 8 April 2026<br><br>May 2026<br><br>May 2026<br><br>May 2026 |

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| | | Members will be notified that all comments will be reviewed and will provide information for the Management Plan. | Management Committee | September 2026 |
| 7. Preparations for the Annual Members meeting in June 2026 | The draft timeline was reviewed. | The timeline is going to guide our preparations.<br><br>Our first consideration is to identify vacancies in the Management Committee.<br><br>We need to identity people who want to stand for election, and to have a CV for each person.<br><br>The names and CVs of all candidates will need to be published to all Members in the AMM pack.<br><br>The production of information for the Annual Members meeting will be assigned to members of the Management Committee. | Management Committee<br><br>Management Committee<br><br>Management Committee<br><br>Management Committee<br><br>AC | May 2026<br><br>17 April 2026<br><br>27 April 2026<br><br>May 2026<br><br>10 April 2026 |
| 8. Version 7.3 of The Model Rules | The Management Committee reviewed the sections of the draft Model Rules, Version 7.3. | The age of Member changed from 18 to 16 years of age. This was approved.<br>Local Membership was clarified as Chesil Bank. This was approved. | Management Committee<br><br>Management Committee | 8 April 2026<br><br>8 April 2026 |

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| | | The quorum for an AMM is currently 42 as we have 419 Members (10% of membership). This was approved. | Management Committee | 8 April 2026 |
| | | The number of members of the Management Committee was confirmed as 7. This was approved. | Management Committee | 8 April 2026 |
| | | The proposal of three sittings of 3 years (9 years in total) on the Management Committee was approved. | Management Committee | 8 April 2026 |
| | | The proposal of having Membership and Community shares was approved. | Management Committee | 8 April 2026 |
| | | All major changes will have to be identified and explained in the information pack that will be sent to the Members as they will have to vote on adopting the Model Rules, Version 7.3. | Secretary | May 2026 |
| 9. Update on maintenance projects | The chimney repair | Two quotes are going to arrive this week. | NC | 10 April 2026 |
| | Repair of roof timbers | Two quotes have been received and after review the contract will be offered to Shaun Williams Carpentry. | NC | 8 April 2026 |

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| | Safeguarding the paved patio | Install a retractable bollard in front of the gates. | Tenants | April 2026 |
| | Another area of the attic in The Elm Tree Inn has been discovered. | We have rolls of insulation available and so volunteers will be sought to install the insulation. | NC | 17 April 2026 |
| | Clare will be in Langton Herring on 26 April 2026 | She can discuss the memorial bench | NC | 26 April 2026 |
| | The two new trees have been purchased and planted. | The young trees will need to be watered regularly. Volunteers will be needed. | NC | 10 April 2026 |
| 10. Any Other Business | SSEN is offering to support community activities that promote Net Zero. | It was decided that FOTETI should apply for up to £20,000 to purchase and install solar panels on the roof of The Elm Tree Inn. The Inn will serve as a hub to provide resilience support for residents in the case of an emergency. | AK | April 2026 |
| | | We need to locate the energy audit certificate that was handed to us in the completion of the purchase of the INN. | Management Committee | April 2026 |

Minutes prepared by: AC

Minutes circulated on: 10 April 2026

Minutes approved on:  13 May 2026

Signed by the Chair:

