

Hebden Bridge Community Association Ltd
Minutes of the Board meeting held on Thursday October 7th 2010 at Hebden Bridge
Town Hall at 6.30pm.

Present: Peter Hirst, Andrew Bibby, Sara Robinson, Mike Smith, Sarah Moss, Karen Houghton, Sue Fenton

Apologies: Robin Dixon, Linda Patterson.

1. The chair advised that this meeting of the Board was limited to one item of business, the discussion of and decision regarding the offer letter from the Communitybuilders Fund.
2. Andrew Bibby presented the Board with the letter received from the Social Investment Business, dated 17 September. The offer consisted of grant funding of £793,000 (split into £750,000 capital grant and £43,000 revenue grant) and loan funding of up to £1.25m.
3. Trustees noted the briefing document prepared by the Capital Build committee regarding the offer. Trustees noted the proposed terms of the two loans. Trustees considered the necessity of the investment in relation to the Association's charitable aims. Trustees also considered whether the terms offered from Social Investment Business were reasonable, and the ability of the charity to repay the loan elements.
4. Trustees noted that a number of issues had been raised with the Association's Communitybuilders project officer in an email from the company secretary of 29 September, to which only a partial reply had to date been received. In particular, trustees noted that the requirement to have a fixed price contract for building work before drawdown which was in the agreement appeared to contradict previous informal assurances and would prevent the Association from access to Communitybuilders funds during RIBA Stages E-G. Since this could jeopardize the ability of the Association to progress through the forthcoming detailed design work to the position where the building contract specification could be drawn up, trustees resolved that, at this stage and pending further discussions with Social Investment Business, this condition was not acceptable. Trustees noted that a further condition related to the Association having freehold tenure of the site. Following negotiations with Calderdale council, it appeared likely that the council would not, as a matter of policy, offer freehold tenure but would offer 125 year leasehold tenure. The trustees resolved to advise Social Investment Business accordingly. Trustees further noted that, although they anticipated agreeing contracts for the capital build expenditure by next summer, the condition that drawdown was against architects' certificates of work completed, with final drawdown required by September 2011, was not in line with the project programme as submitted to Communitybuilders in the Association's July submission for investment, and would not be able to be met. The trustees resolved to advise Social Investment Business accordingly.
5. Subject to these issues, trustees resolved to accept the terms of the investment offered by Communitybuilders and to instruct the chair and company secretary to sign the documents on the Association's behalf.

There was no further business.

The meeting closed at 7.27pm.